

**INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH**  
**NORTH EASTERN REGIONAL CENTRE :: SHILLONG**

**FINANCIAL ASSISTANCE TO RESEARCH SCHOLARS UNDER STUDY GRANT**

**Objectives :**

- The purpose of the study grant is to provide financial assistance to **Ph.D. scholars** in the field of social sciences for consulting libraries/archives/data centers in different cities/towns in India for collecting research material.

**Eligibility:**

- A scholar should be **enrolled for Ph.D** in social sciences in one of the recognized Universities in India.
- Social Scientists who want to **revise their doctoral thesis** for which a degree has already been awarded are **not eligible** to get financial assistance under this scheme.

**Selection Procedure:**

The Scheme is administered by the ICSSR North Eastern Regional Centre, Shillong:

- A Ph.D scholar from the North-eastern region is to apply to the **Director of the ICSSR-NERC** within whose **jurisdiction he is registered for a Ph.D. in any of the university** in the region
- Applications for the financial assistance under this scheme are to be sent *in the prescribed format* along with the recommendation of the Head of the University Department/Research Institution. **Format of application form** is given at **Annexure-I**. The application for a grant under this scheme can be made throughout the year but will be placed before the Screening Committee of the Centre, which will meet **at least six times** in a year. The students are required to send their applications sufficiently in advance of their proposed visit which will enable the Centre to process it on time.

**Details of Entitlement:**

A scholar availing this facility is entitled to the following:

- Reimbursement of Second Class Sleeper rail/bus (a combination of both is also permissible) **from the place of his/her residence/university where scholar is registered for Ph.D. to the place of visit (where libraries are located) and back.**
- A fixed daily allowance @ **Rs.500/-** to meet boarding and lodging expenses during the visit for a maximum period of 30 to 45 days in a financial year.
- An additional amount of **Rs.2000/-** to meet local conveyance and other miscellaneous expenses.

**Duration of stay.:**

- The sanctioned period of the Study Grant would be mentioned in the sanction letter issued to each study grantee.
- The sanctioned period of the Study Grant can be utilized by the scholar in more than one trip, if required, with the prior approval of the Centre concerned.

- The travel cost will be reimbursed for only one round trip from the place of residence.

**Payment:**

- Payment of the sanctioned grant for a visit is made direct to the awardee on receipt of bills and copies of tickets.

**Final Report:**

Scholars who get this assistance are required to submit a '**Grant Utilization Report**' at the end of their stay. Following documents should be attached with this report:

- Name of the library(ies) or archive(s) visited in the area for collecting material for research.
- Attendance Certificate from the library(ies)
- List of publications consulted in library(ies).
- A brief account on how the visit has benefited the awardee.

**STUDY GRANT SCHEME: GENERAL INSTRUCTIONS**

- The Ph.D. scholar should immediately acknowledge the receipt of the sanction letter and intimate probable date of arrival to the concerned ICSSR Regional Centre/NASSDOC-ICSSR.
- The Ph.D. scholar should indicate the name and address of a principal library/institution, he or she wants to visit, so that the concerned Regional Centre if needed can send a request to the institutions for providing all necessary assistance/guidance.
- Reimbursement of Second Class Sleeper Rail Fare/Bus Fare from place of residence/university where scholar is registered for Ph.D. and payment of per diem of Rs.500/- and also the additional amount of Rs.2000/- to meet conveyance and other miscellaneous expenses will be made against bills, copies of tickets etc submitted in the prescribed forms.

**For other details please contact:**

The Director,  
ICSSR-NERC  
NEHU Campus  
Shillong 793 022, Meghalaya  
Tel.: 0364-2550436, 436; Fax: 2550428  
Email: [icssr\\_nerc@hotmail.com](mailto:icssr_nerc@hotmail.com)  
Website: [www.icssrnerc.org](http://www.icssrnerc.org)

**Indian Council of Social Science Research  
North Eastern Regional Centre :: Shillong**

Application for the Study Grant  
(For Visiting Libraries to Collect Material for Research)

**Passport  
Size Photo**

1. Name: \_\_\_\_\_  
(in Block letters) (First Name) (Surname)

2. Mailing Address (With Pin code):

E-mail Id:

Fax:

Phone:

3. Date of Birth:

4. Educational Record:

Examination	University	Year	Class	Marks(%)	Subjects	Rank(if any)
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5. (a) Date of Registration of Ph.D:

(b) University/Institution of Registration :

(c) Name and Designation of the Supervisor/Guide:

6. Approved Research Theme:

7. Libraries to be Visited (name and address):

(i)

(ii)

(iii)

(iv)

8. Duration of the Proposed Visit:

From:

To:

9. Whether the Centre(s)/Libraries have agreed to provide facilities for work: Yes / No  
(if yes, please attach copy of the letter from the Head of the Centre/Library)

10. Details of the **Study Grant** awarded by any of the ICSSR in past 3 years.

11. Details of financial assistance applied for/received from the ICSSR under other schemes such as Fellowships, Contingency Grants, etc.

12. Details of financial assistance applied for/being received from agencies other than ICSSR, such as Universities, U.G.C. etc. in last three years.

13. I Hereby Declare that :

- I have read the rules governing the scheme and shall abide by them.
- I am at present not getting any financial assistance from the ICSSR, University, U.G.C. or from any other agency for the purpose of the intended visit.
- The material required by me is not available in the libraries of the city / town where I am residing / working.
- I have/have not been previously awarded a Study Grant by the ICSSR.
- The information given in the form is true and correct.  
In the event of any information being found to be false, the application may not be considered.

**Date :**

**Signature of Applicant**

**Certificate of the Registrar of the University/Head of the Institution/Department.**

- (i) \*Shri/Smt/Kumari ..... is registered for Ph.D. at .....  
.....  
for the topic mentioned in this application. The date of registration is..... and the name of his/her Supervisor/Guide is .....
- (ii) The application of Shri/Smt/Kumari ..... is forwarded for consideration. It is certified that the information given in the application has been found to be correct.

**Signature of the Registrar/Head of the Institution/Department**

**(With Rubber Stamp)**

\* Starred item relates only to Ph.D. scholars

**Note**

The application for Study Grant will be considered only if it is accompanied by the following documents for consideration:

- (i) Detailed elaboration of the Research Proposal: scope, objectives and the methodology, etc.
- (ii) Progress of the work already done on the Research Proposal (with recommendation of Supervisor/Guide in case of Ph.D. scholars).
- (iii) True copy of the Registration Certificate for Ph.D or certificate from the Supervisor.
- (iv) List of publications to be consulted.
- (v) In case Study Grant has been accepted previously by any of the ICSSR centres, please also enclose a detailed report of the work (duly approved by the Supervisor) accomplished during the Study Grant.
- (vi) Any other information which the scholar may like to give in support of the application.