SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE

Official Publication of Sant Gadge Baba Amravati University

PART- ONE

Thursday, the 25th September, 2025

Regulation No. 31/ 2025

Norms for Award of Vice-Chancellor Fellowship for Academic Excellence, Regulation 2025.

Whereas, it is expedient to frame regulation in respect of prescribing the norms for award of Vice-Chancellor fellowship for academic excellence, as per the clause (5)(30) of Maharashtra Public University Act, 2016

AND

Whereas, the main objective of the fellowship is to recognize and honor innovative work of the Students/Research Scholar who have demonstrated exceptional contribution in their chosen domains. The contribution may be in the form of an Innovative Project, Project based Paper Presentation in Symposium/Conference with well-defined outcome, Patent or any extraordinary innovation-cum-discovery having relevance with social cause.

AND

Whereas, it is expedient to issue regulation as per 75(a) of Maharashtra Public University Act, 2016.

AND

Whereas the award is to be instituted in this respect, the Management Council as per clause 31(f) of Maharashtra Public University Act, 2016, is hereby pleased to make the following regulation.

1. This Regulation may be called "Norms for Award of Vice-Chancellor Fellowship for Academic Excellence, Regulation 2023."

2. This Regulation shall come into force from the date of its approval by the Management Council.

AND

Whereas, the Board of Deans in its Meeting held on 15/2/2025 approved the draft Regulation No. 2/2023 and recommended it to the Management Council.

3. DEFINITIOINS :

i. "University " means any of the public university mentioned in the Schedule and includes a cluster university within the meaning of sub – section (6) of section 3.

ii. "University Department" means a department established and maintained by the University as prescribed by the statutes.

iii. "College" means a college affiliated to the university, situated in the university area or jurisdiction.

iv. "Institution" means an academic institution of higher learning, not being a college, associated with and admitted to the privileges of the university.

v. "Applicant" means a student of Under-Graduate (UG), Post-Graduate (PG) or Ph.D. registered students of department of Sant Gadge Baba Amravati University or its affiliated, conducted, autonomous colleges or recognized institutions of the university.

Basic Eligibility:

The fellowship shall be open for all the Under-Graduate (UG), Post-Graduate (PG) or Ph.D. registered students of department of Sant Gadge Baba Amravati University or its affiliated, conducted, autonomous colleges or recognized institutions of the university.

A) Guidelines for Innovative Project.

Applications under the category of Project shall be invited along with personal and institutional details for all the faculties of Sant Gadge Baba Amravati University, Amravati. Nominations shall only be sent alongwith recommendation by the college/institution where college/institution is fully aware of the work/project of student. Copy of a **No Objection Certificate (NOC)** in this regard from the Head of the Institution/Principal of the college on letter head must be attached while submitting the proposal.

Selection Criteria:

Applications shall be short listed based on their conformity to the guidelines and information furnished by applicants. The recipients will be finalized based on the scrutiny of the applications by the Evaluation & Recommendation Committee & practical demonstrations by the applicants. (If required)

ii) ***Evaluation/ Selection criteria*** will include parameters like novelty of the idea, complexity of the problem, clarity and details given in the prescribed format, feasibility, practical implementability, utility and potential for future progression.

iii) Important Note:

a) During Evaluation, due weightage be given to the papers listed in Scopus /Web of Science databases/UGC Carelist .
b) Inter-disciplinary /Multi-disciplinary projects are also permitted while applying for the fellowship.
c) Applicants will have to present an innovative solution for the problem undertaken. The prototype/models can be executed wherever necessary.

B) Guidelines for projects based on Paper Presentation

Application under the category of Project based paper presentation in Symposium or Conference at National or International level shall be invited along with personal and institutional detail under all the faculties. Nominations shall only be sent alongwith recommendation by the college/institution where college/institution is fully aware of the work/project of student. Copy of a **No Objection Certificate (NOC)** in this regard from Head of the Institution/Principal of the college on letter head must be attached while submitting the proposal.

Selection Criteria:

Applications shall be short listed based on their conformity to the guidelines and information furnished by applicants. The recipients will be finalized based on the scrutiny of the applications by the Evaluation & Recommendation Committee & practical demonstrations by the applicants.

ii) ***Evaluation/ Selection criteria*** will include parameters like novelty of the idea, complexity of the problem, clarity and details given in the prescribed format, feasibility, practical implementability, utility and potential for future progression.

iii) Important Note:

a) During Evaluation, due weightage be given to the papers listed in Scopus /Web of Science databases/UGC Carelist .

b) Inter-disciplinary /Multi-disciplinary projects are also permitted while applying for the fellowship.
c) Applicants will have to present an innovative solution for the problem undertaken. The prototype/models can be executed wherever necessary.

C) Guidelines for Patents

Applications shall be invited from the eligible applicants.

