

GUIDELINES FOR FELLOWSHIP AWARD FOR PH.D. SCHOLARS FOR F.Y. 2026-27

The Uttarakhand Open University hereby notifies the following guidelines, which shall be called the “Fellowship Award Policy” for the Financial Year 2026–27. These guidelines shall come into force with immediate effect upon their notification on the University website.

Applications for the Fellowship are invited from eligible Ph.D. scholars of the University. The last date for submission of applications is 20th June 2026. The Fellowship shall be awarded to students who are duly registered for the Ph.D. Degree in the University and fulfill the prescribed eligibility criteria.

2. Objective

The objectives of this policy are:

- To promote quality research and innovation among Ph.D. scholars.
- To provide financial assistance to meritorious full-time research scholars.
- To encourage research excellence and timely completion of doctoral work.

3. Number and Distribution of Fellowships

1. A total of Fourteen (14) Fellowships shall be awarded.
2. A minimum of **one (1)** and a maximum of **two (2)** fellowships shall be awarded from each School of Study.
3. In case the allocated fellowships are not utilized due to valid reasons, the University reserves the right to redistribute vacant fellowships to other deserving candidates based on merit.

General Conditions: *Ph.D. students may avail the benefits of aforesaid fellowships, subject to fulfillment of the prescribed eligibility criteria, terms, and conditions. However, a student shall be entitled to receive financial assistance under only one scheme at a time. In other words, Scholars receiving fellowships or financial assistance from any other source (e.g., UGC, CSIR, ICSSR, ICAR, DST, Central Government, or State Government or any other institution or funding agency.) shall not be eligible for the University’s fellowship simultaneously.*

4. Fellowship Amount

- The fellowship shall be 5,000/- per month.
- It shall be awarded for a maximum period of 24 months.

6. Eligibility Criteria

A candidate must fulfill the following conditions:

1. The candidate must be a full-time Ph.D. scholar of the University.
2. The scholar must have qualified NET/JRF/SET or University/State Entrance Test and have an outstanding academic record, duly recommended by the Director of the School.
3. The Ph.D. research topic must have been approved by the Research Degree Committee (RDC) on or before the last date of submission of the fellowship application.
4. The Scholar must not be employed (regular/contractual/part-time) during the tenure of the fellowship.
5. Fellowship shall be contingent upon satisfactory progress, full-time engagement in research, and regular attendance.
6. The scholar must not be receiving any other fellowship/stipend from any agency while availing the University Fellowship.

Note: Applications submitted by those scholars whose research proposal (Synopsis) and topics have not been approved by the Research Degree Committee (RDC) will be rejected.

7. Expectations from Fellowship Holders

1. Scholars must maintain minimum 75% attendance and should mark attendance through the University biometric system.
2. Fieldwork, surveys, and others research activities outside the University premises approved by the Supervisor shall be treated as attendance upon certification. The same need to be verified for the Head of Department or Director of the School
3. The scholar shall not enroll in any full-time course elsewhere.
4. The Scholar should also ensure full-time participation in research and refrain from any external work or consultancy during the fellowship duration. Accordingly, 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

5. In case of relinquishment, the request must be forwarded through the Supervisor and Director to the Registrar via the Directorate of Research and Innovation.
6. Scholars are entitled to 30 days leave per year (excluding holidays as per University rules).

8. Tenure of Fellowship

1. The fellowship shall be tenable for a maximum of two (2) years after completion of coursework.
2. The awardee can avail the fellowship up to maximum tenure i.e. two years after the coursework subject to his/her having valid Ph.D. enrolment or till the submission of thesis whichever is earlier.

9. Monthly Progress Report

1. Scholars must submit monthly progress reports in the prescribed format, duly signed by the Supervisor.
2. The Supervisor shall certify the progress and attendance.
3. Non-submission for two consecutive months may lead to suspension.
4. The Director of the School/ Head of the Department will place the same in RAC and send the consolidated list along with the progress report to the Director, Research and Innovation.
5. After completion of two years tenure, fellowship will not be extended.

10. Leave Rules

- Maximum 30 days leave per year is permissible.
- Unauthorized absence may lead to cancellation of fellowship.

11. Cancellation of Fellowship

The fellowship may be cancelled on the following grounds:

- a) Misconduct
- b) Unsatisfactory research progress
- c) Submission of false or misleading information or hides any information to claim eligibility for fellowship and later found ineligible.
- d) Scholar taking unauthorized leaves other than what is admissible.

However, before making a judgment in such cases, the RAC of the concerned department, including the Supervisor and Director, shall give a chance to the concerned learner for clarifying his/her viewpoint.

