

**INSTITUTE OF ECONOMIC GROWTH**  
**University of Delhi Enclave, North Campus, Delhi – 110007**

**Ref: Academic/ICSSR/2024-25**

**August 5, 2024**

**ICSSR Institutional Doctoral Fellowships for the year 2024-25 in Economics and Sociology**

Online applications are invited for award of ICSSR Institutional Doctoral Fellowships in Economics and Sociology only for the year 2024-25. **However, preference will be given to applications received in priority areas as advertised by ICSSR.**

Eligibility:

1. Doctoral Fellowship shall be awarded to Indian research scholars, who are registered for Ph.D. in UGC recognized Universities/Deemed-to-be Universities, Institutes of National Importance as defined by MoE/UGC, ICSSR Research Institutes and colleges having approved Ph.D. programme.
2. Doctoral Fellow should be a full-time bonafide Ph.D. student at the affiliating university/institution throughout the duration of fellowship tenure.
3. The candidate must have a confirmed Ph.D. registration at any of the institution mentioned in para 1 in line with the UGC norms in force. The Ph.D. topic must have been confirmed by the DRC/authorised statutory body of the institution **on or before the last date of call for applications, i.e., September 3, 2024.** Application submitted by those scholars whose research proposals and topics have not been approved by the statutory bodies of their respective institutions will be summarily rejected.
4. The candidate must not be more than 40 years of age on the last date of application. There shall be an age relaxation of 5 years for SC/ST/OBC-(NCL) candidates Persons with benchmark Disability (PwD).
5. The candidate must have secured a minimum of 55% marks in Post-Graduation or equivalent grades in any social science discipline. Five per cent (5%) relaxation of marks will be given to SC/ST/OBC-(NCL) candidates Persons with benchmark Disability (PwD). The submission of scanned copy of mark sheet of Post-Graduation is mandatory for submission of online application. In case, the candidates do not upload the documents, their candidature will be summarily rejected.
6. The criteria of NET for applying for ICSSR Doctoral Fellowship Schemes will be as under:
  - 6.i. 95% of the total fellowships shall be awarded to NET qualified applicants.
  - 6.ii. A maximum of 5% of the fellowships shall be awarded to candidates who are not NET qualified but their proposals are found outstanding in the evaluation of the ICSSR's panel of subject experts.

- 6.iii. Candidates who have already availed UGC Junior Research Fellowship (JRF) / Rajiv Gandhi National Fellowship (RGNF) / Maulana Azad National Fellowship (MANF) / ICSSR / ICAR / CSIR / ICPR / ICMR / ICHR / Jawaharlal Nehru Memorial Foundation Fund Fellowship (JNMF) or any such major doctoral fellowship are not eligible to apply. Candidates drawing UGC Non-NET Fellowship are eligible to apply.
7. Candidates applying under Institutional Doctoral Fellowship Scheme shall not be eligible to apply for Centrally-Administered Doctoral Fellowship schemes.
8. How to Apply:
- 8.i. Applicants must submit an online application in prescribed format and upload scanned copies of the annexures on ICSSR website: <https://icssr.org>
- 8.ii. Self-attested copies of educational qualification and proof of date of birth must be annexed with the hard copy of the application form. The candidate has to mandatorily provide an attested copy of research proposal submitted by the candidate in the institution where he/ she is registered for Ph.D. The copy of research proposal must be attested by the concerned HoD/Dean. The topic mentioned in the proposal must have been confirmed by the DRC/authorised statutory body of the institution on or before the last date of call for applications and a certificate to this effect must be uploaded during submission of online application and the attested copy must be annexed with the hard copy of the application form.
- 8.iii. Applicants are also required to submit the hard copies of their application and annexures, duly forwarded by the Competent Authorities of the affiliating university/college/institute, within the stipulated time mentioned in the call for applications. The forwarding letters and undertakings must be submitted in original along with the hard copy of the application form.
- 8.iv. The Research Proposal should be either in English or Hindi. Arial/Mangal Unicode font will be used in Devanagari script to fill application form in Hindi.
- 8.v. Applicants seeking Institutional Doctoral Fellowship must submit an online application in prescribed format along with the annexures as mentioned in para 8 (ii) on ICSSR website only. The hardcopy of applications must however be forwarded by the respective ICSSR Research Institutes. The ICSSR will prepare the merit list of successful candidates and the same will be intimated to the concerned research institutes.
- 8.vi. The ICSSR Research Institutes will intimate the same to the candidates and follow the guidelines of the ICSSR regarding disbursal of fellowships, which will be made available to them after declaration of result.
9. **Procedure for Award of Fellowships**
- 9.i. The fellowships shall be awarded on the basis of evaluation of applications by the panel of subject experts. Based on the evaluation reports of the Expert Committee(s), merit lists shall be prepared for award of fellowships.

