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Recommendation of NCC on various guidelines as follows

1. Admission Guidelines:

1.1 PMRF Application for Direct Entry-

You can apply for this if you satisfy ONE out of the following criteria in the preceding THREE years from the date of submission of the application:

(a) completed or be pursuing the final year of four (or five) year undergraduate or five year integrated M.Tech. or 2 year M.Sc. or five year undergraduate postgraduate dual degree programs in Science and Technology streams from IISc/IITs/NITs/IISERSs/IIST and centrally funded IIITs. These candidates should have secured a CGPA/CPI of at least 8.0 (on a 10-point scale). For applicants in the five year integrated or dual degree programs, if separate CGPAs/CPIs are awarded for UG and PG parts of the program, the CGPA/CPI of the UG part (first four years) will be considered. Further, you should have been selected to the Ph.D. programme at the PMRF granting institute.

OR

(b) completed or is pursuing the final year of four (or five) year undergraduate or five year integrated M.Tech. or five year integrated M.Sc. or 2 year M.Sc. Or five year undergraduate-postgraduate dual degree programs in Science and Technology streams from any other Institute/University recognized in India, not covered in 1(a) above. These candidates should have secured a minimum CGPA of 8 or equivalent apart from a minimum score of 650 in the respective GATE subject, or a UGC/CSIR JRF rank of 100 or less, or those with NBHM fellowship. Further, you should have been selected to the Ph.D. programme at the PMRF granting institute.

OR

(c) qualified GATE and be pursuing or have completed M.Tech./MS by research at one of the PMRF Granting Institutions having a minimum CGPA or CPI of 8.0 (on a 10-point scale)

with a minimum of four courses at the time of application. Further, you should have been selected to the Ph.D. programme at the PMRF granting institute.

NOTE: Scholars who have upgraded from M.S./M.Tech. to Ph.D. are NOT eligible to apply for PMRF under the Direct Entry channel.

You need to submit a soft copy of your official grade sheet/transcript (to support the CGPA requirement stated in (a)/(b)/(c) as applicable to you) and GATE scorecard (if appropriate).

The eligibility criteria for Direct Entry PMRF was discussed and the NCC noted the following points:

- (i) A candidate who converts from Masters to PhD Programme is not eligible for direct entry.
- (ii) Integrated PhD students are not eligible for direct entry at the time of completion of Masters requirement.
- (iii) A candidate who defers admission in a PhD programme cannot be considered for direct entry at the time of joining the PhD programme.
- (iv) A candidate with a degree in a foreign university is eligible under criteria (b) of Direct entry provided other conditions are met.

1.2 PMRF Application for Lateral Entry :

You can apply for this if you satisfy ALL the following eligibility conditions:

1. You are currently pursuing Ph.D. (regular or upgraded from M.S./M.Tech./M.Sc.) or Direct Ph.D at the PMRF granting institutes.
2. You have a CGPA of at least 8.5 after completing a minimum of 4 FULL courses (other than Research Methodology/Ethics/Project course etc) at one of the PMRF granting institutes..
3. You should apply within the following time limits:
 - i). 12 months from the date of joining for Ph.D. (if you joined for Ph.D. after completing your Master's degree).
 - ii). 24 months from the date of joining for Direct Ph.D. (if you joined for Ph.D. after completing your Bachelor's degree).
 - iii). Up-gradation from M.S./M.Tech.: 12 months from the date of up-gradation to Ph.D. from M.S./M.Tech. (OR) 24 months from the date of joining for M.S./M.Tech.
 - iv) Up-gradation from M.Sc.: 24 months from the date of up-gradation to Ph.D. from M.Sc. Such students should complete at least 4 FULL Ph.D. level courses AFTER their date of up-gradation to Ph.D.
4. The NCC discussed the course requirement for lateral entry candidates. The NCC observed that if a candidate converts from Masters to PhD programme or is enrolled in the Integrated PhD programme, then the courses done while satisfying the Masters level requirement can be counted towards the 4 course requirement.

Please note that you can apply AT MOST twice for PMRF under the Lateral Entry channel.

2. Pay Matrix:

2.1 Guidelines for Fellowship Calculation

The selection for Prime Minister's Research Fellowship (PMRF) happens twice in an academic/calendar year: the 2 cycles being termed the 'May cycle' and the 'December cycle' (although the call for applications and the actual selection may happen a little later than these 2 months). An Institute that is eligible to grant PMRF is called a PMRF Granting Institute (GI).

