

**University Grants Commission
SA-III Section**

CERTIFICATE IN SUPPORT OF THE EXCEPTION REQUEST SUBMITTED BY THE INSTITUTION

Name of the Institution: _____

1. Certified that Mr./Ms. _____ is/was a **REGULAR FULL TIME** research scholar of this institution w.e.f. _____ to _____ under the UGC fellowship scheme of _____.
2. He/She has submitted his/her M.Phil. dissertation on _____.
3. He/She has completed his/her research and submitted his/her Ph.D. thesis on _____.
4. Gap period between date of submission of M.Phil. dissertation and date of admission for Ph.D is _____ months. It is understood that candidate is not eligible for fellowship etc. during the gap period and we will not submit any claim for this period.
5. We have gone through the matter and only after satisfying ourselves of all the facts, have submitted the matter for seeking 'Exception'/approval of UGC for linking/uploading of old/pending financial claims of above mentioned scholar.
6. The request for seeking 'Exception', submitted to UGC, conforms to the Guidelines of the scheme under which scholars is/was getting fellowship. We are satisfied with the explanation of candidate for delay.
7. We understand that UGC will disburse the amount of fellowship directly to the account of candidate on the basis of information and details of candidate uploaded by our institution on the scholarship portal. Our institution is solely responsible for correctness of facts and information uploaded on the scholarship portal.

SIGNATURE OF CANDIDATE:	SIGNATURE OF GUIDE/ SUPERVISOR
Date:	Date: Seal:
Name:	Name:
Email ID:	Designation:

SIGNATURE OF HEAD OF DEPARTMENT:	SIGNATURE OF HEAD OF THE INSTITUTION:
Date: Seal:	Date: Seal:
Name:	Name:
Designation:	Designation:

Note: 1. Kindly ensure that all the particulars of signatories are completely filled and are readable.

Note: 2. A scanned copy of document is required on the designated email ID. Hard copy of this should be kept in safe custody of University/Institution/College.
