

RESEARCH FELLOWSHIP POLICY




REGISTRAR
ATLAS SKILLTECH UNIVERSITY

1	Name of Policy	Research Fellowship Policy
2	Brief Description of the Policy	The Research Fellowship Policy provides a structured framework for supporting and promoting research activities within the University by offering financial assistance, mentorship, and institutional support to eligible scholars, including postgraduate students, doctoral candidates, and early-career researchers. This policy aims to foster a research-oriented academic culture by encouraging innovation, interdisciplinary collaboration, and publication in reputed journals. It outlines the eligibility criteria, application process, duration, and monitoring mechanisms for awarding fellowships, ensuring transparency, meritocracy, and alignment with the University's strategic research goals.
3	Approved by	Board of Management

1 **Introduction:** ATLAS SKILL TECH University in its mission to develop skilled
researchers, offers Research Fellowship. This fellowship is awarded to teachers and
researchers who want to pursue Ph.D. in ATLAS SKILL TECH UNIVERSITY.

2 **Fellowship:** Fellowship of Rs. 31,000/- (equivalent to JRF) pm will be awarded to the
selected students and shall be revised according to UGC norms from time to time.

3 **Number of Fellowships to be awarded per Year:** A maximum of 10 Fellowships will be
provided for a batch of Ph.D.

4 **Duration of Fellowship:** The Fellowship will be provided for a maximum of 2 years
counted at a stretch subject to satisfactory compliance of conditions as prescribed by UGC.

5 **Eligibility:** All students admitted in Ph.D. programs of Atlas SkillTech University are
eligible for Research Fellowship.

6 A student can avail this fellowship at any time during his Ph.D. subject to Clearing
the course work.

7 **Mode of selection:**

- a) Student, for availing fellowship, will be selected on the basis of a panel interview.
- b) The panel for the interview will be proposed by Director: Doctoral Program and
Research Promotions and approved by the Chancellor.
- c) Applications for the fellowship should be submitted to the office of
Director: Doctoral Program and Research Promotions not later than 31st December
every year.
- d) The interview for the fellowship would be as per schedule communicated by the
University from time to time.

8 **Applicability:** The fellowship would be applicable from the start of the term of an
Academic Session.

Terms and Conditions: The following terms and conditions shall be applicable to the
research fellows selected for Research Fellowship.

8.1. Beside research work, the research fellow will be required to teach one course with
a lecture component “L” of not less than 3 hours per week.

8.2. A research fellow shall perform all the responsibilities related to his class like
maintenance of attendance, evaluation of different components of CA such as
assignments, etc.

- 8.3 He will also attend the course coordination meetings and other scheduled meetings as specified.
- 8.4 The research fellow is required to perform the examination duties including invigilation and act as a member in evaluation team for the course which he is teaching.
- 8.5 No leave provision shall be applicable for the research fellow but in case of absence on the day on which his class is scheduled, he is required to take the make-up of the same and should report to and seek approval through HOD. He will follow the same process for applying for a leave as is applicable to other employees.
- 8.6 The research fellow should be available in the campus atleast for the half day (4 hrs) during which his class is scheduled. He is expected to be available in the campus for doubt clearing of the students and also for the continuous assessment evaluations.
- For example if a candidate is having a class at 11 am, he is expected to be available for the first half and if he is having a class at 2 pm then he should be available in the second half.
- 8.7 During the teaching period if on a day the research fellow does not have a class scheduled, he may take that day off.
- 8.8 The research fellow will also be evaluated for his teaching and the system of “Teacher Evaluation” as applicable to other teachers will be followed.
- 8.9 Normally no administrative responsibilities would be given to the research fellow during the tenure of fellowship.
- 8.10 The research fellow is free to discontinue his fellowship but will be required to complete his responsibilities for the term. He is required to complete all the responsibilities of the course which he is teaching.
- 8.11 The research fellow may be provided with a desk in the department in which he is taking classes.
- 8.12 If the performance of research fellow is found satisfactory during his fellowship in terms of “Teacher Evaluation” and completion of his Ph.D. degree, he may be considered for the teaching position in the University subject to conditions.
- 8.13 All rules and regulations related with the teaching will be applicable to the research fellow for the class he is teaching, unless otherwise specified herein.

8.14 In case of faculty enrolled for PhD the fellowship amount will be approved subject to contribution of additional 4 hours towards purely research activities.

9. The University reserves the right to amend or withdraw at any time any provision contained in this policy.