Each GI typically follows a slightly different timeline for PhD admission, but it is broadly expected that a call for nominations would be made every July/August and January/February (for the May cycle and the December cycle respectively).

The date of PhD admission may vary slightly between the GIs and the PMRF tenure for each fellow is typically calculated by each GI from the corresponding date of admission to the PhD programme. The purpose of this document is to provide a uniform framework for fellowship calculation for PMRF fellows.

NOTE: For simplicity, the tenure of a fellow is taken to be in multiples of 6 months, although this may slightly vary depending on the individual GI's admission calendar. The following pay matrix may be followed from Cycle 5 onwards. The general guideline of the pay matrix, as approved by the Ministry is given below, year indicated Year in PhD

Year 1 : Rs. 70,000

Year 2 : Rs. 70,000

Year 3 : Rs. 75,000

Year 4 : Rs. 80,000

Year 5 : Rs. 80,000

Research Grant : Rs 2 Lakhs per year. Institute overhead allowed as per the rules of the respective institutes. The Research Grant can be carried forward. The amount has to be spent by the PMRF before the thesis submission or the PMRF tenure, whichever is earlier. Any balance Research Grant amount must be refunded.

For those who are submitting thesis on or after November 1, 2022, the research grant can be spent before the final viva voce or the completion of PMRF tenure, whichever is earlier. Each institute can formulate their own guidelines regarding what is allowed as a Research Grant.

Start date of the fellowship to be the same as the start date of the current semester in each respective institution.

The scholars cannot avail two fellowships at the same time.

Utilization of unspent research grant

The utilization of unspent research grants should be within six months from the PMRF end date if the scholar continues his/her PhD in the granting Institute after the PMRF tenure. Scholars who have successfully completed their VIVA cannot utilise the unspent balance after their defense date as they

are no longer PhD scholars. The following expenditures are allowed from the unspent research grant during the extension period.

1. Conference related expenditure
2. Expenditure towards open access journal (high quality Q1 journals) publications fees during the extended period subject to Doctoral committee approval.
3. Cost for securing IP generated by PMRF scholar.

In case the scholar is on maternity leave during the extension period for utilizing the research grant, a further extension can be granted for the number of days the scholar was on maternity leave for utilizing the unspent research grant portion.

The guideline ceases to apply after 31st Dec 2028, regardless of the available remaining period from the end date of fellowship.

Fellowship and Research Grant may be paid until the date of Final Viva Voce Exam or until the End of PMRF Tenure, whichever is earlier. This is applicable only for thesis submissions from Nov 1, 2022; no retrospective payments will be made.

The following table shows the fellowships payable monthly.

2.2 Lateral Entry

Group	Definition	Fellowship Tenure	Remarks
L1	Fellows who were admitted to the PhD programme after completion of a Master's degree in Engineering, Technology or Equivalent (M.Tech, MS, M.Arch, ME)	4 years minus the completed tenure in PhD	<p><u>Group L11:</u> This includes fellows selected for PMRF 1 year after admitted to the PhD programme. Their PMRF tenure would be at most 3 years</p> <p>Year 2 of Ph.D: Rs 70,000 Year 3 of Ph.D: Rs 75,000 Year 4 of Ph.D: Rs 80,000.</p> <p>Total Payable Research Grant : Rs 6 Lakhs</p> <p><u>Group L12:</u> This includes fellows selected for PMRF 6 months (1 semester) after admitted to the PhD programme. Their PMRF tenure would be at most 3.5 years</p> <p>0.5 - 1 year of Ph.D: Rs 70,000 1 - 2 years of Ph.D : Rs 70,000 2 - 3 years of Ph.D: Rs 75,000 3 - 4 years of Ph.D : Rs 80,000</p> <p>Total Payable Research Grant : Rs 7 Lakhs</p>