Under this Category, if aspirant is successful in obtaining a patent either at national or international level the aspirant shall be entitled to reimbursement of fees paid for successfully obtaining patent. For more details on e-filling, fees payable in the first schedule, please refer following website.

http://www.ipindia.nic.in/writereaddata/Portal/IPOFormUpload/1_11_1/Fees.pdf

D) Guidelines for Extraordinary Innovation- cum-Discovery having relevance with social cause.

i) Proposals shall be invited from the eligible candidates/applicants who have extraordinary contribution to the society.

ii) Selection and Evaluation Criteria:

a) Number of beneficiaries from the extraordinary contribution
b) Novelty and utility
c) Social Acceptance

E) The Nature of fellowship.

The fellowship shall be in the form of financial assistance as given below.

S.N.	Particulars	Amount Admissible (% of Estimated Amount)	Maximum Limit per Project
1	Innovative Project	50 %	Rs.1.00 lakh
2	Project based Paper Presentation in Symposium/Conference with defined outcome	20 %	Rs.40,000/-
3	Patents		Rs.40,000/-
4	Extraordinary Innovative cum Discovery for social cause	10 %	Rs.20,000/-

F) Procedure for Application.

(1) The University shall invite the application **(through online mode only)** for the consideration of the fellowship from deserving eligible candidates/applicants by issuing an advertisement by press notification and also on University website. Such notification shall be issued by the University on or before 1st September of every year. The detailed procedure for online application shall be as follows :-

i) Applications shall be accepted through online mode with (6) printed copies of the same to be submitted to the University as specified in para (2) below.

ii) Maximum Five applications shall be forwarded by the Principal/Head of the Deptt.

(2) Applicant shall apply online in the prescribed format in Annexure-I which is annexed with this regulation and shall submit Six (6) copies of the filled-up application to the University on or before the 31st October of every year along with the authenticated copies of the following documents.

i) Date of Birth Certificate/ X board certificate.
ii) Photo ID.
iii) Certificate from the present employer (if in service)
iv) The list of research papers published in the recognized journals alongwith the title of the paper, name of the journal/conference volume and page number of the recognized journal and attach copies of maximum 5 outstanding research papers.
v) The attested copies of mark list of previous examination.
vi) The Copies of letter from UGC, AICTE, DST, CSIR or any other equivalent bodies sanctioning Major or Minor Research Project or grants in any form, if applicable.
vii) The Copies of the Awards. (if any)

G) The Procedure for Evaluation & Recommendation

(1) The scrutiny of the applications shall be made by the Scrutiny Committee. The Scrutiny Committee will be as follows :

i)	Dean, Faculty concerned as per the proposal	..... Chairman
ii)	4 Subject experts of concerned subject nominated by the Hon'ble Vice-Chancellor	..... Member
iii)	Director, Student Development	..... Secretary

(2) All such applications received shall be placed before the Evaluation & Recommendation Committee of the University. The constitution of the Evaluation & Recommendation Committee will be as under:

i)	Chairman of Concerned Board of Studies	..... Chairman
ii)	4 Subject experts of concerned subjects nominated by the Hon'ble Vice-Chancellor	..... Member
iii)	Director, Student Development	..... Secretary

The Evaluation & Recommendation Committee at the University level shall preliminarily scrutinize and short list all the candidates for the award of fellowship. The Evaluation & Recommendation Committee shall select the aspirants based on terms and conditions as prescribed.

(3) There shall be an Apex Committee at the University level for final selection of the candidates for the award of fellowship. Following is the suggested constitution of the Apex Committee:

i)	Vice Chancellor	….. Chairman
ii)	Pro-Vice Chancellor	….. Member
iii)	Respective Dean of the Faculty	….. Members
iv)	One Head of the University department nominated by the Vice Chancellor. (Must represent concerned faculty. As per proposals received the nomination of one Head shall be done)	….. Member
v)	Director, Innovation, Incubation & Linkages	….. Member
vi)	Director, Student Development	….. Secretary

The short-listed Candidates will have to deliver a 10-minute presentation of their work. The awardees will be selected by the Apex Committee, depending upon the performance.

(4) The decision of the Apex Committee shall be final.
(5) The Fellowship shall be awarded on 28th of February (National Science Day) every year.

(6) There shall be Review & Monitoring Committee comprising of following members.

i) Director, Innovation, Incubation & Linkages ..... Chairman
ii) 4 Subject Expert nominated by the Hon'ble Vice-Chancellor as a representative member of the faculty ..... Member
iii) Director, Student Development ..... Secretary

Work will be reviewed annually by Review & Monitoring Committee with respect to the progress of the work and proper utilization of the funds provided. Initially 80% of the total allocation shall be given and remaining 20% after submission of the Utilization Certificate.

The Standard Operating Procedure with Suggested Timeline for the Whole Scheme

(1) Publication of advertisement on or before 1st September of every year on the SGBAU website and News Paper.
(2) Submission of Applications by the College through Principal on or before 31st October.
(3) Scrutiny of applications on or before 15th November.
(4) Short listing of the proposals by the Evaluation & Recommendation Committee on or before 5th December.
(5) Prototype/Practical demonstrations by the applicants before the Apex Committee on or before 25th January.
(6) Selection of Fellowship Aspirants by the Apex Committee on or before 10th February.
(7) Award of Fellowship on 28th February.

