

**APPLICATION FORM FOR THE POST OF RESEARCH FELLOW IN
UTTARAKHAND JUDICIAL & LEGAL ACADEMY, BHOWALI, NAINITAL**

Latest
passport size
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|---|---|--|
| 1 | Name (IN BLOCK LETTERS) | |
| 2 | Father's/Husband's Name | |
| 3 | Mother's Name | |
| 4 | Date of Birth (Proof to be attached) | |
| 5 | i. Postal Address for Correspondence with Pin Code | |
| | ii. Mobile Number- | |
| | iii. E-mail ID- | |
| 6 | Nationality | |
| 7 | Educational Qualifications (Matriculation and onward) *self-attested copies to be attached. | |
| 8 | Any other special qualification; or special achievements; or participation in important Research work /working groups etc; or publication to the applicant's credit; or National/International recognition received, detail of computer course, if any. | |

Place:

Date:

(Name & Signature)

List of enclosures:

- 1.
- 2.
- 3.

Instructions:

(i) Selection shall be made on the basis of personal Interview. Knowledge, Experience and Expertise in relevant field shall be assessed during the course of personal interview. The Competent Authority shall reserve the right to shortlist the applications on the basis of the criteria fixed by the Competent Authority.

(ii) Service Rules with regard to the appointment of the candidate and service conditions of Research Fellow is available on Academy website: <https://ujala.uk.gov.in> Before filling up the form please read the above stated Service Rules thoroughly .

(iii) The Last date for receiving application is 30.06.2026 till 05:00 PM.

(iv) Format of application form can be viewed and obtained from the Official Website of Uttarakhand Judicial And Legal Academy, Bhowali i.e. <https://ujala.uk.gov.in> . “**Application for the post of Research Fellow**” must be written on the top of envelop.

(v) Applications shall be received through **registered letter/courier** only.

(vi) Any application received through any other mode will not be entertained.

(vii) Incomplete application not conforming to the aforesaid prescribed requirements shall be rejected and no further communication will be entertained in this regard.

(viii) The information regarding names of shortlisted candidates, schedule of Interview will be announced later on the Official Website of Uttarakhand Judicial And Legal Academy, Nainital. Only shortlisted candidates shall be called for Interview individually through the Email addresses provided by them. It would be the sole responsibility of the candidate to provide their correct and active e-mail ID. There would be no communication on behalf of the Academy in this regard (for seeking correct e-mail address).

(ix) Any application received after the last date shall not be entertained under any circumstances.

(x) No TA/ DA shall be paid to the applicants for appearing in the interview.

(संलग्नक-1)

Scheme for Engagement of Research Fellow
in the Uttarakhand Judicial And Legal Academy, Bhowali, Nainital.

1. Title:

This scheme shall be called "Scheme for Engagement of Research Fellow in the Uttarakhand Judicial and Legal Academy".

2. Entitlement for the Services of Research Fellow:

The Director and other faculty members of the Uttarakhand Judicial and Legal Academy shall be entitled to have services of Research Fellow.

3. Eligibility Conditions:

- i. The candidate should be a graduate in law from a duly recognized law school/college/university/institute established by law in India and eligible for enrolment as an Advocate with the Bar Council of India.
- ii. Final year students pursuing three/ five year degree in law will also be eligible to apply subject to furnishing proof of acquiring the law qualification at the time of interview/before taking up the engagement as Research Fellow.
- iii. The candidate must have a good working knowledge of computers.

4. Age and Nationality:

- i. The candidate should not be above 30 years as on the date of making application for Research Fellow. This requirement may, in appropriate cases, be relaxed by the Judge-in-Charge, Education, Uttarakhand Judicial and Legal Academy upon the request of the Director.
- ii. The candidate must be a citizen of India.

5. Disqualifications:

- i. A candidate must not be engaged, or appointed elsewhere on honorarium/payment basis on the date of joining.
- ii. A candidate should not have been involved in any criminal case, whether pending or convicted, for an offence involving moral turpitude.
- iii. A candidate must not be facing any disciplinary proceeding before the Bar Council of India and/or the Bar Council of the State concerned or any other authority.

