

**BY SPEED POST**

No.F.173-1/2012 (IC)

September, 2012

To all the Registrar/Director  
(Indian Universities/ Institute/ Medical Institute)

**Sub: Commonwealth Academic Fellowship tenable in UK for the year 2013.**

Sir/Madam,

The Commonwealth Scholarship Commission, United Kingdom has offered 80(Eighty) Commonwealth Academic Fellowships tenable in the United Kingdom for **three months** for the year 2013. These fellowships are available in all disciplines including Medicine and Dentistry. The Fellowships are for a specific programme of academic collaboration, skills updating and networking designed to enhance teaching and future research capabilities and are not restricted to particular subject areas. It is expected that the programme will be closely related to the academic work an individual will return to his/her home country on completion of the period of abroad. Awards are not available for study towards a higher degree and are not intended purely for discrete research projects.

**Citizenship and Residency** : Candidates should be citizen of India.

**Eligibility** Be available to commence their Fellowship in the United Kingdom on 1 September, 2013. Any other start date will only be permitted in exceptional circumstances.

Have been employed for at least five years as an academic staff member of a university in a developing Commonwealth country.

Be in the employment of the nominating University

**AND**

Hold a doctorate

**OR**

In the fields of medicine and dentistry, have qualified as doctor or dentist before 1 October, 2003

**Duration** : Duration of fellowship is **3** months.

Application must be submitted using the Commission's Electronic Application System (EAS), a link to which is available on website at <http://bit.ly/cscuk-academic-fellowships>. **The form can be downloaded, saved and completed electronically but should then be printed 3(three) times and submitted to UGC duly signed by the Vice-Chancellor (in case of University/Colleges) and Executive Head (in case of Institution) along with office seal and** with all the required supporting documents (attested copies of original) so as to reach the **“Section Officer (IC Section), Room No.508A, University Grants Commission, Bahadurshah Zafar Marg, New Delhi-110002 on or before 26<sup>th</sup> October 2012 positively.**

**The Envelope Containing the application should be subscribed as, “Application for Commonwealth Academic Fellowship tenable in UK for the year 2013”.**

The candidates are requested to be ready to complete their EAS application by 07<sup>th</sup> December 2012 in U.K, if selected. You are further requested to read the instructions very carefully and send the application duly completed in all respects. The incomplete applications are liable to be rejected and no communication will be sent to the candidate in this regard. It may please be noted that nomination made by the UGC does not automatically guarantee selection or placement in UK and final selection of candidates rest with the Commonwealth Scholarship Commission in United Kingdom.

It may also be noted that the Commonwealth Scholarship Commission needs **confidential references** (rather than testimonials) specifically relating to the candidate's suitability for the planned studies. If the nominee has recently taken any former study at home or aboard – especially in the United Kingdom – the supervisor of that study **must** be named and asked to provide a statement which should be included with the papers or sent directly to this Commission identifying the candidate by name, home university and the type of award.

**Candidates are requested to make independent approaches to their preferred institution and to state their preferences on the application form. Letters of acceptance from the UK host academic must be included with the application form in order for the candidate to be eligible to be considered for a Fellowship.**

A copy of the guidelines along with the synopsis form is enclosed. It is also available on the UGC website at [www.ugc.ac.in](http://www.ugc.ac.in) and <http://bit.ly/cscuk-academic-fellowships>. You are requested to display the above offer prominently and bring it to the notice of all Institutions and affiliated colleges and forward **not more than five nominations** (this should be in order of merit and strictly followed). Individual nomination should not be sent.

Please note that the ACU, U.K. will only accept nominations from the candidate's employing Vice-Chancellor or Executive Head. This section/page should NOT be completed by any other individual on behalf of the Vice-Chancellor or Executive Head. If the candidate's employing institution is affiliated to a university, the parent university should complete this section. If the candidate is employed by an autonomous non-university institution.

