

UPDATED

Regulations Relating to Ph.D. Programme

Effective from October 2009

(Updated as per the Senate amendments till June 2024)



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर

INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR

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Regulations relating to Ph.D. program effective from October 2009 (Revised as per Senate amendment till June 2024)

(The Ph. D. regulation has been adopted from the Ph. D. regulations of IIT Kharagpur vide Senate Res. No. 2.B.A.4)

1. General

- 1.1 The Institute provides facilities for research leading to the Degree of Doctor of Philosophy (Ph.D.).
- 1.2 The award of the Ph.D. degree is made on the basis of satisfactory performance of a registered candidate in
- prescribed course work & seminar and
 - The thesis submitted by the candidate and a final viva voce. The thesis shall be the report of research work characterized by either discovery of new facts or a new interpretation of known facts and theory, or an independent design and development, or development of new instrument/technology.
- 1.3 The Minimum qualification required for admission to the Ph.D. program is a degree in any one of the areas given below
- a.
- M. Tech (Master of Technology)
 - M. S.
 - M. C. P. (Master of City planning)
 - M. E.
 - M. R. P. (Master of Regional Planning)
 - M. Sc. (Engg.)
 - M. Arch. (Master of Architecture)
 - M. Phil
 - M.B.A. (after B. Tech./M.Sc./M.A./M.Com.)
 - 2 year M.B.M.
 - or** an equivalent of the aforesaid degrees
- OR**
- b.
- Bachelor of Technology (B.Tech.)
 - Master of Science (M.Sc.)
 - Master of Business Administration (done after B.A./B.Sc./B.Com.)
 - Master of Arts (M.A.)
 - PG Diploma in Management of 2-year duration (done after B.A./B.Sc./B.Com.)
 - B. Sc. (Engg.)
 - or** a degree equivalent to any of them.

NOTE: When a candidate possesses a professional degree the equivalence of the degree with those listed above shall be solely determined by either the appropriate nationally accredited professional bodies or with the classification followed by Association of Indian Universities guidelines.

- 1.4 All candidates seeking admission to the Ph.D. program shall have to possess requisite marks/grades in qualifying examination as shown below: (**Senate Res. No. 26.A.B.7**)

- 1.5 Normally, a candidate has to devote at least three years for study and research. The period will be counted from the date of his enrolment. However, for a candidate who meets the criteria as laid down in 1.3a above, the period shall be a minimum of two years.
- 1.6 The rules for accommodation provided by the Institute are given in **Appendix-I**.
- 1.7 Doctoral Advisory Committee (DAC) (composition of which is given in **Appendix-II**) for every candidate admitted to the Ph.D. program will monitor the candidate's progress, conduct the open seminars with School Academic Committee (PG&R) and recommend the names of the examiners for evaluating the thesis. On receiving satisfactory reports on the thesis from the examiners, the DAC along with an additional examiner (internal or external) will conduct the final viva voce and recommend to the Senate for the award of the degree. Normally the additional examiner shall be the external Indian thesis examiner.
- 1.8 All candidates enrolled for the Research Program under any of the categories (Institute Scholar/Sponsored/Individual-CSIR, UGC/Scheme/QIP etc.) shall be governed by all the provisions of this and of such other regulations as are applicable to them and they shall also obey any direction/instruction concerning them issued by the Institute.

Eligibility Criteria, Shortlisting and Selection Procedure for Admission into PhD Programme

(Revised, Effective from Autumn Semester Admission, 2024-25 & onwards)

2. Minimum Eligibility Criteria for Application

An interested candidate meeting the below listed category wise minimum eligibility criteria may apply for the PhD programme. The minimum eligibility criteria do not guarantee either shortlisting or selection, for the admission. Applications not meeting minimum eligibility criteria will be rejected without any intimation and the application fee will not be refunded.

The minimum eligibility criteria refer to the minimum academic qualification to be met by the applicant at the time of applying for the admission. Relaxation up to 5% marks in all academic examinations is permitted only for SC/ST/PwD candidate categories, over General/OBC(NCL) categories, as per Govt. of India (GoI) guidelines. This is applicable to applicants under both Institute and Sponsored PhD Scholar categories.

Candidates possessing the minimum eligibility criteria are eligible to receive **Institute Research Assistantship** or **UGC/CSIR-NET Junior Research Fellowship (JRF)** or **any other doctoral fellowship offered by Govt. of India (GoI)**, as applicable, on joining the PhD programme.

2.1 Category 1 - Institute PhD Scholar

Institute PhD Scholar refers to the PhD student who receives **Institute Research Assistantship** sanctioned the Ministry of Education (MoE) and offered through the institute. Eligibility criteria for different schools are as follows.

2.1.1 All Engineering Schools

- (i) M. Tech. /ME or equivalent degree in appropriate disciplines, with minimum 60% marks or 6.5 CGPA (in a 10-point scale).

OR

B Tech/BE or equivalent degree in appropriate disciplines with minimum 70% marks or 7.5 CGPA (in a 10-point scale). The candidate must be GATE qualified in an appropriate discipline.

- (ii) Minimum 60% marks or 6.5 CGPA (in a 10-point scale) required in all other examinations from Class 10 onwards. A single relaxation up to 5% marks in secondary/higher secondary/equivalent is permitted.

2.1.2 School of Humanities, Social Sciences and Management

- (i) Minimum of 55% marks or 6.0 CGPA (in a 10-point scale) in Master's degree in appropriate Humanities and Social Sciences disciplines.
- (ii) Minimum 55% marks or 6.0 CGPA (in a 10-point scale) required in all other examinations from Class 10 onwards. A single relaxation up to 5% marks in secondary/higher secondary/bachelor's degree/equivalent is permitted.
- (iii) **The candidate must be GATE or CSIR-UGC NET (LS) qualified in an appropriate discipline.**

2.1.3 School of Basic Sciences

- (i) Minimum 60% marks or 6.5 CGPA (in a 10-point scale) in Master's or equivalent degree in appropriate disciplines.
- (ii) Minimum 60% marks or 6.5 CGPA (in a 10-point scale) required in all other examinations from Class 10 onwards. A single relaxation up to 5% marks in secondary/higher-secondary/bachelor's degree/equivalent is permitted.
- (iii) **The candidate must be GATE or CSIR-UGC NET (LS) or JAM or JEST qualified in an appropriate discipline.**

2.1.4 School of Earth, Ocean and Climate Sciences

- (i) Minimum 60% marks or 6.5 CGPA (in a 10-point scale) in Master's or equivalent degree in appropriate disciplines.

OR

B Tech/BE or equivalent degree in appropriate disciplines with minimum 70% marks or 7.5 CGPA (in a 10-point scale).

- (ii) Minimum 60% marks or 6.5 CGPA (in a 10-point scale) required in all other examinations from Class 10 onwards. A single relaxation up to 5% marks in secondary/higher-secondary/bachelor's degree/equivalent is permitted.
- (iii) **The candidate with B.Tech/B.E. /M.Sc. degree must be GATE or CSIR-UGC NET (LS) or JAM or JEST qualified in an appropriate discipline.**

2.2. Category 2 - Sponsored PhD Scholar

There are three types of sponsored PhD scholars in the institute (**Self-sponsored category are not to be considered**). Eligibility criteria for each of these categories are as follows.

2.2.1 Sponsored by External Organization

PhD scholars joining under this category do not receive any financial support from the institute. They must be in continuous service for at least three (3) years in any one of the following categories of organizations where appropriate R&D facilities exist:

- Departments and Ministries of the GoI or any other government organizations
- Established industrial research and developmental organizations
- Recognized autonomous bodies and public undertakings
- Recognized universities/colleges.
- Established industries

Candidates under this category need not be GATE or CSIR-UGC NET (LS) qualified. All other academic qualifications under Section 1.1 apply to these candidates. Candidates must submit Sponsorship Certificates as per the prescribed format at the time of application; otherwise, their applications will not be considered.

2.2.2 Sponsored GoI Doctoral Fellowship (CSIR—UGC, DST-INSPIRE, DBT, ICMR etc.)

Candidates having CSIR-UGC NET (JRF) or any other doctoral fellowship offered by GoI are eligible to apply under this category. PhD scholars joining under this category receive financial support from respective GoI doctoral fellowships. They must meet the same minimum academic qualification applicable for **Institute PhD Scholar** as under **Section 1.1**. These candidates need not be GATE qualified.

2.2.3 Sponsored Research Project under IIT Bhubaneswar

Persons who possess the minimum prescribed qualifications as mentioned in **Section 1.1** and are already working in a sponsored project of the Institute as JRF/SRF/equivalent availing minimum fellowship as that of Institute PhD scholar shall be eligible for applying to the Ph.D. program under this category. **These candidates must be GATE or CSIR-UGC NET (LS) or JAM or JEST qualified.**

For this category of candidates, the followings also apply:

- A. They receive assistantship from the fund available in the project under the personnel/manpower budget head (to be referred as Project Fund now onwards) and the fellowship amount is at least equal to that of Institute PhD scholar.
- B. The remaining period of the project fund (in a single project) as well as the remaining tenure of the same project should be at least 2 years (duration of the project can be relaxed upto 6 months upon recommendation of the PI & Head) from the date of enrollment in the PhD program in the Autumn/Spring Semester as per the academic calendar (if selected).