(8) The total number of proposals including all categories will be considered having equal/ proportionate ratio as decided by the Vice Chancellor in case of proposals demand more than available budget provision. There shall be representation from all categories and total financial assistance shall not exceed the budget provision available for this purpose.

Expenditure on this account shall be borne from the University General fund and the Budget provision shall be made in the Annual Budget of the University. Also applicant should submit the utilization certificate as per ANNEXURE - II

Applicant to whom the fellowship shall be awarded, will have to submit an undertaking on stamp paper on having engaged his/her successor, co- researcher, etc. in the event of leaving the project/ task etc. in mid-way due to unprecedented incident/circumstances on genuine reasons, else, he/she shall have to fully refund the amount paid to him/her by the University.

The Principal /Head of Departments shall also ensure in this respect in writing ,while the candidate is making application along with the stamp paper, duly signed by the Co-researcher /successor etc. and applicant.

Any publication in this respect (paper, copyright, patent etc.) must have a statement "Project Funded by Sant Gadge Baba Amravati University, Amravati (Maharashtra)"

*****

Annexure – I

APPLICATION FOR VICE CHANCELLOR FELLOWSHIP FOR ACADEMIC EXCELLENCE

(Project/Project based Paper Presentation in Symposium or Conference /Patents/Innovation-cum-Discovery having relevance with social cause)

(Print out of Application along with supporting documents to be submitted in 6 copies)

To,

The Registrar,
Sant Gadge Baba Amravati University, Amravati.

With reference to the University Notification, I wish to apply for VICE CHANCELLOR FELLOWSHIP FOR ACADEMIC EXCELLENCE under the category of

(1) Innovative Project,

(2) Project based Paper Presentation in Symposium/Conference with defined outcome,

(3) Patents

(4) Extraordinary Innovation- cum-Discovery having relevance with social cause.

The details are as given below :-

1) Full Name and Address:

2) Date of Birth:

3) Marital Status: Married /Unmarried :

4) Educational Qualification :

Sr. No.	Name of the Examination	Name of the Board University	Year	Subject	Percentage/ CGPA
1	SSC				
2	HSC				
3	Graduation				
4	Post-Graduation				
5	M.Phil.				
6	Ph.D.				
7	Others (Pl. specify)				

5) Present Occupation (if applicable) :

6) Details of Services rendered (if applicable) :

Sr. No.	Name of the Employer	Post Held	From	To	Experience

7) Details of Research Papers Published (if any)

Sr. No.	Title of the Paper with Author's Name	Name of the recognized Journal with ISSN No.	Volume No.	Name of Publisher (National, International)

8) Details of outstanding academic work, which is acclaimed and recognized as such by the experts in the concerned discipline. Attach separate sheet, if necessary:

9) Whether a Major /Minor research Project has been sanctioned by the UGC, ICSSR, AICTE, DST, CSIR, DBT etc.: Yes /No

If yes, give details.

Sr. No.	Name of the Funding Agency	Details of the research project sanctioned	Letter No. and date of the sanctioning authority	Total allocation

10) Details of Awards received, if any:

11) Other information which the Candidate desires to submit in support of his/her application. Attach separate sheet, if necessary:

12) A small write-up max. 3 pages justifying why he / she should be awarded Vice-Chancellor Fellowship for Academic Excellence.

13) Expected financial assistance in Rs.---------- (with proper justification substantiated by relevant documents).

I request the committee to consider my application for the award and oblige.

Yours faithfully

( )

Declaration by the Candidate

1) I hereby certify that the documents submitted by me are correct. The submission of any false information and /or testimonial / documents/ papers shall disqualify me from receiving the fellowship.

2) I also undertake that whatever decision is taken by the University shall be acceptable to me and I shall abide by it and respect it in good faith

Date: ---------- Signature ----------

Name: ----------

Declaration by the Principal/Director/Head

This is to certify that the information furnished above by Mr./Ms./Mrs. ----------

---

is correct and true as per the records and hereby forwarded for the consideration for the award of fellowship.

Place:- ----------

Date:- ---------- Signature

Principal/Director/Head

College/Department Seal.

ANNEXURE – II

SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI

FORM FOR SUMISSION OF ACCOUNTS OF VICE CHANCELLOR FELLOWSHIP FOR ACADEMIC EXCELLENCE AND UTILIZATION CERTIFICATE W.E.F……

1. Name of Awardee :

2. Code Number :

3. Category : (1) Innovative Project.
(2) Project based Paper Presentation in Symposium/ Conference with defined outcome.
(3) Patents.
(4) Extraordinary Innovative cum Discovery for social cause.

Certified that the expenditure of Rs._____ (Rupees _____ _____) out of the Vice-Chancellor Fellowship for Academic Excellence of Rs. _____) sanctioned vide University letter no. _____

Dated _____ In respect of _____ has been utilized for the purpose for which it was sanctioned in accordance with the terms and conditions laid down by the University for utilization of the fellowship.

If, as a result of a check or audit objection, some irregularity is noticed at a later stage university will have a right to initiate the action for refund/adjust or regularize the objected amount.

Signature of Awardee	Head of Department (Seal)	Registrar/Principal/Director (Seal of College/Institution)