

**Dr.NTR UNIVERSITY OF HEALTH SCIENCES
VIJAYAWADA**

POLICY FOR UNDER GRADUATE STUDENT RESEARCH SCHOLARSHIPS

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ANNOUNCEMENT FOR THE UNDER GRADUATE STUDENT RESEARCH SCHOLARSHIPS (UGSRS - 2020)

On behalf of Dr.NTR University of Health Sciences, Research & Development Department, applications are invited from interested MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY students to participate in **the Under Graduate Student Research Scholarships (UGSRS - 2020).**

- The Dr.NTR UHS initiated **Under Graduate Student Research Scholarships** in 2020 in order to promote interest and aptitude for research among undergraduates. The main objective of this program is to provide an opportunity to undergraduate students in institutions which are affiliated to Dr.NTR UHS to familiarize themselves with research methodology.
- Approximately **500 students** (MBBS - 250, BDS - 100, AYUSH – 25, Nursing - 100, Physiotherapy - 25) will be awarded UGSRs after submission of the report and review for 2020.
- The notification for UGSRs – 2020 will be issued in the month of March, 2020.
- **The application form and UGSRs research proposal to be submitted to the University on or before 15th April, 2020** which will be then evaluated

by the Dr.NTR UHS. The list of selected students to undertake UGSRS research work will be displayed on the Dr.NTR UHS website in the month of **May, 2020**. The selected students are expected to complete the project in any two given months between **May and September 2020** and submit the report before the last date of submission, i.e., **31st October, 2020**. The student will be awarded a stipend and certificate only if his/her UGSRS report is approved by Dr.NTR UHS. The Institution must provide the student with all the facilities for carrying out research. **The value of the Under Graduate Student Research Scholarship is Rs.5,000/- per month for two months' duration (Total Rs.10,000/- only) and is meant to be a stipend for the student.**

PLEASE NOTE:

1. The cost of Research must be borne by college i.e., **MBBS/BDS/AYUSH/ NURSING/ PHYSIOTHERAPY** Institution where the work will be carried out.
2. The Research Projects which have been already received grants from any other funding agencies or from Dr.NTR UHS are not eligible for UGSRS-2020.

- For any queries, please contact through email :
Email: ntruhsugrs@gmail.com

IMPORTANT: Any application and proposal submission or any such requests will not be entertained by Dr.NTR UHS under any circumstances after the last date/time is over. Therefore, please register and submit accordingly before the deadline to avoid any last-minute delays.

GENERAL INSTRUCTIONS FOR UGSRS-2020

- For UGSRS 2020 program, the last date for receiving completed applications with the research proposal and other enclosures is **15th April, 2020 by 05.00 pm**. Proposals received by e-mail will not be considered. The application form has to be filled in and submitted as per detailed instructions provided. Only hard copies of the proposal shall be received or considered.
- The student must carry out research in his/her own institute (MBBS/ BDS/AYUSH/NURSING/PHYSIOTHERAPY) under the guide who is employed in the same institute as a permanent faculty.
- Only permanent faculty members working in any of the department of the institute, where the student is enrolled can act as the Guide. Part-time Consultants/Visiting Faculty/Residents/Tutors/PG Students cannot be the guide.

- Only one student will be allowed to work under one guide. Similarly, one guide can take up only one student under UGSRS in any given year. Two or more students are not permitted to work on the same topic together. The student may have one Guide and other Co-Guides. However, Dr.NTR UHS will recognize only ONE main Guide for all purposes.
- Clinical trial protocols will not be considered under UGSRS and should not be submitted.
- The student should obtain a clearance from the Institutional Ethics Committee (IEC) if the proposal involves research on human participants and from Institutional Animal Ethics Committee (IAEC) if the work involves the use of animals. Informed consent is to be obtained for research on human participants. For more information, please refer to ICMR **Ethical Guidelines for Biomedical Research on Human Participants, 2017** and **National Ethical Guidelines for Biomedical Research Involving Children.**
- If the proposal is accepted, Institutional Ethics Committee approval should be obtained from the institute where the student is enrolled before initiating research.

- Dr.NTR UHS will not be responsible in case the student is unable to submit the proposal or project in time due to any reason whatsoever, and request for extension of the last date will not be considered.
- Students are requested to visit the Dr.NTR UHS website (www.ntruhs.ap.nic.in) and comply with instructions updated from time to time about the UGSRS program.

APPLICATION PROCESS FOR UGSRS2020

Eligibility: Please note that this program is only for MBBS/BDS/AYUSH/ NURSING/PHYSIOTHERAPY students from recognized Institutions, before they appear in their final exams and therefore, interns/PG students are not eligible to apply.

