

No.CUK/SCH/2023-24/F-51

02 FEB 2026

CIRCULAR

Sub: Notification for Submission of UGC NON-NET Contingency
Claims for FY 2025-26-Reg.
Ref: CUK-Guidelines for award of UGC NON NET fellowship Scheme
dated 26-09-2018.

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This is to inform all concerned that Research Scholars of the University who are availing the UGC Non-NET Fellowship may submit their Contingency Grant claims for the financial year 2025–26 in the enclosed format, strictly adhering to the instructions provided.

The duly completed claims shall be submitted to the Office of the Scholarship Section, Room No. 18, 2nd Floor, Administrative Building, CUK, on or before **17-03-2026** by **4:00 PM.**

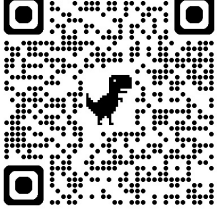
Claims received after the stipulated date and time will not be considered under any circumstances.


REGISTRAR
21/2/26

Copy to:

1. All the Deans/HoDs/Directors: -To share the contents of the Circular with the students.
2. PS to Hon'ble VC, O/o Registrar, Academic Section.
3. System Analyst. -To upload on University Website.
4. Raj Bhasha Section- For Translation.
5. Concerned File.

कुलसचिव / REGISTRAR
कर्नाटक केन्द्रीय विश्वविद्यालय
Central University of Karnataka
कलबुरगि / KALABURAGI



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access
complete
circular
along with
Annexures



UGC NON-NET CONTINGENCY FORM

1.	Name of the student	
2.	Department	
3.	Fellowship Type NON-NET/JRF-SRF/ICSSR/DST (Any other please specify)	
4.	CUK Enrollment No.	
5.	Date of Registration of PhD	
6.	Date of Joining	
7.	Contingency claim for the Financial Year 2025-26 (Apr-25 to Mar-26)	
8.	Total Amount claimed	
9.	Contact No.	
10.	Email ID	
11.	Have you submitted thesis? (Yes/No)	
12.	If Yes, Date of submission of thesis	

Instructions to be followed:

- 1) Original bills in name of respective student should be attached with the claim form.
- 2) The items purchased should be clearly mentioned on the bills.
- 3) The bills should pertain for the period 1st April to 31st March of the respective financial year.
- 4) The Department shall verify the claims submitted by the research scholar and the concerned supervisor shall certify each bill.
- 5) The claim of registration fee for attending conference / seminar shall be submitted along with fee paid receipt/bill and the permission letter issued by respective Dean/HOD/Coordinator.
- 6) Bills such as Estimate/Quotation/ color Xerox of bills or tempered / overwritten bills shall not be considered.
- 7) All the purchases such as consumable/non consumable, travel if any shall be solely for the research purpose.
- 8) The travel claims shall be restricted to second class sleeper only or ordinary bus. Whichever is lower.
- 9) Incomplete forms shall be summarily rejected.

Declaration by Research Scholar:

I hereby declare that I will comply with the UGC/GOI/University norms and I am liable to refund the excess amount/ incorrect claims, if any found at later stage after verification, drawn by me. The UGC/University may seek refund or adjust any wrong/excess payment drawn by me or paid to me. I also understand that penal action, as per prevailing law, may be taken against me and the University may also initiate disciplinary action against me for wrong claims if any.

Signature of the research scholar

Statement of particulars for Contingency claim.

Sl.No	Bill No. and Date	Item /Particulars	Purpose of expenditure	Amount	Remarks
Total amount claimed					
Rupees.....					
Total No. of original bills attached					

Hence, recommended for reimbursement of contingency claimed as above.

Research Supervisor

Head of the Department
Seal and Signature

Dean of the School
Seal and Signature



No.CUK/ACAD-IV/F-3837/2018-19/59

26/09/2018

Sub :- Guidelines For Award Of UGC Non-Net Fellowship Scheme

Ref:- 1. Resolution of 21st Academic Council meeting dated 16th July, 2018

2. Resolution of 41st Executive Council meeting dated 13th Aug, 2018

3. Hon'ble Vice Chancellor's dated 25 SEP 2018

It is hereby notified that the following guidelines shall be applicable in respect of Scheme of award of UGC Non-NET Fellowship Scheme in the University with immediate effect: -

(i) UGC Non-NET Fellowships for M.Phil and Ph.D Programs:-

- (a) The Scheme for Non-NET fellowship is applicable for full Time Research Scholars who are not in receipt of any financial assistance from any source (UGC letter D.O. No. F. 19-33/2006(cu) dated 31/01/2007) and are registered for M. Phil. or PhD. Programs in various departments of the University.
- (b) The award and extension of fellowship will always be subject to actual release of funds from the UGC and compliance with stipulated conditions, such as certification of regular attendance and quarterly submission of progress and continuation reports.
- (c) In case of any violations of the terms and conditions of award enumerated in succeeding paragraphs and amendments from time to time, the University reserves the right to cancel the fellowship, registration and recover the amount paid as per UGC guidelines.
- (d) A copy of this notification and subsequent changes if any will be placed on the University Website at www.cuk.ac.in. The University will issue no individual intimation about the guidelines, amendments if any to the entitled research scholars and it shall be the responsibility of the Research Supervisor concerned to make aware himself/herself about the guidelines issued by the UGC from time to time.

