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**Standard Operating Procedure**

**For**

**Upgradation from Junior Research Fellow to Senior Research Fellow Under UCG/CSIR**

The Upgradation from Junior Research Fellow to Senior Research Fellow Under UCG/CSIR involves following official processes:

**Step 1:** Approval for Assessment Committee (as per the norms of the funding agency) by Honorable Vice chancellor sir (**Annexure-I**).

**Step 2:** Notification of the Assessment committee by Registrar.

**Step 3:** Complete the Assessment Process, Submit the form of Three member Assessment committee Recommendation (minutes) to Vice Chancellor for approval through office of DRIE. **(Please use the form provided by the UGC)**

SJSGC : [Annexure-V](https://bitmesra.ac.in/UploadedDocuments/adminrie/files/Annexure%20V%20for%20Single%20Gril%20Child.pdf)

UGC-NET JRF: [Annexure-VII](https://bitmesra.ac.in/UploadedDocuments/adminrie/files/NET%20JRF%20Upgradation%20from%20JRF%20to%20SRF%20Annexure%20VII.docx)

**Note: Expert Member’s should sign & seal. Without seal it will be Rejected from UGC.**

**The Upgradation from Junior Research Fellow to Senior Research Fellow Under Project involves following official processes:**

1. Approval for Assessment Committee (as per the norms of the funding agency) by Honorable Vice chancellor sir ([Annexure -I](https://bitmesra.ac.in/UploadedDocuments/adminrie/files/Annexure%20II%20Selection%20comm%20Projet%20JRF%20to%20SRF.docx))
2. Notification of the Assessment committee by Registrar.

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**Step 4:**

**Step 8**: