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UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala - 695 034

*(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)
(Re-accredited by NAAC with 'A++' Grade)*

Ac. EIV/I/UGC Fellowship/2024

01.07.2024

CIRCULAR

Sub:-Modification of the time limit regarding the submission of monthly payment confirmation form for claiming UGC JRF/SRF.

Ref:- Circular No.Ac.EIV/UGC Fellowship/I/2020, dated 01.03.2021

The University is marking **monthly payment confirmation** on the basis of Continuation certificate, HRA certificate and form for submitting accounts of Contingent grant for the release of fellowship, HRA and Contingent Grant respectively for various fellowship schemes sponsored by the UGC in their institution based portal. For the timely disbursal of fellowships to the awardees, they were directed to submit the application for attestation of documents like Continuation certificate, HRA certificate and Contingent grant certificate immediately after the completion of every quarter.

The UGC JRF/SRF Fellows can claim Fellowship on a monthly basis by submitting the Monthly Confirmation Form at the University. As per the latest update on SFMP the UGC fellowships can be marked only upto 8th of every month. Hence all UGC Fellows are directed to submit the Monthly Confirmation Form (Appended) **on or before 2nd working day of every month**. This form can be submitted only by those who have submitted Continuation Certificate and HRA certificate of the last preceding quarter. Monthly Form submitted after the due date i.e. after the 2nd working day of every month will be summarily rejected.

The Circular as referred above stands modified to this extend.

This shall be brought to the notice of all the concerned.

**Prof. (Dr.)K.S Anil Kumar
REGISTRAR**

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3. The Research Director
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