

**Proforma Cum Notesheet**

**Subject-** Monthly attendance and Progress Report of the Research Scholar/Fellow- VRET (Non NET) for payment.

- 1. Name of Department : .....
- 2. Name of Research Scholar/Fellow : .....
- 3. Name of Research Guide/ Supervisor/Mentor: .....
- 4. Pre. Ph.D. Course Work Class Starting date : .....
- 5. Date of Commencement of Ph.D. and enrolment no. (if any): .....
- 6. Monthly amount of fellowship : .....
- 7. Installment number : .....
- 8. Name of bank and branch : .....
- 9. Bank account number : .....
- 10. IFSC code : .....
- 11. Mobile number of research scholar/fellow : .....
- 12. As a researcher, I declare that during the above-mentioned period, I have not received any financial assistance from any other sources and the information given by me is completely correct and true.

**Note-** The Research Scholar will get it typed the Sr. No. 1 To 11 Information and put up.

**Signature of researcher**

13. Monthly attendance statement : From.....To.....

Sr.No.	No of working days	Attendance days	Public holidays	Remark

14. The attendance of the researcher is more than 75%, and his/her work is satisfactory. Fellowship is recommended to him/her.

15. Details of teaching/academic service rendered by the scholar/fellow in the Deptt. during the month:-

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**Signature of Supervisor**

The above information is entered in the Samarth Portal vide Ref. No.....Dated.....It is recorded on the page No..... of the outward register No.....of the Department. The file may be forwarded to the development section for payment of the fellowship.

**Signature of Dealing Assistant**

**Signature of Head of Department**

The research scholar is eligible for the Fellowship. Forwarded for payment.

**Signature of Dean**

**Development Section**

The necessary entry has been made in page No..... of the VRET (Non NET) Register of Development Section. The file may be forwarded to the Finance Section for Payment.

**Signature of Dealing**

**Signature of Assistant Registrar**

**Finance Officer**