2.2.4 Sponsored under “Professor R. H. Tupkary Fellowship” program (the programme will be offered subject to the requirements and as per the advertisement notification)

This programme is applicable for bright and motivated students who are interested in carrying out research in the field of **Complex Dynamical Systems’ Analysis and Control**. Applications are invited primarily, but not restricted to the broad areas of *Industrial and Systems Engineering* and *Neural Engineering Systems*. This is an interdisciplinary program wherein a scholar can take a supervisor from any relevant School of the Institute. An additional amount over and above the Institute Fellowship amount will be awarded to the scholars under this category. So, the scholar will receive ₹35,000/- per month from the date of enrolment till the completion of the Enhancement Seminar. On completion of the Enhancement Seminar, the fellowship will be enhanced to ₹40,000/- per month. The maximum period of the fellowship for any scholar will be for a period of FIVE years only. The Ph.D. student under this category may do an internship in a related industry for six months. **The applicant will have to apply with a detailed research proposal.** He should also propose the supervisor (possibly after discussion with the concerned faculty) for the research work during the application process. The candidate, if selected, shall join the parent school of the proposed supervisor and under the same **supervisor** only. All academic qualifications under Section 1.1 apply to these candidates. The **requirement of GATE qualification may be waived off for candidates** with at least three years of experience in relevant fields.

2.3 Category 3 - Joint MSc-PhD Students of IIT Bhubaneswar (to be offered only for Autumn Semesters admission) (Refer to MSc regulation – Modalities for Enrolment in PhD Programme for more detail)

(Refer to **MSc regulation – Modalities for Enrolment in PhD Programme** for more detail)

This programme is applicable for bright and motivated students pursuing MSc programmes at IIT Bhubaneswar. Applicants must have completed third semester. Students securing CGPA ≥ 8.5 after their third semester are automatically shortlisted for appearing the selection test for joining the PhD programme in the following Autumn semester. They are required to submit a declaration towards joining the PhD program within two weeks of declaration of the third semester result. Students who have not submitted the said declaration in time will not be considered for selection test.

Their selection test will be conducted along with the Autumn semester PhD admission of the institute. There will be a discipline wise cap of 10% of the sanctioned strength (rounded upward) on the number of students who can avail this option. They will be enrolled for the PhD programme in the Autumn semester, if selected after the selection tests.

2.4 Category 4 – Institute Staff Category (IIT Bhubaneswar)

(Refer to Ph.D regulation – **Appendix-V** Rules relating to enrolment of members of Non-Teaching staff)

Members of non-teaching staff (working in permanent capacity, including technical and non-technical) may be permitted to join the Ph.D. programme of the Institute provided, that prior permission i.e, No Objection Certificate (NOC) has been obtained from the Competent Authority before admission to the program.

For admission to the program, a member of staff must fulfill the prescribed norms and in the qualifying examination, he/she must have obtained at least the percentage of marks/grade/CGPA as prescribed under section-1. The prescribed minimum qualification for admission to the Ph.D. program and other details are given under section-1. **The candidate need not be a GATE/UGC-NET/CSIR-NET qualified.**

3. Fixing of Cutoff Scores

The fixing of cut-off scores for candidates in different categories shall be as per the norm defined in Table 1 below.

Table 1: Assignment and calculation of cut-off marks for various categories

Category	Cut-off Score
Unreserved/General	X
EWS	X
OBC (NCL)	0.9 X
SC/ST/PwD	0.67 X
X = Cut-off score for unreserved category (to be decided by the school)	

In the following, the **cut-off marks/score** (in GATE or CSIR-UGC NET (LS) or JAM or JEST, written test and interview) wherever necessary, have been specified for the general/unreserved category only. The assignment and calculation of cut-off marks for reserved categories of candidates as given in Table 1 above will be used in all cases described hereinafter, wherever applicable.

4. Shortlisting Criteria

The candidate must fulfill the minimum eligibility criterion as specified in Section-1. School may fix additional criterion in terms of marks / score. Moreover, school may put additional criterion in terms of discipline/branch of the candidate at undergraduate and postgraduate level.

In addition, the following categories of candidates will be **automatically shortlisted (they need not be GATE/CSIR-UGC NET (LS) qualified)** to appear for the written test:

- B.Tech. and Dual Degree /Equivalent students of IIT Bhubaneswar and other IITs having **CGPA ≥ 8.0**
- IISc M.Tech/M.Sc. degree holders with **CGPA ≥ 8.5**

N.B.: Mere fulfillment of minimum eligibility criteria does not entitle a candidate to be shortlisted.

5. Selection Procedure

All shortlisted Ph.D. applicants including sponsored and Institute staff category (IIT Bhubaneswar) candidates will have to appear the written test and interview. The Ph.D. selection to be based on **40%** weightage in a written test and **60%** weightage in an interview. **The schools can fix cut-offs for written test and interview based upon the requirements. The final selection will be based on combined performances in the written test and interview.**

For shortlisted candidates under section 2.2.4, the following Committee shall conduct interview for the final selection:

- i. Dean (PG&RP)
- ii. Head of the School for which the candidate has applied
- iii. An expert faculty member of the same school nominated by the HoS
- iv. An expert faculty member from another school nominated by the Dean (PG&RP)

6. Admission:

- 6.1 The admission of a candidate to the Ph.D. program is recommended by the School Academic Committee (Post-Graduate and Research), abbreviated as SAC (PG&R), of the school concerned.
- 6.2 Foreign nationals possessing the requisite qualifications and sponsored by the Govt. of India (ICCR, HRD etc.) with Scholarship are admitted on the basis of grades or marks obtained in the qualifying examination. A minimum of 60% marks or a CGPA of 6.5 (out of 10) at the qualifying examination is required in such cases.
- 6.3 Sponsored college teachers awarded Teacher Fellowship of UGC, candidates selected under Quality Improvement Program (QIP), and personnel deputed by R&D Organizations and Industry are admitted on the basis of
 - (a) Grades or marks obtained in the qualifying examination as per clause 1.3a or 1.3b as applicable

AND

 - (b) Interview conducted by the school concerned. Detailed rules regarding admission and enrolment of sponsored candidates is given in **Appendix-III**.
- 6.4 Staff members of the Institute may be allowed to enroll themselves for the – Ph.D. program subject to (i) prior permission obtained from the Director and (ii) fulfilment of the minimum prescribed qualifications as per para- 1.3a or 1.3b. Members of staff, including teachers, intending to apply for enrolment for the program will, however, be required to satisfy a Selection Committee to be appointed by the Head of the School concerned. The other conditions governing such permission to be granted for enrolment of staff members are given in **Appendix-IV**.
- 6.5 Research fellows (JRFs and SRFs) and other research staff (SRA, JSO, SSO) in various schemes in the Institute and individual research scholars qualified at NET, with fellowship, conducted jointly by UGC & CSIR who are desirous of enrolling for the Ph.D. program must fulfill the qualifications for admission laid down in para 1.3a or 1.3b above as the case may be.
- 6.6 Candidates admitted to the Ph.D. program of the Institute shall be entitled for award of Research Assistantships under conditions mentioned in **Appendix-V**. However, sponsored CSIR/UGC/ICAR/Govt. of India sponsored scholars, scholars with NET fellowship and the staff members of the Institute, shall not be entitled to award of Research Assistantship
- 6.7 Candidates who are JRFs/SRFs or of an equivalent position attached to CSIR/DST/Defense Laboratories/Government R & D organization/IIMs are admitted to the Ph.D. program on the basis of qualification as laid down in **Appendix-VI**.
- 6.8 Scholars admitted to the Ph.D. program under any of the categories shall conduct themselves within and outside the precincts of the Institute in a manner befitting the scholars of an Institute of National importance. Detailed rules regarding conduct and discipline are given in **Appendix – VII**.

A candidate should fulfill the appropriate standards of medical fitness. The Institute Medical Board's opinion in regard to the medical fitness of a candidate shall be final.

7. Enrolment:

- 7.1 (a) A candidate is required to enroll for the Ph.D. program within 1 month of joining on payment of prescribed fees as shown in **Appendix – VIII** and to carry out research work under a supervisor (**Appendix – IX**) from amongst the faculty of the Institute.
- (b) A Research Scholar, including a Faculty member enrolled for Ph.D. program, must have a Supervisor, though he/she may be from exceptionally good academic background having research exposure.
- (c) When a research scholar is permitted by the RPEC on the recommendation of the DAC. to carry out a substantial part of the research work in an industry or in an organization with adequate R & D facilities, appointment of a joint supervisor from the industry/organization may be allowed provided that such permission shall not violate the condition for continuity of research scholarship of an Institute Research Scholar. The qualification of the joint supervisor from the industry/organization shall have to be approved by RPEC.
- 7.2 Normally a candidate admitted to the Ph. D. program will be required to stay in the Institute till he/she completes all assigned course work and submits his/her thesis. The minimum residential requirement shall, however be one year for a candidate who has completed the course work (vide para 7.4 below) and at least a part of the research work and has been registered for the Ph. D. degree.
- 7.2. 1 Provision for becoming non-resident (Ref: Senate Res. No. 31.A. B.13). A student can be non-resident if he/she meets the following conditions:
- I. Registration must be over.
 - II. The student must have been a resident in the Institute at least for one (01) year.
 - III. The application for becoming a non-resident is only meant for joining a job in teaching and R&D organizations including other organizations where adequate R&D facilities exist.
 - IV. The employer must give in writing that it has adequate research facilities for the concerned topic and that the facilities and time would be made available to the student for this purpose. The student must submit the thesis and complete all requirements for award of degree within eight (08) years from the date of enrolment.

