**Template: Request for Consent to Host International Visiting Fellow**

To,  
The Dean, Alumni and International Relations  
IISER Bhopal  
  
Through:  
- Head of the Department

- Dean, Research and Development

Subject: Consent Request for Hosting [Name of Visiting Fellow] under [Fellowship Name – e.g., Nehru-Fulbright / Raman-Charpak] Fellowship

Dear Sir/Madam,  
  
I am writing to inform you of my intent to host an international visiting fellow under the [Name of Fellowship] program at IISER Bhopal. The details of the proposed visit are as follows:

|  |  |
| --- | --- |
| Name of Fellow |  |
| Nationality |  |
| Affiliation (Home Institution) |  |
| Fellowship Name |  |
| Proposed Duration of Visit |  |
| Purpose of Visit |  |
| Any Additional Information/ Remarks |  |

I request the kind consent of the Competent Authority to host the visiting fellow under the above fellowship scheme. This approval is sought prior to issuing any formal letter of support, as per Institute norms.

I undertake the responsibility of completing all necessary formalities, paperwork, and obtaining the required approvals for the implementation of this fellowship.

Thank you for your consideration. I look forward to your approval.

With regards,  
  
[Faculty Name]  
[Designation]  
[Name of the Department]  
IISER Bhopal  
Email:  
Phone: