CIRCULAR


UGC has enabled the Scholarship and Fellowship Management Portal (SFMP) for the convenience of scholars to see/track the status of the monthly Scholarship/Fellowship payments.

Research scholars are hereby requested to initiate their monthly confirmation in the Scholarship and Fellowship Management Portal (SFMP) portal for the receiving their payments.

The detailed information as given by UGC is as follows:

1. Grievance Handling:

   All the students and research scholars, who are already linked on the SFMP are able to see/track the status of their monthly scholarship/fellowship payments. Now, the students/research scholars will be able to lodge their grievances on the portal itself. The nodal officers of university as well as of UGC will be able to see the grievances on the portal.

   The grievance will be resolved by your institution, Canara Bank or UGC, as per the subject matter, within a reasonable period. If the grievance is related to UGC or Bank, the same can be transferred to UGC/Bank by you. Similarly, UGC/Bank will be able to transfer grievances to your institution also.

   Your institution will take suitable/appropriate action to resolve the issue and inform the student/research scholar on the portal itself. A pendency report will be generated and sent to the higher authorities of your institution and UGC. The actions, on the grievances related to UGC, will be taken by UGC.

2. Monthly Confirmation:

   An additional functionality has been enabled in the SFMP for the already linked students/research scholars. Now, the students/research scholar has to initiate their monthly confirmation on the SFMP for receiving their payments. The UGC will be able to see the time-lines and activity done by students/research scholars and your institution on the portal.

   The Monthly confirmation initiated by students/research scholars will be visible to you. You will be able to mark monthly confirmation as per the normal practice being followed now by your institution.

   In case of National Fellowship for Scheduled Caste Students (NFSC), the disbursement of fellowship will be regulated as under:

   “Confirmation for continuation of the fellowship shall be given by the Institution twice in a year within the 10th of the month of January/July. Based on this certification fellowship would be released to research scholar, for six months on monthly basis i.e., January to June/July to December. The institution will, however, be responsible for updating on the portal in case any research scholar discontinues the course, or is has been on inadmissible leave and thus not entitled for the fellowship during this period.

   In the event of discontinuation of the course or in case of inadmissible leave rendering him/her not entitled to the fellowship, the candidate will be responsible to intimate such position and he/she will be liable to refund the amount of over-payment, if any, of fellowship paid to him/her for the period beyond the date of such discontinuation, or for the such period of inadmissible leave.

   In case, any research scholar is absent without intimation or is has been on inadmissible leave, the concerned Nodal Officer (Maker/Checker) will be accountable to effect stopping of automatic generation of his/her fellowship and also to effect recovery of such over-payment, if any, made to the candidate.”

   All the research scholars should immediately update the required details in the UGC Scholarship and Fellowship Management Portal (SFMP).

Sd/-
DIRECTOR (RESEARCH)