

St. Xavier's University, Kolkata

NOTICE

West Bengal Swami Vivekananda Merit-Cum-Means Scholarship for NON-NET/NET-LS Ph.D Scholars for Academic Session 2023-24

Scholars pursuing Doctoral courses (NON-NET Junior Research Fellow/NET-Lecturership) at St. Xavier's University, Kolkata have the opportunity to apply for scholarship offered by the Higher Education Department, Govt. of West Bengal under the Swami Vivekananda Merit-Cum-Means Scholarship Scheme.

Scholars who have **completed their Ph.D Registration process** are eligible to apply for the scholarship.

The upper ceiling for family income has been fixed at Rs.2,50,000/- per annum by the Govt. of West Bengal.

Scope of the Scholarship: Rs. 8,000/- per month for four years or till the completion of Ph.D (whichever earlier) from the date of Ph.D registration.

Steps to apply:

1. Registration of the applicants will be done by the Office of the Registrar, St. Xavier's University, Kolkata upon verification of annual family income as per the provided document (listed in point no. 9).
2. After successful registration, an SMS will be sent to the applicant's mobile no. containing the Applicant ID and a system-generated Password. If an applicant does not receive the SMS, containing the login credentials, he/she is required to contact the Office of the Registrar.
3. The applicant is required to login to the SV-MCM Scholarship application portal with the Applicant ID, Password and Captcha. After successful login, they must carefully fill-up and submit the Basic Details form.
4. After submission of Basic Details form, the following documents are required to be uploaded to submit the form:
 - i. Photo (JPG/JPEG and Size in between 20-50KB)
 - ii. Signature (JPG/JPEG and Size in between 10-20KB)
 - iii. Marksheet or Admit of 10th Standard as Date of Birth proof (PDF and Size not more than 400KB)
 - iv. Blank Cancelled Cheque (PDF and Size not more than 400KB)
 - v. Ph.D Registration Certificate (PDF and Size not more than 400KB)
5. After the applicant has successfully uploaded the documents listed above, he/she is required to download the system-generated Utilization Certificate/Claim Certificate (for both fresh and renewal applicants). The same is required to be signed by the Candidate, the Ph.D Supervisor & the respective HOD.
6. In case of renewal, the applicant has to obtain the proforma for the Ph.D Progress Report (*enclosed herewith*) and fill it accordingly mentioning the Claim Period (quarter). The Ph.D Progress Report is required to be signed by the Ph.D Supervisor, the Ph.D Co-Supervisor, the Convenor of the respective Departmental Research Committee and the Ph.D Programme Coordinator.
7. The applicant is required upload the Utilization Certificate/Claim Certificate and the Ph.D Progress Report (for renewal) in the SV-MCM Scholarship application portal finally submit the application.

8. The Office of the Registrar will enter the bank details of the applicant as per the provided document (listed in point no. 9). The finalized online application will be verified. If any discrepancy is found in the application, it will be reverted and returned to the applicant for making the necessary changes. If no discrepancies are found, the same will be forwarded to the Higher Education Department, Govt. of West Bengal.
9. For the purpose of verification, the applicant is required to submit the following documents to the Office of the Registrar at the earliest:
 - i. Print-out of the application.
 - ii. A letter addressed to the Vice-Chancellor, St. Xavier's University, Kolkata through the Registrar, St. Xavier's University, Kolkata.
 - iii. Self-attested copy of the Ph.D Registration Certificate.
 - iv. The Institution Copy of the Utilization Certificate/Claim Certificate in original.
 - v. Self-attested copy of the first page of the Bank Passbook/Cancelled Cheque.
 - vi. Self-attested copy of the Ph.D Progress Report for the Claim Period (for renewal).
 - vii. Self-attested copy of Income Proof:
 - a. Income Tax Return Statement/TDS Statement/Form-16 of self/parent(s)/guardian for the Financial Year 2022-2023, i.e. ITR Assessment Year 2023-2024 or,
 - b. Latest Salary Statement of self/parent(s)/guardian issued by employer or,
 - c. Pay Slip of last three months of self/parent(s)/guardian issued by employer or,
 - d. Income Certificate, in case of business (*enclosed herewith*) issued by competent Govt. authority of self/parent(s)/guardian.
 - viii. Self-attested copy of the Marksheet or Admit of 10th Standard as Date of Birth proof.
 - ix. Self-attested copy of any Govt. ID proof (Aadhaar card/Voter ID card/PAN card/Driving License/Passport).

For more information, please check: <https://svmcmm.wbhed.gov.in/>

For any queries, please contact:

Mr. Shantanu Deb
Office of the Registrar
St. Xavier's University, Kolkata
Ph.: 033-66249846
Email: scholarship@sxuk.edu.in



St. Xavier's University, Kolkata

Action Area III-B, Newtown, Kolkata- 700160

PH.D. PROGRESS REPORT

Name of the Student	
Course	Doctor of Philosophy (Ph.D.)
Discipline	
Department	
Registration Number	
Date of Admission	
Date of Registration	
Progress Report Period	From: _____ To: _____
Name of the Supervisor	
Designation of the Supervisor	
Name of the Co-supervisor (if any)	
Designation of the Co-supervisor	
Title of Thesis	

Signature of the Student with date	
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Remarks of the Supervisor	
Signature of the Supervisor with Date	
Name & Designation	

Remarks of the Co-Supervisor (if any)	
Signature of the Co-Supervisor with Date	
Name & Designation	

Remarks of the Convener, Departmental Research Committee	
Signature of the Convener, Departmental Research Committee with Date	
Name & Designation	

Remarks of the Ph.D Programme Coordinator	
Signature of the Ph.D Programme Coordinator with Date & Seal	
Name & Designation	

PROFORMA FOR INCOME CERTIFICATE

(In case of non-salaried Parent/Guardian)

(To be issued by any Govt. Officer not below the rank of Jt. B.D.O. in case of rural areas or Executive Officer in case of Municipality or Deputy Commissioner of Corporation or Group – A Gazetted Officer)

I certify to the best of my knowledge that Shri/Kumari/Smt. _____
son/daughter/wife of Shri/Smt. _____ resident of Village/Town:
_____ PO: _____
PS: _____ Dist: _____
_____ State: _____ is
known to me for _____ (Years/Months).

His/Her father/guardian/husband is a permanent resident of Village/Town:
_____ PO: _____
PS: _____ Dist: _____
_____ State: _____.

The total annual family income from all sources of both the parents/guardian/husband/student for the financial year _____ is ₹ _____ only.

Place: _____

Date: _____

(Signature with Seal)

(Name in Block Letters)

(Designation & Department)

Full Address:

N.B. In case of salaried parents/guardian, latest salary certificate / last three months pay slip of the present employer has to be submitted.