



UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI – 110002

F.No.21-3/2011 (IC)

November, 2013

The Registrar
All Indian Universities

Sub: **Offer for 1 (one) SAARC Chair, 3 (three) SAARC Fellowships and 8 (Eight) SAARC Scholarships tenable in Bangladesh.**

Sir/Madam,

Please find enclosed a copy of note verbale No. SAARC/ESC/UGC.8/Follow-up/Bangladesh Schol/2013 of October 10, 2013 received from South Asian Association for Regional Cooperation(SAARC) Secratariat, Kathmandu alongwith enclosures offering **1 (one) SAARC Chair, 3 (three) SAARC Fellowships and 8 (Eight) SAARC Scholarships tenable in Bangladesh.**

The terms of reference and general guidelines, alongwith the prescribed proforma are enclosed. Further details may be seen at UGC website www.ugac.ac.in .All applications must be submitted to **The Section Officer (IC-Section), Room No.508-A, University Grants Commission, Bahadurshah Zafar Marg, New Delhi- 110 002** on or before **6th December, 2013** positively. Applications received after due date will not be entertained.

Encl: As above

Yours faithfully,


Charan Dass
(Under Secretary)



**SOUTH ASIAN ASSOCIATION FOR
REGIONAL COOPERATION
SECRETARIAT**

Email/Fax Message No. 2073/8/445
No. SAARC/ESC/UGC.8/Follow-up/Bangladesh schol/2013

The Secretariat of the South Asian Association for Regional Cooperation presents its compliments to the Ministries of Foreign/External Affairs of the Member States of SAARC and has the honour to refer to the attached self explanatory letter no. UGC/SF/6.68/SAARC-Bangladesh/2008/9932 dated 09 October 2013 concerning **Offer of SAARC Chair Fellowship Scholarship Scheme tenable in Bangladesh.**

Terms and conditions and General Guidelines for the scheme are in the attached self-explanatory letter.

The esteemed Member States are requested to circulate the same among the relevant authorities and forward applications as stipulated by the University Grants Commission of Bangladesh **latest by 31 December 2013** to the SAARC Secretariat for onward transmission.

The Secretariat of the South Asian Association for Regional Cooperation avails itself of this opportunity to renew to the Ministries of Foreign/External Affairs of the Member States of SAARC, the assurances of its highest consideration.

Enclosed - as stated/-

10 October 2013

Ministries of Foreign/External Affairs
(SAARC Division)
Member States of SAARC

Copy to:

1. Prof. Dr. Ganesh Man Gurung, Chairman, University Grants Commission
Email: ganeshmangurung@gmail.com
2. Participants of Member States for the **Eighth Meeting of the Committee of Heads of University Grants Commission / Equivalent Bodies (Kathmandu, 17 - 18 April 2013)**

COPY BY EMAIL.

VP/SB
MS
23/10

P.O. Box No.4222, Kathmandu, Nepal
Tele: 00977-1-4221785 Fax: 4227033, 4223991
E-mail: saarc@saarcsec.org



University Grants Commission of Bangladesh

Agargaon, Dhaka-1207

Phone : 88-02-8181623, Fax : 88-02-8122948, Email: mahmud_2010@yahoo.com

No. UGC/SF/6.68/SAARC-Bangladesh/2008/9932

Date : 09/10/2013

Secretary
Ministry of Foreign Affairs
Government of the People's Republic of Bangladesh
Segun Bagicha, Dhaka.

Subject : Offer for SAARC Chair, Fellowship & Scholarship tenable in Bangladesh.

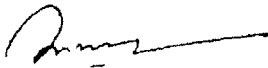
Dear Sir,

I am directed to inform you that the University Grants Commission of Bangladesh is pleased to invite applications for 01 (One) SAARC Chair, 03 (Three) SAARC Fellowships and 08 (Eight) SAARC Scholarships, from SAARC countries under the SAARC Chair, Fellowships and Scholarships Scheme, tenable in Bangladesh. We would like to ask for 01 (One) application from each country for the SAARC Chair, 02 (two) applications from each country for the SAARC Fellowships and 03 (three) applications from each country for the SAARC Scholarships. Terms and Conditions and General Guidelines for the scheme are attached herewith. Interested candidates are requested to apply in prescribed form attached herewith. All applications should reach the University Grants Commission of Bangladesh by 31 December, 2013. Each applicant will have to submit 2 (two) sets of the application.