L2	Fellows who were admitted to the PhD programme after completion of a Master's degree in Science or Equivalent (M.Sc)	5 years minus the completed tenure in PhD	<p><u>Group L21:</u> This includes fellows selected for PMRF 1 year after admitted to the PhD programme. Their PMRF tenure would be at most 4 years</p> <p>Year 2 of Ph.D: Rs 70,000 Year 3 of Ph.D: Rs 75,000 Year 4 of Ph.D: Rs 80,000 Year 5 of Ph.D : Rs 80,000.</p> <p>Total Payable Research Grant : Rs 8 Lakhs</p> <p><u>Group L22:</u> This includes fellows selected for PMRF 6 months (1 semester) after admitted to the PhD programme. Their PMRF tenure would be at most 4.5 years</p> <p>0.5 - 1 years of Ph.D: Rs 70,000 1 - 2 years of Ph.D : Rs 70,000 2 - 3 years of Ph.D: Rs 75,000 3 - 4 years of Ph.D: Rs 80,000 4 - 5 years of Ph.D: Rs 80,000 Total Payable Research Grant : Rs 9 Lakhs</p>
L3	Fellows who were admitted to the PhD programme after completion of a Bachelor's degree in Engineering, Technology or Equivalent (B.Tech, BE)	5 years minus the completed tenure in PhD	<p><u>Group L31:</u> This includes fellows selected for PMRF 1 year after admitted to the PhD programme. Their PMRF tenure would be at most 4 years</p> <p>Year 2 of Ph.D: Rs 70,000 Year 3 of Ph.D: Rs 75,000 Year 4 of Ph.D: Rs 80,000 Year 5 of Ph.D: Rs 80,000.</p> <p>Total Payable Research Grant : Rs 8 Lakhs</p> <p><u>Group L32:</u> This includes fellows selected for PMRF 6 months (1 semester) after admitted to the PhD programme. Their PMRF tenure would be at most 4.5 years 0.5 - 1 year of Ph.D: Rs 70,000</p> <p>1 - 2 years of Ph.D: Rs 70,000 2 - 3 years of Ph.D: Rs 75,000 3 - 4 years of Ph.D: Rs 80,000 4 - 5 years of Ph.D: Rs 80,000</p> <p>Total Payable Research Grant : Rs 9 Lakhs</p> <p><u>Group L33:</u> This includes fellows selected for PMRF 2 years after admitted to the PhD programme. Their PMRF tenure would be at most 3 years</p>

			<p>Year 3 of Ph.D: Rs 75,000 Year 4 of Ph.D: Rs 80,000 Year 5 of Ph.D: Rs 80,000.</p> <p>Total Payable Research Grant : Rs 6 Lakhs</p> <p><u>Group L34:</u> This includes fellows selected for PMRF 1.5 years after admitted to the PhD programme. Their PMRF tenure would be at most 3.5 years</p> <p>1.5 - 2 year of Ph.D: Rs 70,000 2 - 3 years of Ph.D: Rs 75,000 3 - 4 years of Ph.D: Rs 80,000 4 - 5 years of Ph.D: Rs 80,000</p> <p>Total Payable Research Grant : Rs 7 Lakhs</p>
L4	Fellows who are admitted to the PhD programme by upgradation from their MTech or MS (by Research) programme in the same GI	4 years minus completed tenure in PhD (calculated from the date of upgradation to PhD)	<p><u>Group L41:</u> This includes fellows selected for PMRF 1 year after upgraded to the PhD programme. Their PMRF tenure would be at most 3 years</p> <p>Year 2 of Ph.D: Rs 70,000 Year 3 of Ph.D: Rs 75,000 Year 4 of Ph.D: Rs 80,000.</p> <p>Total Payable Research Grant : Rs 6 Lakhs</p> <p><u>Group L42:</u> This includes fellows selected for PMRF 6 months (1 semester) after upgrading to the PhD programme. Their PMRF tenure would be at most 3.5 years</p> <p>0.5 - 1 year of Ph.D: Rs 70,000 1 - 2 years of Ph.D: Rs 70,000 2 - 3 years of Ph.D: Rs 75,000 3 - 4 years of Ph.D: Rs 80,000</p> <p>Total Payable Research Grant : Rs 7 Lakhs</p>

