



Government of Maharashtra  
Other Backward and Bahunjan Welfare Department,  
Mantralay, Mumbai



**Guidelines for**  
**Mahatma Jyotiba Phule**  
**Research Fellowship 2023**

**Office of Managing Director, Mahatma Phule Research and Training  
Institute,(MAHAJYOTI), Nagpur**

**Address: 2<sup>nd</sup> Floor, Dr.Babasaheb Ambedkar Samajik Nyay Bhavan, Vasant Nagar, Dikshabhoomi Road, Nagpur  
440020**

**Phone No.0712- 2959381 CIN No. U85300PN2019NPL187405 Email: [fellowshipmahajyoti@gmail.com](mailto:fellowshipmahajyoti@gmail.com)**



## **Guidelines for Mahatma Jyotiba Phule Research Fellowship 2023**

### **A. About Scheme:**

The Mahatma Jyotiba Phule Research Fellowship (MJPRF) scheme is being implemented from the year 2020-21 to provide financial assistance to the candidates belonging to other backward classes, Vimukt Jati- nomadic tribes and special backward classes of Non-creamy layer groups in Maharashtra for a maximum period of 5 years.

### **B. Objective**

1. The main objective of this fellowship is to provide financial assistance to the students belonging to Other Backward Class (OBC), Vimukt Jati- Nomadic Tribes (VJ-NT) and Special Backward Class (SBC) to pursue higher studies leading to **Ph.D.** degrees only (full-time) in Indian Universities / Institutions / Colleges as indicated below:

- Universities / Institutions / Colleges included under section 2 (f) and 12 (B) of UGC Act.
- Deemed to be Universities included under Section 3 of the UGC Act, 1956 and eligible to receive grants-in-aid from UGC.
- Universities/Institutions/Colleges funded by Central/State Government
- Institutes of National Importance.

### **C. Target Group:**

Non-Creamy layer category candidates of Maharashtra, belonging to Other Backward Class (OBC), Vimukt Jati- Nomadic Tribes (VJ-NT) and Special Backward Class (SBC) who have passed the post-graduation examination in concerned subject and who are pursuing full time Ph.D. without JRF of UGC-NET or UGC-CSIR NET.

### **D. Number of Seats and Reservation:**

Number of seats will be decided on the basis the directions from Government of Maharashtra.

Reservation as follows:

Sr.No.	Name of Category	Percentage of Reservation
1.	Other Backward Class (OBC)	59%
2.	Vimukt Jati - A (VJ-A)	10%
3.	Nomadic Tribes B (NT-B)	8%
4.	Nomadic Tribes C (NT-C)	11%
5.	Nomadic Tribes D (NT-D)	6%
6.	Special Backward Class (SBC)	6%
	Total	100%

1. 30% of Total seats are reserve for Woman candidates.
2. 5% of Total Seats are reserve for physically challenged candidates.
3. 1% of Total Seats are reserve for Orphan candidates.

(Note: Fellowship will be awarded only to qualifying candidates subject to the numbers of candidates fixed by the Government of Maharashtra or Board of Directors of MAHAJYOTI, In no case the fellowship will be awarded to the all candidates.)

#### **E. Eligibility-**

A Candidate has to fulfil the following conditions to be eligible for award of this fellowship: -

1. The Candidate must be Domicile of Maharashtra.
2. The Candidate must be from Other Backward Class (OBC) or Vimukt Jati- Nomadic Tribes (VJ-NT) or Special Backward Class (SBC) category.
3. The Candidate must be from Non-Creamy Layer category.
4. The Candidate must be confirm registered for Ph.D. between the **date of 1<sup>st</sup> January 2022 to 31<sup>st</sup> December 2022** and title/subject approved by the Research Recognition Committee (RRC) of respective university.
5. Applicants working as permanent employees in Private / Public / Semi Govt. / Govt. sectors can also apply subject to the condition, that in case such an applicant

