

NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

No. R/Contingency/Ph.D/2018-19/1797

Dated: 12/04/18

**Subject: Guidelines for utilization of the contingency grant for full time Ph.D. scholars in the Institute**

With the approval of competent authority, a committee was constituted vide letter No. Acad./17/686, dated 1.11.2017 to frame the guidelines for the utilization of the contingency grant for full time Ph.D. scholars. On the recommendations of the Committee, the competent authority has approved the following guidelines for utilization of contingent grant for Ph.D. Scholars for immediate implementation from the current financial year 2018-19:-

1. Procurement of reprints and off-prints of research papers, database and standards relevant to the research topic, provided that those are not available in the Library of the Institute;
2. Purchase of Stationary items, chemicals, glassware, plastic wares, accessories for experimental set up required for the research work;
3. Cost of postal charges and photocopying of documents related to course work/research work;
4. Reimbursement of registration fee and TA for 3<sup>rd</sup> AC train-fare for attending conferences, symposiums, seminars, workshops, STC in India only. The same is also applicable in case of visit of Industries, R&D organizations, IITs, IIITs, IISERs, IISc, NITs, and field work directly related to the research work.
5. The reimbursement of membership fee of professional bodies, registration fee only (not every semester registration fee) paid at the time of 1<sup>st</sup> registration in the Institute.
6. Any other item not covered above and necessarily required for pursuing the research work may be allowed with the permission of Dean (R&C) on the recommendations of respective supervisor and Head of Department, except the items of capital nature.

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The contingency grant must be utilized during the financial year (April to March) on prorata basis. It is worth mentioning here that the items mentioned at Sr.No.1, 2 and 3 will be reimbursed on the approval of Head of Department. However, for the items mentioned at Sr No.4, 5 and 6, the approval of Dean (R&C) is required for reimbursement.

It is pertinent to mention here that the utilization of contingency grant of JRF/SRF under external funding agencies- DST, CSIR, DRDO, NRB, UGC and MNRE etc. will be regulated as per the pertaining rules of the respective agency. In case, no mention of such guidelines/rules, the above guidelines will be applicable to them.

This issues with the approval of competent authority.



REGISTRAR

Copy to:

1. Chief Adviser to Director
2. All Deans
3. All Heads of teaching Departments
4. Chief Audit Executive
5. Deputy Registrar (Academics)
6. Deputy Registrar (Accounts)
7. Sr. Secretary to Director for kind information of Director