



UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695 034

*(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)
(Re-accredited by NAAC with 'A' Grade)*

No. Ac.E1/A2/2022

Dated: 03.05.2022

CIRCULAR

Sub:- Streamline the process of granting Registration and University Fellowship to the Research Scholars-reg:-

Ref :- 1.Item No.A8 of the minutes of the meeting of the Standing Committee of the Syndicate on Academics and Research 11.03.2022
2.Item no. 39.05.A8 minutes of the meeting of the Syndicate held on 25.03.2022

The Syndicate at its meeting held on 25.03.2022, vide paper read as (2) above, considered the minutes of the meeting held on 07.02.2022, for streamlining the process of granting Registration and University fellowship to the Research Scholars along with the recommendations of the Standing Committee of the Syndicate on Academics and Research and resolved to approve the following.

I) REGISTRATION

- 1) The JRF awardees / Other eligible candidates who are permitted to join for research prior to the submission of online application for registration in the January / July sessions shall join the research after fulfilling the following conditions:
 - (a) An additional Doctoral Committee shall be conducted for such candidates
 - (b) Applications of such candidates shall be forwarded to the University along with the joining report and all the relevant documents specified by the University for granting provisional registration order at the earliest. The candidates who are granted Provisional registration orders shall submit the online application in the next immediate session for obtaining the final registration order.
- 2) The Doctoral Committee shall not recommend the candidates against the anticipatory vacancies of the supervisors. Only the existing vacancies as on the date of conducting the Doctoral Committee shall be recommended.
- 3) The Doctoral Committee for the January and July sessions, excluding the UGC/CSIR candidates, shall be conducted within two months from the last date of submitting online application.
- 4) After the conduct of the Doctoral Committees, the Administrative Officers in the University teaching Departments concerned shall verify that all the supporting documents for registration are enclosed. A certificate to this effect prepared by the Administrative Officer duly countersigned by the Chairman Doctoral Committee shall also be enclosed with the application, before forwarding it to the University for administrative sanction.

- 5) The applications recommended for registration along with the minutes of the Doctoral Committee and other relevant documents may be forwarded to the University within 15 days of conduct of the Doctoral Committee .
- 6) The candidates whose applications are not recommended by the Doctoral Committee shall be directed by the HoD concerned to submit the application, afresh, in the next session.

II. UNIVERSITY FELLOWSHIP

1) The scholars shall submit application duly endorsed by the supervisor and head of research centre for the first year University Research Fellowship, within one month of the date of issue of registration order. The endorsement by the Chairman Doctoral Committee may be avoided in the application form for granting first year University fellowship. The University research fellowships for the subsequent years shall be granted subject to the existing norms and rules.

The contents of the circular be brought to the notice of all concerned for compliance without fail.

Dr. K S Anil Kumar *

Registrar



The document is digitally approved. Hence signature is not needed.