

# LAGOS STATE UNIVERSITY, OJO

## Staff Welfare Unit

### ACADEMIC STAFF

#### APPLICATION FORM FOR GRANTS FROM THE TRAINING & DEVELOPMENT VOTE

To be completed in **TRIPLICATE**

To: The Vice Chancellor  
Thro: The Registrar  
Thro: Dean  
Thro: Head of Department

I wish to apply for Sponsorship by the University from **THE LEARNED CONFERENCE VOTE** to attend a Conference, the particulars of which are stated below: Copies of the Conference prospectus and letter of invitation are attached herewith.

**NAME:** ..... **PF:** .....

**STATUS:** ..... **PHONE NUMBER:**.....

**SALARY GRADE & LEVEL** .....

**FACULTY:** .....

**DEPARTMENT:** .....

**TITLE OF CONFERENCE:** .....

**CONFERENCE LOCATION (ABUJA/WESTERN STATE/EASTERN STATE NORTHERN STATE)**.....

**CONFERENCE VENUE:** .....

**CONFERENCE DATES:** .....

(Kindly attach all relevant documents in respect of the Conference).

(Please note that in case where accommodation is provided through an advance, it has to be accounted for).

**CONFERENCE LAST ATTENDED FOR WHICH UNIVERSITY FINANCIAL ASSISTANT WAS GRANTED:**

**Title:** .....

**Venue:** .....

**Date:** .....

Amount granted (Plus Air Fare) ₦ .....

Give Title(s) of papers presented at previous Conference(s) .....

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Are you presenting paper(s)? .....

If yes, state Titles(s) of paper(s) .....

(Evidence of Acceptance of Paper(s): by the organizing committee must be attached)

State in What other capacity you are attending the Conference i.e. Member, Chairman, etc:

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.....  
**Applicant's Signature**

.....  
**Date**

