ORDINANCES FOR DOCTORAL PROGRAMME



Approved by the Board of Governors in its meeting held on 23/04/2019 under Resolution number BOG/MIN/37/2019-04/19

राष्ट्रीय प्रौद्योगिकी संस्थान जमशेदपुर जमशेदपुर, भारत NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR JAMSHEDPUR , INDIA

PREAMBLE

National Institute of Technology Jamshedpur offers doctoral programmes through its various Departments. The vision is to enhance the knowledge and educate the students in science, technology and other areas that will wisely serve the professional community, society and the nation.

To that end, the rules and regulations stated in this Ordinance exemplify the philosophy to make certain higher performance ethics in research work at the Institute. All the same, these Ordinances duly approved by the Board of Governors in its 37th meeting held on 23/04/2019 vide BOG/MIN/37/2019-04/19, shall supersede all the prior sets of manuals/Ordinances for Doctoral Program of the Institute and shall be obligatory on all research scholars.

In light of the periodic amendments in ordinances and regulations, appropriate care shall be taken to avoid any unfair circumstances on the students admitted in earlier years.

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1. INTRODUCTION

The Doctoral Programme at National Institute of Technology Jamshedpur constantly strives to-

- 1. Conduct high quality research and disseminate it to scholarly and other audiences;
- 2. Acquire competencies and skills to analyse and formulate research issues, taking into consideration of upcoming research areas;
- 3. Communicate effectively and clearly, communicate orally and in writing their research work for publishing of the scientific work, patent, etc.
- 4. Promote exchange of information and encourage exposure in field of science and technology by participating in workshops, seminars, courses, conferences and symposia.

The rules and regulations stated in this Ordinance exemplify the philosophy to make certain higher performance ethics in research work at the Institute. Despite these Ordinances, the student research committee (SRC) may oblige the candidates to acquire additional requirement with the intention of accomplishing their specific academic objectives. The Departmental Research Committee (DRC) shall ascertain the appropriate enactment of Ordinances and shall see to it that these rules and regulations are not misrepresented. All candidates enrolled for the Research Program shall be governed by all the provisions of this ordinance and of such other regulations as applicable to them and they shall also obey any direction/instruction concerning them issued by the Institute from time to time.

1.1 Doctoral Program

National Institute of Technology Jamshedpur offers full-time as well as part-time Doctoral Programme. As per the by-laws of the Senate, a DRC is established that functions through the Institute Research Committee (IRC) to govern all aspects of the programme. All the individual research work will be monitored by a committee namely SRC. Each department will have a convener of DRC who will act as Faculty Advisor for Ph. D. Programme.

1.2 Student Research Committee (SRC)

The Head of the Department/Centre in consultation with the Supervisor shall constitute a Student Research Committee (SRC) for each candidate admitted to the Research Program leading to Ph.D. degree. It shall consist of the following members:

1.	The Head of the Department or a faculty of the Department						Chairperson		
	nominated by the Head of the Department								
2.	Two	faculty	members	from	the	Department	to	be	Members

		nominated in consultation with the supervisor	
3	3.	One faculty member of appropriate field from other	Member
		Department to be nominated in consultation with the	
		supervisor	
_	1.	Supervisor(s)	Member & Convener

The SRC shall be responsible for the research scholar in following regards:

- 1. Assigning course work in the first-semester of the Ph.D. Programme of the student. (In the absence of SRC not being formed the course work in the first-semester shall be assigned by the Faculty Advisor)
- 2. Monitoring the progress of the student regularly in every semester;
- 3. Attending and resolving the academic and technical issues of the student;
- 4. Conducting meetings regularly to keep record of student's progress.
- 5. Recommending the names of the examiners for evaluating the thesis.

1.3 Departmental Research Committee (DRC)

The Department Research Committee (DRC) will be made at the department level for the research programme. The Head of the department will constitute the DRC consisting of the following members:

1.	Head of the Department	Chairperson
2.	Two Professors of the Department. In case of unavailability of	Member
	Professors ,Associate Professors can be considered	
3.	Two faculty members lower than the rank of Professor nominated	Member
	by HOD	
4.	One research scholar of the department nominated by the HOD. In	Member
	case of unavailability of research scholar in the department, research	
	scholar of other allied department can be considered	
5.	Faculty Advisor of Ph. D. program of the Department	Member-Convener

The functions of the DRC are as follows;

- To assist the HOD in Ph. D. admission of Department/Centre/School.
- To resolve issues related to research scholars of the department.
- To give input/suggestions to Institute Research Committee (IRC) from time to time for the improvement in Doctoral program.
- Any other issues which may arise or brought to the notice from time to time

1.4 Institute Research Committee (IRC)

There will be an Institute Research Committee (IRC) at the Institute level for the doctoral programme. The Institute Research Committee (IRC) shall consist of the following members:

1.	A Professor nominated by the Senate	Chairperson
2.	Doctoral faculty Advisors of the Department	Member
3.	Two research scholars nominated by the Senate	Member
4.	Associate Dean (Academic)	Member-Convener

The functions of the IRC are as follows:

- To resolve issues related to research programme of the Institute.
- To receive suggestions/proposals from the DRC/Department and send its recommendations to the Senate.
- To issue guidelines related to Doctoral programme of the Institute.
- Any other issues which may arise or brought to the notice from time to time.

1.5 Office of the Dean Academic

The Dean (Academic) shall be responsible for the implementation of the ordinance of Doctoral Program and other decisions taken on academic issues by the IRC / Senate / BOG. The office of the Dean (Academic) shall (i) receive, process and maintain all records related to the Doctoral Programmes including Curricula, Courses offered, Academic Calendar, Registration, Examinations, Grades, Award of Degrees and Medals/Prizes, (ii) disseminate information pertaining to all academic matters, (iii) issue necessary Memoranda/Orders, (iv) act as a channel of communication between the Students, Instructors/Supervisor(s), Departments / Interdisciplinary Programme / Schools / Cells /Centres/IRC. The doctoral section of the office of Dean (Academic) shall assist the IRC in its functioning.

