

**Ph.D Regulations 2018**

**for**

**The Degree of**

**Doctor of Philosophy (Ph. D)**

**Programme**



**राष्ट्रीय प्रौद्योगिकी संस्थान पटना**

**NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

**Ashok Rajpath, Patna - 800005, Bihar.**

## VISION

*To contribute to India and the World through excellence in scientific and technical education and research; to serve as a valuable resource for industry and society; and to remain a source of pride for all Indians.*

## MISSION

*To generate new knowledge by engaging in cutting-edge research and to promote academic growth by offering state-of-the-art undergraduate, postgraduate and doctoral programmes.*

*To identify, based on an informed perception of Indian, regional and global needs, areas of specialization upon which the Institute can concentrate.*

*To undertake collaborative projects which offer opportunities for long-term interaction with academia and industry.*

*To develop human potential to its fullest extent so that intellectually capable and imaginatively gifted leaders can emerge in a range of professions.*



## VALUES

- ✦ *Academic integrity and accountability.*
- ✦ *Respect and tolerance for the views of every individual.*
- ✦ *Attention to issues of national relevance as well as of global concern.*
- ✦ *Breadth of understanding, including knowledge of the human sciences.*
- ✦ *Appreciation of intellectual excellence and creativity.*
- ✦ *An unfettered spirit of exploration, rationality and enterprise.*

### *Contact Details:*

## **राष्ट्रीय प्रौद्योगिकी संस्थान पटना**

**NATIONAL INSTITUTE OF TECHNOLOGY PATNA**  
**Ashok Raj Path, Patna 800005, BIHAR**

**Website:**

**www.nitp.ac.in**

**Email ID: registrar@nitp.ac.in**

**Registrar:**

**0612- 2660480**

**Institute Tele fax No.:**0612- 2670631

**Institute Phone No.:** 0612 - 2370419, 2371715, 2371929, 2371930, 2372715

**Extension No.**

Director - 101

Registrar - 104

Dean (Academic) - 247

AR (Academics) - 263

PI (Examination) -223

DR (Exam) - 105

All admissions and subsequent registrations, course work and conferment of Degree shall be guided by Ph.D Regulations 2018. This supersedes all the previous regulations, e.g., Regulation 2009, Regulation 2013, Regulation 2015, Regulation 2017 for the Degree of Doctor of Philosophy (Ph.D) Programme. Ph.D Regulations 2018 will be effective for all the students under Ph.D programme. If any discrepancy arises due to implementation of this Regulation, Chairman, Senate NIT Patna is authorized to resolve the case(s) based on their merit(s).

## Contents

1.	General.....	6
2.	Time Limits for Ph.D Programme.....	10
3.	Admission.....	13
4.	Categories.....	15
5.	Minimum Eligibility Criteria for Selection.....	18
6.	Reservations.....	19
7.	Medical Fitness.....	<b>Error! Bookmark not defined.</b>
8.	Enrolment.....	19
9.	Course Work.....	19
10.	Comprehensive Examination.....	24
11.	Pre-Registration Seminar.....	25
12.	Ph.D Registration.....	25
13.	Permission to work outside the Institute.....	25
14.	Semester Registration and Progress Seminar/ Research Seminar.....	26
15.	Pre- Submission Seminar:.....	27
16.	Synopsis and Thesis Submission.....	28
17.	Thesis Submission.....	29
18.	Award of Degree.....	32
19.	Financial Support.....	33
20.	Rules of Conduct and Cancellation of Admission.....	34
21.	Leave Rules.....	35
22.	Migration from Other Institute/University to NIT Patna.....	35
23.	Temporary Withdrawal from the Program.....	37
24.	Conversion From Full-Time To Part-Time.....	39
25.	Withdrawal/ Cancellation from Programme and Refund Rules.....	40
26.	Waiver/Relaxation of Requirements in Special Cases.....	40
	Appendix–A: Guidelines for Appointment/Change of Supervisor/ Co-Supervisor / Caretaker Supervisor.....	41
	Appendix – B: Composition of Admission Committee For every academic session.....	43
	Appendix – C: Composition of Departmental Research Committee(DRC) For every academic session.....	44
	Composition of the Doctoral Scrutiny Committee (DSC).....	45
	Appendix –D: Admission Procedure for Ph.D Programme.....	47
	Appendix–E: Summary of Time Limits for Different Academic Activities.....	50
	Appendix –F: Rules for Sponsored Ph.D Programme.....	52
	Appendix–G: Rules for Enrolment of Members of Teaching.....	54
	Schedule - A Undertaking.....	55
	Appendix–H: Thesis Submission for Evaluation - Format Guidelines:.....	56
	Appendix–I: Terms and Conditions for Award of Scholarship/ Research Fellowship.....	60

Schedule -B : Leave, & Other Administrative Matters of Research Scholars of Different Categories	63
Appendix-J: Rules Regarding Conduct and Discipline .....	65
Appendix-K: Fees and Other Charges Payable by Research Scholars .....	67
Appendix-L: Some Forms for different purpose .....	68
Form D1: Undertaking to be submitted by M. Tech/ MURP/ Ph.D Scholar Claiming Full-Time Research Assistantship/ Scholarship	68
Form D2 Choice of Ph.D Supervisor	70
Form D3 Request for Change of Research Supervisor or Inclusion of Additional Supervisor	71
Form D5 List of Publications Based on Ph.D Research Work	74
Form D6 Semester Progress Application and Research Seminar Report	76
Form D7 Plagiarism Report of Final Thesis	84
Form D8 Examiner's Evaluation Report on Ph.D Thesis	85
Form D9 Report of Final Viva-Voce Examination Board	89
Form D10: Application Form for Enhancement of Scholarship	90

**REGULATION FOR THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D)****General**

- 1.1 The Institute provides facilities for research leading to the award of Degree of **Doctor of Philosophy (Ph.D)** in the areas related to **Engineering, Technology, Architecture, Science, Humanities and Allied disciplines**. The awarded degree will be as detailed below:

Degree	With Specialization in	Under the Department of
<b>Doctor of Philosophy</b>	<b>Engineering / Technology</b>	Civil Engineering, Computer Science and Engineering, Electrical Engineering, Electronics and Communication Engineering, Mechanical Engineering
	<b>Architecture/ Planning</b>	Architecture
	<b>Sciences</b>	Chemistry, Mathematics, Physics
	<b>English Literature/ Economics/ Social Sciences/ Management</b>	Humanities and Social Sciences

- 1.2 Ph.D Programme is to be carried out at NIT Patna under guidance of a faculty of the Institute. Joint Supervisors/Co-supervisor from outside the Institute, if required, may also be allowed with the approval of the competent authority.

