



AC 21: 13: AA भव 23/2/21

केरल केंद्रीय विश्वविद्यालय

CENTRAL UNIVERSITY OF KERALA

तेजस्विनी हिल्स, पेरियापोस्ट, कासरगोड-671320
Tejaswini Hills, Periy P.O, Kasaragod - 671320

Annexure I

Guidelines framed for the award of Non-NET Fellowship of Central University of Kerala

- i) **Non-NET Fellowship for PhD Program**
 - (a) The Scheme for Non-NET fellowship is applicable for full Time Research Scholars who are not in receipt of any financial assistance from any source (UGC letter D.O. No. F. 19-33/2006(cu) dated 31/01/2007) and are registered for M. Phil. or PhD. Programs in various departments of the University.
 - (b) The award and extension of fellowship will always be subject to actual release of funds from the UGC and compliance with stipulated conditions, such as certification of regular attendance and quarterly submission of progress and continuation reports.
 - (c) In case of any violations of the terms and conditions of award enumerated in succeeding paragraphs and amendments from time to time, the University reserves the right to cancel the fellowship, registration and recover the amount paid as per UGC guidelines.
 - (d) A copy of this notification and subsequent changes if any will be placed on the University Website at <https://cukerala.ac.in>. The University will issue no individual intimation about the guidelines, amendments if any to the entitled research scholars and it shall be the responsibility of the Head of the Department and Supervisor concerned to make aware about the guidelines to the respective students under their rolls.
- e) Selected students will be entitled to Rs. 8000/- per month as fellowship and contingency of Rs. 10,000/- per annum for Science students and Rs. 8000/- for Humanities and Social Science students.
- (ii) Procedure to be adopted for fresh award of UGC Non-NET Fellowship:-
 - a. For fresh award, registered scholars are required to submit their application in the prescribed format attached to this Notification to the Academic Section of the University duly recommended by DRC and forwarded by the HoD concerned to complete in all respects not later than the last date as per notified by the Academic Section every academic year.



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- b. Fellowship shall be awarded from the date of commencement of classes for registered scholars for the course work of Ph.D. Programs.
- c. The maximum span period for award of fellowship will be 04 years for Ph.D. (03 years + 01 year extendable subject to recommendation of Departmental Research Committee) and submission of dissertation/thesis, whichever is earlier as per the existing guidelines issued by the UGC.
- d. No fellowship shall be given for part-time scholars and also for the extended period beyond stipulated period of study for full-time scholars.

(iii) Renewal of Fellowship:-

- a. Renewal of Fellowship for each year should be submitted to Academic Section within a month from the date of expiry of Fellowship in the prescribed proforma, duly recommended by Research Advisory Committee (RAC) and forwarded by the Supervisor and Head of the Department along with a copy of the progress report.
- b. An undertaking to be submitted by the Scholar that he/she has not availed any inadmissible leave and has not availed any financial assistance from any other source. For any absence or delay in renewal beyond the control of the Research Scholar, the same may be intimated to the Academic Section within three months from the expiry of the fellowship duly recommended by the DRC to avoid cancellation of renewal of fellowship. Applications received after this period will be rejected.
- c. The rejected applicants may apply afresh for renewal of Fellowship for the next academic year, if submitted within stipulated time. The rejected period without Fellowship shall be counted towards total period of Fellowship.
- d. Failure to qualify in a semester exam for Ph.D. Course work for any reasons will result in immediate suspension of the Fellowship till the Research Scholar is qualified as per norms. No Fellowship shall be paid for the period taken to qualify, but this period shall be counted towards the span period of Fellowship.

(iv) Leave

- a. The maximum leave period for Scholars will be 30 days in an academic year excluding Public Holidays. They will not be entitled to any vacation as per extant UGC guidelines.
- b. Women candidates are eligible for maternity leave of 135 days at full rates of Fellowship subject to the conditions as per UGC guidelines.
- c. In a special case, a Non-NET Fellowship holder is permitted leave up to one year during entire span of fellowship for accepting only temporary teaching assignments within the city without Fellowship. Such leave shall not be granted for Teaching/ job /Internship etc. assignments outside city/abroad.



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- d. In other cases, leave without Fellowship will be restricted to a period not exceeding three months during the entire Fellowship period. The duration of any leave granted shall be counted towards total span period of Fellowship.
- e. The leave duly recommended by the Head of the Department shall be forwarded to Academic Section in advance. The Departments concerned shall maintain proper leave records of each Research Scholar who have been granted Fellowship.

