

अशोक महाजन  
Ashok Mahajan

उप सचिव  
Deputy Secretary



विश्वविद्यालय अनुदान आयोग  
बहादुर शाह ज़फर मार्ग, नई दिल्ली-110 002  
**UNIVERSITY GRANTS COMMISSION**

BAHADUR SHAH ZAFAR MARG,  
NEW DELHI-110 002

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17<sup>th</sup> February, 2010

No.F.1-1/2010(IC-II)

The Registrar/Director,

All Indian Universities / Insstts.

Subject: Visit of Indian Scientists to Germany under the UGC-DAAD Exchange of Scientists programme in the field of Humanities and Social Sciences for the year 2010.

Sir,

An MoU has been signed between UGC and DAAD to promote co-operation in the field of Humanities and Social Sciences. As per this MoU, the Indian side would support the exchange of upto 10 scientists from Indian Universities through University Grants Commission. The offer is open to all subject areas in the field of Humanities and Social Sciences. This offer will be applicable to those faculty employed at Universities/Higher educational Institutions approved under section 2(f) & 12(B) of UGC Act. The programme will commence in 2010. The details of the exchange programme may be seen at **Annexure-I**.

The programme is addressed to Indian and German Scientists holding a Ph.D. Degree and affiliated to universities and Research Institutes.

The Commission would be grateful if the above information is brought to the notice of the teachers in the University and its affiliated colleges. The application may be submitted in the prescribed proforma (**Annexure-II**) strictly with the following documents:

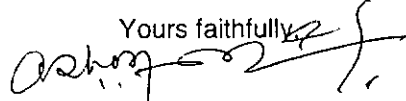
1. A detailed CV
2. A recent invitation/letter of acceptance from the German Institute/Indian Institute (for German scholars)
3. List of publications including those accepted for publications
4. Patents, copyrights or software systems developed (if any)
5. A detailed project proposal

The University may with the help of a Committee nominate, not more than three teachers for consideration of the Commission under the programme and send the applications latest by **15<sup>th</sup> March, 2010** to **The Section Officer, IC-II Section, Room No. 505, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110002.**

The information and documents are also available on the UGC website [www.ugc.ac.in](http://www.ugc.ac.in). The applications received directly from applicants, will not be considered by the Commission.

The teachers who have availed UGC/University assistance during the last three years need not apply.

Encl. : As above

Yours faithfully  
  
(Ashok Mahajan)



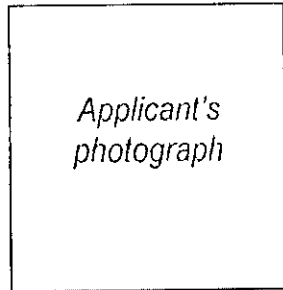
University Grants Commission

DAAD

Deutscher Akademischer Austausch Dienst  
German Academic Exchange Service

## UGC-DAAD Programme on exchange of Scientists in the fields of Humanities and Social Sciences

The application is to be forwarded  
by the Head of the Institute in case  
of Indian applicants. This is optional  
for the German Side.



The form should be type-written.

Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
Surname: \_\_\_\_\_  
(Please underline main name) \_\_\_\_\_  
Profession: \_\_\_\_\_  
(position, field) \_\_\_\_\_  
Nationality: \_\_\_\_\_  
Address: \_\_\_\_\_  
(private) \_\_\_\_\_  
Telefax: \_\_\_\_\_ Telephone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Address: \_\_\_\_\_  
(official) \_\_\_\_\_  
Telefax: \_\_\_\_\_ Telephone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Date of birth: \_\_\_\_\_ Place of birth: \_\_\_\_\_

**Command of languages** (put a X where appropriate):

German:	good	fair	poor	nil
English:	good	fair	poor	nil
Other languages:	_____			

**Education:**

University(ies)/ College(s):	Degree Obtained:	Year:
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Professional occupation:**

University / College / Institution:	Position:	Year:
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Membership of scientific/ professional associations, academic honours and awards:**

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**Previous visits to the Federal Republic of Germany/India:**

Place/ Institution visited:	Sponsoring Body:	Year:
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

**Other visits abroad:**

Country/ Institution visited:	Sponsoring Body:	Year:
<hr/>	<hr/>	<hr/>
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**Purpose of visit to the Federal Republic of Germany/ India:** (Please give a short outline of project. An extensive description should be added on separate sheet.)

