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PhD Ordinances and Regulations



Indian Institute of Technology Ropar

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Abbreviations

- BME Biomedical Engineering
- CE Civil Engineering
- CFTI Centrally funded technical institute
- CSE Computer Science and Engineering
- CSIR-NET CSIR National Eligibility Test
- DC Doctoral Committee
- EE Electrical Engineering
- ERP External Registration Programme
- GFTI Government funded technical institute
- GOI Government of India
- HoD Head of the Department
- HTRA Half Time Teaching/Research Assistantship
- JRF Junior research fellow
- ME Mechanical Engineering
- MME Metallurgical and Materials Engineering
- MHRD Ministry of Human Resource and Development
- RPEC Research Progress Evaluation Committee
- SRF Senior research fellow
- UGC-NET UGC National Eligibility Test

1 ORDINANCES:

- 1.1. A candidate who has qualified for the award of Master's degree of this Institute or a recognised Institute or University in the discipline as prescribed in the regulations of the Senate is eligible to apply for the PhD programme of this Institute.
- 1.2. A candidate who has qualified for the award of Bachelor's Degree in Engineering / Technology with exceptionally good academic background in the discipline as prescribed in the regulations of the Senate is also eligible to apply for PhD programme in Engineering/Technology of this Institute.
- 1.3. The award of the PhD degree shall be in accordance with the regulations of the Senate of this Institute.

2 REGULATIONS:

2.1 Categories of Admission

*(*Amendment approved by the Senate in its 46th Meeting vide Resolution No: S46/R4/23/668)*

Candidates will be admitted to the Ph.D. program of the Institute through an institute selection process under any one of the following categories:

2.1.1 Regular full-time PhD.

2.1.1.1 Institute fellowship:

Candidates under this category are entitled for Institute Research Assistantship/Fellowship as per Ministry of Education, Govt. of India norms.

2.1.1.2 Govt. / Semi Govt. Fellowship Awardees such as PMRF, CSIR-JRF, UGC-JRF, DST-INSPIRE, DBT, NBHM, QIP etc. or any other full time fellowship:

These candidates are financially supported under various Govt. / Semi Govt. schemes. The admission procedure and other requirements are same as applicable to research scholars/institute fellowship.

2.1.1.3 Fellowship through Project (FTP):

The admission procedure and other requirements for research Fellows (JRFs/SRFs) in various projects/schemes in the institute who wish to enroll for the PhD programme are the same as applicable to Institute Research Scholars. They will be paid assistantship/fellowships as per the norms of the project and sanctioned amount. The candidate has to fulfill all the eligibility requirements of the funding agency and the institute criteria.

2.1.1.4 Self- financed Indian Nationals, including those on Study Leave (SF):

The candidates admitted under this category are not eligible for any financial support from the Institute (IIT Ropar). Candidates with the provisional DST -INSPIRE fellowship award letter may apply under Self-Finance (SF) category. After successful admission, if the candidate subsequently clears the final round of selection of DST- INSPIRE, s/he would be allowed to convert from the Self-Finance (SF) to Fellowship Award (FA) category. Candidates who are released from the Government or educational Institutions on study leave for a period not less than three years for doing research work at IIT Ropar, can seek admission under this category. Employer's Letter for Study Leave should be produced at the time of joining, if selected.

2.1.1.5 Sponsored Candidate (SW):

The candidates admitted under this category are not eligible for any financial support from the Institute (IIT Ropar) and are sponsored by their employers. They are expected to be relieved for full time course work and research at the Institute for a minimum period of three years. An appropriate sponsorship letter should be submitted at the time of written test and/or interview.

2.1.2 Part-Time PhD

A candidate in this category is a professionally employed having regular employment in Government Organizations like MEITY, DRDO, MHA, CSIR, Central Universities person (including IIT Ropar regular staff), the employees of National and International reputed private organizations/industries viz. Reliance, TATA, Birla, Samsung, Nokia, Infosys, GE, similar MNC companies, etc., who would like to pursue the Ph.D. program while continuing the employment at their parent organization. The institute does not provide any financial assistance/fellowship to such a candidate.

Temporary employees, outsourced employees, employees from private universities, start-ups, small enterprises etc are not eligible.

*(*Amendment approved by the Senate in its 49th Meeting vide Resolution No: S49/R18/24/764)*

2.1.2.1 External Registration Program (ERP):

This category refers to a candidate employed in an R&D organization/academic institution/industry having adequate research facilities. The research work leading to the Ph.D. degree may be carried out largely in the parent organization of the candidate under a Local Supervisor from the organization but with the overall guidance provided by a faculty member (Institute Supervisor) of the department in which the candidate is registered.

A candidate in this category is a professionally employed having regular employment in Government Organizations like MEITY, DRDO, MHA, CSIR, Central Universities person (including IIT Ropar regular staff), the employees of National and International reputed private organizations/industries viz. Reliance, TATA, Birla, Samsung, Nokia, Infosys, GE, similar MNC companies, etc., who would like to pursue the Ph.D. program while continuing the employment at their parent organization. The institute does not provide any financial assistance/fellowship to such a candidate.

Temporary employees, outsourced employees, employees from private universities, start-ups, small enterprises etc are not eligible.

*(*Amendment approved by the Senate in its 49th Meeting vide Resolution No: S49/R18/24/764)*

2.1.2.2 Part-Time:

1. A research scholar under the Part time PhD Programme will carry out major part or all of his/her research work at IIT Ropar under the supervision of supervisor(s) at IIT Ropar. The feasibility of doing this with sufficient intensity will be an important consideration in admitting the scholar in this category.

2.1.2.3 IIT Ropar regular Staff:

Members of non-teaching staff (working in permanent capacity, including technical and non-technical) may be permitted to join the Ph.D. program under this category. 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.

Regulations pertaining to all kinds of PhD programmes will be common, unless stated otherwise.

2.2 Reservation for admission

2.2.1 Reservation for SC/ST

Reservations are applicable to SC/ST/OBC-NCL/EWS/Persons with Disability (PwD) candidates as per Govt. of India rules.

2.3 Minimum Eligibility Requirement for Admission to PhD program

The following are Institute Minimum Eligibility Requirements and any Department/Center can specify higher short-listing criteria than what is specified here.

