

Government of Karnataka
Minority welfare Department
DIRECTORATE OF MINORITIES
M.Phil & Ph.D. FELLOWSHIP FOR MINORITY STUDENTS
GUIDELINES

As per the **Government of Karnataka Order no: MWD 462 MDS 2016 Date: 24.01.2017** and amended **Government of Karnataka order No: MWD 157 MDS 2017, Date: 09.05.2017**. The "*Directorate of Minorities Fellowship for Minority Students*" is formulated and funded by Government of Karnataka, in line with Junior Research Fellowship Programme. The scheme is open to candidates who belong to Minority Community i.e. Muslim, Sikh, Parsi, Buddhist, Christian & Jain and are pursuing higher studies as full time M.Phil/Ph.D degree in Government recognised Universities/Institutions/Colleges, in minority related subjects on priority basis first and other subjects will also be considered.

Further continuing, the candidates selected for fellowship shall not take benefits like scholarship from any government or other organisation. Otherwise they will be disqualified from availing fellowship.

The target group is the candidates who have passed the post graduation examination in concerned subject and who are pursuing full time regular research without JRF of UGC-NET or UGC-CSIR NET or Maulana Azad National Fellowship for Minority Students or any other Fellowships awarded by Government.

A candidate has to fulfil the following conditions to be eligible for award of this fellowship:-

- (i) Candidate should be domicile of State of Karnataka
- (ii) Age of candidate should be less than 35 years
- (iii) Candidate should not be a Government Employee or full time employee in private organisation.
- (iv) Candidate should submit the minority community certificate issued by Tahasildar
- (v) The annual income of the beneficiary/parents or guardian of the beneficiary should not exceed Rs. 6 lakh per annum from all sources. Candidate should

submit his/her income or his/her parent's/guardian's income certificate issued by the Tahasildar

Tenure of Fellowship

Name of the Course	Maximum duration
M.Phil.	2 Years or Course End Date as per the maximum duration allotted to the M.Phil. course by University or submission of dissertation/thesis, whichever is earlier
Ph.D.	3 Years or Course End Date as per the maximum duration allotted to the Ph.D. course by University or submission of Ph.D. thesis whichever is earlier

If the Fellow is already registered and pursuing his M.Phil/ Ph.D. Course, the fellowship and contingency assistance will start from the date of approval of fellowship from Directorate of Minorities or giving of Award letters, and their tenure will be for 2 years for M.Phil and 3 years for Ph.D. or till the submission of dissertation/thesis or Course End Date as per the maximum duration allotted by the University to that course from the date of registration to the course by the candidate whichever is earlier.

The effective date of registration/ admission of the candidate to the corresponding course will be the date of Approval of candidate's admission/ registration to the course by the respective University.

Amount of Fellowship

Fellowship	@Rs. 25,000/- per month for Two years for M.Phil. course @Rs. 25,000/- per month for Three years for Ph.D. course
Contingency	@Rs. 10,000/- per annum for Two years M.Phil. course @Rs. 10,000/- per annum for Three years Ph.D. course

If the Fellow is already registered and pursuing his M.Phil/Ph.D. Course, the fellowship and contingency assistance will be for 2 years for M.Phil and 3 years for Ph.D. or till the submission of dissertation or Course End Date as per the maximum duration allotted by the University to that course from the date of registration to the course by the candidate whichever is earlier..

The effective date of release of fellowship will be from the date of approval of fellowship by Directorate of Minorities or giving of Award letters.

Fellowship shall be disbursed once in every 3 months. Subject to the availability of funds to the corresponding scheme with Directorate of Minorities

No separate/fixed House Rent and Medical allowance is provided.

All kind of leave shall be approved by the University/Institute/College.

The applications received will be scrutinized by a Directorate of Minorities and the decision of the Directorate of Minorities will be final. The Directorate of Minorities reserves the right to withdraw/cancel the award without assigning any reason. Selection result shall be published on Directorate of Minorities website. Award letters will be communicated to Awardees.

Candidates who are already pursuing their courses, approval of fellowship from Directorate of Minorities and from the date of receiving Award letter will be considered as date of joining to the fellowship.

Joining Report in the prescribed proforma Annexure-I has to be submitted to the Directorate of Minorities to start the Fellowship.

