



ABSTRACT

Collegiate Education - Announcement made by the Hon'ble Chief Minister on 30.8.2022- Sanction of expenditure of Rs.12.318 crore towards Chief Minister Research fellowship in respect of 60 students in Arts, Humanities and Social Science Stream and 60 students in Science Stream for 3 years in Ph.D. Programme to encourage quality research in Tamil Nadu - Orders – Issued.

Higher Education (G1) Department

G.O.(Ms).No.53

Dated 27.02.2023

ஸ்ரீ சுபகிருது வருடம், மாசி -15.
திருவள்ளூர் ஆண்டு, 2054.

Read:-

1. Announcement made by the Hon'ble Chief Minister of Tamil Nadu during the Vice Chancellor's conference on 30.8.2022.
2. From the Director of Collegiate Education Letter No.45389/L/ 2022, dated 14.11.2022.

ORDER

During the Vice Chancellor's Conference held on 30.08.2022, the Hon'ble Chief Minister of Tamil Nadu made the following announcement: -

"நம்முடைய மாணவர்களின் ஆராய்ச்சி திறமையை மேம்படுத்தவும், புதிய கண்டுபிடிப்புகளைத் தமிழ்நாட்டில் ஊக்கப்படுத்தவும் "Chief Minister Research Fellowship" "முதலமைச்சரின் ஆராய்ச்சி ஊக்கத்தொகை" திட்டம் தொடங்கப்படும். இதற்காக மாநில அளவில் தகுதிதிட்ட தேர்வு நடத்தப்பட்டு மாணவர்கள் தேர்வு செய்யப்படுவார்கள்."

2. The Director of Collegiate Education in his letter 2nd read above, has sent a detailed proposal seeking approval for the proposal along with the guidelines for Chief Minister Research fellowship for three years in respect of 100 students in Arts, Humanities and Social Sciences Stream and 100 students in Science Stream at an estimated cost of Rs.10.56 crore plus special assistance to the Differently Aabled and Rs.10.65 crore + HRA respectively. The main objective of the Chief Minister Research Fellowship is to provide a research platform for the meritorious poor post-graduates, to develop professional / academic research careers under the mentorship of an established researcher and to make Tamil Nadu the "Research Hub".

3. He has also stated about the eligibility criteria, selection procedure, stages of implementation and financial implications as detailed below:-

Eligibility for CMRF:

- 1) Native of Tamil Nadu
- 2) Any Post Graduate degree from a recognized Institution, located in the State of Tamil Nadu. PG students in the final semester can also appear for the CMRF, but the selection will be subject to passing the PG programme, as per the eligibility norms.
- 3) A Minimum of 60% marks in the Post Graduate Degree; 5% relaxation for SC / ST/ Differently abled / Women candidates.

Selection Procedure:

- 1) Selection will be based on the Merit List prepared based on the performance in CMRF Eligibility Test.
- 2) The regulations and guidelines for the CMRF implementation should be strictly adhered to, during the tenure of the fellowship.

Implementation Stages:

Phase I - Review at the end of I year

Phase II: Review at the end of II year

Phase III: Final report submission at the end of III year &Utilization Certificate through the Research Supervisor.

Nature of Assistance:

Fellowship	@	Rs.25,000/-p.m. for the initial two years	CMRF
	@	Rs.28,000/-p.m. for the remaining tenure of one year	CMSRF
Contingency A.	@	Rs.10,000/-p.a. for the initial two years	Humanities & Arts Social Sciences
	@	Rs.20,000/-p.a. for remaining the tenure of one year	
Contingency B.	@	Rs.12,000/-p.a. for the initial two years	Science
	@	Rs.25,000/-p.a for the remaining tenure of one year	
Escort/ Reader Assistance	@	Rs.2,000/-p.m. in case of physically Handicapped & blind candidates.	

Budget Estimate**(i) Arts, Humanities and Social Sciences stream:**

Expenditure for Research fellowship for 3-year duration for one student		
		Amount in lakh (Rs.)
Fellowship @ Rs.25,000 per month for first two years and @ Rs.28000 per month for the third year	$25000 \times 12 \times 2 + 28000 \times 12$	9.36
Contingency @ Rs.10000 per year for first two years and @ Rs.20000 per year for the third year	$10000 \times 2 + 20000$	0.40
Total		9.76+Special assistance to Differently abled

Expenditure for Research fellowship for 3-year duration for 100 students = Rs.9.76 crore.