University Grants Commission of Bangladesh will make the final selection and arrange placement of the selected scholars in appropriate universities.

We would be glad if you kindly forward this information to the SAARC Secretariat as early as possible.

Thanking you,


09.10.2013
(Dr. Sultan Mahmud Bhuiyan)
Additional Director (ICC)

No. UGC/SF/6.68/SAARC-Bangladesh/2008/ 9932

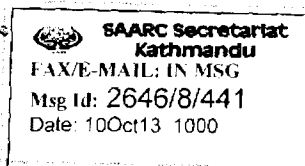
Date : 09/10/2013

Copy for information and necessary action to:

1. Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka.
2. Chairman, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110002, India.
3. Chairman, University Grants Commission, Kathmandu, Nepal.
4. Chairman, Higher Education Commission of Pakistan, Sector H-9, Islamabad, Pakistan.
5. Chairman, University Grants Commission, 20, World Palace, Colombo 07, Sri Lanka.
6. Vice-Chancellor, Royal University of Bhutan, Sinitokha, Thimphu, Bhutan.
7. Director General, Department of Higher Education, Maldives.
8. Senior Advisor, Ministry of Higher Education, Afghanistan.
9. Director, South Asian Association for Regional Cooperation (SAARC),
P.O. Box No. 4222, Tridevi Marg., Kathmandu, Nepal.


(Akram Ali Khan)
Sr. Assistant Secretary (ICC)

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**INFORMATION ON
SAARC CHAIRS, FELLOWSHIPS AND
SCHOLARSHIP SCHEME**

**UNIVERSITY GRANTS COMMISSION OF BANGLADESH
DHAKA**

Preface

At the SAARC Summit 1989, the Heads of the States and Governments decided to establish a program for exchange of scholars through institution of SAARC Scholarships, Fellowships and Chairs to promote increasing cross fertilization of ideas through greater interaction among academics, scholars and students in the SAARC countries.

In obedience to this decision, Senior Officials from the SAARC countries in a meeting held in February 1987, recommended that the Chairs, Fellowships and Scholarships should be instituted in each member country for organizing teaching, research and seminars. It was further recommended that each Member would prepare a brochure according to standard format with a view to provide relevant information to the applicants for facilitating preliminary selection of scholars at the receiving end.

In pursuance of the said recommendations a "Brochure for SAARC Chairs, Fellowships and Scholarships Scheme" had been published by the University Grants Commission of Bangladesh. This brochure included relevant information on relevant faculties & departments where Chairs, Fellowships and Scholarships are being offered and obtainable from the universities of Bangladesh in 1989.

As the scheme did not work well since its inception in 1987, a workshop on operation and related issues of the scheme held at Katmandu on 22-23 October 2002 for revising modalities on conceptual framework, organizational management and coordination and financing of the scheme. The recommendations were then again reviewed by the second meeting of Technical committee on human Resources Development held in Colombo on 7-8 November 2002.

In the First Meeting of the Heads of University Grants Commissions or Equivalent Bodies, held on 11-12 October 2003 in Dhaka, the scheme was revised according to the recommendations of TC HRD, which have been reflected in this new brochure.

It is hoped that the brochure will be helpful to the scholars who intend to avail the opportunities for research under the scheme. For further improvement and modifications suggestions and advice are welcome from all concerned, as the aim of the brochure is to make it meaningful and informative.

Objectives

The objectives of the SAARC Chair, Fellowship and Scholarship are :

- (i) To promote regional unity, solidarity, peace and a common understanding amongst people of the region through exchange and sharing of knowledge, skills and technology.

- (ii) To contribute to the field of human resource development needs of the member states by meeting the needs of social and economic growth through enhancement and exchange of skills and knowledge which are existing within the region.
- (iii) To inspire and enable scholars to further their capabilities to achieve personal fulfillment and to contribute to the benefit of the SAARC region through the generation and application of new knowledge.