If the candidate after approval of fellowship from Directorate of Minorities and receiving of Award letter wish to relinquish the fellowship then candidate has to communicate the same to Directorate of Minorities.

Procedure for release of grant by Directorate of Minorities

- The fellowship amount shall be disbursed by Directorate of Minorities into the bank account of the Awardee directly.
- The Awardee is also required to submit the following documents at the stipulated period interval. The Directorate of Minorities may verify the genuineness of records before disbursal of funds.

- At the end of every three months the fellow shall submit a '**Continuation Certificate, Attendance Certificate,**' in the prescribed proforma. Annexure-II. This will make the Awardee eligible to draw the fellowship for the next three months.
- After completion of every **six months** of the award of fellowship, the concerned fellow/Awardee shall submit and present its '**Progress Report**' in the proforma prescribed by the Directorate of Minorities as given in Annexure-III.
- The Fellow/Awardee shall also submit and present **Accounts of Contingency Grants** in the proforma prescribed by the Directorate of Minorities as given in Annexure-IV.
- The Fellow/Awardee shall also submit and present from time to time other necessary documents as Directorate of Minorities directs.

NOTE: The Directorate of Minorities may verify the genuineness of records before disbursal of funds.

On completion of the award he/she will **submit** to the Directorate of Minorities a comprehensive report and a copy of his/her published work and an abstract of the research work in about 500 words.

The fellowship may be withdrawn if the work is not considered satisfactory or the candidate fails in any of the examinations related to Ph.D and M.Phil.

Non- completion of the course successfully within stipulated time leads to recovering of all fellowship amount granted at 12% interest per annum.

The fellow 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. However, no extension is permissible beyond the total period 2 years for M.Phil. and 3 years for Ph.D., at the end of which period the Awardee ceases to be a Directorate of Minorities fellow with immediate effect. Any claim/reference to this effect will not be admitted.

If the Fellow is availing any other fellowship from any other organization at the time of selection, he/she shall be required to surrender one award.

The Fellow shall have to submit **feedback** to Directorate of Minorities, in form of the report on the research work done. After completion of the research work the fellow shall submit two research papers (international/ national/ state level) published to Directorate of Minorities.

The fellow will be required to submit copy of Ph.D./M.Phil. **Completion Certificate** after successfully submitting the comprehensive report of the research work.

Note: To become eligible to receive 1st instalment the candidate has to submit JOINING REPORT and 1st CONTINUOUS CERTIFICATE.

The Award Letter issued is conditional to receiving of letter of NO OBJECTION from Registrar of corresponding University to Directorate of Minorities.

The last 2 instalments will be released only after submission of the feedback, Research Completion Certificate along with a copy of research work to Directorate of Minorities.

If the fellow wishes to leave the fellowship before the end of the tenure, the information regarding relinquishment shall be informed to Directorate of Minorities. Grant will be released up to the date of relinquishment provided it is within the total tenure of fellowship.

The fellowship is liable to cancellation, in case of:

1. In case any candidate obtaining Directorate of Minorities Fellowship for minority students fraudulently, the cancellation should be automatic and the amount disbursed shall be recovered with interest at prevailing State Bank of India rate for student loans.
2. Misconduct, Unsatisfactory progress of research work, false information provided in application form.

ANNEXURE-I

**DIRECTORATE OF MINORITIES
20TH FLOOR, V. V. TOWERS,
DR.AMBEDKAR VEEDHI
BANGLORE – 560001**

Passport
Size Photo

JOINING REPORT

DIRECTORATE OF MINORITIES FELLOWSHIP FOR MINORITY STUDENTS

Name of Research Scholar:

Award letter number and date:

This is to certify that Mr./Ms. has joined the Department of..... in this Institution/College/University affiliated to University for doing (M.Phil./Ph.D.) in the subject ofunder the above scheme of the Directorate of Minorities Fellowship for Minority students with effect from(F.N./A.N.).

His/her date of registration in university is

This is to certify that he/ She belongs to category. His/her parental income is Rs. per annum.

