

**Department of Computer Science and Automation**  
**Indian Institute of Science, Bangalore**  
**APPLICATION FORM FOR OBTAINING STUDENTS` ASSISTANCE**  
**(Separate form to be used for each kind of assistance required)**

1.	Name of the Department			
2.	Faculty Member seeking assistance			
3..	Nature of assistance			
4.	Period for which assistance is sought			
5.	Approximate number of assistance required : (Max. permissible per term is 50 hours in a month or 120 hours in a term):			
6.	Name of the Student	Dept. / Course	SR.No.	Date of Completion of Comp.Exam./ Genl. Test / Gen. Test Waiver
i)				
ii)				
iii)				
iv)				
v)				
7.	Whether the student(s) has passed course for which the assistance is sought (If yes mention the term for having passed the course and the grade secured) :			
8.	Whether the student has secured D grade in any of the Courses so far			
9.	Present work load of the student:			
10.	Rate per hour recommended :			
11.	Has SAC representative of the dept. been consulted in identifying the student/s			
12.	<b>Details of the course/s for which the assistance is sought by the Instructor</b>			
Course Number		Number of students regd. For the course for which the assistance is sought		
<b>13. Debit Head : (Please Indicate with a tick : Scholarships / Deptl. Working Expenses/ Identified Project / Consultancy Project</b>				

Signature of the Faculty Member  
Seeking the assistance

Signature of the Chairman  
of the Dept.

Date :

**GUIDELINES TO BE FOLLOWED BEFORE OBTAINING THE STUDENTS ASSISTANCE**

1. Students whose assistance are sought should have completed their comprehensive examination and should not have secured any D grades during their tenure.
2. Prior approval of the Deans should be obtained and the number of students registered for the concerned course shoud be reasonably large.
3. Students whose services are to be utilized should belong to research programs.