University Grants Commission of Bangladesh

Agargaon, Sher-e-Bangla Nagar, Dhaka-1207

TERMS & CONDITIONS FOR SAARC CHAIR, FELLOWSHIP AND SCHOLARSHIP PROGRAMS TENABLE IN BANGLADESH

I. SAARC Chair

A SAARC Chair will be instituted in the universities of Bangladesh for a reputed university teacher of the SAARC countries other than Bangladesh. The holder of the Chair will (help the host institution in organizing academic pursuits) participate in academic activities like teaching, research and seminars etc. in the host institution.

The position is intended to allow the individual to make significant strides in his/her field of research and thereby contribute to his/her career. For the scholars this will represent an opportunity to enhance their knowledge and reputation. For the institution and the host country, there will be direct benefits in terms of teaching, supervision and publication, and interaction with local research students, consultants and others.

- (i) **Duration :**
The Chair will be for a period of 6 (six) months
- (ii) **Eligibility :**
Should be a full time Professor in a university or holder of an equivalent post in a research institutes with not less than fifteen years professional experience, and should possess proven outstanding scholarship and reputation.
- (iii) **Age limits :**
Preference will be given to the middle aged scholars. Persons above 65 years will not be considered.
- (iv) **Facilities :**
 - (a) Maintenance allowance shall not be below the scale enjoyed by the host country at same level. Rather, the allowance shall be (i) 20 percent above the scale in the host country or (ii) scholar's own institute, whichever is higher.
 - (b) A grant of Taka 5,000.00 for books and stationery.
 - (c) A grant for expenses of travel within Bangladesh up to Taka 10,000.00
 - (d) House rent of Taka 20,000.00 per month.
- (v) **Other conditions :**
 - (a) The scholar will reside in Bangladesh during the tenure of the Chair.
 - (b) Air ticket shall be provided by the sending Government.
 - (c) Final selection and placement in a university will be made by the UGC of Bangladesh.

II. SAARC Fellowships:

4 (Four) fellowships will be awarded from the SAARC countries other than Bangladesh. Fellowships will be provided for research in the universities of Bangladesh.

Fellows will mainly be engaged in research works, but are also expected to accept a reasonable teaching load. The position of Fellow is intended to provide the scholar the opportunity to acquire tertiary level teaching experience and improve his research and publication portfolio. The host institutions will be benefited by the teaching services of the Fellow as well as by his / her research activities, which may be carried out independently or in collaboration with it senior academicians.

(i) **Duration :**

The fellowship will be for a period of 6(six) months.

(ii) **Eligibility :**

A candidate should hold a doctoral degree (or other acceptable postgraduate qualification). He/she should have standard research publications to his/her credit and should possess proven evidence of independent research works and sufficient teaching experience. He/she should have at least three years experience as a staff member of a university or similar institution in his/her own country.

(iii) **Age limits :**

The candidate should preferably be middle aged; persons beyond 65 years of age will not be considered.

(iv) **Facilities:**

- (a) Maintenance allowance should be at par with the salary and allowances of Reader/Associate Professor in the scholar's own university or host university, whichever is higher.
- (b) A grant of Taka 4,000.00 for books and stationery.
- (c) A grant of taka 8,000.00 for internal travel within Bangladesh.
- (d) House rent of Taka 15,000.00 month.

(v) **Other conditions:**

- (a) The fellow will be a full-time research worker in the field selected by him/her and approved by the host institution.
- (b) The fellow shall not accept any appointment, paid or unpaid or otherwise receive any emoluments, salary, stipend etc. from any other source during the fellowship period.
- (c) Air ticket should be provided by the sending Government/Institute.
- (d) Final selection and placement in university will be made by the UGC of Bangladesh.

III. SAARC Scholarships:

A total 10 (Ten) Scholarships will be awarded for graduate and doctoral research work in the universities of Bangladesh.

The scholar will have the opportunity to study for a higher degree in a specialized area in an institution with a high reputation in his or her particular field of interest. There are two direct benefits to the institution or host country, firstly, the supervisor under whom the student will work, will benefit from assistance in research and publication, secondly, the institution will have a high-quality student who is likely to excel in his/her studies, enhancing the academic reputation of the institution offering the program.