The score of the candidate in the post graduation examination is as follows:

Max. Marks	
Marks obtained	
Percentage	

In case of grade point system, CGPA obtained	
Equivalent percentage	

He/she will be provided with all necessary facilities during his/her tenure of award. The terms and conditions of the offer are acceptable to Awardee. Also certified that fellow shall not accept/hold any emoluments paid or otherwise or receive emoluments, salary, stipend, etc. from any other source during the tenure of the award.

Signature
Date
Name of the Candidate
1.e-mail :
2. Name of the Branch
3. Bank A/c No.
4. Branch Name
5. IFSC Code :
6. MICRcode:
7. 12-digit unique
(aadhaar) number

Signature of the
Research Guide
(Seal)

Signature of Head of
Department
(Seal)

Signature of
Registrar/Director/Principal
(Seal of
University/Institution/College

ANNEXURE-II

**DIRECTORATE OF MINORITIES
20TH FLOOR, V. V. TOWERS,
DR.AMBEDKAR VEEDHI
BANGLORE – 560001**

CONTINUATION CERTIFICATE

DIRECTORATE OF MINORITIES FELLOWSHIP FOR MINORITY STUDENTS

This is to certify that _____ has continuously
working in the Department _____ in the subject under
the above scheme for the quarter from _____ to _____.

Signature

Date

Name of the Candidate

Signature of the
Research Guide
(Seal)

Signature of Head of
Department
(Seal)

Signature of
Registrar/Director/Principal
(Seal of
University/Institution/College

**DIRECTORATE OF MINORITIES
20TH FLOOR, V. V. TOWERS,
DR.AMBEDKAR VEEDHI
BANGLORE – 560001**

HALF YEARLY PROGRESS REPORT

DIRECTORATE OF MINORITIES FELLOWSHIP FOR MINORITY STUDENTS

1. Name of Research Scholar:
2. Award letter number and date:
3. Topic of research work:
4. Date of commencement of research:
 - a) At the university:
 - b) Under the M.Phil/Ph.D:
5. Period of Progress Report:
6. Total number of working days during the period:
7. Number of days the fellow remained on leave (with dates):
 - a) With fellowship, number of days: from..... to.....
 - b) Without fellowship, number of days: from..... to.....
8. Number of days the DoMF Fellow remained out of station for fieldwork/travel, with dates and places visited: a) Number of days: from..... to..... b) Places visited.....
9. Number of days the DoMF Fellow remained present at the University/Institution/ College:
10. Publications during the period under report (please enclose a reprint of each):Title of article/paper.
11. Teaching work done during the period under report: a) Number of periods taken per week at B.Sc./B.A level: b) Number of periods taken per week at M.Sc./M.A. level:
12. Title of the monograph written during the period under report:
13. A detailed account of the work done during the period (a separate sheet may be attached for the purpose):
14. Comments of the supervisor on the progress of the research work during the period under report:

Signature

Date

Name of the Candidate

Signature of the
Research Guide
(Seal)

Signature of Head of
Department
(Seal)

Signature of
Registrar/Director/Principal
(Seal of
University/Institution/College

ANNEXURE-IV

**DIRECTORATE OF MINORITIES
20TH FLOOR, V. V. TOWERS,
DR.AMBEDKAR VEEDHI
BANGLORE – 560001**

**FORM FOR SUBMITTING ACCOUNTS OF CONTINGENCY GRANTS AND THE UTILISATION
CERTIFICATE**

DIRECTORATE OF MINORITIES FELLOWSHIP FOR MINORITY STUDENTS

1. Name of Research Scholar:
2. Award letter number and date:
3. Name of the scheme under which working:
4. Period to which the accounts of contingency grant relates:
5. Expenditure From:to..... Amount

A -Books and allied items :

B- Typing :

C- Stationery :

D- Postage :

E- Chemical and electrical/electronic goods :

F- Travel/fieldwork :

Certified that the expenditure of Rs..... (Rupees.....) out of the contingency grant of Rs. (Rupees) in respect of..... has been utilized for the purpose for which it was sanctioned in accordance with the terms and conditions laid down by the Directorate of Minorities. (Enclose the original bills and vouchers)

If, as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount.

Signature

Date

Name of the Candidate

Signature of the
Research Guide
(Seal)

Signature of Head of
Department
(Seal)

Signature of
Registrar/Director/Principal
(Seal of
University/Institution/College

