

GUIDELINES FOR TWELFTH PLAN

**Dr. S. Radhakrishnan Postdoctoral Fellowship in
Humanities and Social Sciences (Including
languages)**



ज्ञान-विज्ञान विमुक्तये

**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI – 110 002**



XII PLAN GUIDELINES

UNIVERSITY GRANTS COMMISSION

Dr. S. Radhakrishnan Postdoctoral Fellowship in Humanities and Social Sciences (Including languages)

1. Introduction

Post-doctoral research is an important enabling step in grooming young researchers for launching an academic/research career. This is a transition phase from a largely supervisor directed student at doctoral level to an independent researcher for leadership position, particularly in academia. A post-doctoral stint also provides an opportunity to acquire new skills, broaden one's horizon and offers a platform for transiting into cross-disciplinary areas. Experience in other parts of the world has shown that university faculty is best inducted from among candidates who had a year or two of post-doctoral training and is generally considered an essential requirement. Mentoring for independent research is an indispensable element of post-doctoral training. Top rated institutions in our country which value research also follow this practice but it has not permeated widely. Leading research groups around the world usually have a good mix of post-doctoral fellows and a doctoral student with the former bringing in a level of caught on and is practiced only sporadically in a few selected places. However, in our country post-doctoral research culture has not caught on and is practiced only sporadically in a few selected places. Ironically, Ph.Ds from leading institutions in India, particularly in Humanities and Social Sciences prefer seeking post-doctoral positions overseas. Within the country, a PDF position is mistakenly viewed as a mere parking opportunity while scouting for a regular appointment.

With our higher education system poised for rapid and massive expansion in the years ahead and the establishment of many new Universities and institutions on the anvil, requirement of potential faculty with PDF experience will be very substantial. Thus, a 'home grown' PDF program can be expected to partly redeem the expected short fall in trained faculty required for Higher Education Institutes. It is in this context that UGC initiative to launch a prestigious PDF initiative, named after an illustrious educationist and former President of India (1962-67) is important and timely and fills a widely felt void.

2. Objective

The objective of this award is to provide an opportunity to carry out the advanced studies and research in Humanities and Social Sciences including languages in Indian Universities and Colleges recognized under section 2(f) and fit to receive assistance under section 12 (B) of the UGC Act 1956 and Institutes of National Importance established by the Central/State Government.

3. Eligibility:

- 3.1 The candidate must have a doctorate degree in the relevant subject.
- 3.2 General/open category, 55% marks at UG level and 60% of marks at PG level. For reserved categories (SC/ST/OBC/ PH) candidates, 50% at UG level and 55% at PG level.
- 3.3 The fellowship is open for **full time research work** to young researchers below 35 years of age (**Relaxation of 5 years for SC/ST/OBC/Women candidates**).

Note:-Candidate must identify a Guide for his/her postdoctoral research work and obtain his /her consent for the guidance.

4. Nature of Assistance available under the Scheme

4.1 Slots

The numbers of slots available under the scheme are 200 per year.

4.2 Tenure

The tenure of the award is three year with no provision for further extension.

4.3 Financial Assistance

The financial assistance available under the scheme is as follows:

Fellowship	@Rs.25,000 – 27,000 p.m. with annual increase of Rs.1000 p.a.
Contingency	@Rs.50,000 p.a. for three years
Escorts/Reader assistance	@Rs.2000/- p.m. (fixed) in case of physically disabled candidates.

4.4 HRA: Post-Doctoral Fellowship provided with accommodation in hostel recognized/ maintained by the institutions may be reimbursed the hostel fee, excluding mess, electricity, water charges, etc. A certificate to this effect is to be furnished through the Registrar/Director/Principal (Annexure-II). If Post-Doctoral Fellow makes his/her own arrangements of accommodation, he/she may be entitled to draw HRA as per categorization of the cities by the Government of India. The Post-Doctoral Fellow will submit a certificate for this purpose to the UGC for claiming HRA through the concerned University/ Institution/ College.