L5	Fellows who are admitted to the PhD programme by upgradation from their MSc programme in the same GI	5 years minus completed tenure in PhD (calculated from the date of upgradation to PhD)	<p><u>Group L51:</u> This includes fellows selected for PMRF 1 year after upgraded to the PhD programme. Their PMRF tenure would be at most 4 years</p> <p>Year 2 of Ph.D: Rs 70,000 Year 3 of Ph.D: Rs 75,000 Year 4 of Ph.D: Rs 80,000 Year 5 of Ph.D: Rs 80,000</p> <p>Total Payable Research Grant : Rs 8 Lakhs</p> <p><u>Group L52:</u> This includes fellows selected for PMRF 6 months (1 semester) after upgrading to the PhD programme. Their PMRF tenure would be at most 4.5 years 0.5 - 1 year of Ph.D: Rs 70,000</p> <p>1 - 2 year of Ph.D: Rs 70,000 2 - 3 years of Ph.D : Rs 75,000 3 - 4 years of Ph.D: Rs 80,000 4 - 5 years of Ph.D: Rs 80,000</p> <p>Total Payable Research Grant : Rs 9 Lakhs</p>
L6	Fellows who are admitted to the Integrated-PhD programme on successful completion of coursework, related project work (MS+PhD, M.Sc + PhD, M.Tech + PhD)	4 years minus completed tenure in PhD (calculated from the PhD start date)	<p>Group L61: This includes fellows selected for PMRF 1 year after upgraded to the PhD programme. Their PMRF tenure would be at most 3 years</p> <p>Year 2 of Ph.D: Rs 70,000 Year 3 of Ph.D: Rs 75,000 Year 4 of Ph.D: Rs 80,000.</p> <p>Total Payable Research Grant : Rs 6 Lakhs</p> <p>Group L62: This includes fellows selected for PMRF 6 months (1 semester) after upgrading to the PhD programme. Their PMRF tenure would be at most 3.5 years</p> <p>0.5 - 1 year of Ph.D: Rs 70,000 1 - 2 years of Ph.D: Rs 70,000 2 - 3 years of Ph.D: Rs 75,000 3 - 4 years of Ph.D: Rs 80,000</p> <p>Total Payable Research Grant : Rs 7 Lakhs</p>

2.3 Direct Entry

Group	Definition	Fellowship Tenure	Remarks
D1	Fellows who were admitted to the PhD programme after completion of a Master's degree in Engineering, Technology or Equivalent (eg.: ME, MTech, MS by Research)	4 years	Year 1: Rs 70,000 Year 2 : Rs 70,000 Year 3 : Rs 75,000 Year 4 : Rs 80,000 Total Payable Research Grant : Rs 8 Lakhs
D2	Fellows who were admitted to the PhD programme after completion of a 5-year Integrated Bachelor's-Master's degree in Engineering, Technology or Equivalent (B.Tech+M.Tech, B.E + M.E, B.S + M.S)	4 years	Year 1: Rs 70,000 Year 2 : Rs 70,000 Year 3 : Rs 75,000 Year 4 : Rs 80,000 Total Payable Research Grant : Rs 8 Lakhs
D3	Fellows who were admitted to the PhD programme after completion of a 1-year MSc degree OR a 5-year Integrated Bachelor's-Master's degree in Science or Equivalent (M.Sc, B.Sc + M.Sc)	5 years	Year 1 : Rs. 70,000 Year 2 : Rs. 70,000 Year 3 : Rs. 75,000 Year 4 : Rs. 80,000 Year 5 : Rs. 80,000 Total Payable Research Grant : Rs 10 Lakhs
D4	Fellows who were admitted to the PhD programme after completion of a Bachelor's degree in Engineering, Technology or Equivalent (eg: BE, BTech, BS)	5 years	Year 1 : Rs. 70,000 Year 2 : Rs. 70,000 Year 3 : Rs. 75,000 Year 4 : Rs. 80,000 Year 5 : Rs. 80,000 Total Payable Research Grant : Rs 10 Lakhs
D5	Fellows who are admitted to the Integrated-PhD programme on successful completion of coursework, related project work	4 years	Year 1: Rs 70,000 Year 2 : Rs 70,000 Year 3 : Rs 75,000 Year 4 : Rs 80,000 Total Payable Research Grant : Rs 8 Lakhs

Financial implication for exit students from PhD students to MTech/MS : Differential fellowship to be refunded by the student if the student decides to drop (other than after receiving 3c evaluation); Research Grant already spent need not be refunded

TAShip Guidelines

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2. [Expected number of hours](#)
3. [TAShip Certificate format](#)
4. [Fellowship status](#)
5. [TAShip completion verification for final year of PMRF](#)

1. About

The TAShip duty is mandatory for every Prime Minister's Research Fellow.

To complete the TAShip duty, a PMRF fellow can teach in any Industrial Training Institute/Polytechnic Institute/Engineering College/Science College/School/NPTEL but other than **any** of the PMRF granting institutes.

The expectation is to transfer technical knowledge to students from other institutions within India in the areas of STEM.

