



INDIAN INSTITUTE OF BANKING & FINANCE

Invites Application for Diamond Jubilee and CH Bhabha Banking Overseas Research Fellowship (DJCHBBORF) – 2012 -2013

Scheme details

The Diamond Jubilee Banking Overseas Research Fellowship was instituted by the Indian Institute of Banking & Finance in 1988 to commemorate its diamond jubilee year. The objective of the Fellowship is to provide the successful candidate an opportunity to undertake a research study on the latest developments in the field of banking and finance in India or abroad. Institute has modified the fellowship scheme. The highlights of the modified scheme are as under:

1. The research proposal needs to be vetted and recommended by a subject matter expert, having a Ph.D. degree attached to an institution having research credentials/operations.
2. In this connection, candidate can approach leading B-schools located near their place of posting.
3. Candidate may identify an institution near to their place of work and IIBF on its part also will request the identified institution to guide the candidate.
4. A scheme of compensation has been finalized for such supporting institution/professor, which will be conveyed to the respective institution in due course
5. Age limit for the candidates is not over 50 years.
6. **Those candidates who have applied/awarded the fellowship earlier are not eligible for the scholarship.**
7. The candidate applying for the scholarship should be a life member of the Institute and his/her application to be recommended by the employer (personnel department), which should be an Institutional member of the Institute.
8. Visit to foreign centres will be considered only if there is a necessity for the same, considering the availability of the material on the internet etc. Candidates should justify the need for such visits. Such trips will have to be specially approved by the interview panel/Institute.
9. Application (as per format enclosed), duly signed manually, to be submitted to the Institute before 15.12.2012. Email copies will not be accepted.
10. Institute reserves its right to award or withhold the fellowship based on the quality of proposals received and institute's decision will be final in the matter.
11. For other details refer the application format enclosed.
12. Institute would pay an honorarium of Rs.1.00 lac to the candidate on successful competition of the project.

Chief Executive Officer

Encl: Application form



INDIAN INSTITUTE OF BANKING & FINANCE

Kohinoor City, Commercial-II, Tower-I, 2nd & 3rd Floor, Kirol Road, Off. L.B.S. Marg,
Kurla (West), Mumbai 400 070

(An ISO 9001:2008 Certified Organisation)

APPLICATION FOR DIAMOND JUBILEE AND CH BHABHA BANKING OVERSEAS RESEARCH FELLOWSHIP (DJCHBBORF) - 2012-2013

- Note:**
- i) Applicant's eligibility to enter for the Diamond Jubilee and CH Bhabha Banking Overseas Research Fellowship will be decided on the basis of the information he/she gives on the application form. It is, therefore, important that he/she provides full and accurate answers to all questions, otherwise the application will not be considered.
 - ii) This application form should be filled in carefully and in legible handwriting or typewritten.
 - iii) Incomplete forms will not be considered.
 - iv) The last date for submitting forms will be **15.12.2012**. The form should be forwarded to the above address.
 - v) Please read the notes given at the end of this form, before filling it up.

A. PERSONAL PARTICULARS (Kindly fill in Block Letters)

- 1 Full Name _____
- 2 Date of Birth _____
- 3 Age (as on **15.12.2012**) Years _____ Months _____
- 4 Sex _____
- 5 Marital Status _____
- 6 Nationality _____
- 7 Present Address
Office

Photograph duly signed
by the applicant to be
affixed here.



e-mail _____ Tel. No. _____

Fax no _____

Residence Address for communication:

Tel No _____ Mobile No _____

8 Address & Relationship of persons to be contacted in India in case of emergency:

e-mail _____ Tel no _____

Mobile no _____

B. PARTICULARS REGARDING ASSOCIATION WITH INDIAN INSTITUTE OF BANKING & FINANCE

- 1 Membership No _____
- 2 Whether fees for life membership have been paid _____
- 3 Year & Month of completion of JAIIB / Part I _____ CAIIB / Part II _____
- 4 Whether completed Part I / JAIIB at first attempt _____
- 5 Whether completed Part II / CAIIB at the first attempt _____
- 6 Whether completed any other examinations conducted by the Institute, **if yes**
Name of the examination/s _____
Year of completion _____
- 7 Any award / prizes received for Institute's Examination _____

