

**FOUNTAIN UNIVERSITY, OSOGBO**

P.M.B 4491. Osogbo, Osun State

REGISTRY DEPARTMENT (HUMAN RESOURCES UNIT)**APPLICATION FORM FOR SPONSORSHIP TO LEARNED CONFERENCES****NOTE:** Any misinformation on the part of the applicant will be liable to structures by Fountain University, Osogbo

1. Name of Applicant:
2. Department:
3. Present Post of Applicant :
4. Date of First Appointment:
- 5.(a) Conference for which application is being made:
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.....
- (b) Venue:
- (c) Duration:
6. Have you been invited to read a paper?
Are you presenting a paper?
.....
If yes, has it been accepted?:
7. Title of paper:
.....
.....
8. Give a list of all documents and correspondences received from Conference courses and submit copies with the application form
 1.
 2.
 3.
9. Indicate the importance of the conference to your academic field:
.....
.....
10. What active part are you playing in the official programme of the Conference?
.....

11. Please give details of the last award you received from the institution for Learned conference attendance

a. Local/National Conference:

b. International Conference:

c. Financial assistance received for (a) and/ or (b):

12. A detailed statement of financial assistance required from the University (requests should be based strictly on the conditions stipulated in the Registrations):

a. Return Passages from Osogbo to : Via:

b. DTA for: days at the rate of ₦ per day

c. Registration: ₦ Grand Total: ₦

13. I undertake to make copies of papers readily available to the **Secretary, Committee of Deans, Academic Office**, and the **University Library** on my return.

.....
Signature of Applicant

.....
Date

14. Comments of the Head of Department:

.....
.....

Name

Signature

Date

15. Comments of the Dean of College:

.....
.....

Name

Signature

Date

16. Remarks by the Vice-Chancellor:

.....
.....

Signature

Date