Total Expenditure for one batch of 100 students	Expenditure in Crore (Rs.)
(i) Towards Fellowship & Contingency for 100 students	9.76
(i) Conduct of CMRF Eligibility Test	0.50
(ii) Monitoring/Recurring expenditure	0.10
(iii) Patent publication support/collaborative activity	0.20
Total	10.56+Special assistance to Differently abled

(ii) Science stream:

Expenditure for Research fellowship for 3-year duration for one student		
		Amount in lakh (Rs.)
Fellowship @ Rs.25,000 per month for first two years and @Rs.28000 per month for the third year	$25000 \times 12 \times 2 + 28000 \times 12$	9.36
Contingency @ Rs.12000 per year for first two years and @ Rs.25000 per year for the third year	$12000 \times 2 + 25000$	0.49
Total		9.85+Special assistance to Differently abled

Expenditure for Research fellowship for 3-year duration for 100 students = Rs.9.85 crores + HRA

Total Expenditure for one batch of 100 students	Expenditure in Crore (Rs.)
(i) Towards Fellowship & Contingency for 100 students	9.85
(ii) Conduct of CMRF Eligibility Test	0.50
(iii) Monitoring/Recurring expenditure	0.10
(iv) Patent publication support/collaborative activity	0.20
Total	10.65 + HRA

➤ **Selection:**

- (i) Based on the marks obtained in the Eligibility Test, first 300 candidates will be shortlisted for the next stage of interview.

Mark allotment: Eligibility Test Maximum Marks–100

Ranking will be based on the score from Eligibility Test.

➤ **Examination Pattern for Eligibility Test :**

Three hours duration for a maximum of 100 marks consisting of objective questions for 40 marks of one hour duration and descriptive questions for 60 marks of 2 hours duration. There will be Negative marks for wrong answers in the objective pattern.

Part A – Objective Questions – Maximum 40 marks – One hour duration

Part B – Descriptive Questions–Maximum 60 marks – Two hours duration

The examinations will be conducted by the University nominated by the Government year on year.

4. He has also suggested for the constitution of two committees for the implementation of Chief Minister Research Fellowship Scheme: -

(i) CMRF Selection Committee / First Class Committee

- Director of Collegiate Education
- Joint Director (Planning and Development), Chennai.
- CMRF Nodal Officer
- Two experts from State Universities
- One expert from Arts & Science Colleges.

(ii) CMRF State Level Monitoring Committee

- Director of Collegiate Education
- Regional Joint Director, Chennai.
- CMRF Nodal Officer
- One expert from National Institute of excellence / Central University
- Two experts from State Universities
- One expert from Arts & Science Colleges.

5. The Director of Collegiate Education has therefore, requested the Government for the approval of proposal and the guidelines for Chief Minister Research Fellowship Scheme for three years in respect of 100 students in Arts, Humanities and Social Sciences Stream and 100 students in Science Stream at an estimated cost of Rs.10.56 crore plus special assistance to Differently Abled and Rs.10.65 crore + HRA respectively.

6. The Government after careful examination have decided to accept the proposal of Director of Collegiate Education for implementation of the Chief Minister Research Fellowship Scheme and accordingly hereby sanction an amount of Rs.12,31,80,000/- (Rupees Twelve Crore Thirty One Lakh and Eighty Thousand Only) towards Chief Minister's Research Fellowship as grant for three years in respect of 60 students in Arts, Humanities and Social Science stream and 60 students in Science stream for Conducting State Level Qualifying Examination, Creation of a web portal, etc., to provide a research platform for the meritorious poor post-graduates, under the mentorship of an established researcher.

