



CENTRAL RESEARCH FACILITY (CRF)

*THE NORTHCAP UNIVERSITY,
GURUGRAM*

USER INSTRUCTIONS FOR CRF FACILITY

Central Research Facility (CRF) is a specialized research facility which possesses 09 sophisticated scientific instruments with around 05 supporting/ basic facilities. It has been created with an objective of providing a central facility of latest and advanced instruments for research in the areas of physical, chemical, environmental, allied and interdisciplinary sciences. Following are the instructions to facilitate the users for the CRF Facility:

- **All the users will submit the duly filled application form to CRF Head, Dr Ambika Devi at ambika@ncuindia.edu.**
- **If the user is a research scholar/student then the form has to be countersigned by his/her supervisor.**
- **The users will pay the charges mentioned in the user charges list. The charges will be accepted in form of cash or DD in the name of Registrar, The NorthCap University, Gurugram.**
- **The faculty users of NCU having funding in research projects will be provided the facilities on charged basis. The utilization charges are equivalent to the external users. However, 50% relaxation on the usage charges will be given to those faculty members having no funding in research projects.**
- **If an equipment is purchased from the research project of a faculty (funded by external agency), the usage of same will be free of cost for that particular faculty.**
- **50% relaxation on the usage charges will also be given to the research scholars, receiving fellowship/funds from NCU/External agency. However, the facility will be free of cost for the research scholars having no fellowship/funds.**
- **The sample preparation facility will be free of cost for all faculty/research scholars of NCU.**
- **Head, CRF will assign the time slot depending on the availability of the instrument.**
- **The samples will be characterized within one week of the receipt of application form.**
- **The Bookings shall be given on first-come-first serve basis, irrespective of Academic institutions/Industries.**

- **All the users are required to give due acknowledgment to CRF, in the results published in journals and also inform Head, CRF about the publications which acknowledges the use of CRF facilities.**
- **All the samples have to be prepared at the users end only. However, the users are advised to consult CRF Head before bringing their samples for characterization.**

Dr Ambika Devi
Head, Central Research Facility
The NorthCap University, Gurugram