**RF-3(Non-NET)**

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**ASSAM UNIVERSITY::SILCHAR**

**FORM FOR SUBMITTING CONTINGENCY CLAIM FOR NON-NET FELLOWSHIP**

**(To be submitted by the scholar on yearly basis)**

1. Name of the Awardee :-

2. Name of the Department :-

3. Contact no. :-

4. E mail ID ;-

5. Name of the Course (M.Phil./Ph.D.) :-

6. Date of admission :-

7. Effective date of Non-NET fellowship:-

8. The period (12 months) for which contingency claim relates:-

9. Expenditure

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.No.** | **Particular** | **Voucher no. (Serial position of voucher as enclosed)** | **Amount** |
| 1 | Purchase of Books and study materials |  |  |
| 2 | Stationary Items |  |  |
| 3 | Computer works |  |  |
| 4 | Printing |  |  |
| 5 | Photocopying |  |  |
| 6 | Postage |  |  |
| 7 | Chemicals and Glass wares |  |  |
| 8 | Consumables |  |  |
| 9 | Travel\*/Field work |  |  |
| 10 | Registration fee of Seminar/Conference /workshop etc.\*\* |  |  |
| 11 | Other Expense(Specify) |  |  |
|  |  | Grand Total |  |

(\*Upto 50% of the total Contingency grant for a year is admissible)(\*\* Participation certificate is to be enclosed)

Certified that the expenditure of Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_ (Rupees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) has been utilized for the purpose for which it is admissible in accordance with the terms and conditions laid down by the University and if as a result of check or audit objection, any irregularity is noticed at a later stage, action may be taken to refund, adjust or regularize the objected amount.

Signature of the Claimant Signature of the supervisor Signature of HOD

Date: \_\_\_\_\_\_\_\_\_\_\_\_ with seal with seal

Note: - 1. Bill and vouchers are to be certified by the scholar and counter signed by the supervisor/HOD with seal.

2. GFR -154 is to be submitted against the item whose cost exceed ₹ 5000.00 but within 25000.00.

3. Claim is to be submitted within one month after the completion of the year.

4. This claim is to be submitted through the department .Department will forward it in a lot using the form

RF-5.