6. Terms and Nature of Engagement:

- i. Research Fellow shall be engaged on purely short term contractual basis for the period of one year, which may be extended upto two years after scrutinizing the past performance of the Research Fellow.
- ii. The contractual engagement shall not confer upon the Research Fellow any right/claim for regular appointment or continuance in service beyond the actual period of engagement.
- iii. The Research Fellow may be prematurely discharged without any notice.
- iv. Research Fellow intending to prematurely leave the engagement shall be required to give at least one month prior notice in writing to the Director.

7. Remuneration:

The Research Fellow shall be paid a fixed monthly honorarium of Rs. 40,000/- or such honorarium as may be revised from time to time. The Research Fellow shall not be entitled to any other allowance or perks.

8. Attendance and Leave:

- i. The Research Fellow shall be granted such leave of absence as may be approved by the Director subject to a maximum of fraction of 12 days per year, vis-a-vis the period of engagement. The Research Fellow should apply for and obtain leave in advance from the Director before proceeding on leave. In case of emergency, the Research Fellow will immediately convey to the Academy office inability to attend office.
- ii. No stipend shall be paid for unauthorized absence, as also for days of leave exceeding permissible leave.
- iii. The Research Fellow shall not proceed on leave without seeking prior permission from the Director.
- iv. The Administrative office of the Academy shall maintain a record of attendance and will accordingly intimate the Accounts Section on last working day of each calendar month.

9. Experience Certificate:

- i. The Research Fellow will be issued an experience certificate as prescribed in Schedule-I on completion of a minimum period of six months' of engagement, subject to the approval of the Director.
- ii. If the engagement is terminated before completion of original term due to

premature discharge by the Director, Uttarakhand Judicial and Legal Academy or due to the Research Fellow voluntarily giving up the engagement, no such certificate shall be given unless the Director of the Academy directs otherwise.

10. Conduct during and after term of engagement:

- i. The Research Fellow shall maintain absolute devotion to duty and a high standard of morals during the term of engagement. The Research Fellow shall maintain the highest standard of integrity commensurate with the responsibilities entrusted to the Research Fellow. The Research Fellow shall maintain utmost secrecy in respect of matters which come to the Research Fellow notice by virtue of the engagement, and shall ensure that no information, document or any other thing is disclosed, parted or disseminated with others in any manner. The Research Fellow will not disclose any fact which comes to the Research Fellow knowledge on account of such official attachment, even after completion of term of engagement, unless such disclosure is legally required in discharge of lawful duties.
- ii. The Research Fellow will not accept any other assignment during the term of engagement as Research Fellow. The Research Fellow shall not practice as an Advocate in any Court of Law or Tribunal, or any other authority during the course of the engagement as Research Fellow.
- iii. Research Fellow will follow the dress code as provided under Chapter IV of Part VI of the Bar Council of India Rules.

11. Access available to a Research Fellow:

During the engagement, a Research Fellow will have access to the Administrative block and Library and the Residential Office of the Faculty members.

12. Process and Method of Selection:

(i) All applications may be made by the prospective candidates directly to Academy. The applicants may be called by Academy for interview or personal interaction. The Research Fellow will be finally selected by the Academy shall be attached to the faculty member.

(ii) Law Schools may recommend their alumni for being considered for appointment as a Research Fellow.

13. Duties and Responsibilities:

The Research Fellow will be expected to render assistance to the Director and faculty members not only in respect of training functions, but also in the administrative functions of the faculty as may be assigned to the Research Fellow.

14. Duty Hours:

The Research Fellow may be required to attend the office/residential office of

the faculty members even on gazetted/local holidays. The duty hours shall be fixed by the faculty members.

15. Undertaking:

Before joining as a Research Fellow, the selected candidate shall sign an undertaking as prescribed in Schedule-II.

16. Residuary Clause:

For anything not specifically covered by the above clauses, the decision thereon will be taken by the Judge-in-Charge, Education, Uttarakhand Judicial and Legal Academy.

NOTE: THIS SCHEME SHALL COME INTO FORCE FORTHWITH.

Schedule-I
CERTIFICATE

This is to certify that Mr./Ms....., Advocate
(Enrolment No.....) has worked as a Research Fellow
with Uttarakhand Judicial and Legal Academy
w.e.f.....to.....

(MM/DD/YY)

(Director)

Schedule-II
UNDERTAKING

I....., do hereby undertake that I
have read and understood the scheme and will abide by the provisions
contained in it during the course of my engagement as Research Fellow and
also after expiry of term of the said appointment.

Signature.....

Name.....