- (i) **Duration :**
The scholarships may be for the normal tenure of the course for which it is awarded
- (ii) **Eligibility:**
A scholar preferably with a first class or high second class Bachelor's/Master's degree, intending to pursue higher studies leading to a Master's /Ph. D. degree will be eligible. For member countries, which do not have facilities for tertiary level studies, a candidate with first division in higher secondary level or equivalent will be eligible for a bachelor's degree program.
- (iii) **Age limits :**
Candidate should preferably be below 35 years of age.
- (iv) **Facilities :**
 - (a) Maintenance allowance of Taka 15,000.00 per month.
 - (b) A grant of Taka 3,000.00 for books and stationery.
 - (c) A grant for internal travel within Bangladesh up to Taka 2,500.00 per year
 - (d) House rent Taka 4,000.00 per month.
- (v) **Other conditions :**
 - (a) The scholar will be a full-time student and research worker under an approved supervisor on a subject selected by him and approved by the host institution.
 - (b) The scholar shall not accept any appointment, elsewhere paid or unpaid.
 - (c) The scholar shall present, through his supervisor, half-yearly report on the progress of work.
 - (d) Air ticket should be provided by the sending Government.
 - (e) Final selection and placement in a university will be made by the UGC of Bangladesh.

SAARC CHAIR, FELLOWSHIP AND SCHOLARSHIP SCHEME

(Revised)

Recognizing that the SAARC Chair, Fellowship and Scholarship scheme did not work well since its inception in 1987, the Workshop on operation and related issues of the Scheme held at Kathmandu on 22-23 October 2002 revised modalities on conceptual framework, organisational management and coordination and financing of the Scheme.

The recommendations of the Workshop were reviewed by the Second Meeting of Technical Committee on Human Resources Development held in Colombo on 7-8 November 2002. Following is the revised Scheme as recommended by the TC HRD:

I. CONCEPTUAL FRAMEWORK OF THE SCHEME:

Objectives

- i. To promote regional unity, solidarity, peace and a common understanding amongst peoples of the region through exchange and sharing of knowledge, skills and technology.
- ii. To contribute to the human resource development needs of the member states by meeting the needs of social and economic growth through enhancement and exchange of skills and knowledge base existing within the region.
- iii. To inspire and enable scholars to further their capabilities to achieve personal fulfillment and to contribute to the benefit of the SAARC region through the generation and application of new knowledge.

Tests for viability

- i. The scheme will only operate effectively if it offers benefits to the individuals involved. These benefits must include both short term aspects (eg financial reward) and longer term aspects (eg career progression).
- ii. The scheme will operate effectively if it offers benefits to the funding agency involved. These benefits must be substantial enough for the scheme to attract financial support in competition with other funding priorities.
- iii. The scheme will operate effectively if it offers benefits to the host institution/country.

Operational aspects and roles of chairs, fellows and scholars:

Chairs are to be filled by people who are at the level of university professor or equivalent and will therefore have demonstrated evidence of high quality research and scholarly work in the past. They are likely to be in middle age and are expected to have completed around 15 years in a university/research institutes. They will be expected to undertake a large research portfolio in addition to a limited amount of teaching. The position is intended to allow the individual to make significant strides in his/her field of research, thereby contributing to his/her career progression. For the

individual this will represent an opportunity to deepen their knowledge and enhance their reputation in their field. For the institution and the host country, there will be direct benefits in terms of teaching, supervision and publication; and there will also be side benefits in terms of supervision of – and interaction with - local research students, consultants and others. The duration of the post should be not less than six months.

Fellowships are intended for PhD holders who may be working in a university, research body or organisation, but who would like to build an academic career. Fellows will be expected to conduct some research, but will also be expected to maintain a reasonable teaching load. The position of Fellow is intended to provide the individual both with university-level teaching experience, and with the opportunity to develop their research and publication portfolio. The host institution will benefit directly from the teaching and the research undertaken – whether this is self-directed or undertaken as a research assistant to a senior academic. The duration of the post should be not less than six months.

