



THE UNIVERSITY OF AZAD JAMMU & KASHMIR, MUZAFFARABAD
(Directorate of Advance Study and Research)

**CLAIM FORM FOR INCENTIVE FOR M.PHIL. /PH.D.SUPERVISOR
DURING THE CALENDAR YEAR.....**

- 1- Name of Approved Supervisor:
- 2- Designation:
- 3- Department/Institute/Centre:
- 4- Faculty:
- 5- Number of Students being supervised: M.Phill..... Ph.D.
- 6- Particulars of Scholars under supervision: |

Sr. No.	Name of Scholars	Level M.Phil/Ph.D.	Date of admission	Semester

Signature of the Claimant

FOR OFFICIAL USE ONLY

- 7- Period of remuneration requested:

From	To

- 8- Remuneration being claimed:

.....	M.Phil. Scholar:	@	Rs.
.....	Ph.D. Scholar	@	Rs.
Total amount			

Signatures of the Evaluation Committee:

- 1- Registrar (Member) _____
- 2- Director, F&P (Member) _____
- 3- Chairman/Director (ex-officio member) _____
- 4- Director, AEPR (Member/Secretary) _____
- 5. Chairman of the Committee _____

Date:

Approved by:

Vice Chancellor

Dated:.....

For terms & conditions see overleaf

TERMS AND CONDITIONS

- 1- An honorarium of Rs. 2000/= per student is allowed to university teacher for supervision of M.Phil. Scholar subject to a maximum of Rs. 20,000/- P.M.
- 2- An honorarium of Rs. 3000/- per student per month is allowed to university teacher for supervision of Ph.D. Scholar, subject to a maximum of Rs. 30,000/=P.M.
- 3- The Evaluation Committee (EC) consisting of members i.e., **Chairman** (*Senior most Dean*), **Registrar**, **Director F&P** and **Director/Chairman** of the concerned teaching Institute/Department (*ex-officio member*) and Director Academics, Education Planning & Research (**DAEPR**), shall scrutinize the request of the claimant.
- 4- Regularities and performance of the scholar by the supervisor, certified by Chairman/Director and countersigned by the Dean of the Faculty is to be submitted.
- 5- Claim is to be submitted on half-yearly basis.
- 6- Amount shall be paid subject to the financial approval from Department of Finance & Planning after fulfillment of audit requirements.
- 7- The honorarium is subject to the availability of funds in the university budget.