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SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY

(Reaccredited by NAAC with 'A+' Grade)

(A Statutory Educational Institution Constituted by Government of Kerala)

P.O. Kalady, Ernakulam Dist., Kerala – 683 574

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No: Acd A2/2213/SSUS/2023

Date: 15.03.2023

NOTIFICATION

- 1 Applications in the prescribed format are invited from eligible students of 2022 December batch of Ph.D Programme (Full Time Research Scholars only) of the University for the award of Research Fellowship instituted by the University.

- 2.0 The rates of Fellowship of Ph.D will be as follows:

Year	Fellowship Amount
1 st Year	Rs.12,000/- per mensem
2 nd Year	Rs.12,000/- per mensem
3 rd Year	Rs.15,000/- per mensem

- 3.0 In addition to the Monthly Fellowship as shown above, the awardees will be eligible for contingent grant of Rs 4,000/- per year upto a maximum period of three years.

4.0 Instructions to students applying for Fellowship:

- 4.1 Ph.D students have to submit their monthly attendance statements and progress reports in the prescribed format to the Section Officer in charge of the Department concerned for verification. The Section Officer in charge of Department concerned shall immediately take steps to verify the attendance statements for verification. The applications with the said verification report shall be duly signed and recommended by the Research Supervisor and forwarded by the 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 10th of every succeeding month for verification. Late applications will be summarily rejected.
- 4.2 If a candidate fails to submit the report before 10th of a particular month, due to reasonable grounds, the said candidate shall submit the same along with the attendance report for the next month with the recommendations of the Head of the Department concerned.
- 4.3 Late submission on reasonable grounds will be condoned by the HOD concerned upto a maximum period of six months only.
- 4.4 Late submission above six months will not be considered under any circumstances.
- 4.5 If a research scholar discontinues the research programme, the total amount of Fellowship automatically drawn by research scholar concerned will have to be refunded to the University by the research scholar concerned.

- 4.6** Only those students who secure a minimum monthly attendance of 80% and above shall be eligible for full amount of Fellowship. For those students whose attendance falls in a range of 80%-70% an amount of 60% of the fellowship will be sanctioned. Those students whose attendance falls in a range of 70%-60% an amount of 50% of the fellowship will be sanctioned. No Fellowship will be paid to students who secure less than 60% attendance.
- 4.7** 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/Government or any other agency in India or abroad.
- 4.8** The research scholars should open Savings 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 grant of University Research Fellowship.
- 5.0. Leave Rules :** The Leave rules applicable to the awardees shall be as given in clause 11 of the annexure to U.O.No. Acd.A1/2555/SSUS/2017 dated 13.11.2022 till appropriate regulations are notified.
- 6.0 Annual Report:** The fellows shall get the half yearly reports on the research work done by them submitted to the University through the Supervising Teacher concerned, failing which the fellowship will not be released.
- 7.0 Prohibition from taking up appointment:**
The fellows shall engage in full time research and, shall not accept any appointment, either full time or part time or honorary, during the entire tenure of the fellowship. However, the Vice-Chancellor may, at his 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 other than casual leave availed shall not exceed 3 months during a particular 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.
- 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 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.
- 12.0** The prescribed application format can be obtained 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 respective Head of the 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 15 days from the date of this notification or within 10 days from the date of issue of PhD registration order, whichever is later.
- 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 prescribed format in a 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.
- 17.0** Ph.D scholars who are receiving any other fellowship/financial assistance from any Government/Quasi Government or Non Governmental Agencies/sources are not eligible to apply for University fellowship.
- 18.0** Any violation of the provisions contained in the U.O.No.Acd.A1/ 2555/ SSUS/ 2017 dated 23.11.2022 read with U.O. No.Acd.A1/ 2555/ SSUS/ 2017 dated 29.11.2022 or the provisions contained in the regulations that may come into force replacing these orders will be a disqualification.

**Sd/-
Registrar**

To

- 1 The Heads/Co-ordinators of all Research Departments/Centres
- 2 SO, Departmental System
- 3 The Director, Students Services
- 4 The Director, RC, Koyilandy
- 5 The PS to VC/ PVC/ Regr./FO/JR(Fin)/AR(Fin)/PRO
- 6 DR (Exam)/Exam A & D Sections/KSA
7. IT i/c (for publishing in website)
8. Stock File/File Copy