8. Course work requirement for Ph.D. students (Ref: Senate Res. 63.A.B.4)

All candidates enrolled for the Ph.D. programme are required to complete the coursework requirement as prescribed below in Table 1.

Table 1: Coursework Requirement for Ph. D. students

(A) Compulsory Courses:	
1. Introduction to Research and Entrepreneurship– (3 credits)	
(B) Technical Courses (as recommended by the DAC):	
1. Candidates enrolled with M. Tech. (or equivalent) degree	Minimum two Subjects (minimum credits =6)
2. Candidates enrolled with B. Tech. (or equivalent) degree	Minimum four Subjects (minimum credits =12)
3. Candidates enrolled with M. A. / M. Sc. (or equivalent) degree	Minimum four Subjects (minimum credits =12)

Total Minimum credit requirements (A+B):

For candidates enrolled with M.Tech. or equivalent degree : 9 credits

For candidates enrolled with B.Tech. or equivalent degree : 15 credits

For candidates enrolled with M.A./M.Sc. or equivalent degree : 15 credits

8.1 The performance of a candidate in the assigned courses would be rated by the grading system as given in Table 2 below. The minimum grade required to clear a subject is “C” else the candidate has failed in the subject (scored grade “F”). In the letter case, the candidate will be allowed one more chance to repeat that subject and improve the performance with a grade not lower than ‘C’. If the student fails in the subject again, he/she has to leave the Ph. D. programme.

Table 2: Guideline for the Distribution of Grade of Larger/Medium/Small Classes

1. The following guidelines of cut-off for different grades in respect of large classes of size more than 50.

Grade	From (cut-off)	To (<)	Approximate % of Students in the range
Ex	$\geq \mu + 1.65 \sigma$		5
A	$\mu + 0.85 \sigma$	$\mu + 1.65 \sigma$	15
B	$\mu + 0.12 \sigma$	$\mu + 0.85 \sigma$	25
C	$\mu - 0.65 \sigma$	$\mu + 0.12 \sigma$	30
D	$\mu - 1.3 \sigma$	$\mu - 0.65 \sigma$	15
P & F	-	$\mu - 1.3 \sigma$	10
μ - Mean mark of the class σ - Standard deviation of the mark of the class			

2. The following guidelines of cut-off for different grades in respect of medium classes of size between 20 and 50.

Grade	Approximate % of Students in the range
Ex, A	Top 30%
B, C, D	Next 60%
P, F	Next 10%

3. There is no specific guideline for small classes (less than 20).

Note: The proposed grading process provides the good initial guess. The faculties can tweak the grades slightly to take care of the proper distribution of the grades. The actual cut-off marks may be slightly adjusted so as to fall in the gaps in the actual spread of marks in the class, if possible.

- 8.2 The DAC shall periodically review the progress of the coursework of a student and suggest appropriate corrective actions, whenever necessary.

- 8.3 The DAC may also recommended the candidate to audit (i.e., register on non-credit basis) some courses, if it is required. In all the courses audited by a candidate he/she will have to obtain a minimum grade of 'C' in order to pass the subject, as per the grading system. If a candidate fails in the course audited by him/her, he/she will be given one chance for improvement of performance in such a course.
- 8.4 The grade cards issued to the candidates will contain the details of all course, including the audit courses and the actual grades (Including 'F') obtained in these courses, taken by a candidate.
- 8.5. To permit students to take a lower level course as a special case over and above the coursework requirement:

The Ph. D students are allowed to take courses of level 6 or higher. In some special cases a student might be allowed to take one (01) level lower course if similar subjects are not offered at a level 6 (six) and this should be over and above the subjects required for course work requirement (all of which should be of level 6 or higher) – [Ref: Senate Res. No. 30.A.B.8]

9. Qualifying-Examination

9.1 Introduction:

The entry into the Institute's Ph. D. programme is currently based on the academic records of the candidate and a short examination to test his/her knowledge in the discipline in a general way followed by a brief interview. It, in no way, tests the research aptitude and innovative quality, which are the essential qualities to pursue research. A qualifying examination (Q-Exam) that could be introduced at the end of the prescribed coursework of the student, before the registration seminar, stands to be an essential step in evaluating the other important aspect of a successful Ph. D. student.

9.2 Rationale:

The qualifying examination (Q-Exam) helps in establishing the suitability of the student for the Ph. D. programme. The Examination is meant to access the fundamentals of the student in the broad area of specialization as well as research temperament of the student. It should be designed to assess sound fundamentals on the basis foundation subjects in the area of interest, deductive reasoning analytical skills, and inclination to pursue independent research, curiosity attitude, commitment and perseverance.

9.3 Q-Exam requirement, senate deliberated and resolved that Q-Exam should be permitted when student pass all the courses assigned by DAC. (Senate Minutes Item No. 62.A.B.1)

9.4 Process:

9.4.1 The student can take the qualifying examination after completion of the course work assigned by the DSC (Doctoral Scrutiny Committee). **Q-Exam must be completed within six (6) months from the completion of course work by the Ph.D. Scholar.** DAC will be the evaluation panel with supervisor(s) as observer(s). The supervisor(s) should prepare the syllabus in consultation with other DAC members and intimate the same to the Scholar. In case the Scholar fails in the 1st attempt, he/she will be given the option to choose either a written test or a viva for the 2nd attempt. The student may at most attempt to pass the Q-Exam twice, failing which he/she will need to leave the Ph. D. programme or will be given the option to pursue MS degree if it exists.

9.4.2 The student must be given notice of the examination at least one month prior to the date of the examination.

9.4.3 The School /Centre is to conduct Q-Exams at least once a semester, In the presence of large number of students for a particular specialization or due to lack of availability of subject matter experts, the School/Centre may conduct the examination more than once a semester with prior permission of the Dean (PG&RP)

9.4.4 The qualifying mark for the Q-exam shall be 65 marks out of 100.

9.4.5 The result of the Q-Exam must be communicated to the Academic Section within a week.

9.4.6 The student is eligible to go for the Registration Seminar only after he/she declared to have passed the Q-Exam successfully.

10. Registration

10.1 A candidate is required to give a seminar talk on the topic of his research within one year of enrolment or within one year of completion of the course work as the case may be. The seminar talk will be delivered to an open audience with members of the DAC and S.A.C. (PG&R) present. If the seminar is satisfactory the candidate will be allowed to register for the degree. However, if the DAC and SAC (PG & R) is not satisfied by the seminar talk, the candidate will be required to deliver another talk with suitable modification or improvement within the next 3 months. The registration seminar should normally be held within 1 calendar year of enrolment of a student who has been admitted on the basis of qualification as given in 1.3a above or within 2 calendar years for a student on the basis of possessing qualification as given in 1.3b above. Should the candidate fail to clear the registration seminar even on second attempt the enrolment shall be cancelled and the student shall be asked to leave.

10.2 Registration of a candidate for the Ph.D. degree shall be effective, normally, from the date of enrolment and shall remain valid for a period of 08 (eight) years. The registration of a candidate may be deferred by the DAC and SAC (PG&R) on account of unsatisfactory progress. A candidate will be required to submit the thesis before the expiry of the registration period. In the event of a candidate failing to submit his thesis within the period, the registration shall lapse automatically.

A candidate who has been registered for the Ph.D. program can be permitted to become non- resident on the specific recommendation of the DAC provided the candidate has stayed in the Institute for a minimum period of one year. The thesis for the Ph.D. degree must, however, be submitted within 8 years of enrolment.

- (a) A candidate sponsored by an industry, an R&D Organization, an educational institution or a Government Organization equipped with R&D facilities, may be allowed to work externally subject to his fulfilling all conditions prescribed by sub-para 8.1 and 8.2 above and also such other conditions as are applicable. Permission to carry out the research work at the Organization shall be granted only if necessary research facilities exist there and the DAC is satisfied about the requirement and recommends accordingly.
- (b) In such a case a joint supervisor may be appointed from that Organization in addition to the supervisor from the Institute. The Joint Supervisor so appointed from the sponsoring Organization should have adequate research experience.
- (c) When a sponsored candidate has been granted permission for carrying out research work externally at the parent Organization he will be required to maintain close contact to the satisfaction of the supervisor in the school.

11. Seminar and Synopsis of Research Work

Prior to submission of the thesis the candidate will submit the synopsis of the thesis and present a seminar to an open audience in which besides others the DAC and S.A.C. (PG&R) members will be present. The seminar lecture will test the candidate's depth of knowledge and progress in his/her research. The candidate shall be allowed to submit his/her thesis for the Ph.D. degree only when the DAC is satisfied about the work. If the DAC is not satisfied with the quality of the work or the general preparation of the candidate, the candidate will have to appear again for the seminar within a maximum period of six months. The thesis must be submitted within two months after the DAC approves the submission on the basis of this seminar.

- 11.1 If a student does not submit the thesis within two (02) months of the synopsis seminar, the Synopsis seminar stands cancelled and it has to be repeated. (Senate Res. 34.A.B.13).

12. Thesis Submission and Evaluation:

12.1 Besides a soft copy (CD), a candidate shall submit two copies of the thesis neatly typed or printed and bound in a manner notified separately. The thesis must contain, besides the text and common matters like bibliography/references and summary/conclusions:

- (i) a preface/introduction in which the candidate shall state whether the thesis is based on discovery of new facts or new interpretation of established facts by others, or based on exhaustive study and critical analysis of published work of others, or design, or development work undertaken;
- (ii) bio-data of the candidate within one page (i.e. name, date of birth, educational qualification, research experience, professional experience, if any, and permanent home address);
- (iii) An abstract of the thesis (about 500 words) with key words (about 20);
- (iv) A certificate (in standard format) from the supervisor(s) that (a) the work has been carried out under his/her/their supervision, (b) the candidate has fulfilled all prescribed requirements and (c) the thesis which is based on candidate's own work has not been submitted elsewhere for a degree/diploma.