Scholarships are for Graduate/Masters and PhD programmes. These will be purely academic degrees. The benefit to the individual will be the opportunity to study for a higher degree in a specialized area or in an institution with a high reputation in his or her particular field of interest. There are two direct benefits to the institution or host country: first, the supervisor under whom the student is doing his PhD programme will benefit from assistance in research and publication; second, the institution will have a high-quality student who is likely to succeed in his/her studies, enhancing the academic reputation of the institution offering the programme. The duration of the scholarship will be the normal course duration. If the nominating country desires to utilize the scholarship for under-graduate, then the sponsoring country should accommodate them also.

II. ORGANIZATIONAL MANAGEMENT AND COORDINATION OF THE SCHEME:

A diagnostic study of country papers revealed the following problem areas within the existing framework.

1. The programme is not given wide publicity.
2. Logistic and financial arrangements are insufficient.
3. There is lack of information about proper institutions and appropriate resource points.
4. The absence of a coordinating agency is acutely felt.

In view of the above, the programme needs to be revamped. The situation has been reviewed and the procedure streamlined. Under the revised arrangement, the SAARC Secretariat will adopt a uniform mechanism and take stock of the requirements of the member countries.

As regards to the offer of seats on the Scheme, the Member States may pledge more seats on the basis of their institutional base and capacity in future. However, to give

continuity and make functional the revised Scheme, to start with the same number of seats offered by the Member States as contained in the Report of the Meeting on SAARC Chairs, Fellowships, and Scholarship held in New Delhi on 22-23 September 1988 and subsequently approved by the Standing Committee may be followed.

The allotment of seats offered by the Member States would be taken into account on equity basis. However, due consideration may be given to the concerns of Least Developed Countries and Small Island Developing States while allotting seats received under the Scheme

Applications and selection procedure:

Chairs and Fellowships

SAARC chairs are prestigious positions. These are expected to provide opportunities of interaction with academicians, intellectuals, think-tank and also with electronic and print media thereby leading to better understanding among the member states. It is, therefore, imperative that the selection procedure of scholars should be transparent. Whenever a chair is available vacant, the UGC/Ministry will invite nominations from the universities and other research organizations. The circular will highlight terms and conditions of appointment and also outline the domains of duties and responsibilities of the incumbent. The Vice Chancellors of universities will ensure that the position is widely circulated. After receipt of nominations, the UGC/Ministry will short-list the applications and carry out discussions with eligible candidates during which each candidate will illustrate his/her action plan. The name(s) of the selected person(s) will be conveyed to the SAARC Secretariat for onward transmission to the recipient UGC/Ministry.

Final terms and conditions of appointment will be notified by the deadline to be fixed by the UGC of the country to which the scholar belongs. The period of initial appointment will be six months to one-year extendable upto two years subject to the needs and satisfactory performance to be evaluated by the host country. Persons beyond 65 years of age may not be considered. The selection process may be completed by the end of February; so that, the chair does not remain vacant which will ensure continuity of the academic and research projects in hand.

The UGCs/Ministries were identified as nodal agencies for implementation of the Scheme in all Member States.

SAARC Scholarships:

- a. All focal points will forward seats offered in each discipline to the SAARC secretariat by **31 July** each year.
- b. SAARC secretariat will publish the number of seats available in each discipline in the form of a brochure/booklet and circulate among the member countries by **15 August** each year.
- c. The identified focal points in the member countries will advertise the seats offered by other countries in the national newspapers and invite applications from interested citizens by **30 September** each year.

- d. The respective countries will compile the applications category-wise and subject-wise. Short listing will be completed by end of **31 October**.
- e. Member countries will ensure that incomplete applications and/or applications received after the deadline may not be entertained.
- f. Interview calls to the eligible candidates will be issued by **15 November**.
- g. Interviews may be conducted by **16 December**.
- h. Member countries will submit two nominations i.e. one principal and one alternate candidate for each seat available to the SAARC secretariat by **31 December**.
- i. SAARC secretariat will communicate final results to the Ministry and the UGC by **10 February**. Intimations to successful candidates and the ministries concerned will be sent by end of February each year.