2. ADMISSION

Admission to the doctoral programme shall be usually made in July for the autumn semester. However, additionally the admission to the spring semester in December may be taken as per decision of the Senate. All candidates enrolled for the Research Program under any of the semesters shall be governed by all the provisions of this ordinance and of such other regulations as applicable to them and they shall also obey any direction/instruction concerning them issued by the Institute from time to time.

2.1 Categories of Research Scholars

2.1.1 Institute Stipendiary Full Time Research Scholars (category 11):

Research scholars under this category are entitled for fellowship from the Institute as per MHRD norms. The candidate must have qualified GATE/NET or any other equivalent test recognised by MHRD for award of fellowship.

2.1.2 Sponsored Full Time Research Scholars (category 12):

Research scholars under this category receive financial support from AICTE under QIP scheme or from Institutions/Organizations/Industries under study leave. Foreign students under this category shall be sponsored by their Government or by Govt. of India (ICCR or other such organizations/agencies).

2.1.3 Self-Financed Full Time Research Scholars (category 13):

Research scholars under this category are those who support themselves or receive fellowship from other agencies such as UGC, CSIR, DST, etc. They shall not receive any financial support from Institute in any form.

2.1.4 Self-Financed Part Time Research Scholars (category 14):

Research scholars under this category shall be persons employed in Industries/R&D organizations/Institutions. They shall be required to furnish No Objection Certificate (NOC) from their employer. The candidate will produce a certificate that he will be permitted for attending classes and examinations as and when conducted by the Institute.

2.1.5 Faculty Members/Staff/Sponsored Project Fellows of N.I.T. Jamshedpur (Part Time) (category 15):

Regular faculty members, regular staff members and sponsored project fellows of N.I.T. Jamshedpur are eligible for admission to Ph.D. program in concerned Departments under this category.

2.2 Eligibility

All candidates seeking admissions in the doctoral programme shall have to possess requisite marks/grades in qualifying examinations as enlisted below:

2.2.1 Ph. D in Engineering:-

Master Degree in relevant branch of Engineering/Technology with minimum 60% marks or equivalent CPI 6.5

OR

Bachelor's degree in relevant branch of Engineering/Technology with minimum 80 % marks or equivalent CPI 8.5

2.2.2 Ph. D in Sciences, Computer Applications, Humanities, Social Sciences and Management:

Master's Degree in the relevant subject with a minimum 60% marks or equivalent CPI 6.5

OR

Bachelor's degree in Engineering/Technology with minimum 80 % marks or equivalent CPI 8.5

2.3 Selection Procedure

Candidates who possess qualifications as laid down in 2.2 as above are eligible for admission to the Ph.D. program on the basis of:

Written Examination and interview conducted by the Institute/Department/Centre with the weightage as:

- i. Written Examination 70%
- ii. Interview 30%

The selection procedure for admission to Doctoral Programme is based on consistently good academic record throughout and test/interview performance. Reservations for SC/ST/OBC/PWD/EWS are applicable as per GOI norms.

However, faculty/staff and sponsored project fellow of the Institute shall be admitted after screening of their eligibility criteria as specified in the clause 2.2. They shall be exempted from any test/interview.

All candidates seeking admission to Doctoral programme 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.

3. ENROLMENT

All selected candidates for admission to Ph. D. Programme shall enroll themselves by paying requisite fees and submitting the filled-up admission form (DPF-01).

3.1 Allotment of Supervisor (s)

All research students are required to carry out their research work leading to the Ph.D. degree under the guidance of a supervisor unless otherwise permitted by the Senate. The students will be allotted supervisor(s) in consultation with the Head of the Department and faculty advisor on the basis of the supervisor allotment form (DPF-02) submitted by the candidate. There can be two supervisors, at most, for any doctoral student. However, an Assistant Professor can supervise maximum four numbers of research students simultaneously whereas an Associate Professor and Professor can supervise maximum six numbers of research students. Research students under project (Research) under any faculty members will be in addition to above.

- 3.1.1 If a supervisor proceeds on long leave for more than a year after supervising a research scholar for at least two years, a joint supervisor shall be appointed. However, if the leave is for less than a year, a caretaker supervisor appointed by SRC will act as supervisor of the candidate for routine work during leave period. Further, on the recommendation of the SRC the supervisor can be allowed to continue as sole supervisor on case-to-case basis depending on the state of progress of the thesis work.
- 3.1.2. If a supervisor proceeds on long leave for more than six months after supervising a research scholar for less than two years, the SRC shall appoint a care taker supervisor for the scholar for routine work. However, if the leave is for one year or

- more the faculty member shall act as co-supervisor and another faculty member will be appointed as supervisor by SRC.
- 3.1.3 A supervisor superannuating will continue to be the sole guide if the pre-submission seminar of scholar has been delivered before superannuation otherwise a co-supervisor shall be appointed by the SRC.
- 3.1.4 **A faculty member who has less than or equal to two 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 co-supervisor jointly with another faculty member.
- 3.1.5. **A co-supervisor** from within the Institute or outside Institute/industry may be appointed at later stage on the recommendation of SRC.
- 3.1.6. **Emeritus/Chair Professors** can be appointed as a supervisor jointly with a regular faculty provided they have at least two years of tenure of contract left.
- 3.1.7 An existing supervisor may be replaced by a new supervisor by the Chairman, Senate on the recommendation of SRC and DRC.

Note: The above points are guidelines. The recommendation of SRC of a candidate will be given due consideration in making a decision in a particular case. However, in all the cases the decision of Senate shall be final.

