तमिलनाडु केन्द्रीय विश्वविद्यालय

(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)

CENTRAL UNIVERSITY OF TAMIL NADU

(Established by an Act of Parliament, 2009)

तिरुवारूर/Thiruvarur- 610 004

CUTN/PRJ/2019/ORDERS/001 29-07-2019

CIRCULAR

Sub: Submission of Fellowship Claim for the Project personnel engaged under various projects on 25th of every month from July 2019 – centralized process of fellowship claim – reg

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As a part of centralization of fellowship claim process for the project personnel engaged under various projects being undertaken by the faculty members at CUTN and to avoid delayed and piece meal / repetitive process of fellowship claim, it has been proposed to implement the uniform date for submission of fellowship claim by the concerned project Investigators / co-project Investigators to the Project Cell to assist the Cell for submission of consolidated fellowship claim for all project personnel at a time before end of each month so as the finance section to disburse the fellowship during the 1st week of every month.

Hence, all the Project Investigators / Co-Project Investigators are requested to forward the fellowship claim of all the project personnel engaged under their project(s) on 25th day of every month in the prescribed form available in the website.

Project Investigators/ Co-Project Investigators shall make a note of the absence of the project personnel beyond 25th day of the current month in the fellowship claim of the succeeding month. Project Investigators / Co-Project Investigators shall get approval from the Competent Authority in case of extension of period of the project personnel well in advance. In case of discontinuation / termination / co-terminus with the project tenure, the last month / broken period fellowship may be disbursed on submission of No Due Certificate duly signed and recommended by the Project Investigators / Co-Project Investigators. Payment of fellowship is subject to funds availability under the respective heads of the projects.

Co-operation of all Project Investigators / Co-Project Investigators is solicited.

This issues with the approval of the Competent Authority.

29/7/19

(A Velu)
Assistant Registrar

To

All Project Investigators / Co-Project Investigators of CUTN

Copy to:

1. Finance Officer
2. Deans and Heads of all Departments
3. PS to VC
4. PA to Registrar
5. All Officers
6. All notice boards
7. System Admin – for web notice