One eligible faculty can normally supervise **maximum eight candidates** under him / her at a time. (*Guidelines for Appointment of Supervisor/ Co-supervisor/ Caretaker Supervisor, see Appendix - A*).

**1.3 The regulation herein specified applies to all candidates admitted, enrolled / registered and to be admitted.**

1.4 Full-time Ph.D candidates must devote their entire available time for the studies and research work as per schedule. All candidates registered for doctoral Programme with fellowship are required to devote eight hours a week in academic activity of the department, such as theory (tutorials), Practical classes and laboratory development, etc.

If any candidate wants to apply for any kind of job or funding/ financial assistance, or for admission at any other university/ research organization, then he / she is required to inform respective department through his/ her Supervisor in advance to consider and discuss it in DRC for its approval. The approval of DRC may be placed in Senate for final decision. **The students admitted in academic session 2018-19 and onwards, have to refund the stipend/scholarship/assistantship received from the Institute in case of leaving the programme without its completion, irrespective of the reasons at their end.**

1.5 The Institute may allow candidates to pursue their Doctoral Degree Programme of the Institute either fully or partly in any Indian/ Foreign Institute / university with approval of the competent authority.

1.6 The Dean (Academic) of the Institute shall invite application/s for admission to the Ph.D Programme twice a year in the month of **April / May for Autumn Semester** and in the month of **October / November for Spring Semester** for each academic session. The admission notification shall be issued, if vacancy exists for any Specific research area in any Department. The applicant must fulfill and satisfy the required criteria detailed in the regulation for Ph.D Programme for admission.

- 1.7 Equivalence of the degree for admission to the Doctoral Programme shall be solely determined by either the appropriate national professional bodies or with the classification followed by Association of Indian Universities or **Departmental Research Committee (DRC)** with justification.
- 1.8 A candidate may be allowed to take admission after being declared successful in the Screening admission test and / or Selection Interview conducted by the institute for this program. After admission the candidate has to complete the course work successfully before pre-registration seminar; however the **effective date of registration** shall be the same as the date of admission / enrolment.
- 1.9 Candidate is required to submit his/ her research area of interest with choice of supervisor(s) in preferential order to the Chairman, DRC of the Department in the prescribed format that is Form D2 (Appendix – L) in a month's time from the date of admission. The **DRC** will discuss and allocate supervisor to the candidate. A brief research proposal should then be submitted in consultation with the supervisor and this process should be completed within two months from the date of admission.

The Dean (Academic) in consultation with Head of the Department will constitute a **Doctoral Scrutiny Committee (DSC)** as per Appendix – C. The DSC for each candidate admitted must be constituted within three months from the date of admission.

- 1.10 Award of the **Doctor of Philosophy Degree** is made by the Institute on the basis of satisfactory performance of the registered candidate, during his/ her stay in the programme. The candidate must have completed the following requirements:

- Prescribed course work
- Comprehensive examination
- Pre-registration seminar



- Required Research Publication.
- Pre-Ph.D seminar for synopsis and final thesis submission.
- Thesis submission by the candidate and
- Successful defence of Final viva voce.

The thesis shall be the report of research work encompassed by either discovery of new facts, a new interpretation of known facts, a new theory or an independent design and development or development of new instrument / technology.

**1.11 Admission Committee** constituted as per Appendix - B shall

- Scrutinize applications received by the Dean (Academic)
- Conduct Written Screening Test and Interview
- Recommend the name of candidate(s) to be admitted and enrolled to the Ph.D Programme in the Department/ Centre on the basis of prevailing admission rules outlined at Appendix - E.

**1.12 Departmental Research Committee (DRC)** constituted as per Appendix -C shall

- Establish equivalence of the degree with justification.
- Allocate supervisor
- Assign theory/practical work
- Report of DSC, if any
- Chairman, DRC of the Department will make sure that all the relevant records / documents for each candidate are being

maintained separately (individual file from admission to the award of the Degree).

1.13 **Doctoral Scrutiny Committee (DSC)** constituted as per Appendix -C, shall

- Monitor the candidate's progress and conduct the seminar in each year.
- Recommend the expert panel of examiner(s) for evaluation of the thesis.
- On receiving satisfactory reports on the thesis from the examiners, the DRC and DSC along with an additional examiner (external) will conduct the final viva voce examination and shall recommend for award of the degree.

1.14 Candidate has to submit a write up for work done during current semester after being duly signed by Supervisor and Co-Supervisor, if any, in order to enable him/her for registration for next semester. In case of unsatisfactory Performance, supervisor will issue a warning letter to the candidate. However, he / she may be allowed to register in the next semester. In case of three consecutive unsatisfactory reports, the case will be forwarded to DSC / DRC. Recommendation of DSC / DRC will be forwarded to Dean (Academic) and Chairman Senate for final decision. If permitted, then only he / she will be allowed to register for the next semester.

### **Time Limits for Ph.D Programme**

2.1 A candidate has to **devote** minimum of **three years** inclusive of the period for course work and research for the submission of his/ her research work for final evaluation. The period will be counted **from the date of admission/ enrollment** to the Programme in the institute.

- 2.2 All candidates are required to devote minimum one semester for Course work and preparation for research proposal.
- 2.3 A candidate has to appear for Pre-Registration Seminar after successful completion of his course work.
- 2.4 Duration of a candidate for the Ph.D Programme shall be effective, from the date of admission/ enrolment and shall **remain valid for five years for Full-time and Six Years for Part-time.**
- 2.5 Summary of time limits for different activities such as enrolment, academic evaluation, Pre-Registration seminar, thesis pre-submission seminar etc. are detailed at Appendix -E
- 2.6 For a Candidate of Dual Degree, time limits shall be guided by (i) Dual Degree Regulation - till working for Master's Degree and thereafter by (ii) Doctoral Degree Program Regulation. If such candidate discontinues after Master's Course, then he/ she will **not be awarded any Degree under the provisions of Dual Degree Structure**, as No exit from Programme is permitted. The students admitted in the academic session 2018-19 and onwards, have to return the fellowship / Assistantship received from the Institute, and may leave the Institute without completing the programme.
- 2.7 Any extension beyond the scheduled time limits (detailed at Appendix - E) for course work, pre-registration seminar and pre-submission seminar, will be recommended by DSC / DRC. The DSC and DRC may recommend **for maximum extension of one year in such case(s)**, however, such extension will not affect the maximum allotted time limit i.e five years for full time and six years for part time candidate.
- 2.8 In case of continuous two unsatisfactory annual progress of any candidate, the candidature may be cancelled. DSC/DRC is required to refer all such case(s) for cancellation of admission from the program to Dean (Academic). The Dean (Academic) will place all such case(s) to the Director- cum- Chairman Senate for direction and approval.

