

SHAHEED BHAGAT SINGH STATE UNIVERSITY FEROZEPUR

Research & Development Cell

Ref No: SBSSU/R&D/77

Date: 4th Dec 2025

All Heads/ DRC chairmen/Mentors

Subject: Schedule of Semester fee and fine for late submissions for PhD/M.Tech scholars

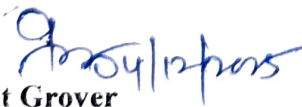
As per university regulations, all Ph.D/M.Tech research scholars—both full-time and part-time—are required to pay a semester fee to the university. It has been observed that some scholars submit their semester fees at irregular times during the semester, resulting in inconsistencies in financial records and administrative planning. Previously, a nominal fine of ₹500 per semester was imposed for late submissions.

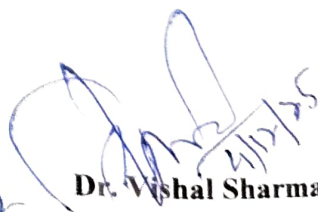
To uphold fairness, enhance accountability, and support better financial planning, all Ph.D/M.Tech scholars—both current and incoming—are required to follow a standardised semester fee submission schedule, as outlined in the following table. This initiative is designed to streamline the payment process and eliminate any ambiguity regarding deadlines and procedures.

January to June session			
Sr No		Semester Fee	Fine Applicable
1	Up to the 15 th of January of every year	Rs 6000/ semester	No Fine
2	From 16 th -30 th January of every year		@ 500/- per week
3	From 31 st January to 15 th February of Every Year		Rs. 5000/-, and with the approval of the Hon'ble Vice Chancellor
July to December			
1	Up to the 15 th of July of every year	Rs 6000/ semester	No Fine
2	From 16 th -30 th July of every year		@ 500/- per week
3	From 31 st July to 15 th August of Every Year		Rs. 5000/- and with the approval of the Vice Chancellor

This schedule will apply to all existing and incoming Ph.D. and M.Tech scholars (Full-time/Part-time) from next academic session, regardless of their fee structure. Further, the scholars will have to submit the receipt of the semester fee, and hostel fee (if applicable), along with fine (if applicable), to the Dean (R&D) office and the concerned department office on or before the deadlines specified in this official schedule.

This notice is served with the approval of the competent authority.


Dr. Amit Grover
Deputy-Dean (R&D)


Dr. Vishal Sharma
Dean (R&D)

CC:

1. Registrar for information
2. FO for information
3. Dean Academics for info

1. PA to Hon'ble VC for info