- is selected he/she will be considered eligible for the fellowship only after furnishing Resignation letter & Relieving letter from the concerned organization.
6. Also, applicants working on temporary / contractual basis in Private / Public / Semi Govt. / Govt. sectors can also apply subject to the condition, that in case such an applicant is selected he / she will be considered eligible for the fellowship only after furnishing Resignation letter and Relieving letter from the concerned organization.
  7. There is no provision of taking study leave (with or without pay) to avail this fellowship.
  8. Age of applicant should not exceed more than, 45 years as on the date 31 Dec, 2022.
  9. Admission to Ph.D. Course in Distance education mode is not covered under this Fellowship.
  10. Candidate who provisionally admitted for Ph.D. is not eligible for fellowship.
  11. In case there is a tie-up between candidates/numbers of candidates exceed the number of available slots, MAHAJYOTI will select the candidate based on the percentage of marks obtained by them in their qualifying Post Graduation examination.

**F. Tenure of Financial Assistance :**

Mahatma Jyotiba Phule Junior Research Fellowship (herein after referred to as MJJRFF-2023) for 1st & 2nd year and Mahatma Jyotiba Phule Senior Research Fellowship (herein after referred to as MJPSRF-2023) for 3rd, 4th & 5th year of Ph.D.

1. The total tenure of financial assistance for Ph.D. is maximum 5 years and no further extension is allowed.
2. The effective date of entitlement for financial assistance under this fellowship shall be from the date of issue of award of Fellowship for Ph.D by MAHAJYOTI or the date of joining the University / Institution / College for Ph.D. research work, (actual date mentioned in the joining report of the University / Institution / College), whichever is later.
3. Further that, the financial assistance under the fellowship will be limited for the candidate's remaining period of Ph.D. (out of total tenure of 5 years) and the same will be calculated from date of joining the University / Institute / College up to the date of completion of the candidate's remaining tenure of Ph.D. (out of total 5 years) or up to the date of submission of thesis, whichever is earlier.

4. Any request or representation for any retrospective financial assistance and / or for any financial assistance beyond the candidate's tenure of Ph.D. the date of submission or Dissertation, whichever is earlier, will not be entertained.
5. No financial assistance will be provided from date of registration and all other allowances will be calculated from the date of award (i.e. The date from which Board of Directors has approved the benefits of fellowship)
6. Clarification/s given by Managing Director, MAHAJYOTI on account of any dispute on the interpretation of anyone of above clause, will be final.
7. In case any candidate, working as permanent / temporary / contractual basis in Private / Public / Semi Govt / Govt. or joins the university after the date of registration, due to reasons like holding a job / any other difficulties etc. (If the period between registration and date of joining the concerned Institute / College / Dept / University is more than six months, one has to furnish a letter stating the reasons for the gap taken from a competent authority of the University).
8. **Upgradation from MJPJRF to MJPSRF** - In case the work for the first two year is not found satisfactory; an additional year will be given to the candidate for improvement. However, during this period, the candidate will be designated as Mahatma Jyotiba Phule Junior Research Fellowship (MJPJRF). In such cases, work will be evaluated again before third year of the tenure, and if improvement is found, the candidate will be entitled for financial assistance for two more-years at enhanced rates (MJPSRF). In case the candidate is not considered suitable for upgradation, the financial assistance under the fellowship for the remaining tenure will be at MJPJRF only. Research progress of the candidate will be evaluated, by the concerned University / Department / Institute and for that, test and or interview shall be conducted by a three-member committee constituted by the concerned University / Department / Institute. The recommendations of the Committee shall be considered to decide upon the enhancement of fellowship emoluments, from Mahatma Jyotiba Phule Junior Research Fellowship (MJPJRF) to Mahatma Jyotiba Phule Senior Research Fellowship (MJPSRF). However, if the same is not found satisfactory, the candidate will be entitled to draw financial assistance under the fellowship on MJPJRF rates only till the remaining period of tenure.
9. Managing Director, MAHAJYOTI reserves the right to modify / change the above norms, any time, during the tenure of fellowship.