Offline mode of teaching with direct interactions with students is expected for PMRF TAShip. Under exceptional circumstances, where offline mode is not feasible/available, PMRF scholars are allowed to take up online teaching duty which should include real-time interactions with students.

PMRFs are encouraged to consider teaching in the following to fulfill their mandated PMRF TAShip duty:

- SFRI - Science for Rural India,
- Campus schools/other neighbourhood schools.
- College from which they(PMRF) graduated.
- NPTEL which involves interaction with scholars

Note: PMRF TAShip deliverable is in addition to any TA work the scholar may have to undertake at their respective PMRF granting institute.

Following will not be considered under PMRF TAShip deliverable:

- Openhouse duty
- TAShip duty carried out in any foreign university/institute
- Preparation time for any class/ lecture
- NPTEL video recordings without any student interaction
- Any TAduty carried within any PMRF granting institute regardless of whether the PMRF scholar is affiliated with the same institute or not.

Note: Any additional TA duty hours completed over and above the required TAShip hours for a specific PMRF review period, cannot be carried forward to the next review cycle.

2. Expected number of hours of duty for PMRF TAship:

It should be ensured that the PMRFs complete the teaching responsibility by interacting with students for ~ 1 hour/week, which would imply 50 hours per year/ 25 hours per semester.

a) First time review

Proportionate number of hours

From - The date candidate becomes a PMRF scholar

To - The review application submission date of first review

(For eg: if fellowship starts on Aug 1, 2023 and the first review deadline for submission is May 1, 2024- 9 months of TA work is expected (36 hours))

b) Subsequent review

1 hour/week, which would imply 50 hours per year/ 25 hours per semester.

From - Previous review application submission deadline

To - Current review application submission deadline.

3. Format of TAship Certificate to be submitted during PMRF review:

All scholars are required to submit the TAship Certificate in the same format (as given in **Annexure I**). The scholar has the flexibility to fill out multiple forms separately for different TAship handled. It needs to be concatenated into a single PDF document before submitting it at the time of review application.

If the certificate is found to

- have any misinformation about TA hours completed/duration of TAship
- be forged
- be altered
- have any form of misconduct

such cases will be identified and reported to the scholars' respective PMRF granting institutes' disciplinary committee. The results of the scholars and fellowship until decision of DC will be kept on hold.

Faculty from the PMRF implementation team will also be a part of every such disciplinary committee proceedings. After investigation, if the scholar is found guilty, termination from the PMRF fellowship will take place with retrospective effect (date of submission of documents).

Additionally, the respective institutes' Director/Vice Chancellor will be notified for further possible actions such as rustication from the institute. Review results of the scholar will be put on hold until the disciplinary committee's recommendations are received.

4. Fellowship Status:

TA work is evaluated separately and is completely independent of the research progress of the scholar.

TA work will be evaluated as

- Completed
- Not Completed

Irrespective of the research progress recommendation (1,2,3A,3B,3C), the overall recommendation after each review would be as mentioned below.

First time review :

If the required number of PMRF TAship deliverable is 'Not Completed'

- Fellowship to be reduced to the level of JRF/SRF level along with HRA as per norms of the Institute - Funded by PMRF (MoE)
- Research grant to continue as is

Subsequent reviews :

- If the required TA work of current review cycle along with earlier deficit hours is 'Not Completed', both fellowship and research grants will be stopped, the scholar will no longer be a PMRF
- If the current TA work along with the deficit hours is 'Completed', fellowship will be restored as per eligibility and research progress recommendation. No retrospective payment will be made and the restored fellowship will start only from the current period.

5. TAship completion verification for final year of PMRFs

Scholars are not required to attend PMRF annual review after their

- PMRF tenure end date
- Completion of PhD VIVA

Scholars will continue to receive fellowship after their last review till the end of their PMRF tenure/PhD VIVA (whichever is earlier). But they will have to complete their required TAship duty as applicable based on their PMRF fellowship period. For them, PMRF fellowship for the final month will be paid only after the successful completion & submission of the TAship work completion certificate during the final year.

All the TAship related decisions will be done by a sub-committee constituted for this purpose.

4. Annual Progress Review

1. Each PMRF is expected to maintain their webpage, projecting their work. This website should be kept updated all the time.

2. All Fellows will be reviewed annually. The review cycles would be held in May and December to cater to the reviews of fellows who are admitted in May and December cycles respectively. Direct entry Fellows would be reviewed for the first time within 18 months of their joining. Lateral entry Fellows will be reviewed for the first time, within 12 months of their joining. Subsequently, annual reviews will be conducted for both Direct and Lateral Entry Fellows.