2.3.1 Eligibility for Regular Full Time PhD programme

For the Minimum Eligibility Qualification (MEQ) for admission to Regular Full-time Ph.D programmes refer table:1 below:

Table:1: Minimum Eligibility Qualification for admission to Regular Full-time Ph.D programmes

Sr. No.	Qualifying Degree	Minimum Performance in Qualifying Degree for General/OBC (Non-Creamy Layer)/EWS Category Candidates	Minimum Performance in Qualifying Degree for SC/ST/PwD category Candidates	Qualification Through National Level Examination Requirements
1.	M.Tech./M.E/M.D. or equivalent	60% marks or 6.00 CGPA on a 10-point scale	55% marks or 5.5 CGPA on a 10-point scale	Nil

2.	M.Sc/MBA/M.A/M.B. B.S. or equivalent	60% marks or 6.00 CGPA on a 10-point scale	55% marks or 5.5 CGPA on a 10-point scale	Qualified GATE/CSIR/U GC-NET/DST- INSPIRE/JEST /NBHM or other national fellowship
3.	B.E./B.Tech. or equivalent four years program	60% marks or 6.00 CGPA on a 10-point scale	55% marks or 5.5 CGPA on a 10-point scale	Qualified GATE/CSIR/U GC-NET/DST- INSPIRE/JEST /NBHM or other national fellowship

Exemptions:

Requirement of qualification in GATE / National level Exam is waived off for the following categories of applicants.

Candidates from Centrally Funded Technical Institutes (CFTIs) completed B.Tech./B.E./ Integrated M.Tech./ Integrated M.Sc. programmes (or any other programme of minimum four year duration, admission to which is on the basis of JEE), must obtain a CGPA of 7.5 or above (on a 10 point scale) at the time of graduation, and before they formally register for the PhD programme (75% aggregate marks, if marks is the primary mode of evaluation).

(*Amendment approved by the Senate in its 50th Meeting vide Resolution No: S50/R11/24/787)

2.3.2 Eligibility for Part-Time PhD

2.3.2.1 Eligibility Requirement for ERP candidates

(i) *Minimum Eligibility Requirements* : In addition to possessing the academic qualifications mentioned in the table: I under regular full-time Ph.D program, an applicant should fulfill the following additional requirements also:

(ii) *GATE or equivalent qualification* : GATE or Equivalent Qualification is not required for admission.

(iii) *Professional Experience*: Should have completed full time employment of 2 years of service as on the deadline of application.

(iv) *Organization/Institution*: Organization/Institution must have at least 5 years of its existence for sponsoring candidates to the ERP programme. Only persons engaged in R & D work in Technical / Scientific Institutions/ Industries or R & D Establishments are eligible. The organization should have adequate facilities for carrying out research.

A candidate in this category is a professionally employed having regular employment in Government Organizations like MEITY, DRDO, MHA, CSIR, Central Universities person (including IIT Ropar regular staff), the employees of National and International reputed private organizations/industries viz. Reliance, TATA, Birla, Samsung, Nokia, Infosys, GE, similar MNC companies, etc., who would like to pursue the Ph.D. program while continuing the employment at their parent organization. The institute does not provide any financial assistance/fellowship to such a candidate.

Temporary employees, outsourced employees, employees from private universities, start-ups, small enterprises etc are not eligible.

(*Amendment approved by the Senate in its 49th Meeting vide Resolution No: S49/R18/24/764)

(v) Sponsorship/NOC

Unconditional sponsorship or NOC by the employer is essential and a must at the time of joining. IIT Ropar will not have any financial liability for the candidate throughout the tenure of PhD. The sponsorship certificate must be provided in the format specified at FORMAT-A.

2.3.2.2 Eligibility Requirement for Part-time candidates

(i) Minimum eligibility requirements : In addition to possessing the academic qualifications mentioned in the table: I under regular full-time Ph.D program, an applicant should fulfill the following additional requirements also:

(ii) Professional Experience: The minimum full-time experience required after obtaining the qualifying degree and as on date of application deadline, is given in table 2 below.

(Table 2)

Qualifications	Work Experience (Post Qualification)
M.E./M.Tech./M.S.(R)/M.D. or Equivalent	Nil
B.Tech./BE with valid GATE	Nil
B.E./B.Tech./M.Sc./M.A./M.B.A./MBBS or equivalent, from CFTIs/Central Universities	1 Year
B.E./B.Tech./M.Sc./M.A./MBA/MBBS or equivalent, from institutions other than CFTIs/Central Universities	2 Years

(iii) Minimum Eligibility Qualification for these candidates is the same as for full-time candidates, except that the requirement of qualifying in a national examination is waived for serial No. 1, 3 and 4 of above table.

(iv) No Objection Certificate: Part-time candidates are required to submit a “No Objection Certificate” on a proper letterhead from the Head of the Institute/Competent authority in the organization on the specified format given at FORMAT-B.

If the candidate after joining the PhD program changes the organization, he should inform the Institute immediately and get NoC from the new organization as well.

2.3.2.3 Eligibility Requirement for IIT Ropar Staff:

(i) Minimum eligibility requirements: In addition to possessing the academic qualifications mentioned in the table:1 under regular full-time Ph.D program, an applicant should fulfill the following additional requirements also:

(ii) GATE or equivalent qualification:

Minimum qualification for these candidates is the same as for regular PhD candidates except that the requirement of qualifying in a national examination (e.g., GATE or equivalent) is waived off.

(iii) No Objection Certificate:

Prior permission/No Objection Certificate (NOC) has to be obtained from competent authority before applying for admission to the program. NOC has to be submitted at the time of submission of application. Institute work should not suffer due to joining the PhD programme by the candidate.

(iv) Selection Procedure:

Short-listed eligible staff will be called for written exam or interview or both

Final selection is based on the performance of the staff in the written exam or interview or both.

(v) Fellowship:

Members of staff permitted and enrolled for the PhD degree shall not be entitled to institute fellowship.

(vi) Duration:

The minimum period to be spent in the research work registered under the Part-Time Ph.D. for Staff degree shall be 4 years. The maximum period admissible for completion of the course work, research work and submission of the thesis, shall, however, remain to be the same as in the case of regular candidates.

2.4 Selection Procedure

Eligible candidates possessing the minimum educational qualifications and satisfying additional criteria set by the departments from time to time, will be called for an Interview and/or Test by the Selection Committees of the respective departments/Centers.

Based on the academic record and the performance of the candidates in the interview and/or test, the Departmental Selection Committee will recommend to the Dean (Research) the names of candidates found suitable for admission to the PhD Programme.

2.5 Admission to the programme

1. Candidates whose selection is approved by the Dean (Research) will be admitted to the PhD programme after payment of prescribed fees.
2. Ordinarily, a candidate is not eligible for re-registration for PhD after cancellation of his/her earlier registration for any reason. Based on the merits of the individual case and taking into consideration of any special circumstances, a candidate may be considered for re-registration.
3. A limited number of Research Assistantships and other financial support for attending conferences within India and abroad are available as per MOE norms subject to the conditions prescribed in the Institute regulations.

