



**INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH**  
**NORTH-WESTERN REGIONAL CENTRE: P.U. CHANDIGARH**  
**Ministry of Education (Govt. of India)**  
Phone 0172-2541027, 2534577

**PROFESSOR UPASNA JOSHI SETHI**  
**HONORARY DIRECTOR**

**August 12, 2024**

The Chairperson of the University, Department/  
Principal of the College.

Subject: Financial Assistance to Research Scholars under Study Grant Scheme who are pursuing Ph.D. in the field of Social Sciences for the financial year 2024-25.

Dear Sir / Madam,

The Indian Council of Social Science Research has a Study Grant Scheme for scholars who are pursuing Ph.D. in the field of Social Sciences. The purpose of study grant is to provide financial assistance to Ph.D. scholars in the field of social sciences for consulting Libraries/Achieves/Data Centre's to collect the research material.

**Eligibility:**

- A scholar should be registered for Ph.D. in social sciences in one of the recognized Universities in India;
- A scholar who is not receiving any financial assistance from ICSSR, UGC or any other agency, is entitled to get financial assistance under this scheme;
- Social Scientists who want to revise their doctoral thesis for which a degree has already been awarded are not eligible to get financial assistance under this scheme

**Entitlement:**

1. An allowance of Rs.400/- per day to meet boarding and lodging expenses for a maximum period of 30 days in a financial year;
2. An additional total amount of Rs.1000/- to meet conveyance and other miscellaneous expenses;
3. Second class sleeper railway/bus fare from the place of residence/University where scholar is registered for Ph.D. to the place of visit (where libraries are located) and back. A scholar is allowed to visit two cities by round trip via shortest route.

The scheme is administered by Five Regional Centre's of the Council located at Chandigarh, Mumbai, Kolkata, Hyderabad, Shillong and also by the National Social Science Documentation Centre, ICSSR New Delhi for Northern Regional Centre.

A Ph.D. scholar is to apply to the Director of the Regional Centre within whose jurisdiction he/she is registered for Ph.D. in a University. The jurisdiction of the ICSSR North-Western Regional Centre at Chandigarh is Punjab, Haryana, Himachal Pradesh, Jammu & Kashmir and the Union Territory of Chandigarh.

Applications for the financial assistance under this scheme are to be sent in the prescribed form alongwith the recommendation of the Head of the University Department/Research Institution. The application form is enclosed. \* The application for study grant under this scheme can be made throughout the year. The students are required to send their applications sufficiently in advance of their proposed visit.

I shall be thankful, if you could kindly arrange to display this information on the **Notice Board** and also bring to the notice of individual faculty members / all the research scholars who are pursuing PhD in your Department/College in the field of social sciences. Scholars interested in availing themselves of study grant facilities for consulting the libraries may send in their application to the undersigned duly filled in and completed with necessary formalities. Incomplete applications will not be considered.

We can reserve accommodation, if available, in the ICSSR NWRC Guest-House located on the University Campus, on payment as per rules, if approached well in advance.

The payment of total sanctioned amount of grant will be made on the following conditions: -

- (a) TA will be paid only if the receipt/ticket of actual fare paid is submitted alongwith the bill.
- (b) The payment of daily allowance will be made to you on the expiry of your sanctioned period on furnishing **a certificate to the effect that your expenditure on boarding and lodging was not less than Rs.400/- per day and on submitting the progress report of the work done and list of books/journals consulted during the period.**
- (c) The certificate of attendance from the Librarian of the University/Head of the Institution visited by you, allowed in this sanction letter, should be submitted alongwith the bill.
- (d) It may kindly be noted that this sanction is valid during the current financial year ending **MARCH 31, 2025**. You can utilize the number of days/stations to be visited, according to the material available in the libraries.

Awardee must acknowledge the receipt of sanction letter immediately (if sanctioned). In case you are not in a position to avail the study grant, you are advised to inform us immediately so that scholars on the waiting list may be considered for the grant.

With kind regards,

(PROFESSOR UPASNA JOSHI SETHI)  
HONORARY DIRECTOR

- Application form can be downloaded from the website:  
[www.icssrnwrc.org.in](http://www.icssrnwrc.org.in) or photocopies of the form may be used.



4. (a) Date of Registration for Ph.D: \_\_\_\_\_  
(b) University/Institute of Registration : \_\_\_\_\_  
(c) Name and Designation of the Supervisor/Guide: \_\_\_\_\_  
(d) Approved Research Theme: \_\_\_\_\_
- 

5. Centre (s) / Libraries to be Visited (name and address):

(i)

(ii)

(iii)

(iv)

6. Duration of the Proposed Visit: From: \_\_\_\_\_ To: \_\_\_\_\_

7. Details of the **Study Grant** awarded by any Regional Centre of the ICSSR in past 3 years (if any): \_\_\_\_\_

8. Details of financial assistance applied for/received from the ICSSR under other Schemes such as Fellowships, Contingency Grants, etc (in the last three years) \_\_\_\_\_

---

9. Details of financial assistance applied for / being received from agencies other than ICSSR, such as Universities, U.G.C. etc. in last three years. \_\_\_\_\_

---

13. I Hereby Declare that:

- I have read the rules governing the scheme and shall abide by them.
- I am at present not getting any financial assistance from the ICSSR, University, U.G.C. or from any other agency for the purpose of the intended visit.
- The material required by me is not available in the libraries of the city / town where I am residing / working.
- I have/have not been previously awarded a Study Grant by the ICSSR.
- The information given in the form is true and correct.  
In the event of any information being found to be false, the application may not be considered.

**Date :**

**Signature of Applicant**

**Certificate of the Registrar of the University/Head of the Institute/Department:**

(i) \*Shri/Shri mati/Kumari ..... is registered for Ph.D. at  
.....  
for the topic mentioned in this application. The date of registration is.....  
and the name of his/her Supervisor/Guide is .....

(ii) The application of Shri / Shri mati / Kumari ..... is forwarded  
for consideration. It is certified that the information given in the application has been found to  
be correct.

**Signature of the Registrar/Head of the Institution/Department**

**(With Rubber Stamp)**

**Important Note:**

The application for Study Grant will be considered only if it is accompanied by the following documents:

- (i) Detailed elaboration of the Research Proposal: scope, objectives and the methodology, etc.
- (ii) Progress of the work already done on the Research Proposal (with recommendation of Supervisor/Guide.
- (iii) Certified copy of the Registration Certificate for Ph.D.
- (iv) List of publications to be consulted.
- (v) In case Study Grant has been accepted previously by any of the ICSSR Centre's, please also enclose a detailed report of the work (duly approved by the Supervisor) accomplished during the Study Grant.
- (vi) Any other information which the scholar may like to give in support of the application.