3. Direct entry Fellows should have completed at least four full- semester courses with a CGPA of 8.5 before the first review. Courses such as Seminar/Research Methodology/ Self Study must not be counted against full-semester courses. Those who do not satisfy this course requirement would be given a “Needs Improvement while retaining the fellowship – corresponding to 3(a)”

4. Each fellow is required to submit their latest CV, Research Progress Report, Teaching Report, link to their website and the presentation file in the portal, before the review. Relevant announcements will be made about a month in advance. Reviews are typically done online, where the Fellow has to make a presentation to a National Panel, followed by a Q&A. Detailed technical comments will be given for all fellows, which would be visible in the Fellow’s portal page. One of the following is recommended by the Review Panel for each student as decided on 20th July 2022 in the NCC meeting:

1. Recommended with commendation
2. Progress satisfactory, continue fellowship/restore full fellowship if downgraded earlier
3. Needs improvement
 - A. First time reviewed/Previous review comments were either 1 or 2, so continue fellowship
 - B. Any of the previous review comment was 3a, some progress compared to previous review but not satisfactory yet, reduce fellowship to institute level; research grant to continue as is. (Funded by PMRF (MoE))
 - C. Any of the previous review comment was 3a or 3b, minimal progress demonstrated, removed from fellowship

5. TA work is an integral part of the PMRF responsibilities. Fellowship need not be paid if this is not complied to. 100 % of TA work (1 hour per week/4 hours per month/ 50 hours per year) is expected to be completed before each review.

NCC had recommended the following changes in the fellowships in the meeting on June 29, 2023

- a. Research progress to be evaluated independent of TA work, with possible recommendations of 1,2,3A,3B,3C as per the current guidelines
- b. TA work to be evaluated separately as : Completed/Not Completed
- c. Irrespective of the recommendations related to research progress, the overall recommendation related to fellowship after each review would be as follows :

First review : If the TA work is not completed, fellowship reduced to JRF/SRF fellowship along with HRA as per norms, research grant to continue as is.

Subsequent reviews :

- 1. If TA work is not completed - Fellowship and research grant will be stopped, the scholar will no longer be a PMRF.
- 2. If the TA work is completed - Fellowship to be restored as per eligibility, and as per the research progress recommendations. The above mentioned TA work related compliance will be effective from May 2024 reviews.

5. Rules regarding long leave

5.1 Maternity Leave

For female PMRF scholars availing Maternity Leave, the :

- Women PMRFs with less than two surviving children are entitled for Maternity leave during the period of absence (maximum of 180 days) on grounds of maternity. Such leave requests should be approved internally in the respective PMRF granting institute and informed to the National Coordinating Institute. Fellowship is paid during the maternity leave duration every month.
- Fellows cannot use research grants during this leave period. PMRF duration extends by duration of maternity leave - fellowship is not given during the extension, but research grants can be utilized during the extension duration.
- Annual review will get deferred to the next review round - Fellows who are expected to have reviews in May cycle, will get reviewed in the next December cycle; those who are expected to get reviewed in December cycle will be reviewed in the next May cycle.
- Individual institutes are free to arrange for alternate fellowship at the institute level during the extension period.
- Scholar is exempted from TA work during the maternity leave period
- Scholars must fulfill all TAship responsibilities and attend the PMRF annual review during the extension period after their PMRF end date.

5.2 Medical Leave

5.2.1 Short Term Medical Leave (One month or less)

Medical Documentation: Upload all supporting medical documents (e.g., medical certificate) and Institute approval letter.

Fellowship & Research Grant: Will continue

TAship Responsibilities: No exemption

Annual review:

- Deferment to the next review cycle is not possible.
- During the review application submission - Reasonable extension (as determined by the NCC Convener) to submit the review application will be granted only if the request is placed on or before the submission window.
- During the review window - To be communicated with the Nodal Coordinator by the scholar to reschedule the online review.

Extension Post-PMRF Tenure: NO

5.2.2 Long Term Medical Leave (More than one month)

Medical Documentation: Upload all supporting medical documents (e.g., medical certificate) and Institute approval letter.

Fellowship & Research Grant: 1 month of paid leave and excess days will be under LoP. Research grants cannot be utilised during the leave duration.

