

Dr.NTR UNIVERSITY OF HEALTH SCIENCES VIJAYAWADA

POLICY FOR UNDER GRADUATE STUDENT RESEARCH SCHOLARSHIPS

(Version 3.0)

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ANNOUNCEMENT FOR THE UNDER GRADUATE STUDENT RESEARCH SCHOLARSHIPS (UGSRS - 2022)

- 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 - 2022)**.
- Dr.NTRUHS 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.NTRUHS and 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 2022.
- The notification for UGSRS – 2022 will be issued in the month of May 2022.
- **The application form and UGSRS research proposal to be submitted to the University by June 25th 2022** which will be evaluated by Dr NTRUHS. The list of selected students to undertake UGSRS research work will be displayed on the NTRUHS website on **15th July 2022**. The selected students are expected to complete the project in any two given months between **July and September 2022**

and submit the report before the last date of submission, i.e.,**30thNovember 2022**). The student will be awarded a stipend and certificate only if his/her UGSRS report is approved by Dr.NTRUHS. 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 month's 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 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 Under Graduate Student Research Scholarships(UGSRS - 2022).**
- **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.NTRUHS 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 – 2022

- For UGSRS 2022 program, the last date for receiving completed applications with the research proposal and other enclosures is **25th June 2022 by 5:00 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.NTRUHS 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.
- DrNTRUHS 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 DrNTRUHS website (**www.ntruhs.ap.nic.in**) and comply with instructions updated from time to time about the UGSRS program.

APPLICATION PROCESS FOR UGSRS 2022

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 2022 research will be done after technical evaluation of the submitted research proposals by a panel of experts.
2. The selected candidates /students will be displayed on the Dr.NTRUHS website by tentatively 15th July, 2022.
3. Sanction letters will not be issued individually to the student/guide. The students should take a print out the list of selected students from the website for future reference.

The decision of Dr.NTRUHS 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 from 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 DrNTRUHS /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

DR. NTR UNIVERSITY OF HEALTH SCIENCES, VIJAYAWADA

UNDERGRADUATE STUDENT RESEARCH SCHOLARSHIPS (UGSRs)

APPLICATION FORM

(FILL IN BLOCK LETTERS ONLY)

STUDENT COURSE DETAILS:-

Full Name: _____

Course: MBBS / BDS / AYUSH / NURSING / BPT

Year of Study: _____

Name of the College: _____

Address of the College : _____

Phone No. of the College: _____

Email ID of the College : _____

STUDENT PERSONAL DETAILS:-

Gender : Male Female

Date of Birth :

D D M M Y YY

Residential Address: _____

Contact No: _____

Email ID: _____

DETAILS OF THE GUIDE :-

Full Name of the Guide: _____

Designation : _____

Department : _____

Name of the College: _____

Address _____

Contact No _____

Email ID _____

DETAILS OF THE RESEARCH PROPOSAL:-

Title: _____

Type of the Study : _____

Subject Area: _____

Name of the Department : _____

ATTACH THE FOLLOWING DOCUMENTS :-

- 1) Research Proposal under the following Headings (do not mention any identifiers of the student / guide / institution)
 - Title
 - Introduction
 - Objectives
 - Methodology
 - Implications
 - References

- 2) Ethics Committee Application / Certificate

- 3) Informed Consent Form

- 4) Case Study Form

- 5) Study Questionnaire

Signature of the Student

Signature of the Guide

Signature of the Head of the Institution with Seal

APPLICATION ATTESTATION FORM (AAF)- UGSRS 2022

Name of the Student:

Name of the Guide:

Name of

MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPYInstitute:.

.....

.....

Bank Account Details of the applicant

Name of the Bank & Branch.....

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

Title of the UGSRS Proposal:

.....

.....

Certificate to be signed by the Student

I certify that, I am an MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY student and am here by providing true information in the application form for UGSRS 2022 best to my knowledge. I am submitting only one application for UGSRS 2022. 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.NTRUHS.

Paste recent
colour passport
size Photograph
(Attested by the
principal/Dean)

If selected, I shall follow all instructions provided by the Dr.NTRUHS 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 2022 provided by DrNTRUHS and will abide by them.

Name of the Student: -----

Signature of Student

Date:

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) institute_____. I certify that he/she is not an intern/PG 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 UGSRS 2022 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.

Name:

Designation:

Department:

Signature of Guide:

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.

Guidelines for UGSRS report submission

- 1) The selected **MBBS/BDS/AYUSH/NURSING/PHYSIOTHERAPY** students must complete their UGSRS research project and prepare a detailed report in consultation with their Guide.
- 2) Students are advised to prepare both hard and soft copies of their reports for submission.

The report should detail only the **original work** carried out by the students under the supervision of their Guide. The report should not give results of earlier Guide's research/other student's research (MD/MDS/Ph.D. thesis)/or taken from other sources in which student was not involved. In case it is found that details have been copied.