C. ACADEMIC AND PROFESSIONAL PARTICULARS (Copies of the mark list and certificates of the examinations passed should be attached along with the form)

1 Graduate and Post graduate examinations only

Degree	University	Year of Passing	Class / Grade obtained with % of marks / points secured	Whether completed in one attempt	Distinction / rank secured

2 Details of any other professional qualifications:

3 List of principal publications – books, monographs and articles with title, publisher and date. (A separate sheet may be attached as Annexure 1, if space provided here is insufficient)
(Preference will be given to candidates with publications to their credit.)



D. Employment History:

- 1 Date of joining the bank: _____
- 2 Present position _____
- 3 Grade / Scale _____
- 4 Date of promotion to the present scale / grade _____
- 5 Length of service as an Officer in the bank as on **15.12.2012** _____
- 6 Name & address of Central Office of the employer:

E-mail: _____ Tel No: _____
Fax No: _____
7. Earlier employment (if any) _____
8. Positions held (in chronological order starting from the present to the beginning with rank / grade and period)

Position	Institution / Dept	Period	Nature of Duty

E. PARTICULARS OF THE PREVIOUS ENTRY / IES FOR THE FELLOWSHIP:

- 1 Whether entered for previous competitions: Yes / No _____
If yes, please mention the year/s: _____
- 2 Whether called for interview: Yes / No. **If yes**, please mention the year/s _____
- 3 Subject/s of your study under the previous entry / entries: _____

F. PARTICULARS OF THE PROPOSED RESEARCH STUDY FOR THE FELLOWSHIP:

- 1 Title of your proposed Research Study under the Fellowship: _____

- 2 Name of the country you would like to visit and reason thereof: _____
- 3 A list of the names and addresses of banks / institutions proposed to be visited for your study and the purpose of the visits. (A separate sheet to be attached as Annexure II)
- 3a Name of the Institute at which you would like to conduct the research work in India -----

- 4 Foreign language other than English known (fluent / working knowledge) _____
- 5 Outline your proposed study in **not less than 1,000 words** under the following headings:
 - a) Major objective/s & need for such a study.
 - b) Scope, framework & applicability of the study to our Banking Industry
 - c) Research methodology/ techniques to be followed
 - d) Select bibliography / brief review of other relevant works in this area, if any
(A Separate sheet to be attached as Annexure III)
- 6 Please give an account of specific project/ assignment with previous or present employer which is related to the subject for which this entry is submitted.
- 7 Brief account of how your proposed research study will benefit Indian Banking Industry in general/ and your organization in particular.



DECLARATION BY THE CANDIDATE

I hereby certify that all the information given above is correct and I undertake to produce all documentary evidence, if called upon to do so.

I further undertake that, if selected for the award of the Diamond Jubilee and CH Bhabha Banking Overseas Research Fellowship (DJCHBBORF). I shall abide by all the rules, regulations and conditions governing the award of the Fellowship from time to time.

Place:

Signature:

Date:

Certificate from the Employer

(No applications will be considered unless it is forwarded through the proper channel)

We have examined the application from. The information provided by him/her is correct to the best of our knowledge as per our records.

Place:

Signature:

Date:

Name:

Official Seal:

Designation

Undertaking by the Research Guide

I/We have gone through the research proposal and recommend the same for award of the Diamond Jubilee and CH Babha Banking Overseas Research Fellowship. I undertake to guide the candidate in finalizing the final project report, if the scholar is awarded to fellowship.

Place:

Signature:
(Project Guide)

Date:

Name:

Seal of the Institution:

Designation:

NOTES FOR APPLICANTS

I The Objective of the Fellowship:

The Diamond Jubilee Banking Overseas Research Fellowship was instituted by the Indian Institute of Banking & Finance in 1988 to commemorate its diamond jubilee year. The objective of the Fellowship is to provide the successful candidate an opportunity to undertake a research study on the latest developments in the field of banking and finance in India or abroad.

