

# LADY TATA MEMORIAL TRUST

## SCIENTIFIC RESEARCH SCHOLARSHIPS

2012 - 2013

### INFORMATION SHEET FOR APPLICANTS

1. **Applications** are invited from Indian Nationals, from select Universities / Institutes / Laboratories, and **strictly with first class academics (60% and above) from Class X up to date** for the award of Post-Doctoral Fellowship (*two year award term*) and Junior Scholarship (*five year award term*) for the year 2012-2013 for scientific investigations having a bearing directly or indirectly on the alleviation of human suffering from disease. The value of the award and contingency grant is as under :

	VALUE OF AWARD (p.m.)	CONTINGENCY GRANT (p.a.)	AGE LIMIT AS ON 31.3.2012
<b>A. Post-Doctoral Fellowship :</b>			
To a Ph.D. in Science or to an M.D./M.S/MDS. Degree holder with two years' research experience.	Rs.22,000/-	Rs.20,000/-	35
<b>B. Junior Scholarship :</b>			
To fresh M.Sc.s	Rs.16,000/-	Rs.20,000/-	27

### 2. House Rent Allowance (H.R.A.)

At 25% of the basic value of the scholarship will be offered to scholars doing research work at Universities / Institutes / Laboratories, i.e. **strictly in the following Metro Cities – Mumbai, Delhi, Kolkata, Chennai, Bangalore and Hyderabad**, being locations outside their place of permanent residence. **Scholars from other small towns / cities** will receive HRA @ 10% of the basic value of their scholarship. A certificate from the Institute verifying the status of accommodation of the scholar should be attached together with latest original receipt of rental. **Scholars residing in accommodation provided by the Institute will not be eligible for drawing HRA.**

A MONEY ORDER OF RS.100/- BEING **PROCESSING FEE (NON-REFUNDABLE)** PER APPLICATION SHOULD BE FORWARDED IN FAVOUR OF THE **LADY TATA MEMORIAL TRUST** AND THE ORIGINAL POSTAL RECEIPT OF THE SAME SHOULD BE ATTACHED AT THE TOP OF THE ORIGINAL SET OF THE APPLICATION FORM. ANY APPLICATION RECEIVED WITHOUT THE ORIGINAL MONEY ORDER RECEIPT, OR FORWARDED THROUGH ANY OTHER PAYMENT MODE, WILL BE REJECTED WITHOUT FURTHER CORRESPONDENCE WITH THE APPLICANT.

**PLEASE NOTE THAT THE AGE LIMITED WILL NOT BE RELAXED.**

### 3. Post Doctoral Fellowship :

The Post Doctoral Fellowship is tenable in the first instance for a period of one year commencing from 1<sup>st</sup> August 2012. It will be renewable for a further period of one more year based on the first year progress report. The tenure of the Fellowship is not extendable beyond two years.

#### 4. Junior Scholarship :

The Junior Scholarship is tenable in the first instance for a period of two years commencing from 1<sup>st</sup> August 2012. On completion of two years and on assessment by the 3-Member Doctoral Committee of the scholar about the progress of work done, the awardee, will have to re-appear for an interview before the Trust's Indian Scientific Advisory Committee in 2014-2015 for promotion to the Senior Scholarship (@ Rs.18,000/- p.m.) for a further period of three years (2014-2015 to 2016-2017), as under, subject to satisfactory progress as reflected in the annual progress reports submitted to the Trust.

( I ) The five-year scholarship grant will be governed by the following rules and regulations :