12.2 On successful completion of the seminar the DAC will recommend to the Senate a panel of six experts, from India and/or abroad, to examine the thesis (not more than 3 persons in the list shall be from India). Two experts from the panel shall be appointed as 'external' examiners and the supervisor(s) will be the internal examiner(s). The thesis shall be forwarded to all the examiners who shall report separately on the thesis and forward their recommendation to the Registry.

12.3 The Dean (PG&RP) will examine the reports of the thesis examiners and send it to the Director as Chairman, Senate. The reports shall thereafter be sent to the DAC for their perusal and necessary action. There may be four – possible situations arising out of the nature of the reports, and the steps to be taken appropriate to the circumstances shall be as laid down below:

- (i) The examiners are unanimous in recommending the award of the degree on the basis of the thesis without any modification. This is a clear case for going in for the final requirement of viva voce.
- (ii) The external examiners are unanimous in recommending the award of the degree but have suggested modification and/or have asked for clarifications. The candidate in that case shall make modifications and provide the clarifications as suggested within a time to be fixed by the DAC which in no case shall exceed six months from the date the communication is sent to the candidate. These may be sent to the examiners, if so desired by them.

- (iii) One of the external examiners does not recommend the award of the degree and rejects the thesis while the other external examiner recommends the award. The Dean (PG&RP) may on the recommendation of DAC refer the revised thesis (based on examiner's report) to another examiner from the existing panel whose assessment will be taken as final and binding (as per present Ph.D. regulations, unrevised/original thesis to be sent to another examiner).
 - (iv) Both the external examiners reject the thesis.
- 12.4 In the event of a thesis being rejected by both the external examiners the Senate may, on the recommendation of the DAC, permit submission of a revised thesis on an additional payment of the prescribed fee, after a suitable time to be fixed by the Senate. The observations and comments of the examiners, if any, may be copied and given to the candidate on request. In no case should a resubmission of the thesis without modification along the lines of criticism made by the earlier examiners be allowed. The revised thesis shall be referred for assessment to two external examiners selected from a new panel of ten experts recommended by the DAC. In case both the experts reject the revised thesis again the thesis will stand rejected.
- 12.5 Once the reports of the examiners have been accepted as satisfactory the candidate will have to defend his/her thesis before a viva voce board consisting of all DAC members and the Indian 'external' examiner. In case the Indian 'external' examiner is not available to conduct the viva voce the Director at his discretion, may appoint another examiner either from the original panel of thesis examiners recommended by the DAC or advise that a faculty from an allied School of the Institute be appointed as the additional examiner to conduct the viva voce. In such cases the DAC shall recommend a faculty member of the Institute having knowledge in the area of the thesis topic to be appointed as the additional examiner.
- 12.6 If the viva voce board is not satisfied, the candidate has to appear again before the board within the next three months. The DAC shall recommend to the Senate the award of the Ph.D. degree if the viva voce is satisfactory and all other requirements have been fulfilled.
- 12.7 After the recommendations of the DAC either for acceptance of the thesis for the Ph.D. degree or for its rejection/modification have been accepted by the Senate and the Board of Governors or by their Chairman as the case may be, a copy of the reports of the examiners may be issued to the candidate at his request. However, the names of the examiners are not to be disclosed.
- 12.8 Nothing contained in these Regulations shall preclude a candidate from publishing/patenting either independently or jointly with the supervisor the results of the work incorporated in the thesis, at any time before or after submitting the thesis for examination.
- 12.9 The abstract of the Ph.D. thesis must be written in any one of the Indian Languages in addition to English. (Ref: Senate Res. No. 59.A.G.3). Foreign examiner will be paid net payment of USD 500 for evaluation of thesis.

13. Award of the Degree:

A student who has completed satisfactorily all prescribed requirements and has cleared all fees and dues payable to the Institute and the Hall of Residence shall be eligible for the award of Ph. D. degree of the Institute by the Board of Governors on the recommendation of the Senate. The degree shall be awarded at the annual convocation for the academic session in which the student completes the requirements satisfactorily.

Ph.D. certificates are to be issued by the School of Electrical and Computer Sciences (Ref: Senate Res. No. 56.A.B.3) and School of Humanities, Social Sciences and Management on discipline / specialization-wise. No school name to be mentioned in the degree Certificate. (Ref: Senate Res. No. 62.A.B.3)

14. Supervision of Research Scholars Registered for Ph.D. at other Institutes/Universities by Institute Faculty Members (Ref: Senate vide Res. No. 19.B.A.5)

A faculty of the Institute will be permitted to supervise as a co-supervisor of a research student registered in doctoral programme of other University/Institutes of national importance; central and state level reputed University/Institutes and reputed University/Institutes abroad subject to that this primarily serves the interests of both the Institutes. *The University/Institution concerned desirous of availing the expertise of a faculty member of the Institute as co-supervisor should provide adequate justification for the need.*

The faculty members of IIT Bhubaneswar may be allowed to Co-supervise maximum two students at a time from the other institutes. (Ref. Senate vide Res. No. 58.A.B.4)

The procedure to be followed will be as follows:

- I. On being invited to co-supervise a research student by any University/Institute, as above, the faculty member of the Institute shall assess the suitability of the student for research before deciding to supervise the student.
- II. The faculty member shall apply to the Institute for permission to be a co-supervisor of the student at other University/Institute. This request should be made to Dean (PG&RP) and shall enclose the invitation letter from the other University/Institute, assessment report by the faculty member on the student and recommendation from the Head of the academic unit to which he (or she) belongs.
- III. Permission for serving as co-supervisor may be considered on merit of each case with the approval of the Director.
- IV. *Faculty member so permitted to act as co-supervisor for an external Institute/University can have **two** students at any given point of time.*
- V. The Institute/University in which the student is registered will formalize the process of including the concerned faculty member as a co-supervisor of the student and will send an official letter in this respect to the faculty member.
- VI. On receipt of the formal letter from the other institute/university, the faculty member will submit a copy of the same along with the copy of the Institute permission to the Dean (PG&RP).
- VII. On the basis of these letters, the Academic Section will bring out an Office Order. A copy of this letter will be endorsed to Establishment Section for record in the personal file of the faculty member.
- VIII. The concerned faculty will have full accountability towards discharging his academic responsibilities (teaching, research and administrative) assigned by the Institute. He or She will not be entitled to any leave for such assignment or visiting the concerned Institute/University.
- IX. Such permission will have no financial implication to the Institute.
- X. To enable the research student of other Institute/University to enter the Institute campus and use the Central Library facilities (excluding the issue facilities) the student should carry a copy of the Office order with him (or her) and his or her identity card, whenever

his/her visits the Institute. Such a student shall not have the status of a student of IIT Bhubaneswar.

- XI. Any other facilities including laboratories in the Institute can only be made available to such research student on payment basis and on recommendation of the faculty member.
- XII. Such student can stay in Institute hostel during his or her short visit for consultation with his/her co-supervisor on payment of required fees.
- XIII. *Faculty member agreeing to co-supervise as above is expected to formulate multi-institutional collaborative project.*
- XIV. *No TA/DA will also be paid to a regular faculty member for visiting any other institute where he/she is a co-supervisor for Ph. D candidate (Ref: Senate Res. 35.A.E.3).*

15. Supervisor allotment of a Scholar when the assigned Supervisor has left the Institute:

A regular faculty member will be appointed as the supervisor if the faculty member who held the position of Sole Supervisor leaves the Institute. However, the faculty member who leaves the Institute can continue as Co-Supervisor if he/she wishes. In this case no TA/DA will be provided to the concerned faculty (Ref: Senate Res. 35.A.E.3).

15.1 Provision of transferring a Research Scholar consequent upon joining his/her supervisor at the institute as faculty member (Ref : Senate Res. No. 36.A.B.15):

Senate generalized the scheme for all such transfer cases (where the supervisor, working at other institute, joins IIT Bhubaneswar as a faculty member) for all categories of Ph.D. students:

- (i) The student has to qualify through the selection test, i.e., written test and interview, conducted by the respective school in order to be eligible for transfer of his/her candidature from any other institute to IIT Bhubaneswar
- (ii) Subsequently, a DAC may be formed by the school, as per rule, and the adjustment of course work, considering course work taken by the student in the previous institute(s), should be looked after by the DAC.
- (iii) He/She will follow the rules and regulations of IIT Bhubaneswar.

16. Conversion from Institute Scholar to Project Scholar (Ref: Senate Res. No. 59-A.B.3 vide O.O 247/2023):

The request for conversion may be considered on case –to-case basis on a strong recommendation from the school.

- The Committee recommended that the Project Investigator (PI) could propose the conversion from the Institute Research Scholar to Project Research Fellow based on the project requirements and provision of a funding agency. After joining the project, the Scholar needs to intimate to the Institute for holding the Institute fellowship till s(he) continues in the project.
- The selection process may be through advertisement or with the consent of the Research Scholar.
- The difference in the enhancement of fellowship during the period of the Project may be met from the contingency grant of the particular Project till the scholar gets converted from JRF to SRF.
- The Scholar can avail similar facilities for international conferences at par with the institute research scholar.