Yours faithfully,

**(Renu Batra)**

Encl: As above

**NB: The completed application should be sent to the Commission by stipulated date i.e. 26<sup>th</sup> October, 2012.**

# Commonwealth Academic Fellowships

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## United Kingdom Awards 2013

This prospectus and a link to the Electronic Application System (EAS) are available on our website at <http://bit.ly/cscuk-academic-fellowships>



COMMONWEALTH  
SCHOLARSHIPS

## INTRODUCTION

Since their inception in 1959, some 27,000 individuals have benefited from the award of Commonwealth Scholarships and Fellowships to pursue advanced academic study in other Commonwealth countries. About two thirds of awards have been tenable in the United Kingdom. The vast majority of award holders have returned to make a significant contribution to their home countries, in many cases at the highest level, making the award scheme one of the largest and most prestigious in the world.

This prospectus describes the Commonwealth Academic Fellowships offered by the Commonwealth Scholarship Commission in the United Kingdom for citizens of developing Commonwealth countries in 2013-2014. Separate programmes and prospectuses exist for the Commonwealth Scholarships, scholarships offered by distance learning and on a shared funding basis, and for short mid-career professional fellowships offered by the Commonwealth Scholarship Commission. Please visit the CSC website at [www.dfid.gov.uk/cscuk](http://www.dfid.gov.uk/cscuk) for details of these programmes. For information on Commonwealth Scholarships offered by other Commonwealth countries, please visit the Commonwealth Scholarship and Fellowship Plan (CSFP) website at [www.csfp-online.org](http://www.csfp-online.org)

The secretariat of the Commonwealth Scholarship Commission in the United Kingdom is provided by the Association of Commonwealth Universities (ACU), which is responsible for all matters concerning selection and academic studies. The British Council is responsible for payments to fellows, and for arranging travel, reception and other support services for them.

## ELIGIBILITY

To apply for a Commonwealth Academic Fellowship, candidates should:

- Be Commonwealth citizens, refugees, or British protected persons
- Be permanently resident in a developing Commonwealth country
- Be available to commence their Fellowship in the United Kingdom on 1 September 2013. Any other start date will only be permitted in exceptional circumstances
- Have been employed for at least five years as an academic staff member of a university in a developing Commonwealth country
- Be in the employment of the nominating university

AND

- Hold a doctorate

OR

- In the fields of medicine and dentistry, have qualified as a doctor or dentist before 1 October 2003. Please see <http://bit.ly/cscuk-apply> for scholarship opportunities if you qualified after this date

The Commission wishes to promote equal opportunity, gender equity and cultural exchange. Applications are welcome from the many different races and origins that comprise the Commonwealth's rich variety of cultures, traditions and institutions.

## HOW CAN I APPLY?

Nominations for Commonwealth Academic Fellowships may be made by invitation through the following channels:

- The Executive Head of an eligible developing country university on whose staff the applicant serves
- In the case of Bangladesh and India, nominations are made through the University Grants Commission; in Pakistan, through the Higher Education Commission; and in Sri Lanka, through the Secretary, Ministry of Higher Education
- The Executive Head of selected developing country research institutes on whose staff the applicant serves

A full list of universities/research institutes invited to nominate can be found on the CSC website. Those wishing to be considered for inclusion in the list of institutions invited should contact the Executive Secretary of the Commonwealth Scholarship Commission (c/o The Association of Commonwealth Universities, Woburn House, 20-24 Tavistock Square, London WC1H 9HF).

Applications must be submitted using the Commission's Electronic Application System (EAS), a link to which is available on our website at <http://bit.ly/cscuk-academic-fellowships>. All applications must be submitted to and endorsed by one of the approved nominating bodies detailed above. Please note that all Fellowship candidates must complete their application using the EAS by 7 December 2012.

The Commission regrets that it is unable to accept nominations from other organisations or applications directly from individuals, and that these cannot be acknowledged.

## PURPOSE AND TENURE

Awards are tenable at any approved UK university or higher education institution. The purpose of the Academic Fellowships is to provide an opportunity for Fellows to network and update knowledge and skills related to their academic subject and responsibilities. Awards are tenable for **three months**. A small number of awards may be granted for collaborative research which is already underway between a Fellow's employing institution and an institution in the UK. These may be made for a tenure of up to six months.