- (a) JR Scholar joins in year one and a 3-Member Doctoral Committee (DC) is appointed by the concerned Institute / University within three months of the award of JR, and this Doctoral Committee has to have the approval of the Indian Scientific Advisory Committee (ISAC) of the Trust. The Committee should have the Guide (Convenor), a Professor grade faculty and another faculty working in related areas of science. At the end of the year, the JRS will present the work done to the DC and a summary of the work done along with approval of the DC members should be sent to the Trust for renewal of the fellowship for the second year.
- (b) The JR Scholar must complete the formalities for Ph.D. registration within 9 months to 14 months from the date of joining as JR Scholar with the Trust, otherwise the Trust will terminate the scholarship.
- (c) The JR Scholar will be reviewed by the ISAC in an interview on the completion of the first term of two years as **JRS**, for the work done and whether registration for Ph.D. has been done and then recommended for continuation from the third year as SR Scholar.
- (d) At the end of third year when the researcher is a SR Scholar, his / her scholarship will be continued into the fourth year based on the recommendations of his / her Doctoral Committee and based on the comments of the ISAC on the progress report submitted. The progress report should summarise the work done in the previous 3 years and the plans for the fourth year.
- (e) At the end of the fourth year he / she will be reviewed by the ISAC for continuation of fellowship for the fifth and final year.

( II ) On promotion as a Senior Scholar in the third year, the scholar will receive an incremented scholarship of Rs.18,000/- p.m. with HRA+contingency maintained at the same levels.

Applicants for Junior Scholarship must have post-graduate qualification in Science (M.Sc.). Science graduate applicants must have passed their B.Sc. and M.Sc. Examinations with > 60% marks. Candidates with GATE / NET qualifications may be given preference.

#### 5. GENERAL RULES AND REGULATIONS –

Subjects selected must have a bearing directly or indirectly on the alleviation of human suffering from disease.

Selected scholars must undertake to **work whole time** and will be debarred from private practice or taking up any other occupation or accepting any other scholarship award or post of any description during the tenure of the scholarship award of the Trust. The scholar will also not be allowed, except for very exceptional reasons, at the sole discretion of the Trust, to abandon the research work in the middle of the academic year as this defeats the very purpose for which the Trust awards scholarships. The applicant must give an undertaking to this effect in the application itself.

A selected scholar, if after having accepted our Award, abandons the research work before completing it or relinquishes the scholarship in the middle of an academic year on the ground that he / she has been offered an award of a higher value by another funding agency / organisation, or has secured alternate employment, he / she will be called upon to refund the entire scholarship amount, inclusive of house rent allowance / contingency expenditure and the concerned university / institute will not be considered for the Trust scholarships for the next two academic years. **A Bond will have to be executed to this effect by the selected scholar, and countersigned by the concerned guide at the time of accepting our scholarship award.**

( I ) In stating the particulars of the proposed research, the applicant must give :

- a) title of research.
- b) a short resume of the subject of research indicating the present state of knowledge.
- c) details of the proposed research including :
  - i) the methods intended to be employed.
  - ii) previous experience in the use of these methods &
  - iii) the experiments to be carried out.
  - iv) expected outcome of the project.
- d) A two-page condensed Executive Summary of the proposed research project detailing the methodology, rationale and aims of the project.

( II ) Candidate must pay particular attention to the above requirements. The problem must be carefully selected and isolated so that it can be adequately dealt with during the period of the scholarship. As complete information as possible should be given regarding the proposed research under the various heads indicated above and also full reference must be given as indicated in the following Point 5 ( III ) below. The scientific information so presented will help to determine whether or not the applicant should be called for an interview.

( III ) In giving the particulars of published papers and articles, the candidate should state references by numbers. In the list of references at the end of the text, full references should be given corresponding to the number quoted in the text as follows :

- a) Give names of all the authors when six or less, if seven or more, give only the first three and add et al.
- b) Full title of the paper.
- c) Name of the Journal from which the reference is quoted.
- d) Year of publication.
- e) Volume, and
- f) Page numbers (first and last).