### G. Financial Assistance

<b>Fellowship in Humanities, Social Sciences, Sciences Engineering &amp; Technology</b>	<b>Ph.D.</b>	@ Rs. 31000/-p.m. for 1 <sup>st</sup> & 2 <sup>nd</sup> year	<b>(MJPJRF)</b>
		@ Rs. 35000/- p. m. for 3 <sup>rd</sup> , 4 <sup>th</sup> & 5 <sup>th</sup> year subject to providing upgradation certificate.	<b>(MJPSRF)</b>
<b>Contingency A,</b>	@ Rs. 10000/- p.a. for initial 1 <sup>st</sup> & 2 <sup>nd</sup> year	Humanities & Social Sciences	
	@ Rs. 20500/- p.a. for 3 <sup>rd</sup> , 4 <sup>th</sup> , & 5 <sup>th</sup> year		
<b>Contingency B</b>	@ Rs. 12000/- p.a. for initial 1 <sup>st</sup> & 2 <sup>nd</sup> year	Sciences, Engg. & Technology	
	@ Rs. 25000/- p.a. for 3 <sup>rd</sup> , 4 <sup>th</sup> , & 5 <sup>th</sup> year		
<b>Escorts / Reader assistance</b>	@ Rs. 2000/- p.m. in case of physically handicapped & blind (दिव्यांगजन) candidates	For all disciplines	
<b>HRA</b>	As per Govt. norms	For all disciplines	

### H. House Rent Allowance

- I. The candidate may get suitable single-seated hostel accommodation in the concerned University / Research Institute. In such cases, the candidate will be eligible to get only hostel fees excluding mess, electricity, water charges, etc. A certificate to this effect will have to be furnished to MAHAJYOTI, through the Registrar / Director / Principal of the concerned University / College / Institute.
- II. If the candidate makes his / her own arrangements of accommodation, he / she may be entitled to get HRA as per categorization of cities by the Govt. of Maharashtra. A valid rent agreement and monthly rent paid receipt should be attached with HRA certificate.

**Note:** In all the above cases, the candidate will have to submit the relevant certificates to MAHAJYOTI through the Registrar / Director / Principal of the concerned University / College / Institute, for settling the claim.

## **I. Contingency grant**

The following list has been prepared as a general guideline. This list may change from time to time based on the changed circumstances and need.

Expenditure related to the following will be reimbursed from the contingency grant:

1. Photocopying
2. Printing
3. Purchase of books including e-books related to course work
4. Purchase of Stationery items related to coursework
5. Purchase of computer peripherals (revenue items only like keyboard, mouse(only once during full term))
6. Purchase of portable storage media like pen drive
7. Purchase of Software related to coursework
8. Payment of membership fees to professional organisations related to area of research
9. Conferences within India: Registration fees (Presentation of paper only)
10. Seminars/ Workshop / Schools attendance: Registration fees
11. Thesis printing, thesis binding, thesis photocopying
12. Laboratory Consumable Items
13. Purchase of journals
14. Publication fee for publications in journals

### **Guidelines for claiming contingency grant:**

1. The approving authority is the Supervisor. For items not in the list, contingency will not be paid.
2. When approving the contingency claim bill, the Approving Authority shall verify that the items have been purchased by the student / research fellow.
3. All bills should be in the name of the student and have been issued in the appropriate financial year.
4. Books purchased should have the name of the student written on the first page of the book. Identification number / Licence number should be written in the contingency claim form for electronic items and software.
5. Contingency grant payments will be made one time a year with year ending report submission.
6. The unspent amount of the contingency grant will not be carried forward to the next year.
7. Bill dates and invoices should be in the respective period and year of submission of contingency grant claim.



## **J. Medical**

No separate / fixed medical assistance is provided under the scheme.

