



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sec-16-C, Dwarka Campus, Delhi-110 078

Website: www.ipu.ac.in

L.No. GGSIPU/2021/

Dated: 30/03/2021

OFFICE ORDER

The Competent Authority is pleased to approve the revised 'Guidelines for availing Short Term Research Fellowship (STRF) 2020' to Ph.D. research scholars in various disciplines in different University Schools of Study (USS)/Centres of Excellence established under Ordinance 35 of GGSIP University. Copy of the approved guidelines is annexed herewith.

These guidelines shall be implemented w.e.f. 01.04.2021

The revised guidelines have been approved by the Board of Management in its 73rd meeting held on 23rd November, 2020 vide agenda item no. 73.17 and 74th meeting held on 26th February, 2021 vide agenda item no. BM 74.01 and BM 74.02.

(Ravi Dadhich)
Registrar

Copy to :

1. All Deans, (USICT, USMS, USCT, USBT, USEM, USBAS, USHSS, USLLS, USM&PMHS, USE, USAP and USMC).
2. Director, CDMS
3. Director, CEPS
4. CoF, GGSIPU
5. AR, VC Secretariate, for kind information of Hon'ble Vice Chancellor.
6. Head UITS for uploading the notice on the University Website.
7. Guard File.



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Guidelines for availing Short Term Research Fellowship (STRF) 2020

1. Objective:

The **Short Term Research Fellowship**, hereafter referred to as STRF scheme, has been initiated by the University to encourage and provide opportunity to research scholars to pursue Ph.D. in various disciplines in different University Schools of Study (USS)/Centres of Excellence established under Ordinance 35 of the University.

2. Fellowship & Tenure:

- (a) The research scholars availing STRF shall be given a consolidated amount of Rs.15,000/- (Fifteen thousand) per month. However, those research scholars who have qualified any of the national level examinations like CSIR-NET, UGC-NET, DBT-JRF, ICMR-JRF, etc, but are not availing fellowships from these agencies, shall be given a consolidated amount of Rs. 25,000/- (Twenty five thousand) per month. In case of GATE-qualified candidates admitted to a particular discipline in a USS, the top two students in each of the discipline(s) in a USS having the highest percentile score in that admission year, shall also be eligible for a grant of STRF of consolidated amount of Rs. 25,000/- (Twenty five thousand) per month.
- (b) If a student qualifies any of the national level examinations like CSIR-NET, UGC-NET, DBT-JRF, ICMR-JRF, etc on a later date after taking admission into the Ph.D program, he/she can apply for the increased fellowship (consolidated amount of Rs. 25,000/- , Twenty five thousand per month) following the same procedure as mentioned below. But the disbursement of the award shall be only from the first day of the following month of

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qualifying the exam as mentioned on the award letter of the respective government agency.

- (c) No allowances like HRA, Contingency, etc., shall be permissible.
- (d) The duration for which a research scholar shall avail the benefit of STRF shall be three years.
- (e) A committee shall be constituted by the Vice Chancellor for reviewing on a case to case basis of such cases before completing three years by the Ph.D scholar for considering extension of further period of maximum two years or the date of submission of the Ph.D thesis whichever is earlier for the STRF.
- (f) Ph.D research scholars applying for extension of STRF beyond three years must have atleast one research paper published/ accepted in a peer-reviewed & indexed journal or such other journal (s) as may be approved by the committee for reasons to be put on record.
- (g) If a Ph.D research scholar does not have a published/ accepted research paper in a peer reviewed and indexed journal within three years, he/she may apply for extension of STRF as and when his/her paper is accepted / published. However, in such cases he/she shall get fellowship only till the completion of the fifth year of Ph.D admission or submission of Ph.D thesis whichever is earlier.
- (h) The total duration of the fellowship shall not be allowed beyond the maximum period of five years of Ph.D duration at any stage including STRF, JRF/SRF or any other scholarship availed by the Ph.D scholar for stated research.

3. Eligibility Criteria :

- (a) She/he should be a full time regular Ph.D. research scholar registered in the University Schools of Study or Centre(s) of Excellence established under Ordinance 35.

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- (b) She/he should not be availing any other fellowship, financial assistance, grants, etc. from any other Government/Public Institutions, or from the CSR Funds of the Corporate Bodies or any other industry or from the University on the date of commencement of the award of STRF. Thus whereas scholar may not be able to avail STRF with any other fellowship, grant or financial assistance, she/he may apply for it even when she/he may be availing some other fellowship. But the disbursement of the award shall be only from the first day of the following month, when she/he ceases to get any other fellowship, award or grant.

4. Procedure for application:

- (a) The eligible research scholar shall apply for STRF using the form available under the 'Directorate of Research and Consultancy' link on the University's website. Subsequently, he/she shall print his/her application for the award of STRF and submit it to the the office of the Dean of the concerned USS, duly forwarded by the respective Ph.D. Supervisor.
- (b) The Dean of the concerned USS shall forward the application to the office of the Director, Research & Consultancy (DRC) after recording his/her observations, if any.
- (c) All the applications for STRF shall be considered and processed at the level of the DRC, and order for the award of STRF shall be issued accordingly after the approval of the Vice Chancellor.

5. General Conditions :

- (a) The research scholar shall avail the fellowship for a continuous period of at least 6 months. However, they may discontinue the same, if they secure any other fellowship/financial assistance from any other source, with due intimation to the office of DRC. They may rejoin the STRF for the remaining period left from the duration of 3 years or 5 years (if extension approved), provided that at least 6 months remain unclaimed in the duration

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of STRF. However, such a provision for discontinuing and re-joining STRF shall be allowed only once in the total tenure of STRF of the applicant.

