Ref.No.:BKNMU/Academic-Ph.D./SHODH/14/2020-2021   Date:15/08/2020

Ref.: (1) Approved in AC vide resolution No.05.22 dated 7th August, 2020.
(2) Approved in EC vide resolution No.23.02 dated 8th August, 2020.

Guidelines for students of Bhakta Kavi Narsinh Mehta University for SHODH

1. **Name of the Scheme: SHODH (ScHeme Of Developing High Quality Research)**

2. **Introduction:**

    The Government of Gujarat has always been endeavoring to enhance quality of research in the students studying in recognized Universities. Research and Innovation are playing major role in the development of any country, state, and society. In present time, it is very much necessary for the students that they should be innovative in their field of research. Accordingly, Government of Gujarat, Education Department vide letter 5th August, 2019, resolution Number. BJT/2019/N.B.647/KH-1 has launched SHODH scheme.

3. **Objectives:**

    *   To provide financial assistance to as many students in the state of Gujarat as possible for quality research.

    *   To motivate students studying in all branches of knowledge for high quality regular and full time research.

    *   To enhance the capacity and scope of quality research in higher education institutions.

    *   To create global recognition through industry and community-based research.

    *   To encourage research to meet current needs and adapt to cutting-edge requirements.

    *   To promote research while preserving India's rich cultural heritage and adapting to new dimensions.

    *   To create a community of scholarly students among the highly recognized international universities and national institutions in the state of Gujarat.

4. **Eligibility:**

To be eligible for application of the scheme, the applicant should fulfill the following criteria. The student should:

- The student should get at least 55% at Graduation level (without grace marks).
- The student should get 55% at Post graduation level.(without grace marks).
- The students who belong to the category of SC/ST will get relaxation of 5% (without grace marks)
- The student should have to be registered in Ph.D. programme in the Gujarat Government recognized State/Private/Sectoral University or Research Institute after 1st July, 2018. Institutes of National Importance could not get the benefit of this scheme.
- Those students who are getting the benefit of any scholarship/research grants like UGC Research Grants, Rajiv Gandhi Doctoral Felloship, Maulana Azad Doctoral Fellowship, ICSSR/ICAR/CSIR/ICPR/ICMR/ICHR or any other such financial assistance are not eligible for this scheme.
- The students should not be serving or earning anywhere from any institution.
- His/Her Ph.D. Registration should be done as per the prevailing UGC regulation.

5. **Nature of Assistance**

After scrutiny by the committee formed by Education Department, the selected students will get Rs.15000/- (Fifteen Thousand Only) per month maximum up to two years. They will be given Rs.20000/-(Twenty Thousand Only) as miscellaneous expenses per year maximum up to two years.

6. **Tenure of the Scheme**

Tenure of the scheme is two years.

7. **Procedure for applying**

The students who wish to apply and who are eligible for this scheme can apply online when Government of Gujarat, Education Department publishes advertisement on its website https://mysy.guj.nic.in/shodh. All information is given on its website. The complete process from application to the end of second year is online. While applying, the students should keep the following documents on hand.

- Scanned copy of photograph
- Xerox copy of Aadhar Card

- Bonafide certificate issued by University
- Bank account details with Xerox copy of passbook and cancelled cheque
- SSC marksheet and certificate
- Graduation level passed marksheet and degree certificate
- Post-Graduation level passed marksheet and degree certificate
- Category certificate, if applicable
- Ph.D. Registration Certificate
- Ph.D. registration fee receipt and First Term fee receipt
- Research Proposal with seal and signature of the Research Supervisor/Guide/HoD
- Self Declaration certificate (Proforma is uploaded on SHODH website)
- University Identity Card
- Other documents as and when demanded by Nodal Officer of the University

Note:

After the last date of online application, students will be called for verification of documents. The date of verification of documents will be announced on SHODH/BKNMU website. The students should keep with him/her all above self attested documents along with copy of application form which is submitted online by the student while coming to the University for document verification.

8. **Procedure for Approval**

The University Nodal Officer will verify students' applications online with their original documents and whether they fulfill the prerequisite eligibility criteria or not. The Government of Gujarat, Education Department has formed a scrutiny committee. After online verification by Nodal Officer of the University, this committee will scrutinize your application and declare the list of eligible students on SHODH website. Knowledge Consortium of Gujarat (KCG) is the Nodal Agency for this scheme.

9. **Utilization of the Grants:**

Rs.15000/- will be given on online submission of necessary documents on SHODH website every month. The student can spend Rs.20000/- for purchasing books, small equipments, transportation etc. The student has to submit bills of these miscellaneous expenses online on SHODH website. Out of this expenditure, maximum Rs.20000/- may be disbursed to the students. All the bills towards miscellaneous expenditure should be signed by the Research Supervisor/Guide.

10. **Procedure for release of grants.**

   After student's selection, the first installment will be released directly on your account number. Your account number should be linked with your Aadhar card. The further grants will be released on submission of the following documents:
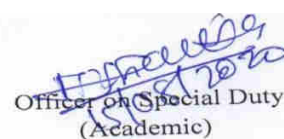
   - Certificate of Attendance. (Format is given as annexure-1). This certificate should be submitted online on SHODH website every month. It should be signed by the Research Supervisor/guide and it should be signed and stamped by HoD/Principal of concern department/College. Student's monthly 75 % attendance on Mobile Attendance System (MAS)/biometric is compulsory.

