

**POLICY  
FOR  
UNIVERSITY RESEARCH SCHOLARSHIP**



**Bhagat Phool Singh Mahila Vishwavidyalaya  
Khanpur Kalan – 131 305**

**January 2025**

# **Policy for University Research Scholarship (URS) for Ph.D. Research Scholars of Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan.**

## **1. PREAMBLE**

This policy aims to promote research culture and academic excellence at Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan (BPSMV). The University Research Scholarship (URS) is designed to support meritorious Ph.D. scholars of the BPSMV who do not receive any financial assistance from other agencies. This initiative seeks to alleviate financial constraints, encourage quality research, and foster meaningful academic contributions.

## **2. OBJECTIVES**

The objective of the URS scheme is to provide opportunities to motivate students to undertake advanced studies and research leading to Ph.D. Degrees and enhancing women's participation in research activities. The prime objectives are:

- a. To provide financial support to deserving Ph.D. research scholars.
- b. To encourage high-quality research with tangible outcomes.
- c. To create an environment conducive to academic excellence and innovation.
- d. To bridge the gap between academic research and societal needs and overcome from financial constraints.
- e. To empower rural women scholars to contribute to regional development through research.
- f. To enhance the visibility and impact of research outputs at national and international platforms.

## **3. ELIGIBILITY**

- a. The award of URS will be open to a person who fulfils the qualifications for admission to the Ph.D. Programme as per Ph.D. Ordinance of the University.

- b. The candidates who qualify in the Ph.D. Entrance Test of the University and admitted to the regular Ph.D. programme and enrolled as a full-time research scholar at BPSMV.
- c. The applicant must not be receiving any scholarship or financial assistance from government or private agencies.
- d. The applicant shall be below the age of 35 years. The age limit shall be relaxed by 5 years for the candidates belonging to Schedule Caste/Schedule Tribes of Haryana only.

#### **4. TENURE, SCHOLARSHIP AND SEATS**

##### **a. Tenure:**

- i. The URS shall be for a period of three years which can be extended by one more year only by the Vice-Chancellor on the recommendations of the Department Staff Council (DSC) including the Supervisor of the candidate on the basis of assessment of the seminar presented by the candidate in the Department which will be open to all the teachers and students and the progress report of the research work done by the candidate during the last three years.
- ii. In no case URS can be extended beyond four years.

##### **b. Scholarship:**

- i. The amount of scholarship shall be of value of Rs. 18000/- per month for the first two years and beyond it, it will be Rs. 20000/- per month.
- ii. An annual contingency grant of Rs.5000/- shall be admissible to the scholar for the purpose of stationery, TA/DA, data collection, Lab/library visit and miscellaneous expenses, etc.. The bills of contingency shall be verified by the Supervisor and countersigned by the Chairperson of the Department.
- iii. A one-time grant of Rs. 10,000/- for purchase of books shall be admissible to the URS awardee. The recommendation for purchase of books should be made to the University Librarian through Supervisor and Chairperson of the Department. The

books shall be procured by the University Librarian and will be deposited back to library at time of submission of thesis.

- iv. The URS shall be payable from the date of admission in Ph.D. Programme. However, the scholarship shall be released only after formal registration to Ph.D. Programme.
- v. The scholarship shall be paid to the Scholar upto the date on which thesis has been submitted or completion of the tenure of the scholarship, whichever is earlier.

**c. Seats:**

- i. Two scholarships shall be awarded to each UTD, where research is being done. Three scholarships will be awarded in the UTD where the number of registered research scholars, doing research, is ten or more (excluding teachers of BPSMV).

If a Teaching Department offers two or more Master's programme, an additional scholarship will be granted for each programme. For instance, the Department of Education (DoE) offers two Master's programs—M.Ed. and M.A. (Education). Consequently, the DoE will receive two extra scholarships, bringing the total number of scholarships for the department to four.

- ii. In addition, 15 URS be awarded to the reserved categories candidates belonging to Haryana in the following manner i.e. SC – 03 seats, DSC – 03 seats, BC (A) – 04 seats, BC (B) – 03, and PwBD – 02, provided that one scholarship may be allocated to the Teaching Departments in alphabetical order by rotation every year, which shall be decided in advance and specified in the advertisement issued for the purpose. A roster register shall be maintained by the Registration and Scholarship Branch (R&S). If a new department introduces a Ph.D. programme, it will be placed at the tail of the existing list of departments.

