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All Deans of the Faculties,
Dean Students' Welfare,
All Chairpersons of Department of Studies,
AMU, Aligarh.

Dated: July 25, 2017

In the meeting held on 22.05.2017 under the Chairmanship of the Vice-Chancellor, it has been decided that "The Scholarship forms of Research Scholars will also be routed through Provosts of Halls of Residence. The Finance Officer will ensure the recommendation made by the Provosts before processing the request of scholarship to Research Scholars".

In this connection, to recover the dues and facilitate the research scholars who are getting the fellowship through the scholarship section, the following procedure has been prescribed.

The Chairpersons of the Departments of studies are requested to collect the dues report of all scholars of the Department from the concerned Provost before recommending the fellowship for the month of March & October every year.

If there is any dues reported by the concerned Provost against any scholar, the same may kindly be figured in the prescribed proforma of fellowship to deduct the same. (specimen copy is attached)

Encl. As above.

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