

## Annexure-III

### Rules & Regulations For Grant of Scholarship and Contingency

1. The Rules and Regulations framed for Ph.D. Program by the KAHER shall have to be followed by Research Scholar.
2. The Research Scholars have to sign the Attendance Register every day in the morning. The Attendance Register shall be kept in the custody of the Principal / Head of the Institution and monthly statement of attendance shall be sent to the University. The statement should reach the office before 3<sup>rd</sup> of every month.
3. The Course-cum-Orientation Program is mandatory for all Research Scholars. 80% of attendance is compulsory.
4. The candidate has to clear Pre-Ph. D. examination in first attempt only if not then the Scholarship will be discontinued.
5. The Full-Time Research Scholar is entitled for 15 days Casual Leave and 10 days Academic Leave every year. The sanctioning authority for grant of leave shall be the Principal / Head of the Institution.
6. Any other leave for Research collaboration or training shall be approved only by Hon. Vice-Chancellor.
7. The year for research program shall be from 1<sup>st</sup> August to 31<sup>st</sup> July in the subsequent year. **The annual fee has to be paid before 31<sup>st</sup> July every year.** The late fee of Rs.1,000/- every month shall be charged for three months. Thereafter, disciplinary action shall be initiated by the KAHER leading to cancellation of registration.
8. In case of leaving the institution / discontinuing the Ph. D. programme, he / she has to refund the entire scholarship & contingency amount to the KAHER.

#### List of Areas where the Contingency amount can be utilized only for:

1. Procuring consumables.
2. Undergoing training at reputed institutions for Ph.D. related work.
3. Instrumental / analytical charges.
4. Oral Presentation / Poster in National Conference of Registered Society.
5. Paying the processing fee / page charges for publication of the manuscript.

#### List of areas where the Contingency amount cannot be utilized for:

1. Paying Photocopying expenses.
2. Buying stationery.
3. Printing / binding expenses for preparation of the thesis book.
4. Telephone / Internet expenses.

The candidates shall note that the above mentioned list is not exhaustive / conclusive, rather provides guiding norms. In case of any doubt, the candidate shall approach the Director, Academic Affairs, KLE University for any clarification.

**The KAHER reserves the right of inclusion / deletion of any Rule from the list.**