



Hajee Mohammad Danesh Science and Technology University Dinajpur, Bangladesh

HSTU PhD Fellowship Policy - 2025

Hajee Mohammad Danesh Science and Technology University (HSTU) is a public university in Bangladesh, located in Dinajpur. It is one of the leading science and technology universities in the country, offering undergraduate and postgraduate programs in various fields, including agricultural science, computer science, engineering, business, and social sciences. The University aims to be a center of excellence in research and innovation. Doctor of Philosophy (Ph D) is a prestigious and challenging journey that requires dedication and passion. HSTU's Ph.D. programs provide high-quality research opportunities, modern lab facilities, and expert supervision to help students in contributing scientific and technological advancements. It allows individuals to become experts in specific fields and to pay contribution in society through research and innovation. The university is committed to producing skilled professionals, advancing scientific knowledge, and contributing to national and global development.

1. Name of the Fellowship : HSTU PhD Fellowship

2. Number of Fellowships : The number of PhD fellows is contingent upon the funding allocated, which is determined by the committee responsible for initial review and final selection.

3. Duration of the Fellowship: The tenure lasts for three years, subject to satisfactory progress. In exceptional cases, it may be extended for up to one additional year or part thereof.

4. Eligibility : (a) Require a Bachelor's degree and a Master's degree in a relevant discipline, with a minimum cumulative GPA of 3.5 (on a 4.0 scale) in both the undergraduate and graduate programs.
(b) This fellowship is reserved for candidates enrolled full-time in PhD programs at HSTU university. In the event that a category does not have enough qualified applicants, any fellowships that remain available may be reassigned to another category, provided that eligible candidates are present.

5. Category of Candidature

for application : The following category of candidates will be eligible for this fellowship:

- (i) Public universities where the contributions of HSTU faculty members deserve significant recognition.
- (ii). Service Holder (Government/Research organization/Autonomous/Non-government)
- (iii) Teachers at private universities having an approved permanent campus
- (iv) Teachers at government colleges
- (v) Teachers of MPO colleges
- (vi) Students possess the required qualifications with a strong academic record.

(6) PhD Fellow:

A PhD fellow is typically a postgraduate student or early-career researcher engaged in independent research as part of their doctoral studies. Their primary focus is on conducting original research that contributes to the advancement of knowledge and expertise in their field.

(a) Purpose of the fellowship:

- (i) **Tuition Coverage:** Fellowships often cover tuition fees, reducing the financial burden on students and allowing them to focus on their studies.
- (ii) **Living Stipends:** Fellowships provide stipends for living expenses, enabling students to concentrate on research without needing part-time work.
- (iii) **Research Support:** Fellowships fund research, allowing students to explore topics deeply and pursue innovative ideas.
- (iv) **Access to Resources:** Fellowships offer access to specialized resources, labs, and networks that enhance the quality of research.

(b) Responsibilities:

- i) Conduct original research in their field of study.
- ii) Publish research findings in academic journals or conferences.
- iii) Present research at academic events, such as conferences and seminars.
- iv) Work closely with a supervisor for guidance and support.
- v) Periodically engage in the teaching or instructional support of undergraduate or graduate courses.
- vi) Engage in academic writing, such as dissertation chapters or articles for publication.

7. Fellowship allowance: (i) PhD scholar at HSTU shall be entitled to a monthly allowance of 40,000 Tk (Forty thousand). This allowance will be provided for a duration of 36 months, starting from the date of the scholar's appointment.

(ii) Thesis grant Tk. 20,000 (Twenty thousand) may be paid for the preparation and finalization of the thesis.

8. Method of application: (i) **Advertisement of Fellowship**

The University will announce the availability of fellowships through widely circulated national dailies, the HSTU website, and other online platforms.

(ii) **Application Submission**

Intending candidates are required to submit their applications using the prescribed form, which can be accessed on the HSTU website (www.hstu.ac.bd).

(iii) **Adherence to University Rules**

Applications must be submitted in compliance with the rules and regulations of the respective university.

(iv) Required Documentation

Applicants must include the following documents with their application: all academic certificates, transcripts, registration certificate of enrollment in a

PhD program in any discipline of the university, evidence of acceptance by the university, and a copy of a detailed research proposal.

(v) Research Proposal Submission

A concise research proposal must be submitted research title, outlining the objectives, significance, methodology, expected outcomes, and the potential impact of the research on Bangladesh.

9. Method of selection: (i) **Preliminary Scrutiny Process**

The HSTU dean in charge of the Faculty of Graduate Studies will oversee the initial scrutiny of applications. He or she enlist additional two (02) members to assist in the process, ensuring a thorough evaluation.

(ii) Research Proposal Presentation

Following the preliminary selection, candidates will be invited to present their research proposals to the five (05) members selection committee headed by director IRT, HSTU, which will be appointed and approved by the Vice Chancellor of HSTU.

(iii) Allowance for Appearance

Candidates attending the Selection Committee session will be provided with an allowance: Tk. 1,000 (One Thousand) for those from the Rangpur Division and Tk. 2,000 (Two Thousand) for candidates traveling from outside the Rangpur Division to cover their appearance expenses.

