



F.No. MANUU/Acad./F. 33 (I)/2017-18/160

23rdOctober, 2017

NOTIFICATION

It is hereby notified that the following guidelines shall be applicable in respect of Scheme of **award of UGC Non-NET Fellowship Scheme** in the University with immediate effect: -

(i) UGC Non-NET Fellowships for M.Phil and Ph.D Programs:-

- (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 Ph.D. 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 www.manuu.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.

(ii) M. Phil. Program:-

M. Phil. students not availing any financial assistance from any other source will be considered for the award of Non-NET fellowship of Rs. 5000/- per month with contingency of Rs. 10,000/- per year for Science students and Rs. 8000/- per year for Humanities and Social Science students.

(iii) PhD. Program:-

Selected students will be entitled to Rs. 8000/- per month as fellowship and contingency of Rs. 10,000/- for Science students and Rs. 8000/- for Humanities and Social Science students.

(iv) 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 M. Phil./PhD. Programs.
- (c) The maximum span period for award of fellowship will be 04 years for PhD.(03 years + 01 year extendable subject to recommendation of Departmental Research Committee) and 18 months for M. Phil. or 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.
- (v) 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 M. Phil. / 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.
- (vi) 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.

(vii) 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.

**Sd/-
Registrar**

Copy to:-

1. All Deans/Heads of Schools/Departments
2. Heads of Satellite Campuses
3. Dean (Academics)/Joint Dean (Academics)
4. Assistant Registrar(Academics)
5. Office of the VC/PVC/Finance Officer
6. Joint Director, CIT - for uploading the Notification on the website.
7. Office Copy