2.5.1 Admission to ERP

Candidate admitted to the programme must continue to remain in the same organization and place of work until the research work is completed. If the candidate is transferred or joins a new organization before the submission of the thesis, he/she should get the approval from the new organization for continuation of the programme

2.6 Registration

2.6.1 Registering for the programme

A candidate who is selected for PhD the programme will be enrolled by paying the requisite fee on the stipulated date. An entry number will be allotted to the candidate after enrollment. In addition to the semester and hostel fees, candidates need to produce medical fitness certificate. The candidate has to carryout research work under a supervisor from amongst the faculty of the Institute.

2.6.2 Minimum period of registration

1. Candidate with a B.Tech/M.Sc/M.A degree or its equivalent: Shall be required to be registered for the degree for a period of not less than 3 calendar years (36 months) from the date of his initial registration. In exceptional cases, the minimum period of registration may be reduced to 2 calendar years (24 months) upon recommendation of the DC and subsequent approval of the Senate.
2. Candidate with an M.Tech degree or its equivalent: The minimum period of registration shall be 2 calendar years (24 months).

2.6.2.1 For non-teaching staff of IIT Ropar

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 4 years.

2.6.3 Maximum period of registration

The candidates of all categories shall normally submit their thesis within a period of 5 years from the date of their initial registration for the PhD programme. However, as a special case, this limit may be extended to a maximum of 7 years by the Dean (Research) after which the registration shall stand cancelled automatically.

2.6.3.1 For ERP candidates

Maximum registration period of the programme will be one year in addition to regular PhD programme of IIT Ropar.

2.6.3.2 For non-teaching staff of IIT Ropar

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.

2.7 Fellowship and advance

Fellowship will be given to the candidates as per MOE norms or external funding agency directives, as applicable.

The institute may provide advance as per existing norms and practices.

2.7.1 Transfer of project fellowship to Institute fellowship

1. This applies to candidates who are already registered under the PhD programme. Project fellowships cannot be transferred to Institute fellowship so long as funds are available in the project.
2. Minimum time for which a student has to work in a project to get transferred to Institute fellowship is 2 year.
3. In case a Ph.D. student is admitted to institute fellowship and then takes project fellowship and again comes back to institute fellowship, he/she will be exempted from this minimum period clause.

*(*Amendment approved by the Senate in its 46th Meeting vide Resolution No: S46/R9/23/673)*

2.7.2 Fellowship for PhD of staff of IIT Ropar

Members of staff permitted and enrolled for the PhD degree shall not be entitled to any fellowship.

2.8 Choice of supervisor

2.8.1 Allotment of supervisor

Allotment of research scholars to supervisor(s) will be made by the Head of the Department (HoD) taking into consideration the research profile of the department and the preferences of the research scholars and supervisor(s) as per the departmental policy.

2.8.2 Maximum number of supervisors allowed

There shall be not more than two supervisors from the Institute for a research scholar.

2.8.3 Choice of supervisor for ERP candidates

2.8.3.1 Research Supervisor(s) from IIT Ropar

A maximum of 1 supervisor is allowed from IIT Ropar in case the student has a joint research supervisor from his parent institute. If the student has a coordinator from his parent institute, then he/she can have maximum 2 supervisors from IIT Ropar.

2.8.3.2 Joint Research Supervisor/Coordinator

(for candidates from industry/research laboratories)

Candidate should identify a Joint Research Supervisor (should hold a PhD degree)/Coordinator from the sponsoring organization (who must be a permanent staff member).

The person should be willing to supervise/coordinate the research work of the candidate.

The person should be from the same establishment/laboratory in which the candidate is employed.

2.9 Eligibility for being supervisors

1. The following may be considered for acting as a supervisor for a PhD scholar.
 - a. All faculty members of the Institute.
 - b. Scientific / Design staff of the Institute with a doctoral degree.
 - c. Visiting faculty member with a minimum of 1 year of appointment can take a PhD student along with another faculty member within IIT Ropar. In case, expertise is not available, the competent authority can take a decision.
2. Continuance of retired faculty members / emeritus faculty as co-supervisors only
3. CSIR and other Emeritus Fellows / Scientists / Emeritus Professors, who hold office at this Institute for a period of 2 years or more, can become co-supervisor(s) for scholars along with a supervisor from the institute, with at least 5 years of service still left at the time of registration of the scholar.
4. The induction of new supervisor(s) at any point of time during the PhD programme of a research scholar will be considered by the DC with the subsequent approval of Dean (Research) on a case to case basis.

2.10 Choice of co-supervisor(s)

Additional Supervisor from outside the Institute can be allowed with the approval of Chairperson, Senate on case to case basis.

Co-supervisor from other IITs / Institutions / Industries with a minimum academic qualification of Master's degree in Engineering / Management and with adequate professional experience in the relevant field or PhD in relevant area may be nominated for PhD scholars on the request of scholars / supervisors.

The recommendation for the co-supervisor shall be made with valid reasons and justifications by the DC of the research scholar.

Appointment of Co-supervisor by the Head of the Department on the recommendation of the supervisor within 24 months from the date of joining for the PhD scholars. After the time limit, the co-supervisor shall be made with valid reasons and justifications by the DC of the research scholar.

2.10.1 Number of co-supervisors allowed per PhD student and co-supervision rules

2.10.1.1 Internal students

The number of co-supervisors can be restricted to a maximum of 1. This process has to be completed before the confirmation of candidacy.

2.10.1.2 External students

It is recommended for the time being that a maximum of 2 external candidates can be supervised by our faculty. No financial or academic responsibility will be borne by IIT Ropar. Further, there is no requirement of any MoU with such institutions. However, the point regarding Intellectual property rights of the Institute has to be kept in mind while guiding such external candidates.

2.11 Doctoral Committee

The Head of the Department (HoD) will intimate to the Dean (Research), for each scholar the area of research, the name(s) of the supervisor(s) and the names of faculty members constituting the Doctoral Committee (DC), within 15 days of the date of joining of the research scholar. The final approving authority of the DC will be Dean (Research).

The following would be the composition of the Doctoral Committee (DC):

1. Chairperson: Head of the Department (HoD/nominee of HoD) ((If the HoD happens to be the Supervisor of a scholar, the senior most Professor / previous HoD/ senior most Associate Professor will be nominated by Chairperson, Senate or his nominee)

HoD may nominate Chairperson, if he/she is otherwise engaged for the conduct of DC meetings to assess the progress of the scholars.

When a new HoD joins, the previous HoD will continue to be the Chairperson of the already existing DCs.

Chairperson, DC must be present for comprehensive Exam / Synopsis / Thesis report / Viva voce meetings of the Scholar.