TAship Responsibilities: Exempted for the leave duration

Annual Review:

- The scholar is entitled to defer the review to the next cycle only if the long-term medical leave duration falls during the finalisation of review attendee list, or review application submission, or review window. Deferment will be decided by the NCC Convener.
- After attending the deferred review(in the immediate next cycle), the scholar will return to his/her original review cycle and so the subsequent review will be scheduled accordingly instead of the usual 1 year period.
- TAship requirement will be on a pro rata basis.

Post-tenure Extension:

- Post-tenure extension is applicable if the PhD program is still ongoing.
- Extension will be granted for the LoP duration post PMRF tenure based on the scholar's request and Institute Coordinator's approval.
- Scholars must fulfill all the **TAship responsibilities** and attend the **PMRF annual review**, during the post- tenure extension period, even if it falls after the official PMRF end date.
- Missed fellowship will be paid; Research grants can be used.

5.3 Academic Leave

PMRF is a full-time program and the internship/other fellowship that the scholar is planning to take is expected to contribute to their Ph.D.

- a) During the academic leave tenure, as an intern/fellow, scholars will not be paid a PMRF fellowship if they accept funds from other sources, such as salary, fellowship, honorarium, etc. from the hosting Institute (no double payment).
- b) There will be no extension in the duration of the PMRF fellowship.
- c) Scholars will have to attend all the annual reviews and complete internal reviews as everything (including the internal review) is online.
- d) **Scholars have to meet all TA deliverables.**

e) Scholars will be able to use the PMRF research grant.
In case of any additional request on the above points the scholar can reach out to the Institute Coordinator.

6. Portal Logins and points of contact:

All data pertaining to the PMRF will be updated in the portal.
The immediate point of contact for all PMRFs is the PMRF Institute Coordinator.
The name and email ids of the institute coordinators is available in <https://www.pmrfin/>
Any support required at the National level can be availed by writing to

PMRF queries related to Accounting & Finance and general inquiries:

pmrfsupport-finance@smail.iitm.ac.in

PMRF queries related to portal issues & updates

pmrfsupport-portal1@smail.iitm.ac.in

pmrfsupport-portal2@smail.iitm.ac.in

Please mark pmrfsupport@smail.iitm.ac.in in CC on all your emails related to PMRF.

7. Guidelines for Joint Degree Programs

PMRFs are allowed to participate in the Joint PhD programmes offered by the granting institutes, subject to certain conditions as indicated below:

- A. The candidates will go through a regular selection process like other eligible Candidates.
- B. No stipend and other perks will be paid to these candidates when they are in the host institution abroad.
- C. All IP matters will be as per the existing IP agreements between the two collaborating institutions.
- D. Only Indian students are eligible to apply for the PMRF.

8. Guidelines for change of institute:

Requests of transfer of PMRFs from one PMRF granting institute to a second PMRF granting institute may be considered in the following case :

- The guide has moved to the second PMRF granting institute and the student also has changed the registration to the second PMRF granting institute.
- The student should submit no objection certificates from both the institutes to the National Coordinating Institute.

9. Change of Guide

Decisions related to guide change must be left to individual institutes, each PMRF granting institute is requested to discuss this internally and evolve a policy best suited for the institute.

10. Completion Certificate

Completion certificates will be awarded to the scholars who successfully complete their PMRF tenure, submit their thesis and share the details for successful completion of TA deliverables. The exit tab will be then enabled. PMRFs can fill the same and get the completion certificate.

11. Acknowledgement

NCC members advised that the scholars will have to acknowledge the PMRF funding in their thesis and publications.

LETTERHEAD OF THE TA-SHIP INSTITUTE (where the TA work is done)
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Name of the Prime Ministers Research Fellow								
PMRF ID								
Granting Institute Name								
Department								
Roll Number in the Granting Institute								
Name of the institute in which TA work is done								
Name of the course /subject for which the PMRF is a TA for								
Nature of work (Tutorial/Demonstration/ Workshop etc)								
Mode of teaching (Online/Offline)								
Start date of TA work (DD/MM/YYYY)		End date of TA work (DD/MM/YYYY)		Total Hours				
No of Hours per month to be specified in below:								
Month								
Hours								

We hereby confirm that the scholar has not received any remuneration for carrying out the work described here.

Signature & Seal of
PhD Guide/Co-Guide

Signature and Seal of the Principal/
HoD of the institute in which TA work is carried out