



महात्मा गाँधी केन्द्रीय विश्वविद्यालय

MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]

Chanakya Parisar, Near Sadar Hospital, Motihari, Distt.-East Champaran (Bihar)-845401

सन्दर्भ संख्या/F. No.11-1/MGCUB/Acad./2018/125

दिनांक/Date 20th March 2021

अधिसूचना/NOTIFICATION

1. Consequent upon recommendation of R & D Cell and further approval of the Competent Authority, the following guidelines in respect of **Scheme to award UGC Non-NET Fellowship Scheme**: -

- (i) The Research Scholar who are eligible for Non-Net fellowship shall submit their accounts of contingency & utilization certificate under the scheme on yearly basis in the enclosed prescribed proforma (**Annexure- 'A'**).

The Scholar shall submit proforma duly filled up and signed by the concerned Supervisor and Head of the Department in the office of **Deputy Registrar (Academic)** along with relevant documents for further processing. **All documents/bills must be signed and verified by the Supervisor concerned.**

- (ii) Format for claiming of the fellowship is slightly modified as Annexure- 'B'(enclosed).

- (iii) Renewal of Fellowship and method for submission of bill for payment of fellowship in respect of exiting research scholar under the scheme shall be same as per existing guidelines. **However, monthly bill will be submitted in the prescribed format to the Academic Section.**

2. All new eligible research scholars shall submit their claim application in the prescribed format (**Annexure- 'B'**) by 25th March 2021 to their respective Head of the Department. The respective Head of the Department shall ensure submission of claim application along with monthly bill in respect of all fresh students by 05th April 2021 to the Academic Section.
3. The existing research scholar under this scheme shall submit his/her **Yearly Accounts of Contingency and Utilization Certificate** in the prescribed format (**Annexure- 'A'**) within 15 days of issue of this Notification. Those who have already submitted their **Accounts of Contingency and Utilization Certificate**, may submit their claim afresh in the prescribed format.

Agent K. K. Singh
20/3/21

4. This is in continuation and partial modification of Notification of even number dated 03rd January 2020.
5. This is issued with the approval of the competent authority.



(डॉ ज्वाला प्रसाद)

उप कुलसचिव (शैक्षिक)

(Dr Jwala Prasad)

Dy. Registrar (Academic)

A copy of the above is forwarded for information & necessary action Please: -

1. The Pro-Vice Chancellor.
2. The OSD (Admin.) (I/C)/ OSD (Finance)(I/C)/ Controller of Examinations.
3. All Deans of the different Schools/ Dean (R & D).
4. DSW/ Proctor/ Provost/ PRO.
5. All Head of the different Department- *with request to bring the same to the knowledge of all faculty and students under their respect Departments.*
6. The Head, Department of CS & IT- *with request to upload the same on University website.*
7. Deputy Registrar (Estt.).
8. Section Officer (Estt. & Admin.)/Finance.
9. PS to Vice Chancellor- *for kind information of Hon'ble VC.*
10. Notice Board.
11. Guard File.



(Ajeet Kumar)

Section Office (Academic)



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FORM FOR SUBMITTING ACCOUNTS OF CONTINGENCY GRANTS

UTILIZATION CERTIFICATE FOR NON-NET SCHEME

1. Name of the Fellow/Student:
2. Enrolment No:
3. Name of the course under:
Which he/she is working.
4. Period for which the Account:
Of Contingency grant relates
5. Expenditure: From _____ to _____

Amount

Dated

- (a) Books and allied items:
 - (b) Typing (Tracing & Ammonia Printing):
 - (c) Stationery:
 - (d) Postage:
 - (e) Chemical & Electrical Goods:
 - (f) Travel/Field Work:
6. Period for which the Contingency:
Grant is Payable
(To be Submitted Yearly)

Certified that the expenditure of Rs. _____ (Rupees _____) out of the Contingency grant of Rs. _____ made available to the Fellow under the scheme has been utilized for the Purpose.

If, As a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount.

Signature

Signature

Signature

Signature

Name

Name

Name

Name

Date

Date

Date

Date

Name of the Candidate

Name of the Supervisor

Head of Deptt. (Seal)

Registrar (Seal)



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Format for Claiming UGC NON-NET Fellowship Scheme

1. Name of Course: :
2. Name of the Department and School :
3. Name of Student :
4. Enrolment No. :
5. Date of Admission :
6. Aadhar No. :
7. Bank details :
 - i. Account No. :
 - ii. Bank Name :
 - iii. IFSC Code :
(Please attach a copy of Cancelled cheque/Passbook)
8. Whether availing any financial assistance from any other Source. :
If Yes, Please mention the details.

Signature of the Student

Recommendation of Supervisor with Signature

Signature of Head