



Visva-Bharati
Academic & Research

NOTICE

This is for information of all concerned that the Applications, in the specified format, are invited from different Departments/Centres/Bhavanas/Sadanas for organizing Seminars/Conferences/Workshops during the financial year 2026-27.

Kindly send the applications following the guidelines laid down by the Competent Authority attached herewith.

Directors/Principals/Heads of Departments and Centres are requested to schedule the proposed Seminars/Conferences/Workshops so that they do not overlap with University Seminars/Functions and Festivals/Alumni Meet/Industry-Academia Meet.

Applications should be sent to the office of the Joint Registrar (Academic and Research) by 15th April 2026.

Ref. No: A&R/Notify/5390/2025-26
Santiniketan, dated: 23.02.2026

23/02/2026
- Registrar
Visva-Bharati
कुलसचिव
विश्वभारती
Registrar
Visva-Bharati

Copy to:

1. All Directors/Principals of the Bhavanas/Vibhaga, VB
2. All Heads of the Departments/Centres/Sadana/Units/Offices, VB
3. Finance Officer, VB
4. C.S to Vice-Chancellor, VB
5. P.A to Registrar's Office, VB

Guidelines regarding Number of Seminar/Workshop/Symposia per year (w.e.f. FY 2026-27)

No. of National Seminar	No. of International Seminars	Time Frame for planning of the Seminar (National/International)	Minimum number of National Delegates required for organizing a National Seminar	Minimum number of International Delegates required for organizing an International Seminar
20	04	National - 06 months International - 1 year	50	25



Visva-Bharati Santiniketan

Application Form for financial assistance Non-Salary (Revenue) Budget 2025-26 to organize the International/National Seminar, Workshop, Conference, Symposia etc. within University.

1. (a) Name of the proposing department :
(b) Bhavana:
2. Name of the organizer (Co-ordinator/Convener) :
3. Title of the seminar/workshop etc.:
4. (a) Date of the proposed seminar/workshop etc.: From _____ to _____
(b) Venue :
5. (a) Name of the collaborating organization/institutions, if any) :
(b) Matching grant, if any (give in details) :
6. (c) Details of financial sponsor (s), if any:
 - (i) Name of the sponsor (s) :
 - (ii) Total amount is to be received :

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7. Quantity of assistance required :
8. Total tentative expenditure for the programme :
9. Expected number of participants (details) :
- (a) From foreign country/countries :
- (b) From outside of the state :
- (c) From West Bengal :
- (d) Internal :
- Total :
- List of enclosures:- :

Full signature of the applicant with seal
Mobile phone no:
E-mail address:

Remarks of the Principal of the Bhavana

Note: 1. Additional information may be required to be submitted after finalization of the relevant guidelines by UGC.

2. Relevant policies of the University in this regard are subject to change from time to time if deemed required by the appropriate authorities.