   - Continuous Evaluation Report (CER). (Format is given as annexure-2). This report should be submitted online on SHODH website every month. It should be signed by the Research Supervisor/guide and it should be signed and stamped by HoD/Principal of concern department/College.

   - Progress Report of the Research Scholar. This report should be submitted by the student online on SHODH website after every six month. The Bhakta Kavi Narsinh Mehta University arranges RAC of all subjects twice in a year i.e. in the month of June and in the month of December.

   - It will be the responsibility of the students that they should upload the documents on SHODH website every month, failing which students will not get stipend of that month. The stipend will be disbursed by Government/KCG from the date of submission of the documents which is verified by the Nodal Officer of the University and KCG.

11. **General**

   - The selected students should follow rules and regulation of Bhakta Kavi Narsinh Mehta University, Junagadh. If any student fails to do so or have submitted the wrong information, and if it is proved, it will be treated as serious offense and such students will be debarred from getting financial assistance by KCG and their registration may be cancelled by the University. Such student has to refund full amount with 18 % penalty interest to KCG.

   - If any student leaves his/her Ph.D. incomplete or any student remained absent for six months, he/she has to return the stipend with 12% penalty interest to the KCG.

- Students can take leave with prior permission of the Research Supervisor/Guide. He has to give satisfactory written reason to the guide for the same.
- Selected students for SHODH scheme may be assigned Teaching Work.
- If any student wants to do his/her research work at University, he/she should apply in the below given format to Co-ordinator IQAC, Bhakta Kavi Narsinh Mehta University, Junagadh on iqacbknmu@gmail.com with contact and research details. The student has to specify the reason why he/she wants to do research work at University. The application should be accompanied with permission letter of his/her guide. IQAC evaluates application and if it is found fit, the applicant will be permitted to do research work at University head quarter. Research platform will be provided by the University for such scholars, but their Continuous Evaluation should be done by the respective guide. The University will affix its seal in both the certificates along with guide's signature.

Note: The source of this guideline is a circular of Government of Gujarat, Education Department, resolution Number. BJT/2019/N.B.647/KH-1 dated 5th August, 2019. This circular of 5th August, 2019 and whatever instructions uploaded on SHODH website should be treated as final.

Officer on Special Duty
(Academic)

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APPLICATION FORMAT

To

The IQAC Coordinator

Bhakta Kavi Narsinh Mehta University

Govt. Polytechnic, BKNMU Road,

Junagadh

Affix your passport size photograph

Date:

Sub: Application for pursuing Ph.D.level research work at your University Head Quarter under SHODH

Dear Sir,

I want to extend my research work at BKNM University Head Quarter. I am bound to follow rules and regulations of the BKNM University. Kindly do needful to consider my application and oblige.

1	Full Name	
2	Residential Address	
3	Mobile No.	
4	Email ID	
5	Gender	
6	Date of Birth	
7	Name of the Project	SHODH
8	Name of your Guide	
9	Name of your guide's institute	
10	Title of Thesis	

11	Subject	
12	Faculty	
13	Reason for doing research at BKNMU	
14	Have you uploaded the reports on SHOHD website from January to June, 2020	◯ Yes ◯ No (Enclose copy of each document you have uploaded on SHODH website(Annexure-1,2 & RAC report)
15	Have you enclosed your guide's permission letter?	◯ Yes ◯ No (permission letter should have signature of guide and principal)
16	Any other information	

Thank you.

Yours faithfully,

(Your Name)

Enclosures:

SHODH- ScHeme of Developing High Quality Research

Attendance Certificate to be issued by the Guide and Head ofDepartment

1.	Name of the Student	
2.	Subject	
3.	Name of the Department where the student is Pursuing Ph.D.	
4.	Name of University where the student is Pursuing Ph.D.	
5.	PhD approval (by RDC) date	
6.	Month/Year of attendance	
7.	No. of days attended by student	
8.	Leave taken by student if any	
9.	Percentage of student's attendance of the month	
10.	Reason of Student's leave	
11.	Whether continuation of stipend under SHODH is recommended or not?	

Name of Guide: _____
Designation: _____
Institute Name: _____
Signature : _____

Name of Head of Department: _____
Institute Name: _____
Signature: _____ Date:_____

Round Seal of Institute

SHODH- ScHeme of Developing High Quality Research

Continuous Evaluation Report to be issued by the Guide and Head of Department

1.	Name of Student	
2.	Subject	
3.	Name of the Department	
4.	Name of University	
5.	PhD approval (by RDC) date	
6.	Month/Year of attendance	
7.	Continuous Evaluation Report of Student During the Month	
8.	Progress of Student	Excellent ☐ Very Good ☐ Good ☐ Average ☐ Poor ☐
9.	Whether continuation of stipend under SHODH is recommended or not?	

Name of Guide: _____

Designation: _____

Institute Name: _____

Mobile No.: _____

Email ID: _____

Signature: _____

Name of Head of Department: _____

Institute Name: _____

Mobile No.: _____

Email ID: _____

Signature: _____ Date:_____

Round Seal of Institute

Note: RAC Report of the student should be sent.