

भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ) धनबाद
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD
(OFFICE OF THE DEAN IRAA)

10th June, 2022

PROPOSAL FOR GIVING AN OPPORTUNITY TO THE RESEARCH SCHOLARS TO PURSUE COLLABORATIVE DOCTORAL PROGRAM (PH.D.) WHICH WILL BE AWARDED BY BOTH THE INSTITUTES/ UNIVERSITIES UNDER COLLABORATIVE DOCTORAL PROGRAM BETWEEN IIT (ISM) AND OTHER FOREIGN UNIVERSITIES/INSTITUTIONS

It is proposed that an opportunity may be given to all registered and eligible Ph.D. scholars to pursue the Collaborative Doctoral Program and the Ph.D. degree to be awarded by both the Institutes/Universities under the agreement of Collaborative Doctoral Program between IIT (ISM) Dhanbad and the Foreign Universities/Institutions.

1. OBJECTIVES

Objectives of the proposals to be given as an opportunity to the Ph.D. Scholars to pursue Collaborative Doctoral Program are:

- 1.1 The proposed Collaborative Doctoral Program will strengthen the academic ambience and research capabilities of both the collaborative institutes in the areas of identified specializations.
- 1.2 It will give a new opportunity to the Ph.D. scholars who are interested to pursue their research work in any foreign Institutes/Universities of international repute.
- 1.3 The scholars, who will avail the opportunity, will be exposed to the learning and teaching system as well as the cultural environment of the renowned International academic Institutions. It will be helpful for them to obtain knowledge and skills that will increase their employability at both national and international levels.
- 1.4 Under this program, the students/research scholars of the host Institute/University will also get the same opportunity to pursue their academic activities and develop a cultural relationship between the two countries.

2. ELIGIBILITY CRITERIA

The following eligibility criteria are to be fulfilled for pursuing Collaborative Doctoral Program:

- 2.1 Only Full-Time Ph.D. scholars will be eligible for pursuing Collaborative Doctoral Program.
- 2.2 Scholars must have obtained the minimum CGPA of 8.0 at the end of his/her course work and must have successfully completed **Comprehensive Examination** and **Research Proposal Seminar**. However, the Department will have the prerogative to decide the minimum required CGPA above the 8.0 and conducting an interview, if any, at the time of selecting the scholars who are interested to pursue the academic program under reference.
- 2.3 The scholar should have cleared all the prescribed courses in **SINGLE ATTEMPT** because no provision exists in the Ph.D. program to repeat/substitute of any backlog course(s).
- 2.4 In addition, the eligibility criteria, if any, as prescribed by the host Institute/University in the **Memorandum of Understanding (MoU)**, such as knowing of the language of the host country, then the same needs to be fulfilled by the scholars after accepting his/her application by the home Institute.

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3. APPLICATION AND SELECTION PROCEDURE

Process to be followed for submission of application.

- 3.1 A list of host Institute/Universities entered into a Memorandum of Understanding (MoU) with IIT(ISM) Dhanbad will be available on the Institute's website by giving all information such as the number of seats available for the program in the host Institute/University, eligibility criteria, minimum and maximum duration of the academic program, available financial support as well as all other terms and conditions.
- 3.2 For submission of application, a prescribed form will be filled up (*Application Form will be available in the Institute website*) and the same to be submitted to the respective department within **thirty days from the date of commencement of classes of the Semester or as specified by the host Institute/University.**
- 3.3 The scholars will be allowed to apply for maximum three choices of Institute/University at a time where he/she is interested to pursue the Collaborative Doctoral Program.
- 3.4 Ph.D. scholars who are interested to pursue the Collaborative Doctoral Program and once selected for the same, then he/she will not be eligible to apply to other Institutes/Universities in the entire period of his/her academic program.
- 3.5 Since the supervisor is allotted by the Department, area of the research work will be decided in consultation with the supervisor as well as scholar. For interdisciplinary subjects, extra Co-supervisor may be allotted.
- 3.6 Before submission of the application form, the scholar may consult with the HOD/Convener, DPGC/supervisor of her/his respective department.
- 3.7 The scholar must either obtain a written consent from his/her supervisor at the home Institute before communicating with the identified supervisor at the host Institute/University or ask his/her supervisor at the home Institute to communicate with the identified supervisor at the host Institute/University under the Collaborative Doctoral Program.
- 3.8 Area of research will be decided based on mutual discussion amongst the supervisor of the home Institute, the supervisor of the host Institute/University and the Ph.D. scholar.
- 3.9 While applying, a proper justification will have to be given by the scholar why he/she is interested to pursue the Collaborative Doctoral Program in a particular host Institute/University.
- 3.10 HOD will send the application of the eligible scholar(s) to the Office of Dean (IRAA) along with the recommendations of DPGC and other relevant documents, including the consent letter from the identified supervisor of the host Institute/University, for accepting the candidature of the scholar.
- 3.11 In case the number of applications received from the eligible candidates exceeds the number of seats available in the host Institute/University for the specific program/discipline then
 - (a) the final selection of the candidate(s) will be done through a selection committee, approved by the competent authority, based on the criteria decided by the committee, and
 - (b) the recommendation of the selection committee will be communicated by the office of Dean (IRAA) to Dean (academic) for the necessary approval.
- 3.12 All other academic requirements for the selected candidate(s) pursuing doctoral program under the Collaborative Doctoral Programme must be fulfilled in accordance with the existing rules of the home Institute.