17. Conversion of Project Scholar to Institute Scholar (vide Office Order No. 331/2022):

Persons who possess the minimum prescribed qualifications as mentioned in Section 1.3 and are already working in a sponsored project of the Institute as JRF/SRF/equivalent availing minimum fellowship as that of Institute PhD scholar shall be eligible for applying to the Ph.D. program

In the event of conversion of a Ph.D. Student from Project Scholar category to Institute Scholar category, the rate of fellowship amount to be received by the Research Scholar shall be decided based upon the status of the Scholar in the Ph.D. program. That is, if he/she has cleared the Ph.D. enhancement seminar, he/she will be entitled for an enhanced fellowship and if not, he/she will receive the basic fellowship, as per the Institute Ph.D. Scholar guidelines. Prior to conversion from Project Scholar to Institute Scholar, the monthly emoluments of the concerned Ph.D. student (Project Scholar) would be regulated as per sponsored Project guidelines.

18. Termination of Enrolment:

(i) **Institute Research Scholars:** On the basis of reports received from Doctoral Scrutiny Committee, the enrolment may be terminated at any time for reasons of unsatisfactory performance and the Institute's decision in this regard shall be final.

(ii) **Other categories (Scheme/Project research fellows/CSIR):** Same as above.

19. Other Assignments:

(i) **Institute Research Scholars** No one shall accept or hold any appointment, paid or otherwise or receive any emoluments, salary, stipend etc., from any other source during the tenure of the award. However, they may receive honorarium against specific work done for projects (mainly consultancy) from time to time with the prior permission of the Supervisor(s) and Dean (AA).

(ii) **Other categories (scheme research fellows/CSIR etc.)** Same principle will be applicable.

RELINQUISHMENT OF RESEARCH ASSISTANTSHIP, FELLOWSHIPS ETC., AND PERMISSIONS

(i) **Institute Research Scholar** If a research fellow wishes to relinquish the assistantship during the tenure, it should be done with the prior approval of the Institute. He should also obtain prior permission of the Institute for appearing in any examination conducted by any Institution, University or Public Body.

(ii) **Other categories** (scheme research fellows/CSIR etc.) Same principle will be applicable.

APPENDIX- I

RULES RELATING TO RESIDENTIAL ACCOMMODATION

(Vide para 1.6 of the Regulations)

The following are the rules governing the conduct of research scholars during their stay in the residential accommodation in the Institute.

1. The mess of each Hall of Residence shall function as a single integrated unit and shall not, under any circumstance, be sub-divided into any kind of group or sub-group.
2. In special cases, the Director/Dean of Student Affairs may permit a scholar to reside with his parent/guardian in the Institute campus or within a reasonable distance from the Institute. Such a scholar shall, however, be attached to a Hall of Residence and be required to pay seat rent and Hall establishment charges according to rules. However, this permission may be withdrawn at the discretion of the Institute, without assigning any reason.
3. Limited accommodation is available for married Research Scholars.
4. A scholar shall reside in a room allotted to him and may be permitted to shift to another room only under the direction of the Warden.
5. No student shall be allowed to reside in or leave a Hall of Residence without prior permission of the Warden.
6. Scholars shall be required to make their room available for inspection, repairs, maintenance and disinfection whenever required. They shall be required to vacate the rooms when leaving for long holidays and discontinuing stay in the Institute.
7. Scholars shall be responsible for the proper care of the furniture, fan and other fittings in their rooms. They are and shall assist the Warden in ensuring proper use, care and security of the furnishings (TV set etc.) provided in the Halls for the common use of all students.
8. Scholars will be responsible for the safe keeping of their own property. In the event of loss of any personal property of a student due to theft, fire or any other cause, the Institute shall accept no responsibility and shall not be liable for payment of any compensation.
9. Use of electrical appliances such as heaters, and cooking inside the rooms are strictly Prohibited.
10. No scholar is allowed to engage personal attendant or keep pets in the Hall of Residence.
11. A scholar who has been permitted under the provisions of paras 8.3 and 8.4 of the Regulations to withdraw temporarily from the program must vacate for the time being the Hall accommodation, on the date of his leaving. He will be allotted accommodation again when he re-joins.
12. All scholars must abide by the rules and regulations of the Halls of Residence as may be framed from time to time.

APPENDIX-II

COMPOSITION OF THE DOCTORAL ADVISORY COMMITTEE

(Vide para 1.7 of the Regulations)

1. The Head of the School in consultation with the Supervisor shall constitute a Doctoral Advisory Committee (DAC) for each candidate admitted to the Research Program leading to Ph.D. degree. It shall consist of the following members:

- a) Head of the School / Associate Head *: Chairman (ex-officio)
- b) Supervisor(s) : Convenor
- c) Three members of the Faculty to be nominated in consultation with the Supervisor(s) : Members

* A Professor in the School can be the Chairman of the DAC, subject to such nomination and suitability.

2. The DAC should be constituted within two weeks of candidate's joining.
3. A member of the Faculty who does not have adequate experience in the relevant field shall not be appointed as Chairman or Supervisor or a member of the DAC.
4. Inclusion of Co-supervisor in the DAC before the completion of the registration seminar of the research scholar may be permitted depending upon the thesis objectives and requirements. (Ref: Senate Res. No. 58.A.B.4)

APPENDIX-III

ADMISSION OF SPONSORED CANDIDATES TO Ph.D. PROGRAMME

(Vide para 6.3(b) of the Regulations)

1. Persons who possess the minimum prescribed qualifications and are in service in any of the following establishments shall be eligible for admission to the Ph.D. program as sponsored scholars:
 - a) Defense or other ministries of the Government of India or any other government organizations;
 - b) Established industrial research and development organizations;
 - c) Autonomous bodies and public undertakings;
 - d) Universities/colleges;
 - e) Such industries as may be recognized by the Institute for the purpose from time to time.
2. Besides the sponsored candidates from the above organizations, qualified teachers from recognized Engineering Colleges selected under the Quality Improvement Program (QIP) of the Govt. of India and of Science Colleges who are awarded Teacher Fellowship of the University Grants Commission shall be eligible for admission to the program.
4. The prescribed minimum qualification for admission to the Ph.D. program are given in para-1.3a and 1.3b of the regulation. The Chairman of the Senate may, on the recommendation of the School Academic Committee (PG&R) and RPEC, relax the above norm to the extent deemed reasonable in the case of a sponsored candidate having long experience and/or additional professional qualification.

5. An intending sponsored candidate must submit his application in prescribed form for admission through his employer, who will forward the same to the Institute with suitable endorsement so as to reach the Institute by the date stipulated in the notification for the semester.
6. A sponsored scholar selected for admission shall be required, at the time of joining the Institute:
 - (a) to submit evidence of having passed the qualifying examination and such other documents as the Institute may require,
 - (b) to produce certificate from the employers to the effect
 - (i) That he has been officially released from his duties for purpose of joining the program and has been granted the leave for the required period,
 - (ii) That his services shall be retained with the employers.
 - (iii) No objection/Sponsorship certificate.
7. Subsequent to his joining the Institute as a sponsored research scholar and during his tenure here, if the sponsoring authority puts him on leave without pay or half pay, he/she will be treated as self- supporting candidate and he/she will not be eligible for any scholarship.
8. (a) In the case of a sponsored candidate admitted as such to the Ph.D. program, the minimum residential requirement is 6 months or completion of course work.
 - (b) A candidate sponsored by an industry, an R&D Organization, educational institution or a Government Organization having adequate research facilities may be allowed to work externally subject to his fulfilling all such conditions prescribed by these Regulations as are applicable. Permission to carry out the research work partially or entirely at the Organization shall be granted only if the DAC is satisfied about availability of research facilities there and fulfillment of all requirements.
 - (c) Such permission is to be obtained in advance.
 - (d) In such a case a joint supervisor from the sponsoring Organization with adequate research experience may be appointed with the approval of DAC. When a sponsored candidate has been granted permission under these provisions to work externally at the parent Organization he will be required to maintain frequent contact with the supervisor in the Institute.
9. No candidate shall normally be allowed to change the category under which he/she is enrolled.

APPENDIX-IV

RULES RELATING TO ENROLMENT OF MEMBERS OF NON-TEACHING STAFF

(Vide para 6.4 of the Regulation, **Ref: Senate Res. No. 61.A.B.2)**

- 1 Members of non-teaching staff (working in permanent capacity, including technical and non- technical) may be permitted to join the Ph.D. programme of the Institute provided, that prior permission i.e., No Objection Certificate (NOC) has been obtained from the Competent Authority before applying for admission to the program.
- 2 For admission to the program a member of staff must fulfill the prescribed norms and at the qualifying examination he/she must have obtained at least the percentage of marks/grade/CGPA as prescribed in the Institute Ph.D. regulations. The prescribed minimum qualification for admission to the Ph.D. program and other details are given in regulations. The candidate need not be a GATE/UGC-NET/CSIR-NET qualified.
- 3 All common rules laid down in the Ph.D. Regulations relating to course work, prosecution of research work under the supervision of a member of faculty, etc. shall be applicable to all members of staff when being enrolled.
- 4 A member of staff enrolled for the Ph.D. degree shall be exempted from payment of any tuition and other fees except the following, which all Ph.D. candidates are required to pay (a) Admission fee, and (b) Thesis fee. Members of staff permitted and enrolled for the degree shall not be entitled to any Scholarship.
- 5 The above para (s) is applicable to MS-R students also.
 - (i) A member of non-teaching or non-academic staff seeking permission to join the research program must hold a permanent post in the Institute.
 - (ii) The application for administrative permission to join a research program by a member of non- teaching staff must be submitted through the Head of the School or the Section In-charge, as the case may be. While submitting the application he/she must give an undertaking in the form appended hereto (**Schedule-A**) to the effect that he/she will abide by all rules and regulations.
 - (iii) If the exigencies of Institute work so require, the permission granted to a member of non- teaching staff under these rules can be withdrawn by the Institute at any time.
 - (iv) Every application for permission under these rules shall be examined by the Research Program Evaluation Committee taking into account whether the proposal for joining the program for which permission is sought for arises out of genuine interest and ability.
 - (v) After the permission is granted he/she will submit his application on prescribed form together with the prescribed enrolment-cum-registration fee. On receipt of this application the Head of the School concerned will place the same before SAC (PG&R) for composition of the Doctoral Scrutiny Committee.
 - (vi) The minimum period to be spent in the research work by a member of non-teaching staff registered for the Ph.D. degree shall be 5 years. The maximum period admissible for completion of the work and submission of the thesis shall, however, remain to be the same as in the case of regular candidates, i.e., 8 years.

