

Policy Document University Research Scholarship (URS)



GURUGRAM UNIVERSITY, GURUGRAM

(A State Govt. University established under Haryana Act 17 of 2017)

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University Research Policy Statement

Gurugram University, Gurugram, a State Government University established under Haryana Act 17 of 2017, is committed to promote research, innovation and entrepreneurship as well as ensure that the outcomes of the same benefits the society.

Applicability of the Research Policy

The policy applies to all the research scholars of Gurugram University, Gurugram who are enrolled and registered for Ph.D. programme in any of the university teaching departments.

All research activities of Ph.D. research scholars will be undertaken in accordance with the university's regulatory and ethical guidelines.

Objectives

1. To provide appropriate facilities for the advancement of research.
2. To encourage and incentivize Ph.D. research scholars to carry out quality research work.
3. To motivate research scholars to write research papers in SCI and Scopus Index or other equivalent peer-reviewed/reputed/prestigious indexed journals.
4. To facilitate Ph.D. students to present research papers in national and international conferences/workshop.

University Research Scholarship Policy

- I. The university initially will have a total of 25 URFs every year. The amount of this fellowship shall be Rs. 15,000/- initially for the first year and, subsequently, the amount will be increased to Rs. 25000/- per month for next two years. The Supervisor and the Chairperson of the concerned department will recommend the enhancement of scholarship to the Research Scholar after evaluating the scholars academic and research performance in the the first year of enrolment to the Ph.D. programme. This scholarship may be extended only for a period not exceeding one year i.e. 3rd year by the Vice-Chancellor on the recommendations of the Departmental Research Committee (DRC). This scholarship will be awarded on the basis of the merit of the Ph.D. admitted student. In addition to the above, three University Research Scholarships or 20% of the allocated URS whichever is higher will be awarded to SC/ ST candidates.
- II. This scholarship shall be awarded on the recommendations of the Selection Committee consisting of the Chairperson of the Department and two members of the department from outside nominated by the Vice-Chancellor.
- III. This scholarship will be awarded from the date of joining in the department before registration including pre-registration period. However, the amount will be payable after his/her registration in the department. Failure to get registered will be disqualify the candidate for this scholarship.
- IV. The scholar will be required to full-time research work under approved guidance.
- V. The scholar will be required to submit a certificate of progress and satisfactory work, duly countersigned by his/her Supervisor and recommended by the concerned Chairperson to the Registrar.
- VI. The scholar shall complete the full period of research work. In the event of a scholar discontinuing or giving up his work before the expiry of two year, or before the expiry of the extended period, if extension was allowed, for no valid reason he shall be required

to refund to the University the entire amount received by him.

- VII. Provided that in very exceptional cases this condition may be waived by the Vice-Chancellor in consultation with the Dean of the Faculty, the Chairperson of the Department concerned and the Supervisor. The Scholar shall, execute a Bond with the University in the form prescribed for the purpose giving surety of any of the following:-
- (a) A permanent employee of this University.
 - (b) A person possessing property in the Jurisdiction of Gurugram Court (mentioning the details of property).
 - (c) A permanent employee of the Government.
- Provided that the Vice-Chancellor may, on the recommendation of the Chairperson of the Department grant a person who was awarded a University Research Scholarship, leave not exceeding six months and allow him to resume the scholarship on the expiry of this leave to complete the remaining tenure of the scholarship.
- Provided further that the Vice-Chancellor may, in very hard and exceptional cases, allow extension in leave for a period not exceeding three months to a Research Scholar to prosecute academic pursuits only.
- VIII. Reports on the satisfactory progress on the work of the scholar shall be submitted to the Board of Studies by the Chairperson of Department concerned once every quarter. The continuance of the Scholarship would depend on the satisfactory progress of work of the Scholars.
- IX. The scholar will be required to assist in classes of UG and PG, whichever is applicable in the department workload as per UGC norms.

Leave

Leave for a maximum of 15 days in a year in addition to general holidays may be allowed to a Research Scholar by the Chairperson of the Department on the recommendation of the Supervisor. The scholar will not be entitled to any vacations. No other leave of any kind with scholarship will be admissible to a Research Scholar.

Contingency Grant

- (a) The contingency grant of Rs. 10000/- per student will be given to all university full time research students (excluding those receiving JRF/URS/other grant from government/non-government bodies) and will be utilized on apparatus, chemical, books and journals, Photostat Copies, macro films, typing, stationery, postage and field work/ travel needed in connection with the approved research projects with the approval of the Chairperson of the Department on the recommendations of the Supervisor.
- (b) The contingency grant is not intended for making payment of examination and other fees.
- (c) The non-consumable articles purchased out of the contingency grant will be first entered in the accession/stock register of the Library/ Store of the concerned department and then the articles will be issued to the research scholar (s) so as to ensure that on expiry/ termination/ relinquishment of scholarship, these are returned to the Department.
- (d) For all expenditure out of the contingency grant, a certificate from the supervisor duly countersigned by the Chairperson of the Department concerned to the effect that the expenditure incurred is in furtherance of the approved research work will be necessary.
- (e) Travelling allowances for approved field work/travel in connection with the research

work will be admissible according to the rules of the University.

- (f) The unspent balance, if any, out of the contingency grant of the previous year will not be carried forward to the next year at any cost.
- (g) The grant will be released in the installments in a year i.e. @ Rs. 5000/- half yearly on submission of the bills duly recommended and certified by the Supervisor and the Chairperson of the Department concerned. The bills of each installment will be accepted in the same period for which the grant has been allocated.