



# CENTRE FOR INTERNATIONAL RELATIONS ANNA UNIVERSITY CHENNAI, INDIA

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## GUIDELINES FOR POST DOCTORAL FELLOWSHIP

The Post Doctoral Fellowships are available in Anna University aims to enhance the research and innovation eco system of Anna University by attracting young exceptionally talented scientists and engineers with diverse backgrounds to work on challenging and frontiers areas. It provides a platform for the development of future science and technology leaders.

### ELIGIBILITY

- Ph.D. with first class in the preceding degrees and good academic record throughout are invited to apply within 3 years after completion of their Ph.D.
- At the time of joining, the candidate should submit provisional / Degree certificates of their Ph.D. and other qualifications.

### AGE LIMIT

- Candidates should preferably be less than 32 years of age at the time of applying.

### APPLICATION PROCESSING & INTERVIEW

- The online standing applications received by the Centre for International Relations will be forwarded to Departments / Centres for evaluation.
- The department / Centre will scrutinize the application of the candidate and provide an evaluation report to the Centre for International Relations for further processing.
- Based on the evaluation report, the Centre will prepare a shortlist of candidates for interview and final selection will be done by a committee constituted for this purpose by the Vice-Chancellor.

### EVALUATION :

The evaluation will be with respect to :

- The strength and novelty of the proposal.
- The expertise brought in by the applicant to the department's / mentor's research area(s).
- The research contribution should be a value addition to the University.
- If an applicant is found suitable by the committee for selecting PDF holders, the Centre will send a call letter to the shortlisted candidates for interview.
- Candidates found suitable by the committee will be offered PDF.
- The Mentor(s) will be assigned at the Department / Centre level.

## **SELECTION & OFFER :**

The selection will be done once / twice a year, as appropriate

## **DURATION AND JOINING**

- The duration of the fellowship will be initially for a period of 2 years, renewable to the 3<sup>rd</sup> year based on satisfactory performance of the PDF holder.
- While joining as CIR PDF scholar, the PDF holder has to give joining report to Centre for International Relations through the concerned Head of the Department / Centre.
- On completion of PDF tenure, the candidate will submit a comprehensive report to the Centre for International Relations through the Head of the Department

## **BENEFITS TO PDFS**

The PDFs are eligible for the following :

Fellowship Amount	: Rs. 45,000/- Gross per month
Accommodation	: HRA 10,000/-
Contingency Grant / Travel	: Rs. 1 Lakh per year
Leave	: 20 days per year (pro-rate)

## **Progress Report & Performance Appraisal**

- The performance of the Post-Doctoral Fellow will be assessed by a Performance Evaluation Committee (PEC). The PEC will meet every six months to assess the performance of the Post-Doctoral Fellow. The candidate should present a progress report to PEC detailing the research work carried out and research findings supported by publications, patents, technology transfer agreements, commercialisation of product, as appropriate

## **Termination**

- If the Post-Doctoral Fellow wishes to leave the programme before the end of the tenure, he/she can do so with prior approval of the PEC giving two month notice. The fellowship may be terminated by the University if the performance /conduct of the fellow is unsatisfactory after giving two-month notice to the Post-Doctoral Fellow.



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**APPLICATION FOR POST-DOCTORAL FELLOW**

Photograph

Affix recent  
passport size  
photograph

1. Name of the candidate :

2. Name of the Department applied for :

3. Date of Birth (DD/MM/YYYY) :

Age :

4. Address for Communication :

Permanent Address :

Phone No. :

Mobile No. :

Email :

5. Details of University/Institution Studied (Bachelor's level and above)

Sl. No.	Degree	Discipline	University/College	Year	Average Percentage / CGPA	Class / Grade Rank (if any)

:

6. Teaching/Research/Industrial Experience :

Name of Organisation	Designation	Period		Nature of Work
		From	To	

7. Awards & Honour :

8. Area of Research :

9. Major Research Achievements

10 List of Publications :  
(Attach the list of publications)

	International	National
Journal papers		
Conference publications		

11. Research Proposal :

(Proposals submitted need to be original (1000 words). Plagiarism in any form will not be acceptable)

12. Personal Information :

a) Father's / Spouse's Name :

b) Father's / Spouse's occupation :

c) Place of Birth :

d) Mother tongue :

e) Nationality :

f) Annual Income :

g) Marital status : Married  Unmarried

h) Whether the applicant is employed Yes  No

*(If yes, the application should be submitted through proper channel or NOC from the employer has to be submitted at the time of interview)*

i) Gender Male  Female

j) Category Gen  EWS  OBC-NCL

SC  ST

*(If you belong to any one of the above category other than General, then enclose valid certificate for the same)*

k) Whether Physically Challenged : Yes  No

*(If yes, enclose the relevant copy of the medical certificate briefly describing the nature of disability)*

The filled in application is to be sent to [annauniversitypdf@gmail.com](mailto:annauniversitypdf@gmail.com) along with the relevant documents.

### DECLARATION

I hereby declare that I have carefully read the instructions and the particulars given in this application form are correct to the best of my knowledge and belief. I understand that association (active or passive) with any unlawful organization is forbidden. If selected, I promise to abide by the rules and discipline of the university.

I note that the decision of the university is final with regard to selection for admission and assignment. The university shall have the right to expel me from the university at any time after my admission. The information furnished by me is not true if found, I agree that I shall abide by the decision of the university, which shall be final.

Place :

Date :

Signature of the applicant