2. Convenor: Research supervisor(s)
3. Member 1: A minimum of 1 faculty member of the Department nominated by the HoD. He/She will be chosen from a panel of 3 experts submitted by the supervisor(s).
4. Member 2: A minimum of 1 faculty member of allied Departments nominated by the HoD. He/She may be chosen from a panel of 3 experts submitted by the supervisor(s) in the relevant fields. (**Amendment approved by the Senate in its 43rd Meeting vide Resolution No: S43/R4/22/594*)

5. Member 3: A minimum of 1 faculty member nominated by the HoD from any of the above panels.

The research supervisor(s) may suggest the constitution of the DC. However, it is desired that as far as possible the research supervisor(s) should avoid keeping the same DC members for his/her students.

2.11.1 DC member goes on long leave or retires

In case any member goes on leave exceeding one year duration, or resigns or retires from the Institute, the HoD or his nominee will nominate another member and duly inform the Dean (Research).

2.12 Change/Addition of supervisor

The Doctoral Committee of a research scholar may recommend change of supervisor or appointment of a co-supervisor for valid reasons.

A faculty member appointed as a PhD supervisor is normally expected to be available to a research scholar in the Institute till the thesis viva-voce examination. However, under unavoidable circumstances, such as: long leave of more than 12 months; resignation; retirement; or death; a supervisor may not be available to the scholar. In such special cases, appointment of supervisor(s) will be regulated as under:

2.12.1 A supervisor proceeding on long leave of more than 12 months

2.12.1.1 Joint supervisor exists

The supervisor proceeding on leave for more than 12 months can continue to be a Joint-Supervisor.

2.12.1.2 Joint supervisor does not exist

A Joint-Supervisor may be appointed by the DC in case where a student has not yet submitted his synopsis.

2.12.1.3 Stages of thesis

Depending on the stage of the thesis work, the following situations can arise.

2.12.1.3.1 Synopsis / thesis submission done

If the synopsis/thesis is submitted before the supervisor proceeds on leave, he will continue to be the supervisor and only a caretaker supervisor will be appointed.

2.12.1.3.2 Major revision of the thesis is necessary

If a major revision becomes necessary, and the sole supervisor is on leave, he should be asked to specifically state whether he would effectively help the student carrying out the major revisions within a reasonable time. In case the sole supervisor expresses his inability due to one reason or the other, the caretaker supervisor, if he provides the required help in carrying out the major revision, will automatically be treated as joint-supervisor of that candidate.

2.12.1.4 Supervisor wants to extend his leave

If a supervisor proceeds on leave for a period less than 12 months initially, but later extends his leave beyond 12 months, the above procedure will be followed. The extension granting authority will inform the PhD Section accordingly.

2.12.2 A supervisor retires

1. A faculty member who is to retire within 3 years may be permitted to become a supervisor to a new scholar with another faculty member, who is not likely to retire within 5 years as co-supervisor, at the time of registration itself. On retirement, the faculty member will continue to be a supervisor and will be invited to the Doctoral Committee meetings, synopsis meeting and viva voce examination.
2. In other cases, a faculty member on retirement may continue as
 - a. A Supervisor, if re-employed as an Emeritus Fellow
 - b. A Supervisor, if he/she has supervised a candidate for at least 3 years. However, a co-supervisor who is in service will be appointed in addition. The supervisor who has retired will be invited for the Doctoral Committee meetings, synopsis meeting and the viva voce examination.
 - c. A Joint-Supervisor, if the synopsis of the thesis has been submitted. Appointment of another Supervisor, if necessary, will be as mentioned above or as a care taker Supervisor.

2.12.3 A supervisor resigns

If the supervisor resigns before completion of comprehensive examination, a new supervisor will be appointed on recommendation of DC.

If the supervisor resigns after completion of comprehensive examination, he/she may choose to remain as the supervisor or appoint a co-supervisor/caretaker supervisor as suggested by the DC.

2.12.4 A supervisor expires

A new supervisor will be appointed, if necessary, on recommendation of DC.

2.13 Course Work

All candidates enrolled for the PhD programme are required to complete the following credit requirements towards course work. The course work has to be decided by the DC.

Particulars	Credits Requirement
PhD in Science and HSS Departments for candidates with M.Sc/MA degree	15
PhD in Science and HSS Departments for candidates with M.Tech/M.Pharm/M.Phil degree	12
PhD in Science and HSS Departments for candidates with BE/B.Tech Degree	20
PhD in Engineering Departments with candidates having ME/M.Tech/MS	12

degree	
PhD in Engineering Departments with BE/B.Tech/MSc degree	20

Course work has to be normally completed within 18 months from the date of registration.

1. Candidates are required to complete the course work with a minimum CGPA of 7.0.
2. Courses that meet the minimum requirements shall be at the PG level and will be prescribed by DC. SGPA/CGPA will be calculated on the basis of all permitted courses taken by the student.
3. The DC may prescribe additional courses for a scholar, over and above the minimum requirements based on his/her background. For the course(s) suggested by DC, student will be awarded letter grades.
4. For any other additional course(s) taken by the student, he/she may make a request for grades to be awarded in the S/U mode. These additional courses may also include UG courses with Audit grade.
5. A student getting an E or F grade in a course must either repeat it or substitute it by another course as suggested by DC.
6. A student getting a D grade in a course may be allowed to repeat it or substitute it by another course, provided that his/her CGPA is less than 7 and the student is allowed to continue in the program or the repetition/substitution is for a maximum of one course in the program such that it does not lead to any increase in the semester load.
In case a course is repeated or substituted, the old grade will also appear on the transcript although it will not be taken into account while computing the SGPA/CGPA.
7. A student will normally not be allowed to continue in the Ph.D. programme if
 - a) his/her CGPA is below 6.5 (below 6.0 in the case of first semester student).
 - b) his/her CGPA is below 7.0 in two consecutive semesters.
 - c) he/she obtains two Fs or two Es or one F and one E in the same or different courses.

(*Amendment approved by the Senate in its 43rd Meeting vide Resolution No: S43/R7/22/597)

2.14 Minimum Residential Requirement

Regular PhD students have to stay within campus during their entire period of studentship. However, special permission, on a case to case basis, may be granted by the competent authority for staying outside of campus.

2.14.1 For ERP candidates

Candidate is required to spend a minimum of one semester at IIT Ropar right after admission (during course-work). Otherwise, the registration is liable to be cancelled.

2.14.2 For Part Time candidates

For part-time candidates from outside, there is a minimum residency requirement of 4 months. DC may specify a higher or lower residency requirement based on the courses recommended as well as the background. The minimum residency period can be completed in parts in the entire tenure of PhD. However, the minimum period of residency for each period should not be less than 3 weeks.

The minimum period to be spent in the research work by a student working under part time PhD programme shall be 4 years.

2.14.3 Temporary withdrawal from the programme

Withdrawal from the programme is permitted for a semester or longer for reasons of ill health or other valid grounds as duly recommended by DC. However, the maximum period of registration will remain unchanged.

2.15 Attendance

Attendance should be in compliance with the leave rules of IIT Ropar or as applicable by the external funding agency.