- 2.9 If a candidate has completed (exhausted) maximum time limit for submission of the research work i.e. Five years for Full-time and Six years for Part-time candidate, any request for extension (based on recommendations of the DSC and DRC) shall be placed before Chairman Senate for approval for extension for maximum one year. Decision of Chairman Senate shall be final and binding on the candidate.
- 2.10 If this extension is also exhausted then again DSC/DRC may recommend with complete justification (with supporting documents) for another one year extension in the Senate for discussion and direction. In such case, total time for the Doctoral Programme shall limit to seven years for Full-time and eight years for Part-time candidates from the date of admission. The decision of the Senate shall be final and binding on the candidate.
- 2.11 Any such extension will not entitle the candidate for scholarship / Teaching Assistantship. Duration and other terms and conditions for scholarship / Teaching Assistantship will be bound by the Institute's notification from time to time.
- 2.12 If any candidate fails to submit his / her final Ph.D thesis, even after extension allowed by the Chairman Senate, no further extension shall be allowed. However, all such candidates may be permitted to take re-admission and re-register for the program and shall be considered as new admission. However, in such case, the course work is to be done again only if the proposed area of research is different than the earlier. In all such case(s), candidates will be governed by the rules and regulations prevalent on the date of re-admission/ re-register. In all such case(s) of re-admission/ re-register, no Institute Scholarship / Research fellowship will be payable. Details of Institute Scholarship / Research fellowship are available at Appendix -I.

**Table 1: Explanation on different terminology used in the regulation / Programme**

<b>Admission/ Enrollment:</b>	Date of admission and date of enrollment is one and the same. This is the date on which the candidate is admitted for the first time in the Institute after final selection / recommendation / permission in Ph.D programme.
<b>Registration for Ph.D programme (i.e. Ph.D Registration):</b>	Ph.D registration means, the candidate(s) registration after successful completion of Pre-registration seminar, on the recommendation of the DSC to continue research on a topic.  However, the <b>Effective Date of registration will be same as date of admission/ enrollment to the program.</b>
<b>Semester Registration</b>	A candidate who has been admitted to the programme is required to get registered in each semester [ i.e. odd (July-December) and even (Jan-June) semester ]  The semester registration is compulsory to continue the programme, after payment of requisite fee as per the registration schedule of the Institute.

### **Admission**

3.1 Admission to the Doctoral Degree Programme shall be through open advertisement as per the Admission procedure mentioned at Appendix-D. Internal faculty / faculty or Scientist of other academic institute / Research Institute / industry of repute are exempted from screening / admission test. However, they are required to appear in the selection interview. The applicants must apply for admission in prescribed forms.

3.2 The number of seats to be filled for any programme shall be decided by the Chairman, Senate from time to time.

- 3.3 The Chairman, Admission committee will provide following information to the Dean (Academic) for notification of admission in odd / even semester as detailed below:
- 3.4 Details of Specific Area of proposed Research, eligibility of Degree with nomenclature of Discipline/ Branch and GATE / NET requirement for admission.
- 3.5 List of faculty who may be Supervisor for Ph.D research scholar, faculty specializations
- 3.6 The candidates who possess requisite qualification as detailed under section 5 will be eligible for the Screening test / interview. Further, details of selection procedure may be referred at Appendix – D.
- 3.7 The candidate(s) who have applied for Ph.D admission in the department/ Centre with minimum eligibility qualification as per section 5 and have qualifying degree plus GATE / NET / any other applicable National Level Test Score in same department/Centre, are required to appear in Screening admission Test and selection interview for admission.
- 3.8 Internal faculty / Sponsored candidates/Part time candidates with minimum eligibility qualification as per section 5 are exempted from GATE / NET / any other applicable National Level Test as well as from appearing in screening admission test for admission. However, they are required to appear in selection interview.
- 3.9 Candidates for whom, results of the qualifying examination are not declared at the time of screening admission test / selection interview may also be considered for admission. In such case(s) if the candidate is selected, his/her admission will be provisional, subject to the condition that he/ she submits an undertaking to produce proof of completing the qualifying degree before a date announced at the time of admission. Extension up to maximum period of three months for submitting the required documents may be given by the competent authority but no

scholarship will be given till the candidates produce proof of qualifying degree. Once the candidate produces proof of qualifying degree, he / she may be given arrear of scholarship for this period on the recommendation of the Department.

3.10 In view of inter-disciplinary research, a candidate can be permitted to take admission in the Department other than his / her discipline, i.e., even if his / her basic qualifying degree at Bachelor's and / or at Master's level is in other discipline. In other words, a candidate will be free to select area/ topic of research and supervisor from the Department where he / she wishes to enroll, provided he / she possess the required prerequisite knowledge in the area of his / her research interest and recommended by the Admission committee.

3.11 A candidate may apply in more than one department but in such a case he/ she has to make separate application for each department, and if shortlisted, then should appear at the Screening written test and / or selection interview in each Department separately.

3.12 All admissions will be made on approval by the Chairman, Senate on the recommendations of admission committee of the department.

3.13 The candidates, who have been found suitable for admission in Ph.D Programme, shall submit application for admission in the prescribed format along with requisite fees to the respective Department within the time limit prescribed by the Institute, failing which their candidature may be deemed as cancelled. Details of fees and other charges payable by a candidate are available at Appendix - K.

#### **4 Categories**

The candidate shall be admitted to the Ph. D Programme under the following categories and by the procedure detailed at Appendix - D.

#### 4.1 Full Time:

- With Scholarship - Funded by NIT Patna
- With direct financial support from Govt. / Semi Govt. agencies such as CSIR, UGC, DST, DAE, etc.
- Full time Sponsored employee of PSU, Government department, R&D organization, Industries of repute, Faculties of the Educational institutions and sponsored defence personnel with a minimum relevant experience of 2 years may be considered for admission as a sponsored full-time research scholar.
- Sponsored applicant will be eligible for admission, if they are treated by their employers as on-deputation with their full salary and allowances and are relieved from their organization/ institute for fulfillment of minimum residential requirement, if any.
- The sponsored candidates are exempted from GATE/ NET qualification, but they should possess the minimum entry qualification fixed by the institute as per eligibility criteria for full time candidate selection. These candidates may be exempted from the Screening written test for admission. However, they have to undertake the selection interview to assess their knowledge in the field of their research interest.
- Sponsored applicants have to submit NOC from their employer and shall be considered against supernumerary seats, and shall not be counted against open seats notified for admission to the program.

#### 4.2 Part Time:

- Sponsored employee of PSU, Government department, Research/ Development organization, Industry of repute, Educational institutions Faculty, employees under MoU, sponsored defence personnel, Faculties of the educational institutions, etc.



