



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**

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Website: [www.ipu.ac.in](http://www.ipu.ac.in)

OFFICE OF THE DIRECTOR (RESEARCH & DEVELOPMENT CELL)

Ph: 011-25302123 & email Id: [drc@ipu.ac.in](mailto:drc@ipu.ac.in)

L.No. GGSIPU/RDC/Ph.D./2024/2572


Dated: 09<sup>th</sup> Sept, 2024

**Sub: Timely Submission of Fellowship Claim Bill by Ph.D. Research Scholars.**

In continuation of this office letter dated 14.09.2023 and 01.03.2024, it has been observed that still some Ph.D. research scholars are not timely submitting their fellowship claim bills along with other relevant documents every month.

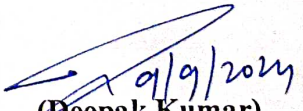
All Ph.D. research scholars are therefore once again directed to submit their fellowship claim bills along with all relevant documents on monthly basis in the office of RDC latest by 7<sup>th</sup> of that month. The payment of fellowship amount for more than two months will not be considered unless specific reason submitted by Ph.D. scholar in writing & forwarded by Ph.D. Supervisor and Dean of USS Director of the Centre.

This issues with the approval of Competent Authority.

  
(Dr. Zubair Ahmed Khan)  
Associate Director (RDC)

**Copy to:-**

1. Deans – USIC&T, USMS, USCT, USBT, USEM, USBAS, USHSS, USLLS, USE, USAP, USAR, USDI and USMC.
2. Director CEDM, Director CEPS.
3. Controller of Finance.
4. AR to Hon'ble Vice Chancellor for kind information please.
5. SO to OSD to Hon'ble VC for kind information please.
6. AR to Registrar for kind information please.
7. Head UITs, server room for uploading on the university website.
8. Guard File.

  
(Deepak Kumar)  
Section Officer (RDC)