

GUIDELINES FOR

“RESEARCH FELLOWSHIP IN HUMANITIES & SOCIAL  
SCIENCES STUDENTS” (RFH&SSS)

DURING XI PLAN

(2007-2012)



UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI -1100 02

## **UGC GUIDELINES FOR RESEARCH FELLOWSHIP IN HUMANITIES & SOCIAL SCIENCES STUDENTS (RFH&SSS)**

**(Applicable to all departments of Humanities & Social Sciences of the eligible Universities)**

### **1. Introduction**

The Research Fellowship in Humanities & Social Sciences Students (RFH&SSS) Scheme of the UGC is open to candidates who have registered for Ph.D. in Humanities & Social Sciences in Department of Special Assistance indentified by UGC.

### **2. Objectives**

The objective of the RFH&SSS scheme is to provide opportunities to candidates to undertake advanced studies and research leading to Ph.D. degrees in Humanities & Social Sciences.

### **3. Eligibility**

The candidates who have been registered for Ph.D. in Humanities and Social Sciences subjects in Department of Special Assistance identified by UGC.

### **4. Nature of Assistance available under the scheme**

The tenure of fellowship is initially for two years under the RFH&SSS scheme. Upon expiry of this period, the work of the fellow will be evaluated by Experts Committee to be set up by the University. If the research work is found satisfactory, his/her tenure will be extended for a further period of three years. In case the work for the first two years is not found satisfactory, an additional year will be given to him/her for improvement. In such cases work will be evaluated again after three years, and if improvement is found, the Fellow will get two more years under the RFH&SSS. Thus the total period of fellowship is five years, with no further provision of extension.

**Financial Assistance:**

**Fellowship** : @ ` 10,000/- p.m.

**Contingency** : @ ` 4,000/- p.a.

Leave: Research Fellows would be entitled for a minimum period of 30 days of leave in a year in addition to public holidays. They are not entitled to any other vacations. Women candidates are eligible for maternity leave of 135 days at full rates of fellowship once during the tenure of their award.

In special cases Research Fellows may be allowed leave without fellowship by the Commission upto one academic year during the entire tenure of the award for accepting teaching assignments on a temporary basis, provided the assignment is in the same city/town. In other cases, leave without fellowship will be restricted to a period not exceeding three months during the tenure of the award on the recommendations of the supervisor and the institution. The period of leave without fellowship will be counted towards the total tenure of the award. Research Fellows have to apply for leave through Universities/ Institutions/ Colleges will in advance for the approval of the Commission.

**5. Procedure for applying and selection under the scheme**

Only those candidates who have been registered for Ph.D. in Humanities & Social Sciences subjects in Department of Special Assistance identified by UGC are eligible to apply for fellowship under the scheme. They will have to apply for Research Fellowship to the identified Universities/ Institutions. The selections would be made by the concerned institution as per the provisions contained in these guidelines.

The University shall select the Research Fellows under the scheme from amongst the eligible candidates through a process of interview by Selection Committee with the following constitution:-

- (a) An eminent social scientist to be nominated by the Vice-Chancellor;
- (b) Head of the Department;
- (c) One Professor and one Reader from the department, to be nominated by the Vice-Chancellor;
- (d) Two Experts from outside the university to be nominated by Vice-Chancellor, out of the panel of names proposed by Head of the Department.

## **6. Procedure for Release of Grant**

On receipt of the names, bio-data and joining report of the selected candidates from the University/ Institution, the UGC office will accept the candidature of the Fellow and will release the first installment of admissible grants to the Institution/ University on a yearly basis, from the date of joining in a lump sum manner.

The University/Institution may pay the fellowship amount to the Fellows out of the development grant paid in lump sum by the Commission for the purpose in accordance with the rules, to avoid any hardship to the fellows, due to delay in payment to them. The next installment of fellowship grant will be released to the University/ Institution on receipt of the complete Utilization Certificate and Statement of Expenditure of the previous grant released by the UGC for the purpose, duly signed by the competent authority (Registrar/ Finance Officer).

## **7. Procedure for Monitoring the Progress of the Scheme**

The performance of the Research Fellow is monitored by their respective supervisor/ guide and reflected in the yearly progress report submitted to the university for submission to the UGC office.

On completion of first two years of the award, the Fellow may apply to the department/ university concerned for continuation. For this purpose, a three member Committee consisting of the Supervisor, Head of Department and one Outside Expert in the concerned subject will be constituted by the Institution to evaluate the research work done by the Fellow. On Recommendations/ Comments of the Committee, the Fellow will be allowed to continue.

The concerned departments are expected to monitor the work of the fellow continuously. He/ She shall not accept or hold any position, paid or otherwise, or receive emoluments, salary, stipend, etc. from other sources during the tenure of the award.

The fellowship may be terminated by the Commission, on the recommendation of the University at any time during the tenure and the decision of the Commission will be final and binding. The tenure of the fellowship is for five years from the date of joining, subject to satisfactory progress report of the Fellow or submission of Ph.D. thesis, whichever is earlier. No extension is permissible beyond the total tenure of five years and the awardee ceases to be a UGC Research Fellow under the scheme of RFH&SSS immediately after expiry of the due date. Any claim/reference to this effect will be illegal and the individual may have to face disciplinary action for such an act.

#### **8. Other Conditions**

The Research Fellow, with the consent of the guide/ head of department, may assist the university/institution in its academic work, including tutorials, evaluation of the test papers, laboratory demonstration, supervision of fieldwork, library activities like group seminars and symposia, provided such work is not likely to hinder the research programmes on hand. The total amount of time to be spent on such activities should not exceed ten hours a week.

#### **9. Cancellation of Award**

The fellowship is liable to cancellation, in case of:

- Misconduct
- Unsatisfactory progress of research work/ failure in any examination related to M.Phil./ Ph.D.; or
- He/She is found ineligible later.



Grant requested: