

RESEARCH FELLOWSHIP

SCHEME

OF

National Council for Hotel Management & Catering Technology

1 INTRODUCTION

The Research Fellowship (RF) scheme of the National Council for Hotel Management and Catering Technology (NCHMCT) is open to candidates who qualify the Eligibility Test for enrolment in to Ph.D program particularly in the field of Hospitality Management/ Administration. However, please note that these are qualifying tests only and do not bestow a fellowship upon the candidate.

2 OBJECTIVES

The objective of the Research Fellowship (RF) scheme is to provide opportunities to the interested candidates to undertake advanced studies and research leading to Ph.D. Degrees in Hospitality Management/ Administration.

3 TARGET GROUP/ELIGIBILITY

3.1 Target Group:

Candidates who have qualified in the Eligibility Test for enrolment in to Ph.D program particularly in the field of Hospitality Management/ Administration.

3.2 Eligibility:

Candidates who have qualified in the Eligibility Test for enrolment in to Ph.D program particularly in the field of Hospitality Management/ Administration. However, the registration for the Ph.D is made by IGNOU or NCHMCT within stipulated period of declaration of result or date of issue of award letter/date of joining the fellowship.

4 NATURE OF ASSISTANCE AVAILABLE UNDER THE SCHEME

The tenure of fellowship is strictly for three years or completion of research study, whichever is earlier, under the Research Fellowship scheme. Upon expiry of this period and on the event of not completion of research study, the work of the Fellow will be evaluated by experts. If the research work is found satisfactory, his/her tenure will be extended for a further period of one year under the scheme. In case the work for the first three years is not found satisfactory, no further extension of the fellowship will be considered. After fourth year, there is no further provision of extension.

Rate as on _____

(a)	Fellowship	@ Rs.25,000 per month
(b)	Contingency	Total of Rs.20,000 Yearly (can be taken in instalments or at one go)
(c)	Escort and Reader Assistance – in case of Physically handicapped and blind candidate	@ Rs. 2,000 per month (co-terminus with the tenure of fellowship) It is meant for wheel chair pooler

		and the reader assistant of the blind candidate
(d)	HRA	No HRA will be paid. However, rent free hostel accommodation will be provided. (Mess and electricity charge will be charged on normal rate from the fellow)

4.1 HRA

- (i) Suitable single-seated hostel accommodation may be provided to the candidates in the institutions. In such cases, the fellow is eligible to draw only hostel fees excluding mess, electricity, water charges, etc.
- (ii) In case of non-availability of hostel accommodation, the fellow may be provided with single accommodation by the host institution.
- (iii) If the fellow makes her own arrangements of accommodation, she will not be entitled for any HRA.

4.2 Medical

No separate/fixed medical assistance is provided. However, the fellow may avail of the medical facilities available in the institution campus.

4.3 Leave

- (i) Fellows are entitled for a maximum period of 30 days of leave in a year in addition to public holidays. They are not entitled to any other vacations.
- (ii) Candidates are eligible for maternity/ Paternity leave as per Govt. of India norms issued from time to time at full rates of fellowship once during the tenure of their award.
- (iii) Beside this an 'Intermittent Break' for a maximum period of 1 year may also be permissible to the women candidates. The leave can be availed 3 times during the entire period of fellowship. However, the total duration of leave shall not exceed one year. This Flexi Time period should not be counted towards the tenure of the fellowship and thus effectively the total period of fellowship will remain the same.
- (iv) Academic Leave:-Academic leave without fellowship shall be permissible only for one year throughout the tenure (for any kind of academic assignment/teaching/foreign visit in connection with research work). The period of leave without fellowship will be counted towards the tenure. Expenditure on foreign visit in connection to research work cannot be claimed from NCHM.

Note:

All kinds of leave should be approved at the level of the National Institute. Prior approval of the National Institute is mandatory for all types of leaves.

5 TENURE OF FELLOWSHIP

This is a three year fellowship for Ph.D. in Hospitality subject and academic criteria in force for selection of Ph.D. programme. The duration of fellowship is as under:-

Minimum duration of fellowship for doing Ph.D. is for three years from the date of joining.

Fellowship can be granted till the period of submission of Ph.D. Thesis subject to fulfilment of other clause of the scheme, or maximum of 5 years, whichever is earlier.