II Eligibility Criteria:

The applicants must:

1. hold a continuing membership of the Institute
2. be an officer in a bank / financial institution or any other body recognized as such by the Council of the Institute for membership purposes at least for five years at the time of application.
3. be not more than 50 years of age as on **15.12. 2012**
4. be at least a post graduate with an aggregate of 50% marks or equivalent grade or points form a recognized University in India or abroad.
5. be a Certificated Associate of the Institute (CAIIB)
6. Candidate must demonstrate sufficient prior interest / inclination in research.

III Application procedure:

1. Applicants should attach all copies of relevant testimonials along with the form.
2. The thesis/study proposal should also be submitted along with the form.
3. Application to be forwarded to:

The Chief Executive Officer
Indian Institute of Banking & Finance
Kohinoor City, Commercial-II,
Tower I, 2n & 3rd Floor, Off. L.B.S. Marg,
Kurla (West), Mumbai 400 070

(Mark as APPLICATION FOR “DJCHBBORF” on envelope)

IV Guidelines for the preparation of study/research proposal

The applicant must submit, along with the form, the thesis on any appropriate subject of his/her choice related to the latest developments in banking and finance. The quality and standard of the thesis will be considered in selecting the candidates to be called for the interview.

The thesis should be not **less than 1,000 words** must be typewritten on one side of the paper and each page should be numbered and the total number of words be stated on the last page. The use of headings for each section is recommended.

Thesis should cover all the points mentioned in the column **F (page 6)** in the application form. The thesis should be titled and a brief outline of the text should be written at the beginning.

V Selection Procedure:

- a. The Institute will decide about the candidates to be called for interview on the basis of the quality of the thesis submitted, their qualifications, experience and background. Candidates selected for the interview will have to appear before the Committee appointed by the Institute for interview at Mumbai.

- b. In choosing the awardee, the Committee will consider the personality of the candidates, background, educational qualifications and professional experience, the likelihood of the candidate benefiting from the study abroad and his/her ability to make it useful to his/her Institution and /or to the Indian Banking System and also his/her capability of presenting thoughts clearly, precisely and persuasively in writing and orally to groups of senior management executive in the field of his/her study.
- c. In the matter of selection of candidates for the interview and the final selection of the awardee, the decision of the Institute will be final and no correspondence questioning the decision will be entertained from any quarter.
- d. **It will be at the discretion of the Institute to withhold the Fellowship if the required standard is not attained.**

VI Conditions for the award of the Fellowship:

The successful candidates will be offered the Fellowship subject to:

- a. his/her producing a 'No Objection' certificate from the employer
- b. approval of the candidate's itinerary by his/her employer and the Indian Institute of Banking & Finance
- c. his/her giving an undertaking to submit two typed detailed reports on his/her findings within three months of his/her return to India, publication rights in which would be reserved for 6 months by the Indian Institute of Banking and Finance, Mumbai

VII Financial arrangements:

- a. Outstation candidates coming for interview will be paid economy class airfare for their onward and return journeys on production of the relative bills, provided they are not reimbursed by the respective banks/ institutions.
- b. The winner of the Fellowship will be provided with the lowest fare economy class ticket for the shortest route from place of work to the place of visit abroad, in case a foreign visit is approved by the selection panel. The tickets will be booked by the Institute based on the itinerary submitted by the candidate. **Spouse / family are strictly not to accompany the scholar during this visit.**
- c. Foreign Exchange towards boarding, lodging and out of pocket expenses in the places of visit for a period between 4 weeks on a scale to be fixed by the Institute, which will be uniform irrespective of the cadre of the scholar.

VIII Other Conditions:

- a. The candidate will have to select a guide from the research institute for the entire period of the study. The Candidate has to indicate his/her preference of the Institute and Institute will endeavor to ensure a tie up for completing the project.
- b. A publishable report has to be submitted by the candidate within 4 months of completing the period of study/visit abroad, as the case may be.