I) An amount of Rs.12.318 crore towards Chief Minister Research Fellowship for three years shall be sanctioned as detailed below subject to the following conditions: -

Sl.No.	Description	Fund allocation (Rs. in Crore)
1.	Research Fellowship for 60 students (Arts, Humanities and Social Sciences Stream)	5.4 (25000x3x12x60)
2.	Contingency for 60 students (Arts, Humanities and Social Sciences Stream)	0.18 (10000x3x60)
3.	Research Fellowship for 60 students (Science Stream)	5.4 (25000x3x12x60)
4.	Contingency for 60 students (Science Stream)	0.216 (12000x3x60)
5.	Additional assistance to Differently Abled (assuming 10 students)	0.072 (2000x10x3x12)
6.	State Level Qualifying Examination (including research thesis presentations verification & validation)	0.50

7.	Web Portal (including software and hardware requirements)	0.20
8.	Patent publication support	0.10
9.	CMRF selection cum Monitoring Committee Expenditure (including periodical monitoring)	0.25
	TOTAL	12.318

- a) CM Research Fellowship stipend shall be sanctioned to 120 scholars (60 for Science Stream & 60 for Arts humanities and Social Sciences Stream) and Fellowship grant is fixed uniformly as Rs.25,000/- per month for all three years.
- b) The Research contingency stipend shall be sanctioned @ Rs.10,000/- per annum (Rs.10,000/- x 3 x 60) in respect of Arts, Humanities and Social Sciences stream and @ Rs.12,000/- per annum (Rs.12,000/- x 3 x 60) in respect of Science stream, for three years.
- c) An additional assistance of Rs.2,000/- per month shall be sanctioned for differently abled students for escort and reader assistance.
- d) The scheme shall not be construed as to provide research fellowship to 120 students (60 for Science & 60 for Arts humanities and Social Sciences Stream) mandatorily every year. Only those students who clear a certain threshold and those with a sound research aptitude shall be awarded the Research Fellowship grant. The discretion of awarding CMRF fellowship to the number of proficient scholars lies with the Directorate of Collegiate Education.
- e) To orient the quality research towards themes with significant techno-social & economic impact, specific research areas and specific industrial problems that require solutions will be posed by Steering Committee through the web portal. The web portal will include updated information on latest trends in research areas and current industrial problems that need researcher's interventions to address the issues. The information in the portal will help the scholars to choose the research topics of their interest and specialization.
- f) The assistance to selected research scholars shall be disbursed through DBT as proposed in the scheme guidelines and the progress shall be periodically updated in the CMRF web portal and verified by Monitoring Committee.

- g) The Teachers Recruitment Board is authorized to conduct the State Level Qualifying Examination for the selection of students under the scheme in consultation with Higher Education Department and an amount of Rs.50 lakh is sanctioned towards this.
- h) An amount of Rs.15 Lakh is sanctioned for the creation of web portal to provide information about the CMRF scheme and Rs.5 Lakhs is sanctioned for procurement of computers and other hardware for the implementation of Chief Minister Research Fellowship Scheme.
- i) An amount of Rs.10 Lakh is sanctioned towards the patent publication support.
- j) The existing scheme to provide assistance to 120 research scholars at Rs.5,000/- per month sanctioned vide G.O.(Ms). No.60, Higher Education Department, dated 09.03.2009 & G.O.(Ms).No.252, Higher Education Department, dated 12.10.2018 will be discontinued in lieu of this new scheme.
- k) The implementation of Chief Minister Research fellowship scheme is done based on the guidelines annexed to this order.
- l) Two Committees viz., (i) CMRF Selection cum Monitoring Committee / First Class Committee and (ii) CMRF State Level Steering Committee are constituted with the following composition as detailed below:-

(i) CMRF Selection cum Monitoring Committee / First Class Committee

- Director of Collegiate Education
- Joint Director (Planning and Development)
- Regional Joint Director, Chennai.
- CMRF Nodal Officer
- One expert from the National Institute of excellence/Central University.
- Two experts from State Universities
- One expert from Arts and Science Colleges.

A sitting fee for the non-official subject experts in the above Committee will be provided as permitted in the Finance Allowances Government Order. Periodical reports with the details of scheme progress will be sent to Government once in six months.

(ii) CMRF State Level Steering Committee

- Principal Secretary, Higher Education Department
- Director of Collegiate Education
- Representative of Finance Department
- Two eminent academicians from State Universities

Based on the requirement, subject experts, if required, will be co-opted from the CMRF Selection cum Monitoring Committee and from academicians as the Committee thinks fit.