SCHEDULE -A

UNDERTAKING

I, Mr./Ms. member of the non-teaching staff holding a permanent post of in the School/Section of at the Indian Institute of Technology, Bhubaneswar, do hereby give the undertaking that I shall abide by the rules and regulations as may be laid down by the Senate of the Institute from time to time for undergoing the Ph.D. program. I also undertake hereby that since I shall be on duty while undergoing the program of studies/research I shall ensure that all normal official duties assigned to me are executed without any handicap.

I further understand that the permission granted to me for joining the program can be withdrawn at any time if the exigencies of official duties so require or if I cause breach of any of the provisions of rules and regulations.

Date:.....

.....

.....

(Signature)

APPENDIX- V

1. TERMS AND CONDITIONS FOR AWARD OF INSTITUTE RESEARCH ASSISTANTSHIP

(Vide para 6.6 of the Regulation)

- 1.1. All Research Scholars admitted to the research program, except the sponsored scholars and members of staff of the Institute, shall be entitled to award of Institute research assistantship subject to the terms and conditions laid down in para 2 to 6 below. All Institute Research Scholars will have to possess a GATE score that is above the cut off level as decided by the senate from time to time.
- 1.2. On the question of cut-off point of GATE percentile in the matter of award of Institute Research Fellowship, particularly when M.Tech. Course may not have been offered by a School in a particular year, and in the cases of Science Schools where M.Tech. course is offered in one discipline only, the minimum GATE score shall be as per Senate guidelines.
- 1.3. Candidates with GATE score lower than the minimum cut-off point may be considered by the Dean (AA) for award of Institute research fellowship on the basis of recommendation of School on the merit of each case.
- 1.4. A person who is employed in the Institute temporarily under a project or scheme or who enjoys an outside Scholarship other than QIP/TF, and who has been registered for the Ph.D. degree may be granted, on the recommendation of the DAC and S.A.C.(PG&R) Institute Research assistantship subject to conditions of the rules. However, the total period of the scheme service enjoyed and the Institute assistantship together should not exceed 5 years.
- 1.5. Guidelines for transferring the funding source of a Ph. D student from Research Project to Institute fellowship (Senate Res. No. 25.A. B. 8).

The transfer of a Ph. D. student's funding source from an externally funded research project to Institute Fellowship will be guided by the followings:

- i. The transfer request will be considered against the category-wise quota of the Institute Fellowship allotted to the School. In case the School quota is exhausted at the time of such a transfer request, it will be considered on a case-to-case basis.
- ii. The transfer is possible only if the funding source is exhausted after completion of the project tenure.
- iii. The candidate must have completed at least 2 years in the research project.
- iv. The candidate must have been registered into the Ph. D. Programme before the transfer request is made.
- v. The candidate must present his/her work done so far for his/her Ph. D. in an open seminar in the presence of the DAC members and other faculty members. The DAC must submit in writing a satisfactory performance report and recommend it as a deserving case.
- vi. The candidate must have a valid GATE score either at the time of M. Tech. Admission or Ph.D. enrolment or transfer request.

2. Value of Assistantship/Fellowship:

The value of the Institute Research Assistantship shall be as per MHRD norms.

- 2.1 The value of Research Scholarship of a registered candidate may be recommended for enhancement by the DAC after completion of one/two years of continuous research work based on existing guidelines and on the basis of a written report and a seminar lecture given to an open audience with members of DAC (PG&R) present.

- a) All the eligible students must deliver enhancement seminar within 2 months after completion of 2 years of continuous research (the time period of 2 months is given for the coordination of seminars). This process is compulsory.
- b) School will send the list of recommended/not-recommended students within 15 days after the above mentioned limit (i.e., 2 months).
- c) For “recommended” cases, enhancement of fellowship will be effective from the date following completion of 2 years of continuous research.
- d) For “not recommended” cases, DAC will reassess the candidate’s work in the due course of time and if the enhancement is recommended, it will be effective from date of successful completion of enhancement seminar. Recommendation of enhanced fellowship from retrospective effect will not be admissible for such cases. (Ref : O.O. NO. 328 dated 08.08.2023)

2.2 Contingency Grant will be as per MoE guidelines

2.3 PMRF fellows will get institute support from the institute after the PMRF fellowship stops. (Ref : O.O. NO. 89 dated 23.02.2024) (Senate Res. 61.A.B.1)

3. Tenure

- 3.1 The assistantship shall be payable from the date the scholar joins the Institute. At the initial stage the order for payment of assistantship shall, however, be issued when the scholar is enrolled formally.
- 3.2 The tenure of a research assistantship shall be five (05) years counted from the date of joining; the initial award shall however, be released for one year and then renewed from year to year up to the third year, subject to satisfactory progress. On the recommendation of the DAC the tenure may be extended for a further period of one year, granting the extension for not more than six months at a time subject to the Scholar’s satisfactory performance at seminar lecture delivered to an open audience embodying the progress of the work during the last six months. Grant of a six-monthly installment of the tenure is subject to actual requirement of the Scholar’s work to be certified by the DAC after assessing the progress of the work presented through a written report and seminar lecture.
- 3.3 Normally the tenure of the assistantship awarded to a scholar will terminate with effect from the day following the date of submission of thesis, provided he has not left the Institute earlier and has been working in the School till that date. However, a scholar may be allowed to draw assistantship for a further period of 3 months to complete any unfinished part of experiment undertaken relating to his/her research work, subject to the overall limit of 5 years irrespective of the funding sources. (Senate Res. 33.A.B.15) on the recommendation of the supervisor. The scholar has to be a full time student during this period.
- 3.4 The assistantship for the last month shall be payable subject to foregoing conditions up to the actual date of the scholar’s leaving the Institute. The disbursement of last monthly installment of assistantship shall be made, on production of a ‘No Dues’ certificate from the Hall of Residence, the Library and the School.
- 3.5 Notwithstanding anything contained in the foregoing sub-paragraphs, continuation of assistantship from month to month is subject to candidate’s good conduct and continuous progress of research work to the satisfaction of the Supervisor(s), the Head of the School and other authorities.

4. Leave rules

- 4.1 An Institute Research Scholar is required to carry out his/her research work regularly under the guidance of the Supervisor(s), without any interruption during the period he enjoys the assistantship.
- 4.2 A scholar shall be entitled to (i) casual leave of 15 days and (ii) medical leave of 15 days in a year counting from the date of joining the program. In case of serious illness, the research scholar may avail a part of casual leave as medical leave, in addition to 15 days, at the discretion of the Head of School. They are not entitled to vacation leave (summer & winter). Any leave not availed of shall not accumulate. In cases where extensive field- work is necessary, absence from station upto a period of 12 weeks per year will be considered as on duty on certification of the Head of the School/Principal Investigator.
- 4.3 Married Research Scholars admitted to the Research program of the Institute shall, in addition to casual leave and medical leave prescribed by foregoing sub-para, be entitled to paternity leave as per Government of India rules if the request for the leave is supported by a medical certificate from a Registered Medical Practitioner. The Head of the School will be the sanctioning authority in such cases.
- 4.4 Married Research Scholars and Post –Doctoral Fellows of the Institute be allowed 180 days of Maternity leave. However, on a case to-case basis, Maternity Leave and Child Care Leave up to 240 days can be given on approval of the Chairman, Senate. (Ref: Senate Res. 55.A.B.3)

Other categories (scheme research fellows / CSIR / UGC/DST- INSPIRE etc.):
Same as Institute Research Scholars.

- 4.5 Any absence over and above the admissible leave as prescribed above shall be without assistantship, which shall be deducted on a pro-rata basis for the days of such absence.
- 4.6 A research scholar may, on the recommendation of the Supervisor and the Head of the School, be granted leave without assistantship for a total period not exceeding three months, during the entire tenure of assistantship by the Dean of Academic Affairs.
- 4.7 In exceptional circumstances the Dean of Academic Affairs may, on the recommendation of the DAC grant a Research Scholar leave without assistantship for a period not exceeding 12 months in the entire period of his tenure for purpose of accepting teaching/research assignment on temporary basis provided the post accepted by research scholar is in the same school or in an educational institution, R & D organization or an industry of repute. When a scholar is granted such leave without assistantship the enhancement of the value of assistantship shall be deferred for the appropriate period. In all the cases of leave granted under the para-4, period spent on leave shall be counted for the purpose of termination of the tenure of the assistantship.