- The sponsored candidates are exempted from GATE / NET qualification, but they should possess the minimum entry qualification fixed by the institute as per eligibility criteria for part time programme. These candidates may be exempted from appearing in screening written test for admission, however, they have to appear in the selection interview to assess their knowledge required in the field of their research interest.
- Sponsored applicants have to submit NOC from their principal employer and shall be considered against supernumerary seats, and shall not be counted against open seats notified for admission to the program.
- The Part-Time Ph.D programme candidate(s) have to continue to discharge their assigned duties along with their research work as per the schedule of the Ph.D programme at the institute as detailed at Appendix -G.
- JRFs / SRFs who fulfill the eligibility criteria and are working or to be appointed in an externally funded research project running in the Institute, provided such projects must not have less than one year tenure left on the date of registration in the Programme are eligible for Admission in Ph. D programme in the respective domain at that Department.

Such a candidate should submit a no-objection certificate from the Principal Investigator (PI) of the project. They will be required to attend normal duties assigned to them by the PI of the research project and attend classes to complete the course work requirements. They are also required to continue the work of Research Project till the duration for which they were appointed in the project, failing which their admission in Ph.D. Programme will stand cancelled.

He / she will not be eligible for any Institute Scholarship/Fellowship even after completion of research project. Such admission will be taken

against supernumerary seats only. Such candidate will be guided by PhD regulation of the Institute. Admission committee of the department will send the recommendation for admission to Dean (Academic). In case, he/she left the project during the project duration then his/her admission will be terminated without assigning any reason.

- **Non-PhD regular Faculty and Faculty Appointed on Consolidated salary of NIT Patna can be admitted to Ph.D programme as a Part-time candidate to the Doctoral program against supernumerary seat provided they fulfill minimum eligibility of qualification and will be governed by the regulation of the Doctoral program. They will be required to attend normal duties assigned to them by the Head of Department and attend classes to complete the course work requirements.**

#### **5. Minimum Eligibility Criteria for Selection**

Candidates with following **relevant and related** qualification shall be eligible for admission to the Ph.D Programme of the Institute.

- (i) M. Tech./ M.E./ M. Arch/ M. Planning/ M. Design/M. Sc./ M. Com./ MBA/ MA/ equivalent degree in relevant and related discipline, with at least 6.5 CGPA on the scale of 10 OR 60 percent marks in aggregate from a recognized technical institute or university.

Candidates with M.Tech/ M.E/ M.Arch/ M. Planning/M. Sc./ M. Com./ MBA/ MA/ equivalent degree from CFIs in relevant discipline are required to produce a proof of having qualified GATE/NET/equivalent national eligibility test while taking admission in the master degree in the relevant discipline OR has valid Score in one of the relevant national eligibility test.

- (ii) B. Tech/ B.E./ B. Arch or equivalent degree in relevant discipline with at least 8.5 CGPA on the scale of 10 OR 80 percent marks in aggregate

from a recognized technical institute or university, with a valid GATE/ NET/equivalent national eligibility test qualifying score is mandatory

and

Must have passed the qualifying examination in Single attempt without any backlog or failure in any semester from IITs/ NITs/ CFTI/ SFTI or Central/ State University

The minimum CGPA/ marks percentage shall be relaxed by 0.5 CGPA or 5 percent in case of candidates belonging to the SC/ST/PwD categories in all cases.

## 6. Reservations

The reservation of seats in admissions to the program on Institute basis will be as per Government of India rules.

## 7. Enrolment

A successful candidate has to take admission (**enrollment**) in the institute as per the schedule after paying prescribed fees. Chairman, DRC of the department will make sure that all the relevant records/documents in separate file for each candidate are being maintained (from admission to award of degree).

## 8. Course Work

Every candidate admitted under PhD programme will have to complete the course work in the prescribed period with minimum credit as given in Table 2 as advised by Supervisor / approved by DSC / Department.

<b>Table 2. course requirement</b>			
Candidates having	Minimum credit through course work	<b>Time Limit</b> <b>Minimum/Maximum</b>	Remarks
M. Tech/ M.E. / M.	Minimum 16 credit from courses		The Departmental Courses from the

Table 2. course requirement			
Candidates having	Minimum credit through course work	Time Limit Minimum/Maximum	Remarks
Arch /M. Sc. / M.A./ M.B.A./ equivalent degree	under Mandatory courses & Departmental courses.	<b><u>For Full Time:</u></b> 6 months/One Year <b><u>For Part Time:</u></b> 6 months /One Year	existing M. Tech / Pre-Ph.D courses offered by own Department/ other Departments.
B. Tech/ B.E./ B. Arch or equivalent degree admitted under PhD	Minimum 23 credit from courses under Mandatory courses & Departmental courses.		The Departmental Courses from the existing M. Tech/ Pre-Ph.D courses offered by own Department./ other Departments
<b>NOTE:</b> Candidate admitted under Dual degree programme: Course Credit required to be completed as per Dual Degree Programme of the Institute. Courses for Master's degree for two years includes mandatory course of Research Methodology, then continue research for Doctoral Degree (No exit permitted)			

Table- 3: Mandatory Courses

S. No	Course Code	Course Title	L-T-P	Credits
(a)	xDD901	Research Methodology	3-0-0	3
(b)	xDD990	Seminar and Technical Report Writing	0-0-3	2

Note: COURSE CODE FORMAT (xDDxxx) is required to be substituted by the Department with following details: **Semester code:** x (1<sup>st</sup> character from left), **Course offering Department Code:** DD and **Course No.:** xxx (Last three numeric code, *for new course must be different than already being used by the Department*)

Departmental Courses: Remaining minimum 11/18 credits as applicable have to be acquired from theory courses of existing M. Tech / Ph. D courses along with at least one lab course. In case of non-availability of subjects under M.Tech. / Ph.D. courses, the concerned supervisor / DRC may recommend the new course for the candidate. Such subject MUST be approved by Board of studies of the department and Chairman, Senate.

Course work may be done outside the department of the Institute or outside the institute. Following is the guideline for the same:

- (i) If Doctoral Scrutiny Committee (DSC) considers necessary, the candidate may be directed to pursue all /some of the courses in other department of the institute or at other institute/ universities of India or outside India. However, the financial expenditure involved in such arrangement shall be the candidate's responsibility.
- (ii) The evaluation of courses offered within the Institute shall be done as per academic calendar and examination system of the Institute.
- (iii) If any candidate enrolled for the programme is permitted to go to any other institute/ university within the country or abroad (under some exchange Programme or otherwise), then all credits earned at that Institute/ University shall be transferred under credit earned. If the evaluation of course/ research work done has not been completed at the other Institute then the same shall be evaluated at NIT Patna for its equivalent credit and earned credit shall be credited to the candidate as his/ her academic record.