3.2 Scholar Research Committee (SRC)

As mentioned in section 1.2, the Head of the Department/Centre in consultation with the Supervisor shall constitute a Scholar Research Committee (DPF-03) for each candidate admitted to the Research Program leading to Ph.D. degree. The SRC should be constituted within two weeks of candidate's joining the Ph. D. program. A member of the Faculty who himself is enrolled for the Ph.D. degree of the Institute or does not have adequate experience in the relevant field shall not be appointed supervisor or a member of the Student Research Committee for any other candidate for the Ph.D. degree.

3.3 Course Work

All research students enrolled for the doctoral program are required to complete the requisite course work allotted by SRC (DPF-04).

Research students admitted to the Ph.D. program after the Master Degree are required to complete a minimum of Twelve (12) credits of theory papers whereas students admitted directly after the graduation are required to complete a minimum of 20 credits of theory papers.

Students assigned course work is required to obtain minimum grade "C" in each of the subjects. If the student fails to obtain minimum grade "C" in a subject, the SRC may review the performance of the student and recommend a change/repeat of course work. All research students have to complete the course within two years from the date of enrollment. However, if a student fails to clear the stipulated course work within two years from the date of enrollment, his/her candidature will be cancelled and termination letter will be issued by the Head of the Department.

There will be no exemption from course work until unless it has been granted by the Senate as a special case.

3.4 Semester Registration

All research students enrolled for the Ph.D. program are required to register themselves in each semester (DPF-05).

Prior to registration of every semester (except the 1st semester), a student is required to deliver a seminar on the progress of his/her research carried out in the previous semester (s) and work to be done in the future. The seminar will be delivered to an open audience in the presence of members of the SRC and DRC. The student will be allowed to register for the upcoming semester only after delivering of seminar to the satisfaction of SRC (DPF-06). However, if the SRC is not satisfied by the seminar, the student will be required to deliver another seminar with suitable modification or improvement within the next one month.

3.5 Comprehensive Examination:-

- 1. All Students after completion of the course work shall appear before a Comprehensive Examination Board (DPF-07) duly constituted by the HOD for the comprehensive examination designed to test the overall comprehension of the students in the relevant area
- 2. Students registered in the Ph. D. programme are required to pass a Comprehensive Examination with satisfactory remarks (DPF-08).
- 3. The examination shall be in oral form but may be supplemented with a written part if Department so desires as a policy with the approval of Chairman, Senate.
- 4. If the performance of the student is unsatisfactory in the first attempt, a second comprehensive examination shall be conducted within three months with the permission of Chairman, SRC. A student shall not be allowed to appear in the comprehensive examination more than twice. In case, the performance of the student is found to be unsatisfactory in his/her second attempt, the candidature of the student shall be terminated from the programme. The Head of the department shall issue the letter in this regard. All such cases shall be brought to the notice of the senate

3.6 Termination of Enrolment: - A student shall not be allowed to continue the programme if

- i) he/she fails to clear the stipulated course with minimum grade "C" in each subject within two years from the date of enrollment.
- ii) he/she fails to clear comprehensive examination in consecutive two attempts.
- iii) he/she is found guilty of serious violation of Institute norms.

3.7 Appeal against Termination:-

A student may appeal to the Senate for reconsideration of his termination. The Senate shall, take a final decision after considering all the available inputs. The Senate shall not entertain any further appeal for review unless substantial additional information is

bought to its notice. The Senate shall not entertain the appeal more than two times from the same student.

4 Institute Research Scholarship/Fellowship

- 4.1 All Institute Stipendiary Full Time Research Scholars (clause 2.1.1) shall be entitled to award of Institute Scholarship/fellowship.
- 4.2 Enhancement Seminar: A student is required to deliver a seminar on the progress of his research work carried out in the previous semesters and work to be carried out in the subsequent semesters. The seminar will be delivered to an open audience in the presence of SRC and DRC. The stipend/scholarship shall be enhanced after completion of two years from the date of admission as per MHRD guidelines on successful completion of the seminar (DPF-09).
- 4.3 Extension Seminar: A student has to deliver an extension seminar in case he/she has completed four years as institute scholar and his/her research work has not been completed (DPF-10). The extension will be allowed for a period of maximum one year, limited to six months only at a time.
- 4.4 No Institute Stipendiary Full Time Research Scholars shall accept or hold any appointment, paid or otherwise, or receive any emoluments, salary, stipend etc., from any other source during the tenure of fellowship. 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 (Academic).
- 4.5 All Institute stipendiary full time research scholars are required to support departmental academic activity for at least eight hours per week as assigned by the department concerned as per MHRD guidelines.

5. Ph. D. REGISTRATION SEMINAR

- 5.1 A student is required to deliver a seminar on his/her topic of research to an open audience in presence of members of the SRC and DRC within six months of the successful completion of the comprehensive examination. If the seminar is satisfactory his/her registration will be confirmed and a notification (DPF-11) to this effect will be issued by the Academic Section. However, if the SRC/DRC is not satisfied by the seminar, the student will be required to deliver another seminar with suggested modifications or improvements within the next 3 months. The registration seminar should normally be held within 2 calendar years of enrolment of a student.
- 5.2 Registration of a student for the Ph.D. degree shall be effective, normally, from the date of enrolment and shall remain valid for a period of eight years. The registration of a student may be deferred by the SRC and DRC on account of unsatisfactory progress, however, the student has to submit the thesis within eight years from the date of enrolment. In the event of a candidate failing to submit his/her thesis within the period, the registration shall be cancelled automatically and the student has to apply for extension. The Senate may take decision regarding extension on case-to-case basis.

6. CONVERSION FROM FULL-TIME TO PART-TIME RESEARCH SCHOLAR

A Full-Time research scholar can be permitted to become Part-Time research scholar on the specific recommendation of the SRC after successful completion of course work and comprehensive viva-voce examination (DPF-12). However, the thesis for the Ph.D. degree must be submitted within 8 years of enrolment.

