RV Institute of Management®
CA 17, 36th Cross Rd, 26th Main, 4th T Block East
Jayanagar, Bengaluru - 560041 Karnataka, India

Affiliated to Bengaluru Central University

Approved by AICTE, New Delhi, Accredited by NAAC with 'A+' Grade

contact.rvim@rvei.edu.in
www.rvim.edu.in
Tel: 080 42540300
080 26547048

Date: 18/09/2025

The Director,
R V Institute of Management,
Bangalore.

Respected Sir,

Subject: Reimbursement of expenses related to my participation at 15th World Edu summit at Dr. D Y Patil B School, Pune

With respect to the above subject, I feel very happy to inform you that, I participated in the 15th World Edu summit at Dr. D Y Patil B School, Pune organised by MTC Global on 13th September, 2025. It was very good experience and help us to build brand as delegates from across globe had come. It also helped me to enhance my knowledge in the area of AI in Business education.

The details of the expenses are given her:

PAID & CANCELLED
Ch. ..... Dt. ..... Rs. .....

Sl. No	Details of expenses	Invoice No.	Amount
1	Two Flight fares	M06AI26I10289826 M06AI26I10287440	4260 4300
2	Lodging expenses	DRE/4398	3124
3	Local Conveyance	2561 2562	2500 1500
4	Home(HSR to Airport)and Airport to HSR	1840	3000
	Total		18684

(Eighteen thousand six Hundred and Eighty-four only)

I was sanctioned, Rs. 17000/- towards this trip and my actual expenses excluding boarding went up to Rs. 18684. I request your good self to kindly approve the expenses and reimburse Rs. 18684/- to me.

1900000441
1500000615

Once again thank for this wonderful opportunity.

Thanking you

Truly yours

18/9.

(Dr. Noor Firdoos Jahan)
Professor
Encl: Bills

Ch. No. ..... Date 24/09/25
R V INSTITUTE OF MANAGEMENT
Head of A/c Entry & Reg. fee
Passed for Rs. 17,000/-
Rupees seventeen thousand only
AORVIM Director

A/cc
Approved
Pl. verify & proceed
18/9

TAX INVOICE

MAKEMYTRIP (INDIA) PRIVATE LIMITED
19th Floor, Epitome Building No.5,
DLF Cybercity, DLF Phase III,
Gurgaon, Haryana, 122001

Booking ID
NF2AGLIS39279979466

Invoice No.
M06AI26I10289826

Date
05 Sep 2025

Place of Supply
Haryana

Transactional Type/Category
B2C/REG

Transactional Details
RG

PAN
AADCM5146R

HSN/SAC
998551

GSTIN
06AADCM5146R1ZZ

CIN
U63040HR2000PTC090846

Service Description
Reservation Services For Air Transportation

Tax Payable under RCM
No

Customer Name
Noor Firdoos Jahan

Booked By

BOM-BLR (15 Sep 2025)		QP 1738
Passenger Name(s)	Ticket No.	PNR
Noor Firdoos Jahan	S7T39J	S7T39J

PAYMENT BREAKUP

***Fare Charges** (including applicable flight taxes collected on behalf of airline & other ancillary charges)	₹4047.0
Service Fees	₹180.51
CGST @9%	₹16.25
SGST @9%	₹16.25
Grand Total	₹4260.0

Input tax credit of GST charged by the original service provider is available only against the invoice issued by the respective service provider. MakeMyTrip acts only as a facilitator for these services.

This is not a valid travel document

TERMS & CONDITIONS

1. Any dispute with respect to the invoice is to be reported back to MMT/GOIBIBO within 48 hours of receipt of invoice.
2. QR code for B2B and SEZ category invoices can only be scanned using app downloaded from the link https://einvoice1.gst.gov.in/Others/QRCodeVerifyApp
3. This is system generated invoice and does not require signatures.