2.16 Progress Report

1. DC will monitor the progress of the research scholar.
2. The research scholar needs to submit the progress report duly forwarded through research supervisor (of IIT Ropar, in case of ERP candidates) and DC to department office within 15 days of the end of each semester. If two consecutive progress reports are not submitted/not satisfactory, registration of the student may be cancelled.
3. In case of joint supervisors, the progress report must be submitted with the signature of all the research supervisors.
4. The Progress report may not be submitted, in case the student has proceeded on maternity leave, semester leave etc.
5. In case, the supervisor proceedson long leave, the caretaker supervisor will forward the progress report of student.
6. In the case of research scholars under ERP or working on a Part Time basis, the Doctoral Committee will pay particular attention to the quantum of effort put in by the scholar towards doctoral studies and progress.

2.17 Comprehensive Examination

1. After the successful completion of course work the student needs to appear for comprehensive exam.
2. Every PhD scholar should perform satisfactorily in a comprehensive examination.
3. The comprehensive examination will consist of two parts
 - a. Examination on basic concepts of the subject
 - i. Written examination: Minimum weightage will be 30%
 - ii. Oral examination: Minimum weightage will be 30%.
 - iii. The minimum passing marks for this (written+oral) will be 50%
 - b. Thesis proposalseminar
 - i. Should focus on the research problem to be taken up
4. The Comprehensive Examination should be conducted with the following committee
 - a. Oral examination:
 - i. DC members
 - ii. Dean (Research) should nominate a faculty member from outside the DC to be present during the oral examination.
 - b. Thesis proposal seminar:
 - i. DC members

- ii. External expert: Not required. However, in case of external fellowships like CSIR, UGC etc. the department has to meet the requirements as per the funding agency guidelines.

*(*Amendment approved by the Senate in its 46th Meeting vide Resolution No: S46/R13/23/677)*

5. The regular candidate must qualify the written and the oral exams within 18 months of registering into the PhD programme. Direct PhD students and students having B.E/B.Tech degrees have to complete the same within 4 semesters. The above are inclusive of the second attempt by the candidate.
6. The student must qualify the thesis proposal seminar within 24 months of registering in the PhD programme for regular candidates. Direct PhD students have to complete the same within 5 semesters. The above are inclusive of the second attempt by the candidate.
7. In case of delay in comprehensive (Thesis Proposal Seminar) the student must take prior approval from the Dean (PGS&R) through HoD and Doctoral Committee, 30 days before the completion of 2 years (2.5 years in case of B.Tech). The reason of delay must be mentioned.
8. The extension can be allowed to a student maximum for one semester only.
9. If the candidate is unable to qualify the comprehensive exam, his/her registration for the PhD programme may be cancelled.

*(*Amendment approved by the Senate in its 49th Meeting vide Resolution No: S49/R5/24/752)*

2.18 Candidacy confirmation

1. The candidacy of a student will be confirmed for the PhD degree after successful completion of course work and comprehensive examination. Candidacy for the PhD degree shall be effective, normally from the date of registration
2. The candidacy of a candidate may be deferred by the DC on account of unsatisfactory progress.
3. A candidate is required to submit the thesis before the expiry of the registration period. In the event of the candidate failing to submit the thesis within the period, the registration shall lapse automatically.
4. PhD scholars should submit their thesis as stated below.
 - a. Regular PhD scholars: Within 5 years from the date of registration
 - b. Direct PhD: Within 5 years from the date of registration.
 - c. The DC may recommend to Dean (Research) to extend the period of submission of the thesis further 2 years with an additional year for research scholars under external registration

2.19 Enhancement seminar

The seminar related to enhancement of fellowship from JRF to SRF for students getting fellowship from external agencies, will depend on the respective rules of the funding agencies.

2.20 Enrolment

All research scholars who are in residence and whose registration is still in force, are required to enroll each semester on the stipulated date.

2.21 Conversion from full time to part time PhD programme to take up job

PhD Scholars who got a job offer can get relief from full time PhD programme based on the recommendations of DC and subsequent approval of the **Dean (Research)***, while keeping their registration alive on payment of the requisite fees every semester, on the following conditions:

1. If they have completed their
 - a) Minimum residential requirement
 - b) Course work
 - c) Passed the comprehensive examination, given the research proposal seminar which is adjudged as satisfactory.
2. The candidate must produce the offer letter from the institution/organization which he/she proposes to join.
3. The candidate has to produce a “No Objection Certificate” from the Head of the institution/organization, which he/she proposes to join.

Such conversion will be subject to the following conditions:

1. The student must complete his/her thesis within 7 years counted from the date of his/her first registration in the programme
2. Provision of conversion from full-time to part-time status can be availed of only once by the student during his/her programme
3. The status of the student will be reviewed by the supervisor and the DC at least once in every two semesters after the conversation, and his/her continuation on part-time status will be subject to his/her making satisfactory progress towards completing the PhD thesis.

*(*Approved by the Senate in its 30th Meeting vied Resolution No: S30/R12/19/381)*

2.22 Leave rules

PhD students may be granted leave on application to the Head of the Department (HoD) concerned through their respective supervisor(s). The following applies to all leave unless stated otherwise.

- All leave will be approved by the concerned HoD upon recommendation of the supervisor(s).
- The leave application (excepting personal leave and medical leave (in case of emergency)) has to be submitted to the department at least 7 working days before the commencement of leave.
- The maximum period of registration remains unchanged for all cases.
- Leave will be sanctioned as per calendar year. It will be granted on pro-rata basis to those students who join midway.

2.22.1 Personal leave and Casual Leave

All Research Scholars under TA/RA/SF may take a maximum of 30 days of personal leave in an academic year (including winter break and mid-semester breaks) such that no more than 10 days of leave are taken during a semester. However, this 10-day cap will not be enforced when semesters

are not in progress and during the summer term. Leave not availed in one calendar year may be carried over to the next calendar year up to a maximum of 15 days.

i) Typically, personal leave will not be granted more than 21 days at a stretch. However, in emergent situation, if more than 21 days leave is sanctioned, will be without assistantship.

ii) The leave will be allowed on a pro-rata basis.

iii) Intervening Saturdays/Sundays/Holidays will be counted as leave .

iv) Personal leave cannot be availed for half a day.

2.22.1(b) In addition, casual leave of 8 days in each academic year may be allowed. The casual leave cannot be carried over.

i) Intervening Saturday/Sunday/Holiday will not be counted as leave.

ii) Total period of absence including Saturdays/Sundays/Holidays intervening, prefixed or suffixed should not exceed five days at a time.

iii) Casual leave cannot be combined with any other kind of leave.

iv) Casual leave can be availed for half a day.

2.22.1(c) There will be no loss of financial assistantship for students going on personal or casual leave.