7. The expenditure sanctioned in para 6 above shall be debited under the following head of account: -

2202-General Education – 03 University and Higher Education 103 – Government Colleges and Institutes State's Expenditure – BF Hon'ble Chief Minister Research Fellowship – 309 Grants – in – Aid – 07 Research (IFHRMS DPC Code:2202 03 103 BF 309 07)

8. The expenditure sanctioned in para 6 above shall constitute an item of "New Service". The approval of the legislature will be obtained in due course. Pending approval of legislature, the expenditure may be initially met by drawal of an advance from the contingency fund. The Director of Collegiate Education is directed to calculate the actual amount required for the period upto next Supplementary Estimates and apply for the sanction of the same as advance from the contingency fund to Finance (BG.I) Department directly in form "A" appended to the Tamil Nadu Contingency Fund Rules, 1963 along with a copy of this order. Orders for sanction of advance from Contingency Fund will be issued from Finance (BG.I) Department. He is also requested to send necessary explanatory notes for inclusion of the above expenditure in the Supplementary Estimates 2022-23 to Finance (BG.I/Edn.I) Department at an appropriate time without fail.

9. The Director of Collegiate Education is the Estimating, Reconciling and Controlling authority for the above said new head of account.

10. The Pay and Accounts Officer/ Treasury Officer concerned is directed to open the above new head of account on his books.

11. This order issues with the concurrence of Finance Department vide its U.O.No.6724/Edn-I/2023, dated 27.02.2023 and ASL.No.2537 (Two thousand five hundred and thirty seven) (IFHRMS ASL No.2023022537)

(By Order of the Governor)

D. Karthikeyan
Principal Secretary to Government

To
The Director of Collegiate Education (FAC), Chennai-15.
The Registrars of all Universities under the aegis of
Higher Education Department.

The Member Secretary, Tamil Nadu State Council for Higher Education, Chennai – 5.
The Member Secretary, Tamil Nadu State Council for Technical Education, Chennai-25.
All Regional Joint Directors (Through Director of Collegiate Education)
The Pay and Accounts Office, Chennai / Madurai.
The Treasury Officers concerned
The Accountant General, Chennai – 18.
Copy to
The O/o the Hon'ble Chief Minister, Chennai - 9.
The Senior P.A. to Hon'ble Minister (Higher Education), Chennai-9.
The Senior Private Secretary to Principal Secretary to Government,
Higher Education Department, Chennai-9.
The Finance (Edn-I/ BG-I/ BG-II/ W&M-I) Department, Chennai – 9.
SF/SC
Clean copy (C.No.10197/G1/2022)

// Forwarded / by Order //

T. Nallin
27/2/2023
Section Officer
B.J.
27/02/2023

1/2

**CM RESEARCH FELLOWSHIP (CMRF) IN SCIENCE,
HUMANITIES, AND SOCIAL SCIENCES**

GUIDELINES

RESEARCH FELLOWSHIP IN SCIENCE, HUMANITIES AND SOCIAL SCIENCES

1. INTRODUCTION

The CM Research Fellowship (CMRF) scheme of the Government of Tamil Nadu is open to candidates who qualify in the Eligibility Test- CM Research Fellowship. This is only a qualifying test to provide financial assistance to the candidates for doing full time Ph.D programme.

2. OBJECTIVE

The objective of the CMRF scheme is to provide financial assistance to CMRF Eligibility Test qualified candidates to undertake research, leading to Ph.D. Degree in Humanities, Social Sciences, Languages and Science.

3. Eligibility for CMRF Scheme :

- (i) Native of Tamil Nadu.
- (ii) Any Post Graduate degree from a recognized Institution, located in the State of Tamil Nadu. PG students in the final semester can also appear for the CMRF Eligibility Test, but the selection will be subject to passing the PG programme, as per the required norms.
- (iii) A Minimum of 60% marks or equivalent grade in the Post Graduate Degree; 5% relaxation for SC / ST/ Differently abled / Women candidates.

Selection Procedure:

- (i) Merit List will be prepared based on the ranking in CMRF Eligibility Test.
- (ii) The regulations and guidelines for the CMRF implementation should be strictly adhered to, during the tenure of the fellowship.

4. NATURE OF ASSISTANCE AVAILABLE UNDER THE SCHEME:-

The tenure of fellowship is initially for two years under the CMRF scheme. Upon expiry of this period, the work of the Fellow will be evaluated by experts. If the research work is found satisfactory, his/her tenure will be extended for a further one year period.

