

NOTICE

For submission of NEHU Non-NET Fellowship (Fresh), the following documents are to be enclosed/ submitted along with the application form to DSW office:-

1. Application Form
2. NOC from Department
3. Joining Report
4. Registration/Fee Receipt
5. ID Proof (EPIC/PAN Card)
6. Contingency Advance (**copy of contingency advance submitted to Finance Section after released of Award Notification**)
7. Fellowship Bill till the current month(**copy of fellowship bill submitted to finance section after released of Award Notification**)

Documents to be submitted to Finance Section after release of Award Notification

1. NOC from Department (see format)
2. Joining Report
3. Fellowship Bill (Till the current month)
4. Contingency Advance
5. Registration
6. Award Notification
7. Details of Bank Account

**NORTH-EASTERN HILL UNIVERSITY
MAWKYNROH UMSHING SHILLONG -793022**

**Application for the award of NEHU Non-NET Fellowship for Research Scholars belonging to the
North Eastern Hill University for the year _____**

1	Applicant's Name (in Block letters). State Shri./ Smt/ Kumari					
2	Date of Birth (As per Matriculation)					
3	Nationality					
4	Present Address & Email					
5	Mobile No					
6	Permanent postal address					
7	Tribe/Caste if belongs to SC/ST Community, please enclosed self attested copy of certificate granted by the concerned authority to this effect					
8	Particular of academic qualification (Starting with Graduation or equivalent examination. Please attach self attested copies of marksheets/ certificates/diplomas etc, and give their reference in the last column					
	Examination Passed	Year of Passing	College/University	Subjects	Division /Grade	Percentage of marks/ Cumulate grade
	BA/B.Sc					
	MA/M.Sc					
9	Subject of study					
10	Department					
11	Date of Admission					
12	Topic of Research					
13	Are you a full time Ph.D./M.Phil Scholar (Yes/No)					
14	Are you currently employed? If Yes please give details: Name of the employer, period since joined, Scale of pay, Basic pay					

15	Do you hold any fellowship from any source? If YES, please give details: Source, Amount, period for which granted	
16	If any relevant information that you wish to furnish	
17	Enclosures: 1. 2. 3. 4. 5. 6.	

Certificate of Undertaking

This is to certify that:

1. At present I am not employed and shall duly inform as and when I get employed.
2. In case I am selected for the fellowship, I shall devote full time for the course and I will submit a six monthly progress report of my work duly recommended by the Supervisor and countersigned by the Head of Department
3. I am not receiving scholarship/stipend/fellowship from any other source. In the event of my being selected for another award by other external agency, the same would be communicated to the concerned Department within one month for making necessary adjustment or would refund the total sum so accrued, failing which disciplinary action may be taken against me.
4. I also declare that all the facts given above are true and if anything false is found I am ready to refund this fellowship to the University and face disciplinary action.

Place:

Date:

(Signature)

18. Supervisor's Recommendation

19. Recommendation of the Head of Department in which studying:

Place :

Date :

Head of the Department

NOC FROM DEPARTMENT

To

DSW
NEHU, Shillong

This is to certify that Mr. /Ms _____ a
M.Phil/Ph.D. candidate of the department is a full time Research
scholar. The department has no objection to the scholar applying
for Non-NET fellowship for the period _____

(Signature of HOD)

NORTH EASTERN HILL UNIVERSIY, SHILLONG

BILL FOR THE MONTH OF _____ HEAD OF ACCOUNT: NON-NET
FELLOWSHIP

Sl.No.	Name	Period of Claim	Amount of Claim	Total	Signature

Award Order No: _____

Dated: _____

Fellowship Holder

Department: _____

CERTIFICATE

This is to certify that Ms./ Mr. _____ is a bonafide Research Scholar in the Department of _____, NEHU under the supervisor of _____ and has been regular in his/her research work. His/her attendance was satisfactory during the period _____

Supervisor

Head of Department

**NORTH EASTERN HILL UNIVERSITY
SHILLONG**

Detail Bill Contingent Charges for the Month of _____

(Note: - The bill should be countersigned by Controlling Officer before payment is made by accounts Department)

Sanction No. _____

Date: _____

Classification _____

Name of Department _____

Name Designation and Department of the Claimant	Number of Sub-Vouchers	Particulars of Claim	Amount	Remarks

(Rupees _____) only

Signature with date of the claimant.

Countersigned for Rs. _____ (Rupees _____)

Controlling Officer

For Accounts Department
Passed for payment of Rs. _____ (Rupees _____)

Assistant Registrar (Finance)

Received for payment of Rs. _____ (Rupees _____)

Signature with date of the Claimant

Paid in Cash/Cheque No. _____

Voucher No _____

Date _____
