

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
RESEARCH UNIT**

**Absentee Statement**

(Monthly Attendance Report of Research Scholar availing IGNOU-RF)

**From** \_\_\_\_\_ **to** \_\_\_\_\_

Name of the Research Scholar	Enrl. No.	Name of the Programme (MPhil/Ph D) & Discipline	Leave Availed (if any) If not availed mention as 'NIL'	Field visits (if any), mention No. of days along with date(s)	No. of days present	Progress Report (please mention Satisfactory/ not satisfactory)	Remarks (please mention your recommendation)

Signatures  
& Official Stamp of  
the Supervisor

Signature & Official  
Stamp of the Ph.D  
Programme Coordinator

Signatures & Official  
Stamp of the Director  
of the School

Note:

1. Kindly enclose the relevant copies of the Attendance Register.
2. If any column is left blank, the Absentee Statement shall be not considered.