CIRCULAR


Research scholars registered at Anna University / erstwhile AUTs should produce the following documents by filling the required details in the prescribed format of the progress report duly signed during the period from 1st December 2020 to 15th December 2020 by the Supervisor and Head of the Department of the Supervisor. The signed progress report should be submitted (By Post / Inperson) to the Centre for Research, Anna University on or before 15th December 2020 without which the scholars will not be permitted to pay the semester fee for January - June 2021 session. The link http://cfr.annauniv.edu will be provided in CFR website 1st December 2020 onwards. The scholars are enabled to take the printout of the progress report only with the online approval of the Supervisor through Supervisor login. The scholars are advised to submit the following documents.

1. Enrolment / Registration renewal form
2. Yearly Progress Report for the period January – December 2020 along with a typed report on the work carried out during that period (in about 300 words)
3. Course Work Registration form (if the scholar is registering for the course work in the forthcoming semester)
4. Photocopy of the extension order / break of study / permission for research outside the University (if applicable)
5. Differently abled scholars shall produce a “Disability Certificate” obtained from State / Central Government Organization for availing Tuition fee exemption.

If any document is signed by the temporary in-charge HOD/Director of the Centre, then attach a proof of his/her nomination by the competent authority. Otherwise the document(s) submitted by the scholar will not be considered and will not be permitted to pay the fee.

For part-time scholars, signature of the Head of the Department of the scholar (where the scholar is working) should be obtained in the Yearly Progress Report (e-signature also permitted). The progress report and the attached documents should be completed in all aspects, if not the scholar will not be permitted to pay the semester fee for January – June 2021.

The scholars, those who submit the thesis on or before 31st December 2020, need not submit the progress report for January – December 2020

Scholars who have not submitted the Progress Report within the stipulated period and those who submitted documents with incomplete / insufficient details will not be permitted to pay the semester fee for January – June 2021.

Sd/-

DIRECTOR (RESEARCH)