**Please note that :-**

- i) references are **not to be quoted** if the Applicant has not fully studied the original text of the article, and
- ii) **if the references are not quoted in the manner described above, the application will not be considered.**

( IV ) The Candidate MUST submit the application **strictly in conformity** with the pattern given in the Pro-Forma. **THE APPLICATION SHOULD BE FRESHLY COMPUTER-GENERATED. HAND-WRITTEN APPLICATIONS WILL BE REJECTED.**

The candidate MUST forward the application **through the Registrar of the University / Director of a recognised Research Institute or Laboratory** where he / she proposes to work. Application will be rejected if this requirement is not met. **The application must be accompanied by :**

a) a letter jointly signed by the Registrar / Director and the Head of the Department concerned stating that they have critically examined the details of the proposed research work, that they have approved of the general plan, that the university / institute has adequate laboratory facilities and that they will provide these facilities to the applicant for his/her research work. The letter should give the name and designation of the person who will act as Guide to the applicant.

b) A letter from the Guide, giving his / her consent, to provide necessary guidance to the applicant and to supervise his / her research work.

c) A joint letter from the three Members of the Doctoral Committee agreeing to assess and submit the research progress reports of the work done by the Scholar as sought by the Trust (*for JR Scholarship applicants only*).

d) Applicant must obtain a separate letter from the Head of the Department or the Research Guide giving comments on past research experience and on the competence of the candidate to carry out the proposed research work.

( V ) **EIGHT SETS** (original application + seven copies as requisitioned) of the application must be submitted. ***Please note that the application sets should only be corner-stapled and SHOULD NOT BE SENT LOOSELY OR BOUND IN ANY OTHER MANNER.*** The application should be addressed to **The Secretary, Lady Tata Memorial Trust, Bombay House, 24 Homi Mody Street, Mumbai 400 001**, so as to reach him not later than **16<sup>th</sup> January 2012.**

Please super-subscribe on the left hand top corner of your postal cover, the scholarship for which you are applying, in the abbreviated form as shown below :

**POST DOCTORAL FELLOWSHIP ... PDF  
JUNIOR SCHOLARSHIP ... JRS**

( VI ) The interview call letters will be posted to short-listed candidates by the end of June 2012, personal interview will be held in mid-July 2012 and the names of the selected candidates, based on their performance at the interview, will be announced in the last week of July 2012. The selected scholars and their Guides will be intimated about the same immediately thereafter. Selected scholars will be required to report to the respective Research Guides on **1<sup>st</sup> August 2012.**

*Applicants must comply with the above instructions strictly. An application will not be considered if the candidate fails to furnish the requisite information and supporting certificates and letters. It may please be noted that testimonials, reprints and other papers received with the application will not be returned.*

**Any canvassing, direct or indirect, will entail disqualification of application without notice.**

SPECIMEN LETTER

Date :

The Secretary  
Lady Tata Memorial Trust  
Bombay House  
24, Homi Mody Street  
Mumbai 400 001.

Dear Sir,

I am sending herewith the original application set + 7 requisite sets (copies) of my application for a (*name of Fellowship/Scholarship*) for the year 2012-2013. I have submitted this application after reading very carefully the instructions given in the Information Sheet. Particulars given in my application are in conformity with the Pro forma. The topic of my research work has a direct / indirect bearing on the alleviation of human suffering from disease, as required.

2. With the original application (inclusive of the detailed Research Project Proposal – *not exceeding 10 pages*), I attach the following :
  - (i) Proof of age
  - (ii) Certificate of Physical Fitness
  - (iii) Letter jointly signed by the Registrar of University / Director & Head of the Institute (as required in Point 5 IV (a) of the Information Sheet).
  - (iv) Consent letter from the Guide (as required in Point 5 IV (b) of the Information Sheet).
  - (v) Letter of Competence from the Head of the Department or Research Guide (as required in Point 5 IV (d) of the information Sheet)
  - (vi) One-page Summary Information sheet
  - (vii) Letter from Institute with a xerox of latest rent receipt for HRA claim (where applicable).
  - (viii) Original Money Order Receipt of Rs.100/- in favour of the **Lady Tata Memorial Trust** being non-refundable processing fee for application.
3. \* I am applying for a **Post-Doctoral Fellowship** as I am fully qualified to apply for it in terms of the requirements laid down in paras 1 & 3 of the Information Sheet.

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\*I am applying for a **Junior Scholarship as a Science Post-graduate** in accordance with paras 1 and 4 of the Information Sheet.

