Performa to be submitted by 20th of each month

**For M. Tech Ist Year student**

**DEPARTMENT OF CIVIL ENGINEERING**

**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**

**Part-A** (To be filled by the student)

Recommendation for release of Scholarship/Assistantship to M. Tech. Ist Year student for the month of…………..…………………………………..session…………………………….

Name of Student: ……………………………………………………………………………………

Branch/Specialization: ……………………………………………………………………………………

Scheme (MHRD/QIP/other):…………………………………………………………………………………..

Enrollment No.: …………………………………………………………………………………..

Bank Account No.: ……………………………………… (SBI/PNB, IIT Branch, Roorkee)

**Part-B**

(To be filled by teachers and O. C. M. Tech. Courses)

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| --- | --- | --- | --- | --- | --- |
| S.No. | Course | Class Attended/Held | Date of Absence | Teacher’s Signature | Fellowship Deduction |
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Rs.4960/- i.e. 40% of the fellowship based on weekly work 8 to 10 hours. Full or proportionate amount of fellowship to be paid Rs.

**Signature of Student Signature of Faculty Advisor**

**Part-C** (To be filled by the office)

Received on ………………………………………………………………………………………………………….

Leave availed during the month……………………………………………………………………………

Cumulative leave availed till the month………………………………………………………………..

Number of absence as per attendance register……………………………………………………..

Deduction of Assistantship/Scholarship…………………………………………………………………

Net amount being recommended………………………………………………………………………….

**O. C. M.Tech. Course**