

GUIDELINES FOR

XII PLAN

POST GRADUATE SCHOLARSHIP FOR

UNIVERSITY RANK HOLDERS

2012 -2017



UNIVERSITY GRANTS COMMISSION
BHADUR SHAH ZAFAR MARG
NEW DELHI – 110 002

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**GUIDELINES FOR POST GRADUATE MERIT SCHOLARSHIP SCHEME FOR
UNIVERSITY RANK HOLDERS AT UNDER GRADUATE LEVEL**

1. INTRODUCTION

Higher Education has had played a very vital role in the history of nation building all over the world. It is amply clear that no rise in general standards of living and culture is possible without strengthening the higher education system in the country. It obviously calls for a multipronged strategy. There is a need to modernize our higher education system, and equally important to continuously attract young and talented students to pursue higher education. It is being increasingly observed that the brighter lot is not pursuing Post-Graduate education in our institutions of higher learning.

To emerge as a powerful nation, there is an urgent need to bring in talented boys and girls in the field of Post-Graduate education by way of providing them good incentives in the form of scholarships. The UGC, therefore, introduced a Post-Graduate Merit Scholarship Scheme for University undergraduate rank holders.

The scholarship may be tenable for a period of two years to enable the rank holders of each university at undergraduate level to pursue their Master's Degree. All universities/degree awarding institutions would be required to issue rank certificates to the toppers of the university in B.A., B.Sc., and B.Com.

The purpose of this scheme is to attract talent for pursuing post graduate studies besides strengthening the basic subjects at Undergraduate level. The awardees, under this scheme, can pursue their Postgraduate programme in any area of specialization in any institution of higher learning in the country.

2. OBJECTIVES OF THE SCHEME

The objectives of the scheme are:

- 2.1.** To promote and nurture talent;
- 2.2.** To reward meritorious students with outstanding performance at the Under graduate level for pursuing postgraduate studies;
- 2.3.** To promote study in basic courses at undergraduate level. Professional courses are not covered under the scheme;
- 2.4.** To build up academic excellence at postgraduate level across the colleges and universities in the country.

3. TARGET GROUP

- 3.1 The First and Second Rank holders at undergraduate level and admitted in any Postgraduate Course would be awarded the scholarship. The students will have to submit the proof of their merit position at undergraduate level as well as their admission in postgraduate courses.
- 3.2 The scholarship would, however, be subjected to securing a minimum of sixty percent marks at undergraduate level.
- 3.3 The scheme is applicable to such students who have taken admission in regular, full-time Master's Degree course in any recognized university, deemed university, private university, autonomous college or a post graduate college.

4. ELIGIBILITY

- 4.1 The scholarship is available to the student for first PG Degree only. Age limit for the students is 30 years at the time of admission in PG course.
- 4.2 Distance mode of education will not be considered under the scheme.
- 4.3 The Undergraduate courses from following streams have been identified for the award of scholarships:
 1. Life Sciences
 2. Physical Sciences
 3. Chemical Sciences
 4. Earth Sciences
 5. Mathematical Sciences
 6. Social Sciences
 7. Commerce
 8. Languages
- 4.4 Before forwarding applications students/Universities may ensure that application satisfy all norms as per guidelines.
- 4.5 The first and second rank holders (Not position holders) would be considered from Universities/ Institutions and non-affiliated/ autonomous colleges according to the number of students who have appeared in the examination at undergraduate level as per following table.

Nature of Institution	Number of students who appeared in examination at undergraduate level
Affiliating Universities (State/ Central)	100
Deemed Universities/ Private Universities / Autonomous Colleges / Non-affiliated colleges	25

5. NUMBER OF SCHOLARSHIP AND TENURE OF SCHOLARSHIP

5.1 Slots : 3000

5.2 Tenure of scholarship : Two years

6. PROCEDURE FOR APPLYING

6.1 The candidates fulfilling the eligibility conditions are required to apply online through www.ugc.ac.in/urh against the advertisement to be published by the UGC once in a year through advertisement in leading newspaper and Employment News after obtaining admission in first year Post Graduate course in a recognized University/Institution/College.

6.2 The results of selection will be declared on UGC website.

6.3 Awardees would be required to download their award letter from the online portal by logging in with the registration id and Date of birth in the event of their selection.

7. AADHAAR SEEDING

The Ministry of Human Resource Development, Government of India vide its letter D.O. No. 18-7/2013-U1A dated 10th June, 2016 has instructed the University Grants Commission that from the financial year 2016-17 onwards the Aadhaar will be used as an identifier for disbursement of all Government subsidies/Scholarships/Fellowships which are to be disbursed directly into the beneficiary's account. Accordingly, Aadhaar will be used as an Identifier for release of grant under the scheme.

8. NATURE OF ASSISTANCE AVAILABLE UNDER THE SCHEME

Amount of fellowship: Rs.3.100/- p.m for a period of two years only (10 months in the year) i.e. full duration of a PG course. No other additional grant will be payable in lieu of hostel charges and medical charges etc.