- 9.ii. The reservation policy of the Government of India for SC, ST, OBC(NCL), EWS and Persons with Benchmark Disability (PwD) will be duly followed in the award of fellowships.
  - 9.iii. In case ICSSR feels the need, it may invite any short-listed applicant for presentation before an Expert Committee of ICSSR.
  - 9.iv. The merit list of selected candidates of Doctoral Fellowships will be placed on the ICSSR website.
  - 9.v. Only the selected candidates and their affiliating universities shall be informed individually through a provisional award letter clearly specifying the formalities and documents required for joining the fellowship.
10. **Duration and Value:**
- 10.i. The value of Full-Term Doctoral Fellowship is Rs 20,000 per month plus Rs 20,000 contingency grant per annum.
  - 10.ii. The total duration of the Full-term Doctoral Fellowship shall be two years. The first award letter will be initially for a period of one year effective from the date of issue of award letter.
  - 10.iii. The value and duration of fellowship will be in line with the directives of the Ministry of Education issued from time to time.
11. **Joining and Release of Fellowship:**
- 11.i. The scholar must join the fellowship within the time stipulated by the ICSSR in the provisional award letter.
  - 11.ii. The fellowship installments will be released on yearly basis.
  - 11.iii. The sanction of the fellowship will be issued initially for a period of one year, effective from the date of issue of award letter. The renewal of the Fellowship for the subsequent years shall be subject to the receipt of satisfactory Annual Progress Report and Statement of Expenditure for the entire fellowship grant released for first year.
  - 11.iv. The first instalment will be released after receiving the documents prescribed in the Award letter along with the Grant-in-aid-Bill (GIB) and Registration Mandate Form of PFMS Account of those affiliating / administering institutions, which have not linked their accounts to PFMS for ICSSR grant.
  - 11.v. (i) The instalment of second year will be released only after the approval of extension of fellowship for the second year by the Council subject to the receipt of satisfactory Progress Reports and Statement of Expenditure for the entire fellowship grant released for first year and receipt of the Grant-in-Aid Bill (GIB).  
  
(ii) The final year fellowship grant will be released in two installments.

- (iii) The final instalment will be released subject to receipt of appropriate documents such as the Thesis Submission Certificate issued by the Controller of Examination/Competent Authority of the University, soft copy of the Ph.D. thesis, a summary in 3000 to 4000 words along with the audited Statement of Accounts and Utilization Certificate for the admissible grant (in GFR 12A Form).
- 11.vi. The Statement of Accounts and Utilization certificate should be signed by the Finance Officer / Registrar / Principal / Director in case the accounts of the institution are audited by the CAG/AG. Otherwise, they need to be signed both by the competent authority of the affiliating institution along with the chartered accountant.
- 11.vii. The requisite documents at every stage should be submitted within the prescribed time frame.

## 12. **Monitoring of Fellowships**

- i. Regular monitoring of Fellowship is done on the basis of Six Monthly and Annual Progress Reports in the prescribed format submitted by the scholar and duly forwarded by the supervisor.
- ii. The fellowship may be discontinued / terminated at any stage if research progress is found to be unsatisfactory or any ICSSR rules are violated or the research topic is changed without the permission of ICSSR.
- iii. The ICSSR may ask for annual presentation / mid-term appraisal of the research work.
- iv. In cases of delayed Progress Reports, the scholar will be required to give the justification of the delay on which the final decision shall be taken by ICSSR. The scholar may be asked to furnish an Undertaking specifying the date of Ph.D. submission to ICSSR.
- v. During the course of the Ph.D., the scholars are required to publish at least two research papers in peer-reviewed journals on the theme of the research undertaken and submit a copy of the same to the ICSSR.
- vi. The scholars must acknowledge the ICSSR while getting their research papers published. The ICSSR must also be compulsorily acknowledged in the Ph.D. thesis.