## **K. Leave**

- I. Candidates are eligible only for maternity / paternity leave at full rates of the financial assistance under the fellowship, as per Govt. of Maharashtra rules during the tenure of the award.
- II. Academic Leave: The candidate may be allowed academic leave (without fellowship and other emoluments) for a period not exceeding one year during the tenure of award for academic / teaching assignment / foreign visit in connection with research work. A day of absence other than a holiday will not be payable. The expenditure on travel, etc will not be paid by MAHAJYOTI. Such claims will not be entertained by MAHAJYOTI.
- III. If the candidate wishes to apply for any other fellowship / paid assignment / examination conducted by a public authority during the tenure of the financial assistant under the above fellowship, he / she is not required to obtain NOC from MAHAJYOTI. In case of selection, the candidate will have to tender resignation from the Mahatma Jyotiba Phule Research Fellowship - 2023 and after getting the relieving order from MAHAJYOTI, the candidate will be at liberty to join the fellowship / assignment after recovery of full amount paid by MAHAJYOTI to candidate.
- IV. All kind of leave shall be approved by the competent Authority University/  
Institute / College.

## L. Terms & Conditions

1. The selected fellow will have to undertake full-time research work under the approved guide in a subject selected by him / her and approved by the university / selection committee.
2. The research topic for which the Fellowship will be granted cannot be changed during the tenure of availing MJPRF fellowship, which includes MJPRF & MJPSRF.
3. Any change in Fellow's funding status should be brought to MAHAJYOTI's notice immediately. The fellow is not allowed to accept or hold any position in the list of employees, in any institute with or without payment. The candidate will not accept or hold any paid appointment; full time, part time or on Clock Hour Basis (CHB), or receive emoluments, salary, stipend, fellowship, consultancy fee, honorarium or any other mode, in cash or kind, from any other source during the tenure of the award. In case of breaching, MAHAJYOTI will discontinue his /her funding without any notice and the fellowship, HRA, Contingency and any other benefit already paid will be liable to be recovered from the fellow.
4. If the candidate wishes to surrender the fellowship during the tenure, it should be done with the prior approval of MAHAJYOTI. In the case of such surrender, the fellow has to pay back the Fellowship, HRA, Contingency amount, etc and any other benefit given to him / her under MJPRF, till the date of surrender.
5. In case the fellow leaves, his / her Ph.D. work, in between, for personal or any other reason, whatever it may be, this should be brought to MAHAJYOTI's notice before he / she leaves his / her Ph.D. work. In such a case, the fellowship amount, HRA, Contingency, etc any other benefit already paid by MAHAJYOTI may be recovered from the fellow.
6. The Candidate may assist the departments academic activities, including tutorials, evaluation of test papers, laboratory demonstration work, seminar symposia, etc., provided

the candidate has the consent of the guide / Head of Department and such engagement is not likely to hamper his/her research work.

7. The candidate will have to come for discussion on any matter related to his/her research, whenever MAHAJYOTI contacts him / her.
8. In case the fellow desires to give up the fellowship on any date after the date of award of fellowship by MAHAJYOTI, the fellow has to do so within a period of two months from the date of Award letter issued by MAHAJYOTI.
9. MAHAJYOTI may add additional terms and conditions, as and when required in future, and the same will be binding on the Fellow.
10. In case of dispute, the decision of Managing Director, MAHAJYOTI will be final and will be binding on the candidate.
11. Candidate may appeal to Board of Directors against decision taken by Managing Director, MAHAJYOTI within one month.
12. Records of non-selected candidates will not be preserved beyond 3 months from the date of declaration of result.

**M. Disbursement /Release of Fellowship, Contingency, HRA, etc.**

**The Selected Candidate is required to submit the following documents to MAHAJYOTI at the stipulated period / interval:**

1. Joining report in the prescribed proforma. ( **Annexure - I** )
2. Half yearly submission of progress report in the prescribed proforma along with an abstract of the research work done in about 500 words. ( **Annexure - II** )
3. Details of the expenditure incurred out of the Contingency grant to be submitted annually in the prescribed proforma. ( **Annexure - III** )
4. The claim towards HRA is subject to the annual submission of HRA certificate in the prescribed proforma. ( **Annexure - IV** ) + Hostel Fees receipt or Valid Rent Agreement with receipt of rent payment.