## PLACEMENT

The final decision on institution of study will be made by the Commission, which reserves the right to overrule any preferences expressed by the candidate at the application stage. Applicants are, however, expected to identify **one** institution that they consider appropriate to carry out the proposed programme on the application form, and explain the reasons for their selection. This is important since the Commission will not change the institution for which the candidate has been provisionally selected after the Commission's selection committee has met, unless exceptional information becomes available that could not have been foreseen at the time of application. Candidates **must** provide, in their application, evidence of agreement from an academic at their chosen institution to host their Fellowship.

## THE SELECTION PROCESS

Nominations for 2013 Commonwealth Academic Fellowships tenable in the United Kingdom are required to arrive with the Commission no later than 21 December 2012, in electronic format. Universities and other nominating bodies will have organised their own competitions in advance of this, which will have earlier deadlines and local rules for application, which you are strongly advised to check.

In order to ensure a competitive process in the United Kingdom, the Commission normally seeks approximately three times more nominations than there are Fellowships available. Following this deadline, each nomination is first considered by a member of the Commission's panel of advisers with expertise in the subject area concerned and then by the Commission's selection committee in competition with other applicants.

Applications are considered according to the following selection criteria:

- Academic merit of the candidate
- The quality of the proposal
- The likely impact of the work on the development of the candidate's home country.

## VALUE OF AWARDS

Each Fellowship provides:

- Approved airfare to the United Kingdom and return on expiry of the Fellowship (the cost of journeys made before final award confirmation will not normally be reimbursed, nor can fares be paid for a Fellow's dependants)
- A research support grant fixed according to subject
- A personal maintenance allowance at the rate of £1,467 per month (£1,819 per month for those studying at institutions in the London Metropolitan area)
- A grant towards the expenses of preparing reports and other written work
- An initial arrival allowance, incorporating an initial clothing grant for Fellows from tropical countries
- A grant for expenses for approved travel within the United Kingdom or overseas
- Candidates should note that there is no marriage or child allowance available. A Fellow who is widowed, divorced or a lone parent and accompanied by children for whom she/he is legally responsible, will receive an allowance in respect of the first accompanying child and child allowances for the second and third accompanying children. The level of financial support given towards the costs of family maintenance in the UK is under review and is subject to change in terms of both eligibility and rate availability.

More information can be found about the terms and conditions of the Fellowships in the Handbook for Commonwealth Scholars and Fellows, available on the CSC website.

## GENERAL CONDITIONS OF AWARD

Applicants should be aware of the following general conditions:

- Candidates will be notified of their provisional selection by the Commission, that is selection for award subject to the Commission agreeing the terms of admission to the university/institution
- Candidates will be given a formal Notification of Award, the offer of a Fellowship, as soon as terms of admission to the university/institution have been agreed
- The Commission will require a medical report before an award can be confirmed
- Formal confirmation of an award will be issued when all conditions of the Notification of Award have been met
- Fellows will be expected to take up the award from the date stated by the Commission in its Notification of Award
- Fellows will be required to sign an undertaking to return to their home country as soon as their award comes to an end with a view to resuming or taking up the university appointment in connection with which they were nominated
- Fellows will be expected to reside in the United Kingdom throughout their award, and to seek prior approval for any proposed visits abroad
- Fellows may not undertake paid employment during their award
- A Commonwealth Academic Fellowship cannot be held concurrently with any other award
- The Commission reserves the right to publish the names of candidates provisionally selected for awards on the CSC website. By applying for an award, the candidate gives consent for such publication in the event that his/her application is successful
- All terms and conditions of award are subject to UK local law and practices
- All regulations concerning immigration and visas are set by the UK Border Agency. The Commission has no control over these; please note that they are subject to change
- In line with the UK Bribery Act which came into effect on 1 July 2011, it is Commission policy that any candidate convicted of bribery will be banned from reapplying for a Commonwealth Academic Fellowship for a period of up to five years
- An Academic Fellowship may be terminated at any time for reasons of unsatisfactory conduct or attendance

## ADDITIONAL REQUIREMENTS

Applicants in medicine and dentistry whose programme requires them to practise clinically, or to work in a laboratory department reporting on samples from patients, must state how the skills acquired by the study programme will be put into practice post-award. Such applicants can be considered only if they are eligible for registration with the General Medical Council or the General Dental Council. Information about current conditions for registration can be obtained from the GMC and GDC websites: [www.gmc-uk.org](http://www.gmc-uk.org) and [www.gdc-uk.org](http://www.gdc-uk.org)

Please note that the GMC currently requires applicants for registration to obtain a minimum score of 7.0 in all categories of the academic IELTS test.