## 13. **Completion of the Fellowship**

- 13.i. If a fellow leaves the fellowship before the completion of fellowship duration, he/she has to inform ICSSR in advance.
- 13.ii. No scholar will be allowed to leave the fellowship under clause 13.i. before completion of three months of fellowship period. If the scholar leaves it within three months, he/she will have to refund the already disbursed fellowship amount in full to the ICSSR.
- 13.iii. The scholar shall be permitted to retain the grant released from date of Joining till the date of leaving / discontinuing the ICSSR fellowship subject to submission of the following:

- a. An updated Progress Report for the said period duly forwarded by the Supervisor.
  - b. An Undertaking to submit a Thesis Submission Certificate and soft copy of Ph.D. thesis within a month of submission of thesis in affiliating/ administering institution on a Non-Judicial stamp paper of Rs. 100/- (in prescribed format).
  - c. Statement of Accounts and Utilization Certificate (in GFR-12 A form) for the admissible amount.
  - d. Refund of the unspent balance, if any, the payment may be made by sending a cheque/ DD in favour of ICSSR, New Delhi or through PFMS /RTGS.
- 13.iv. In such cases, the ICSSR may consider to pay contingency grant subsequent to submission of thesis to ICSSR. In other cases, the scholar can leave the fellowship by refunding the entire amount already released by the ICSSR.
- 13.v. The scholars leaving the fellowship before completion of their fellowship tenure without informing ICSSR shall be required to refund the entire amount of fellowship released with penalty/penal interest.
- 13.vi. The fellows are required to submit a Ph.D. Thesis Submission Certificate issued by the Controller of Examinations/Competent Authority and soft copy of the thesis preferably within a month of submission of the Ph.D. Thesis to the affiliating/administering institution for award of the Ph.D. Degree, failing which the fellow has to refund the amount of fellowship to the ICSSR.
- 13.vii. If, as a special case, a scholar remains on leave due to maternity / medical / extra ordinary circumstances (not exceeding six months) with due approval by the ICSSR, the tenure of fellowship shall be deferred by that period but the total amount of fellowship sanctioned shall not exceed the fellowship duration mentioned in the award letter.
- 13.viii. Again, as a special case, a scholar can avail a foreign fellowship and re-join ICSSR Fellowship on return with due approval by the ICSSR, the tenure of fellowship may be deferred by that period but the total amount of fellowship sanctioned shall not exceed the fellowship duration mentioned in the award letter.
- 13.ix. There will be no extension if the scholar deregisters from Ph.D. and re-registers to submit the thesis after a gap. The date of deregistration will be the date of termination of fellowship.
- 13.x. After the thesis is submitted to the concerned university, the scholar must submit the following to ICSSR at the earliest preferably within a month to settle the accounts:
- a. A Ph.D. Thesis Submission Certificate issued by the Controller of Examinations/Competent Authority immediately after submission of the Ph.D. Thesis to the University for award of the Ph.D. Degree along with a copy of summary (in 3000 to 4000 words) and research papers published. A softcopy of the Thesis has to be sent along with the above.