5. Details of Monthly Attendance to be submitted to MAHAJYOTI, for the period of the progress report submitted. ( **Annexure - V** )
6. After completion of two years of award of fellowship MJPRF, an 'Upgradation Certificate' and evaluation report of three-member Committee will have to be submitted in the prescribed proforma. ( **Annexure - VI** )
7. The fellow will have to submit Progress report, every six months, along with The Claim for fellowship amount of last six months. The progress report of the fellow will be evaluated by a committee of MAHAJYOTI and will be submitted to Managing Director, MAHAJYOTI. Depending on the six-monthly progress report, release of fellowship amount of last six months will be considered by MAHAJYOTI. In case of non-satisfactory progress of the candidate, MAHAJYOTI will take due cognizance of non-release of fellowship amount.
8. Information in all the Formats prescribed by MAHAJYOTI, will have to be provided by the candidate time to time on MAHAJYOTI website.

#### **N. Monitoring**

1. The Fellowship (MJPRF) is granted to the fellow for the research topic submitted to MAHAJYOTI, through the research proposal. In case the research topic / theme changes marginally, it must be brought to MAHAJYOTI's notice before such changes. In such a case, the decision regarding continuance/non-continuance of the fellowship will be taken by MAHAJYOTI and decision of Managing Director, MAHAJYOTI on the matter will be final.
2. The fellowship matters will be processed only after the candidate submits the registration letter and joining report of the candidate, as narrated above.
3. The candidate should join the fellowship within 3 months from the date of issue of Award letter by MAHAJYOTI, failing which, the award will be treated as cancelled. Extension to

some extent may be considered by MAHAJYOTI, only in exceptional cases, on the basis of merit of the case.

#### **O. Release of Last Instalment**

**The last instalment will be released only after the candidate submits his / her copy of Research thesis / dissertation and Notification of Ph.D. Award to MAHAJYOTI.**

In case of Ph.D., the candidate will be given additional 2 years' time (without any fellowship benefits) after the fellowship tenure of 5 years for submission of the research thesis, failing which the last six months' fellowship stands to be cancelled.

#### **P. Aadhar Seeding**

1. The Ministry of Human Resource Development, Government of India vide its letter D.O. No. 18-7/2013-U1A dated 10<sup>th</sup> June, 2016 has instructed the University Grants Commission that from the financial year 2016-17 onwards the Aadhaar has been made mandatory for disbursement of all Government subsidies / Scholarships / Fellowships which are to be disbursed directly into the beneficiary's account. Accordingly, Aadhaar will be used as an Identifier for release of grant under the scheme.
2. It will be the candidates' duty to make their bank account Aadhaar seeded and NPCI registered.

#### **Q. Selection Procedure**

1. MAHAJYOTI will shortlist application on the basis of eligibility criteria.
2. Applications will be scrutinized by a screening Committee constituted by The Managing Director, MAHAJYOTI.
3. The shortlisted applicants will have to appear for Original Document Verification process, etc. and before a selection committee constituted by the Managing Director, SARTHI at Nagpur head office only.
4. MAHAJYOTI will take online test for final selection of candidates.

5. The final selection of the candidate will be on the basis of marks obtained in exam purely on merit basis.
6. In case of same marks obtained by the candidate, preference will be given to the candidate whose age will be more.
7. Managing Director, MAHAJYOTI reserves the right to withdraw / cancel the award without assigning any reason and / or cancel the process of selection at any stage.
8. Candidate can appeal to Board of Directors of MAHAJYOTI regarding decision taken by Managing Director of MAHAJYOTI within 1 month.
9. **Results shall be published on MAHAJYOTI's website only.**
10. No candidate will be informed in person. MAHAJYOTI will not be responsible, if the candidates don't keep watching the Notification of MAHAJYOTI, and misses the opportunity. No justifications, whatever so put forward, will be entertained by MAHAJYOTI.

**Note:**

Applicants are advised not to bring any sort of outside or political influence or pressure or deal with any persons involved in unlawful activities for getting any fellowship. Candidature of such cases if any, will be straight away rejected / cancelled. If felt, necessary lawful action may be initiated against such candidates.