Note:-

Medical: No separate/fixed medical assistance is provided. However, the Post Doctoral Fellow may avail of the medical facilities available in the University /Institution/ College.

4.5 Leave:

4.5.1. Leave for maximum period of 30 days in a year in addition to public holidays may be taken by the Post Doctoral Fellow with the approval of the Head of Department.

4.5.2. Women candidates are eligible for maternity leave with fellowship as per Government of India rules once during the tenure of their award.

4.5.3. The fellow in special cases may be allowed by the Commission leave without fellowship and contingency for a period not exceeding three months during the tenure of award on the recommendation of the Head of department of the institution concerned. The period of leave without fellowship will be counted towards the tenure.

5. Procedure for applying for scheme

The candidates fulfilling the eligibility conditions are required to apply **ONLINE** against the advertisement to be published by the UGC every year on the following website i.e. www.ugc.ac.in or www.ugc.ac.in/dsrpdfhs.

6. Procedure for Approval by the UGC

The applications received will be scrutinized by the screening committee. Later, the short listed candidates will be called to appear before the selection committee, constituted by the Commission. No TA/DA will be paid for appearing in the interview. The decision of the Commission will be final. The Commission reserves the right to withdraw/cancel the award without assigning any reason.

7. Procedure for release of grant by the UGC

On receipt of Joining Report (Annexure-I) of the fellow together with required documents, the UGC office/authorized agency would release the first installment of the admissible grant to the concerned beneficiary. Thereafter, the grant is released on receipt of the Utilization Certificate and statement of expenditure for the last grant paid (Annexures- III, IV). The fellow has to give a continuation certificate (Annexure – VI) in every three months to UGC/authorized agency to continue his/her fellowship. On completion of the award, an audited utilization certificate is to be submitted through the University/Institution/College where the fellow has worked under the scheme.

8. Procedure for monitoring the Progress of the Scheme

8.1 Continuation certificate

The research fellow shall submit a continuation certificate in every three months duly signed by Guide and forwarded by HOD/Registrar/Principal/Director (Annexure-VI).

8.2 Half yearly progress report

The research fellow shall submit a half yearly progress report on the progress of his/her research work duly signed by Guide and forwarded by HOD/Registrar/Principal/Director (Annexure-VII). On completion of the award the fellow will submit to the Commission a final report (hard as well as soft copy), abstract of the research work in about 500 words and a copy of published work, if any.

8.3 If the fellow wishes to leave the fellowship before the end of the tenure, it should be done with prior approval of the Commission.

8.4 For appearing in any examination conducted by any university or public body, the prior approval of the Commission should be obtained.

8.5 The research fellow shall not accept or hold any appointment, paid or otherwise, or receive any emoluments, salary, stipend, etc. from any other source during the tenure of the award.

9. Extension

No extension is permissible beyond the total period of three years, at the end of this period the fellow ceases to be a UGC research fellow with immediate effect. Any claim/reference to this effect will be illegal and the individual may have to face disciplinary action.

10. Centre Change

In special circumstances, change of the research centre is allowed only once during the entire tenure of the fellowship, with prior approval of UGC. In order to apply for the change of research centre NOC (No objection certificate) from both the centres of research has to be sent duly forwarded by the competent authority.

**UNIVERSITY GRANTS COMMISSION
SELECTION & AWARD BUREAU
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110002**

JOINING REPORT

UGC SCHEME FOR AWARD OF Dr. S. RADHAKRISHNAN POST DOCTORAL FELLOWSHIP IN HUMANITIES & SOCIAL SCIENCES(INCLUDING LANGUAGES)

Name of Fellow:

Award letter number and date :

This is to certify that Mr./Ms. has joined the Department of.....under the above scheme of University Grants Commission with effect from (FN/AN).

He/she will be provided with all necessary facilities during his/her tenure of award. The terms and conditions of the offer are acceptable to Fellow.

Also certified that he/she is not a recipient of emoluments from any other source after joining the above Fellowship.