- 6.1 A research scholar granted permission to become part-time research scholar, he/she will be required to maintain close interaction to the satisfaction of the supervisor in the department and has to appear in the progress/other seminar as required time to time.
- 6.2 A research scholar granted permission to become part-time research scholar may be allowed to work externally provided sufficient research facility exists at the Organisation (parent/new). Permission to carry out the research work at the Organization shall be granted only if necessary research facilities exist there and the SRC is satisfied about the requirement and recommends accordingly (DPF-13). In such 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 Ph. D. degree/adequate research experience. Further, he/she will be required to maintain close interaction to the satisfaction of the supervisor in the department and has to appear progress/other seminar as required for degree.

7. PRE-SUBMISSION SEMINAR:-

Prior to submission of the thesis the student will submit the synopsis of the thesis and present his/her work in a seminar to open audience in presence of SRC and DRC. The candidate shall be allowed to submit his/her thesis for the consideration of award of Ph.D. degree only when the SRC is satisfied with the research work. If the SRC is not satisfied with the research work or the presentation of the student, the student will have to reappear for the seminar within a maximum period of six months. The thesis must be submitted within two months after the SRC recommends the submission of the thesis. The recommendation of SRC will be forwarded to the Dean (Academic) for approval (DPF-14)

8. THESIS SUBMISSION, EVALUATION AND EXAMINATION

8.1 Thesis Submission

The student shall submit the thesis within two months from the date of pre-submission seminar. The guidelines for submitting the Thesis is given in Annexure-I. If the candidate fails to submit the thesis within the specified period, then an extension of one month can be given by Dean (Academic) on the recommendation of SRC. If the candidate fails to submit the same within the extended period, then he/she has to deliver pre-submission seminar again after the approval of the Chairman IRC.

Ph. D. thesis can be submitted only after satisfactory completion of the pre-submission seminar. The student shall submit soft copies and four hard copies (soft bound) each of Ph. D. thesis and synopsis to academic section as per the guidelines given for thesis submission.

Plagiarism: Plagiarism is a serious offence and at any stage if it is found that the content of the thesis is plagiarized beyond the limit prescribed by the Senate, the Thesis shall be withdrawn. A certificate to the effect that the Thesis is not plagiarized (beyond the limit prescribed by the Senate) has to be submitted by the student in prescribed format (DPF-15) at the time of submission of the thesis.

The thesis will be allowed for submission only after clearance from IPR Cell/Dean (Academic).

8.2 Thesis Evaluation

A thesis evaluation board shall be constituted for each student consisting of two examiners (from outside the Institute) along with thesis supervisor(s). The supervisor(s) shall propose a list of examiners consisting of at least six experts within and outside the country in prescribed format (DPF-16) through SRC. The Chairman, Senate shall select the members of thesis evaluation board from the list. If considered necessary, the Chairman, Senate may ask for additional names of experts. The name of members of the thesis evaluation board shall be kept confidential till successful completion of thesis evaluation.

- 8.2.1 In case the Dean (Academic) is a supervisor, the Associate Dean (Academic) will carry out the work of Dean (Academic) related to thesis evaluation. Further, if the Chairman, Senate is a supervisor, the Chairman, IRC will select the members of thesis evaluation board
- 8.2.2 After submission of the thesis and constitution of Thesis Evaluation Board, Dean (Academic) shall process the Evaluation of the thesis. The Dean (Academic) shall be responsible for seeking consent of the approved Examiners. In case the Examiner refuses to give his/her consent or no response is received from the Examiner within four weeks (with a reminder being sent after two weeks), steps shall be taken to appoint another Examiner.
- 8.2.3 After receiving the consent of Examiners, the Dean (Academic) shall send the Thesis for evaluation to the Examiners.
- 8.2.4 Examiners shall place their report in any of the following categories in the prescribed format (DPF-17)
 - Category I: The thesis is acceptable in the present form for the award of the Ph. D Degree.

Category II: The thesis is acceptable with the corrections/modifications as suggested. The corrections/modifications suggested by examiner(s) would be incorporated in the thesis to the satisfaction of SRC.

Category III: The thesis needs technical improvement/modifications, which must be Carried out. The revised thesis shall be sent for re-evaluation to the Examiner concerned.

Category IV: The thesis is rejected.

8.2.5 After receiving the reports of all the Examiners, copies of the reports (without the identity of the Examiners) shall be sent to the Head of the Department/Chairman, DRC by the Dean (Academic). Subsequently, the Chairman, DRC will authorize the

- supervisor(s) to get necessary correction/modification in the thesis to be made by the student.
- 8.2.6 If one or more Examiner(s) gives his report in Category II then clarification/modifications suggested by the Examiner shall be done by the student in consultation with Supervisor(s) to the satisfaction of SRC.
- 8.2.7If one or more Examiner(s) gives his report in Category III then clarification/modifications suggested by the Examiner shall be done by the student in consultation with Supervisor(s). Then Supervisor shall send the corrected thesis along with the responses and explanatory notes to the Chairman SRC who shall advice the Dean (Academic) to send the corrected thesis along with the responses and explanatory notes to the same Examiner with a request to respond within six weeks. If no response from the Examiner is received within six weeks' time or the Examiner gives his report again in Category III then the matter shall be referred to Chairman Senate for further course of action.
- 8.2.8 If one of the Examiners places his report in Category IV the matter shall be referred to Chairman, Senate for deciding the further course of action (evaluation of the thesis).
- 8.2.9 If the reports received from more than one Examiner are in Category IV the Thesis shall be rejected and the candidature of the student shall stand automatically terminated.

8.3 Ph. D. Examination

8.3.1 Constitution of Oral Board:

- (i) The Oral Board will consist of all members of the SRC and external examiner appointed for conducting via-voce examination (DPF-18).
- (ii) In case, the members of the oral board are not available except external examiner and supervisor(s) on the day of oral examination, the thesis supervisor(s) shall propose the reconstitution of the oral board and HOD shall forward the same to the Dean (Academic) who shall recommend it to the Chairman, Senate for approval.