In case the work for the first two years is found not satisfactory, the CMRF will be terminated.

Sl.No.	Description	Fund allocation (Rs. in Crores)
1.	Research Fellowship for 60 students (Arts, Humanities and Social Sciences Stream)	5.4 (25000x3x12x60)
2.	Contingency for 60 students (Arts, Humanities and Social Sciences Stream)	0.18 (10000x3x60)

3.	Research Fellowship for 60 students (Science Stream)	5.4 (25000x3x12x60)
4.	Contingency for 60 students (Science Stream)	0.216 (12000x3x60)
5.	Additional assistance to Differently Abled (assuming 10 students)	0.072 (2000x10x3x12)
6.	State Level Qualifying Examination (including research work presentations, verification & validation)	0.50
7.	Web Portal (including software and hardware requirements)	0.20
8.	Patent publication support	0.10
9.	CMRF selection cum Monitoring Committee Expenditure (including periodical monitoring)	0.25
	TOTAL	12.318

Leave:

- a. Fellows are entitled for a maximum period of 15 days of leave in a year in addition to public holidays. They are not entitled to any other vacations.
- b. **Academic Leave:**-Academic leave without fellowship shall be permissible only for one month throughout the tenure (for any kind of academic assignment/teaching/foreign visit in connection with research work). The period of leave without fellowship will be counted towards the tenure. Expenditure on foreign visit in connection to research work cannot be claimed from CMRF.

5. Tenure of Fellowship:

The maximum duration of research for availing CMRF is three years or the date of submission of the Ph.D thesis, whichever occurs first from the date of joining of the candidate, for the Ph.D programme.

6. Procedure for applying for the Scheme (CMRF):

Only candidates who have qualified in the CMRF tests are eligible to apply (for fellowship) under the scheme. The qualified candidates have to register for Ph.D only in the State Universities and Government Colleges.

7. Joining in Fellowship & Registration in Ph.D.:-

- (i) The candidate must join the fellowship within six months from the date of issue of the CMRF award letter.
- (ii) For the candidates already registered/admitted in Ph.D, the fellowship shall commence from the declaration of CMRF result, whichever is applicable.

- (iii) For the candidates not yet registered or admitted in Ph.D., the fellowship shall commence from the date of joining as a research fellow in Ph.D programme.
- (iv) The tenure of the fellowship is for three years from the date of commencement of fellowship.
- (v) Registration for Ph.D. is mandatory within six months from the date of announcement of award for CMRF. If the candidate has not registered himself/herself within one year, then fellowship will be discontinued till his/her registration for Ph.D.
- (vi) The guidelines and regulations for Ph.D programme of the respective Universities, to which the institutions are affiliated, must be adhered to, by the candidate.
- (vii) The candidate selected for CMRF award must submit an undertaking as given in **Annexure I** at the time of joining the programme, accepting the norms and regulations of CMRF and the Institution / University.
- (viii) On joining the Institution under CMRF scheme, the joining report in the prescribed proforma given in **Annexure II** has to be submitted by the candidate, through the Supervisor / Head of the Department / Principal (or) Head of the Institution. For those scholars who are already undergoing Ph.D programme, the date of joining CMRF scheme will be the date of award of CMRF qualified letter. For joining Ph.D programme separate entrance is not required.

8. Procedure for release of grants:

- (i) **Joining:-** On receipt of the Joining Report by the candidate and the Endorsement of the Joining Report in the prescribed proforma (**Annexure II(a) and II(b)**) and eligibility certificate from the university/institution, the office of the Director of Collegiate Education will accept the candidature of the Fellow and will release the first instalment of admissible grants to the individual CMRFs as per norms.
- (ii) **Continuation Certificate:-** At the end of every three months, a 'Continuation Certificate' in the prescribed proforma as per **Annexure III** has to be submitted. This will make the fellow eligible to draw the fellowship for the next three months.

9. Disbursement of fellowship

The DCE will develop a dedicated web portal for capturing data for eligible Scholars through DBT. The Universities/Colleges/ Institutions will submit the master data of the eligible beneficiaries on the portal with a unique User profile (User name and password). The bank account numbers of the beneficiaries will be validated through IFHRMS for creation of beneficiary ID.

