



जम्मू केंद्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF JAMMU

राया-सुचानी (बागला), जिला सांबा-181143, जम्मू, जम्मू एवं कश्मीर
Rahya -Suchani (Bagla), District Samba -181143, Jammu (Jammu & Kashmir)



No. CUJ/Acad/V-12/1/2021/45-A

11 February, 2022

CIRCULAR

Sub: Enhancements in the UGC Scholarship Portal for Ph.D Scholars - reg

All scholars of the University are hereby intimated that UGC has made following enhancements in the Scholarship Fellowship Management Portal (SFMP) for the convenience of Ph.D scholars:

1. Grievance Handling:

- All the Ph.D scholars, who are already linked on the SFMP are able to view the status of their monthly scholarship/fellowship payments. Research scholars will be able to send their grievances on the portal itself. The nodal officers of university as well as of UGC will be able to see the grievances on the portal.
- The grievance will be resolved by the University, Canara Bank or UGC, as per the subject matter, within a reasonable period. If the grievance is related to UGC or Bank, the same can be transferred to UGC/Bank by the University. Similarly, UGC/Bank will be able to transfer grievances to University also.
- The University will resolve the issue and inform the scholar on the portal itself. The actions on the grievances related to UGC, will be taken by UGC.

2. Monthly Confirmation:

- An additional functionality has been enabled in the SFMP for the already linked scholars. Now, the scholars have to **initiate their monthly confirmation on the SFMP** for receiving their payments. The UGC will be able to see the time-lines and activity done by scholars and University on the portal.
- The Monthly confirmation initiated by scholars will be visible to University. University will mark monthly confirmation as per the existing practice being followed i.e submission of scholarship proforma as per University Circular dated 30.12.2021, enclosed herewith as **Annexure A**
- In case of National Fellowship for Scheduled Caste Students (NFSC), the disbursement of fellowship will be regulated as under:

Confirmation for continuation of the fellowship shall be given by the Institution twice in a year within the 10th of the month of January/July. Based on this certification fellowship would be released to research scholar, for six months on monthly basis i.e., January to June/July to December. In case any research scholar discontinues the Ph.D course, or is/has been on inadmissible leave and thus not entitled for the fellowship during this period, it shall be the responsibility of the Research Supervisor to intimate Academic Branch through Head of Department / Director of Centre.



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Revised guidelines of NFSC has been published on the UGC website at https://www.ugc.ac.in/pdfnews/6590506_NFSC-Revised-Guidelines.pdf

- d. *In the event of discontinuation of the Ph.D course or in case of inadmissible leave rendering him/her not entitled to the fellowship, the scholar will be responsible to intimate such position and he/she will be liable to refund the amount of over-payment, if any, of fellowship paid to him/her for the period beyond the date of such discontinuation, or for the such period of inadmissible leave.*
 - e. *In case, any research scholar is absent without intimation or is/has been on inadmissible leave, the concerned Nodal Officer (Maker/Checker) will be accountable to effect stopping of automatic generation of his/her fellowship and also to effect recovery of such over-payment, if any, made to the scholar."*
3. All Heads of Departments / Directors of Centres are requested to apprise Research Supervisors about these revised instructions from UGC and advise research scholars availing scholarships to implement these instructions with immediate effect.
 4. This issues with the approval of hon'ble Vice Chancellor

(Dr. Ravi Kumar)

Registrar

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11 Feb 20

Encl.: As stated above.

To:

1. All Heads of Departments
 2. All Directors of Centers
 3. ICT Branch (to upload it on University Website)
- } (with request to circulate amongst scholars & supervisors)