

GUIDELINES FOR ITMU

JUNIOR RESEARCH FELLOWSHIP (ITMU – JRF)

ITMU – SENIOR RESEARCH FELLOWSHIP (ITMU – SRF)

ITMU – RESEARCH ASSOCIATE (ITMU – RA)

**IN SCIENCES, HUMANITIES, SOCIAL SCIENCES
AND ENGINEERING**

GUIDELINES FOR ITMU – JUNIOR RESEARCH FELLOWSHIP (ITMU – JRF)/ ITMU – SENIOR RESEARCH FELLOWSHIP (ITMU – SRF)/ITMU – RESEARCH ASSOCIATE (ITMU – RA) IN SCIENCES, HUMANITIES, SOCIAL SCIENCES, ENGINEERING

1. INTRODUCTION

The ITMU – Junior Research Fellowship (ITMU – JRF)/ ITMU – Senior Research Fellowship (ITMU – SRF)/ ITMU – Research Associate (ITMU – RA) scheme of ITM University, Gwalior is open to candidates who qualify in the National Education Testing (NET) of the UGC and the UGC– Council of Scientific and Industrial Research (CSIR) joint test or Entrance Exam Conducted by ITM University. However, please note that these are qualifying tests only and do not bestow a fellowship upon the candidate. All research scholars will be admitted as JRF.

2. OBJECTIVE

The objective of the scheme is to provide opportunities to qualified candidates to undertake advanced studies and research leading to M.Phil./Ph.D. degrees in humanities and social sciences, including languages and sciences.

3. TARGET GROUP/ELIGIBILITY

Target Group:

Candidates who have qualified in NET or the UGC–CSIR joint tests or the Ph.D. Entrance test conducted by ITM University.

Eligibility:

Candidates who have qualified in NET or the UGC–CSIR joint test or the Ph.D. Entrance test conducted by ITM University. However, the selection for the ITMU – JRF/ITMU – SRF/ ITMU – RA is made by the schools/ departments.

4. NATURE OF ASSISTANCE AVAILABLE UNDER THE SCHEME

The tenure of fellowship is initially for 1 year under the JRF scheme. Upon expiry of this period, the work of the Fellow will be evaluated by experts. If the research work is found satisfactory, his/her tenure will be extended further. The process will repeat for a period of maximum duration of the Program. In case the work for the first 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 1 year, and if improvement is found, the Fellowship will continue else will be discontinued. The total period of fellowship is the maximum duration of the program.

Fellowship

Minimum fellowship Rs. 31,000/- (Thirty one thousand only) according to ITM-Research Fellowship Scheme.

Contingency

- Annual Contingency amount of 20,000/- (Rupees Twenty thousand only)

Medical:

No separate/fixed medical assistance is provided. However, the Fellow may avail of the medical facilities available in the institution/university.

Leave:

Research Fellow are entitled for a maximum 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.

5. PROCEDURE FOR APPLYING FOR THE SCHEME

Only NET/UGC-CSIR joint tests or ITM University Entrance test qualified candidates are eligible to apply (for fellowship) under the scheme. The qualified candidates have to apply against the advertisements given by the universities/institutions recognized under Sec. 2(f) and 12(B) of the UGC Act. The selection is made on the basis of Interview conducted by the University

6. PROCEDURE FOR APPROVAL BY THE UNIVERSITY

The award of Fellowship is made to candidates by the university on the basis of UGC-CSIR/NET/University Entrance examinations for admissions to Ph.D., including M.Phil.

The candidate must get himself/herself registered for M.Phil./Ph.D. within a period of one year from the declaration of NET/UGC-CSIR/University entrance examination results. This period is not extendable.

The fellowship is made available to the candidate from the date of issue of the Fellowship award letter from the University. On completion of the above formalities, the Joining Report of the candidate duly signed by the supervisor/head of department is to be sent to the Research cell.

7. PROCEDURE FOR RELEASE OF GRANTS

On receipt of the Joining Report in the prescribed pro forma (Annexure II) and eligibility certificate from the school/Department, the Research cell will accept the candidature of the Fellow and will release initiate the release of first instalment of admissible grants to the Research fellow on a financial year basis, that is, April to March each calendar year, post review of the progress of the research work done by the fellow and found satisfactory.

8. PROCEDURE FOR MONITORING THE PROGRESS OF THE SCHEME

The performance of the ITMU - Junior or ITMU - Senior Research Fellow is monitored by their respective supervisor/guide and reflected in the yearly progress report submitted to the Research Cell. On completion of first two years of the award, the Fellow may apply to the department/university concerned for revision to ITMU - Senior Research Fellowship (ITMU - SRF). For this a three-member committee consisting of a supervisor, head of department and one outside expert of 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 upgraded to the level of SRF and his fellowship amount accordingly enhanced. 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 at any time during the tenure and the decision of the Commission will be final and binding. The tenure of the fellowship is for 6 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 6 years and the awardee ceases to be a ITMU - JRF/ITMU - SRF/ ITMU-RA 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.

9. OTHER CONDITIONS

The 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.

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