8.3.2 Function of Oral Board -

- (i) To ensure necessary modifications, if any, suggested by the thesis examiner have been incorporated,
- (ii) To elicit the candidate's replies to the questions raised by the thesis examiner,
- (iii) To judge the presentation of the work by the student and the satisfactory answers to the questions raised during presentation of thesis, and
- (iv) To submit a report (DPF-19) of the Oral Examination in a prescribed format to the Dean (Academic) through the Head of the Department.

8.3.3 Conduct of Oral Examination –

(i) The student shall submit the requisite number of hard bound copies of the revised thesis after incorporating all the modifications suggested by the Examiner(s) to the Supervisor, if any.

- (ii) The Supervisor shall be the convener of the Oral Board and shall fix the date of the Oral Examination in consultation with the external examiner and intimate the date to the Academic Section for official communication and to all the members of Oral Board.
- (iii) If the external examiner of the Oral Board communicates his/her inability to be present in advance or fails to be present on the specified date and time, the Chairman Senate shall decide the further Course of action.

On receipt of the report that the student has passed the Oral examination, the Chairman SRC shall recommend the same to the Dean Academic after checking all the relevant documents of the student (DPF-19). The Dean Academic will place the report before Chairman, Senate for approval through IRC. The approval accorded by the Chairman Senate shall be reported to Senate for the award of Ph.D. Degree to the student in forthcoming Convocation.

9. 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 Hostel/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.

10. CONDUCT AND DISCIPLINE

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

- 1. Research Scholars shall show due respect to the faculty members of the Institute, the Wardens of the Hostel/Halls of Residence, the Sports Officers of the Gymkhana and the Officers of the National Cadet Corps: proper courtesy and consideration should be extended to the employees of the Institute and of the Hostel/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/Hostel or of fellow students
 - Possession, consumption or disruption 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.
- Submission of plagiarized report/paper/thesis.

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

For an offence committed in (a) a hostel/hall of Residence, (b) the department or in a classroom and (c) elsewhere, the Warden, the Head of the Department and the Dean of Students' Affairs respectively, shall have the authority to reprimand or impose fine or take any other suitable measure.

All cases involving punishment other than reprimand shall be reported to the Chairman of the Standing Institute Conduct and Disciplinary Committee.

10.1 Leave

After enrolment for the Ph.D. program a Research Scholar under any category may be permitted to be on leave from the Department /Centre for a limited number of days per year of stay, as prescribed by the Institute or Government of India, time to time. Presently, it is as stated below:

i) CASUAL LEAVE --

15 days

ii) MEDICAL LEAVE --

15 days

iii) SPECIAL CASUAL LEAVE (Academic work related to Ph. D)

15 days

iv) MATERNITY LEAVE: As per the Govt. of India rules as applicable.

The leave will be granted by the Head of the Department/Centre on the recommendation of the Supervisor. Leave of any kind not availed during a year will not accumulate.

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 Scholarship.

- 10.1.1 Married Research Scholars admitted to the Research program of the Institute shall in addition to casual leave and medical leave prescribed by foregoing clause 10.1 be entitled to maternity leave as per Govt. of India rules if the request for the leave is supported by a medical certificate from a registered medical practitioner.
- 10.1.2 Any absence over and above the admissible leave as prescribed above shall be without Scholarship which shall be deducted on pro rata basis for the days of such absence.
- 10.1.3 A research scholar on the recommendation of the Supervisor and the Head of the Department/Centre be granted leave without Scholarship for a total period not exceeding three months, during the entire tenure of Scholarship by the Dean (Academic).
- 10.1.4In exceptional circumstances, the Dean (Academic) may on the recommendation of the SRC grant a Research Scholar leave without Scholarship 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 department or in an educational institution, R & D organization or an industry of repute. When a scholar is granted such leave without Scholarship the enhancement of the value of Scholarship shall be deferred for the appropriate period. In all the cases, period spent on leave shall be counted for the purpose of termination of the tenure of the Scholarship

10.2 General

- (i) No Research Scholar shall be permitted to accept or hold any appointment, paid or otherwise or receive any emoluments, salary, stipend or any other Scholarship during the tenure of award. In the event of a student being awarded another Scholarship 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 (Academic). QIP scholars shall however draw fellowship and contingency grant from QIP program of MHRD only as per rules applicable to them. They shall in no case be eligible for award of Institute Research Assistantship.
- (ii) A Research Scholar may be assigned academic responsibilities up to eight hours per week of tutorial, laboratory demonstration work, conduct of Seminar/Symposia, running and maintenance of equipment/ computer as may be decided by the Head of the Department/Centre.
- (iii) 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.
- (iv) If a Research Scholar wishes to relinquish the fellowship during the tenure, it should be done with the prior approval of the Supervisor the Head of the Department/Centre and the Dean (Academic). He/she should also obtain prior permission from the same authority for appearing in any examination conducted by any Institution, University or Public Body.
- (v) Any other act of Misconduct amounting to "**moral turpitude**" may lead to initiation of disciplinary proceedings.



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		ADI	MISSION F	<u>ORM</u>			
CANDID	ATE'S DETAILS:						РНОТО
Full Nam	ne (English Capitals):						
Full Nam	ne (Hindi) :						
Aadhaar	No:						
GATE/N	ET Score:	Qual	ifying Year	:	Seme	ster:	
Category	7:	Sub-Category	:			Batch :	
E-mail II):						
Date of E	Birth :	Place of Birth	:			Marital Sta	tus:
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Mother 7	Гongue :		_ Blood (Group : _			
Father's	Name :		Occupa	ition :			
Mother's Name : Occupation :							
Identific	ation Mark :						
Sex: Ma	le / Female	Height (in cn	n):		,	Weight (in	Kg) :
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	I hereby declare that	the information	given abov	ve is true	to the bes	st of my kno	owledge.
Date Place :					Signatur	e of candida	ate

DOCUMENTS VERIFICATION DETAILS:

The candidates must bring the following documents/certificates in original along with 1 set of their photocopies $\,$

