



No.CUK/SCH/2026-27-F-99/29.

30 JUL 2026

CIRCULAR

Subject: JRF to SRF Upgradation Evaluation of Research Scholars availing fellowships through the Scholarship and Fellowship Management Portal (SFMP)-Reg.

All research scholars of the University who are availing fellowships under various schemes of the University Grants Commission (UGC) and other Ministries/Departments of the Government of India through the Scholarship and Fellowship Management Portal (SFMP) are hereby informed that they shall be eligible for upgradation from Junior Research Fellowship (JRF) to Senior Research Fellowship (SRF) on completion of two years of JRF, subject to fulfilment of the eligibility conditions amended time to time as prescribed under the respective fellowship scheme.

In this regard, the following procedure shall be followed:

1. The eligible research scholar shall submit the Application for JRF to SRF Upgradation Evaluation, duly filled in, to the concerned Department through the Research Supervisor.
2. The Department shall verify the eligibility of the research scholar and forward the duly recommended proposal, in the prescribed format (Annexure-1), to the Scholarship Cell for nomination of the External Expert and constitution of the JRF to SRF Upgradation Evaluation Committee in accordance with the guidelines of the respective fellowship scheme, and further approval by the Competent Authority.
3. In view of the austerity measures issued by the Ministry of Education, Government of India, all JRF to SRF Upgradation Evaluation Meetings shall be conducted only through online mode.
4. The External Expert participating in the evaluation shall be paid an honorarium of ₹3,000/- (Rupees Three Thousand only), subject to the applicable University rules.
5. Following the conduct of the evaluation meeting, the Department shall submit the following documents to the Scholarship Cell:
 - o Recommendation/ proceedings/minutes of the JRF to SRF Upgradation Evaluation Committee in the format prescribed under the respective fellowship scheme;
 - o Advance receipt in the prescribed format for release of honorarium to the External Expert

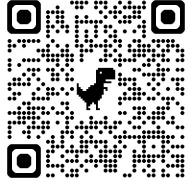
All Heads of the Departments, Research Supervisors, and eligible Research Scholars are requested to ensure compliance with the above procedure for timely processing of JRF to SRF upgradation proposals under the respective fellowship schemes.


REGISTRAR

Copy to:

1. PS to VC, CUK.
2. O/o Registrar/All Deans / Heads/ Coordinators.
3. System Analyst - To Upload on University website.
4. Raj Bhasha Section- For Translation.
5. Concerned file.

कुलसचिव / REGISTRAR
कर्नाटक केन्द्रीय विश्वविद्यालय
Central University of Karnataka
कलबुरगि / KALABURAGI



Scan the QR
code using
Google
lens to
access
complete
circular/
annexure

APPLICATION FOR JRF TO SRF UPGRADATION

Sl. No.	Particulars	Details
1	Name of the Research Scholar	
2	Name of the Department	
3	Student Enrolment Number	
4	Fellowship Type (UGC-NET JRF / NFSC / NF-OBC / Others - Specify)	
5	Fellowship Student ID (SFMP ID)	
6	Date of Joining / Commencement of Fellowship (as per SFMP Portal)	
7	Date of Completion of Two Years of Fellowship	
8	Mobile Number	

Declaration by the Research Scholar

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief. I undertake to comply with all the applicable guidelines, rules and regulations issued by the UGC/Concerned Funding Agency and the Central University of Karnataka governing the fellowship.

Signature of the Research Scholar with date

**Recommendation of the Research Supervisor and Head of the Department for
Constitution of the JRF to SRF Upgradation Evaluation Committee**

Sl. No.	Member	Name & Designation
1	Research Supervisor	
2	Head of the Department	
3	Internal Faculty Member (Relevant Subject) (Applicable only if the Research Supervisor and the Head of the Department are the same person : otherwise mention NA)	
4	Proposed External Subject Expert (One to be nominated by the Competent Authority)	i.
		ii.
		iii.

Certified that the above-mentioned research scholar has completed the prescribed period of **two years of Junior Research Fellowship (JRF)** and has made satisfactory progress in the research work.

The scholar has fulfilled the requirements prescribed under the applicable fellowship guidelines, including satisfactory research progress and other academic requirements, wherever applicable. It is therefore recommended that the **JRF to SRF Upgradation Evaluation Committee** may kindly be constituted with the composition indicated above to assess the research progress of the scholar for upgradation from **Junior Research Fellowship (JRF) to Senior Research Fellowship (SRF)**.

Seal & Signature of the Research Supervisor

Seal & Signature of the Head of the Department

Advance - R E C E I P T

Received with thanks Rs. _____ ((in words) _____

_____ only) from the Central University of Karnataka towards

A/C No. _____

IFSC Code. _____

PAN CARD No. _____

Signature:

Name & Address:

Place:

Date:

Countersigned By

Head of the Department with seal and signature