The Institutions/ Colleges shall update the information in the master data (regarding continuation, up-gradation, resignation etc.) of the beneficiaries monthly. Based on the master data received from the respective Institutions/Colleges the payment of the fellowship will be made to the beneficiaries.

10. Aadhar Seeding:-

The Ministry of Education, Government of India vide its letter D.No. No18-7/2013-U1A dated 10th June, 2016 has instructed the University Grants Commission that from the financial year 2016-17 onward, the Aadhar number has been made mandatory for disbursement of all Government subsidies/ Scholarships/Fellowships which are to be disbursed directly into the beneficiary's account.

11. Procedure for Commencement of fellowship.

- (i) Already registered Research Fellows can avail fellowship from date of declaration of result.
- (ii) The actual payment of fellowship will be made with effect from the date of joining or date of declaration of result, whichever is later.
- (iii) On completion of the above formalities, the Joining Report of the candidate duly signed by the Supervisor/Head of Department is to be sent to the designated branch of specified Bank through the Principal / Head of the Institution along with their attested copy of CMRF clearing Certificate

12. Transfer of the Research Place:

Transfer of the Research Place, only if necessary, should be done by institution concerned, on approval of CMRF Monitoring Committee and intimating the same to the Director of Collegiate Education. Transfer of Research place will be allowed only once during the entire tenure.

13. Resignation from the Fellowship:

Resignation of the candidate will be forwarded by the institution to the Director of Collegiate Education / designated agency on approval of CMRF Monitoring Committee.

- 14.** Progress report shall be submitted by the candidate, every six month, duly forwarded as in proforma given in Annexure IV.

15. Fellowship shall be disbursed under the DBT disbursal mode.

16. Procedure for Monitoring the Progress of the Scheme:-

- (i) The performance of the CMRF Fellow is monitored by the Selection cum Monitoring Committee and periodical review with the details of the scheme shall be sent to Director of Collegiate Education once in 6 months (**Annexure IV**).

- (ii) On completion of phase I (end of 1st year), phase II (end of 2nd year) the progress made by the CMRF fellows will be reviewed by CMRF Monitoring Committee. Based on the recommendations of the committee, further grant will be released. The recommendation of the Committee in the prescribed proforma (**Annexure V**) shall be submitted to the Director of Collegiate Education /designated agency.
- (iii) The fellowship may be terminated at any time during the tenure and the decision of the Director of Collegiate Education / State Government of Tamil Nadu will be final and binding. The tenure of the fellowship is for three years from the date of joining, subject to satisfactory progress of the CMRF Fellow or submission of Ph.D. thesis, whichever is earlier. No extension is permissible beyond the total tenure of three years and the awardee ceases to be a CMRF immediately after expiry of the due date. Any claim/reference to this effect will be illegal and the individual may have to face disciplinary action for such an act. On completion of the tenure or completion of the Research work towards PhD programme, the final report must be submitted in the proforma given in **Annexure VI**, along with the duly audited utilization certificate in the prescribed proforma given in **Annexure VII**.
- Feedback: For every Fellowship scheme of DCE, the beneficiary will have to submit feedback in the form of a report as per **Annexure VIII**.
 - The final instalment shall be released only after submission of the feedback, final report with Utilization Certificate and the completed Research work.
 - Research publications in reputed indexed journals may be encouraged.
 - Paid Assignment/Job: The CMRF fellow shall not undertake any paid assignment during the tenure of the fellowship.

OTHER CONDITIONS

The CMRF Fellow, with the consent of the Guide/Head of department, may assist the institution in its academic work, including tutorials, evaluation of the test papers, laboratory demonstration, supervision of fieldwork, library activities like group seminars and symposia, provided such work is not likely to hinder the research programmes on hand. The total amount of time to be spent on such activities should not exceed ten hours a week.

CANCELLATION OF AWARD

The fellowship is liable to cancellation, in case of:

- Registration not done within six months from date of joining.
- Misconduct.
- Involvement in any illegal activity.
- Unsatisfactory progress of research work/failure in any examination related to Ph.D.
- He/ She is found ineligible later.
- Any false information furnished by the applicant or any fraudulent activity by the Scholar/Fellow/Research Awardees shall lead to Penal action against him/her.

