

**CENTRE FOR OUTREACH AND DIGITAL EDUCATION
IIT MADRAS
PROFORMA FOR BOOK WRITING SCHEME (BWS)**

Title of the proposed Book :

Name of the author :

Name of the Co-author (s) :

Department / Centre :

Terms and Conditions

1. The financial support for a new book writing proposal is **Rs.1,00,000 (Rupees One Lakh only)**.
2. The financial support for subsequent edition of a book already published will be **Rs.50,000 (Rupees Fifty Thousand only)**.
3. Three copies of the book should be submitted to the Chairman, CODE. One copy will be acquisitioned in the Central Library.
4. When the manuscript is ready an agreement will have to be signed with the publisher and a copy has to be sent to the Chairman CODE.
5. The book writing period is two years from the date of this approval. Fresh approval should be obtained if the publication comes out after two years.
6. There must be an acknowledgement in the book in an appropriate place for the financial support from IIT Madras.
7. If the proposal is approved, the registration number given below, has to be quoted in all future correspondences in this regard.
8. Book Writing grant will be available only for authored books and not for edited books. In case a faculty member writes a few chapters in a book the grant will be proportional to the number of chapters contributed.
9. The grant will be released after the faculty member availing the facility produces to CODE a **Self-Certified Utilization Certificate** with details of the expenditure along with three copies of published book.

I accept the above terms and conditions.

Head of the Department(s)

Signature of the Author (and Co-author)

For CODE Office Use:

APPROVAL: REGN.NO.CODE/BWS/_____

CHAIRMAN, CODE

To: The Author and Co-author-Through the Head
CC: The Deputy Registrar(F&A)