

SRM UNIVERSITY - AP, ANDHRA PRADESH

SRMAP / Reg. Off / Policies / 02 / 2022-23

07th November 2022

PHD SCHOLARS FELLOWSHIP, FINANCIAL SUPPORT & LEAVE POLICY

PREAMBLE:

1. A tuition fee of INR 40,000 per annum is applicable for all the full time Ph. D. research scholars. All full time Ph. D. scholars are eligible for unconditional tuition fee waiver in the form of scholarship.
2. The fellowship will be paid on monthly basis and the continuation of University Research Fellowship will be based on monthly satisfactory reports from the Ph. D. supervisors.
3. All the research scholars are expected to work up to 6 hrs. / week towards the support of teaching learning process in the university assigned by the respective department of the university.
4. A thesis evaluation fee of INR 10,000/- is applicable for all Ph. D. scholars at the time of thesis submission (Thesis evaluation fee is applicable for all the students admitted from Academic year 2021-22).

I. UNIVERSITY RESEARCH FELLOWSHIP:

1. All the full time Ph. D. Research scholars are awarded University Research Fellowship for a period of 3 years. However, it is extendable for another one year subjected to the recommendation of the DC review.
2. All the full time Ph. D. Research scholars are awarded University Research Fellowship / stipend of INR 36,000/- (per month)
3. If a scholar prefers to stay in the campus or uses the university transport, then a subsidized fee of INR 8,000 (per month) will be charged towards boarding and lodging or transport and food charges.
4. All the scholars who opt to stay in the campus are eligible for twin sharing non-AC accommodation. If a scholar preferred to stay in higher category

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accommodation, then the same may be allotted by collecting differential charges, subject to availability of the same.

II. SENIOR RESEARCH SCHOLAR FELLOWSHIP:

1. The Ph. D. Research scholar who has successfully completed 2 years from the date of enrollment and published two Research Papers in Q1/Q2 category of journals out of which one publication as the First Author is eligible for Ph. D. Senior Research Scholar position.
2. Two patents published or one patent granted is equivalent to one Q1/Q2 journal publication.
3. All the eligible applications are recommended by a committee chaired by the Dean and supervisor(s) along with two additional members out of which one must be an external member.
4. All the Ph. D. Senior Research fellows are awarded University Senior Research Fellowship of INR 41,000/- (per month).

III. TRANSFER FROM FUNDED PROJECT TO UNIVERSITY FELLOWSHIP:

1. Any Ph. D. scholar is awarded fellowship under funded project is eligible for university fellowship in place of funded project fellowship in any one of the following conditions.
 - (a). The project is completed before student completes his/her Ph. D. program.
 - (b). The Ph. D. supervisor of the scholar is changed due to reasons permitted by the University.However, the project and the university fellowship together are awarded for a maximum period of four years.

IV. JUNIOR/ SENIOR RESEARCH FELLOW FROM FUNDED PROJECT:

1. Research fellow supported by Govt./ Semi-Govt. agencies such as JRF/SRF may be governed by their own rules, wherever applicable.
2. JRF/SRF registered for Ph. D. program in the University is eligible for twin sharing non-AC accommodation with free of cost. If a fellow preferred to



stay in higher category accommodation, then the same may be allotted by collecting differential charges subject to the availability of the same. If a research fellow prefers not to stay in the University accommodation, then HRA will be paid as per Government norms.

3. If a JRF/SRF not registered for Ph. D. program in the University, then they are required to pay the boarding and lodging or transport charges as per Ph. D. scholar fee norms i.e., Rs.8000/- (per month) for twin sharing non-AC accommodation as on date, and subject to updation as and when the rates are revised.