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3.13 The final list of selected candidates for the Collaborative Doctoral Program will be communicated to the office of Dean (IRAA) and Dean (Academic).

4. TERMS AND CONDITIONS

The following terms and conditions shall be applicable:

- 4.1 The scholars who will be selected for pursuing the Collaborative Doctoral Program, the maximum residency period in the host Institute/University should not be more than **Two Years** out of the minimum duration of **Four Years** prescribed in the Ph.D. Manual for completion of the Ph.D. program.
- 4.2 The scholars will not be allowed to change their status **from Full-Time to Part-Time** for whatsoever reason except for genuine cases subject to the approval of the competent authority at the home Institute.
- 4.3 If any scholar does not return to the home Institute after completion of maximum duration of two years, then the enrollment in the Ph.D. program of the home Institute will be cancelled and the academic program will be terminated automatically. The information of termination of the scholar from the Ph.D. program will also be communicated to the host Institute/University. No further appeal for continuing / awarding the Ph.D. or Collaborative Doctoral Program will be accepted.
- 4.4 The scholar may apply for extension to stay at the host Institute/University before expiry of the maximum residency period with the genuine reasons. However, the extension may be accorded subject to the approval of competent authority at the home Institute.
- 4.5 If due to any reason, may be academic or non-academic, the host Institute/University cancel the enrollment of the scholar and does not allow to continue the academic program under Collaborative Doctoral Program

OR

If any scholar wants to quit from the Collaborative Doctoral Program due to unavoidable circumstances or medical reasons, then the scholar will be allowed to quit from the Collaborative Doctoral Program subject to the following condition:

“If the scholar is paid any form of financial assistance by the host Institute/University, then fulfillment of the terms and conditions stipulated for getting the financial assistance shall be the responsibility of the scholar before leaving the host Institute/University.”

- 4.6 An affidavit, in the form of Undertaking in the specified format and **duly endorsed by the Parents/Guardians** will be submitted by the scholars at the time of submission of application form for pursuing the Collaborative Doctoral Program by giving the following declarations:
 - (a) During the entire period of stay in the host Institute/University, the scholar will follow the guidelines as well as the terms and conditions of the host Institute/University.
 - (b) All the Code of Conduct of the host Institute/University will be abided by the scholar at the time of pursuing the degree under reference. In case of violation of the Code of Conduct by the scholar, the host Institute/University will have the right to take any kind of disciplinary action deemed fit.
 - (c) The laws of the land of the host Institute/University will be obeyed by the scholar and he/she will not indulge or involve himself/herself in any kind of illegal/unlawful/unwanted activities during the period of residing in the host Institute/University. If any scholar is indulged/involved with any unlawful activities, then the host Institute/University will have the prerogative to take legal action as per the laws of the land including expulsion from the Institute/University immediately.
- 4.7 Academic program of such scholars will be governed as per the rules and regulations prescribed in the Ph.D. Manual of the home Institute as well as the host Institute/University which will be specified in the signed MoU.

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- 4.8 After returning from the host Institute/University, the scholar must spend at least one semester at the home Institute.
- 4.9 Request for Pre-submission seminar will be considered only after the completion of mandatory one semester stay at the home Institute following completion of the course at the host Institute/University and on completion of the minimum duration (i.e., 4 years).