If candidates from a specific reserved category are unavailable, the seats may be allocated to candidates from other reserved categories in the following order:

- a. SC seats can be filled by DSC candidates and vice versa. If neither SC nor DSC candidates are available, the seats may be filled by BC (A) candidates. If BC (A) candidates are also unavailable, the seats may then be allocated to BC (B) candidates, and if BC (B) candidates are not available, the seats will be filled by PwBD candidates.
- b. BC (A) seats can be filled by BC (B) candidates and vice versa. If both BC (A) and BC (B) candidates are unavailable, the seats may be filled by SC candidates. If SC candidates are not available, the seats may then be allocated to DSC candidates, and if DSC candidates are also unavailable, the seats will be filled by PwBD candidates.
- c. PwBD seats may be filled by SC candidates. If SC candidates are unavailable, the seats can be allocated to DSC candidates. If DSC candidates are also unavailable, the seats may be filled by BC (A) candidates, and if BC (A) candidates are not available, the seats will be allocated to BC (B) candidates.

Under no circumstances shall reserved category seats be filled by candidates from the general category. The above conversation shall be confined to within the department.

## **5. PROCEDURE**

- a. The R&S branch shall invite the applications for award of URS through UTDs from the candidates admitted in Ph.D. within one month from the date of admission.
- b. The notice shall also be uploaded in university website for wider publicity and information of all stakeholders.

- c. URS will be awarded in each University Teaching Department (UTD) by the Vice Chancellor on the recommendations of the Departmental Staff Council (DSC) of the concerned department.
- d. The DSC of the concerned department shall prepared the merit list for award of URS of all eligible applicants on the basis of criteria mentioned below:
  - i. A weightage of 10 percent for marks in Graduation level.
  - ii. A weightage of 20 percent for marks in Post-Graduation level.
  - iii. A weightage of 45 percent for marks in Ph.D. Entrance Test
  - iv. A weightage of 05 marks for NET/SLET/GATE or any other similar test as accredited by UGC/CEIR.
  - v. A weightage of 05 marks for candidates who have passed Post-Graduation examination from BPSMV.
  - vi. A weightage of 20 marks for interview
- e. The merit list for the award of URS shall be forwarded to the R&S branch by the Chairperson of the respective Department. The R&S branch shall put up consolidated list for approval of the competent authority.
- f. The process of URS selection and award shall be completed by the UTD and R&S within two months from the date of admission in Ph.D. Programme.
- g. When research scholarship is granted, steps should be taken by the Chairperson of the Department to get the scholar registered within one year from the date of admission in Ph. D. Programme.

If the registration of a scholar is delayed due to the candidate's fault, such as late submission of the synopsis, indiscipline, failure in coursework, or similar reasons, the scholarship will be cancelled and no scholarship amount will be released.

## **6. SCHOLARSHIP JOINING, AGREEMENT AND RECOVERY**

### **a. Scholarship Joining:**

- i. The URS awardee must join the University Research Scholarship within 15 days from the date of issue of the Award letter of URS,

failing which University Research Scholarship will be awarded to the next waiting candidate in merit.

- ii. An undertaking, attested by a First-Class Magistrate, from the student to this effect that she is not employed in any capacity—whether as a private, regular, part-time, adjunct, visiting, or guest employee basis be obtained.
- iii. The scholar 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.

**b. Scholarship Agreement:**

- i. The scholar shall after acceptance of scholarship, execute a bond with the University in the form prescribed for the purpose Appendix-I giving surety on behalf of the scholar in the agreement of any one permanent employee of the University or State Government or Employee of Autonomous Statutory Bodies in Haryana or Parents/Legal Guardian having property/regular employment.
- ii. At the end of every year a 'Continuation Certificate' in the prescribed proforma as per Appendix-II shall be submitted by the URS Scholar.

**c. Scholarship Recovery:**

- i. In the event of a University Research Scholar discontinuing studies or giving up her scholarship and leaving the department without submission of thesis for any reason, she shall be required to refund the entire amount of scholarship received by her.
- ii. Provided that there shall be no recovery of scholarship from the Scholar who joins central/state Universities, Government/Government aided colleges/institutes as a regular teachers, join higher research scholarship funded by government or other agencies and has submitted her Ph.D. thesis as per the time limit prescribed in the Ph.D. ordinance the university.

