

Guideline for Sambalpur University Research Fellowship (SURF)

Sambalpur University endeavours to promote research in the emerging areas of Sciences and Humanities through the Sambalpur University Research Fellowship (SURF). The programme aims to encourage Research and Development in Basic and Applied Sciences, and Humanities by motivating the young brains towards research and development programmes in different fields. The fellowship will be given based on the applicants' qualifications and the quality of their research projects. The guidelines will include details on the goals and the plan, eligibility, the selection process, the terms and conditions of the grant, the submission procedures for the utilization certificate, and other details of the Sambalpur University Research Fellowship (SURF).

Objectives

The prime objective of the award of this fellowship is to provide financial assistance to the meritorious students who are not receiving any other financial aides to pursue higher studies leading to Ph.D. Degree in Basic & Applied Sciences and Humanities.

Title of the Fellowship

The Fellowship shall be known as Sambalpur University Research Fellowship (SURF) in Sciences and Humanities to pursue Ph.D. Degree in Sciences and Humanities. During the tenure of the fellowship, the scholar will be designated as Sambalpur University Research Fellowship (SURF).

Eligibility

The fellowship shall be for pursuing a full-time Ph.D. programme in the Departments under Sambalpur University. The candidates should have taken admission into a full-time Ph.D. programme in any subject under the Departments of Sambalpur University while applying for the fellowship.

Advertisement Inviting Applications

The Research and Development Cell, Sambalpur University will invite applications from eligible candidates through notice/advertisement on the University website and the notice

boards of all PG Departments through the respective HoDs. The format of the application and the guidelines shall be made available on the website of the University (www.suniv.ac.in).

Tenure of the Fellowship

The tenure of the Fellowship shall be of three years or the submission of the Ph.D. thesis, whichever is earlier. The actual payment of the Fellowship will be made with effect from the date of approval of fellowship or the date of joining, whichever is later. The fellow is required to submit his joining report through the Supervisor and the Head of the Department for acceptance by the Research and Development Cell of the University.

The Fellow is required to submit a yearly progress report of his research work to the Research and Development Cell, Sambalpur University. The Research and Development Cell, Sambalpur University, will constitute two separate expert committees comprising three members each for both the streams which will evaluate the two progress reports submitted by the fellow. The committees will recommend the continuation/termination of the fellowship depending on the progress and quality of the research carried out by the fellow.

Fellowship:

The Candidate would be eligible for monthly fellowship of Rs. 10,000/- for three years or up to the date of submission of thesis, whichever is earlier.

No. of Fellowships:

A total number of 20 fellowships will be awarded every year. Number of fellowships awarded to the (i) Sciences and (ii) Humanities and Social Sciences would be proportional to the number of qualified applications received from each discipline.

Monitoring of Fellowships:

All fellowships under the scheme 'Sambalpur University Research Fellowship (SURF)' will be monitored by the R&D Cell of Sambalpur University.

Selection Process:

Applications from the eligible candidates will be invited by the R&D Cell, Sambalpur University, through an open advertisement on the University website. A two-stage selection

process will be followed. In the first stage, the screening will be done on the basis of the career marks of the applicants by the respective Teachers' Council of the academic departments. The merit list along with the application forms and documents will be submitted to the R&D Cell, Sambalpur University by the respective Head of the Department. In second stage, a constituted committee of the R&D Cell, Sambalpur University, scrutinize all the forms and prepare the final merit list. During the final merit list preparation, the number of selected candidates to the (i) Sciences and (ii) Humanities and Social Sciences would be proportional to the number of qualified applications received from each discipline.

Career Marking

Total career weightage is 100, and the career weightage for each of the examinations is as follows:

Class 10	10
+2	15
+3	25
Masters' Degree	40
GATE/NET/M.Phil (For clearing one or multiple of these)	10
Total	100

The career weightage of each of the applicants will be calculated as follows:

$$\frac{\text{Percentage of Marks Scored} \times \text{Weightage of Mark}}{100}$$

Breaking the Tie

In case of a tie, the marks scored by the candidates in Masters' degree shall be considered. To break further tie, marks of +3 examination, +2 and class 10 shall be considered in that order.

Release of Fellowship

Monthly fellowship will be disbursed against submission of fellowship bill duly signed by the supervisor and Head of the department at the end of each month. The fellowship bill will be available at the R&D Cell of Sambalpur University.

Cancellation/Withholding of Fellowship

The Fellowship shall be discontinued if it is found that the candidate has furnished incorrect information or suppressed materials. In such cases, other disciplinary action will also be initiated against the candidate as deemed fit to recover the fellowship amount. The Fellowship shall also be discontinued while pursuing Ph.D. Degree if the conduct of the scholar is found to be unsatisfactory, as per the report by the Committee of three members comprising of Head of the Department, Supervisor and one outside subject expert to be constituted by the concerned Department. The fellowship will be automatically cancelled if a candidate changes the course of study for which he/she is in receipt of the fellowship under this scheme or the progress observed to be unsatisfactory during review.

Supervisor and HoD of the concerned Department should intimate the R&D Cell, Sambalpur University before initiating cancellation or withholding of fellowship of any candidate.

APPLICATION FORM FOR SAMBALPUR UNIVERSITY RESEARCH FELLOWSHIP (SURF)

1. Name of the Applicant (in block letters):

2. Name of (a) Mother:

(b) Father:

3. Permanent Address:

Passport size
photograph to be
pasted here

4. Present address for correspondence with Phone Number and Email Id.

5. Sex:

6. Date of Birth:

7. Nationality:

8. Whether permanent resident of Odisha: YES/NO

9. Category: GENERAL/SC/ST/OBC/SEBC

10. Academic Record:

Name of the exam	Board/University	Year of Passing	% of Marks secured	Division	Any Honours/Distinction Achieved	Remarks
Class 10						
+2						
+3						
Masters' Degree						
M.Phil.						
GATE/NET						

11. Name of the Department to carry out Ph.D.

12. Name of the Proposed Ph.D. Supervisor:

13. Whether completed Ph.D. course work: YES/NO

14. Whether registered for Ph.D.: YES/NO

15. I undertake that:

- (i) I have read and understood the details of SURF.
- (ii) The information furnished above are correct and true to the best of my knowledge and belief.
- (iii) I am not receiving any kind of aid/scholarship/fellowship for Ph.D. degree.
- (iv) I shall not receive/accept any other financial assistance other than this fellowship for my Ph.D. degree.

Place:

Date:

Signature of the Applicant

16. Consent of the Proposed Supervisor

I agree to supervise the Ph.D. Programme of Ms./Mr. _____.
She/he will work in the Department of _____. The
candidate is regularly coming to the department and not receiving fellowship for any other
source.

(Signature of the Supervisor with date and seal)

17. Certificate of the Head of the Department

The Department does not have any objection if Ms./Mr. _____
receives Sambalpur University Research Fellowship. The Fellow will be provided with all
infrastructure and support required, if she/he will be selected for the fellowship.

(Signature of the Head of the Department with date and seal)

Documents to be submitted by the applicant along with the application form

1. Photocopies of all certificates and mark sheets with regard to academic record
2. Synopsis of the proposed Ph.D. work
3. Certificate of completion of Ph.D. course work (if already completed)
4. Ph.D. Registration Certificate (if already registered)