5. General

- 5.1 No Research Scholar shall be permitted to receive any emoluments, salary, stipend or any other scholarship/assistantship during the tenure of award. In the event of a scholar being awarded another Scholarship/assistantship of the Institute or of any external organization/Institution, he/she will have the option to retain any of the awards according to his/her choice, which he/she will communicate immediately in writing to the Dean of Academic Affairs.
- 5.2 QIP scholars shall however draw fellowship and contingency grant from QIP program of MoE only as per rules applicable to them. They shall in no case be eligible for award of Institute Research Assistantship.
- 5.3 A Research Scholar may be assigned academic responsibilities up to eight hours per week of tutorial classes, laboratory demonstration work, conduct of Seminar/Symposia, running and maintenance of equipment/computer as may be decided by the Head of the School.
- 5.4 A Research Scholar shall maintain, besides satisfactory academic progress, good conduct, behavior and discipline in the Institute. In the event of a scholar being found to be involved in any act of misconduct, misbehavior, indiscipline or use of unfair means at an examination, the Scholarship is liable to be suspended with immediate effect.
- 5.5 If a Research Scholar wishes to relinquish the assistantship during the tenure, it should be done with the prior approval of the Supervisor, the Head of the School and the Dean of Academic Affairs. He/she should also obtain prior permission from the same authority for appearing in any examination conducted by any Institution, University or Public Body.
- 5.6 There is no specific requirement of Scholarship/Fellowship enhancement seminar for the Ph.D. Scholars joined under Quality Improvement Programme (QIP) (Vide O.O No. 321/2022 Dated: 22.11.2022)

SCHEDULE – B

CONTINGENCY EXPENSES AND OTHER ADMINISTRATIVE MATTERS OF RESEARCH SCHOLARS ENROLLED UNDER DIFFERENT CATEGORIES

Regulation for Partial Financial Assistance For Scholar

The following set of revised comprehensive guideline for granting of partial Financial Assistance to Research scholar/ Other students for paper Presentation in International/ National Conference/ Seminar/Symposium as first authors and visits related to Workshop etc.

1. The financial assistance is to be rendered only during the tenure of the student in the Institute. The student must be first author of the paper for Oral or Poster Presentation in the Conference/ Seminar/Symposium.
2. The applicant should present the paper in the School to the satisfaction of the faculty members before the application is recommended to the Head of financial assistance.
3. The International Conference/Symposia etc. held in India will be treated as National Conference / Symposia etc. for consideration of financial assistance.

4. Students are advised to approach various R&D institutions/autonomous bodies /GoI for seeking air travel assistance and partial funding before seeking for Institute funding.
5. The financial assistance is only for Research Scholar/students supported by Institute Assistantship and JRFs/SRFs sponsored by Research Funding Agencies for attending National/International Conference etc...
6. No financial assistance would be provided during the period of temporary withdrawal.
7. The eligible Research Scholars are entitled for financial assistance for both National and International Conference/Symposium, etc.
8. **The eligibility criteria for visit of International Conference/Seminar/Symposia (outside India):**
 - a) The Research Scholar must have published at least one paper in a National /International journal as first author (based on the work carried out at IIT Bhubaneswar) and must have completed the coursework requirement successfully.
9. **The eligibility criteria for visit of National Conference/Seminar/Symposia (Inside India:**
 - a) The research Scholar must have completed the coursework requirement successfully in the Institute.
10. There should be clear recommendation of the Supervisor/Programme Coordinator and the Head of School, when the application is submitted in the prescribed format (enclosed). The application form must be accompanied by the following documents for consideration:
11. For Conference abroad, Monitoring Committee comprising of the following members will examine the proposal for grant financial assistance.

1. Dean (PG&RP)	- Chairman (Ex-Officio)
2. Dean (Student Affairs)	- Member (Ex-Officio)
3. Dean (SRIC)	- Member (Ex-Officio)
12. Limits of Financial Assistance:-

Utilization of Contingency grant (Ref. O.O. 257/2024, dated 10.06.2024):

All the students are permitted to attend multiple National conference/seminar (inside India) etc. with financial assistance in a year starting from the date of Joining the Institute by the student, scholar with an overall ceiling of ₹1.0 lakh for conference in India as well as contingency grant for the entire 5 years tenure for Ph.D. students. They can use this grant as an additional to attend conferences abroad. The contingency grant can be used for:

- Attending of conferences/symposiums/ workshops/seminars/training /short-term courses/ fieldwork /Data collection within India.
- Printing of thesis as well as for any other contingency expenses towards thesis submission.
- Purchase of computer peripherals (Ceiling of ₹5,000/year)

- Student membership charges (every year) of professional bodies or societies, limited to one membership.
- Use of contingency amount for attending conferences abroad as an additional grant. Expenditure towards research related work.
- Lodging and Boarding charges would be admissible up to ₹2000/- per day during Conference/Workshop etc. period. In case lodging is provided by the host institute, food charges will be admissible up to ₹500/- per day only.
- Food charges during the journey period in the train would be admissible up to ₹500/- per day only.
- All items must be entered in the relevant stock registers. All bills to be countersigned by the Ph.D. supervisor and the Ph.D. student.
- All the purchases are to be carried out as per the rules and regulations of the latest general financial rule of the Government of India.
- The concerned school need to maintain utilization records for contingency grant for the entire five-year period. Contingency claim form should include the remaining balance available in the specific student's contingency grant.
- Bills should be submitted directly to the Accounts Section with the recommendation of supervisor and approved by HoS.

National Conference/Seminar, etc (Within India) (Please refer to utilization of contingency grant above)

- Reimbursement of expenditure on account of travel by Rail (AC-III Tier), boarding and lodging, local travel, registration charges. Poster charges and training/tutorial fees, if any (when clubbed with National Conference)
- Local travel expenses for the whole conference period would be admissible up to a maximum of ₹500/- only.
- All Applications for financial assistance must reach the Academic Section (Through Proper channel) at least 30 days prior to the event, in case of National Conference/Seminar etc. Under no circumstances, post-facto approval for financial assistance is allowed.

International Conference/Seminar, etc: (Outside India)

- Permission to be given only once during the tenure of the student in the Institute.
- Travel in economic class excursion fare, registration fee, visa fee, local travel fare, health insurance, per diem for boarding and lodging up to US\$100 for a maximum period of five days excluding journey time with an overall ceiling of ₹1.5 lakh per student is permitted. Maximum 10% of the sanctioned intake can avail the facility during any financial year. **(Ref: O.O. 490/2024 dated: 28.03.2024).**
- The aforesaid cases are to be considered by the Monitoring Committee and be approved by the Director
- All applications for financial assistance must reach the Academic Section (through proper channel) at least 45 days prior to the event, in case of International Conference/Seminar etc. Under no circumstance, post-facto approval for financial assistance is allowed.

13. **Visits related to field work/data collection:** The concerned Heads of School will approve the application. The forms are not required to be sent to the Academic Section. All expenditure related to this visit should be met from the Operating Grant of the respective Schools out of the annual grant.
14. The Monitoring Committee meeting will be held once in every month (in the first week), if required.
15. All expenses for the purpose should be met from the Operating Grant of the Schools.

HOUSE RENT ALLOWANCE/DEARNNESS ALLOWANCE

- (i) **Institute Research Scholars:** There will be no House Rent Allowance (HRA), Dearness Allowance.
- (ii) **Other categories** (scheme research fellows/CSIR etc.): Same principle will be applicable.

APPENDIX – VI

GUIDELINES FOR ADMISSION OF SRFs/JRFs IN CSIR/DST/DEFENCE LABORATORIES/GOVERNMENT R&D ORGANIZATIONS/IIMs

(Vide para 6.7 of the Regulation)

- 1 They will have to be permitted by the organizations they are attached to for admission to this Institute for pursuing Ph.D. program.
- 2 Applications from such candidates will be received twice in a year against advertisements in the newspaper.
- 3 Selection will be made as per the normal procedure of the Institute.
- 4 The candidates need not be GATE qualified. They must be SRFs/JRFs or of equivalent position attached to CSIR/DST/Defense Laboratories/Government R&D Organization/IIMs.
- 5 No scholarship/assistantship or financial assistance be provided to such candidates.
- 6 Minimum residential requirement for such candidates for course work etc., shall be 6 months or up to the completion of courses.
- 7 All candidates will have to produce a certificate from the Director of the concerned Institute/Laboratory confirming that such candidates have not/will not register for any other academic program of any other organization simultaneously while pursuing Ph.D. program at IIT Bhubaneswar.
- 8 All conditions including minimum qualifications for admission to the Ph.D. program prescribed for other categories of scholars would apply to these candidates as well.

APPENDIX – VII

RULES REGARDING CONDUCT AND DISCIPLINE

(Vide para 6.8 of the Regulation)

Following rules shall be applicable to all students and research scholars in the matters of conduct and discipline:

- 1 Research Scholars shall show due respect to the teachers of the Institute, the Wardens of the Halls of Residence, the Sports Officers of the Gymkhana and the Officers of the National Cadet Crops; proper courtesy and consideration should be extended to the employees of the Institute and of the Halls of Residence. They shall also pay due attention and courtesy to visitors.
- 2 Research Scholars are required to develop a friendly camaraderie with fellow students. In particular, they are expected to show kindness and consideration to the new students admitted to the Institute every year. Ragging of newcomers in any form is banned by law: acts of ragging will be considered as gross indiscipline and will be severely dealt with.
- 3 The following acts of omission and/or commission shall constitute gross violation of the code of conduct and are liable to invoke disciplinary measures:

**** Ragging **** Lack of courtesy and decorum; indecent behavior anywhere within or outside the campus **** Willful damage or stealthy removal of any property/belongings of the Institute/Hall or of fellow students **** Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drug **** Adoption of unfair means in the examinations **** Mutilation or unauthorized possession of library books **** Noisy and unseemly behavior, disturbing studies of fellow students.**

Commensurate with the gravity of the offence, the punishment may be reprimand, fine, stopping of assistantship, expulsion from the Hall, debarment from an examination, rustication for a specified period or even outright expulsion from the Institute.

