



दक्षिण बिहार केन्द्रीय विश्वविद्यालय  
**Central University of South Bihar**  
SH-7, Gaya – Panchanpur Road, Village – Karhara, Post-Fatehpur  
P.S. – Tekari, District – Gaya (Bihar) Pin- 824236

F.No:-CUSB/Dev./Non-Net/Fellowship/2020-21/15/2021/862

Date: 13 /04/2021

**Notice for Ph.D. Enrolled Students**

All students enrolled in Academic Year 2020-21 in Ph.D Programmes are hereby informed to submit their claim form for their fellowship as per instruction mentioned hereunder.

**Part-A (PhD Research Fellowship From External Agency)**

Those Students who are eligible for Research Fellowship from External Funding Agency, are directed to submit their respective application along with the endorsed copy of following documents:

- 1) Joining report & certification, 2) Award Letter, 3) Fee receipt, 4) ID Card Copy, 5) University Enrolment Certificate, 6) Bank Details, 7) Certificates (Academics, Social Category etc.), 8) Domicile Details, 9) Any Other details required by the concerned funding Agency

For further reference and necessary guidelines, following links can be accessed

- a) <https://www.ugc.ac.in/page/scholarships-and-fellowships.aspx>
- b) <https://csirhrdg.res.in/Home/Index/1/Default/1740/60>
- c) <https://icssr.org/fellowships>
- d) Website of Concerned Funding Agency

**Note:-** Further Student is required to submit an undertaking that he/she is not receiving or received any other fellowship from any other sources for the same period.

**Part B (Non NET Fellowship)**

Those full time regular students who are not awarded or not getting any other scholarship/fellowship/salary (including part time) are eligible to receive the UGC Non-NET Fellowship @ Rs 8,000/- (Rupees Eight Thousand) per month with effect from the date of their reporting in their respective Ph.D. Programme. Student is required to submit an undertaking that he/she is not receiving any Scholarship and if received from any other sources in future the amount received as fellowship from the University will be refunded.

The Eligible Students may submit the request with claim form (attached here and also available on CUSB Website) for activation of non-net fellowship. At the time of the submission of 1<sup>st</sup> claim following self-attested documents must be submitted.

- 1) University enrolment Certificate, 2) Fee receipt, 3) ID Card Copy

**Contingency:** Reimbursement of expenditure from contingency grant towards academic development such as purchase of books, stationery, consumables for research travel support for academic visits, conferences, workshops and schools and other as specified by UGC are admissible. Contingency claim form is attached here and also available on CUSB Website.



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Reimbursement of expenditure from the contingency would be made once in a year (**Jan-December**) as detailed below:

- 1) Rs 10,000/- (Rupees Ten Thousand) per annum for Science subject.
- 2) Rs 8,000/- (Rupees Eight Thousand) Per annum for Humanities and Social Sciences.

Contingency claims alongwith all the original bills shall be submitted for reimbursement after necessary entries in stock register maintained at concerned Department/ Centre level.

It may kindly be noted that release of all the fellowship/Scholarship/Claim amount are subject to availability of Grants from UGC and in case of any audit objection, some discrepancy is noticed at a later stage, refund/adjustment shall be made accordingly.

**General Instruction:-** Further, it has been observed that the Research Scholars enrolled before this Academic Year 2020-21 have been submitting their claim form for Fellowship for more than three months once. This practise should be strictly discouraged. Fellowship claims beyond last three completed month should be forwarded with justification/special remarks of Concerned Supervisor/HoD/Dean of their respective Department. It is advised to the students that they must submit their claim on monthly basis and on or before 05<sup>th</sup> of subsequent month to their department and department must forward the same on or before 10<sup>th</sup> of that Month.

This issues with the approval of the Competent Authority.

(Kumar Kaushal)  
Deputy Registrar  
Development Section

## Copy To

1. Head/ Head (I/C): For information and necessary communication
2. All Faculty Members: For information & reference.
1. PS/PA to VC/Registrar/FO/COE: For information
2. System Analyst: For uploading the notice on University Website
3. All Concerned Students.
4. All Departmental Staff...for circulating the same among the students and at prominent places in their respective academic notice board.
5. Librarian...for information.
6. Guard File.