- Each UGSRS for application and research proposal should be submitted along with Application Attestation Form (AAF).
- A student can submit only one application/ proposal on any given topic. In case a student submits more than one proposal, all proposals will be automatically rejected.

- The guide may forward the application of **only ONE student** each year for the UGSRS program. In case more than one application is forwarded by a guide, all applications will be automatically rejected.

UGSRS Application/Proposal

Research Proposal should be prepared in brief with the following sections:

Title (up to 25 words),

Introduction (up to 300 words),

Objectives (up to 100 words),

Methodology (up to 800 words),

Implications (up to 100 words),

References (up to 300 words, **Vancouver style only**).

The proposal should describe a brief work plan of proposed research giving a short introduction, objectives and also clearly stating the methodology, giving sample size and appropriate statistical methodology, which will be used along with implications of the research study. The student may include the case report form, informed consent form or any other questionnaire also as part of a project proposal or can submit them as separate attachments. The Guide should ensure that, she/he selects a suitable brief topic for this studentship, which can be completed within two months without asking for an extension.

VERY IMPORTANT: The proposal/ project should not have any identifying information of the student or guide for unbiased review by reviewers. Therefore, please remove the following information from the UGSRs proposal:

- Name of the student/ guide / Institute
- Address/ contact details
- Telephone no.
- E-mail ID's

Type of study- The candidate will be required to identify the type of study as per following:

- Clinical studies
- Epidemiological studies
- Field Operational Research
- Behavior Change Communication
- Laboratory Investigations
- Therapy and Management
- Any other, please specify.

PREPARING UNDER GRADUATE STUDENT SCHOLARSHIPS (UGSRs)

PROPOSAL/PROJECT

Title- A good title should be short, accurate and concise. It should make the central objectives and variables of the study clear to the reviewer.

Introduction- The purpose of an introduction is to provide the rationale behind the work, so that the reviewer may understand and appreciate the objectives. Please describe the importance (significance) of the study. Defend the model. Provide a rationale and describe the reasoning that led you to select them. Briefly describe the experimental design and how it accomplished the stated objectives. Describe the situation and specify the gaps in the existing knowledge and controversy and conclusive evidence. The discussion should be supported with appropriate references.

Objectives- Should specify what kind of knowledge the study is expected to obtain. It should give a clear notion of what is to be described, determined, identified, compared or confirmed. The hypothesis may be stated, and objectives should be specific, to the point and achievable.

Methodology- Describes all the procedures that will be used to achieve the objectives and justify the study design, including any techniques and procedures to be used. This may include the type of study and study design, study population, sample size and selection criteria, proposed intervention (if applicable), data collection procedures & instruments used, quality control, confidentiality, plan of analysis/ statistical tools, ethical considerations with all required forms.

Implications- Describes what is expected to be achieved or gained from the proposed research. This could be given in terms of knowledge gained by the student or in terms of scientific advancement.

References- Provide appropriate references in Vancouver style only from recently published journals/ literature supporting the proposed research.

Selection of the candidates

1. The selection of the candidates for carrying out the UGSRS-2020 research will be done after technical evaluation of the submitted research proposals by a panel of experts.
2. The results will be displayed on the Dr.NTR UHS website by May, 2020.
3. Sanction letters will not be issued individually to the Student/Guide. The students should take a print out of the list of selected students from the website for future reference.

The decision of Dr.NTR UHS regarding the selection of Students will be final.

Request emails/calls for reconsideration will not be entertained and responded, and reasons for rejection of applications for the award of studentship should not be asked for.

General instructions

- Submission of wrong information/ document etc., detected at any stage will lead to disqualification, and the application/ proposal/ project will be treated as cancelled.
- The studentship is non-transferable and cannot be given to another student. However, in case of transfer of guide, the student can take another faculty member from the same department as a guide with the permission of the Principal / Dean of the Institute.
- On approval of the UGSRS project, the stipend will be paid through RTGS and will be transferred to the **STUDENT'S OWN SINGLE HOLDER BANK ACCOUNT as provided in his/her application form.** **NO Joint Accounts (Parents/Guide) will be accepted.**
- Information from students may be used by Dr.NTR UHS /Designated authorities to contact students / invite them to research methodology workshop/ conferences or other academic activities.

Requests for providing the following categories of information shall not be entertained:

- Reasons for rejection of UGSRS applications
- Names and contact details of Students/ Guides/ Reviewers
- Any other details of any Student/ Guide

- Titles of UGSRS projects - approved/ disapproved
- Scientific details of UGSRS projects.
- Minutes of UGSRS meetings/ marks/ scores
- Any other confidential information

APPLICATION ATTESTATION FORM (AAF)- UGSRS 2020

Name of the Student:

Name of the Guide:

Name of MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY Institute:
.....

