



**BIRLA INSTITUTE OF TECHNOLOGY**  
**Mesra, Ranchi-835215**  
Office of the Dean (Research, Innovation Entrepreneurship)  
(Financial Year \_20 - 20 )

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**Application form for Release of Memo for Fellowship**

**To,**  
**The Registrar**  
**B.I.T. Mesra**  
**Ranchi-835215**

**Through DRIE**

**Subject :**

1. **Title of Project:**
2. **Project Code :**
3. **Name of candidate :** **Designation:**
4. **E-mail of Student:** **Mobile No:**
5. **Name of P.I. :**
6. **Department :**
7. **Date of Joining (Attach Xerox copy of Joining) :**
8. **Sponsoring Agency :**
9. **Sanction letter / Order :**
10. **Date of Previous Memo & Ref. No (If applicable For Extension):**
11. **Period of New Memo / Extension : From / / TO / /**
12. **Fellowship Amount: /month HRA: %**
13. **Fund availability under fellowship Status from DFO:**  
(Those who are getting Direct benefit Transfer, they will write DBT)

**Signature of**  
**Candidate**

**Signature of PI**

**Head of Department**

**DRIE**

**Note: Please Provide relevant documents**

**Encl.:**