CIRCULAR

ATTN: Ph.D. / M.S. (By Research) Scholars

Sub: Payment of semester fees for July 2012 Session - Arrears for earlier Semester - Reg.

The Semester fees for July 2012 session will be collected from the existing research scholars during September 3rd to 8th 2012 (except on Sunday) between 10.30 A.M and 5.30 P.M as scheduled below. The Demand Draft should be drawn from any Nationalized Bank dated on or after 28.08.2012 in favour of “The Director (Research), Anna University Chennai” payable at Chennai. The Registration number and name of the research scholar shall invariably be written at the back side of the D.D. Fees payment will be accepted only with the Semester Progress Report for the period January - June 2012 duly signed by the Supervisor, Joint Supervisor (if any) and Head of the Department/Director of the Centre of the Supervisor.

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>CATEGORY</th>
<th>AMOUNT \  `</th>
<th>COLLECTION DATES</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FULL - TIME</td>
<td>7500/-</td>
<td>03.09.2012 to 08.09.2012</td>
<td>10.30 A.M to 05.30 P.M.</td>
</tr>
<tr>
<td>2</td>
<td>PART - TIME</td>
<td>8000/-</td>
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VENUE: BIT Campus, Regional Centre, Trichy.

IMPORTANT DATES:

1. Last date for payment of fees and submission of progress report                      08.09.2012
2. Last date for payment of fees and submission of progress report with fine of `200/- 22.09.2012
3. Last date for readmission and submission of progress report with fine and re-registration fee of `700/- 29.09.2012
4. Registration of the scholars will stand cancelled automatically if fees are not paid before 29.09.2012

The arrear semester fees (Jan 2012, July 2011 and January 2011) shall also be collected as per the above schedule. Fine `200/- for each lapsed semester fee and `500/- for one-time re-registration shall be paid along with normal fees. The fees shall be collected only with the semester progress reports. The D.D. should be drawn in favour of “The Director (Research), Anna University Chennai” payable at Chennai obtained from any Nationalized Bank dated on or after 28.08.2012

DIRECTOR (RESEARCH)

To,
Dr. S. Muttan,
Regional Director,
BIT Campus, Trichy – 620 024.
INSTRUCTION TO THE SCHOLARS

The Research scholars who come for the payment of fees for the semester, January – June 2012 should enclose the following documents duly filled in and signed by the Supervisor, Joint Supervisor (if any) and Head of the Department/Director of Centre of the Supervisor with seal.

1. Fee Challan with necessary Demand Draft.
2. Enrollment/Registration renewal form.
3. Semester Progress Report for the period January – June 2012 along with a typed progress report on the work carried out during that period (in about 300 words).
4. Course work Registration form (if the scholar is registering for the course works).
5. For Part-time scholars, Signature of the Head of the Department/Head of the Organization of the scholar (where the scholar is working) with seal should be obtained in the Semester Progress report.

Fee challan, Registration renewal form, Semester progress report format, etc shall be downloaded from the website www.annauniv.edu/research