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**INDIAN INSTITUTE OF PETROLEUM & ENERGY**

Main Building, 2nd Floor, A.U. College of Engineering (A),

Andhra University, Visakhapatnam.

Contact No.: 0891-2585152, Email ID: office@iipe.ac.in, website: www.iipe.ac.in

**CLAIM FORM INSTITUTE RESEARCH ASSISTANTSHIP**

(To be submitted by the Research Scholar)

**Name of the Scholar**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Roll No**.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date of Joining**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Subject:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Department**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Claim Month & Year**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Leave availed during the month (No. of days):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Certified that I have not received any other emoluments, salary, stipend or any other scholarship/ assistantship during the above tenure.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date**:…………………………… **Signature of the Fellow**

1. Certified that the particulars furnished above by the scholar are correct.
2. Certified that the attendance record has been verified for the quoted period.
3. Certified that the Viva-Voce for Ph.D Degree has not been conducted of the above mentioned period of fellowship claimed.
4. Certified that the progress of the above scholar is satisfactory.

 **Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Name of the Supervisor** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature with seal** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of the HoD** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(TO BE FILLED BY FINANCE DIVISION)**

Checked and passed for Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rupees (in words) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the month of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 202\_\_.

**Finance Officer**