5. ACADEMIC ROAD MAP

Academic Road Map for completion of the requirements of Collaborative Doctoral Program is presented below:

- 5.1 The scholars will be required to register in both the Institutes (home Institute and host Institute/University) in every semester only during the period of pursuing his/her academic program in the host Institute.
- 5.2 During the period of pursuing the research work at the host Institute/University, scholar will also register (**only 36 credits of thesis**) in every semester at the home Institute. However, registration fee will be paid either at home Institute, if the host Institute/University does not take any registration fee or in the host Institute/University, if it is specified in the MoU. The proof of payment made against the registration fee must be communicated to the office of Dean (Student Welfare) for proper record keeping.
- 5.3 If the host Institute/University suggests any course(s) of their own Institute/University that is related to research work, then all such course(s) need to be cleared by the scholar at the host Institute/University.
- 5.4 All such extra courses will not be counted at the time of calculation of the CGPA of the Ph.D. scholar. However, all such courses may be listed in the final grade sheet of the Ph.D. program subject to the receipt of official grade sheets/transcript of courses undertaken at the host Institute/University in original from the scholar.
- 5.5 During the period of pursuing the research work at the host Institute/University, evaluation of the thesis work will be done by the supervisor of the host Institute/University in consultation with the Internal Supervisor of the home Institute. However, the thesis grade will be awarded by the Internal Supervisor.
- 5.6 After completion of the specified duration, i.e., the entire period of stay at the host Institute/University and returning to home Institute, the research work will be monitored by both the supervisors (Internal Supervisor and host Institute/University Supervisor). During rest of the period of the completion of the Ph.D. program, the research work will be evaluated jointly by both the Supervisors but grades will be awarded only by the internal supervisor.
- 5.7 Submission of thesis at the home Institute will be governed by the rules and regulations of the home Institute.
- 5.8 Thesis writing in English Language is mandatory.
- 5.9 **Thesis Examination:** The student will present his/her thesis in English and same will be examined as per the rules of the home Institute. A letter of concurrence from the supervisors at the home Institute and the host Institute/University stating that the thesis is suitable for submission must be obtained. The home Institute will submit a copy of the thesis and all examiners report to the host Institute/University for consideration and ratification. In case of any difference of opinion in approving the thesis, needful improvements will be suggested by the host Institute/University and implemented by candidate to the satisfaction of both home and host Institute/University.
- 5.10 Both Pre-submission and the final defense seminars of the scholar will held in person at the home Institute, while the supervisor from the host Institute/University need to join the seminars in online mode.

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6. FINANCIAL ASSISTANCE

The following guidelines are to be followed for releasing of fellowship under the Collaborative Doctoral Program:

- 6.1 All such scholars selected for pursuing the Collaborative Doctoral Program will be eligible for getting the fellowship as per Ph. D. norms of the home Institute.
- 6.2 Duration of the stay in the host Institute/University will be included in the maximum duration of getting the fellowship whether the fellowship will be paid by the home Institute or by the host Institute/University and the total duration of the fellowship should not be exceed Sixty months (Five years).
- 6.3 The fellowship will be discontinued on successful submission of thesis or on completion of maximum duration whichever is earlier.
- 6.4 Financial benefit to the selected scholars will be extended only from one end i.e., either from the home Institute or host Institute/University.

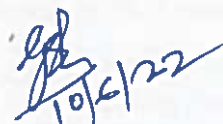
7. AWARDING OF JOINT DOCTORAL DEGREE

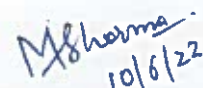
Guidelines to be followed for awarding of degree:

- 7.1 One single joint degree, bearing the logo of both the home Institute and the host Institute/University, duly signed by the competent authorities of both the institutions, to be awarded to the candidate by the home Institute for one thesis.
- 7.2 Degree will be awarded only after obtaining the approval of the competent authority/statutory committee of the home Institute and also clearance from the host Institute/University.
- 7.3 Two separate degree certificates may be awarded for one thesis by the respective partner institutions under specific Memorandum of Understanding (MoU) while maintaining the template of their own institute. However, the joint nature of the degree and the name of the partner institution must be mentioned in both the certificates.
- 7.4 In case of single joint degree, Degree will be conferred only in the Convocation by the home Institute or other alternative schedule decided by Chairman Senate. In case of two separate degrees for the same thesis, on fulfilment of all academic requirements, the degree certificate will be awarded by the host as well as home institutions as per their own schedule.
- 7.5 Final grade sheet will be given to the scholars along with the Degree certificate by the home Institute only.


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