



INDIRA GANDHI NATIONAL TRIBAL UNIVERSITY

(A Central University Established by an Act of Parliament)

Lalpur - Amarkantak - 484887 (M.P.)

SCHOLARSHIP SECTION

Ref.No.IGNTU/Scho/221/2018-19

Dated: 12/09/2018

CIRCULAR

All the Research Scholars of Indira Gandhi National Tribal University, Amarkantak (M.P.) and Regional Campus Manipur, Imphal are hereby informed to submit bills/vouchers for academic sessions 2017-18 in the prescribed format to claim contingency on or before 28/09/2018.

**Nodal Officer
Scholarship Section**

Copy to:-

1. PS to Hon'ble Vice Chancellor
2. Director RCM
3. All the Deans
4. PA to Registrar
5. All the Heads
6. Finance Officer
7. System analyst for uploading IGNTU website
8. Office Copy
9. Notice Board



INDIRA GANDHI NATIONAL TRIBAL UNIVERSITY

(A Central University Established by an Act of Parliament)

Lalpur - Amarkantak - 484887 (M.P.)

SCHOLARSHIP SECTION

FORMAT FOR CLAIMING CONTINGENCY

1. Enrolment No. : _____
2. Name of the Fellow : _____
3. Name of the Department : _____
4. Name of the Thesis : _____
5. Topic of the Research : _____
6. Period for which the account
of contingency grant relates : _____
7. Expenditure : From _____ to _____
Amount _____ Dated: _____

Sl. No.	Heads	Price	Bill No.
1.	Books, Journals, Cost of Photocopy of Documents		
2.	Stationary (Pen, Pencil, etc.)		
3.	Payment of Fellowship/Membership of Professional Organization/ societies		
4.	Travel to conferences, Workshop and other educational trips		
	Total Rs.		

(If required a separate sheet may be enclosed)

Certified _____ that _____ the _____ expenditure _____ of _____ Rs. _____ (Rupees _____) out of the contingency of Rs. _____ sanctioned vide _____ order _____ dated _____ in respect of _____ has been utilized for the purpose for which it was sanctioned in accordance with the terms and conditions laid down by the University. If, as a result of check or audit objection, any irregularity is noticed at a later stage, action will be taken to have the objected amount refunded, adjusted or regularized.

**Signature of the
Research Supervisor**

**Signature of the
Research fellow**

**Signature of the
Head of the Department**