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**\* Under Point 3 only use the paragraph applicable to you.**

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4. Dr. / Prof. (*give name and designation*) is my Guide and I am enclosing a letter from him giving his consent to provide necessary guidance and to supervise my research work.
5. My Guide has given his comments on the past research experience and on my competence to carry out the proposed research work in a separate letter to the Trust Secretary. The letter in original is attached herewith and copies are attached to all the seven copies of the application. (*Mention of the past research experience to be made only if applicable*).
6. Particulars of my previous research work and proposed research work have been given in my application as per Point 5 (I and III) in the Information Sheet. Copies of reprints or published papers / articles have been attached to all the seven copies of the application. References quoted are in the manner as stated in Point 5 (III) of the Information Sheet and the relevant text concerning these references have been read and studied by me. (*Please omit from this para, portions not applicable to you*).
7. I have read very carefully Point 5 of the Information Sheet. In compliance thereof, I undertake to devote my whole time to the research work and not to accept any other scholarships / awards or post / occupation of any description during the tenure of my scholarship. I also undertake not to abandon my research work under the Trust fellowship / scholarships in the middle of the academic year.

8. I understand that failure on my part to honour the above commitment will entail refund to the Lady Tata Memorial Trust of the total scholarship amounts, inclusive of the contingent / HRA amounts paid to me.
9. I also understand that the Post Doctoral Fellowship is awarded for a period of one year and extendable for a further period of one year based on the first year research report, or
10. I also understand that the JR scholarship is awarded initially for a period of two year and, based on the second year progress report by the 3-Member Doctoral Committee, renewal for a further period as a SR scholarship will be offered based on an interview by the Indian Scientific Advisory Committee, and if found to be satisfactory by the Trust, the SR scholarship will be awarded.

Yours faithfully,

*Signature of Candidate*  
(NAME OF CANDIDATE)

Encl :

**ORIGINAL APPLICATION SET (ONE SET) :**

(Papers to be attached strictly in the following order)

1. Detailed Application Form together with the complete Research Project Proposal (*not exceeding 10 pages*).
2. Reprints of published papers and articles, if any.
3. Proof of age (xeroxed true copy).
4. Certificate of physical fitness.
5. Letter jointly signed by the Director / Head of the University / Institute.
6. Consent letter from the Guide.
7. Letter from Guide testifying the candidate's competence to carry out the proposed research work.
8. Letter from University / Institute with a xerox of latest rent receipt for HRA claim.
9. Original Money Order receipt of Rs.100/- in favour of the **Lady Tata Memorial Trust** being non-refundable Processing Fee for the application.

**ADDITIONAL ENCLOSURES (SEVEN SETS)**

(Papers to be attached strictly in the following order)

1. Detailed Application form (with the proposed Research Project Proposal not exceeding 10 pages).
2. A two-page condensed Executive Summary of the Proposed Research Project.
3. Letter from Guide testifying the candidate's competence to carry out the proposed research work.

**ONE SEPARATE SET (SEVEN COPIES)**

1. Summary Information Sheet of Applicant (Printed on A4 size paper strictly on one page).

**NOTE : COPIES OF MARK-SHEETS SHOULD BE SENT WITH THE APPLICATION**

# LADY TATA MEMORIAL TRUST

## PRO FORMA OF APPLICATION

*(This is a sample application format based on which a freshly computer generated application should be submitted. Hand-written application will be rejected, which please note).*

(This application is for a ..... \*\* fellowship)  
 (\*\* Please state the Fellowship for which you are applying)

1. Name in full beginning with surname (in capital letters) :

..... SURNAME	..... FIRST NAME	..... MIDDLE NAME
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2. Sex :

Age :

3. Date of birth : .....(Day) .....(Month).....(Year)  
*(For age limit, please see para 1 (A&B) of the Information Sheet. Proof of age - preferably birth certificate - must be attached to the original application only).*

4. Postal address for communication :

- (i) Complete present address (with PIN CODE) (*contact address for correspondence*).
- (ii) Permanent address (with PIN CODE).
- (iii) Contact telephone / mobile / e-mail / fax.