**R. Cancellation of Award**

**Fellowship awarded is liable to be cancelled, in case of:**

1. Misconduct
2. Presenting fake documents/ Information
3. Candidate is later found ineligible.
4. Candidate is already availing scholarship/fellowship from any other source.
5. Candidate if found employed during the M. Phil/Ph. D research.
6. Unsatisfactory progress of research work.

7. Not doing full time Ph.D.
8. Leaving Ph. D. work in between for personal/official reasons.

#### **S. List of Documents to be Submitted with the Printed Application Form**

The following documents with a **Self-attested Photocopy** of the candidate's eligibility and identity are to be invariably submitted at MAHAJYOTI OFFICE. Non submission of requisite documents by the candidate will debar his / her candidature from further process of fellowship.

1. Valid system-generated printout of the online application form.
2. Research Proposal / Synopsis Submitted and approved by RRC to the University by the candidate at the time of registration.
3. Caste Certificate issued by the Competent Authority.
4. Caste Validity Certificate issued by the Competent Authority.
5. Valid Non-Creamy Layer Certificate issued by Competent Authority
6. Ph.D. Confirmed Registration Letter allotted by Concerned University
7. Ph.D. Admission fees or Registration fees First Receipt.
8. Letter of approval given by Research Recognition Committee (RRC).
9. Age, Nationality and Domicile Certificate issued by the Competent Authority.
10. Graduation Marksheet.
11. Graduation Certificate.
12. Post-Graduation Marksheet.
13. Post-Graduation Certificate.
14. NET Qualifying Certificate (if uploaded in online application)
15. SET Qualifying Certificate (if uploaded in online application)
16. Bonafide Certificate / School Leaving Certificate Photo copy.
17. Aadhar card
18. Voter ID / Passport / Permanent Driving License / PAN Card.

19. Disability Certificate issued by the Competent Authority.

20. Gazette (In case of change in name).

The Institute will not be responsible in case of late postal / courier delivery. It's the candidate's responsibility to see that the printed hard copy of online application form, with necessary documents reaches above address of MAHAJYOTI Office on or before the mentioned date.

### **Important Dates**

- Start Date of Online Application on MAHAJYOTI Website Date : 25/06/2023
- Last Date of Online Application on MAHAJYOTI Website Date : 25/07/2023
- Last Date of Submission of Hard Copy Application along with compulsory documents at MAHAJYOTI OFFICE : 31/07/2023

### **Procedure to Fill Online Application on MAHAJYOTI Website:**

1. Go to [www.mahajyoti.org.in](http://www.mahajyoti.org.in) > NOTICE BOARD > Application for Mahatma Jyotiba Phule Research Fellowship 2023
2. Enter your Mobile number, you will get OTP on same mobile number.
3. After entering Valid OTP, you will get on Form page.
4. Fill each and every field very carefully and correct.
5. Save each and every information through the click on button SAVE/NEXT
6. After filling each and every tab check once again the information filled is correct or not
7. Then Click on Button SUBMIT, after clicking on SUBMIT you cannot change your details.
8. After submitting form you will get confirmation message on your mail.
9. Click on Print Form, then attach all require documents (mentioned in S) to form and send it by speed post/currier on below mentioned address till 31/07/2023, after this date hardcopy of application will not be accepted.



Address:

**Managing Director,  
Mahatama Jyotiba Phule Research and Training Institute (MAHAJYOTI),  
3<sup>rd</sup> Floor, A wing, Dr.Babasaheb Ambedkar Samajik Nyay Bhavan,  
infront of Government ITI, Deekshabhumi Road,  
Vasant Nagar, Shraddha Nand Peth, Nagpur – 440020.  
Phone No. 0712- 2959381**

10. For any query contact on 07122870120 or 07122870121 (Timing 10.00AM to 6.00PM, Saturday and Sunday Off)
11. Do not apply multiple times, otherwise your application get rejected, whenever you want to check/edit or upload any of your document use your same mobile number.
12. All or partly terms and conditions should be reviewed and changed by Government of Maharashtra or Board of Directors of MAHAJYOTI.

**(Rajesh Khawale)  
Managing Director,  
Mahtama Jyotiba Phule Research and  
Training Institute (MAHAJYOTI)**