Depending upon background of the candidate or specific requirement for the research work, DSC/ DRC may also recommend for more credit courses or audit courses.

The Doctoral Scrutiny Committee shall recommend course work for different categories of candidates enrolled in the department/ Centre in consultation with respective Supervisor(s). Candidate may also opt for some courses in consultation with supervisor.

Full Time /Part Time Ph D candidate may also be allowed to do course work on self-study mode with time line given at Appendix-E. DRC / DSC may recommend for such 'Self-study style' course for the particular candidate approved by Chairman Senate. But he/she has to follow all steps like assignments, examination etc. as prescribed for a regular course. The candidate is exempted from attending regular classes but shall be evaluated out of full marks assigned for the course.

In case of theory component/ course candidate is required to appear at Mid and End semester examination for 40% and 60% of full marks respectively.

In case of Lab Component/ course (practical work) a candidate may work in the Institute or at any other Institute of National Importance/ Research organization approved by the DRC.

The candidate is required to submit Attendance Certificate and Certificate issued by the competent authority of the department/ Institute/organization where he/ she has performed/ completed Lab work, along with Practical Record of the work done with results and findings for evaluation. The Practical Component shall be evaluated first by internal evaluation for 50% of full marks by the Supervisor and End semester evaluation for 50% by DSC/ evaluation committee constituted by the department.

PhD course work requirement may also be fulfilled by taking online courses such as MOOCs, Swayam courses approved by the concerned Supervisor/DSC/DRC. Credit of such courses will be considered for fulfillment of requirement of total credit for completion of course work. If evaluation of such course is not done by the concerned instructor then these courses will be evaluated by NIT Patna as per the evaluation process of courses under Self-Study mode.

### **Requirement for Completion of Course Work**

Research candidate shall have to pass course work successfully within time limit. Research candidate must earn a minimum CGPA 7.0 in course work to continue as a research scholar.

In case, the candidate fails to clear the course work within time limit, then DSC / DRC may review the performance of the candidate and recommend for extension of at most one year. Failing to clear in this duration his/her registration may be cancelled.

Any extension of period shall be counted within maximum limits of five years duration for full-time and six years for part-time candidates of the program, and no further extension shall be permitted and candidature may be cancelled.

### **Evaluation process of Seminar and Technical Report Writing**

The main objective of this course is to develop presentation and technical report writing skills of the candidate.

Therefore the candidate is required to present “how to give seminar” and “how to write technical report” before the evaluation committee during the mid-semester for 40 marks. (i.e. 20 Marks for seminar and 20 Marks for technical report writing)

At the end of the semester, the candidate has to give seminar and technical report (power point presentation) on any general topic (preferably from his/her research area) exercising his presentation and technical report writing skills for 60 Marks.

Candidate is required to be evaluated at end semester exam of 60 Marks as detailed below

- (i) Technical report on the seminar topic : 15 Marks
- (ii) Presentation Structure : 15 Marks
- (iii) Oral presentation content, response to queries : 30 Marks

Evaluation of Seminar shall be done in percentage of marks and will be awarded grades as per rules. ***The minimum grade obtained by a candidate should be “C” and if any candidate does not achieve this grade then he/ she has to make another presentation within one month***

according to the specific suggestions given by the evaluation committee.

## 9. Comprehensive Examination

A comprehensive examination shall be conducted by the DSC/ DRC of the candidate only after he/ she clears the requisite course work, but before the pre-registration seminar.

DSC should inform about relevant topics/subjects that is to be covered in Comprehensive Examination, 15 days before the Test or Exam.

This examination is to test a candidate's academic preparation and potential to carry out the proposed research plan. Comprehensive Examination consists of - (i) Written Examination and (ii) Oral Examination. Procedure of comprehensive examination is as follows:

- **Written Examination:** The written examination of 100 marks and of three hours duration shall be conducted by the department before Pre-Registration Seminar. The question paper may have objective type, short answer type and long answer type questions. However the distribution of question(s) may have different structure depending on the supervisor point of view and requirement. The result of the written examination should be declared within one week after the examination. Candidate has to get minimum 60% marks to go to next stage of the comprehensive examination. The syllabus must be given to the candidate by the DSC. The question paper and evaluated answer book of written component of Comprehensive examination shall be kept ready for presenting to DSC.
- **ORAL Examination:** DSC will evaluate knowledge in the respective domain. DSC will give remarks in terms of satisfactory/not satisfactory.

A candidate will be permitted to give maximum two attempts in each component of the comprehensive examination to get through it, else his/ her candidature shall be deemed to be cancelled.



## 10. Pre-Registration Seminar

A candidate is required to submit his / her request for conduct of pre-registration seminar in consultation with the supervisor.

Candidate will present Pre-Registration Seminar before the **DSC of the candidate and DRC of the Department.**

During Pre-Registration Seminar presentation along with other internal members of DSC and DRC at least one external expert member of DSC/ DRC from the area of specialization/ research must be present. If external member is not present / available in DSC/DRC then department will request for one expert from other institute of repute (to the Director through Dean (Academic)).

The DSC and DRC on the basis of the performance of the candidate in the pre-registration seminar will make one of the following recommendations

- Satisfactory: The candidate can get registered for the Ph.D programme.
- Not Satisfactory: The candidate has to re-submit the research plan and should give seminar once again, keeping in view the suggestions of the DSC and DRC within 3 months.

The recommendation of DSC and DRC will be placed to the Dean (Academic) for approval and notification.

## 11. Ph.D Registration

After successful completion of Pre-Registration Seminar, the candidate's **registration in Ph.D programme is confirmed from the date of admission/ enrolment to the programme** which is to be notified by Dean (Academic).

## 12. Permission to work outside the Institute

A candidate may be allowed to work outside the institute, partially or entirely at an R&D Organization, educational Institution or a Government

Organization having adequate research facilities subject to his/her fulfilling all conditions, if the DRC is satisfied about availability of research facilities and fulfillment of the requirements. Such permission is to be obtained in advance from Director, NIT Patna. However, the course work has to be completed at NIT Patna.

### **13. Semester Registration and Progress of Seminar/ Research Seminar**

Every registered candidate will have to carry out registration in each semester of their Ph.D programme along with requisite fees as per academic calendar till the submission of the thesis.

