

**KANNUR UNIVERSITY**  
(ACADEMIC BRANCH)

No.Acad.E1/9648(II)/2012

Civil Station (P.O), Dated: 11/06/2015

**CIRCULAR**

**Sub:- Academic review on assessment of Research centres for the implementation of Budget proposal for the year 2014-15 – Streamlining Research activities and strengthening of Research centres- Measures implemented-compliance - Reg.**

**Ref:- Syndicate resolution on item No. 2015.147 dated 11.05.2015.**

The Syndicate in its meeting held on 11.05.2015 vide item No. 2015.147 after considering the report of the Syndicate Sub Committee constituted for the academic review on assessment of research centres for the implementation of Budget proposals for 2014-15 has resolved to implement the following recommendations.

1. All the Heads of the Departments/Research Centres of the University shall forward the Attendance Certificate and progress report of the full-time scholars every two months not later than 15<sup>th</sup> of subsequent month. This has to be effected from the month of May 2015 and the first report shall reach the University not later than 15<sup>th</sup> of July 2015. If they fail to do so consecutively for two periods, the registration of the candidates shall be cancelled. It has been noticed that many full time scholars are working in other institution with out informing the University. The Suppression of facts in this regard is noted seriously by the Committee.
2. Full time scholars who availed University fellowship for more than 2 years and failed to submit the final thesis before the due date as per registration, will have to refund the entire fellowship amount. Any lapse in this regard will be treated as the liability of the research guide also.
3. All full-time research scholars registered and attached to a particular research centre shall report to the centre allotted to him/ her and the attendance certificates from the concerned centre alone will be accepted. Authorised Attendance Certificate from the concerned research centre of the candidate signed by the Head of the Centre alone will be accepted for the fellowship and for submission of final thesis.
4. Maximum duty leave permissible for the full time scholars in a calendar year shall be 30 days. However, if required, they are entitled to avail 6 months of special duty leave for the completion of field work/ field reference/ lab work during the entire research period. Depending on the nature of research work they have under taken, the head of the research centre can grant the special leave.

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5. In the case of part time research scholars 60 days of attendance in the calendar year at the research centre concerned is mandatory. Duty leave granted by the Head of the Department will not be considered as attendance for these candidates. The entire research scholars are liable to furnish the employment status in every six months.
  
6. In a majority of research centres instituted in Government/ Aided Colleges the infrastructure facilities are very inadequate. So all the Head of the Research Centres/ Colleges are directed to provide sufficient furniture, equipments, reading and reference materials, ICT facilities for the scholars of the concerned departments and also to maintain proper accounting of leave registers. The Heads of the Research Centres are directed to furnish the report of the measures taken in this regard within 3 months. If they failed to report this, within the stipulated period, the recognition of the research Centre shall be suspended.

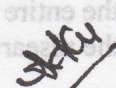
All the Research Scholars, Research Guides and Heads of the research centres are requested to strictly comply with the content of the above circular.

Sd/-  
**JOINT REGISTRAR (Acad.)**  
For REGISTRAR

- To
1. All Heads of the Research Centres.
  2. The Research Guides.
  3. Computer Cell.

Copy to: SF/DF/FC

Approved for Issue

  
SECTION OFFICER

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