

Procedure for Extramural Programme of ICMR

In order to bring efficiency and transparency in proceeding of Extramural Research Projects and to save time and efforts of the investigators, the Council has decided to adopt online processing of extramural projects.

The revised procedure is as follows:

Registration

- In order to submit proposals to ICMR PI's has to first register into the system. To register into the system click on the 'Register Now' link on the home page.
- Fill in the necessary details – all fields marked by red*are compulsory. The '**user-id**' and '**password**' provided by the PI's in the registration form is to be used by PI's every time to login into the system.
- **In case of collaborative proposals, CO-PIs also has to register into the online extramural system of ICMR**

Online Submission of Extramural One Stage Proposal

- The Principal investigators (PIs) are required to submit detailed project in the format of the ICMR ad-hoc projects within a period of one month (except in the case of call for proposal where specific time is given) and submit to the Council online.
- Maximum limit to submit the proposal is 50 pages and 30 pages for resume(maximum).
- All the required documents (proposal and codals) should be in A4 size.
- **After receiving the detailed proposal, a unique project identification number (ID No.) is generated automatically by the system and an acknowledgment would be automatically generated & sent through Email.** All future correspondence and sanctions should invariably quote this number. No future enquiry/correspondence would be entertained by ICMR without this number.
- Format for submission of detailed proposal is available on the home page of online extramural portal <http://icmrextramural.in/ICMR/>
- The detailed project will be evaluated by the Council within a fixed time and decision (selected and non selected) would be communicated to investigators by email sent through the system.
- There is a provision to edit the proposal anytime before clicking final submission button. Proposal once submitted finally will not be edited later.

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