



Central University of Jammu

Rahya-Suchani (Bagla), Distt. Samba
Jammu, J&K-181143. website: www.cujammu.ac.in

संख्या: CUJ/Acad/V-12/1/2021/502

20 December, 2021

CIRCULAR

Sub: Revised Proforma for release of Scholarship/Fellowship of Ph.D. Scholars of the University – Reg.

Ph.D. Scholars of the University have been receiving various scholarships/fellowships from University and other external agencies like CSIR, UGC, ICSSR etc. To ensure continuous incremental progress of their research, revised profoma for reporting of their progress/performance has been enclosed herewith alongwith following conditions:-

- a. **Proforma for monthly performance/progress report:** At the end of each month, the research scholar will submit the duly filled enclosed **Proforma-I** in the Office of the concerned Head of the Department/Director of Centre. Office will process it before 5th of every month and submit it to Finance Wing (for Non-NET scholarship) or Academics Branch (for other scholarships). No Proforma shall be processed after 5th of every month and any Proforma received after 5th shall be processed for release of fellowship in the next month only.
 - b. **Proforma for six monthly performance/progress report:** Each research scholar registered for Ph.D. programme in the University shall submit six monthly progress report in the prescribed **Proforma-II** to Head of the Department/Director of Centre. Head of the Department/Director of Centre concerned shall place the progress report before the DRC/RAC for consideration.
 - c. In case of unsatisfactory progress report, the Head of the Department/Director of Centre will inform research scholar through research supervisor who will ensure that the scholar improves satisfactorily his/her performance.
2. This issues with the approval of Vice Chancellor.

(Dr. Ravi Kumar)

Registrar

E-mail - registrar@cujammu.ac.in

Ph - 01923-249658

Copy to:

1. Deans of Schools
2. Heads/Directors of Departments/Centres (With a request to apprise supervisors and Scholars)
3. P.S. to HVC/Registrar/Finance Officer
4. ICT Branch for uploading on the University website

Recd on 30/12

R 3303
31/12



जम्मू केंद्रीय विश्वविद्यालय
Central University of Jammu

राया-सूचानी (बागला), जिला सांबा -181143, जम्मू (जम्मू एवं कश्मीर)
Rahya-Suchani (Bagla), District Samba - 181143, Jammu (J&K)



Proforma for monthly performance/progress report for release of Ph.D Fellowship
(To be submitted by each research scholar at the end of every month)

PROFORMA-I

Progress Report for the Month ofYear:
Running Semester of the Ph.D. Scholar (like 1, 2, 3, 7, 8) :

- Name of the Department/Centre: _____
- Name of the School: _____
- Name of the candidate: _____
- Enrolment No: _____
- Year of Enrolment in the University (DD/MM/YYYY): _____
- Ph.D degree programme: _____
- Title of Ph.D research work/Broad area: _____
- Leaves/Attendance for the current month: _____
- Status of Course Work: _____

WORK DONE IN CURRENT MONTH

- Research Paper Published (Tick and attach annexure): Journal/Conference proceedings/Book Chapter/Book
- Research Paper Communicated (Tick and attach annexure): Journal/Conference proceedings/Book Chapter/Book
- Research Paper Accepted (Tick and attach annexure): Journal/Conference proceedings/Book Chapter/Book
- Article Published (Tick and attach annexure): News paper//Magazine
- Workshop/Seminar/Webinar attended (Attach annexure)
- Departmental Load: Lab Assignment/Tutorial/any other

Student ID	Scholarship (UGC/CSIR)	Monthly Scholarship (In Rs.)	HRA Amount (If Hostel facility not availed)	Contingency Amount (Attached Bills)	Total Amount (In Rs.)

(Signature of the candidate)

- The **progress** report submitted by the candidate as mentioned above is **Satisfactory/Not satisfactory** and I hereby, recommend/not recommend that his/her UGC/CSIR/ICMR/DBT/any other funding agency-JRF/SRF/University Fellowship may be/may not be released for the month of _____
- Any **other** comments/Recommendation _____

(Signature of Co-Supervisor, if any)

(Signature of Research Supervisor)

(Countersigned by
Head of the Department/Director of Centre)

(At the end of each month, the Research Scholar will submit this Proforma (duly filled and signed) in the Office of the Concerned HoD/Director and the concerned Office will process before 5th of that particular month. No proforma shall be processed after 5th of the month. The Proforma received after 5th of the month shall be processed in the next month only.



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राया-सूचानी (बागला), जिला सांबा -181143, जम्मू (जम्मू एवं कश्मीर)
Rahya-Suchani (Bagla), District Samba – 181143, Jammu (J&K)



Proforma for Six monthly performance/progress report
(To be submitted by each research scholar)

PROFORMA-II

Progress Report for the Month from -----to -----Year:
Running Semester of the Ph.D. Scholar (like 1, 2, 3, 7, 8) :

1. Name of the Department/Centre: _____
2. Name of the School: _____
3. Name of the candidate: _____
4. Enrolment No: _____
5. Year of Enrolment in the University (DD/MM/YYYY): _____
6. Ph.D degree programme: _____
7. Title of Ph.D research work/Broad area: _____
8. Date of Presentation: _____

WORK DONE DURING THE SEMESTER

9. Research Paper Published (Tick and attach annexure): Journal/Conference proceedings/Book Chapter/Book
10. Research Paper Communicated (Tick and attach annexure): Journal/Conference proceedings/Book Chapter/Book
11. Research Paper Accepted (Tick and attach annexure): Journal/Conference proceedings/Book Chapter/Book
12. Article Published (Tick and attach annexure): News paper//Magazine
13. Workshop/Seminar/Webinar attended (Attach annexure)
14. Departmental Load: Lab Assignment/Tutorial/any other

(Signature of the candidate)

15. The **progress** report submitted by the candidate as mentioned above is **Satisfactory/Not satisfactory**

(Signature of Co –Supervisor if any)

(Signature of the Supervisor)

16. **Comments/Recommendation of the DRC:**

(Signature of DRC members)

17. **Comments/Recommendation of the RAC; if any:**

(Signature of RAC members)

(Countersigned by
Head of the Department/Director of Centre)