2.22.1(d) Leave cannot be claimed as a matter of right and when the exigencies so demand, leave of any kind may be refused or revoked by the authority empowered to sanction the leave.

2.22.1(e) While sanctioning the leave, HoD must make sure that the TA duties have been taken care of.

*(*Amendment approved by the Senate in its 46th Meeting vide Resolution No: S46/R12/23/676)*

2.22.2 Withdrawal for a long period (beyond 30 days)

Withdrawal beyond 30 days in an academic year may be granted to a Research Scholar in exceptional cases by Dean (Research) on the recommendation of DC.

i) Withdrawal beyond 30 days will be without Assistantship/Scholarship.

ii) The causes of such withdrawal could be due to personal, medical or professional reasons.

iii) Such an extension of upto additional 30 days will be granted only once during the programme of the Scholar.

iv) Withdrawal may be subject to the approval of the Head of Department/ Centre/ Programme Coordinator concerned on the recommendation of the supervisor(s); and a proper withdrawal account of each scholar shall be maintained by the Department/ Centre/ Programme Coordinator concerned.

- v) In exceptional circumstances the Dean (Research) may, on the recommendation of the DC grant a Research Scholar withdrawal without assistantship for a period not exceeding 12 months in the entire period of his/her 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.
- vi) When a scholar is permitted for such withdrawal without assistantship the enhancement of fellowship or comprehensive examination (in case it has not taken place yet) shall be deferred for the appropriate period. However, the date of termination of fellowship remains unchanged.

2.22.3 Academic Leave (Duty leave)

Academic Leave (Duty Leave) can be permitted to proceed for academic activities outside IIT Ropar to carry out field work, library work, computational work, experimental work, and Lab works, and also to attend conferences, courses and to undertake other research work etc. as recommended by the concerned supervisor and Head of the Department. Permission for a duration upto 30 days be sanctioned by the HOD and more than 30 days on the recommendation of the concerned Supervisor and HoD by the Dean(PG&R)/Director, IIT Ropar.

Before forwarding the application, the concerned HoD must ensure that TA duties have been taken care of.

*(*Amendment approved by the Senate in its 46th Meeting vide Resolution No: S46/R12/23/676)*

2.22.4 Medical leave

Leave on medical ground, duly supported by a medical certificate, may be granted to a student for up to 10 days per year. Such leave shall not entail any loss of financial assistantship.

2.22.5 Maternity leave

Women scholars are entitled for maternity leave at the full rate for a period as per the GOI rules, only once during the tenure of their studentship. The application should be supported by a medical certificate. In such cases, the maximum period of registration may be extended by the period of maternity leave availed.

When a scholar is permitted such leave the enhancement of fellowship or comprehensive examination (in case it has not taken place yet) shall be deferred for the appropriate period. However, the date of termination of fellowship remains unchanged.

2.22.6 Paternity leave

Male Scholars are entitled for 15 days of paternity leave at a stretch only once during the tenure of their award. This should be supported by a medical certificate.

When a scholar is permitted to avail such leave the enhancement of fellowship or comprehensive examination (in case it has not taken place yet) shall be deferred for the appropriate period. However, the date of termination of fellowship remains unchanged.

2.22.7 Vacation leave

Not applicable.

2.22.8 Absence without sanctioned leave

Absence without sanctioned leave will entail loss of financial assistantship for the period of absence, and may result in the termination of the student's programme on the recommendation of the DC and approval of RPEC.

2.22.9 Leave for students from external funding agencies

Research scholars getting funded through external funding agencies will be governed by institute rules. In case of any difference of policy with the funding body, the Senate takes a decision.

2.22.10 Registration and fees during leave

A student granted academic leave for one or more semesters should pay prescribed fees in every semester as per schedule.

2.23 Cancellation of Registration

1. The registration of a research scholar whose progress is not found to be satisfactory consecutively twice by the DC is liable to be cancelled.
2. The registration of a research scholar who has not enrolled within time is liable to be cancelled.
3. The registration of a research scholar who has not submitted his/her thesis before the end of the maximum permissible period will be cancelled.
4. If the scholar absents him/herself for a continuous period of four weeks without prior intimation/sanction of leave.
5. If the scholar resigns from the Ph.D. Programme and the resignation is duly recommended by the DC.
6. If the scholar does not clear the comprehensive examination as stipulated.
7. If the CGPA is below 7.00 at any time while doing course work.
8. If the scholar is found involved in an act of misconduct and/or indiscipline and termination is recommended by a competent authority.

2.24 Synopsis

On satisfactory completion of the prescribed courses, the comprehensive examination and the research work, the scholar shall submit the requisite copies of the synopsis of his/her research work in the required format through the DC with its recommendations to the Research Section.

2.24.1 Synopsis criterion

Prior to submission of the synopsis, the scholar

1. is required to give following seminar on the topic of his/her research.
 - a. Thesis proposal seminar delivered as a part of the comprehensive examination.
 - b. Synopsis seminar before submission of synopsis.

*(*Amendment approved by the Senate in its 43rd Meeting vide Resolution No: S43/R3/22/593)*

2. The scholar should have at least one research article either published or accepted for publication from the thesis in a refereed journal where the scholar is the main contributor of the work (endorsed by the supervisor).

*(*Amendment approved by the Senate in its 49th Meeting vide Resolution No: S49/R4/24/751)*

3. DC may consider exceptional cases, which will be reported to Senate.

2.24.2 External experts for synopsis presentation

Not required (**Amendment approved by the Senate in its 46th Meeting vide Resolution No: S46/R13/23/677*)

2.24.3 Synopsis presentation

1. The research scholar shall present the synopsis seminar to an open audience in which besides others the DC members will be present. Dean (Research) and/or Director may attend as invitees in the synopsis seminar.
2. The seminar lecture will test the candidate's depth of knowledge and progress in his/her research.
3. The candidate shall be allowed to submit his/her thesis for the PhD degree only when the DC is satisfied with the work.
4. If the DC 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 6 months.

2.25 Submission of Thesis

1. Subject to fulfilling the course credit requirements and other conditions as may be laid down from time to time, the candidate may submit the PhD thesis.
2. The thesis has to be submitted within a minimum period of 2 (two) years and maximum period of 7 (seven) years from the date of registration.
3. The thesis must be submitted within 2 (two) months of successful completion of the synopsis seminar. If the thesis is not submitted within the above mentioned period, the candidate shall be required to submit fresh synopsis. However, in case a candidate fails to submit the thesis but has suitable justification for the same, the Dean (Research) may on recommendations of DC and on individual merit of each case grant the candidate an extension for not more than 2(two) months for submission of the thesis.
4. The scholars should submit the synopsis along with thesis in hard and soft copy.
5. The research scholar shall submit 2 (two) copies of the thesis and abstract of the thesis.