ANNEXURE I
UNDERTAKING PROFORMA

I,hearby declare that I am aware of the rules and regulations of the CMRF scheme and the regulations of Government of Tamil Nadu in connection with availing CM Research Fellowship and undertaking Ph.D programme in the Government Arts and Science College in Tamil Nadu. I assure that eligibility norms are satisfied by me and if any discrepancies are found at a later stage, or if I discontinue the research fellowship before the tenure / before completing the research work, I will repay the entire fellowship amount received and abide by Government rules.

Signature of the Candidate

Name of the Candidate:

Date :

Place:

ANNEXURE-II(a)
JOINING REPORT PROFORMA

From
CMRF awardee
Institution address

Date:

To
Head of the Institution

Through the Head of the Department through the Supervisor

Sir/Madam,

**Sub: Joining the Department of as full time CMRF awardee for doing Ph. D
programme in ...**

Ref : CMRF award communication no.... Dated...

**I am joining the Department of. as a full time CMRF fellow under the guidance
ofto carry out research programme towards Ph.D in**

**I shall abide by the norms and regulations of the Institution / University / CMRF
scheme**

Signature of CMRF awardee

Place:

Date:

Copy to:

**Directorate of Collegiate Education,
Saidapet, Chennai – 15.**

ANNEXURE-II(b)
ENDORSEMENT OF JOINING REPORT

**AWARD OF CM RESEARCH FELLOWSHIP IN SCIENCE,
HUMANITIES AND SOCIAL SCIENCES**

Affix photo of
the candidate.

Name of Awardee:

CMRF Eligibility Test Date (Attested Copy to be enclosed):

This is to certify that has joined the Department of for doing Ph.D. under the above scheme of the Government of Tamil Nadu with effect from (F.N./A.N.). He/She will be Provided with all necessary facilities during his/her tenure of award. The terms and conditions of the offer are acceptable to the awardee. His/her date of registration to the Ph.D. is.....for already registered candidate.

Also certified that the CMRF awardee shall not accept/ hold any emoluments, paid or otherwise, or receive emoluments, salary, stipend etc. ,from any other source during the tenure of the award.

Signature of Awardee

Supervisor

**Head of
Department**

**Principal/ Head of the
Institution**

(Seal)

(Seal)

(Seal of
Institution)

Contact No.:

e-mail :

Bank A/c No.

IFSC Code :

MICR Code:

12-digit unique (aadhaar) number:

ANNEXURE-III
CONTINUATION CERTIFICATE

CMRF in Science, Humanities & Social Sciences

This is to certify that _____ has been continuously working in the Department of _____ under the above scheme for the quarter from _____ to _____.

Signature

Date:

Name of the awardee

Signature of
Supervisor

Signature of Head of
Department

Signature

Principal / Head of the Institution

ANNEXURE-IV

PROGRESS REPORT FOR THE PERIOD W.E.F. To
Report to be submitted within two weeks after completion of the period

1. Name of Fellow:
2. Number and date of award letter:
3. Details of Research:
 - a. Topic of research:
 - b. Is the Fellow working on the topic for the award of doctorate degree?
 - c. If so, the date of registration with the university:
4. Date of joining the Institution (for candidates already registered for Ph.D)
5. Date of joining the institution Under the CMRF scheme :
6. Total number of working days during the period:
7. Number of days the Fellow remained on leave (with dates):
 - a. With fellowship, number of days:
Fromto.....
 - b. Without Fellowship, number of days:
From.....to.....
8. Number of days, the Fellow remained out of station for fieldwork/travel with dates and place visited:
 - a. Number of days.....from.....to.....
 - b. Places visited:
9. Number of days the fellow remained present at the Institution:
10. Publications during the period under report:
Title of the article/paper (please enclose reprint / preprint of each):
11. Title of monograph written during the period under report:
12. Teaching work done during the period under report:
 - a. Number of periods taken per week at UG level:
 - b. Number of periods taken per week at PG level:
- 12.A detailed account of the work done during the period (a separate sheet may be attached for the purpose, signed by the candidate):
13. Comments of the supervisor on the progress of the research work during the period under report:

Signature of Supervisor

Head of Department
(Seal)

Principal/Head of the
Institution
(Seal of Institution)

ANNEXURE-V

**REVIEW REPORT OF CMRF FELLOWS UNDER THE SCHEME OF CMRF
IN SCIENCE, HUMANITIES, AND SOCIAL SCIENCES**

Assessment of Mr./Mrs CMRF working at the
Department of.....University / Institution / College on
completion of one / two years on(date).

