**UNIVERSITY GRANTS COMMISSION**

**Sanothimi, Bhaktapur, Nepal**

**The UGC MPhil Fellowship Agreement**

This agreement is made this \_\_\_\_\_ day of *\_\_\_\_\_\_\_\_\_* in the year *\_\_\_\_\_\_\_\_* by and between:

1. University Grants Commission,
2. \_\_\_ [Type your name] , the Fellow, with the following details;

Program: MPhil

Subject: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University registered to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of registration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The UGC MPhil Fellowship award no.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Institution)

(hereafter, referred to as “parties”)

in connection with the UGC MPhil Fellowship awarded by the UGC to the Fellow \_\_\_ [Type your name] for the MPhil program in the year 2077-78 (2020-21).

The parties hereby agree to abide by the following terms and conditions:

**Terms and Conditions**

1. **Obligations of the UGC**
2. Provide financial assistance to the Fellow according to the funding and disbursement scheme outlined in Section B of this agreement.
3. Periodically monitor the progress of the Fellow and provide suggestions.
4. Take action in case of unsatisfactory progress, negligence or misconduct on part of the Fellow.
5. Assist the Host Institution to comply with the UGC Minimum Standard and Procedure for MPhil Degree 2073.
6. In case of ‘Young Category’ Fellow, make decision on the selection of community campus for Fellow’s service within six months from the date of submission of Final Report to the UGC.
7. Provide to the Fellow a Certificate of UGC MPhil Fellowship after the completion of the program.
8. **MPhil Fellowship Fund disbursement**
9. The UGC MPhil Fellowship has the following funding and the disbursement scheme:

UGC MPhil Fellowship

|  |  |  |
| --- | --- | --- |
| **Financial support** | **Amount (Rs.)** | **Disbursement** |
| First Installment | 42,000 | After submitting receipt/proof of admission, Declaration of ‘No Support’ from other source |
| Second Installment | 42,000 | After submitting the certificate of successful completion of the first semester |
| Third Installment | 42,000 | After submitting a hard copy and a digital copy of the accepted Thesis and transcript. |
| Printing cost | 20,000 | After submitting a copy or information of a research article published complying with the UGC Minimum Standard and Procedure for MPhil Degree 2073.In case of Young Category, after the UGC decision on Fellow’s obligation to teach in a community campus. |

2. The Fellow has provided the following Bank Account for depositing installments of the Fellowship

Account Holder's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Bank: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Bank: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bank Account No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Obligation of the Host Institution**
2. Fully comply with the UGC Minimum Standard and Procedure for MPhil Degree 2073
3. Provide full institutional support to the Fellow to complete the MPhil degree.
4. Have an institutional code of academic integrity and procedure to address research misconduct in place and ensure strict adherence to them by the Institution and the members of the Institution (subject to Article A-4).
5. Facilitate the monitoring of the Fellow’s progress by the UGC.
6. Certify the Progress Report and write recommendations for the Fellow’s request to the UGC
7. **Obligation of the Fellow**
8. Comply with the requirements of the UGC Minimum Standard and Procedure for MPhil Degree 2073*.*
9. Maintain the highest level of academic integrity and research ethics.
10. Submit a progress report (academic achievement and academic activities if any) every six months until the completion of the program.
11. Publish at least one original research articles based on the MPhil research work in any UGC-recognized peer-reviewed journals at the earliest.
12. Complete the degree and submit the Final Report to the UGC within 18 months from the date of admission. The Final Report should include a hard copy and a digital copy of the accepted thesis, transcript, and a published research article in accordance with the UGC Minimum Standard and Procedure for MPhil Degree 2073. The thesis must get a plagiarism clearance, when and if such service is available. The Fellow may request for an extension of time for submission of the Final Report before the expiration of the deadline (as per Section E-1)
13. **Other Conditions**
14. All the terms and conditions mentioned in The UGC Research Development and Innovation Programs Implementation Guidelines 2019 are applicable. The provision for request for extension of time for submission of the Final Report to the UGC is in accordance with Section 1.6.9 (Procedure for dealing with the delay) of the aforementioned Guidelines.
15. Research misconduct and any unethical activity are punishable. It is the Host Institution’s obligation to conduct the investigation on any suspected or alleged research misconduct. Small institutions that do not have adequate resources to conduct such investigation might request the UGC for assistance or taking over the case. Any proceeding for the case of research misconduct will involve four steps of action consisting of Inquiry, Investigation, Adjudication and Appeal, and shall be carried out with fairness and expedience as fundamental principles.
16. In case of disputes in any issues with this agreement, the UGC reserves the rights to give the final decision.

1. On behalf of the UGC 2. Masters/MPhil Fellow

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Designation: Secretary Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Grants Commission Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Mobile phone: \_\_\_\_\_\_\_\_\_\_\_\_\_

Official Seal Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

3. On behalf of Research Division, UGC 4. On behalf of the Host Institution

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Official Seal