(v) Cancellation of Fellowship:-

The Fellowship is liable for cancellation in the event of following:-

- a. Unauthorized absence without any permission or leave granted by the competent authority;
- b. On the grounds of reported misconduct;
- c. Not making any progress in his/her research work if reported by the Research Supervisor and/or the HoD;
- d. Switch-over from Full-time to Part-time Course by the Research Scholar
- e. Furnishing of any false information/affidavit etc for the award of Fellowship from the University.
- f. Candidate if found employed during M. Phil/Ph.D Research.
- g. Candidate is already availing Scholarship/Fellowship from any other sources.
- h. Failure in Course-Work examination two times consecutively.

For all other matters, the UGC guidelines in this regard shall be applicable.



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Annexure III

FELLOWSHIP BILL TO BE SUBMITTED BY THE NON-NET SCHOLAR
(To be submitted by the Ph.D. Scholars)

Department of _____
Progress Report for _____

Name of the Scholar: _____ Contact No.: _____

Roll No.: _____ Scheme: Non-NET

Date of Registration: _____ +

A/c No.: _____

Name & Address of Bank: _____

Nature of Grant Month/Period of Fellowship Claimed	Rate Rs. Per Month	Total Amount in Rs.
Fellowship/Stipend _____	_____	_____
DECLARATION		Total _____

I hereby declare:

1. That I shall undertake to engage my-self whole time for research work on the subject under the direction of the Supervisor during the tenure of fellowship.
2. That I am not in receipt of any scholarship/financial aid for pursuing this programme from anywhere.
3. That I am not employed anywhere.
4. That to the best of my knowledge and belief, the particulars given in the form are correct.
5. That I have availed scholarship up to (Month & Year): _____

Dated _____

Signature of Fellow _____

CERTIFICATE BY SUPERVISOR

I certify that the progress of _____ Studies/Research is Satisfactory/Non-Satisfactory for the month of _____ of the year _____.

Signature _____

Name of the Supervisor _____

1. Certified that the particulars furnished above by the scholar are correct and the scholar is entitled to get the above mentioned Scholarship.
2. Certified that the attendance record has been verified for the above mentioned period.
3. Certified that the scholar for whom HRA is claimed has not been provided any Hostel/Govt. accommodation.
4. Certified that the Viva-Voce for Ph.D. Degree has not conducted of the above mentioned period of fellowship claimed.

(Signature of Head of the Department)
(with seal)

(TO BE FILLED BY FINANCE BRANCH)

Checked and passed for Rs. _____ (Rupees in words) _____

Cheque No. _____ dated _____



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APPLICATION FORM FOR THE AWARD of Non-NET Fellowship
(For those who are not in receipt of fellowship from any other source)

Photo

1	Name Mr./Ms. (in block letters)	
2	Father's/Husband's Name	
3	Date of Birth	
4	Nationality	
5	(a) Address for Correspondence with telephone No, If any (b) Permanent Address (Residential)	
6	Do you belong to schedule Caste/Tribe/OBC/PWD category? (if so attach certificate in support)	
7	Are you working in any Department, if yes, give details	
8	Are you in receipt of any scholarship, if yes, give details	

9. Particulars of Educational Qualifications starting with Under-Graduate/Post-Graduate Examination and onward (Please attach Photostat copies).

Exam Passed	Year	Univ.	Subject (s)	Total Marks	Div./ Grade	Any rank	Position in the Univ.

10	Name of the Department enrolled for PhD	
11	Please state clearly against the column Date of Admission/Reg. for Ph.D (Enclose Proof for Provision admission)	
12	Give particulars of Research Project (a) Subject/Broad area of Research (b) Name and Designation of the supervisor/Co-guide if any	
13	Any other information relevant to the Research work, which you may like to give in support of your application.	
14	Details of any Research scholarship or fellowship held previously (giving the duration of the fellowship or scholarship along with a copy of the award letter amount received per month and details of research work done).	

Note:

1. Application with incomplete details would not be considered.
2. The decision of the University for the Award shall be final and no further correspondence in this regard shall be entertained.

.....
Head of the Department
(Signatures with seal)

.....
Supervisor
(Name and Signature)

DECLARATION

- a. That in case, I am awarded the fellowship, I shall abide by all the terms and conditions of the award.
- b. That I shall undertake to engage myself whole time for research on the subject under the direction of the Supervisor during the tenure of fellowship.
- c. That I am not employed with any organization either part-time/Adhoc/temporary or permanent basis.
- d. That to the best of my knowledge and belief, the particulars given in the form are correct and I shall wholly responsible for any wrong information submitted by me

Dated _____

Signature of Applicant

(To be completed by DEPARTMENT)

1. The particulars of the scholar have been verified and are correct according to the information available in the Department.
2. He/she is a bonafide regular student of Ph.D as on the date of application.
3. Certified that the applicant/Scholar has been admitted/Registered for Ph.D for Full time course on _____ (date) in the Department.
4. The duration of the Ph.D. programme is _ as per _____ year _____ months University norms.

Date: _____

Head of the Department
(Signatures with seal)