TAX INVOICE

MAKEMYTRIP (INDIA) PRIVATE LIMITED
19th Floor, Epitome Building No.5,
DLF Cybercity, DLF Phase III,
Gurgaon, Haryana, 122001

Booking ID
NF2AGLI810958381348

Invoice No.
M06AI26I10287440

Date
05 Sep 2025

Place of Supply
Haryana

Transactional Type/Category
B2C/REG

Transactional Details
RG

PAN
AADCM5146R

HSN/SAC
998551

GSTIN
06AADCM5146R1ZZ

CIN
U63040HR2000PTC090846

Service Description
Reservation Services For Air Transportation

Tax Payable under RCM
No

Customer Name
Noor Firdoos Jahan

Booked By

BLR-PNQ (13 Sep 2025)		IX 1138
Passenger Name(s)	Ticket No.	PNR
Noor Firdoos Jahan	A9W22X	A9W22X

PAYMENT BREAKUP

***Fare Charges** (including applicable flight taxes collected on behalf of airline & other ancillary charges)	₹3498.0
Service Fees	₹679.66
CGST @9%	₹61.17
SGST @9%	₹61.17
Grand Total	₹4300.0

Input tax credit of GST charged by the original service provider is available only against the invoice issued by the respective service provider. MakeMyTrip acts only as a facilitator for these services.

This is not a valid travel document

TERMS & CONDITIONS

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2. QR code for B2B and SEZ category invoices can only be scanned using app downloaded from the link https://einvoice1.gst.gov.in/Others/QRCodeVerifyApp
3. This is system generated invoice and does not require signatures.

HOTEL DREAMLAND
BY SHANTAI

GST NO: 27AABCM2609K1ZH

Name	MRS. FIRDOOS NOOR	Bill Date: 14/Sep/2025	
Company	RASHTREEYA SIKSHANA SAMITHI TRUST	Bill No	DRE/4398
Cust GST ID	29AAATR0758A1ZP Bkng.ID: 6642713428	Reg. No.	2098
Address	R.V. TEACHERS COLLEGE BUILDING, ASHOKA PILLAR ROAD, JAYANAGA	Room No	220
	BLOCK, BENGALURU URBAN, KARNATAKA, 560011	Category	SGL
City	KARNATAKA 0 Mob:9945085937 Plan: CP	Room Tariff	Rs 2789.00
	CHECK-IN: 13/Sep/2025 12:30 <---> CHECK-OUT: 14/Sep/2025 09:08	Room Type	SNAC

VDate	Vouc.	V.No.	Description	Amount in Rs	Day Tot.
13/Sep/25	TARIF	6913	ROOM TARIFF	2789.00	
	SGST	6913	SGST On TARIF 6%	167.34	
	CGST	6913	CGST On TARIF 6%	167.34	
	Total				3123.68
14/Sep/25	RNAMT	3348	ROUND AMOUNT	0.32	
	Total				0.32
Bill Amount in Rupees				3124.00	3124.00
13/Sep/25	ADVAN	2587	ADVANCE BY CARD(CRD)	-3124.00	
Net payable Amount in Rupees				Rs 0.00	

Payment Detail	Amount	Card No / Company Name	Card Invoice	Card Batch

TARIF	SGST	CGST	ADVAN	RNAMT
2789	167.34	167.34	-3124	0.32

Prepare By: FO

Bill Clerk Signature

Guest Signature

Vaibhav Tourist

" SRI - SAI "

CASH/CREDIT

Cell No.: 9822332897
9766061660

A/41, TODKAR TOWNSHIP, SASANENAGAR, HADAPSAR, PUNE-28.

REF.No.	LOCAL/OUTSTATION	DATE 13/09/25	BILL / RECEIPT No. 2561

NAME & ADDRESS (USER)
RV Institute [illegible] Bangalore (Near [illegible])