12. Selection Procedure

12.1 Evaluation Parameters

The distribution of marks is based on the parameters mentioned below;

Parameters	Marks	
Academic Merit	50	<ul style="list-style-type: none"> ● Marks in Course Work-20 (80% & Above -20, 55% to less than 80% - 15) ● Marks in UGC-NET, JRF, or SET or Combined Research Entrance Test or Research Test conducted by the University- 10 ● Marks in Postgraduate Degree-10 (80% & above -10, 60% to less than 80% - 07, 55% (50% in case of SC/ST/OBC (Non Creamy Layer)/PWD) to less than 60% - 04) ● Marks in Undergraduate Degree-5 (80% & above - 05, 60% to less than 80% - 03, 55% (50% in case of SC/ST/OBC (Non Creamy Layer)/PWD) to less than 60% - 01) ● Awards or Distinctions-5
Quality of the	35	Conceptualisation-05

Research Proposal Submitted		Objectives Framed-05 Review of Literature carried-05 Rationale-05 Relevance and originality-05 Feasibility of the research plan-05 Conceptual and theoretical framework-05
Presentation of the Research Proposal Submitted	15	Communication-5 Clarity -5 Justification-5

12.2 Evaluation Committees

The merit list and evaluation shall be carried by the two committees as mentioned below;

1. Internal Academic Committee (All Supervisors)
2. Research Proposal Expert Committee consisting of one subject expert and all supervisors of the concerned department.

Final scores shall be computed based on evaluation by both committees.

13. Merit List Preparation

1. Department-wise merit lists shall be prepared.
2. Top-ranked candidates from each department shall form a common pool.
3. A Combined Merit List shall be prepared in descending order of marks.
4. The top 14 candidates (or the number approved by the University) shall be awarded fellowships.
5. Unutilized fellowships may be reallocated with approval of the Vice-Chancellor.

14. Documents Required After Selection

Selected candidates must submit:

- Bank Passbook Copy (in scholar's name)
- Sanction Letter Copy
- Aadhaar Card Copy

All the bills justifying the fellowship should be submitted to the supervisor which shall be submitted to the Head of the Department by 7th after every six months. In turn the Head of the Department should send all the fellowship bills, after due verification and signature, to the Directorate of Research and Innovation by 15th of that month through Director of Concerned School. Later, Directorate of Research and Innovation shall forward all the bills against fellowships to the Accounts Section for necessary reference and action after every six months.

15. Submission of Research Proposal

- A call shall be issued by the Directorate of Research and Innovation.
- Interested Ph.D. Scholars shall submit their applications in prescribed proposal format.
- The proposal shall be forwarded by the Supervisor, duly recommended, through the Head of the School/Director, to the Directorate of Research and Innovation, along with the approved research proposal and all required documents.
- After receiving the proposals, the **Directorate of Research and Innovation** shall request the **Internal Committees of the respective departments** to evaluate the proposals on the following basis:

Evaluation Process:

- a. **Internal Academic Committee** – The Internal Academic Committee shall examine the **academic merit, completeness of documents, and eligibility** of the applicant.

- b. **Research Proposal Expert Committee** - An External Expert Committee shall be constituted, comprising one external subject expert and all supervisors of the concerned department. This Committee shall evaluate the quality, relevance, and feasibility of the research proposal. The Committee shall submit its **evaluation report along with the awarded marks** to the Directorate in a **sealed envelope**, ensuring that all prescribed **evaluation parameters** are duly applied and the **department-wise merit** is accurately reflected.


16. General Provisions

After receiving the evaluation reports from the Internal Academic Committees and the External Expert Committees of all departments, the **Directorate of Research and Innovation** shall prepare a **Combined Merit List of all departments**.

As a general principle, **each School shall be allotted one fellowship** from the total number of fellowships available.

If any School does not have an eligible or qualified candidate, or if the candidate does not meet the prescribed criteria, the **unutilized fellowship** from that School may be **transferred to another School**, strictly on the basis of the **overall Combined Merit List** and with the **approval of the Vice-Chancellor**.

For the preparation of the final list of 14 fellowship awardees, the University shall first prepare the Department-wise Merit Lists for all Departments. From each Department, the Top-ranked applicant (i.e., the candidate securing Rank-1) shall be identified and placed in a common pool. All such Top-ranked applicants of departments shall then be arranged in descending order of marks to create the Combined Merit List. Based on this Combined Merit List, the top 14 candidates (or the number approved by the University) shall be selected for the final award of fellowships.



The fellowship shall be governed by University Research Ordinances and UGC guidelines (as amended from time to time). The University reserves the right to modify, suspend and withdraw the fellowship at any stage based on performance, monthly progress report, attendance or financial constraints.