**FORMAT FOR FINAL REPORT - SACRED HEART FELLOWSHIP (20XX-XX)**

1. Name of the Student(s) :

Register Number(s):

Department:

Mobile No. :

E-mail(s):

1. Name of the Guide :

Designation :

Mobile No. :

Email (official):

1. Title of the Project:
2. Objectives as mentioned in original proposal (5-8 bullet points or Max 250 words)
3. Accomplishments of the projects (in 8 to 12 bullet points or Max 500 words)
4. Paper(s) published in peer-reviewed journal

\*Attach a copy of the paper.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the paper (along with, DOI (if available) | Name of the Journal | Authors | Whether SCOPUS/SCI/UGC/Others | ISBN No. | Year  (Eg. 2023) | Volume & Issue  (Eg. Vol. 2 & Issue 5) | Pages  (Eg. 201-211) |
|  |  |  |  |  |  |  |  |  |

1. Presentation in conference/seminar/symposia/workshop (etc.)

\*Attach a copy of the participation certificate/special awards etc..

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| --- | --- | --- | --- | --- | --- | --- |
| S. No. | Name of the conference | National/International | Institution where conference/Seminar was held  (Eg. Vellore Institute of Technology, Vellore) | Duration of the conference (Eg. 10.01.2023 to 12.01.2023) | Title of the poster/talk/paper presented | Poster / Talk/paper presentation |
|  |  |  |  |  |  |  |

10. How in your own words has this project helped you in research? (Max 100 words)

\*Enclosures

* a photocopy of the sanction order
* a photocopy of the paper(s) published (all pages).
* a photocopy of the patent(s) filed/granted
* a photocopy of the participation certificate(s) in conference/seminar/etc..

|  |  |
| --- | --- |
| Signature of the Student(s)  Name:  Date: | Signature of the Guide (with seal)  Name:  Date: |

(on a new page)

**Expenditure details**

Title of the Project:

Name of the Student(s) :

Register Number(s):

Name of the Guide:

Department:

Mobile No. (of the student) :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No | Bill date (or) Date of travel | Vendor Name/Mode of travel | Procured item / reason for travel | Expenses (in INR) |
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|  |  |  | Total |  |

(attach the bills in the same order)

(on a new page)

**UTILIZATION CERTIFICATE**

Certified that grant-in-aid of Rs.………../-(Rupees………………(in words)) was sanctioned to

\_\_\_\_\_\_\_\_\_\_\_(Name(s) of the M.Sc Student(s) with Reg. No.) under the guidance of \_\_\_\_\_\_\_\_\_(Name of the Faculty) in the Department of --------------(Name of the Department) by Sacred Heart College (Autonomous), Tirupattur, Sanction Number: …………………… dated ………….

Out of the total amount received for the year 20XX-XX, Rs. ………./- (Rupees

……………(in words)), a sum of Rs. …………./- (Rupees ……..(in words) only) has been utilized and there is an unutilized balance of Rs. ………./- (Rupees ……………………(in words) only) of the said grant as on ….*(mention the last date of the project)....* in respect of the Sacred Heart Fellowship for the project titled “………………………”.

(if there is an unutilized balance, please fill the following)

The unutilized balance of Rs. ………./- (Rupees ……………………(in words) only) has been refunded to the College account (A/c name: Abraham Panampara Research Centre, A/c no: 0745-03125450-190001; IFSC: CSBK0000745) and the details are as follows:

1. Date of transfer:
2. Transaction number:

(Attach receipt/Online transfer proof)

|  |  |  |
| --- | --- | --- |
| Project Guide Date:  (Signature with Seal) |  | Head of the Institution  Date: (Signature with Seal) |
| Dean of Research  Date:  (Signature with Seal) |  |  |