BOOKED BY Dreamland hotel	DETAILS OF JOURNEY Pune - local	DRIVER Abid
CAR NO. & TYPE MH-12 Dzire GF 5585		A/C ~~NON A/C~~
STARTING MILEAGE 178485	DATE OF COMMENCING 13/09/25	TIME OUT 8:00 AM
CLOSING MILEAGE 178564	DATE OF COMPLETION 13/09/25	TIME IN 4:00 PM
TOTAL K.M. 79	TOTAL HRS.	8 Hrs
TOTAL K.M.	@ RS.	
FOR 80K.M. & 8 HRS. LOCAL USE	@ RS.	2500/-
AIRPORT TRANSFER ( )	@ RS.	
DRIVER ALLOWANCE PER DAY LOCAL / OUTSATION	@ RS.	
EXTRA K.M.S.	@ RS. 13.00 X	-
EXTRA HRS.	@ RS. 100.00 X	-
NIGHT HALT	@ RS.	
OUT STATION CHARGES MIN. 300 K.M PER DAY	@ RS.	
OTHER MISC IF ANY (TOLL PARKING PERMIT ETC.)		

MILEAGE & TIME WILL BE TAKEN FROM OUR OFFICE TO OFFICE

TOTAL	2500/-
(-) ADVANCE	-
NET	2500/-

PAX SIGNATURE

FOR - VAIBHAV TOURIST

YOUR SUGGESTION / COMPLAINT WILL HELP US TO IMPROVE

PROPRIETOR

HAPPY JOURNEY ! START EARLY REACH SAFELY

Vaibhav Tourist

" SRI - SAI "

CASH/CREDIT

Cell No.: 9822332897
9766061660

A/41, TODKAR TOWNSHIP, SASANENAGAR, HADAPSAR, PUNE-28.

REF.No.	LOCAL/~~OUTSTATION~~	DATE 15/09/25	BILL / RECEIPT No.: 2562

NAME & ADDRESS (USER)
RV Institute of Management, Banglore (Noor Firdoos Madam)

BOOKED BY	DETAILS OF JOURNEY	DRIVER
Self	Local Airport drop Mumbai Central to Domestic Airport drop	Sagar
CAR NO. & TYPE MH-12 GF 5585 Dzire		✓A/C ~~NONA/C~~
STARTING MILEAGE 178995	DATE OF COMMENCING 15/09/25	TIME OUT 6:00 PM
CLOSING MILEAGE	DATE OF COMPLETION 15/09/25	TIME IN 9:00 PM.
TOTAL K.M.	TOTAL HRS.	
TOTAL K.M.	@ RS.	
FOR 80K.M. & 8 HRS (LOCAL USE)	@ RS.	
✓AIRPORT TRANSFER (Mumbai)	@ RS. =	1500/-
DRIVER ALLOWANCE PER DAY LOCAL / OUTSATION	@ RS.	
EXTRA K.M.S.	@ RS.	
EXTRA HRS.	@ RS.	
NIGHT HALT	@ RS	
OUT STATION CHARGES MIN. 300 K.M PER DAY	@ RS.	
OTHER MISC IF ANY (TOLL PARKING PERMIT ETC)		

MILEAGE & TIME WILL BE TAKEN FROM OUR OFFICE TO OFFICE

TOTAL	1500/-
(-) ADVANCE	-
NET	1500/-

PAX SIGNATURE

FOR - VAIBHAV TOURIST

YOUR SUGGESTION / COMPLAINT WILL HELP US TO IMPROVE

PROPRIETOR

HAPPY JOURNEY ! START EARLY REACH SAFELY

FORZA ENTERPRISES PVT.LTD

#150, Chikkathayappa Reddy Layout, 2nd Main, 2nd Cross, Chalekere, Bangalore, Karnataka - 560043. Ph: 99026 74674

TO BE FILLED BY DRIVER

Company Name: R V. Institute of Management **Duty Slip No:** 1840

Vehicle Number: KA - 51 - AK 9350 **Date:** 16/9/2025

Vehicle Type: AC - Sedan Amt : ₹3000/-

Driver Name: Syed Syed

S.NO.	Employee Name	Employee No	Department	Pick/Drop	Destination	Signature
1.	Noor Firdoos	5150	Marketing	HSR -	Airport	
				Airport	HSR	

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contact.rvim@rvei.edu.in
www.rvim.edu.in
Tel: 080 42540300
080 26547048

Ref No: 215 /RVIM/MBA/2025-26

Date: 30/08/2025

RASHTREEYA SIKSHANA SAMITHI TRUST No: 4133 Date: 2/9/25

156 2025-26 8/9/2025

The Director,
R V Institute of Management,
Bangalore.