Candidate has to submit a write up for work done during current semester after duly signed by the Supervisor and Co-Supervisor, if any, in order to enable him/her for registration for next semester. In case of unsatisfactory performance, supervisor will issue a warning letter to the candidate. However, he / she may be allowed to register in next semester. In case of three consecutive unsatisfactory reports, case will be forwarded to DSC / DRC. Recommendation of DSC / DRC will be forwarded to Dean (Academic) and then to Director for final decision. If permitted, then only he/she will be allowed to do registration in next semester.

All registered candidates shall have to present Progress Seminar at the **end of Each Year before DSC to evaluate the progress of the research work from year to year**. Details of progress are to be submitted in Appendix L: Form – D6. Chairman, DRC / HoD will send the original copy of report to Dean (Academic). Photocopy of the same should be kept in the personal file of the candidate.

The date of Ph.D Progress Seminar/Research Seminar will be decided by the department in consultation with supervisor and the same will be intimated to every research scholar of the department.

The performance of the candidate at Ph.D Progress Seminar will be recommended as “**Satisfactory (S)**” or “**Not Satisfactory (NS)**”.

**Satisfactory (S):** The candidate will be permitted to register in the next semester and he/ she will get the eligible to receive stipend.

**Not Satisfactory (NS):** If in first presentation the report is not satisfactory then the candidate will be given one more chance to prove his/her progress within 4 weeks. If he/she fails in the second attempt also then he/ she will be issued warning and directed to improve in next semester.

**If any candidate is awarded consecutively two times not satisfactory (NS) remarks in the Progress Seminar,** then DSC may consider withholding his/ her scholarship/ stipend for that period till he/ she improves.

#### **14 Pre- Submission Seminar:**

A candidate is required to apply to Chairman, DRC through Ph.D coordinator in the prescribed format (Form D5) with updated details of - academic progress/ semester progress, list of publication in International/ National Journal and/ or conferences and draft synopsis of the research done for presentation, through his/ her supervisor.

#### **Prior to the thesis pre-submission seminar, a Ph.D candidate**

- Should have publications with his/ her name (i.e. Candidate's Name) as first author and / or others as the Co-author(s) and
- Either two publications (or two accepted manuscripts) in journal listed in SCI / SCIE / SSCI / AHCI (Arts & Humanities Citation Index) / ESCI/ SCOPUS Or one accepted patent.

After the report of satisfactory progress in each session by DSC, he/ she may apply for thesis pre submission seminar within the time limits. The Pre submission Seminar will be conducted by DSC/DRC. **At least one external Expert member of the DSC must be present during the pre-submission Seminar.** The DSC in its report may submit “Satisfactory” or “Not Satisfactory.”

**Satisfactory (S):** The candidate will be permitted to submit his/her thesis within three months.

**Not Satisfactory (NS):** In this case the candidate will be given suggestion for modification/improvement by DSC members. The candidate is given a time limit of three months, within which he/she will incorporate the suggestions in his/her thesis. Thereafter, he/she will make a request in written to his/her supervisor to fix a new date for thesis Pre submission Seminar.

If the candidate fails again, he/she will be allowed for next pre submission seminar after six months from the date of second pre submission seminar. This process will continue till final maximum time limit permitted is over (*i.e. Five years for Full-time and Six Years for Part-time candidate*). Thereafter, it will be a case of extension for time by another one year by the approval of Senate. After availing this permission of extension by the Senate, no further request of permission for extension would be put up in the Senate. Hence his/her candidature from the program shall stand automatically cancel.

## **15. Synopsis and Thesis Submission**

Prior to submission of the thesis the candidate is required to submit synopsis of the thesis and complete research thesis in softcopy to the DSC who will first evaluate the thesis.

If DSC is satisfied, then synopsis and the thesis will be sent to the Dean (Academic) office. Plagiarism test will be done with the help of software by the Supervisor(s). The thesis shall be accepted for submission only if the content of the thesis has less than or equal to 15% content duplication or as decided by the Senate Chairman.

If his / her thesis fails Plagiarism test, he / she will be asked to modify and resubmit it within three months. After revision and correction, it must be put under plagiarism test by the Supervisor(s) and respective HoD and must fulfill the requirement as stated above.

Following documents are required to be submitted to the Dean (Academic) office, within two months after the DSC's approval as detailed below:

- Academic progress report: with details of course completed, pre-registration seminar status, semester progress till submission and List of publication in journal/ conference signed by the candidate and his/her supervisor.
- Synopsis of the Research Work/ thesis based on recommendations of DSC, during thesis pre-submission seminar.
- Detailed Plagiarism test report of all chapters with signature of the candidate and countersigned by the Supervisor(s).
- Plagiarism Report in the prescribed format specified at Appendix L: Form D7
- Thesis as per the format specified at Appendix H, based on recommendations of DSC and DRC during thesis pre-submission seminar.

## 16. Thesis Submission

A candidate shall submit five copies of the thesis on A4 size paper, in case of single supervisor and six copies if there is a joint supervisor along with requisite fees. The thesis must contain, besides the text and common matters like bibliography/ reference and summary / conclusions. Thesis should contain the work published by the candidate. List of publication should be included before the references with under line of category of Journal SCI / SCIE / SSCI / AHCI (Arts & Humanities Citation Index) / ESCI / SCOPUS. Detailed format of Final Thesis submission for evaluation are at Appendix - H:

- (i) The candidate shall submit a declaration that "*the thesis is his/ her own original work and that it has not been presented and will not be presented to any other University/ Institute for a similar or any other Degree award*".

- (ii) An abstract of the thesis (about 500 words) with key words (not more than 20)
- (iii) A certificate from the supervisor(s) that (a) *the work has been carried out under his/ her/ their supervision*, (b) *the candidate has fulfilled all prescribed requirements* and (c) *the thesis is based on candidate's own work and has not been submitted elsewhere for a degree / diploma to the best of his/ her knowledge.*
- (iv) The details of guidelines for Thesis Format and certificate(s), Chapter's content and other outlines etc. are available at Appendix H for reference.

DSC will recommend Panel of **six external experts** as detailed below, to the Dean (Academic)

Panel-I: Two External Experts from abroad and

Panel-II: Four External Experts from India

**Three experts** (One from Panel-I and two from Panel-II) from the aforementioned panel shall be **appointed as 'external' examiners by the Director** and the supervisor(s) will be the internal examiner. The thesis shall be forwarded to the selected examiners who shall report separately on the thesis and forward their recommendations to the Dean (Academic).

The Dean (Academic) will examine the reports of the examiners and send it to the Director-cum-Chairman, Senate. The reports of expert(s) shall thereafter be sent to the DSC for their perusal and necessary action, if required. There may be **following possible situations arising out of the nature of the reports**, and the steps to be taken appropriate to the circumstance shall be as laid down below.

- i) Out of four, If three 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 examination.