2.25.1 Thesis guidelines

1. Besides a soft copy USB storage, a candidate shall submit 2(two) copies of the thesis neatly typed or printed and bound in a manner notified separately. The thesis must contain the text and common matters like bibliography/references and summary/conclusions.
2. 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;
3. Biodata of the candidate within one page (i.e. name, date of birth, educational qualification, research experiences, professional experience, if any, and permanent home address).

4. An abstract of the thesis (about 500 words) with key words (about 5)
5. A certificate (in standard format from the supervisor 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 the candidate's own work has not been submitted elsewhere for a degree/diploma.

2.26 Panel of Examiners

1. On successful completion of the synopsis seminar, the Research Supervisor will recommend to the Senate a panel of 10 experts, from India and/ or abroad, to examine the thesis (not more than 5 persons in the list shall be from India). Two experts, from the panel shall be appointed as 'external' examiners.
2. The experts will be chosen from the panel by Chairperson, Senate.
3. Co-authors of publications included in the thesis cannot be an examiner.
4. A person working in the same laboratory/Institution(s) where Research Scholar is employed cannot, however, be appointed as External Examiner for evaluating the Thesis of that Research Scholar. Further no person can be appointed as External Examiner from Laboratory/Institution to which the Joint Supervisor(s) of the Research Scholar belongs.
5. There is no bar towards appointment of ex-student of the supervisor in the Panel of Examiners provided the concerned ex-student had received PhD Degree of the Institute under his guidance at least 10 years earlier.
6. The thesis shall be forwarded to all examiners who shall report separately on the thesis and forward their recommendation to the Dean (Research).
7. The Dean (Research) will examine the reports of the thesis examiners and send them to the DC for their perusal and necessary action.

2.27 Thesis Report

1. The examiner is expected to send the report on the thesis within 2 (two) months from the date of receipt of the thesis.
2. In case of undue delay in receiving the thesis report, the Chairperson, Senate or his/her nominee shall appoint another examiner in his/her place for evaluating the thesis.

2.27.1.1 Outcome of thesis reports

The Dean (Research) will forward the reports of the thesis examiners to the DC for their perusal and necessary action. There may be the following 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:

2.27.1.1.1 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.

2.27.1.1.2 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 modification and provide the clarifications as suggested within a time which in no case shall exceed six month from the date the communication is sent to the candidate, failing which the revised thesis will not be accepted and his/her registration will be cancelled. These may be sent to the examiners, if so desired by them.

2.27.1.1.3 One of the external examiners does not recommend the award of the degree and rejects the present form of the thesis while the other external examiner recommends the award

The DC in such a case may either ask the candidate to modify the thesis as suggested within a given time not exceeding six months and send the modified thesis to the Dean (Research) to be forwarded to the same examiner again or recommend to the Senate to appoint another external examiner or send the thesis to him in its original form. The recommendation of this 'third' examiner, at this stage, shall be taken as final.

2.27.1.1.4 Both the external examiners reject the thesis

In the event of a thesis being rejected by both the external examiners the Senate may, on the recommendation of the DC and forwarded by Dean (Research), 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, if any, may be allowed. The revised thesis shall be referred for assessment to two external examiners selected from a new panel of 10 experts recommended by the Research Supervisor. In case, both the experts reject the revised thesis again, the thesis will stand rejected and the registration of the candidate cancelled.

2.27.1.1.5 The reports obtained are ambiguous

In case of any ambiguity in the reports or the recommendations received from the examiners, the DC may recommend an interpretation of the reports which will be considered by the Dean (Research) and further Chairperson, Senate for approval.

2.27.1.2 Acceptance of satisfactory reports

1. Once the reports of the examiners have been accepted as satisfactory, DC will hold a meeting in presence of Dean (Research).
2. The names of the external examiners may be revealed by Dean (Research) in this meeting.
3. The DC upon examination of the reports shall recommend to the Dean (Research) for the PhD viva voce examination.
4. The DC shall make recommendations for the viva voce board during this meeting.
5. In the viva voce examination, the candidate will have to defend his/her thesis before the viva voce board.

2.28 Viva Voce Examination

2.28.1 Composition of Viva Voce board

- a) The DC shall recommend the examination of the composition of the viva-voce board as stated below:
 1. **Chairperson, DC:** Chairperson must be present for comprehensive Exam / Synopsis / Thesis report / Viva voce examination of the Scholar
 2. **Member:** The examiner of the thesis from within the country. In the rare case of the examiner unable to appear, a specialist in the subject nominated by the Chairperson, Senate or his nominee from the panel of examiners recommended by the DC.
 3. **Member(s):** An expert (representing the foreign examiner) within the institute from the panel approved by the DC and nominated by the Chairperson, Senate or his nominee. The supervisor will provide a panel of 5 experts for this purpose.
 4. **Member:** Research Supervisor(s) (Convener)
- (b) The DC members of the Research Scholar concerned will be invitees to the viva voce.

2.28.2 Evaluation during Viva Voce

1. The viva voce board will examine the scholar on his/her thesis work and evaluate his/her performance as satisfactory or otherwise.
2. The viva voce board will ensure that the scholar answers satisfactorily the questions raised by the thesis examiner(s).

2.28.3 Reappearing for Viva Voce

1. If the report of the viva voce board declares the performance of the research scholar not satisfactory, he/she may be asked to reappear for viva voce at a later date (not earlier than a month and not later than 3 months from the date of the first viva voce).
2. If the viva voce board on the second occasion also evaluates the performance of the research scholar not satisfactory, the matter will be referred to Senate for a decision.

2.28.4 Final form of thesis

1. The viva voce board may also recommend revision to be made in the final version of the thesis after taking into consideration suggestions of the examiners who evaluated the thesis and the discussion at the viva voce examination.
2. The Chairperson of the viva voce board shall forward the thesis to the research section certifying that the revisions recommended by the viva voce board, if any, have been incorporated in the copy of the thesis along with the report of the viva voce board.
3. The research scholar shall submit one copy of the final form of thesis in A4 size (double-sided) and an electronic version in PDF format after the viva voce board recommends the award of the PhD degree.

4. Nothing contained in these Regulations shall preclude a candidate from publishing/patenting either independently or jointly with the supervisor the result of the work incorporated in the thesis, at any time before or after submitting the thesis for examination.
5. Patents, if any, will be in the name of IIT Ropar. The inventors for a particular patent will be as per the Intellectual Property Rights (IPR) policy of the institute.

2.29 Award of PhD Degree

1. If the performance of the research scholar in the viva voce is satisfactory and has completed all the prescribed requirements and has cleared all fees and dues payable to the Institute, he/she will be awarded PhD degree on the recommendation of the Senate and with the approval of the Board of Governors of the Institute.
2. A provisional degree may be given to the candidate, on request, if the award of the final degree is delayed due to any reason, whatsoever.

