CIRCULAR

All Deans of the Faculties
All Chairpersons of the Department of Studies,
AMU, Aligarh.

In continuation to this office letter D.No.648/Sch dated 25.10.2018 regarding revised payment system of monthly confirmation Fellowship/Scholarship under DBT mode through webportal of UGC/Canara Bank New Delhi.

In this connection, it is stated that if the HRA (House Rent Allowance) is applicable the amount of HRA may kindly be mentioned in the column of HRA instead of mentioning “Yes” and if it is not applicable mentioned “N”.

Further, the contingency (Quarterly) will also be marked by this office on the portal along with the fellowship at the last month of every quarter.

Period of quarters for the Contingency only:
April to June, July to September, October to December & January to March

It has been observed that some of the Departments have not provided the proforma for payment of monthly Fellowship/Scholarship and Discontinuation proforma on time i.e. upto 5th of every month (current month)
If the information is not received upto 5th of every month (current month) in the Scholarship Section, it will be presumed that all the Scholars/Students are entitled for Fellowship/Scholarship as already intimated vide this office letter No.669/Sch dated 02.11.2018.

Your kind cooperation in this regard will be highly appreciated.

(Prof. S.M. Jawed Akhtar)
Finance Officer