(ii) M. Phil. Program:-

M. Phil. students not availing any financial assistance from any other source will be considered for the award of Non-NET fellowship of Rs. 5000/- per month with contingency of Rs. 10,000/- per year for Science students and Rs. 8000/- per year for Humanities and Social Science students.

(iii) PhD. Program:-

Selected students will be entitled to Rs. 8000/- per month as fellowship and contingency of Rs. 10,000/- for Science students and Rs. 8000/- for Humanities and Social Science students.

(iv) Procedure to be adopted for fresh award of UGC Non-NET Fellowship:-

- (a) For fresh award, registered scholars are required to submit their application in the prescribed format attached to this Notification to the Academic Section of the University duly recommended by CASR and forwarded by the HoD concerned to complete in all respects not later than the last date as per notified by the Academic Section every academic year.

- (b) Fellowship shall be awarded from the date of commencement of classes for registered scholars for the course work of M. Phil./PhD. Programs.
 - (c) The maximum span period for award of fellowship will be 04 years for PhD.(03 years + 01 year extendable subject to recommendation of CASR and 18 months for M. Phil. or submission of dissertation/thesis, whichever is earlier as per the existing guidelines issued by the UGC.
 - (d) no fellowship shall be given for the extended period beyond stipulated period of study for full-time scholars.
- (v) Renewal of Fellowship:-
- (a) Renewal of Fellowship for each year should be submitted to Academic Section within a month from the date of expiry of Fellowship in the prescribed proforma, duly recommended by Committee for Advanced Studies and Research (CASR) and forwarded by the Supervisor and Head of the Department along with a copy of the progress report.
 - (b) An undertaking to be submitted by the Scholar that he/she has not availed any inadmissible leave and has not availed any financial assistance from any other source. For any absence or delay in renewal beyond the control of the Research Scholar, the same may be intimated to the Academic Section within three months from the expiry of the fellowship duly recommended by the CASR to avoid cancellation of renewal of fellowship. Applications received after this period will be rejected.
 - (c) The rejected applicants may apply afresh for renewal of Fellowship for the next academic year, if submitted within stipulated time. The rejected period without Fellowship shall be counted towards total period of Fellowship.
 - (d) Failure to qualify in a semester exam for M. Phil. / Ph.D. Course work for any reasons will result in immediate suspension of the Fellowship till the Research Scholar is qualified as per norms. No Fellowship shall be paid for the period taken to qualify, but this period shall be counted towards the span period of Fellowship.
- (vi) Leave
- (a) The maximum leave period for Scholars will be 30 days in an academic year excluding Public Holidays. They will not be entitled to any vacation as per extant UGC guidelines.
 - (b) Women candidates are eligible for maternity leave of 135 days at full rates of Fellowship subject to the conditions as per UGC guidelines.
 - (c) In other cases, leave without Fellowship will be restricted to a period not exceeding three months during the entire Fellowship period. The duration of any leave granted shall be counted towards total span period of Fellowship.
 - (d) The leave duly recommended by the Head of the Department shall be forwarded to Academic Section in advance. The Departments concerned shall maintain proper leave records of each Research Scholar who have been granted Fellowship.

(vii) Cancellation of Fellowship:-

The Fellowship is liable for cancellation in the event of following:-

- (a) Unauthorized absence without any permission or leave granted by the competent authority;
- (b) On the grounds of reported misconduct;
- (c) Not making any progress in his/her research work if reported by the Research Supervisor and/or the HoD;
- (d) Furnishing of any false information/affidavit etc for the award of Fellowship from the University.
- (e) Candidate if found employed during m. Phil/Ph.D Research.
- (f) Candidate is already availing Scholarship/Fellowship from any other sources.
- (g) Failure in Course-Work examination two times consecutively.

For all other matters, the UGC guidelines in this regard shall be applicable.

(Signature)

Registrar

कुलसचिव / REGISTRAR
कर्नाटक केन्द्रीय विश्वविद्यालय
Central University of Karnataka
गुलबर्गा / GULBARGA.