Signature

Date

**Name of the
Candidate**

Signature

Name

Date

**Head of
Department
(Seal)**

Signature

Name

Date

**Registrar/Director/Principal
(Seal of University/Institution
/ College)**

H R A CERTIFICATE

Certificate No.1

Certified that Mr./Ms. is paying house rent of Rs and is eligible to draw House Rent Allowance @ Rs as per university rules.

Registrar/Director/Principal

Or

Certificate No.2

Certified that Mr./Ms is staying independently and, therefore is eligible to draw House Rent Allowance @ Rs minimum admissible to a lecturer as per university rules.

Registrar/Director/Principal

Or

Certificate No.3

Certified that Mr./Ms has been provided accommodation in the hostel. But he/she could not be provided with single seated flat type accommodation as recommended by the Commission. Hostel fee Rs..... per month w.e.f. is being charged from him/her.

Registrar/Director/Principal

If, as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount.

Signature

Date

**Name of the
Candidate**

Signature

Name

Date

**Head of
Department
(Seal)**

Signature

Name

Date

**Registrar/Director/Principal
(Seal of University/Institution/
College)**

N.B. For any correspondence in this regard, the Commission's letter number and date may please be quoted without fail.

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UTILISATION CERTIFICATE

Certified that an amount of Rs.....
(Rupees.....) sanctioned vide letter
numberdate..... released to Mr. /Ms. in
respect of Post Doctoral Fellowship/Contingency/ HRA/ Departmental Assistance, etc.
under the scheme of Post Doctoral Fellowship has been utilized for the purpose for which it
was sanctioned in accordance with the terms and conditions laid down by the UGC. Out of
the grant sanctioned to Mr./Ms., the unspent balance of Rs.
..... has been carried forward/refunded vide demand draft number
.....date for Rs.....

If, as a result of check or audit objection, some irregularity is noticed at a later stage, action
will be taken to refund, adjust or regularize the objected amount.

Signature

Date
Name of the
Candidate

Signature
Name
Date
Head of
Department
(Seal)

Signature
Name
Date
Registrar/Director/Principal
(Seal of University/Institution
/College)

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HALF YEARLY PROGRESS REPORT

- 1. Name of the Post-Doctoral Fellow:**
- 2. Award letter number and date:**
- 3. Topic of research work:**
- 4. Total number of working days during the period:**
- 5. Number of days the fellow remained on leave (with dates):**
 - a. With fellowship, number of days:**
from..... to.....
 - b. Without Fellowship, number of days: from..... to.....**
- 6. Number of days the Post Doctoral Fellowship remained out of station for fieldwork/travel, with dates and places visited:**
 - a. Number of days: from..... to.....**
 - b. Places visited.....**
- 7. Number of days the Post Doctoral Fellowship remained present at the University/Institution/College:**
- 8. Publications during the period under report (please enclose a reprint of each):**
Title of article/paper.
- 9. Teaching work done during the period under report:**
 - (a) Number of periods taken per week at B.Sc./B.A level:**
 - (b) Number of periods taken per week at M.Sc./M.A. level:**
- 10. Title of the monograph written during the period under report:**
- 11. A detailed account of the work done during the period (a separate sheet may be attached for the purpose):**
- 12. Comments of the supervisor on the progress of the research work during the period under report:**

Signature

Date
Name of the
Candidate

Signature
Name
Date
Head of
Department
(Seal)

Signature
Name
Date
Registrar/Director/Principal
(Seal of University/Institution
/College)

UNIVERSITY GRANTS COMMISSION

(SELECTION & AWARD BUREAU)

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NEW DELHI-110002

CONTINUATION CERTIFICATE

**SPECIAL SCHEME OF SCHOLARSHIP TO STUDENTS OF NORTH EASTERN REGION
FOR FIRST DEGREE COURSE**

This is to certify that _____

has continuously working in the Department _____

in the subject under the above scheme for the quarter from _____ to _____.

Signature

Date

**Name of the
Candidate**

Signature

Name

Date

**Head of
Department
(Seal)**

Signature

Name

Date

**Registrar/Director/Principal
(Seal of University/Institution
/College)**