Respected Sir,

Subject: Request to attend 15th World Edu Summit at Dr. D.Y. Patil B School, Pune

MTC Global 15th World Edu Summit is a global convention in Higher Education. Summit represented by the speakers and delegates around the world. It is a flagship event of the MTC Global (R), a global think tank in higher education. Since the inception of MTC Global, Bangalore in the year 2009, last year it was hosted by us and we got the opportunity to interact with so many speakers and signed MoUs as well. It provides the opportunity for networking and interaction with the experts in Business schools from various countries.

One can attend this summit with an invite only. I feel happy to inform you that I have been invited to participate in this summit and also given an opportunity to address the audience. In view of this, I request your good self to sponsor my travel and stay at Pune and facilitate me to attend this Summit as it will help us in networking, collaborating and in the institute's brand building.

Sl. No	Particulars	Amount (approx..)
1	Travelling expenses	12,000
2	Lodging and boarding	5,000
	Total	17,000

(Seventeen Thousand only)

I request your goodself to approve these expenses and help me to attend this summit.

Thanking you

Truly yours

(Dr. Noor Firdoos Jahan)
Professor

Encl: Invite of the Summit

A/Cs 2/9/09 (PTO)

Forwarded to Honorary Secy Sir, RSST

Prof. Noor want to participate in the World Edu Summit and is also invited as speaker.

As per career development Allowance policy ₹. 50000/- is earmarked for every permanent faculty towards participation in such event including FDPs / workshops / MDPs etc.

Detailed availment till date is certified by A/c section.

2.09.2025

15TH WORLD EDU SUMMIT

MTC GLOBAL'S 15TH ANNUAL GLOBAL CONVENTION

JOINTLY ORGANIZED

DYP DPU

Dr. D. Y. Patil B-School, Pu



M L Sai Kumar
or Prof and Dean
of Public Enterprise,
Hyderabad.
ought Leader



Barrister Shameem
Haider Patwary
Chairman,
Board of Trustees
Dhaka International University



Shri Adi Maitreya
Rudrabhayanand
Founder Chairperson
Soul Searchers,
Dveka UCSRD LLP,
UCSRD



Prof. Dr. H.M. Zakir Hussain
Vice Chancellor,
Canadian University of
Bangladesh



Dr.Deepak Tandon
(Finance & Accounting)
& Academic Board Member,
Jagdish Sheth School of Business,
Ghaziabad



Dr. Aimei E. Genzola
Communications Professor,
Jilin University-
Lampton College,
People's Republic of China



Dr. Amol Gawande
Director
Dr D Y Patil B-School, F



(Dr.) C. Vethirajan
d., Dean - Student
epartment of Corporate
yship, Faculty of amgmy
agappa University



Dr. Shoelan Misra
CEO: Unithink Education
International Pvt. Ltd.,
Secretary: Administration
Confederation of Women
Entrepreneurs



Dr. A. Suryanarayana
Former Dean,
Faculty of Mgmt
Osmania University



Dr. Seema Mishra
Co-Founder Youstrong Pvt Ltd, &
Develop India Foundation



Dr. Anil Kumar
Dean & Professor
Dr. D.Y.Patil B-school, Pune



Dr. Narender Kumar Bhasin
Professional Development
Centre, Northern Zone
Indian Institute of
Banking and Finance



Dr. S. Ramanathan Iyer
MD (Medicine), FRCP (Glz
FICP FGSI FISDA FISH (
Consultant Physician- Sleep
Geriatric Medicine, Diat



Md. Shab Alam
essor and Dean
of Business Studies
sh Army University
ce and Technology



Dr. Md. Serajul Islam Pradhan
Professor- Dept. of Civil Engg
Director - IOAC
Dhaka International University



Dr. Noor Firdous Jahan
Professor- Marketing
RV Institute of Mgmt
Bangalore



Prof. Bodhanath Dutta
Founder & President
MTC Global
Chairman
Global Entrepreneurs Grid