Date of Joining:

Ph.D. registration No.:

Assessment Meeting:

Date:

Time:

Venue:

Period of Assessment:

The Committee assessed the progress of the candidate through their presentation
followed by interview and recommended as follows

(Excellent/ Good/ Satisfactory/ Not Satisfactory) (Strike out whichever is not applicable)

In view of the Excellent/ Good/ Satisfactory/ Not Satisfactory performance of the
CMRF awardee, the committee makes the following recommendations:

CMRF Fellowship for Mr./Mrs./Ms.....may be

Continued/ Not continued / Discontinued w.e.f.....

Name and Signature of Committee Members

ANNEXURE-VI

CMRF SCHEME

FINAL REPORT OF THE WORK DONE UNDER THE CMRF SCHEME

(Report to be submitted within four weeks after completion of the period)

1. Name of CMRF awardee:
2. Number and date of award letter:
3. Details of Research:
 - a. Topic of research:
 - b. Is the Fellow working on the topic for the award of doctorate degree?
 - c. If so, the date of registration with the university:
4. Date of commencement of research:
 - a. At the Institution / University:
 - b. Under the CMRF scheme :
5. Total number of working days during the period:
6. Number of days the Fellow remained on leave (with dates):
 - a. With fellowship, number of days:
Fromto.....
 - b. Without Fellowship, number of days: From.....to.....
7. Number of days the Fellow remained out of station for fieldwork/travel with dates and places visited:
 - a. Number of days.....from.....to.....
 - b. Places visited:
8. Number of days the fellow remained present at the Institution:
9. Report of the work done:
 - a. Brief objective of the project
 - b. Work done during the tenure and results achieved and publications, if any, resulting from the work (Give details of the papers and names of the journals in which it has been published or accepted for publication).....
Title of the article/paper (please enclose reprint / preprint of each):
 - c. Has the contribution been according to original plan of work and towards achieving the objective. If not, state reasons
10. Title of monograph written during the period under report:
11. Teaching work done during the period under report:
 - a. Number of periods taken per week at UG level:
 - b. Number of periods taken per week at PG level:

12. A detailed account of the research work done during the period by the CMRF awardee (a separate sheet may be attached for the purpose, signed by the CMRF awardee):

13. Comments of the supervisor on the completion of the research work during the tenure:

Signature of Supervisor

Head of Department
(Seal)

**Principal / Head of the
Institution**
(Seal of Institution)

ANNEXURE-VII

FORM FOR SUBMISSION OF ACCOUNTS OF CONTINGENCY
GRANTS AND UTILISATION CERTIFICATE for the period. to

1. Name of Awardee :
2. Code Number :
3. Name of the scheme under which
He/she is working :
4. Period for which the account of
Contingency grant relates :
5. Expenditure : From.....to.....
Amount.....Dated.....
- a) Books and allied items :
b) Typing :
c) Stationery :
d) Postage :
e) Chemical and electrical/ electronics goods :
f) Travel/field work :

6. Period for which the contingency
Grant is payable :

Certified that the expenditure of Rs. (Rupees
.....) out of the contingency grant of
Rs.....sanctioned vide Commission letter no.
F.....dated.....in respect of has been utilized for the
purpose for which it was sanctioned in accordance with the terms and conditions laid
down by the Government of Tamil Nadu for utilization of contingency grant.

**If, as a result of a check or audit objection, some irregularity is noticed at a
later stage, action will be taken to refund/adjust or regularize the objected
amount.**

Signature of Awardee

Head of Department
(Seal)

Principal/ Head of the
Institution
(Seal of Institution)

ANNEXURE VIII
FEED BACK

1. Name of CMRF awardee:
2. Number and date of award letter:
3. Topic of Research:
4. Outcome of Research / Applicability to Society (Separate sheet may be attached, signed by the awardee):
5. Value additions in the Research domain:
6. Feedback on the CMRF scheme (on how it benefitted the awardee):
7. Overall Feedback:

Signature of CMRF awardee

Place:

Date :

D. Karthikeyan
Principal Secretary to Government

// True Copy //

T. Sullian
27/2/2023
Section Officer

S. J.
27/02/2023

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