



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

“A State University established by Govt. of NCT of Delhi”

Sec-16-C, Dwarka Campus, Delhi-110 078

Website: www.ipu.ac.in

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OFFICE OF THE DIRECTOR (RESEARCH & DEVELOPMENT CELL)

Ph: 011-25302123 & email Id: drc@ipu.ac.in

F.35(1)(1)/2025/RDC/2782

Dated: 01.01.2025

Sub: Timely Submission of Fellowship Claim Bill by Ph.D. Research Scholars.

This is in continuation with the previous circular no.L.No.GGSIPU/RDC/Ph.D./2024/2308 dated 01.03.2024 and circular no.L.No.GGSIPU/RDC/Ph.D./2024/2572 dated 09.09.2024. It is once again reiterated about the timely submission of fellowship claim bills duly forwarded by the Supervisor and Dean of the concerned USS/Director of Centre of Excellence, **so as to reach the office of RDC by 7th of every month.**

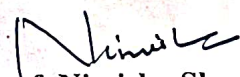
All Deans of USS/Directors of Centre of Excellence must ensure timely submission of fellowship claim bills of Ph.D. research scholars of their USS/Centre to the office of RDC.

No arrears of more than 3 months shall be paid by the University if the fellowship claim bills are received late, i.e after 7th of every month, in the office of RDC w.e.f. January, 2025, except in case of Clause 2(g) of Guidelines for availing Short Term Research Fellowship (STRF) 2020.

All fellowship claim bills submitted late should be accompanied by a written justification by the research scholar, clear comments by the research supervisor regarding the justification stated by the research scholar and recommendation of the Dean/Director. In the absence of above, the fellowship claim bills shall not be forwarded by the office of RDC for payment.

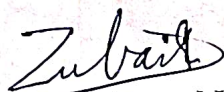
As mentioned in Clause 2(e) of the STRF guidelines the assessment committee may be constituted before the expiry of 3 years for all eligible Ph.D. research scholars to minimize the delay in the process.

This issues with the approval of Competent Authority.


(Prof. Nimisha Sharma)
Director (RDC)

Copy to:-

1. Dean USICT, USM&AHS, USMS, USCT, USBT, USEM, USBAS, USHSS, USLLS, USAP, USE, USMC, USAR, USLA and USDI
2. Director CEDM, Director CEPS.
3. Controller of Finance.
4. AR to Hon'ble Vice Chancellor for kind information please.
5. SO to OSD to Hon'ble VC for kind information please.
6. AR to Registrar for kind information please.
7. Head UITs, server room for uploading on the university website.
8. Guard File.


(Dr. Zubair Ahmed Khan)
Associate Director (RDC)