

MOST IMPORTANT

No. MANUU/ Acad./F.425/2017-18/135

22.9.2017

CIRCULAR

Sub: Timely release of Monthly Fellowship to Research Scholars – Reg.

Ref: Orders of the Vice-Chancellor dated 20th Sept. 2017.

.....

It has been observed that the files related to payment of monthly Scholarships of Research Scholars of respective Departments are not received on time from the Heads of the Departments because of which the University administration is unable to process their cases. In one recent incident, the file related to payment of fellowship of one Research Scholar was delayed by more than six months creating undue hardships to the student concerned. The said matter invited the attention of the Hon'ble Vice-Chancellor and the same has been viewed seriously by him.

2. In order to avoid such delays and as a part of Student welfare measures all HoDs are hereby requested to ensure submission of files related to payment of Fellowships of Research Scholars on monthly basis **on or before 7th day of every month to Academic Section** of the University, failing which the delays shall be attributable on the part of Heads of the Departments concerned.

The Academic Section shall maintain details of Research Scholars registered in the University in a spread sheet and monitor such cases. Deviation if any, shall be reported to the Vice-Chancellor every month.


22/9/17
Registrar

To

All Deans and HoDs

- Copy to: (i) O/o Vice-Chancellor
(ii) O/o Pro Vice-Chancellor, Registrar, COE
(iii) Joint Director, CIT – **for uploading on website**
(iv) President, MSU
(iv) concerned file