4. For an offence committed in (a) the Hall of Residence, (b) the School or in a classroom and (c) elsewhere; the Warden, the Head of the School and the Dean of Students' Affairs respectively, shall have the authority to reprimand or impose fine or take any other suitable measure.
5. All cases involving punishment other than reprimand shall be reported to the Chairman of the Standing Institute Disciplinary Committee and Senate.

APPENDIX – VIII

FEES AND OTHER CHARGES PAYABLE BY RESEARCH SCHOLARS

(Vide para 7.1 of the Regulation)

1. As prescribed by the Statute 24, the following fees are payable by a Research Scholar, at rates as in force for the time being, namely,
 - (a) Tuition Fees
 - (b) Seat Rent for the accommodation in a Hall of Residence
 - (c) Gymkhana Fees
 - (d) HMC Charges
 - (e) Student Insurance
 2. If a Research Scholar is permitted to stay outside the Hall of Residence but within the campus of the Institute or at a close proximity to it, the Scholar will be attached to a Hall of Residence and will have to pay the seat rent at the prescribed rate together with such 'establishment charges' as may be levied by the Warden of the Hall concerned. A stay-outside permission be obtained from the Chief Warden and Dean (Students' Affairs)
 3. Every Research Scholar shall be required to pay at the time of joining the following items of fees, at rates as in force for the time being:
 - (a) **Non-refundable**
 - i. Admission
 - ii. Tuition
 - iii. Seat Rent & Water Charges
 - iv. Gymkhana, Medical etc.
 - v. Student Insurance
 - vi. Thesis Fee (payable at the time of submission of thesis)
 - (b) **Refundable**
 - (i) Institution Caution Money
 - (ii) Hall Caution Money
 - (iii) Mess Deposit
 - (iv) Mess Advance
 - (v) Library Caution Money
- Note:** The fees at item Numbers (a) (ii), (iii) and (iv) are payable recurrently and are to be paid in the manner as directed by separate notifications.
4. For the purpose of tuition fees and seat rent the year shall be counted from the date of joining of the Research Scholar except that the fees shall be charged from the first day of the month irrespective of the actual date of joining. Similarly, at the time of leaving the Institute the tuition fees and seat rent shall be charged for the full month irrespective of the actual date of leaving.
 5. Research Scholars under all categories shall pay tuition fee and seat rent ordinarily for the entire duration of their research work till the date of submission of the thesis. Partial exemption may however, be allowed in the following cases:
 - (a) A Research Scholar (1) who has been permitted to leave the Institute after the prescribed minimum period of stay, or (2) who has been granted permission to carry out research work at his parent Organization under the provisions of the Regulations :

(i) shall pay tuition fees for the minimum period of 2 or 3 years, as the case may be, prescribed by the Senate to qualify for submission of the thesis under the provisions of the Regulation.

(ii) will not be required to pay any seat rent after he leaves the Institute with Prior permission.

However, if he rejoins the Program for completing the unfinished part of his work he shall have to pay the seat rent for the period of such subsequent stay. For calculation of the seat rent whole month will be counted as indicated in para 4 above.

(b) A Research Scholar who has been given under special consideration separate accommodation on rent in one of the premises of the Institute other than a Hall of Residence shall be required to pay only the rent for the accommodation actually occupied by him.

APPENDIX – IX

GUIDELINES FOR APPOINTMENT OF SUPERVISOR AND JOINT SUPERVISOR

(Vide para 7.1 of the Regulation)

1. All candidates for the Ph.D. degree are required to carry out his/her research work under the guidance of a supervisor unless otherwise permitted by the Senate. There can be two supervisors, at most, for any Ph.D. student. The school will provide the list of eligible faculty members to the students after joining. The students will be given 2 weeks time to interact with the eligible/available faculty members in the school. The students will give the preferences in order. The supervisor's consent will be taken before the final allocation. More than one student can join under a supervisor through a selection round, subject to the availability of vacancy under him/her.
2. For cases where the supervisor has guided the candidate for 2 years or more:
 - (a) If the person proceeds on long leave for more than a year a joint supervisor should be appointed and if the leave is for less than a year, a caretaker supervisor is to be appointed by the DAC.
 - (b) However, on the recommendation of the DAC, a supervisor can be allowed to continue as sole supervisor on case-to-case basis depending on the state of progress of the thesis work.
 - (c) A person superannuating will continue to the sole guide if the thesis is submitted within 6 months.
 - (d) If the thesis is not ready for submission within 6 months a joint supervisor must be appointed by the DAC.
3. For a case where guidance has been given for less than 2 years:
 - (a) When a person proceeds on leave for more than 6 months, a joint supervisor be appointed and in case the period of leave is less than 6 months a care-taker supervisor be appointed by the DAC. However if the leave is for 2 years or more the person shall cease to be a supervisor.
 - (b) A person superannuating will continue as the guide if the thesis is submitted within 6 months' time, otherwise another person will have to be appointed as the sole guide in his place.
4. After superannuation from service of this Institute if a person joins the Institute as an Emeritus Professor/Scientist or in any other capacity, he may continue to be the sole supervisor or as Joint supervisor if the DAC so recommends.

Note : A person re-employed after superannuation shall continue to hold the same status in the matter till the end of the period of re-employment.

5. No faculty who has less than or equal to 2 years of service left from the end of the academic session in the month of June of the year he/she superannuates can be appointed a thesis supervisor either singly or jointly with another faculty.
6. Persons from outside the Institute, joining as Emeritus Scientists or as Chair Professors and have more than 2 years of service left can be appointed as guide for new scholars only jointly with a regular teacher and not alone.

A regular faculty member will be appointed as a supervisor if the faculty member who held the position of sole supervisor leaves the institute. However, the faculty member who leaves the institute can continue as co-supervisor if he/she wishes. In this case no TA/DA will be provided to the concerned faculty member. (Senate Res. 35. A.E.3)

- 8 No TA/DA will also be paid to a regular faculty member for visiting any other institute where he/she is a co-supervisor for Ph.D. candidate (Senate Res. 35.A.E.3).

Note : The above points are guidelines. The recommendation of DAC of a candidate will be given due consideration in making a decision in a particular case.



INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR

TIMELINE OF PH. D. PROGRAMME

Sl. No.	Event	Action	Time
1	Web advertisement of Ph.D. admission	Academic Section (Ph.D)	Autumn/Spring
2	Selection to Ph.D programs	Respective Schools	At least one month before the date of joining
3	Issue of offer letter	Academic Section (Ph.D)	At least 15 days before date of joining
4	Registration/admission/	Academic Section (Ph.D)	Date of Joining as per academic calendar
5	Joining of Ph.D. Scholar in School	Respective School Offices	Same day of Registration
6	Appointment of Supervisor [Not more than two Institute scholars could be allotted to any faculty member at any given time]	Head of School	One week of joining
7	Formation of DAC	Head of School	Within two weeks of joining
8	Issue of DAC Memo	AR / DR (Academics)	Within two weeks of receiving DAC forms from the Schools
9	Allotment of Courses	DAC	Within one month of joining
10	Enrolment	Head of School	Within one month of joining
11	Approval of course allotment	Dean (PG&RP)	Within one month of joining
12	Issue of Enrolment Memo	AR/DR (Academics)	Within one month of joining
13	Course Work [The supervisor may advise the candidate to attend classes even before enrolment]	---	Normally within one year of enrolment
14	Q-Examination	---	After the completion of the Course work (must be completed within six months from the completion of course work)
15	Submission of Annual Progress Report	Supervisor, HoS, Dean (PG&RP)	After one year of joining
16	Registration Seminar [After submission of application form for registration by the candidate]	DAC	within one year of enrolment or within one year of completion of the course work
17	Approval of registration for Ph.D. program	DAC, RPEC, Senate	Regular Senate meeting
18	Review of progress for enhancement of fellowship	HoS, DAC	After two years of joining
19	Pre submission seminar / Submission and approval of synopsis	HoS, DAC	Before two months of submission of thesis
20	Recommendation of panel of experts to the Senate	DAC	Before two months of submission of thesis
21	Approval of Examiners	Dean (PG&RP)	Before two months of submission of thesis
22	Sending of synopsis to external examiners	Dean (PG&RP)	Within ten days from the date of approval of examiners
23	Sending of thesis to external examiners	Dean (PG&RP)	Within one month from the date of submission of thesis
24	Receipt of thesis evaluation report	Dean (PG&RP)	Normally within three months from the date of approval of examiners
25	Defense Seminar / Viva-voce	DAC , External Examiner (Indian)	Within one month from date of receipt of external examiner report.
26	Recommendation for award of Ph.D. degree	DAC	Within one month from date of receipt of external examiner report.
27	Approval of award of Ph.D. degree	Chairman Senate/Director	For reporting in the Senate
28	Issue of Provisional Certificate	DR (Academics)	After the approval of CA
29	Conferred of Ph.D. degree	Chief Guest/Director	Annual Convocation