2.30 Publication of the thesis by the institute

The institute has a right to publish the thesis in repositories after submission. However, the candidate can request to defer such publication of his/her thesis by a maximum period of 1 year keeping in mind the pending patents and publications linked to the thesis.

2.31 Discipline

1. Every scholar is required to observe disciplined and decorous behaviour both inside and outside the campus and should not indulge in any activity, which will tend to bring down the prestige of the Institute.
2. Students are expected to dress and to conduct themselves in a proper manner.
3. All forms of ragging are prohibited. If any incident of ragging comes to the notice of the authorities, the student concerned shall be given the opportunity to explain. If the explanation is not found to be satisfactory, the authorities can expel him/her from the Institute.
4. The students are expected to conduct themselves in a manner that provides a safe working environment for women. Sexual harassment of any kind is unacceptable and will attract appropriate disciplinary action.
5. Any act of indiscipline of a student reported to the Dean (Research) will be referred to a Disciplinary Committee nominated by the Senate from time to time.
6. The committee will investigate the charges and will recommend suitable punishment if it finds the charges substantiated.
7. The recommendation of the Committee will be considered by the Dean (Research) to take appropriate action.
8. The Dean will report the action taken at the next meeting of the Senate.
9. Appeal: The scholar may go in for appeal to the Chairperson of the Senate whose decision will be final.

10. The following graded punishments will be imposed on those who indulge in academic malpractices – unfair means during quizzes/mid-semester/end-semester examinations:

a. For rude behaviour:

- i. Severe warning shall be issued to a student who is found to display rude behaviour towards fellow students /invigilators.
- ii. The student is liable to be expelled from the examination hall.
- iii. In such cases, the parents of that student would be informed of such indiscipline.

b. Malpractices and corresponding punishments:

S.No.	Nature of Malpractice	Recommended Punishment
1	Communicating with neighbours in the examination hall	The erring student(s) shall be awarded 'F' grade in the subject concerned
2.	<p>Possessing incriminating* materials inside the examination hall</p> <p>(or)</p> <p>Possessing the answer book of another candidate</p> <p>(or)</p> <p>Passing on answer book to another student</p> <p>(or)</p> <p>Exchange of question papers, with some answers noted down on them</p> <p>(or)</p> <p>Individual referral of material/discussion with other students, during visit outside the examination hall</p>	<p>The Disciplinary Committee shall have the discretion to recommend one of the following punishments:</p> <p>(a) The erring students(s) shall be awarded 'F' grade in the subject concerned.</p> <p>(or)</p> <p>(b) The erring student(s) shall be awarded 'F' grade in the subject concerned and one grade less in all the other subjects in the concerned semester.</p> <p>(or)</p> <p>(c) The concerned student(s) shall be awarded 'F' grade in all the subjects in the concerned semester.</p>
3.	Involved in malpractice in the examination for the second time, in a	<p>The concerned student</p> <p>i) shall be awarded 'F' grade in all</p>

	premeditated manner.	subjects, in the concerned semester and ii) shall be debarred from attending classes and taking examinations in the subsequent semester.
4.	Impersonation in the examination	The concerned student i) shall be awarded 'F' grade in all subjects, in the concerned semester and ii) shall be debarred from attending classes and taking examinations in the next two subsequent semesters.

(* incriminating materials include written/printed material; unauthorized additional sheets without or with write-ups, bits, scribbles on scales / handkerchief / on the body; abuse of calculator / organizer / cell phone, etc.)

2.32 Power to Modify

The Senate has the right to modify any of the above regulations as and when required.

FORMAT – A: FORMAT OF SPONSORSHIP CERTIFICATE

We understand that this sponsorship is covered by the following conditions:

- i) The candidate will be continuing in the present place of work till he / she completes the research work.
- ii) Necessary facilities will be provided for the proposed research work of the candidate.
- iii) Necessary leave will be given to the candidate to enable him/her to fulfill the course work requirements at the Institute. The course work requirement consists of a minimum one semester of continuous residence in the first year immediately after admission during course work.
- iv) The Research Supervisor(s) from the Institute will be given access to the facilities necessary for the research work of the candidate in our organization.
- v) The Joint Research Supervisor/Coordinator will be identified by the candidate at the time of registration in the External Registration PhD programme.
- vi) The Joint Research Supervisor/Coordinator from the organization will ensure that half yearly reports are submitted through the Research Supervisor at the Institute to the PG office. Failure to comply with will result in cancellation of registration.
- vii) The organization confirms that the Joint Research Supervisor has completed PhD in Govt. recognized Institution/University. The organization can nominate Coordinator for the candidate in case Joint Research Supervisor is not available in the organization.

viii) The organization will ensure that the candidate devotes sufficient time to his/her research work so that the submission of thesis will be done within the time frame stipulated by the Institute.

ix) The organization will ensure that the candidate will be relieved of his/her duties for attending the course-work for a period of one or two semesters of continuous residence at the Institute, which will be taken up immediately after joining.

x) The organization will ensure that during course-work, the candidate will not be engaged with the duties of the organization.

xi) In the event of any intellectual property generated by the student during his/her proposed research, the Organization agrees to the sharing of IP rights as determined by a Committee constituted by IIT Ropar for this purpose.

xii) The thesis is a public document, and shall include all the work carried out by the student for the Ph.D. degree. The organization shall agree that sensitive/confidential information will not be included in the problem formulation or, subsequently, during the course of research.

xiii) All material in the thesis can be submitted for publication in peer-reviewed journals/ conferences, the organization waives the right to deny permission for publication, for reasons of confidentiality or for any other reason, for any material contained in the thesis.

xiv) Publications: In the case of publications arising from the thesis, only those who have directly contributed to the research work can be listed as authors. In case of any difference of opinion, the decision of the internal committee of IIT Ropar shall be final.

NAME:

DESIGNATION:

ADDRESS:

Signature of the Head of the Organization with the official seal.

Place :

Date :

.....

FORMAT B: FORMAT FOR NO OBJECTION CERTIFICATE

Part-time candidates are required to submit a “No Objection Certificate” on a proper letterhead from the Head of the Institute/Competent authority in the organization clearly stating the following :

- I. The candidate is permitted to pursue studies on a part-time basis.
- II. That his/her official duties permit him/her to devote sufficient time for research.
- III. Facilities for research in the candidate’s field of research in the area in which admission is sought are available at the candidate’s place of work
- IV. He/she will be fully relieved from duty and permitted to reside at the Institute for the period required for course work .

Point No. (III) and (IV) stated above is not a requirement for candidates who are working within a distance of 100 km from the Institute).

NAME:

DESIGNATION:

ADDRESS:

Signature of the Head of the Organization with the official seal.

Place :

Date :