**COMMONWEALTH  
SCHOLARSHIPS**

Commonwealth Scholarship Commission in the United Kingdom  
c/o The Association of Commonwealth Universities  
Woburn House, 20-24 Tavistock Square, London WC1H 9HF  
[www.dfid.gov.uk/cscuk](http://www.dfid.gov.uk/cscuk)



## **FOR MEDICAL APPLICANTS**

### **Questionnaire to be completed by one of the referees**

Doctors whose Scholarship or Fellowship will involve clinical, radiological or laboratory involvement with the care of patients in the UK will need Registration with the General Medical Council, Before being able to sponsor a doctor for Registration with the General Medical Council, the Commonwealth Scholarship Commission in the UK needs to be satisfied that the doctor meets the standards expected in the UK. One of the referees who knows the applicant well, and who is neither a spouse nor a partner of the applicant nor a first, a second or a third degree relative of the applicant, should include the answers to the following questions in the reference. The questions are derived from the General Medical Council's booklet Good Medical Practice obtainable from [http://www.gmc-uk.org/guidance/good\\_medical\\_practise/index.asp](http://www.gmc-uk.org/guidance/good_medical_practise/index.asp)

#### **Good clinical care**

1. Has data generated by audit called into question his/her clinical competence in the last 3 years?
2. Have there been any formal complaints about his/her clinical care in the last 3 years?

#### **Maintaining good medical practice**

3. Does he/she keep his/her professional knowledge and skills up to date?

#### **Teaching and training**

4. Does he/she ensure that his/her trainees are appropriately supervised?

#### **Relationships with patients**

5. Does he/ she respect patients' dignity and privacy?
6. Does he/ she give patients information in a way that they can understand?
7. Does he/she respect the rights of patients to be fully involved in decisions about their care?

#### **Working with colleagues**

8. Has he/she discriminated against colleagues on grounds either of sex or race or disability?
9. Does he/she recognize the limits of his/her professional competence?

#### **Probity**

10. Is he/she honest and trustworthy?
11. Do his/her personal beliefs prejudice his/her patient's care?

#### **Health**

12. Do you have reason to believe that his/her health affects either the care he/she gives to patients or other aspects of his/her work?





**UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI – 110002**

**SYNOPSIS FOR THE AWARD OF COMMONWEALTH ACADEMIC  
FELLOWSHIP-2013**

**(TO BE FILLED BY THE CANDIDATE IN DUPLICATE)**

1. Name of the Candidate -----
2. Date of Birth and age -----
3. Subject -----
- 4.(A) Present Place of work -----  
-----  
-----
- (B) Designation -----
- (C) Institution/University -----
- (D) Total Period -----
5. Postal Address -----  
-----  
-----
6. Phone No.(with STD code) (O)-----  
(R)-----  
(M)-----

7. Fax No.(with STD code) -----

8. Email ID -----

9. Academic Qualification (From +2 onward)


\*10. In the fields of medicine and dentistry have qualified as a doctor or dentist before 01 October 2003.

11. Total Teaching Experience (in years) -----

12. Research Experience (in years) -----

13. Total number of papers Published in journals -----

14. Total numbers of papers presented in Conference -----

15. Field of specialization of Study -----

16.	Reference for place of study in United Kingdom	Institution Address	Name of the supervisor of contact

17.(A) Whether visited abroad during the last years? YES NO

(B) Whether any visit mentioned vide (A) above was supported by UGC? YES NO

18. Please mention from which subject Expert to be interviewed

**(Signature of the Candidate)**

**\* Only for those who are from medicine and dentistry discipline.**