

### Checklist of OSTP Documents

- \* STMIS registration
- \* Copies of Academic certificates
- \* Supporting docs for Professional accomplishments, honors and awards
- \* Proof of enrolment/acceptance for the online training programme
- \* Evidence to show that the overseas training providing institute is recognized
- \* Evidence on funding from any other sources (If relevant)
- \* Supporting letter on this training from the Head of the Institution /or Department or the PI (if related to an ongoing project)
- \* Supporting documents if this training is related to an ongoing collaboration
- \* Evidence of any work-related involvements with NSF
- \* Evidence on any national/international collaborations of the applicant
- \* Letter from the Head of the Institution stating their commitment to implement what is learnt
- \* Project statement along with the;
  - Problem to be solved
  - Implementation plan of the gained knowledge and skills after the completion of the training, along with a Gantt Chart and time-bound milestones
- \* Proof on the registration fee is requested