9. PROCEDURE FOR RELEASE OF GRANTS BY UGC

9.1 The fellowship amount shall be disbursed through UGC designated agency into the bank account of the awardee directly with effect from the date of joining of the candidate in the first year of Post graduate course as certified by the host institution in the joining report. The list of designated branches of UGC identified agency is available on the UGC portal i.e. www.ugc.ac.in.

9.2 The awardee is required to approach the designated branch along with a Copy of the Award Letter and Joining Report with photograph, address and contact number in the prescribed proforma Annexure-I.

9.3 The awardee is also required to submit the following documents to the designated branch of the UGC designated Bank at the stipulated period interval.

9.3.1 At the end of every three months the awardee shall submit a 'Continuation Certificate' in the prescribed proforma. **Annexure-II**. This will make the awardee eligible to draw the fellowship for the next three months.

9.3.2 After completion of one year of the award of fellowship, the concerned awardee shall submit and present his/her Progress Report in the proforma prescribed by the UGC as given in **Annexure-III**.

NOTE: The approved Agency may verify the genuineness of records before disbursement of funds.

10. PROCEDURE FOR MONITORING

10.1 The progress of the candidate shall be monitored by the head of the department. The candidate is required to submit a yearly progress report duly signed by the Head of the Department and Registrar of the University or Head of the Institution or Principal of the College to the designated bank branch. The scholarship shall stop after the last academic year of the Post graduate programme.

10.2 Any student who discontinues the studies without prior approval of the UGC will have to refund the whole amount through e-mode (RTGS/NEFT) directly to UGC account.

10.3 No extension is permissible beyond two years.

10.4 The student who is awarded Post-Graduate Scholarship for University Rank Holders will not be debarred from accepting any other scholarships.

10.5 The student availing this scheme will submit a certificate/mark sheet of completion of Post Graduate course duly signed by the Head of the department.

11. CANCELLATION OF SCHOLARSHIP

The UGC may terminate the scholarship of any student in any of the following cases:

11.1 Misconduct of the awardee, if any, reported by the University/ Institution.

11.2 Unsatisfactory progress report (i.e. if the candidate scores less than 60% marks in the first year of Master's programme).

11.3 Candidates being found ineligible at a later date shall face the penal action and will also be liable to refund the entire Scholarship amount paid.

**UNIVERSITY GRANTS COMMISSION
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NEW DELHI – 110002**

ANNEXURE - I



JOINING REPORT

POST GRADUATE SCHOLARSHIP FOR UNIVERSITY RANK HOLDERS

Name of Awardee:

Award letter number and date:

This is to certify that Mr./Ms. has joined the Course
(please specify nomenclature of course) in this
Institution/College.....affiliated to
University with effect from.....(F.N./A.N.).

His/Her enrolment number is

This is to certify that he/she belongs to category.

It is certified that she is eligible to draw the above scholarship as per guidelines of the scheme.

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

Max. Marks		In case of grade point system, CGPA obtained	
Marks obtained		Equivalent percentage	
Percentage			

She will be provided with all necessary facilities during her tenure of award. The terms and conditions of the offer are acceptable to Awardee.

Signature
Name
Date
(Awardee)
Ph. /Mobile No.
e-mail :
Bank A/c No.
IFSC Code :
12-digit unique (aadhaar) number, if you have:

Signature
Name
Date
(Head of Deptt.)
Seal of HoD
Ph. No.

Signature
Name
Date
(Registrar / Director / Principal)
Seal of University / Institution / College
Ph. No.

MICRcode:

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CONTINUATION CERTIFICATE

POST GRADUATE SCHOLARSHIP FOR UNIVERSITY RANK HOLDER

This is to certify that _____

has been pursuing his/her post graduation in the Department _____

under the above scheme for the quarter from _____ to _____

Signature

Date

**Name of the
Candidate**

Signature

Name

Date

**Head of
Department
(Seal)**

Signature

Name

Date

**Registrar/Director/Principal
(Seal of University/Institution
/College)**

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PROGRESS REPORT FOR THE YEAR ENDING _____

1. Name of the Postgraduate Student:
2. UGC Award letter number and date:
3. Name of the course being undertaken:
4. Total number of teaching days during the year:
5. Number of days the student remained on leave (with dates):
 - a. With scholarship, number of days: from..... to.....
 - b. Without scholarship, number of days: from..... to.....
6. Number of days the student remained out of station for fieldwork/travel, with dates and places visited:
 - a. Number of days: from..... to.....
 - b. Places visited.....
7. Number of days the student remained present at the university/college:
8. Details of industrial training, if any undertaken during the year:
9. Comments of the Head of the Department on the evaluation of the studies of the student.
10. It is certified that the awardee has qualified the first year of her post graduate course with _____ percent marks / _____ CGPA score.

Signature Name of the candidate Date	Signature Name Date Head of Department (Seal)	Signature Name Date Registrar/ Director /Principal (Seal of University/Institution/College)
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N.B.: For any correspondence in this regard, the Commission's letter number and date may please be quoted without fail.