Bank Account Details of the applicant

Name of the Bank & Branch.....

A/c No..... IFSC Code.....

Title of the UGSRS Proposal:
.....

**Paste
recent colour
passport size
Photograph
(attested by the
Principal/Dean)**

Certificate to be signed by the Student

I certify that, I am an MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY student and am hereby providing true information in the application form for UGSRS 2020 best to my knowledge. I am submitting only one application for UGSRS 2020. In the event any information is found to be false, my studentship may be cancelled. I also certify that, the research proposal is an original work prepared under the guidance of my Guide. I confirm that I have not committed 'plagiarism' in preparing this proposal. I understand that after evaluation of my proposal, I may or may not be selected, and I shall abide by the decision of Dr.NTR UHS.

If selected, I shall follow all instructions provided by the Dr.NTR UHS for carrying out the research, preparation and submission of UGSRS report. I also understand that if I am unable to complete my project & submit the report before the last date, no certificate or stipend will be awarded to me. I have gone through all the instructions, and terms & conditions for UGSRS - 2020 provided by Dr.NTR UHS and will abide by them.

Date: _____

Signature of Student: _____

Name of the Student: _____

Signature of the Principal/Dean with date and office seal

Certificate to be signed by the Guide

I agree to accept the applicant Mr./Ms. _____
Studying MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY-I/II/III/IV (tick appropriate)
at _____. I certify that
he/she is not an intern and I will offer him/her all facilities and guidance for carrying out
UGSRS research. I also certify that the proposal is an original submission prepared by the
student under my guidance. I confirm that neither me and nor my student has committed
'plagiarism' in preparing this proposal. I am forwarding only one UGSR 2020 student
application. If my student is selected, I shall provide required facilities to enable early
completion of research work, so that the report is submitted before the last date.

Signature of Guide: _____

Name: _____

Designation: _____

Department: _____

Attested By

Signature of Head of Department Signature of Head of the Institute

(Name in Block letters with seal) (Name in Block letters with seal)

Fill form completely & check it before submission.

FAQ'S

1. How do I choose the topic for my research?

Students are free to choose any topic related to MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY research depending on their research interest. The topic should be relevant and should lead to the creation of new knowledge or help in gaining skills by the student. Research should not be carried out on well established/ known facts. The list of subject areas is also given on the UGSRS website.

2. I want to apply for UGSRS, is there any criterion?

Only MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY students studying in institutions / colleges affiliated to Dr. NTR UHS of Andhra Pradesh can apply for UGSRS.

3. What is the eligibility criterion to apply for UGSRS?

UGSRS program is open only to MBBS /BDS/AYUSH/NURSING/PHYSIOTHERAPY who have not yet appeared in their final exams. Interns/Post Graduate students are not eligible.

4. I am a final year MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY student and going to begin my internship around the time of submission? Am I eligible for applying?

No, you will not be eligible.

5. What is the last date for registration/proposal/report submission?

Information regarding the last date for registration and proposal/report submission is provided on the Dr.NTR UHS website. Kindly note that no extension will be given after the last date.

6. I was not selected for UGSRS this year. Can I apply again?

A student can apply each year until he/she appears in the final year exams.

However, interns are not eligible.

7. I am trying to open the Dr.NTR UHS website, but it's not working. What should I do?

This may happen if your internet browser is not updated. Kindly update your internet browser or try to access UGSRS link from another location/ computer system.

8. Can one guide take two students or can submit two projects for UGSRS?

Please note that one student should register once and submit only one proposal. **One guide can take only one student under him/ her each year. In case duplication of names of Students or Guide's are found, all applications will be automatically rejected.**

9. Can I take a Co-Guide for my UGSRs Project?

You can have a Co-Guide for guidance only. Dr.NTR UHS recognizes only the guide as this is a short term project for under graduate MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY students.

10. Can I jointly submit a project with another student?

No, it is not permitted.

11. Can my project be a part of a larger project of my guide, which is ongoing and has been approved by the ethics committee? Can I submit the same ethics committee approval?

Your project can be a part of a larger project; however, the exact work done by the student should be specified. A separate ethics committee approval is required for the student's project with the exact title, and the Ethics committee letter should also mention the name of the student and Guide.

12. Can I submit a clinical trial protocol under UGSRs?

No, this is not permitted. All regulatory, clinical trials fall under the preview of Drugs & Cosmetics Act & Rules and should not be conducted by an undergraduate student.

13. What identifying details should be removed from the proposal/report?

Name and Contact details of Student/Guide should not be present in the proposal/report (including name, address, email-ID, telephone number).

