**CHECKLIST**

Instructions for ALL APPLICANTS

Application submission is by **HARDCOPY ONLY.**

1. **Application letter:** A covering letter from the applicant and signed by him/her. **Signature is mandatory**.
2. **Biodata Proforma:** Softcopy format is on CSIR-CGCRI website. <http://www.cgcri.res.in/>
3. When noting marks obtained: Use ONLY percentage. Convert if graded differently. **All CGCPA/SGPA etc., gradings have to be converted to percentage.**
4. Self-certified marksheets: Attach photocopies of all marksheets from Class 10 onwards. **Sign and date every Xeroxed marksheet**.
5. **Abstract:** Within 100 words write a brief project proposal with title. Be Original. Cut-paste jobs are rejected. You may or maynot be actually required to work on the self-same project.
6. **Request Letter from Institute:** The format is available on CSIR-CGCRI’s website. The request letter has to be **submitted on the letterhead of the Institute where the applicant is studying**. *It has to be submitted in original.*

**Do NOT change the wording of the Request Letter. Doing so will lead to rejection of the application. This is a NON-negotiable requirement.**

* **STAPLE all papers to ensure no loose sheet is submitted.**
* **CSIR-CGCRI does not provide any Fellowship for the Summer Internship.**
* **Limited accommodation is available for outstation candidates.**