- ii) If examiners are unanimous in recommending the award of the degree but **have suggested modification and/ or have asked for clarifications**. The candidate in that case shall make modifications and provide the clarifications as suggested within the time period to be fixed by the DSC which should not exceed six months from the date of letter issued to the candidate.

In such case after modification has been incorporated by the candidate, the supervisor is required to forward modified thesis with a certificate that *“the modification suggested by the examiner(s) have been incorporated in the thesis at appropriate place and now same may be sent for evaluation”*, to the Dean (Academic).

- iii) If one of the examiners does not recommend the award of the degree and rejects the thesis while the other examiners **recommend for modification** before award of the degree, the DSC in such a case may direct the candidate to **modify the thesis as suggested within a given time not exceeding six months** from the date of letter issued to the candidate.

In such case after modification has been incorporated by the candidate, the DSC is required to forward modified thesis with a certificate that *“the modification suggested by the examiner(s) have been incorporated in the thesis at appropriate place and now same may be sent for evaluation”*, to the Dean (Academic).

- iv) If three examiners reject the thesis, then the thesis may be sent to two other examiners from the original list of examiners suggested by the DSC. If both the examiners again do not recommend the award of Degree then the candidate's Ph.D registration stands cancelled.

Once the reports of the examiners have been accepted as satisfactory the candidate will have to defend his/ her thesis before an open viva voce board consisting of all DSC &DRC members, and the 'External Examiner' from Panel II. In case the External Examiner is not available to conduct the viva-voce, the director at his discretion may appoint another examiner from the original panel of thesis examiners by the DSC.

If the viva voce board is not satisfied, the candidate has to appear again before the evaluation Board as stated above within the next three months.

The DSC and DRC shall recommend to the Senate for the award of the Doctoral Degree, if the viva voce is satisfactory and all other requirements have been fulfilled.

In case of unsatisfactory performance in Open Viva voce by the candidate, DSC and DRC may recommend for its rejection/ modification. In such case a copy of the reports of the examiners may be issued to the candidate at his/ her request. However, the names of the examiners are not to be disclosed.

Nothing contained in these regulations shall preclude a candidate from publishing /patenting, jointly with the supervisor the results of the work incorporated in the thesis, at any time before or after submitting the thesis for examination.

## **17. Award of Degree**

A candidate who has completed satisfactorily all prescribed requirements and has cleared all fees and dues payable to the Institute shall be eligible for the award of Ph.D degree of the Institute by the Senate. The degree shall be awarded at the annual convocation for the academic session of the Institute.



## 18. Financial Support

Scholarship / Research Fellowship / Teaching Assistantship will be available to eligible candidates who are GATE / NET / National Level test qualified according to MHRD, GOI norms. The period and amount of Scholarship/ research fellowship/Teaching Assistantship shall be as per notification of the competent authority from time to time. Details are at Appendix - I.

The disbursement of Scholarship / Research Fellowship / Teaching Assistantship to a candidate in each month will be based on his / her required attendance, recommendation and confirmation of the Department.

Institute Scholarship / Research Fellowship /Teaching Assistantship to any candidate is linked with satisfactory academic progress.

A candidate has to submit request for enhancement of scholarship / Research fellowship / Teaching Assistantship in the prescribed format only as given in Appendix - L: Form D10. Effective date of enhancement will be date of recommendation of the respective DSC.

**Financial Assistance under Technical Education Quality Improvement Programme (TEQIP) (till the existence of the Project):** Candidates admitted to Engineering / Technology department in Ph. D programme may be getting scholarship from TEQIP as per the prevalent norms of TEQIP.

*Note: The scholarships from any other agency / organization are governed by rules and regulation of funding agency only, and candidates shall be governed by their rules only.*

In case candidate wants to discontinue his/her Ph. D programme / conversion from Full time to Part time after the completion of Pre-registration seminar, then he/she has to return the complete amount received as a scholarship/fellowship/assistantship.

## 19. Rules of Conduct and Cancellation of Admission

Scholars admitted to the Ph.D Programme under any of the categories shall conduct themselves within and outside the premises of the Institute in a manner befitting the scholars of an Institute of national importance. Detailed rules regarding conduct and discipline are given in Appendix - I.

In case residential accommodation is allocated to candidates, he/ she shall have to follow the rules of Hostel.

If case of involvement in an act of indiscipline within or outside the Institute, the admission of the candidate may be cancelled after giving opportunity of hearing, before the disciplinary committee of the Institute.

In case of **unsatisfactory performance** of any candidate at any stage of the programme, his/ her enrollment/ registration from the programme may be cancelled as detailed under different sections and at different stages of evaluation under the regulation.

If any candidate continues **to remain absent or not doing semester registration for two consecutive semesters** then, it will be assumed that candidate has no interest in the program and his/ her candidature shall be deemed to be cancelled without any notice.

**Candidate has to refund the entire stipend/scholarship/assistantship received from the Institute in the case of leaving the programme without its completion, irrespective of the reasons at his/her end.**

***Termination of Scholarship.*** The Studentship of a Ph.D Scholar may be terminated by the Senate on exceptional ground as detailed below:

- Recommendation of Institute's Disciplinary Committee
- Failure to do semester registration
- Failure to complete course work or Semester registration within two years from the date of enrollment.

- Poor progress as noted by DSC. Such a decision may be implemented only after approval of the Senate.
- Prolonged absence (Exceeding six months) from the Institute without sanctioned leave or withdrawal.

## 20. Leave Rules

The record of leave and attendance shall be maintained by the department/ center for each candidate and shall be made available to DSC/ DRC as and when required along with the candidate's annual progress report.

Leave of any kind may be subject to approval of the Head of the Department/ Centre on recommendation of the Supervisor.

The Ph.D candidates shall not be entitled to avail Semester break, summer and winter vacations.

A Research Scholar under full-time may be permitted to be on leave from the Department/ Centre for a limited number of days per year of stay, as below.

- i) For incidental purpose CASUAL LEAVE - 15 days
- ii) For treatment on illness MEDICAL LEAVE - 15 days

The leave will be granted by the Head of the Department /Centre on the recommendation of the Supervisor and any leave not availed of in a year shall not accumulate.

In case of extensive field work, data collection, library consultation, experimentation etc., absence from the Institute may be allowed up to a period of 12 weeks per year and be considered on duty based on the certificate of the Supervisor and approval of the Head of the Department/ center.