14. Should my photograph on the Application/Report attestation form be attested?

Attestation of the photograph is required.

15. My proposal has been selected. Can I make some changes to aims/objectives or methodology?

No, you are not allowed.

16. The result has been declared, and my UGSRs proposal has been selected to carry out research between May-September. Do I need to submit anything during this period before submitting my final report?

No, you do not have to submit anything now. **You must obtain an ethics committee approval before beginning your research.** You are free to complete your work during any 2 months between May - September and submit the report before last date. At the time of report submission, you will be required to submit all documents including ethical clearance or other information like change of Guide etc.

17. Ethics committee has not held any meeting yet? Can I submit the ethical clearance later?

Ethics committee approval should be obtained any time between March-May before beginning your research work. Submission of ethical clearance at the time of submission of application/proposal is optional. **However before beginning research the ethics committee approval is mandatory and should**

be obtained. A copy of the same must be submitted along with the project report. No research should be done if ethics committee has not given the clearance. Report on research carried out without the ethical clearance or late approval by IEC's which does not give 2 months time for research or for any other such reason, the report may not be accepted.

18. Due to some reasons I am unable to work in my college. Can I now change site of study and complete my work in another Institution?

No, you cannot. You have to do UGSRs from the same institute.

19. Can a parent if working as a faculty in the same institute, become a guide of his or her child?

Preferably the parent / relatives should not be the guide.

20. Do I need to submit all the raw data in excel sheet?

No, it is not required. You may extract the relevant data and present it in the tabular form in the report.

21. Do I need to submit completed case record forms and signed informed consent forms from all the participants?

No, you need to only submit one blank unsigned consent form/case report form. Names or any confidential information about patients/ research participants should not be submitted.

22. My guide has left/moved/transferred from institute. May I change my guide?

Yes, the student may approach another faculty member who fulfills eligibility criteria from the same department and take permission of institute authorities regarding the change. You do not need the permission of Dr.NTR UHS for this change. However you need to inform Dr.NTR UHS regarding this before project report submission time through email and also update the same details at the time of report submission. The student must carry out the research in his/ her own institute under the guide who is employed as a permanent full time faculty in the same institute.

23. I do not have a bank account, may I use my Parent's/ Guide's or other's account?

Payment will be made online to the **Student's bank account only**. Therefore a student should have a nationalized bank account (single holder) to receive the stipend. The payment of stipend will be made by RTGS only and therefore it is essential for the student to have a bank account in his/ her name.

24. I have a joint bank account with my parent's/other's. May I give the bank details of joint account?

No. Joint account will not be accepted.

25. Can I publish the results of my study?

You are free to publish a paper/ present your work in conferences without seeking permission from Dr.NTR UHS. However you must acknowledge the support received from Dr.NTR UHS under UGSRS program for your research and send a reprint of your paper to Dr.NTR UHS for records.

26. My report has been accepted. Will it be published by DrNTRUHS in its journal/ bulletin?

Kindly note that there is no procedure for automatic publication of UGSRS reports in Dr.NTR UHS journal/ bulletin. In case you want to publish, you may consult your Guide and identify a suitable journal and write up a paper for submission as per journal requirements.

27. My research paper has been selected for presentation in International conference; can I get travel fellowship from DrNTRUHS?

No. Dr.NTR UHS will not provide any travel fellowships/ grants.

28. When will I receive my certificate and at which address?

Certificates will be posted to Principal/Dean's office after declaration of report results (around May or June every year) and an email will be sent to students informing about the same. The students will be requested to collect the certificates from their Principal/Dean's office.

29. When will I receive my stipend and at which address?

About 6 months (around May or June) after report results are declared, stipend will be transferred through online mechanism into the student's own single holder nationalized bank account as per details provided in the AAF. An email will also be sent to inform the students at that time.

30. Will my UGSRs report be evaluated by Dr.NTR UHS before I can get stipend/certificate

Yes, stipend/certificate shall be paid only to those students whose report is approved by experts after evaluation. In case the report is not accepted by Dr.NTR UHS, no stipend/certificate will be issued to the student.

31. Who will bear the cost of my research?

The cost of research is to be borne by the institute where the research is conducted.

32. Do I need to submit original bills/ receipts of my expenses?

No, these are not required.

33. Will the efforts of my Guide be recognised?

To recognize the efforts of the Guide, his/her name is printed in the Certificate. However, separate Certificate for Guide will NOT be issued by Dr.NTR UHS.

34. Whom do I contact in case of any queries?

Contact information is provided on Dr.NTR UHS website. You can send an email

to **ntruhsugrs@gmail.com** for any queries related to UGSRS Program