Sl. No.	Details of Documents (Original)	Verified	Remarks if any
01.	GATE/NET/JAM Score Card as applicable	YES / NO	
02.	High School (Class - X) Certificate as proof of age	YES / NO	
03.	12 th Pass Certificate / Mark sheet	YES / NO	
04.	Marks Card of B. Tech. and M. Tech.	YES / NO	
05.	College Leaving Certificate (last attended)	YES / NO	
06.	Migration Certificate	YES / NO	
07.	Character Certificate from the Institution last attended	YES / NO	
08.	Passport size photograph – 4 Nos.	YES / NO	
09.	Category Certificate SC/ST/PWD/OBC/EWS Category certificate issued not below the rank of SDO. EWS/OBC-Non-creamy layer certificate issued on or after the 1 st April of the current Year not below the rank of SDO.	YES / NO	
10.	Candidates selected in External PRS category are required to furnish NOC from employer stating that they have been granted permission to pursue Ph.D. programme at NIT Jamshedpur and leave possibly for one year to attend course work towards Ph.D. as per rules.	YES / NO	
11	Copy of Aadhaar Card	YES / NO	

UNDERTAKINGS: (i)	(ii)
	Signature of Verifying Officer
	Admitted / Not Admitted
	Dean (Academic)
FOR OFFICE USE ON	I <u>LY</u>
Registration No.	:
Roll No.	:
Branch / Section	:



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CONSENT FORM FOR SUPERVISON

	<u>C</u>	UNSENT FURM FU	RSUPERVISON						
Name (I	n capital letters)	:							
Registra		:							
Type of	Registration		DIARY/SPONSORED/SE -TIME / FACULTY / ST						
Departn	nent	·							
Broad a	rea of research	:							
Consent	of Faculty Member	rs -							
Sr. No.	Name of	the Faculty		nature					
51.110.	Tunic of	- the Fueurty	Willing to guide	Not willing to guide					
				Signature of student					
Guide A	llotted:								
1. 2.									
Date:		Departmental Faculty (Ph.D.)	y Advisor Hea	nd of the Department					



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FORMATION OF SRC

Name of	Student:	Reg No:							
Departme	ent:								
Date of First Registration:									
Area of F	Research:								
Superviso	or(s):								
Sl. No.	Name of Members	Designation	Department						
1.									
2.									
3.									
4.									
5.									
6.									
Proposed by: Supervisor(s)									
Forward	led by:	Departmental Faculty Advisor (Ph. D.)							
Recomm	ended by:	Head of Department							
Approve	ed by:	Dean Academic							
		20 I P a g e							



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ALLOTMENT OF COURSE WORK

Name of	f Student:		Reg No:					
Departn	nent:							
Date of	First Registration:							
Area of	Research:							
	y of Stydent:							
•	sor(s): of the Course Work:							
Sl. No.	Course Name with	code	Credit	Department	Course Faculty			
1.								
2.								
3.								
4. 5.								
6.								
Proposo Forwar			rvisor(s) artmental Fac	culty Advisor (Ph.	. D.)			
Recomi	nended by:	SRC	SRC Member(s)					
Approv	red by:	Head	l of the Depar	rtment				



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	(3)	iuuciit)	(Faculty Au)	(1801)		(17)



(An Institution of National Importance under MHRD, Government of India)

SEMESTER REGISTRATION

Name of Candidate:	Registration No:
Department:	
Date of First Registration:	
Supervisor(s):	
No. of Courses Completed:	Total Credits: (a) Attempted (b) Earned
Comprehensive Examination Pa	ssed: Yes/No/Not Applicable
Date of Comprehensive Examina	ntion:
Date of Registration Seminar:	
Date of Presentation:	Semester:
Research paper(s) Published/ Prese	ented during the period (Use separate sheet, if needed)
Percentage of research work comp	leted :(as per student assessment)
Progress of the Candidate is sati	(Signature of the Student) sfactory: Yes/No
Supervisor(s) Inte	rnal Member of SRC External Member of SRC
Forwarded by:	Departmental Faculty Advisor (Ph. D.)

Recommended by the Head of Department

- The Candidate has to submit the progress report of the semester in one-page approved by the supervisor(s).
- The candidate will prepare the presentation (power point) and will give seminar before a committee constituted by the Head of the Department.
- The presentation to assess the progress of the candidate is to be preferably made at the end of semester (May-June/Nov.-Dec), but in any case one week before the date of registration.



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FORMATION OF COMPREHENSIVE EXAMINATION BOARD

Name of S	Student:			••	Reg No:	
Departme	nt:					
Date of Fi	Date of First Registration: Name of Supervisor(s):					
List of Su	ggested Examiners fo	or Ph. D Co	omprehensive	Examination	1	
Sl. No.	Name of Examine	ers	Designation	Depai	rtment	
1.						
2.						
3.						
4.						
5.						
Forwardo	ed by:	Dep	artmental Fa	culty Advis	or (Ph. D.)	
Recommo	ended by Head of D	epartment				
Approved	l by:	Dean (Acad	demic)			
Date:						



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COMPREHENSIVE EXAMINATION REPORT

Name of S	Student:		Reg No:
Departme	nt:		
Date of Fi	irst Registration:		
Name of S	Supervisor(s):		
Commen	ts:		
Candidate	has PASSED /FAILED		
Sl. No.	Name of Examiners	Department	Signature
1.			
2.			
3.			
4.			
5.			
Superviso	or(s)	Convener-Departmenta	l Faculty Advisor (Ph. D.) Date:
Head of I Date:	Department/Chairperson (1	DRC)	
		For Office use on	ılv
•	· · · · · · · · · · · · · · · · · · ·	e Supervisor to ensure th	at the Registration Seminar is e Comprehensive Examination.
			Dean (Academic)



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STIPEND/FELLOWSHIP ENHANCEMENT SEMINAR

