



Policy for Post-Doctoral Fellowship

St. Peter's Institute of Higher Education and Research institutes Policy for Post-Doctoral Fellowship (PDF) position.

Duration of the fellowship is two year extension for one more year may be given based on the recommendation of the review committee. The application must possess a Ph. D. degree from a recognized University. The selected candidates will receive the fellowship from St. Peter's Institute of Higher Education and Research. The final decision regarding admitting a candidate will be taken by the competent authority of the University based on recommendation of the selection committee.

1. Eligibility and Duration

- 1.1 The PDF is awarded to researchers with a proven academic record, including peer- reviewed publications and recognitions.
- 1.2 It is a full-time and temporary position.
- 1.3 The fellowship is valid for 2 year. Extension for one more year may be given based on the recommendation of the review committee
- 1.4 PDF applicants currently in regular employment will not be considered. However, scientists or researchers with temporary positions in academia or research institutions would be considered, but they would be required to relinquish their current roles if selected for the fellowship on producing NOC from the sponsoring institution.
- 1.5 The PDF applicant must have obtained a Ph.D. degree from a recognized University in all preceding levels and a good academic record throughout.
- 1.6 The eligible participating institution must ensure that the PDF applicant should have completed Ph.D. within the past 5 years on the last date of submission of application to the institution.
- 1.7 PDF applicants should not have completed their Ph.D. from SPIHER where the PDF fellowship is to be awarded.
- 1.8 The upper age limit for the fellowship is 40 years on the date of submission of application to the eligible participating institution (host institution).
- 1.9 A suitable Mentor/Guide, under whom the proposed research would be carried out, must be identified by the institution.
- 1.10 Mentor/Guide of PDF fellow must hold a regular academic/research position in SPIHER. He/she should hold a Ph.D. degree in Science or Engineering with a proven academic record (Highly Cited Researcher, Patents Grant, Funded Projects, Awards and Rewards). The candidate should have secured at least one major funded research project and should be associated with an international MoU.
- 1.11 The research proposal of the PDF applicant, to be submitted to the institution, should define clear objectives, outcomes and deliverables against the award.
- 1.12 Preference would be given to the PDF applicants who have active industry linkages and their research proposal is directed towards industry specific problems.

2. Responsibilities of the PDF Awardee

- 2.1 In addition to own research work, the awardees need to participate in activities under St. Peter's Institute of Higher Education and Research as assigned by the Institution.

- Participation in collaborative research under the scheme.
 - Participation in workshops and events.
 - Other assignments by the Institution, including teaching.
- 2.2 Provide research proposals including specific timelines, deliverables, etc. and monthly progress reports.
- 2.3 Report significant achievements during the tenure.
- 2.4 Promptly follow the directions of Institution.
- 2.5 Acknowledge the scheme at all significant forums including publications, patent, consultancy services, funded project etc.
- 2.6 Inform the Institution at least one month in advance for any long-term leave (e.g., study leave, sabbatical, etc.).
- 2.7 Must not receive any other fellowship during the award period.

3. Financial Support

- Fellowship: Rs.50,000/month.
- Contingency Grant: Rs.1,00,000/year (disbursed on a pro-rata basis, e.g. Rs.25,000/quarter).
- Contingency Grant usage is restricted to:
Minor equipment
Consumables
Research-related items
- No provision for hiring research staff.

4. Academic Performance

Each fellow is expected to achieve the following:

- A minimum of two research publications in peer reviewed journals indexed in both databases viz., Scopus and Web of Science per academic year.
- At least one published patent per academic year.
- At least two conference papers numbered with ISBN/ISSN per academic year.
- Revenue generation through commercialization of granted patents.

5. Review and Monitoring

Performance will be periodically reviewed by the R&D Cell via:

- Monthly progress report.
- Publications, Patents, Consultancy Services, Startups and funded project.
- Expert visits.
- Workshops and interactions.
- Any other methods as deemed appropriate by the R&D Cell.

6. Discontinuation and Termination

- 6.1 If any fellow wishes to discontinue the fellowship, One month's notice is to be given by the institution before the date of discontinuation.
- 6.2 The institution should not incur any expenditure under the award from the date of termination of the award/project or the date of resignation of the fellow. The institution will be responsible for the submission of work report and other requisite documents.
- 6.3 In case the post-doctoral fellow undertakes any full/part-time assignment, his/her PDF award under the scheme would be discontinued.
- 6.4 The Institution reserves the right to hold/ stop/ discontinue the fellowship at any stage, if
- Appropriate progress is not being made.
 - The grant is not being utilized properly.

- Reports/responses/details etc. are not submitted timely and in the prescribed format or directions of R&D Cell are not followed.
- Violation/ Non-compliance of guidelines.
- Any other reason, which is deemed appropriate by R&D Cell.

6.5 In cases of dropouts or termination of PDF awards:

- The institution must cease further expenditure.
- Close the accounts with all required formalities including submission of Utilization. Certificates (UCs), Statement of Accounts (SoA), completion report and other required documents.
- Return unspent balances, if any.

Note: There is no provision to replace or transfer an awardee.