5. Examinations passed :

*Full particulars must be given of the School / University Examinations passed (From Class X up to date) -*

- (i) Name of the examination
- (ii) Year of passing
- (iii) Name of School / University
- (iv) Class/Division and percentage of marks obtained.
- (v) Subjects taken
- (vi) Rank, if any, and
- (vii) Prizes/medals won.

6. Particulars of present emoluments (*i.e. salary, allowance, etc.*) scholarships or any other financial support :

7. Scholarships/Fellowships previously enjoyed :

*(Particulars should be given of the value, duration (with dates) and name of the organisation which made the award).*

8. Particulars of the scholarships or other appointments for which the applicant may be a prospective candidate :

9. Previous research work :

*(Particulars should be given of previous research work and the period (with dates) during which it was carried out (A copy of the reprints or published papers and articles to be attached to the original of the application. References are to be quoted strictly in the manner shown in Point 5 (III) of the Information Sheet. Please note that references are not to be quoted if the candidate has not fully studied the original text of the article.)*

10. Proposed research work with the title in brief :

*(Particulars of the proposed research work should be given as per instructions given in Point 5 (I) & (II) of the Information Sheet. The submission should not exceed 10 pages).*

11. Name and designation of the Guide who has consented to provide necessary guidance and to supervise the research work, with his / her complete address :

12. House Rent Allowance :

*(H.R.A. at 25% of the value of the scholarship will be offered to scholars doing research work at Universities / Institutes / Laboratories, in Metro Cities – i.e. Mumbai, Delhi, Kolkata, Chennai, Bangalore and Hyderabad, being educational locations outside their place of permanent residence. Scholars from other small towns/cities will receive HRA @ 10% of the value of their scholarship. A certificate from the Institute verifying the status of accommodation of the scholar should be attached together with latest original receipt of rental.) Scholars residing in accommodation provided by the Institute/University will not be eligible for drawing HRA.*

**PRO FORMA OF  
SUMMARY SHEET OF APPLICANT  
ACADEMIC YEAR 2012-13**

*( Summary Information should strictly be filled in one page (on A4 size) as per format given below and original + 7 copies sent )*

Name of applicant :

Date of birth :

Age :

Qualifications :

	<b>Qualification &amp; principal subject</b>	<b>Year of Passing</b>	<b>Class &amp; percentage</b>	<b>Secondary/Junior Board / University</b>
1.				
2.				
3.				
4.				

Present position and Remuneration, if any :

Awards won :

Previous research work/ Experience :

Complete title of proposed Research Project :

Name of Guide & complete address :



**LADY TATA MEMORIAL TRUST  
SCIENTIFIC RESEARCH SCHOLARSHIPS  
2012 - 2013**

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Scholars recommended by an Indian University/Institution, with **first class academics (strictly 60% and above from Class X up to date)**, are required to work whole time under the direction of a scientist of standing in a recognised Institution.

Rates of scholarships and other particulars are as follows :

	VALUE OF AWARD (p.m.)	CONTINGENCY GRANT (p.a.)	AGE LIMIT AS ON 31.3.2012
<b>I. Post-Doctoral Fellowship :</b>			
To a Ph.D. in Science or to a M.D./M.S. Degree holder with two years' research experience. <i>(two year award term)</i>	Rs.22,000/-	Rs.20,000/-	35
<b>II. Junior Scholarship :</b>			
To fresh M.Sc.s <i>(five year award term)</i>	Rs.16,000/-	Rs.20,000/-	27

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Applications for joint investigations will not be accepted.

Any one Guide in a Department can recommend the application of **only one candidate** in any given area.

Applications are to be made strictly as per instructions given in our Information Sheet and pro forma.

Information Sheet and Application pro forma have been forwarded to your University / Institution and may be obtained from the office of the Vice-Chancellor / Registrar / Director.

The last date for receiving the duly filled applications at the Lady Tata Memorial Trust is 16<sup>th</sup> January 2012.

All Awards are effective from 1<sup>st</sup> August 2012



(F. J. Guard)  
Secretary