



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
PATNA- 801507

PROFORMA TO APPLY FOR PRIVATE FOREIGN VISITS

1	Name	
2	Designation	
3	Department	
4	Passport No.	
5	Details of private foreign travel to be undertaken:-	
	(i) Period of leave applied	From _____ To _____
	(ii) Nature of leave	
	(iii) Period at abroad	From _____ To _____
	(iv) Name of foreign countries to be visited	
	(v) Purpose of visit	
	(vi) Estimated expenditure (Travel, boarding/ lodging, visa, misc. etc.)	
	(vii) Source of funds	
	(viii) Remarks, if any.	
6	Details of previous private foreign travel, if any under-taken during the last four years (as in item No. 5)	

Signature of the applicant:

Date :

Remarks/comments of Head of the Departments with Signature: