TERMS & CONDITIONS

KSCSTE –"BACK-TO-LAB"- RESEARCH FELLOWSHIP

(To be executed in a bond paper of Rs.100/-)

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1. The fellowship will be termed as "BACK-TO-LAB Research Fellowship".
2. The scheme is offered only to unemployed women of Kerala origin.
3. Research Scholars who are already availing Fellowship from other sources are not eligible to apply.
4. The selected Research Fellow will be eligible for a monthly Research fellowship amount of **Rs. 22,000/- + 10 % HRA in the first two years and Rs. 25,000/- + 10 % HRA per month in the third year, along with an annual contingency grant of Rs. 20,000/-**
5. Duration of the Fellowship shall be for a **maximum period of 3 years** or **till the date of submission of Ph.D Thesis, whichever is earlier**. *[In case the Research Fellow submits the Thesis before the scheduled tenure of fellowship, the **Thesis Submission Certificate** and other completion documents should be submitted to KSCSTE within one month so as to enable termination of Fellowship].*
6. Applicant should have a valid Ph.D. registration in an institution of academic/ research excellence in Kerala including R&D institutions, University Departments, Govt. Aided colleges, in any of the streams; Science, Technology, Engineering, Agriculture or Medicine (STEAM).

7. Candidates who have completed the Ph.D course work and are under career break during the course of their Ph.D. programme due to maternity or other valid reasons are eligible to apply for Research Fellowship under back to lab programme.

8. Applicant should not have completed 4 years as on the date of Ph.D. registration.

9. The Scientist Mentor (guide) should have at least 5 or more years of service left in the Institution before retirement. The Scientist Mentor should constantly monitor the progress of the project, facilitate smooth implementation of the programme and ensure timely submission of financial utilization certificates by the institute to KSCSTE.

10. The Research Fellow should submit an undertaking from the institution that the institution will extend all facilities for the particular Research Fellow in the concerned laboratory/institute.

11. Research Fellowship will be released in advance in lump sum each year through the institution in which the research is carried out. The fund should be utilized only for the purpose for which it has been sanctioned. The interest accrued if any will have to be reflected in the statement of expenditure, which will be adjusted from the subsequent years' grant.

12. The amount should be drawn by the Institution and released to the Research Fellow on monthly basis. A separate cashbook should be maintained for the purpose by the institution, which will be open for scrutiny of KSCSTE or any agency deputed by the KSCSTE. Receipt and Expenditure relating to the research fellowship should be entered in the Cash Book simultaneously with the transactions. Balance amount with interest accrued if any in the account should be mentioned in the Utilization Certificate and will be adjusted against future release. Unutilized amount at the completion / termination of research fellowship will be refunded with interest to KSCSTE.

13. A progress report of the work has to be submitted to the KSCSTE within one month at the end of each project year in specified format. Subsequent installments will be disbursed by KSCSTE only after receiving satisfactory progress reports and audited Statement of Expenditure & Utilization Certificate from the Head of institution (for Govt. Institution / University).

14. The third installment of grant will be released up on submission of at least one research paper in a refereed Journal.

15. On completion of the tenure of fellowship, the Research fellow must submit detailed Final Technical report (FTR) of the research work done during the entire period of fellowship and audited statements of expenditure to KSCSTE.

16. The Research Fellowship will be purely on contract basis and will not be eligible for any service benefits.

17. The Research fellow shall not discontinue her research fellowship without prior approval of KSCSTE. In case she wishes to discontinue the fellowship prior to completion of the tenure, she must submit the resignation to the KSCSTE through the mentor / supervisor indicating specific reasons for not continuing the research fellowship. The research fellowship shall cease from the date stipulated in the letter

approving the resignation. The research fellows who thus resigned must send a detailed consolidated report of the research work done during the period of research fellowship and audited financial statements through the mentor/supervisor to KSCSTE, within one month of accepting the resignation.

18. The Research Fellow shall inform KSCSTE about any achievements, patents and submission/ publication of any research paper arising out of the research work done during the tenure of the research fellowship. Due acknowledgement to KSCSTE should be given in all the publications/patents emanating from the research work.

19. Research fellows availing financial assistance / stipend from other State/central funding agencies or other sources will not be simultaneously eligible for KSCSTE Back-to-Lab Research Fellowship. The Research Fellow should furnish an undertaking to the effect that she is not availing financial assistance / stipend from any other source simultaneously.

20. For administering the KSCSTE Back-to-Lab Research Fellowship, the rules of the host institute may be applied.

21. All official communications regarding the research by the Research Fellow should be submitted to the Council through the host institution and should necessarily have the endorsement of the Scientist Mentor.

22. The Executive Committee/Research Council may enforce additional guidelines for the operation of the „Back to Lab Research Fellowship" from time to time and the host institution/Research Fellow /scientist mentor are required to observe such directions in the conduct of the research work. The Council reserves the right to review and modify the guidelines as and when needed.

23. The decision of the Executive Vice-President, KSCSTE on the question whether there has been break or violation of any of the terms and conditions mentioned shall be final and binding on the Research Fellow/ host institute.

I do hereby agree to adhere strictly to the above terms and conditions for availing Back-to-Lab Research Fellowship of KSCSTE.

Name &
Signature :

Research Fellow Scientist Mentor Head of the Institution

Place:
Date

(Seal)