## **7. MONITORING AND PROGRESS**

### **a. Monitoring:**

- i. Every UTD shall keep an attendance record of the Research Scholar for which a daily attendance register shall be maintained by the Chairperson of the Department.
- ii. The URS Scholar shall mark attendance in the daily attendance register on regular basis without any fail during working hours in the Department concerned throughout the duration of their scholarship.
- iii. The certified copy of the attendance of URS scholar shall be sent to R&S branch at the time of payment of scholarship.

### **b. Progress:**

- i. A scholar will be required to do whole-time research work under a Supervisor, assigned by the Department Research Committee (DRC) of the respective UTD.
- ii. The Research Advisory Committee (RAC) along with DRC will monitor the progress of URS scholars.
- iii. Bi-annual reviews will assess the research outcomes and adherence to scholarship guidelines.
- iv. A Scholar will be required to submit a half-yearly progress report duly certified by the supervisor. The progress reports should be found satisfactory by the DRC for the further continuation of the Scholarship.
- v. In case two consecutive six-monthly reports are found to be unsatisfactory, the Chairperson of the Department on behalf of the DSC will present the case to DRC. The DRC may recommend cancellation of the registration of the concerned URS scholar to the PGBoS and refund of the entire amount of scholarship received by her with panel interest shall be recovered.
- vi. The registration of the candidate shall be cancelled by the DRC on the recommendations of the research supervisor on grounds of indiscipline shall also leads to recovery of entire amount of scholarship received by URS scholar.

## **8. LEAVE**

- a. Leave of absence for a maximum of 20 days in a year, not exceeding 7 days at a time in addition to public holidays may be allowed to a URS Scholar by the Chairperson of the Department on the recommendation of the Supervisor. But she will not be entitled for vacations and recesses.
- b. Academic leave without fellowship shall be permissible only for one year throughout the tenure (for any kind of academic assignment/teaching/foreign visit in connection with research work). The period of leave without fellowship will be counted towards the tenure. Expenditure on foreign visit in connection to research work cannot be claimed from BPSMV.
- c. The maternity leave with full scholarship for a period not exceeding six months once during the tenure of the award would be admissible to URS scholars.
- d. URS Scholar is entitled to proceed for surveys, field work, visiting external Laboratories, Library, participation in Seminar/Conference/Workshop/FDP and other related research activities up to one month in a year by the Chairperson of the Department on the recommendations of supervisor with full justifications provided that such permission may be allowed preferably during the time of vacation, examination and admissions.
- e. No other leave of any kind will be admissible to a URS scholar.

## **9. GENERAL GUIDELINES**

- a. The URS scholar shall be assigned teaching work including tutorials, evaluation of test paper, laboratory demonstration work, seminar, symposia etc. in the UTD up to a maximum of eight hours in a week without any additional remuneration by the Chairperson of the Department.
- a. The URS may be terminated at any time during the tenure and the decision of the University in this regard shall be final and binding. It is

liable to cancellation in case of misconduct, unsatisfactory progress of the research work or if the awardee is found ineligible later.

- b. Apart from regulations mentioned in the policy, the URS scholar shall abide by all the regulations mentioned in the concerned Ph.D. Ordinance of the university.
- c. A URS scholar shall not join any other programme of study or appear in any academic examination leading to award of any degree/diploma, etc. conducted by any University or Public Body while pursuing research.
- d. Wherever this policy is silent, the Ph.D. Ordinance/University Ordinance/Calendar and Regulations as framed from time to time shall be applicable.
- e. The programme fee shall be paid by the candidate as prescribed by the University from time to time.
- f. The URS scholars shall not be entitled for HRA.
- g. All academic problems of the students other than those affecting the University rules and regulations framed from time to time may be looked into by the Dean of Academic Affairs.
- h. Student cannot pursue any other academic programme along with the Ph.D. degree programme.
- i. The University reserves the right to amend the URS policy as deemed necessary, subject to approval by the Academic Council and Executive council.
- j. Notwithstanding anything in this policy, the Vice Chancellor may take such measures as may be necessary in respect of candidates registered with the University.

**Central Committee constituted vide Office Order Endst. No. BPSMV/R&S/24/1138-40 Dated 19-12-24 to finalize the Policy for University Research Scholarship (URS) for Ph.D. Research Scholars of Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan.**

1. Prof. Sanket Vij, Dean Academic Affairs	Convener
2. Prof. Vijay Nehra, Director – Research	Member
3. Sh. Rajesh Kumar, A.R. (R&S)	Member