13.09.2025 9.30 AM - 5 PM

Dr. D. Y. Patil B-School, Tathawade,
Pune, Maharashtra (PIN 411033)



FOSTERING HUMAN CREATIVITY AND CRITICAL THINKING IN THE AGE OF ARTIFICIAL INTELLIGENCE FOR A BETTER FUTURE

TNER

ledge is Power
7th April, 1995

UniThink

The Globe Post

EDUCATIO

NVENER:



Manjiri Joshi
or manjiri.joshi@dpu.edu.in
98500 96080



Dr. Paramita Chaudhuri
Coordinator : MTC Global
worldedusummit@gmail.com
+91 96323 18178

Opportunity to Network, Listen to the top quality acade deliberation, Research Collaboration , MoUs and multi spin-offs for participants and institutional partners

RV Institute of Management

contact rvim@rvei.edu.in
www.rvim.edu.in
Tel 080 42540300
080 26547048

Ref No: 031/RVIM/MBA/2024-25

19/12/2024

To

The Secretary, RSST

Through The Director

RV Institute of Management

Bangalore

RASHTREEYA SIKSHANA SAMITHI TRUST No: 6399 Date: 26/12/24

299
2024-25
30/1/2025

Subject: Seeking Approval for Career Development Allowance Policy

Dear Sir/Madam,

I am pleased to seek your kind approval for the implementation of the **Career Development Allowance Policy** as suggested by the Research Advisory Committee (RAC) members. These initiatives have been designed to encourage and reward academic excellence, promote professional growth, and enhance the research output of faculty members at our institute.

The Career Development Allowance Policy aims to provide financial assistance to faculty members for attending conferences, workshops, and other academic events, thereby fostering continuous learning and development. These initiatives are in line with our institution's commitment to fostering an environment of academic and professional excellence. I kindly request you to approve this policy for implementation from 01.01.2025. Detailed policy have been attached for your reference and consideration.

Thanking you.

Yours faithfully,

RASHTREEYA SIKSHANA SAMITHI TRUST No: 8254 Date: 29/1/25

Dr Tamizharasi D

Professor, RVIM

Forwarded to Hon'ble Secy Sir, RSST.
As requested by Registrar Sir, we have developed Career Development Allowance Policy after consulting the RVU and RVCE and keeping their policies as reference.
Framing such policies will help the Institute in increasing its research output and ensure that more faculty make use of the opportunity. It is reqd for NAAC & other accreditations.
For your kind consideration & approval

D.

Director/RVIM: Jayalaxmi

- Perused the CDA Policy
- Received Copy enclosed for perusal and approval please

Hon. Secretary
RSST

Go, change the world

How to apply for financial support and conference leave:	Faculty members seeking to apply for financial support and conference leave shall submit the application and follow the procedure outlined below. The following information must be mentioned in the application and follow the process. 1. Name of the conference organizer. 2. Place and venue of the conference. 3. Title of the paper. 4. Travel itinerary. 5. Acceptance letter from the conference Organisers. Verbal request for participation in conferences shall not be accepted as formal requests. 6. The head of the department/account section/head of the centre shall keep records of all the Career Development Allowance funds sanctioned to the faculty members of the department/centre during the financial year, and ensure that the eligibility and financial support criteria as mentioned in the policy are adhered to.
Process to be followed for approval	• A faculty member who wishes to avail CDA funding must submit the application form with complete details and all supporting documents to the Director. The Director, after scrutiny, forward the application to • **RVIM HR:** To check the eligibility of the employee w.r.t. their employment and any other remarks • **RVIM Accounts:** To indicate the CDA funding availed by the faculty member in the particular calender year and to check the eligibility of travel expenses indicated and their entitlement as per the policy. • If the application meets the institute standards, the Director shall forward the file to the Management for approval. . • The decision will be conveyed to the applicant. • **The decision of the Management shall be final and binding.**
Cancellation of Conference /failure to attend the events:	In case of failure by the faculty member to attend a conference / cancellation of a conference after funding has been disbursed by the institute. The disbursed amount shall be refunded by the concerned faculty and an explanation for non - attendance shall be furnished.