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List of universities/colleges/research institutes and academic staff you wish to Visit : (Please use separate sheet for intended time-table)

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Have you already established contact with these institutions? (Enclose letters of invitation)	Yes	No
Envisaged dates for visit:	From:	Until:
	<hr/>	<hr/>

Do you have any further reasons for wishing to visit the Federal Republic of Germany/India?

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Will your visit to the Federal Republic of Germany/India be supported by any grant other than that of the DAAD/ UGC or do you intend to apply for any such grant? If yes, to which institution?	Yes	No
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The visit to the Federal Republic of Germany/India was suggested by:

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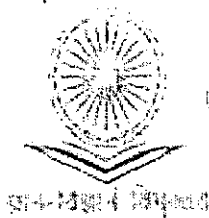
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<hr/>	<hr/>	<hr/>
(Place)	(Date)	(Signature)

List of documents to be enclosed along with the application form

1. A detailed CV
2. A recent invitation/letter of acceptance from the German institute / Indian Institute (for German scholars)
3. List of publications including those accepted for publications
4. Patents, copyrights or software systems developed (if any)
5. A detailed project proposal.

The Project description should contain clear statement of work to be done and should include sub-sections on introduction, objective, plan of work, experimental methods, specific activities to be undertaken by the Indian and German collaborator(s), significance of expected outcome and its relation to present state of knowledge in the field. The project description should clearly bring out the need for collaboration and expected tangible gains for the two sides.



University Grants Commission

DAAD

Deutscher Akademischer Austausch Dienst  
German Academic Exchange Service

## UGC-DAAD Programme on exchange of Scientists in the fields of Humanities and Social Sciences

- The programme is addressed to Indian and German scientists holding a PhD degree and affiliated to universities and research institutes;
- The sending side covers the international air-fare (including medical insurance, visa fees etc) and the receiving side covers the local hospitality as per the following **Rates for local hospitality**;

### For German Scientists visiting India:

Rs 1100/- per diem for visits up to one month (30 days)

Rs 500/- for each additional day

(Actual cost for guest house accommodation will be met by UGC for the entire duration of stay)

### For Indian Scientists visiting Germany (Rate 2009):

Depending on the applicant's academic status, the monthly award will amount to 1,840 Euros for assistant lecturers, assistant professors and young lecturers, and 1,990 Euros for professors, in exceptions, 2,240 Euros.

- Visits should be for a minimum of 2, but may not exceed 4 weeks; during this period up to three host institutes can be visited. At least two-thirds of the stay in India or Germany should be at one particular institute;
- Scientists are expected to establish contacts with their counterparts themselves, and draft out a mutually convenient programme in consultation with them. It is important that the partners agree to the proposed time schedules as well as the scientific work plan. Letters to this effect are to be included in the application;
- Lecture tours and conference attendance cannot be supported;
- The visit to Germany/India should be planned in consultation with the German/Indian host;
- Scientists are expected to provide for, and arrange their own accommodation in collaboration with their counterpart;
- Scientists are advised not to take their families along, as they will face difficulty in finding accommodation. Moreover, the DAAD and UGC allowance will not be sufficient for renting suitable lodgings;

- The visits are on a reciprocal basis; an equal number of Indian and German scientists to be invited. At the time of application, the Indian scientists are advised to include a confirmation letter from his German counterpart that he would visit the Indian institute in the current year. The German scientists applying under this programme must include an acceptance letter from his Indian counterpart to visit the German institute;
- The UGC invites applications from Indian universities/ research institutes for visits under this programme, and then sends its nominations to the DAAD. After receiving the confirmations from DAAD in Germany, the visits to be funded are finalized by UGC and DAAD, New Delhi. The same regulations/ criteria's apply for the German side;
- The applicants must submit one visit proposal in one application form only. The visit of multiple scientists in single application shall not be considered;
- Incomplete and ambiguous applications shall not be considered and summarily rejected;
- The applications shall be considered by 15<sup>th</sup> March of each year. The completed applications duly forwarded by the respective Heads of the Institute/ University are to be submitted to:

<u>Indian side</u>	<u>German side</u>
Mr. Ashok Mahajan Deputy Secretary University Grants Commission (UGC) Bahadur Shah Zafar Marg New Delhi-110 002 Email- <a href="mailto:amahajan@ugc.ac.in">amahajan@ugc.ac.in</a>	Mr. Benedikt von Romberg Deutscher Akademischer Austauschdienst (DAAD) Referat 425 (Südasien) Kennedyallee 50 53175 Bonn Email- <a href="mailto:romberg@daad.de">romberg@daad.de</a>