



Student Research Financial Assistance – Reimbursement of Fees Guidelines

Regulation 1

Aim

RRU encourages participation of students in research, coordination and publication work to enhance their research skills and exchange and contribute to the realization of the RRU aims within and outside the University. Research and publication is one of the most important pillars for any academic institution and RRU is committed to strengthen the overall research culture among students. Partial programme fees reimbursement will be applicable to the students who provide assistance in this regard.

Regulation 2

Eligibility

- 2.1 Only full-time enrolled students in undergraduate, post-graduate or doctoral degree courses.
- 2.2 A student can claim partial programme fee reimbursement for the research project, assignment or publication under which he / she has provided research assistance at least for the period of six months.
- 2.3 A minimum of 90% class attendance in the previous academic year / semester is essential. Student having any disciplinary issue or engaged in activity demeaning the fellow students or university officials in any form or in any mode is ineligible.
- 2.4 The preference for fees waiver will depend upon the number of applications received by School in each academic year.
- 2.5 Participation in the events organized by non-academic and non-research institutions is not eligible for reimbursement.
- 2.6 Maximum 10% of students in a program having minimum 10 participants will be eligible for the partial fees reimbursement in each academic year.

Regulation 3

Terms and conditions

3.1 Student who is claiming fees reimbursement may submit an application to the School Director.

3.2 School Director and Dean Academic Affairs shall evaluate the application and if required, call for personal interview, for making recommendation to the Vice-Chancellor.

3.3 Academic and co-curricular relevance of the research work, financial need, quality of the research, academic records, participation in extra-curricular activities and any other criteria deem appropriate by the School Director and the Dean of Academic Affairs shall be considered in formulating the recommendation. The decision of the Vice-Chancellor shall be final.

3.4 Applicant will not be entitled for the fees reimbursement if applicant receives any subsidy/ scholarship from any external source.

3.5 Procedure: Applicant seeking fees reimbursement shall submit his/ her application on or before 30 April to claim waiver. The School Director and the Dean of Academic Affairs shall submit recommendation to the Vice-Chancellor within 30 working days of the receipt of the application. The Vice-Chancellor shall inform the decision to the concerned applicants and copy to the School Director and the Dean of Academic Affairs, within 10 days, of the receipt of the recommendation.

3.6 An applicant requesting fees reimbursement for the first time shall be given priority over those who have already been awarded such scholarship(s).

3.7 Priority will be given to those applicants who have filed application on a first-cum-first serve basis, as appropriate.

**Regulation 4
Implementation and removal of difficulty**

The decision of the Vice-Chancellor shall remove any difficulty in the interpretation and implementation of these guidelines and his decision shall be final and binding on all concerned parties. In case, if a difficulty persists, the Vice-Chancellor shall bring the matter before the competent authority of the University for its guidance and direction.

**Regulation 13
Review**

The University shall review these guidelines every three years with the first review of these guidelines to be conducted latest by 1 June 2024.

Regulation 14
Entry into Force

These interim guidelines come into force from 1 May 2021 and shall be implemented as such in good faith subject to the ratification by the University Academic Council and the Executive Council.

Professor (Dr) Bimal N. Patel
Vice-Chancellor