Guidelines for enhancement of scholarship after 24 months

	Name of the Research Scholar	:		
	Registration No/ID No. Department to which the student is regist	ered :		
	Date of Enrolment/ Admission	:		
	Name of the Supervisor Name of Co-Supervisor (If any)	:		
	Title of Ph.D. Topic registered(Y/N)	: if yes		
	Date of Ph.D. Registration Seminar	:		
9.	Comprehensive Examination Passed: Yes	/No/Not Applic	able Date:	
	te: A candidate may be recommende on the basis of the SRC & DRC on the basis of			_
10.	Number of weeks/ months needed to subm	nit Ph. D. work	:	
11.	Publications/patents from his Ph. D work	till date	:	
~	(Attach copy of patent/paper)	~		
	Number of patents filed along with details Number of research article accepted in inc			
	(Engineering/Science and Humanities)	sexed journal		-
	Number of research article accepted/public	ished in SCI/SC	I extended	
	Number of research article accepted/public		•	
>	Number of research article accepted/public	shed in national	l/international (conference
	Date:	(Signature of th	e Student)
12.	Recommendation of supervisor(s) (with member)	copy of progre	ss report duly	endorsed by SRC
13.	Forwarded by faculty advisor (Ph. D.)			
14.	Endorsed by Chairman SRC/DRC			
••••]	For Office use	 <u>only</u>	
A.l	R./D.R. (Academic) Associa	te Dean	Dean (A	cademic)



1. Name of the Research Scholar

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SEMINAR FOR EXTENSION OF STIPEND/FELLOWSHIP

Checklist and recommendation for extension of scholarship after 48 months of Ph.D. research for regular scholar only.

A.]	R./D.R. (Academic) Associat	e Dean	Dea	n (Academic)	
• • •	<u>F</u>	or Office use o	<u>only</u>		•••
14.	Endorsed by Chairman SRC				
13.	Forwarded by faculty advisor (Ph. D.)				
12.	Recommendation of supervisor(s) (with omember)	copy of progres	s report o	duly endorsed by	y SRC
	Date:	(2)	Signature	of the Student)	
11.	Number of weeks/ months needed to subman Publications/patents from his Ph. D work to (Attach copy of patent/paper) Number of patents filed along with details Number of research article accepted in ind (Engineering/Science and Humanities) Number of research article accepted/publis	exed journal_shed in SCI/SC	I extended index jour	l :nal	_ _ _
	te: A candidate may be recommended on the basis of some state of the basis of the ba			_	ter 24
9.	Comprehensive Examination Passed: Yes/	No/Not Applica	able I	Date:	
7.	Title of Ph.D. Topic registered(Y/N) Date of Ph.D. Registration Seminar	: if yes			
	Name of the Supervisor Name of Co-Supervisor (If any)	: :			
4.	Date of Enrolment/ Admission	:			
	Registration No/ID No. Department to which the student is registed	:			



REGISTRATION SEMINAR

Name of the Student: Department: Date of Passing the Comprehensive I Date of delivery of the Seminar: Name of Thesis Supervisor(s): Comprehensive Examination Passed:	Date of First I Examination: Yes/No/Not Applicab	le Date:
Topic of the Seminar:		
Comments:		
••••••		
Supervisor(s) Internal SRC	Member (s)	External SRC Member
Forwarded by: Fac	ulty advisor (Ph. D.)	
Endorsed by the Chairperson SRC		
	For Office use onl	<u>ly</u>
A.R./D.R. (Academic) Ass	ociate Dean	Dean (Academic)



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APPLICATION FOR CONVERSION FROM FULL- TIME TO PART-TIME SCHOLAR

Name of the Department / Cer	ntre:	
Name of the RESEARCH Sch	olar:	Registration No
Status :	Category: Institute / Sponsored / Sch	neme/Self financed
Name(s) of Supervisor(s):		
Date of enrolment:	Date of First Registration	on:
Course work Completed: Yes/	No Total Credits: (a) Assigned-	(b) Earned-
Comprehensive Examination l	Passed: Yes/No/Not Applicable	Date:
Publications/patents from the (Attach copy of patent/pap) Number of patents filed all Number of research article (Engineering/Science and Number of research article Number of research article Number of research article	oer) ong with details os accepted in indexed journals	tended journalsex journalsernational conferences
Work partially at the place of	of employment viz.,	where research
facilities are available under	joint supervision of	along with
=	NIT Jan	
Date:	(Signa	nture of the Student)



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REPORT OF SRC FOR CONVERSION FROM FULL- TIME TO PART-TIME RESEARCH SCHOLAR

	Department / Centre:	
	Department / Centre: Registration No	
	Status: Category: Institute / Sponsored / Scheme/Self	
	Name(s) of Supervisor(s): Date of First Registration:	
	Date of enrolment: Date of First Registration:	
	The Student Research Committee (SRC) in respect of the research scholar named above	
	and considered his application dated for permiss	ion to –
	(a) Convert from Full-Time to Part-Time research scholar and	
	(b) Submit thesis from outside if work is complete	
	(c) Work partially at the place of employment viz., where	research
	facilities are available.	
	The committee examined the progress made by the student in his research work and it was that he/she has / has not	as noted
i)	Completed the minimum residential requirement of one year OR, completed a permanent of the minimum residential requirement of one year OR, completed a permanent of the minimum residential requirement of the year OR, completed a permanent of the year OR.	riod of
ii)	Completed successfully the course work of credits assigned and	passed
	comprehensive examination.	-
iii)	Progress satisfactory in the research work.	
	The committee recommends that as requested for, he/she may be/may not be permitted to-	
1.	Leave the Institute with effect from;	
	Since the minimum residential requirement is already fulfilled he/she need not join be	
	Institute nor will he/she has to maintain frequent contact with the teacher, in person and /or	by post
	so as to complete the work, OR	
	In order to satisfy the residential requirement and in the interest of the work assigned h	e/she is
	required to join back the Department / Centre by	
2.	Submit the thesis from outside in view of the fact that the most part of the work has alrea	
	done and only computational work and writing down the thesis remain which can be don	ne away
2	from the Department	. ,.
3.	Work under the joint supervision of of the orga where he is employed in addition to the guidance of Prof	nızatıon
	of the Department.	
4	The joint supervisor proposed has enough experience and capacity to extend research guidar	ice.
4.	Any other points / conditions may be mentioned here:	
	Signed members of SRC	
	Signed members of Sicc	
		_
	(Supervisor) (HO.D.)	



