**Annexure-I**

**AMET DEEMED TO BE UNIVERSITY FORMAT FOR SUBMISSION OF RESEARCH PROJECT PROPOSAL**

|  |  |
| --- | --- |
| Broad Subject: |  |
| Area of Specialization: |  |
| Duration: |  |
| Principal Investigator & Co Investigator: |  |
| Sex: M/F |  |
| Date of Birth: |  |
| Qualification: |  |
| Designation: |  |
| Address: |  |
| Office: |  |
| Residence: |  |
| Email/Phone: |  |
| Name of the Institution where the project will be undertaken: (a)University/Consultancy/Industry (b)College: (c)Affiliating University |  |
| Teaching and Research Experience of Principal Investigator: |  |
| Teaching experience UG YearsPG Years |  |
| Research experience: |  |
| Publication: |  |
| Papers Published: |  |
| Accepted: |  |
| Communicated : |  |
| Books Published: |  |
| Accepted: Communicated:  |  |
| Project: |  |
| Title: |  |
| Introduction: |  |
| Objectives: |  |
| Methodology: |  |
| Year-wise Plan of work and targets to be achieved: |  |
| Financial Assistance required: |  |
| **Item:** |  |
| Books and Journals: |  |
| Equipment, if needed: |  |
| Field work and travel: |  |
| Chemicals and glassware: |  |
| Contingency ( including special needs): |  |
| Hiring Services: |  |
| Total: |  |
| Whether the teacher has received support for the research project from the AMET Under Major , Minor or from any other agency ? If so, please indicate: |  |
| Name of the agency from which the assistance was approved: |  |
| Sanction letter No. and date under which the assistance was approved: |  |
| Amount approved and utilized: |  |
| Title of the project for which assistance was approved: |  |
| In case the project was completed, whether the work on the project has been publishedDetails of the AMET project/scheme completed or ongoing. |  |
| Any other information which the teacher may like to give in support of this proposal: |  |

To certify that:

I shall abide by the rules governing the scheme in case assistance is provided to me from the AMET for the above project.

* I shall complete the project within the stipulated period .If I fail to do so and if the AMET is not satisfied with the progress of the research project, the University may terminate the project immediately and ask for the refund of the entire amount (with interest) released by the AMET.

**Signature of Principal Investigator Registrar/CEO/Manager**

**(Seal)**

**Annexure II**

**AMET Deemed to be University**

**ACCEPTANCE CERTIFICATE FOR RESEARCH PROJECT**

Name

No .F. dated

Title of the Project

1. The research project is not being supported by any other funding agency.

2. The terms and conditions related to the grant are acceptable to the Principal

Investigator and University/Consultancy/Industry

3. At present, I have no research project approved by AMET and the accounts for the previous project , if any have been settled.

4. The date of implementation of the project is ------------------

**Principal Investigator**

**Registrar/CEO/Manager**

**(Seal)**

**Date:**

**Annexure – III**

**AMET DEEMED TO BE UNIVERSITY**

**STATEMENTOFEXPENDITUREINRESPECTOFRESEARCHPROJECTS**

1. Investigator Name of Principal

2. Deptt .of PI

Name of Institution/Consultancy/Industry

3. Approval Letter No. and Date

4. Title of the Research Project

5. Effective date of starting the project

6. a. Period of Expenditure : From to

b. Details of Expenditure

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Item** | **Amount Approved****(Rs.)** | **Expenditure Incurred****(Rs.)** |
| i. | Books& Journals |  |  |
| ii. | Equipment |  |  |
| iii. | Contingency including special needs |  |  |
| iv. | Field Work/Travel (Give details in the pro forma). |  |  |
| v. | Hiring Services |  |  |
| vi. | Chemicals & Glassware |  |  |

7.if as a result of check or audit objection some irregularly is noticed at later date, action will be taken to refund ,adjust or regularize the objectsed amounts.

8. It is certified that the grant of Rs. (Rupees only ) received from the AMET University/Consultancy/IndustryundertheschemeofsupportforResearch

Project entitled

vide letter No. F.

dated has been fully utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the AMET/Consultancy/Industry

**SIGNATUREOF PRINCIPAL INVESTIGATOR**

**Registrar/CEO/Manager**

**(Seal)**

**Date:**

**Annexure-IV**

**AMET DEEMED TO BE UNIVERSITY**

**STATEMENT OF EXPENDITURE INCURRED ON FIELD WORK Name of the Principal Investigator:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the** **Place visited** | **Duration of the Visit** | **Mode of****Journey** | **Expenditure****Incurred(Rs.)** |
|  | **From** | **To** |  |  |

Certified that the above expenditure is in accordance with the AMET norms/ Consultancy/ Industry norms of Research Projects.