- b. The audited Statement of Account and Utilization Certificate (in GFR-12A Form) for the admissible grant as per clause 11.v.
- 13.xi. As a policy, ICSSR does not accept contents beyond 10 percent on Similarity Index. Scholars are required to get their final report checked from their affiliating institutions for Similarity Index and attach the plagiarism report at the time of submission of soft copy of thesis to the ICSSR.
- 13.xii. Further, the concerned research institute must submit the Thesis Submission Certificate and other prescribed documents to ICSSR well in time.
- 14. Other Conditions**
- 14.i. The ICSSR will follow the ceiling imposed by the UGC on number of doctoral supervisions under a particular category of guide (Professor/Associate Professor/Assistant Professor).
- 14.ii. The Doctoral Fellows must stay and work full time at the affiliating university / institute. However, they may go on field work with approval of their supervisor. For the rest of the research period, they must continue to work at the concerned university / institute and follow their rules.
- 14.iii. 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 of fellowship. However, a fellow may undertake teaching assignments of not more than six hours a week.
- 14.iv. The tenure of Full-Term Doctoral Fellowship is strictly for duration decided by the Ministry of Education, Govt. of India. Any extension will be granted under exceptional circumstances without any additional financial implications to the ICSSR. The total duration of fellowship will remain unchanged under all circumstances.
- 14.v. The contingency grant may be utilized for books, stationery, computer consumable costs and field work expenses related to the research work.
- 14.vi. The ICSSR reserves the first right to publish the Ph.D. thesis funded by it, provided the work is recommended for publication by the ICSSR expert(s).
- 14.vii. Defaulters of any previous ICSSR fellowship / project / grant will not be eligible for consideration until the applicant obtains the clearance from the concerned administrative division.
- 14.viii. A fellow is not entitled for same type of fellowship more than once.
- 14.ix. While accepting Doctoral fellowships from the ICSSR, a fellow should not accept job or any other fellowship from any other university / institute. However, ICSSR shall encourage and support the ICSSR fellowship awardees getting prestigious foreign fellowships. Therefore, they shall be permitted to re-join their fellowships after their return from abroad as special cases, provided they had sought prior approvals.

- 14.x. During the tenure of fellowship, the fellow will be governed by the rules of the affiliating/ administering institution in all matters including drawls of TA, attendance, holidays/leave and contingency grant, etc.
- 14.xi. The selected fellows are expected to do full-time research in India. They can, however, undertake data collection outside India, if warranted by the needs of the proposal. For this, they are required to apply separately for consideration under the Data Collection Scheme of the International Collaboration Division of ICSSR. However, ICSSR will not be bound to support such data collection from abroad and the decision of the ICSSR will be final. In either case, the completion of study should not be consequent upon such data collection support.
- 14.xii. The scholar should not have been subjected to any disciplinary / legal action / proceedings/ financial penalties in his/her research career.
- 14.xiii. Application submitted against a Call will not be considered for the subsequent Calls on its own.
- 14.xiv. ICSSR reserves the right to reject any application without assigning any reason. It is also not responsible for any postal delay / loss.
- 14.xv. Incomplete applications shall not be considered for fellowship.
- 14.xvi. No queries regarding the awards will be entertained by the ICSSR secretariat until the final declaration of results, which will be placed on ICSSR website.
- 14.xvii. The final authority for the interpretation of the guidelines or any such issue is vested with the ICSSR.

**The candidates shall submit an online application on the ICSSR website as per the following schedule:**

<b>Start of online application</b>	<b>02-08-2024</b>
<b>Last date of online application</b>	<b>03-09-2024</b>
<b>Last date for receipt of hard copy of application forms in ICSSR</b>	<b>10-09-2024</b>

**Link to apply: <https://app.icssr.org>**

Applicants are required to read the guidelines carefully before submitting their online application forms.

A scholar can apply for only one of the fellowship schemes in a Financial Year. Applicants are also advised to apply well before the last date in order to avoid last moment rush. The applications can be filled either in English or in Hindi (Arial/Mangal Unicode font will be used in Devanagari script to fill application form

in Hindi). The links for detailed guidelines for applying along with requisite formats are provided on the ICSSR's web page.

Applicants are requested to take a printout of the online application form and send it along with all the annexures to:

**The Deputy Director (Research),  
RFD Division,  
Indian Council of Social Science Research,  
JNU Institutional Area,  
Aruna Asaf Ali Marg,  
New Delhi – 110067.**

On the top of the envelope please write, "Application for the ICSSR Institutional Doctoral Fellowship".

The applicants seeking consideration under Institutional Doctoral Fellowship Scheme will apply through the ICSSR website in online mode and select 'Institutional' in Section 1.1 of application form and 'ICSSR Research Institute' in Part IV, Section 13A of the online application form. The hardcopy of applications must be forwarded by the Competent Authority of the Institute of Economic Growth (Affiliating Institution).

Any questions regarding the fellowship can be referred to the Director's Office at email ID: [diroffice@iegindia.org](mailto:diroffice@iegindia.org) with a copy to [sushil@iegindia.org](mailto:sushil@iegindia.org)

**DIRECTOR**