

जामिया मिल्लिया इस्लामिया

(संसदीय अधिनियमानुसार केन्द्रीय विश्वविद्यालय)
मौलाना मोहम्मद अली जौहर मार्ग, नई दिल्ली-110025

JAMIA MILLIA ISLAMIA

(Central University by an Act of Parliament)
Maulana Mohammad Ali Jauhar Marg, New Delhi-110025
(NAAC Accredited 'A++' Grade)
3rd Rank in NIRF

جامعه ملیہ اسلامیہ

(مرکزی یونیورسٹی)

مولانا محمد علی جوہر مارگ، نئی دہلی-۱۱۰۰۲۵



Tel.: 011-26981240, 26981717 Extn.: 1301, 1302, 1303 | Email: fo@jmi.ac.in | Website: http://jmi.ac.in

वित्त एवं लेखा कार्यालय

Finance & Accounts Office

دفتر مالیات و محاسبی

MOST URGENT/TIME BOUND

F.No. Student/FAO/63/JMI/2025/

15th January, 2025

CIRCULAR

Sub: Submission of Non-Net Fellowship and Contingency Bills – regarding

It is brought to the notice of all Deans/HoDs/Directors that all pending Bills of Non-Net Fellowship from **01.04.2024 to 31.12.2024** shall be submitted to the Student Section, Finance & Accounts Office immediately to enable this office to process the payment without any further delay. Besides, Bills of Non-Net Fellowship for the months of **January, 2025 and February, 2025** should be submitted to the Student Section, Finance & Accounts Office latest by **7th March, 2025** positively so that the same could be processed for payment before the deadline of its utilization.

Further, as per the guidelines, Scholar shall claim Contingency within financial year and it will not be carry forward/allowed in next Financial Year. Accordingly, Bills of Contingency for the Financial Year 2024-25 are required to be prepared separately (Not Consolidated with the Fellowship Bills) and shall be submitted to the Student Section, Finance & Accounts Office latest by **7th March, 2025** positively.

It is pertinent to mention that UGC releases grant for Non-Net Fellowship on monthly basis and in case the funds are not utilized on time the unutilized funds/grant will be lapsed. Therefore, all Deans/HoDs/Directors are hereby requested to kindly ensure compliance of the aforesaid advice so as to utilize the funds/grant well in time.

(CA. Shaikh Safiullah)
Finance Officer

To:

1. All Deans of Faculties/Heads of the Departments/Directors of Centres JMI
2. The Professor In-charge, Office of the Controller of Examinations, JMI
3. The Professor In-charge, Building & Construction Department, JMI.
4. The Controller of Examinations, JMI.
5. The University Librarian, Dr. Zakir Hussain Library, JMI
6. The OSD to Vice-Chancellor, JMI.
7. The Chief Proctor, JMI.
8. The Provosts of Hostels, JMI.
9. The In-charge, Dr. M.A. Ansari Health Centre, JMI
10. The Internal Audit Officer, JMI.
11. The Principals Schools, JMI.
12. The Asstt. Registrar (Purchase & Store Section), JMI
13. AFO (PF)/ AFO (Salary/Student)/AFO (Accounts) AFO (Payment)

Copy for information to:

1. The Secretary to the Vice-Chancellor, JMI
2. The Asstt. Registrar, Registrar Secretariat, JMI
3. The PA to Finance Officer, JMI

(Sulaiman Akhtar Arif)
Asstt. Finance Officer (Student)