



त्रिभुवन विश्वविद्यालय
Tribhuvan University
इन्जिनियरिङ अध्ययन संस्थान
Institute of Engineering

व्यवहारिक अनुसन्धान तथा विकास केन्द्र
Centre for Applied Research and Development (CARD)



Pulchowk, Lalitpur, Nepal
G.P.O. Box: 1915 Kathmandu, Nepal
Tel.: 977-1-5521310, 977-1-5530610
Fax : 977-5-525830
E-mail: card@ioe.edu.np

मिति : २०७६।४।१

सूचना

यस कार्यालयमा संचालित CapSEM Program अन्तरगतको International Symposium तथा Industrial Travel मिति २०७६ भाद्र २६ र २७ गते Kampala, Uganda मा संचालन हुने कार्यक्रममा विद्यार्थीहरू (स्नातकोत्तर तथा विद्यावारिधिमा अध्ययनरत) समेत समावेश गरीने भएकोहुंदा उपरोक्त कार्यक्रम तथा भ्रमण सम्बन्धमा यस केन्द्र द्वारा उपलब्ध गराइने CapSEM Travel Support कालागि योग्य विद्यार्थीहरूबाट आवेदन मिति २०७६।४।८ गते बुधवार कार्यालय समय सम्म आव्हान गरीएको व्यहोरा सम्बन्धित सबैको जानकारीका लागि यो सूचना प्रकाशित गरीएको छ । संलग्न आवेदन भरी सम्बन्धित Master Program Co-Ordinator संग सिफारीस गराई CARD Office को Email Address : card @ ioe.edu.np मा प्रेशित गर्न हुन समेत जानकारी गराइन्छ ।

(प्रा.डा. भोलानाथ शर्मा घिमिरे)

निर्देशक

Call for Student Application for Travel Support to CapSEM Program at Uganda

1. Program Background

As a partner Institute of the CapSEM program, representing IOE, TU, Center for Applied Research and Development (CARD) has been coordinating various activities within IOE. Among the various activities, an International Symposium under the theme on "Transition to Sustainability Practices" followed by Industrial visits will be organized on September 11-13, 2019, at Makerere University Business School (MUBS) Kampala, Uganda. Three graduate students (enrolled in any Masters or PhD program) from IOE constituent campuses (Pulchowk, Thapathali, ERC and WRC) will be awarded with Travel support grant for participating this event.

The CapSEM (Capacity building in Sustainability and Environmental Management) Project was designed to create a multi-regional network for knowledge exchange and capacity building in Sustainability and Environmental Management, between program countries (Norway, Netherlands and Portugal), partner countries (India, Nepal and Uganda) and partner country regions of Asia and Africa through both physical and electronic methods. The CapSEM project is co-funded by Erasmus+ Programme of the European Union, during the period 2016 –2019.

The student who is pursuing or planning to pursue the research area which is closely associated with sustainability and sustainable designs, green practices for overall ecology maintenance both at individual and or industrial scale engineering processes, building circular economy, environmental management, can apply for the travel support.

The CapSEM travel support will give promising graduate students the opportunity for global exposure and exceptional learning through interaction of industry leaders of global manufacturing companies and academic professors from International Universities.

2. Eligibility and Required Documents

Support seeking applicants must be enrolled in any Master's degree or PhD degree program within any Constituent Campuses, IOE, TU.

All the qualified applicants seeking this support should fill in the CapSEM Travel Application Form. Each applicant should submit application form with signature from master's program coordinator with the following supporting documents:

- A) Copy of current study degree mark-sheets
 - a. Masters student : 1st and 2nd semester result
 - b. PhD student : 16 credit course work result
- B) Copy of valid passport pages
- C) Statement of Purpose (SOP) [1-2 pages of write-up with statement of how this travel support augments in reshaping your research and current studies.]
(NB : **Queries will NOT be entertained** for writing this. Project info on CapSEM is at <https://capsem.wordpress.com>]
- D) Latest CV



The application form with all signatures and the supporting documents should be prepared first. The scanned copies of form, passport, and mark-sheets should be bundled with SOP and CV and then the single file should be sent to card@ioe.edu.np by **24th July 2019** office time.

3. Selection

The selection procedure among the number of applicants will be based on the merits of their scores obtained on their study program. In case of the merit score tie among multiple applicants, the interview and other document assessment procedure will be followed.

4. Support Allocation Scheme

There are two types of categories that any applicant can compete for the travel support award.

Allocation Scheme	No.
Masters Students(Male - 1 and Female - 1)	2
PhD Student	1
Total	3

If there is no application on particular category, the other category applications will be considered.

5. Travel Support Detail

Three selected students will get the following supports for Travel to Kampala, Uganda

- (a) Up to €820 as Travel fair (Maximum amount of 820 Euro equivalent NRs. to be paid through bill of ticket purchase)
- (b) 4-days of Cost of stay at the rate of €55 per day with total amount of €220 (220 Euro equivalent NRs. amount will be paid once the travel and other administrative procedures complete)

There will be few more costs, which are like visa-processing, insurance purchasing, local travels and alike other expenditures. These all costs and expenditures are the sole responsibility of student.

6. Travel / Program Detail

10 September, 2019: Travel to reach Makerere University Business School (MUBS) Kampala.

11 September, 2019: CapSEM Symposium Day

12 September, 2019: CapSEM Industry Visit Day

13 September, 2019: Return Travel to Nepal

7. Travel Report Submission

The advance payment settlement and final payment disbursement to students will be done only after submission of 5-page report of Symposium participation and Industry visit, with highlights of key learning and outcomes of the CapSEM Travel.

CapSEM Travel Support Application



Name : _____ CRN : _____ Gender : Male Female

Contact Number : _____ Contact email : _____

Study Program : PhD Masters Campus : _____ Entry Year : _____

Master's Program : _____

Check List (Tick mark on Yes/No) :

Items		Yes	No
Semester Mark-sheets	Scan Copy attached		
Valid Passport Pages	Scan Copy attached		
SOP and CV	Bundled with digital file		

As an eligible student applicant, I, undersigned affirm that :

- (a) All the information on this form and supporting digital contents submitted are exact copy of my original documents.
- (b) I will NOT be making any claims other than 'travel support' and 'cost of stay' as per the rules of CapSEM/CARD rules.

Name : _____ Signature: _____ Date : ____/____/2019

Campus Chief / Program Coordinator Endorsement :

As per the campus record, Mr. / Ms. _____ with CRN _____ is currently the student enrolled in (Masters/PhD) _____ program of _____ Campus and currently (s)he on _____ year of the program.

Name : _____ Signature: _____ Date : ____/____/2019