



UNIVERSITY OF KALYANI  
KALYANI-741235, NADIA  
WEST BENGAL

Kalyani 741 235, West Bengal  
Phone Office : 033-25829356,  
8889/8750/8477/8220 (Ext. 254)

E.mail : [dev.section@klyuniv.oc.i](mailto:dev.section@klyuniv.oc.i)  
[doklyuniv@gmail.com](mailto:doklyuniv@gmail.com)

No. Dev/SVMCM/Renew/Apr – June /2025

**NOTIFICATION**

**Date: 08.07.2025**

In reference to our earlier notification vide No.DEV/SVMCM/Renew/Jan-March /2025, Dated 06.03.2025 all concerned are requested to follow the below mentioned steps for uploading the Progress Report for the period from Jan,2025 to March, 2025 and UC & Claim Form for the period from April, 2025 to June, 2025 in the Swami Vivekananda Merit-cum-Means Scholarship online portal:

Step 1: Applicant can start the renewal process by logging in to the SVMCM portal with their previous Applicant ID and Password.

Step 2: The applicants are requested to DOWNLOAD & UPLOAD the UC & Claim Form and Progress Report respectively as per enclosed format in the portal duly signed by the concerned Supervisor/HoD/DEAN.

Step 3: The applicants are requested to submit duly filled up proforma of UC & Claim Form (Institution copy) and Progress Report physically to the office of Development Officer for further processing in favour of their claim.

This notification is issued with the approval of the competent authority.

Sd/-  
Development Officer

Encl: **Format of Progress Report**

No. No. Dev/SVMCM/Renew/Apr – June /2025

**Date: 08.07.2025**

Copy forwarded for kind information and taking necessary action to:

1. The Hon'ble Vice Chancellor, University of Kalyani (for kind information).
2. The Registrar, University of Kalyani (for kind information).
3. The Dean of all Faculties, University of Kalyani (for kind information & necessary action).
4. The Heads / Supervisors of all Academic Departments, University of Kalyani (for necessary action).
5. The System-in-Charge, CIRM, University of Kalyani (please upload in the university website).

  
Development Officer

Development Officer  
University of Kalyani