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PRE-SUBMISSION SEMINAR REPORT

Name of Student:		Reg No.:			
Department:		Date of First Registration:			
Thesis Title:		(b) Earned Through Course Work			
	eminar:				
Name(s) of Thesis Su	upervisor(s):				
Certified that the candid submission Seminar requirem thesis work: (a) Int. Journal(s)-	late has earned the requisite rired for submission of the Thes (b) National Journals- (d) Int. Journal(s)-	credits and has successis. Further, the student h	sfully delivered the pre- eas following publications		
Supervisor(s)	Internal SRC Mem	ber(s) Exte	rnal SRC Member		
Forwarded by: Facult	y advisor (Ph. D) Chairpe	rson, SRC			
Recommended by: (Chairperson, DRC: Chairma	n SDPC			
	For (Office use only			
A.R./D.R. (Academic) Associate Do	ean Dean	(Academic)		
A.R./D.R. (Academic) Associate Do	ean Dean	(Academic)		



PLAGIARISM UNDERTAKING

I declare that the work presented in this thesis ent	itled "
	submitted to
the Department of	, Nationa
Institute of Technology Jamshedpur, Jamshedp	ur (India)- 831014 for the award of
Doctor of Philosophy Degree in	, is
my original work. I neither have plagiarized any	y part of the thesis nor submitted the
same work for the award of any other Degree any	where.
In case this undertaking is found incorrect	, The Degree shall be withdrawn
unconditionally.	
Date:	(Signature of the Student)



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Ph. D. EXAMINER LIST FOR THESIS EVALUATION

Name	of S	tudent:		I	Reg No:
					=
					Exam:
				Date of Pre-submission	
Thesis	s Titl	le (in capitals):			
			Examine	ers with Address/Fax/I	
Sl. No.		Name & Address		Phone/Fax	Email
1.					
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		Name(s) and o	<u>communi</u>	ication details of Super	rvisor(s)
Sl. N	lo.	Name & Address	Phone/	/Fax	Email
1.					
2.					
Proposed by: Thesis Supervisor(s) Forwarded by: Faculty advisor (Ph. D.) Recommended by: SRC Members Head of Department					
Appro	oved	by: Chairman Senate	2		



Ph. D. THESIS EVALUATION REPORT

Name of Examiner	:
Address for Communication	:
E-mail Address	
Mobile Number (s)	:
	•
Title of Thesis	:
Name of the Candidate	:
Name of the Department	:
Name of Supervisor (s)	:
	REPORT
Title: Is it appropriate for the content of	the thesis ? (Yes / No).
Abstract: Does it contain the essential in	nformation of the thesis ? (Yes / No)
Scientific Merit: Is the work scientifical	ly accurate and correct ?
Clarity:	
Originality:	

Balance: Your view on the overall balance and structure of the thesis. (Additional Sheet

may be used)

Conclusions: Have the conclusions been written correctly? Whether the conclusions are relevant and useful? (**Additional Sheet may be used**)

Significance: Does the thesis contain important new results and is it likely to make significant impact on current research? (**Additional Sheet may be used**)

Viva-Voce Examination: Questions, if any, relevant to the work, which the candidate will be required to answer during the open Viva-Voce Examination. (**Additional Sheet may be used**)

Remarks of the Examiner:

(Additional Sheet may be used)

Please select any one the final Remarks

The thesis is acceptable in the present form for the award of the Ph. D Degree.

Or.

The thesis is acceptable with the corrections/modifications as suggested. The corrections/modifications suggested by examiner(s) would be incorporated in the thesis to the satisfaction of SRC.

Or.

The thesis needs technical improvement/modifications, which must be carried out. The revised thesis shall be sent for re-evaluation to the Examiner concerned.

Or, The thesis is rejected.

Place:	
Date:	Signature of the examiner



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CONSTITUTION OF Ph. D. THESIS EXAMINER ORAL BOARD

	lent:	C
•••••		
Sl. No.	Name of the Examiners	Department
1.		
2.		
3.		
4.		
5.		
Proposed by	y: Thesis Supervisor(s)	
roposed by	•	Faculty advisor (Ph. D.)
orwarded t	•	Faculty advisor (Ph. D.)
orwarded b	py:	Faculty advisor (Ph. D.)
orwarded b	oy: led by Head of Department	Faculty advisor (Ph. D.)
ecommend	ed by: Dean (Academic)	Faculty advisor (Ph. D.)
ecommend	ed by Head of Department ed by: Dean (Academic) Date:	Faculty advisor (Ph. D.)



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REPORT OF Ph. D. THESIS EXAMINER ORAL BOARD

				•	
-	f First Registration:		Thesis Title (in capitals)):	
Date of	f Oral of Examination:		Thesis Supervisor(s):.		•••••
-	t of the Oral Board ents:				
•	eparate sheet if required andidates has PASSED	d) /FAILED	amination Committee		
Sl. No.	Name of the Exam		Department/Institute	Signature	
1.					
2.					
3.					
4.					
5.					
Superv	visor(s) Fa	culty advi	sor (Ph. D.) Head	of the Department	
			For office use:		
Total Cr	redits: (a) Attempted	(b) E	Earned Through Course Work	(c) Earned Through Oth	ers
Recom	mend by:		Head of the Departme	ent Dean (Acaden	nic)
Approv	Approved by: (Chairman Senate)				



राष्ट्रीय प्रौद्योगिकी संस्थान जमशेदपुर NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR

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