6 ELIGIBILITY

- (a) Candidate should have regular Master's degree in Hospitality or allied subject, after a basic UG degree in Hospitality Management/ Administration subject with an aggregate of more than 55% marks (in UG and PG).
- (b) Qualified in the eligibility examination to get admission in the the Ph.D. program in Hospitality field.
- (c) Agreed to become the full time Research Fellow at the NCHM or any of Institute, under its umbrella.
- (d) Not drawing salary/ remuneration/ fellowship from any other Organisation/ Agency
- (e) Have the valid Adhaar Number and PAN number

7 JOINING IN FELLOWSHIP & REGISTRATION IN Ph.D

- (i) The candidate must join the fellowship within 6 months from date of issue of the award letter.
- (ii) For the candidates already registered/admitted in Ph.D., the fellowship shall commence from the date of their joining to the fellowship.
- (iii) For the candidates who are not yet registered/admitted in Ph.D., the fellowship shall commence from the date of joining as a research fellow after declaring successful to get registered in Ph.D programme.
- (iv) The tenure of the fellowship is minimum of 3 years and maximum of five years from date of commencement of fellowship.
- (v) Registration for Ph.D. is mandatory within 2 years from the date of declaring successful to get registered in Ph.D programme.

8 PROCEDURE FOR DISBURSEMENT

- (i) **Joining:-**
On receipt of the Joining Report and eligibility certificate from the concerned Department, the National Institute will accept the candidature of the Fellow for fellowship. Fellowship will be released monthly on receipt of attendance

certificate from the concerned department. However, for contingent grant, a request letter, mentioning therewith the amount from the fellow, duly recommended by the Guide/ Co-guide would be required to release.

(ii) **Continuation Certificate:-**

At the end of every three months a 'Continuation Certificate' in the prescribed proforma, duly signed by Guide/ Co-guide should be submitted to the office. This will make the fellow eligible to draw the fellowship for the next three months.

(iii) Disbursement of fellowship to the scholars will be made on DBT mode every month in an bank account of the fellow, which is Adhar enabled.

9. AADHAR SEEDING

The Ministry of Human Resource Development, Government of India vide its letter D.No. No18-7/2013-U1A dated 10th June, 2016 has instructed the University Grants Commission and other Educational Institutions that from the financial year 2016-17 onward the Aadhar has been mandatory for disbursement of all Government subsidies/Scholarships/Fellowships which are to be disbursed directly into the beneficiary's account.

10. ENTITLEMENT OF TA/DA FOR UNDERTAKING TOUR

In case the fellows are to visit the places for the purpose of Research in his / her topic or he has been deputed by the Institute for any other assignment, the fellow will be eligible for TA/DA at par with the entitlement of the Assistant Lecturer in the Institutes.

Resignation from the Fellowship:

Resignation of the candidate will be forwarded by the concerned Guide/ Co-guide with proper reason to the competent authority. In case of acceptance of the resignation, the fellow has to deposit back the 3 months fellowship.

11. PROCEDURE FOR MONITORING PROGRESS OF THE SCHEME

- (i) The performance of the Research Fellow is monitored by their respective supervisor/guide/ co-guide and reflected in the yearly progress report submitted to the University/ National Institute. (Annexure VI).
- (ii) The fellowship may be terminated at any time during the tenure and the decision of the National Institute will be final and binding. The tenure of the fellowship is normally for three years and extendable for maximum of five years from the date of joining, subject to satisfactory progress report of the Fellow or submission of Ph.D. thesis, whichever is earlier. No extension is permissible beyond the total tenure of five years and the awardee ceases to be a Research Fellow immediately after expiry of the due date. Any claim/reference to this effect will be illegal and the individual may have to face disciplinary action for such an act.

12. FEEDBACK

- (i) Every Research Fellowship beneficiary will have to submit a feedback in form of the report on the research work done.
- (ii) For Doctoral Fellowships, at least 2 Research Papers(1 National and 1 international), 1 National/International publication at the time of upgradation and 1 National/International Publication by the end of the tenure must be submitted.
- (iii) After completion of the Research Work the student will submit his/her research work in the INFLIBNET repository along with the research papers published.

Note:

The last 2 months fellowship will be released only after submission of the feedback and Research work in the Repository.

13. PAID ASSIGNMENT/JOB

The fellow shall not undertake any paid assignment during the tenure of the fellowship (Except in case of leave without fellowship upto one academic year during the entire tenure).

14. OTHER CONDITIONS

The Fellow, with the consent of the guide/head of department, may assist the university/institution in its academic work, including tutorials, evaluation of the test papers, laboratory demonstration, supervision of fieldwork, library activities like group seminars and symposia, provided such work is not likely to hinder the research programmes on hand. The total amount of time to be spent on such activities should not exceed fifteen hours a week.

15. CANCELLATION OF AWARD

The fellowship is liable to cancellation in case of:

Not completion of course work within the stipulated time;

Misconduct;

Unsatisfactory progress of research work/failure in any examination related to Ph.D.;

He/She is found ineligible later.

Any false information furnished by the applicant or any fraudulent activity by the Scholar/Fellow/Research Awardees shall lead to Penal action against him/her.
