

**UNIVERSITY GRANTS COMMISSION OF BANGLADESH**  
AGARGAON, SHER-E-BANGLANAGAR, DHAKA-1207.

General Conditions: for Research leading to M. Phil degree within Bangladesh.  
(Updated as per decision of 108<sup>th</sup> meeting of the Full Commission)

1. Candidate for the UGC M. Phil Fellowship must be a teacher holding permanent substantive appointments in a Public University or a Government College and must be granted study leave/deputation by the concerned University/College authority. No part time teacher will be considered for the fellowship.
2. Fellowships are meant for full-time research at M. Phil level.
3. Fellowships shall be available for a maximum period of two years, subject to renewal every year depending on satisfactory progress.
4. In case of converting M. Phil course to Ph D, approval may be given by the UGC for completion Ph. D. course. In that case, no fellowship will be given more than the time stipulated for M. Phil course and the fellow has to be submitted his thesis in due time.
5. A Fellow shall receive an allowance of Tk.4,000/- per month. When he/she is engaged in research.
6. Each Fellow shall have to be registered for M. Phil degree in a University or an Institute and shall pursue an approved research programme under the guidance of a senior teacher of a University or a Research Institute recognized by the U.G.C.
7. Every fellow shall be liable to refund the total amount drawn from the UGC in case he/she prematurely discontinues his/her work without valid reason acceptable to the UGC.
8. For secretarial and travel cost an amount of Tk.1,500/- (lump sum) for the first year & another Tk.1,500/- for the second year will be paid on application in proper time. Another amount of Tk.8,000/- may be paid towards preparation of thesis on the recommendation of the supervisor, In special cases, the commission may make grants of Tk.15,000/- to Tk.20,000/- for data collection from the SAARC countries, field work equipment's or any other purpose connected with the research.
9. A period of 12 months will be considered as a full term from the date he/she starts work.
10. Each fellow will be required to complete, inter alia, the under mentioned formalities and submit the connected documents/intimation thereof to the UGC within specified time so that the release of his/her grant as well as proper evaluation of his/her performance for a full term may be made regularly according to the terms and conditions laid down by the UGC.
  - (i) Certificate to the effect that the research fellow concerned has been granted study leave/deputation (showing the date of commencement and period of his study leave/deputation) by competent authority.
  - (ii) Intimation of the name (with the No. and date of his/her registration) of the University/Institute where he/she had been registered for pursuing his/her proposed research.
  - (iii) Intimation of his/her joining date through the Supervisor.
  - (iv) Research fellow's acceptance of the terms & conditions countersigned by the Supervisor.

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11. Unless otherwise specified, payment of the grant will be made every term through the Registrar. The Registrar will release the fund monthly on receipt of report from the Supervisor that the research fellow has been continuing his work satisfactorily.
12. The examination of the thesis and the viva voce examination of the research fellow shall be conducted as per ordinance and regulations of the University/Research Institute where he or she is admitted.
13. The Supervisor will receive an amount of Taka 8,000/- (eight thousand) as honorarium. If there are more than one Supervisors/Co-supervisors, the amount will be equally distributed among them.
14. The payment for preparation of the thesis to the Research Fellow and the honorarium to his Supervisor shall be made as and when the fellow produces a certificate from the University/Research Institute stating that he or she has been awarded the degree and also submits a copy of the thesis (accepted one) to the University Grants Commission.
15. If and when the whole or part of the result of the research is published, due acknowledgement for the UGC assistance shall be made in the published paper/book.

No research fellow shall be allowed to go back and join his/her duties in his/her own Institution without prior permission from the University Grants Commission.

#### DECLARATION OF ACCEPTANCE

The above terms and conditions are accepted.

Countersignature of the Supervisor

Name :

Designation :

Address :

Seal :

Signature of the fellow

Designation :

Address :

Seal :

Shahjahan/M.Phil Condition