



## FELLOWSHIP POLICY

**Corporate Office:** CP Tower, IPIA, Road No.1, Kota-324005, (Raj.) Ph.:0744-3040045

**Email:** [info@cpuniverse.in](mailto:info@cpuniverse.in) | **website:** [www.cpuniverse.in](http://www.cpuniverse.in)

(Established by Government of Rajasthan Act No. 13/2012 , u/s 2(f) of the UGC Act 1956)

## Overview

Career Point University, Kota introduced the Fellowship of the Research Promotion Policy, a pioneering initiative aimed at fostering a culture of research excellence within our academic community.

Our Fellowship program is designed to provide comprehensive support to faculty members and researchers who demonstrate outstanding potential in their respective fields. Through a combination of financial assistance, mentorship, and access to state-of-the-art resources, fellows will have the opportunity to pursue groundbreaking research projects that address pressing societal challenges and contribute to the advancement of knowledge.

By investing in the Fellowship of the Research Promotion Policy, Career Point University is committed to nurturing the next generation of research leaders and fostering a vibrant culture of innovation and discovery. We invite faculty members and researchers to apply and join us in advancing the frontiers of knowledge for the betterment of society.

## Guidelines for award of Fellowship cum Assistantship to Ph.D. Students

1. **Eligibility:** In order to be eligible for fellowships, CPU students / faculty must be a part of this institution both at time of submitting the fellowship application and at the time of receiving an award.
2. **Application:** All eligible candidates must apply for Fellowship or Research Associateships in the university prescribed format duly forwarded by the department head and the Dean of institution. All applications would be evaluated by the fellowship committee and the selected candidates would be thereafter informed. The last date for submitted applications each would be notified.
3. **Honesty in Fellowship Applications and Essays:** The fellowship program expects that all essays, resumes, transcripts and other material supported as part of a fellowship application are accurate. It is considered to be a breach of academic honesty to misrepresent one's accomplishments or borrow from other writers without acknowledgement.
4. **Failure to Fulfill Fellowship Requirements:** If a student who receives a fellowship fails to comply with the terms of that fellowship award (including, but not limited to), completing reporting requirements, honoring duration of the

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proposal, informing the fellowship program about the changes and completing an academic program, the fellowship programs will determine, on a case on case basis, the amount of funding to be returned to the university.

5. **Multiple Awards:** If a student is offered multiple awards for the same experience, the student must notify fellowship Programs and any other appropriate offices so that an equitable arrangement can be made.
6. **Letters of Recommendation:** Letters of Recommendation submitted for a particular fellowship competition are not considered transferable to other competitions or to other offices or agencies.
7. **Academic Standing:** Student recipients of the fellowships must remain in good academic standing at the end of the semester in which the fellowship is awarded. If a student withdraws from the University for any reason, any fellowship awarded to such student is subject to cancellation.
8. **Archives:** All fellowship application materials submitted to fellowship Programs will be retained on file for one academic year after the academic year of submission. Materials for fellowship recipients and nominees to external competitions will be kept on file in the fellowship Programs office for two additional years and thereafter in perpetuity through the university library archives. All materials for unsuccessful candidates will be destroyed after one year. Fellowship Programs urges all applicants to keep copies of their application materials.

## **FORM FOR FELLOWSHIP APPLICATIONS**

**1. Full Name**

**2. E-mail ID**

**3. Contact Number**

**4. Employee ID**

**5. Designation**

**6. Department**

**7. School/Faculty**

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## **Declaration**

The undersigned hereby declare that,

- The data mentioned above is correct to the best of my knowledge.
- The Fellowship for which I am applying has not been done or claimed by any other source.
- I/We hereby verify that the foregoing information and details are true and correct in accordance with Policy of CPU, Kota.

(Name)

(Signature with Date)

Comments of the HOD with signature:

Recommendation from Head of Institution with signature:

Recommendation from Fellowship Committee with signature

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