

Forwarding Letter by the Affiliating Institution

(By Administrative Head of the University / College / Institution where applicant is registered in PhD programme. Institutions are not allowed to modify this format on their own or give incomplete information. Any modification will lead to cancellation of application)

To

**The Deputy Director (Research),
RFD Division
Indian Council of Social Science Research (ICSSR)
JNU Institutional Area, Aruna Asaf Ali Marg,
New Delhi 110067**

The _____ (Name of the organization)
forwards the application of _____

(Name and Department of the applicant) for ICSSR Doctoral Fellowship for the Financial Year 2025-26 after duly verifying the details of the applicant regarding eligibility as per column 2.1 to 2.9 of ICSSR guidelines. It is certified that

- a) the applicant is a full-time bonafide Ph.D. student at this institution.
- b) the age of the applicant is _____ years _____ months on the last date of application and he/she is eligible to apply in the _____ (UR/OBC(NCL)/EWS/SC/ST/PwD) category as per the ICSSR guidelines.
- c) the Ph.D. Title and synopsis have been duly confirmed and approved by the competent statutory body (DRC/PGRC/RAC/BoS) of _____ (name of university/institute) on or before last date of online application and it was notified by the competent authority vide notification/letter number _____ dated _____. **(Provisional/tentative topic used merely for registration purpose before statutory approval from DRC/PGRC/RAC/BoS should not be forwarded under any circumstances).** The notification is attached with the application form.
- d) The caste certificate of the applicant, if applied under reserved category, has been duly verified by the institution. In case of OBC (NCL) and EWS candidates, it is certified that the income certificate for the candidate to be considered in OBC non-creamy layer/ EWS category is valid for the Financial Year 2025-26.
- e) The applicant has secured _____ % marks or equivalent grades in any social science discipline at Post-Graduation level (Minimum 55 % for UR and EWS category and five per cent relaxation of marks will be given to SC/ST/ OBC-(NCL) candidates & Persons with benchmark Disability (PwD)).
- f) The institution is recognized by UGC under 2(f)/12 (b) and its certificate is attached herewith.

The institution agrees to administer the funds, provide basic research infrastructure and provide the material and managerial assistance for the Fellowship. We shall maintain a dedicated bank account for ICSSR grant (Scheme Code 0877) that is duly registered at PFMS portal for release of the Fellowship Grant (please refer notification given on ICSSR website – www.icssr.org).

The affiliating institution will duly

- A. Release the sanctioned fellowship grant released by ICSSR to the scholar.
- B. Ensure submission of the Ph. D thesis and an audited Statement of Accounts and Utilization Certificate with respect to admissible grant, (in the prescribed GFR- 12A) duly certified by the Competent authority, including the refund of any unspent balance.
- C. Inform ICSSR within 15 days and settle the accounts including the refund of any unspent balance within three months in case a scholar leaves /discontinues his fellowship before completion of the fellowship tenure or as per ICSSR rules.

- D. Affirm that there shall be no substantial change in the Ph.D. title without prior approval from ICSSR.
- E. Certify that the applicant has not availed any major financial assistance/fellowship/scholarship from any source like UGC Junior Research Fellowship (JRF) / Rajiv Gandhi National Fellowship (RGNF) / Maulana Azad National Fellowship (MANF) / ICSSR/ICAR/CSIR/ICPR/ICMR/ICHR/ Jawaharlal Nehru Memorial Foundation Fund Fellowship (JNMF) or any such except UGC Non-NET Fellowship.

(Signature of the applicant)

(Signature of the Supervisor)

Name: _____

Name: _____

Place: _____

Date: _____

Signature of the Director / Registrar /
Principal of the Institute / University / College
Name: _____

Designation: _____

Seal _____