(iv) Notification of Selected Candidates

Once the selection process is complete, the successful candidates will be promptly notified of their selection by the Director, IRT, HSTU

10. Mode of Payment: (i) **Payment of Fellowship Allowances**

Unless otherwise specified, the fellowship allowances will be disbursed every term through the IRT, HSTU office.

(ii) Monthly Fellowship Allowance Disbursement

Director, IRT, HSTU will release the fellowship allowances on a monthly basis, upon receiving a payment request from the scholar, duly certified by the supervisor and the Chairman/Director of the Institute.

(iii) Fellowship allowances will be disbursed to the designated account in four installments, starting from the date of enrollment.

- The **1st installment** (covering six months) will be issued after three months.

- The **2nd installment** (for one year) will be released after twelve months.
- The **3rd installment** (for one year) will be provided after eighteen months, contingent upon the submission of satisfactory evaluation reports for the first and second years from the Dean, Postgraduate studies.
- The **4th and final installment**, covering the remaining months, will be paid upon the conferral of the degree by the university and the submission of the relevant certificate/documents to Dean, Postgraduate studies.

This structured payment schedule ensures that the fellowship is closely tied to both academic progress and formal documentation.

iv) Payment for Data Collection, Travel, and Secretarial Costs

The data collection, travel, and secretarial costs will be disbursed after six, eighteen, and thirty months, respectively, upon receiving a request from the scholar, endorsed by the Supervisor and the Head/Director of the Department/Institute.

v) Payment for Thesis Preparation and Supervisor Honorarium

The payment for thesis preparation and the honorarium for the Supervisor/Co-supervisor will be made upon submission of a certificate from the Registrar of the university, confirming that the scholar has been awarded the PhD degree.

vi) Submission of Thesis Copy

A copy of the thesis, both in soft (.pdf) format and hard copy, must be submitted along with the certificate from the university.

11. Supervisory committee

: (i) Eligibility of Supervisors

Only university teachers holding the rank of Associate Professor or higher, with a PhD, are eligible to serve as Supervisors. Faculty members from private universities or government-approved research institutions may be considered for the role of Co-supervisors.

(ii) Eligibility to Recommend Applicants

University teachers supervising more than ten MS/MPhil students are eligible to recommend candidates for this fellowship to work under their supervision.

(iii) Honorarium

Supervisor will receive an honorarium of Tk. 50,000 (Fifty thousand) from the university after submission of the thesis. Co-supervisor, and member will also receive an honorarium of Tk. 30, 000 (Thirty thousand) each of them.

12. Progress Report : **(i) Submission of Progress Reports**

The scholar is required to submit six (6) monthly progress reports, each countersigned by the respective supervisor, to ensure regular monitoring of their research.

(ii) Report Period Specification

Each progress report must clearly specify the time period it covers, providing a comprehensive update on the scholar's advancements during that period.

(iii) Fund Disbursement Linked to Progress

The release of funds will be contingent upon the submission of a satisfactory progress report, reflecting the scholar's ongoing research achievements.

(iv) Evaluation of Research Progress

The research progress during the first, second, and third years will be assessed by a committee comprising the Supervisor, the Co-Supervisor (if applicable), and one expert member nominated by Dean, PGS, HSTU. If an extension without fellowship beyond the third year is required, the evaluation will be conducted by a committee consisting of two experts, nominated by Dean, PGS, HSTU, in addition to the Supervisor and Co-Supervisor (if applicable).

13. Terms & Condition of the fellowship:

(i) Liability for Premature Discontinuation

In the event that a scholar discontinues their research work prematurely without a valid reason deemed acceptable by Dean, PGS, HSTU, they will be required to refund the total amount disbursed by the university.

(ii) Liability for Failure to Join PhD Program

If a scholar fails to get into the PhD program within five years from the commencement of their course, they will be liable to repay the entire amount received from HSTU.

(iii) Incentive for Publication in Scopus Indexed Journal

If they publish a paper based on their PhD dissertation in a Scopus Indexed (SCI) journal during their study or within two years of completing their degree, Supervisor will receive an additional incentive of Tk. 25,000 (Twenty-five thousand) and Student will also receive 10,000/- (Ten thousand taka).

(iv) Termination for Plagiarism or Non-Compliance

(a) The University holds the right to terminate the fellowship if the scholar is found guilty of plagiarism or fails to comply with the agreed terms and conditions.

(b) To maintain academic integrity, this policy employs advanced plagiarism detection software such as Turnitin, iThenticate, Copyleaks or Plagscan. For the HSTU PhD Fellowship Program, the maximum acceptable similarity index is 20%, excluding cited quotations and references. Any similarity exceeding this threshold will be subject to review, and authors may be required to revise their work to meet the program's standards.

(vi) Research rights and authority

The authority of HSTU deserves the right to access the findings of the research

14. Termination of the

Fellowship

: A scholar may not accept any other award, fellowship, or fellowship during the tenure of the HSTU PhD fellowship; doing so will result in termination of the fellowship.

15. Acknowledgement : In any publication, whether a research article or book, the scholar must duly acknowledge the invaluable support of HSTU, recognizing its pivotal role in advancing their scholarly work and fostering intellectual growth.

16. Amendments

: The policy may be amended as deemed necessary, subject to the arising requirements or circumstances.

Convener

of the HSTU PhD fellowship committee

Dean, Faculty of Postgraduate Studies

HSTU, Dinajpur.