General rules of formatting

Paper and size	Bond paper, A4 size
Cover	Tan/black, water proof bind
Number of pages	Not less than 40 and not more than 60 (including references, questionnaires and other annexures)
Page margins	1" on all sides
Line spacing	Double line
Font	Times New Roman, Size - 12
Page numbering	Footer
References	Vancouver style
Binding	Hard bind (spiral binding will not be accepted)
Formatting	Proper formatting

3) Parts of the Research report

Page 1.	Should contain the title of the research on the top of the page with quotation, name of the candidate, department, institution and the university to which affiliated.
Page2. Certificate	<ol style="list-style-type: none"> a) Certificate should contain the following b) Name of the candidate c) Department where the study was conducted d) Institution where the work was carried out e) Title of research f) Name and designation of the guide g) Name of the HOD h) Certificate that this is an original work done by the candidate. i) The certificate has to be signed by: the candidate, the Guide, and the Principal of the institution.

Page 3- Acknowledgements

Generally, all help and assistance, like guidance, inspiration, moral support etc., can be acknowledged.

Page 4 - Index/table of contents

This should contain the names of sections and page numbers against them.

- a) Introduction
- b) Aims and objectives of the study
- c) Review of literature
- d) Methodology: Materials and Methods
- e) Observations and results
- f) Discussion
- g) Conclusions & Summary
- h) References
- i) Tables
- j) Annexures

4. Introduction:

- a) Give a brief review of current status.
- b) Discuss the motivation for the work
- c) Be specific about what the work is trying to achieve.

This section should contain the following paragraphs.

Para 1. Brief description of the problem/issue taken for study, how important and how common is the disease/problem, how it affects people and morbidity/mortality issues, or health consequences.

Para 2. Epidemiological importance of the subject of study.

Para 3. Why the topic has been chosen. Whether the topic is least explored in that region, or in the state/country, or that the available information published as on date is insufficient to draw conclusions to progress further in management of patients/diagnosis of disease.

Para 4. Justify the infrastructural facilities, materials (patient /samples) and the proposed outcome of your study in all probability.

5. Aims and objectives of the study:

This should be expressed as points. Brief about what you want to do, point by point (including number of patients/samples) and what result do you expect to achieve.

6. Review of literature

This should not be more than 10 pages. The review should be comprehensive and should be confined to the topic of study, and should compulsorily include the most recent articles published in relation to your study. Every effort must be made to collect as much information as possible. A table containing comparison of similar studies done earlier may also be included.

The author cannot put forward his/her own ideas/ suggestions, or use his own derivations in review of literature. The section should contain only the facts of already done research in this area.

7. Methodology

This section may be named as ‘materials and methods’ when it refers to laboratory work, and ‘patients and methods’ when it refers to clinical work. It should contain the sample size, type of study, control group if any, inclusion and exclusion criteria, and every detail of how the work is undertaken. Minute details of standard procedures may be omitted and are given at the end of the book under annexure. Mention ethical issues and methods adopted for statistical analysis.

8. Observations and Results:

The findings of the study should be analysed and should be arranged in tables, charts and diagrams. The text in this chapter should explain the observations, table wise.

9. Discussion:

- a) Analyze data and relate them to other studies.
- b) Possible explanations for any variation in the results.
- c) Significance of results in terms of hypothesis and their practical implications.
- d) Evaluate strengths and weaknesses of work.
- e) Recommendations for further work.
- f) Avoid using personal pronouns (I, We)

This section should be in 10 pages. The findings of the study should be analysed along with the already known information about the problem studied. The implications of the observations of the study should be projected. The limitations of the study, and recommendations of areas for further study in future can also be discussed.

The author can use his ideas and derivations based on the findings of his/her study. He/she can also project the difficulties faced by him/her during the course of study, and suggest methods to overcome them.

10. Conclusions & Summary

This section should contain in points the net result of the study.

11. References

The references may be arranged in Vancouver style.

12. Tables:

Tables should be serially numbered, accurately named with reference to the data presented and the statistical analysis (if any) presented at the bottom of the table.

13. Annexures

This section contains: the proforma used for the study, ethical clearance certificate, consent forms used in the study, master chart of all the data, details of the standard procedures used (which are avoided in materials and methods), and any other information which is relevant.

Incomplete reports/reports not in prescribed format will be automatically rejected. Before submitting the report and other enclosures to Dr NTR university of Health Sciences, check the report is complete in all aspects.

Introduction	Why did you do it?
Aims and Objectives	What do you want to achieve?
Review of literature	What have others done?
Methods	How did you do it?
Results	What did you find?
Discussion	What does it mean?
Summary and Conclusions	What do you want to say now?
Tail	The raw material employed in the study

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.

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.NTRUHS 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 students 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.NTRUHS 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 DrNTRUHS 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 registrar 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 guides 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.NTRUHS recognizes only the guide as this is a short term project for undergraduate 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?

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

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 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 ethical clearance later?

Ethics committee approval should be obtained any time between Feb- 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/Master sheet?

Yes, it is required.

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.NTRUHS for this change. However you need to inform Dr.NTRUHS 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 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.NTRUHS. However you must acknowledge the support received from Dr.NTRUHS under UGSRS program for your research and send a reprint of your paper to Dr.NTRUHS for records.

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

Kindly note that there is no procedure for automatic publication of UGSRS reports in Dr.NTRUHSjournal/ 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 Dr.NTRUHS?.

No Dr.NTRUHS 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.NTRUHS 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.NTRUHS, 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 effort of my Guide recognized?

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.NTRUHS.

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

Contact information is provided on Dr.NTRUHSwebsite. You can send an email to ntruhsugrs@gmail.com for any queries related to UGSR program.
