



Indian Institute of Information Technology Allahabad

An Institute of National Importance by Act of Parliament

Deoghat, Jhalwa, Allahabad-211 015 (U.P.), India

STIPEND / FELLOWSHIP APPLICATION FORM FOR PG STUDENTS (TO BE FILLED BY PG STUDENT)

- 1 Stipend Requested for: _____ Month 20_____, Date _____
- 2 Name of Student: _____ Enroll. No. _____ Scholarship for _____ (JRF/SRF/M.Tech)
- 3 Programme: _____ (Ph.D/M.Tech-Ph.D/MBA-Ph.D/M.Tech) Department: _____ (AS/ECE/IT/MS)
- 4 Financial Extension Approved Till: ____/____/____ (dd/mm/yyyy)
(To be filled only if 4 years completed in Ph.D and financial extension letter is issued)
- 5 No. of Leaves Availed during Month: _____ (CL), _____ (ML), _____ (LWP), _____ (Specify if any other)
- 6 Mention if getting scholarship from any other source?(Yes/No) _____ (If YES attach a separate sheet with complete details)
- 7 Details of bank A/c: Account No. _____ IFSC Code _____ Bank _____
(To be filled only in the first month and afterwards for any correction only.)

- 8 **Remarks of Supervisor if any** _____
- 9 **Mandatory - (1) Student must perform 8 hours per week against his assigned work by concerned faculty/supervisor. (2) Student must attend at least 75% of his class/lab. (3) Annual Satisfactory Assessment Report of Student Performance must be completed to get the SRF Scholarship for 13th Month.**

- 10 A) I certify that information provided by me as above are true and I have worked total _____ hours against the duties assigned to me by concerned Faculties / Supervisor. I also undertake that in case of sanction of any other financial aid/ scholarship to me from other source(s), I shall refund the Stipend amount received from IIIT-A to the Institute immediately or disciplinary action may be taken against me. I have not applied and will not apply for any other scholarship.
- B) It is certified that
- 1) student's attendance for this month is $\geq 75\%$.
 - 2) student has performed the assigned duties of TAs and his performance is satisfactory.
 - 3) student fulfills the criteria for eligibility of stipend.
 - 4) stipend may be released after due deductions, if any.
- Signature of the Student _____ Signature of Supervisor _____

11 Certification by HOD Office

LEAVE RECORD DETAIL FOR THE MONTH AS PER POINT NO. 1

Sl. No.	Type of Leave	Total Leave Availed (Excluding this Month)	Leave Availed in Current Month	Total Leave Availed in days (3) + (4)	Balance Leave status if Applicable	REMARKS
(1)	(2)	(3)	(4)	(5)	(6)	(7)
A)	Vacation Leave					
B)	Casual Leave					
C)	Medical Leave					
D)	Maternity Leave					
E)	Semester Leave					
F)	LWP					

Leaves(s) is/ are approved with stipend for _____ days & without stipend for _____ days.

Remarks if any _____

Signed by HOD/ HOD Office

Stipend form forwarded to the office of Asso. Dean(AAA)

Note - Application for stipend must be submitted latest by the 7th day of Every Month for processing. If, as a result of check or audit objection, some irregularity is noticed at a later stage after making a payment, action will be taken to refund, adjust or regularise the objected amount. No student can receive two scholarships simultaneously. Scholarship/ Fellowship will be processed through this form only. Incomplete application form will not be processed.