

SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY

No: Acd A1/1402/SSUS/2017

Date: 27.04.2017

NOTIFICATION

- 1.0 Applications in the prescribed format are invited from eligible students of 2016 December batch of M.Phil Programme and Ph.D Programme 2017 (Full Time Research Scholars only) of the University for considering the award of Research Fellowship instituted by the University.
- 2.0 The monthly rates of Fellowship applicable to M.Phil and Ph.D. upto March 2017 are as shown below:

Year	Ph.D.	M.Phil
1 st Year	Rs.4000/- P.M.	Rs.2000/- P.M.
2 nd Year	Rs.5,000/- P.M.	
3 rd Year	Rs.6,000/- P.M.	

- 2.1 The revised rates of Fellowship will be applicable w.e.f. April 2017 as detailed below:

Year	Ph.D.	M.Phil
1 st Year	Rs.10,000/- P.M.	Rs.3000/- P.M.
2 nd Year	Rs.10,000/- P.M.	
3 rd Year	Rs.12,000/- P.M.	

- 3.0 In addition to the Monthly Fellowship as shown above, Contingent Grant of Rs.3,500/- per year will be paid.

4.0 Instructions to students applying for Fellowship:

- 4.1 M.Phil and Ph.D students have to submit their monthly attendance statements and progress reports in the prescribed format to the Section Officer, Departmental System duly signed and recommended by the Supervising Teacher and Head of the Department concerned or through the Campus Director at Regional Centre, Koyilandy/Research Centers as the case may be on or before the 15th of the succeeding month. Late applications will not be encouraged.
- 4.2 If a candidate fails to submit the report before 15th of a particular month, due to genuine reasons, the said candidate shall submit the same along with the attendance report for the next month with the permission and remarks of the Head of the Department concerned.

- 4.3 Late submission up to three months will be condoned by the HOD concerned on genuine reason.
- 4.4 Late submission of attendance and progress report above three months will be condoned by the Vice Chancellor on genuine ground.
- 4.5 Late submission above six months will not be considered at any ground.
- 4.6 If a student/research scholar discontinues studies/research programme, the total amount of Fellowship drawn by research scholar concerned upto the date of relinquishment will have to be refunded to the University by the research scholar concerned.
- 4.7 Only those research scholars who secure a minimum monthly attendance of 80% and above shall be eligible for full amount of Fellowship. For those research scholars whose attendance falls within the range of 60% to 80% only proportionate amount of Fellowship will be sanctioned. No Fellowship will be paid to research scholars/students who secure less than 60% attendance
- 4.8 Only full-time research scholars are eligible for Fellowship. During the tenure of the Fellowship the awardees are not allowed to enjoy concurrently any other Fellowship/Scholarship or salary from the University or any other agency in India or abroad.
- 4.9 The research scholars should open S B Accounts in Union Bank of India, to receive the Fellowship. They should specify their UBI account number, contact phone numbers and E-mail ID (if any) in their applications for the University Research Fellowship.

5.0. Leave Rules

- 5.1. Casual Leave:- Casual Leave for 20 days will be granted by the Head of the Department in a Calendar year but the maximum number of Casual Leave that can be availed of at a time should not exceed 10 days.
- 5.2. Leave other than Casual Leave: Leave other than Casual Leave under medical grounds, with Fellowship for one month and without Fellowship for 2 months in a year on genuine ground will be granted by the Vice-Chancellor.
- 5.3. Maternity Leave: Female research scholars are eligible for Maternity Leave for 135 days with Fellowship which can be availed only once during the entire period of Ph.D Programme (excluding Casual Leave and other holidays) on production of Medical Certificate.
- 5.4. The Leave Rules detailed above are applicable only to the Ph.D students.

6.0 Annual Report: The fellows shall submit reports annually on the research work done by them to the University through the Supervising Teacher concerned.

7.0 Prohibition from taking up appointment:

The fellow shall be engaged in full time research and, shall not accept any appointment, full time or part time or honorary, during the tenure of the fellowship. However, the Vice-Chancellor may, at discretion, grant Leave without Allowances for a period not exceeding 3 months in an academic year to a fellow for taking up teaching assignment in a University Department or in a College affiliated to any of the Universities in the State. The leave thus granted together with the leave provided as per 5.2. above shall not exceed 3 months during the year.

8.0 Teaching Assignment: Each research fellow shall be required to undertake up to 5 hours of teaching per week as directed by the Head of the Department concerned.

9.0 Prohibition against joining any other course of study:

A research fellow shall not join any other course of study while undergoing research work in the University. A research scholar who has discontinued research work and has been issued T C will not be re-admitted to the Ph.D Programme.

10.0. Resignation from or discontinuance of Fellowship:

A research fellow shall not discontinue research or resign from the Fellowship except with the permission of the Vice-Chancellor. If a research scholar resigns from the Fellowship within the 1st year of award of the Fellowship, or if the Fellowship is terminated by the Vice-Chancellor for want of satisfactory progress in research work or for any other valid reason, the research scholar concerned shall be required to refund to the University the entire amount of Fellowship drawn during the preceding period in lump. If a research fellow resigns from the fellowship after one year of the award of Fellowship for taking up research-related jobs, the Syndicate may decide whether the fellow has to refund Fellowship drawn after taking into consideration the merit of the case and also the recommendation(s) of the Supervising Teacher and the Head of the Department concerned.

11.0 Termination of Fellowship: The Syndicate may terminate the Fellowship of any research scholar if the research work/conduct of the research scholar concerned as reported by the Supervising Teacher and Head of the Department is/are not satisfactory. The Fellowship shall stand automatically terminated at the end of 3 years or on the date of submission of the final thesis, whichever is earlier in the case of Ph.D. students. The Fellowship shall stand automatically terminated at the end of one year in the case of M.Phil students.

- 12.0 The prescribed application form in this regard can be had from the Office of the Departmental System, Sree Sankaracharya University of Sanskrit, Kalady.
- 13.0 The duly filled in application should be submitted to the Heads of Departments concerned in respect of the students at Main Centre, Kalady (and to the Campus Director at Regional Centre, Koyilandy, in respect of students of Department of Urdu) within one month from the date of the notification or one month from the date of the order of the registration.
- 14.0 The Campus Director, Regional Centre, Koyilandy and the Officer in charge of Departmental System, Main Centre, Kalady will forward the applications to the Registrar after collecting the same from the Head of Departments, consolidating them and conducting preliminary verifications.
- 15.0 Students who have been short listed for the award of the University Research Fellowship shall execute an agreement in stamp paper worth Rs.200/- (Rupees Two Hundred only).
- 16.0 Research scholars are eligible for university Research Fellowship with effect from the date of their registration.

Sd/-
Dr.T.P.Raveendran
REGISTRAR

To

1. The Heads/Co-ordinators of all research departments/Centres
2. SO, Departmental System
3. The Directors, MC, Kalady/RC, Koyilandy/RC Payyanur/RC Tirur/ RC Thiruvananthapuram
4. The PS to VC/ PVC/ Regr./FO/JR(Fin)/AR(Fin)/PRO
5. AR (Exam)/Exam A & D Sections/LFA
6. Stock File/File Copy

Approved for issue

SECTION OFFICER