**SIGNATUREOFPRINCIPALINVESTIGATOR**

**Registrar/CEO/Manager**

**(Seal)**

**Date:**

**Annexure-V**

**AMET Deemed to be University**

**Utilization certificate**

Certified that the grant of Rs. (Rupees

 only)received from the AMET /Consultancy/Industry under the scheme of support for Research Project

entitled

vide AMET /Consultancy/Industry letter No .F. dated has been fully utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the AMET /Consultancy/Industry

**SIGNATUREOF THE PRINCIPAL STATUTORY AUDITOR PRINCIPAL INVESTIGATOR**

**(Seal) (Seal)**

**Annexure-VI**

**AMET Deemed to be University**

**Annual/Final Report of the work done on the Minor Research Project. (Report to be submitted every 4 weeks)**

|  |  |
| --- | --- |
| Project reportNo.1st/Final |  |
| AMET/Consultancy/Industry Reference No.F. |  |
| Period of report :from to |  |
| Title of research project |  |
| Name of the Principal Investigator |  |
| Deptt. |  |
| College where work has progressed |  |
| Effective date of starting of the project |  |
| Grant approved and expenditure incurred during the period of there port: |  |
| Total amount approved Rs. |  |
| Total expenditure Rs. |  |
| Report of the work done:(Please attached a separate sheet) |  |
| Brief objective of the project |  |
| Work done so far and results achieved and publications, if any, resulting from the work (Give details of the papers and names of the journals in which it has been published or accepted for publication |  |
|  Has the progress been according to original plan of work and towards achieving the objective . if not, state reasons |  |
| p leaseen close a summary of the findings of the study. One bound copy of the final report of work done may also be sent/Submit to the concerned Office of the registrar of AMET |  |
| Any other information |  |

1.Project reportNo.1st/Final

2.AMET/Consultancy/Industry Reference No.F.

3.Period of report :from to

4.Title of research project

5.(a)Name of the Principal Investigator (b) Deptt. (c) College where work has progressed

6 .Effective date of starting of the project

7 .Grant approved and expenditure incurred during the period of there port:

a. Total amount approved Rs. b. Total expenditure Rs. c. Report of the work done:(Please attached a separate sheet)

i. Brief objective of the project

ii. Work done so far and results achieved and publications, if any, resulting from the work (Give details of the papers and names of the journals in which it has been published or accepted for publication

iii. Has the progress been according to original plan of work and towards achieving the objective . if not, state reasons

iv.p leaseen close a summary of the findings of the study. One bound copy of the final report of work done may also be sent/Submit to the concerned Office of the registrar of AMET p

v. Any other information

**SIGNATUREOFTHEPRINCIPALINVESTIGATOR**

**Annexure–VII**

**AMET DEEMED TO BE UNIVERSITY**

**PROFORMAFORSUBMISSIONOFINFORMATIONATTHETIMEOFSENDINGTHEFINAL REPORT OFTHEWORKDONE ONTHEPROJECT**

|  |  |
| --- | --- |
| Title of the Project |  |
| NAME AND ADDRESS OF THE PRINCIPAL INVESTIGATOR |  |
| NAME AND ADDRESS OF THE INSTITUTION |  |
| UGC APPROVAL LETTER NO. AND DATE |  |
| DATE OF IMPLEMENTATION |  |
|  TENURE OF THE PROJECT |  |
| TOTAL GRANT ALLOCATED |  |
| TOTAL GRANT RECEIVED |  |
| FINAL EXPENDITURE |  |
| TITLE OF THE PROJECT |  |
| OBJECTIVES OF THE PROJECT |  |
| WHETHER OBJECTIVES WERE ACHIEVED………………………(GIVE DETAILS) |  |
| ACHIEVEMENTS FROM THE PROJECT |  |
| SUMMARY OF THE FINDINGS……………………………………..( IN 500WORDS) |  |
| CONTRIBUTION TO THE SOCIETY……………………………….( GIVE DETAILS) |  |
| WHETHER ANY PH.D ENROLLED / PRODUCED OUT OF THE PROJECT |  |
| NO.OF PUBLICATIONS OUT OF THE PROJECT……………….( PLEASEATTACH) |  |

**Annexure–VIII**

**AMET DEEMED TO BE UNIVERSITY**

**ASSESSMENTCERTIFICATE**

(to be submitted with the proposal)

It is certified that the proposal entitled” ”by

(Dr./Prof./Mr./Mrs.)

Deptt. of

has been assessed by the

 committee consisting the following members for submission to the AMET Office of the Registrar for financial support under the scheme of Minor Research Projects:

**Details of Expert Committee:**

The proposal is as per the guidelines.