

## **Forwarding Letter by the ICSSR Research Institutes**

(Only for applicants applying through ICSSR Research Institutes)

**(By the Director of the Institute from where applicant is applying the fellowship. 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 Research  
Institute) 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 his/her 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 where the PhD scholar is registered in PhD 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](http://www.icssr.org)).

The institute 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)

Name: \_\_\_\_\_

(Signature of the Supervisor)

Name: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of the Director of the ICSSR  
Research Institute

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Seal \_\_\_\_\_