- (b) Newly admitted research scholars should preferably avail the fellowship w.e.f. 1st January of the academic session in which they are admitted to the Ph.D. programme subject to the fulfillment of other specified terms and conditions of STRF. Other regular research scholars already pursuing Ph.D. shall be allowed to apply throughout the year. However, the fellowship shall be given from the month following their date of application to the Dean of their respective USS or from the date of eligibility as defined in clause 3b whichever is later, subject to the fulfillment of other specified terms and conditions of STRF.
- (c) The STRF can be availed only till the date of submission of Ph.D thesis by the Ph.D research scholar for evaluation by the examiners.
- (d) Mere fulfillment of eligibility criteria does not entitle the award of STRF. The STRF may be awarded to a research scholar on the recommendation of the Ph.D. Supervisor. Once the award of STRF is approved by DRC and Vice Chancellor, an awardee may be eligible to avail the STRF from the first day of the month following the date of application for STRF in the office of the respective Dean of USS, or from the date of eligibility as defined in clause 3b whichever is later.
- (e) The research scholars availing STRF shall be entitled to thirty days of paid leave in a given calendar year. For leave beyond thirty days, appropriate amount shall be deducted from the monthly STRF amount. The respective Ph.D. supervisor and/or the office of respective Schools of Study should maintain verifiable record of attendance & leave of all STRF awardees.
- (f) All research scholars availing STRF should acknowledge GGSIP University for the financial assistance under the STRF scheme in their research publications as well as in the respective Ph.D. thesis.
- (g) The STRF may be terminated by the University on grounds of:
 - (i) Indiscipline/misconduct; (ii) Unsatisfactory progress of research work;
 - (iii) Candidate found ineligible after award of STRF; (iv) Abandonment of

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Ph.D. related activities. However, the termination of STRF shall be recommended by the concerned RAC & approved by the SRC of the concerned USS.

- (h) If a research scholar starts availing any other fellowship, financial assistance, grants, etc from any other Government/Public Institutions, or from the CSR Funds of the Corporate Bodies or any other industry or from the University after the grant of STRF fellowship, the research scholar should immediately intimate in writing to DRC through his/her Ph.D supervisor for discontinuance of STRF from the date when he/she starts availing any of the above.
6. These revised regulations shall be applicable from their date of notification. These revised regulations shall also cover the existing Ph.D scholars who are still pursuing their Ph.D in USS. However, these students shall be entitled for the revised amount of STRF as per these revised regulations from the month as specified in the notification.
7. The STRF scheme shall be **reviewed every three years** considering the rapidly and continuously evolving research ecosystem in the country.
8. Notwithstanding anything contained in these guidelines, for any unforeseen issues arising not covered under these guidelines, or in the event of differences of interpretation, the Vice Chancellor is authorized to take a decision in consultation with the DRC. The decision of the Vice Chancellor shall be final.

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Website: www.ipu.ac.in

OFFICE OF THE DIRECTOR (RESEARCH & CONSULTANCY)

Ph: 011-25302123 & email Id: drcggsipu@gmail.com

Application form for availing Short Term Research Fellowship (STRF)-2021

1. Name of the Research Scholar
2. Enrollment No.
3. Name of the University School of Study/Centre
4. Residential Address of research scholar
5. Mobile Number of research scholar
6. Email of research scholar
7. Name of the Supervisor (s)
8. Designation of Supervisor (s)
9. Mobile Number of Supervisor (s)
10. Email of Supervisor (s)
11. Title of Ph.D. research work
12. Are you a full time research scholar in USS/Centre?
 - a. *Mark only one oval.*
 - b. ☐ Yes
 - c. ☐ No
13. Have you qualified any national level examination, like CSIR-NET-LS, UGC-NET, DBT, ICMR, GATE, etc?
 - a. *Mark only one oval.*
 - b. ☐ Yes
 - c. ☐ No
14. If you have qualified any national level examination, like CSIR-NET-LS, UGC-NET, DBT, ICMR, GATE, etc please attach the relevant certificate/letter.

15. Are you presently availing any other fellowship, financial assistance, grants, etc from any other Government/Public Institutions, or from the CSR Funds of the Corporate Bodies or any other industry or from the University?
- a. *Mark only one oval.*
 - b. ☐ Yes
 - c. ☐ No
16. Have you availed STRF from the University prior to this application?
- a. *Mark only one oval.*
 - b. ☐ Yes
 - c. ☐ No
17. If yes, indicate the period (from dd/mm/year to dd/mm/year) and attach the award letter
18. Are you applying for enhancement in your STRF ?
- a. *Mark only one oval.*
 - b. ☐ Yes
 - c. ☐ No
19. If yes, please state the reason for the same.
20. If you have answered yes to Q18 and Q19, please attach the relevant certificate/letter.
21. Date from which you wish to start STRF.
22. I certify that all the above information is correct to the best of my knowledge, and I am eligible to apply for this fellowship. It is also certified that I am not availing any other fellowship, financial assistance, grants, etc from any other Government/Public Institutions, or from the CSR Funds of the Corporate Bodies or any other industry or from GGS IP University on the date of commencement of the award of STRF

Signature of the research scholar

Signature of supervisor with stamp

Signature of the Dean with Stamp