III. FINANCING OF THE SCHEME

Chairs

The duration for SAARC Chair may be a few months to a few years, depending on the need and availability. The person selected for the SAARC Chair should be provided with the following financial support;

1. Salary and allowances must not be below the scale enjoyed by the host country/institute at the same level. Rather the scale shall be 20 per cent above (i) the scale in host country/institute or (ii) scholars own institute, then whichever is higher.
2. Residential accommodation as provided to the Professor in the recipient university.
3. Office facilities as provided to other professors of the recipient university.
4. Air ticket economy class should be provided by the sending government.
5. Medical care to the scholar and his/her family member
6. Provision for some initial establishment costs.

Fellowships

Fellowships amount should be at par with the salary and allowances of Reader/Associate Professor in the scholar's own university or host university, whichever is higher. The candidate should also be waived with admission fee, tuition fee, visa fee. S/he should be provided with book allowances, establishment allowances and medical care.

Return air ticket by economic class should be provided by the sending government.

Scholarships

The scholarship/stipend should be sufficient enough to cover the local expenses comfortably. The candidate should also be given waiver of admission fee, tuition fee,

visa fee. He should be provided with book allowances, establishment allowances and medical care.

Return air ticket economic class should be provided by the sending government.

ROLE OF THE SAARC SECRETARIAT

The SAARC Secretariat will play central as well as lead role in the operationalisation of the Scheme with the following specific tasks:

- i. The Secretariat will remind UGCs/Ministries of all Countries well in advance of the stipulated time-frame for advertisement of the Scheme by Member Countries. (*A uniform prescribed format for inviting applications which will be developed by the Secretariat and circulated to all Member Countries.*)
- ii. The Secretariat will publish a brochure on the Scheme every year. For this purpose, member countries will forward details about the course/programme (eligibility criteria to the admission, duration of the courses, start of the academic year, deadline for receipt of applications and fees etc.) offered by universities/institutions in their respective countries. The details of monetary aspects of the scholarship, fellowship and chair package to be offered to the nominees of SAARC states each other's scholars may also be incorporated in the brochure. The brochure will be circulated to all Member Countries for wider distribution.
- iii. The Scheme will also be advertised at the SAARC Secretariat's website.

University Grants Commission of Bangladesh
Agargaon, Sher-e-Bangla Nagar, Dhaka-1207.

SAARC CHAIR, FELLOWSHIPS AND SCHOLARSHIP SCHEME

APPLICATION FORM

(to be submitted in triplicate)

Photograph

1. Full Name of the applicant :
(in Block Letters)
2. Sex (male/female) :
3. Father's name :
4. Mother's name :
5. Date of Birth :
6. Marital status :
7. Nationality :
8. Permanent address :
9. Current postal address :
10. Present Position with institution :
11. Salary and allowances :
with detail breakup
12. E-mail Address, Telephone, Telex :
Fax numbers with area code
13. Past employment record, if any :
(Attach a separate sheet, if required)
14. Knowledge of English :

Written Good () Fair () Poor ()

Spoken Good () Fair () Poor ()
Specify level of examination passed in English and grades obtained

15. Application for (please tick one) : Chair / Fellowship / Scholarship
16. Educational qualifications :
(Please attach copies of certificates)

Certificate/ Degree	Country	University/ Board	Year	Grade
School (Grade X)				
Undergraduate (Grade XII)				
Post Graduate				
Doctoral				

17. List of publications :
(Please attach separate sheet if required)
18. Two References not related to the applicant :
- (a) Name.....
Status.....
Address.....
- (b) Name.....
Status.....
Address.....
19. A brief outline of the proposed plan of work (use separate sheet)
20. Preference of universities/institutes in which he/she is willing to work. Mention 3 names according to priority. It may be mentioned here that the UGC may not be able to make placement in the desired institutes.
21. Any general remarks, which you would like to offer (attach a sheet if necessary)

It is certified that the particulars given above are true to the best of my knowledge and belief.

Date
Place

Signature of Applicant

Approval of selection by the Vice-Chancellor/Head of the Institution

Endorsement by the Ministry of Foreign/External Affairs of the country to which the applicant belongs

Seal & signature

Seal & signature