



KANNUR UNIVERSITY
(Research Directorate)

No. RD.C3 / Uty JRF / 2019

Civil Station P.O., Dated :29 .07.2019

CIRCULAR

Sub.: Ph.D. Programe – University Junior Research Fellowship – Guidelines for claiming Fellowship – instructions issued.

Ref.: University Order No. RD C3 /Uty. JRF / 2019 dated 09.07.2019.

University orders have been issued sanctioning University Junior Research Fellowship to 102 research scholars for various tenure as per the reference cited.

The following instructions are issued regarding the procedure for claiming University Junior Research Fellowship

1. Fellowship bills are to be submitted at least once in six months
2. The following documents are to be attached with the bill for the period of claim-in sequence.

Sanction Order

Front page of bank account pass book – details of bank account – self attested

Receipt

Certificate of continuation

Attendance report

If Duty leave availed – permission letter, duly granted, to be enclosed

Progress report

Other leave sanction order, if any

Registration order

3. The bill and supporting documents should be neatly tagged
4. Necessary attestation from the Research Guide / Head of the Research Centre should be provided, as applicable.
5. Research Scholars who are availing fellowship for the first time are to submit an affidavit /undertaking on a stamp paper worth Rs. 100/- (Rupees One Hundred only) as stipulated at para 9 (xii) of the university order.

The above directions are to be strictly adhered to.

Format for the affidavit is attached herewith.

Sd/-

Prof. (Dr.) K. SREEJITH
DIRECTOR

Approved for issue

Section Officer

AFFIDAVIT / UNDERTAKING

I..... (name, name of parent and full postal address) research scholar in (subject) at.....(centre)do herebysolemnly affirm and state as follows.

1. I am pursuing research under full time basis at (Centre) under the supervision / guideship of Dr..... and granted registration to Ph.D programme vide University Order No. U.O. RD. dated
2. I have been awarded University Junior Research Fellowship @ Rs. 10,000/- (Rupees Ten thousand only) per month for the period from to vide University Order No. RD C3 /Uty JRF / 2019 dated 09.07.2019. (Sl. No.).
3. I am not availing any fellowship / financial assistance from any other source for pursuing research. If ever I am selected / availing any fellowship / financial assistance for carrying out my research activities, I shall inform the University in time and if I fail to do so the University has the right to recover any such amount drawn by me.
4. I assure you that I shall complete my research work and submit the final thesis within the prescribed time limit mentioned / granted by the University in my Order of registration,
5. If I fail to oblige the above mentioned clause (4)Ishall suo-motto refund to the University the entire fellowship claimed by me and if I fail to do so the University can initiate legitimate means / measures to recover the said amount from me.
6. I shall adhere to all the directions issued by the University in this regard and strictly follow the directions / orders issued by the University from time to time with regard to research and allied activities.

Signature
(with date)
Name

Countersigned

(Signature and name with date)
Research Supervisor / Guide