

Guidelines for University Ph.D Fellowships

1. Introduction of scheme

- i) The Banda University of Agriculture and Technology hereby notifies the following guidelines which shall be called "Guidelines for University Ph.D Fellowships". They shall come into force immediately after their formal notification on University website. These guidelines supersede all notifications/ orders/ circulars issued earlier on University Research Fellowship scheme by the University.
- ii) The Scheme of the University Ph.D Fellowship is applicable for Ph.D. students who are not in receipt of any financial assistance from any source and are registered in various Departments/Colleges of the University. The award and extension of fellowship will always be subject to actual release of funds and the directives from the University issued from time to time.
- iii) All the Departments/Colleges shall hold special counseling session within one month after completion of admission to Ph.D. in each semester for their students and explain various provisions and stipulations enshrined in these guidelines and amendments introduced therein from time to time.

2. Eligibility and Duration of Award

- i) The award of fellowship to the students of the University shall be governed by relevant provisions of University regulations and amendments therein from time to time.
- ii) All the Ph.D. scholars who have been admitted through UPCATET or ICAR-SRF examination and are not getting any fellowship are eligible to the fellowship.
- iii) Ph.D. students not availing any financial assistance from any other source shall be considered for the financial assistance of Rs. 1500/- per month will be provided to the eligible candidates.
- iv) The maximum span period for award of fellowship shall be 36 months or submission of thesis, whichever is earlier.
- v) No fellowship shall be given for extended period and to part time scholars.



3. Selection

- i) The Fellowship will be provided to those students who are registered for Ph.D. degree, irrespective of mode of selection, i.e., through UPCATET or ICAR-SRF examination.
- ii) After finalization of the Ph.D. registration in each session, the Head of the Department will invite the application from the Research Scholars and forward all such applications to the Scholarship Cell with specific recommendation of the Supervisor and him/herself for award of fellowship.
- iii) The Scholarship Cell will scrutinize the applications and after obtaining approval from competent authority, sanction of Fellowship will be conveyed to the concerned Head of the Department through Scholarship Cell.

4. Tenure of Fellowship

- i) The fellowship is tenable for maximum period of 36 months from the date of registration in first semester of the Ph.D Programme.
- ii) The awardee can avail the fellowship up to maximum tenure of fellowship subject to his/her having valid Ph.D. enrolment or till the submission of thesis whichever is earlier.

5. Extension of Fellowship

- i) With completion of each semester the scholar will submit his/her progress report in the prescribed format to the Dean of the College through his Supervisor and Head of the Department for renewal of his fellowship.

6. Leave & Attendance

- i) All research scholars are expected to attend department regularly and will be marked for attendance as per University rules.
- ii) Research scholars are entitled for leave for a maximum period of 30 days per year in addition to general holidays observed as per the University rules but shall not be entitled to any vacations, e.g., Summer, winter and mid-semester breaks.
- iii) Women awardees would be eligible to maternity leave at full Fellowship for a period as per the Govt. of India rules.
- iv) The scholar, may in special case, take temporary withdrawal semester drop, the fellowship will be discontinued.
- v) Scholars shall proceed on leave for specific purposes only after explicit permission of their research supervisor and Head of the

Department/Dean, as applicable. Any unauthorized leave shall be treated as constituting grounds for discontinuance off fellowship.

7. Other conditions

- i) The scholar cannot take admission in any full time course, either in this University or anywhere else.
- ii) The research scholar shall submit semester wise progress reports through supervisor to Scholarship Cell.

8. Cancellation of Fellowship:

- i) The fellowship award is liable for cancellation in following cases :-
 - a) Misconduct.
 - b) Unsatisfactory progress report/ Academic Probation/ Conduct Probation and recommendation of cancellation by the Department.
 - c) Scholar furnishes misleading information or hides any information to claim eligibility for fellowship and later found ineligible.
 - d) Scholar taking unauthorized leave other than what is admissible.

9. Process of claiming Fellowship

- i) After receipt of the sanction from the Scholarship Cell, while submitting the first fellowship bill to the Scholarship Cell the student should attach the following documents with the fellowship bill :
 - a) Registration form
 - b) Photo copy of bank pass book (The account should be in the name of the Scholar only)
 - c) Photo copy of sanction letter
 - d) Photo copy of Identity proof (AADHAR)
 - e) Semester Progress Report
 - f) Attendance report
- ii) Fellowship bill, should be submitted to the Dean of the College by 10th of December and 10th of June every year. In turn, the Dean of the College should send all the fellowship bills, after due verification and signature, to the Scholarship Cell by 15th December and 15th June every year.