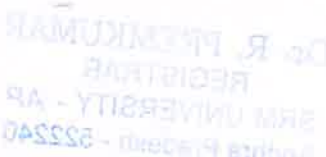
IV. PROFESSIONAL DEVELOPMENT GRANT:

Each full-time research scholar shall be eligible for a Professional Development Grant (PDG) of INR 20,000/- (per annum) for first two years and INR 30,000/- (per annum) for the subsequent two years for their professional development, carrying out research activities, attending conferences/workshops, purchase of consumables etc. The amount is disbursed on annual basis and no carry forward is allowed.

V. POST DOCTORIAL FELLOWSHIP:

1. All the Post-Doctoral Fellowship scholars are awarded University Fellowship for a period of 1 year. However, it is extendable for another one year subject to the recommendation of the review committee constituted for the purpose.
2. All the full time Post-Doctoral Fellowship scholars are awarded University Fellowship of INR 55,000/- (per month)
3. If a scholar prefers to stay in the campus or uses the university transport, then a subsidized fee of INR 8,000 (per month) will be charged towards boarding and loading or transport and food charges.
4. All the scholars preferred to stay in the campus are eligible for twin sharing non-AC accommodation. If a scholar preferred to stay in higher category accommodation, then the same may be allotted by collecting differential charges subject to availability of the same.


Dr. R. PREMKUMAR
REGISTRAR
SRM UNIVERSITY - AP
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REGISTRAR
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5. Post-Doctoral Fellowship scholars are not entitled for any other financial support from the University other than the fellowship.

VI. PHD RESEARCH SCHOLARS LEAVE POLICY:

1. A research scholar, irrespective of the source of support, while pursuing course work, must fulfill the attendance requirement as per the University rules.
2. A research scholar during the program must attend to his/her research work on all the working days, and mark attendance except when student is away from the campus on duty/sanctioned leave.
3. The student is required to take approval on the fellowship/stipend release form from the supervisor(s) and submit it to the research office on monthly basis. The research office will process student's application and send it to the accounts department. The research office will keep track of the leave availed by the PhD scholars.
4. DC will be conducted once in six months to check the progress. Satisfactory performance recommendation by the DC is required for the continuation of the fellowship/ stipend.
5. A research scholar, during his/her stay at the University will be entitled to a leave of 24 days per calendar year including the leave on medical grounds, in addition to Public Holidays.
6. A research scholar will not be entitled to mid-semester breaks, summer, and winter vacation.
7. Leave beyond allowed period in a calendar year may be granted to a Research scholar in exceptional circumstances, on the recommendation of the supervisor, by the Head of the Department and Dean concerned subject to the following conditions:
 - a. Only once during the entire Ph. D. program, an additional leave of up to 30 days will be granted. A proper leave account of each research scholar shall be maintained by the research office.
 - b. The leave beyond 30 days will be without Fellowship/Stipend.


Dr. R. PREMKUMAR
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8. Full-time female scholars are entitled for Maternity Leave / Child Care with fellowship as applicable, for a period not exceeding 180 days. The application for maternity leave should be supported by medical certificate. The fellowship amount accrued for the leave period will be disbursed in six equal instalments after re-joining the University.
9. Full-time male scholars are entitled for Paternity Leave / Child Care with fellowship as applicable, for a period not exceeding 7 days.
10. Special leave for a period of up to 30 days per year may be granted with the permission of supervisor to attend Seminars/Conferences in India / abroad for presenting a paper and for carrying out research work in other institutes / laboratories.
11. Any leave beyond the mentioned period may be considered based on the recommendation of the Dean with the approval of the competent authority.
12. Long Leave: If a scholar wants to avail a break for a valid reason, and DRC approves the same, student can be allowed a break period of one semester only. If a scholar is allowed to take break in the middle of the semester, then he / she is expected to register in the subsequent semester. Which can be availed only once in the tenure of the Ph. D. program. The stipend, fee, and other financial implications will be frozen for this duration.
13. Research scholar supported by Govt. / Semi-Govt. agencies may be governed by their respective leave rules, wherever applicable.




Registrar
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REGISTRAR
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