## 21 Migration from Other Institute / University to NIT Patna

A candidate registered for Doctoral programme at any other Institute/

University/ Organization of National Importance and repute or Institute/ University/ Organization of repute outside India may be allowed to get transferred his/ her candidature to NIT Patna after subject to the condition that

- (i) DRC of the department will evaluate and has no objection.
- (ii) He/ She have **No Objection Certificate** from his/ her previous organization.
- (iii) His/her previous Supervisor has joined at NIT Patna and the supervisor agrees to supervise the candidate at NIT Patna.
- (iv) Candidate produces a Character Certificate from the original Institute/ University stating that "**He/ She has not been involved in any act of indiscipline or bad conduct, and has not been punished/ debarred/ expelled by the Institute/ University**"
- (v) Further the candidate is presently enrolled/ registered for Doctoral programme at Institute/ university as detailed above wants to get transferred his/ her enrolment/ registration at NIT Patna then the case may be considered on case to case basis provided candidate holds
- (vi) Valid enrolment/ registration at any centrally funded Institute (CFI) or Central University or any other Institute/ university directly under State government control or Institute/ University of repute outside India.
- (vii) Candidate stayed minimum of 1year OR fully completed the course work requirement for the doctoral Program, whichever is earlier, are only eligible for transfer of their candidature at NIT Patna.
- (viii) Candidates after getting transferred to NIT Patna should stay at least 1 year (12 Months) from the date of restoration of admission at NIT Patna, for giving pre-submission seminar
- (ix) Following documents are required to be submitted by the candidate

from the previous institute:

- Proof of Enrollment/Admission
- Proof of Course Completion certificate
- Grade cards of the course complete
- Proof of registration in Ph.D
- No Objection Certificate (NOC).
- Character Certificate

In all such cases, the candidate is required to make written request for transfer of enrolment/ registration with all supporting documents as stated above for consideration of the respective department/ DRC of the concerned department.

In case of all such candidature transfer, the credit earned under his/ her previous Institute shall be transferred as it is and to be ratified by the Senate for any deviation from the prevailing rules of the programme at NIT Patna. After approval of the candidature transfer he/ she have to deposit fee for admission and continue his/ her research at NIT Patna under the present regulation.

In case a new faculty joins from other MHRD Institutions, and the concerned DRC recommends for transfer of admission/registration of the candidates working under such faculty, and getting scholarship at the previous institute, he/she may get scholarship at NIT Patna provided the candidate fulfills the criteria laid down by the MHRD and total no of enrolled students in that Department does not exceed for that particular academic session.

## **22. Temporary Withdrawal from the Program**

A candidate admitted to the programme will be required to complete successfully at a stretch. However, candidates may be given permission for **temporary withdrawal for maximum Two Semester within the**

**maximum period of five years** for all categories of candidates in special **circumstances** such as:

- (i) Illness or accident, which disables the candidate from appearing at the examination. This must be duly certified by the Medical Officer of the Institute or a Doctor recognized for the purpose.
- (ii) A calamity in the family at the time of examination which, in the opinion of the Head of the department/ Centre and Dean of Student Affairs requires the candidate to be away from the campus.

The candidate applies to the institute within 15 days of commencement of semester or from the date last attended the classes stating fully the reasons for such withdrawal together with supporting documents and endorsement of father/ legal guardian.

If the Institute is satisfied that, inclusion of period of withdrawal, the candidate is likely to **complete the requirement for award of degree within five years (Full time)/six years (part time) of admission to the program.**

If there is no outstanding due(s) or demand from the Institute/ Department/ Centre/ Hostel/ Library etc.

**If Candidate has availed any stipend/scholarship/assistantship from the Institute under this program, then he/she has to refund the entire stipend/scholarship/assistantship received from the Institute even in this case of leaving the programme without its completion, irrespective of the reasons at his/her end.**

**Only one such temporary withdrawal during the programme will be considered/ granted.**

The candidate will submit final thesis as per rules under of doctoral Programme no further extension is being considered.

If any candidate continues **to remain absent or not doing semester registration for two consecutive semesters** then, it will be assumed that

candidate has no interest in the programme and his/ her candidature shall be deemed to be cancelled without any notice.

### **23. Conversion From Full-Time To Part-Time**

The Institute discourages any conversion of candidature from Full Time to Part Time under the Program. A doctoral degree candidate after admission / enrolment may request for conversion from full-time to Part-time subject to approval / recommendation of DRC and final approval of the Senate, if he / she fulfill following conditions detailed below:

- Has completed course work, registration,
- Has been selected for a job as faculty in Central / State Government funded Institution / University and there is a probability to continue in the programme at NIT Patna.
- Has been selected for a job as per his qualification in Central / State Government Research Organization and there is a probability to continue in the programme at NIT Patna.
- His / her employer has no objection in continuing to the programme as part-time candidate.
- Continues to do semester registration as per rules and has satisfactory progress report.
- Appears for evaluation as per time schedule notified by the department.

**If Candidate has availed any stipend/scholarship/assistantship from the Institute under this program, then he/she has to refund the entire stipend/scholarship/assistantship received from the Institute even in this case of leaving the programme without its completion, irrespective of the reasons at his/her end.**

## **24. Withdrawal / Cancellation from Programme and Refund Rules**

Any candidate may request for withdrawal from the Institute after admission or after joining but before the completion of Pre-Registration Seminar. But in all cases, the candidate is required to inform the Dean (Academic) through the HOD and submit reasons/ justification before grant of such permission. No refund of fee after admission/ enrolment or semester registration will be made, except caution money.

In case candidate wants to discontinue his / her PhD programme after the completion of Pre-Registration seminar or convert from Full time to part time, then he/she has to return the complete amount received as a scholarship / fellowship / assistantship.

The candidate is required to submit No Dues from different departments, labs, Hostel, Library, Accounts and academic section on No Dues proforma for grant of permission to withdraw and issue of Migration certificate.

## **25. Waiver/Relaxation of Requirements in Special Cases**

The procedures and requirements stated in this regulation, other than those in Section 3 (Eligibility for Admission), and Reservation of Seats may be waived by the Chairman, Senate under special circumstances for cogent reasons. The ground on which such waiver/relaxation is granted shall invariably be recorded and cannot be cited as precedence.

----- xXx -----



## **Appendix–A: Guidelines for Appointment/Change of Supervisor/ Co-Supervisor / Caretaker Supervisor**

1. All candidates for the Ph.D degree are required to carry out his/ her research work under the guidance of *a supervisor from the Institute*. However for certain candidates DRC may propose more than one *supervisor drawn from the other Institute / University and/ or from Industry/ R&D Organization as Joint supervisors/ Co-supervisors*
2. In case of Inter-disciplinary area of research, Co-supervisors from other departments of the institute or *other Institute / University and/ or from Industry/ R&D Organization* may be assigned.
3. The co-supervisor may also be from external centrally funded Institutions /Research organization of National repute or the reputed industry.
4. For cases where the supervisor proceeds on long leave for more than or equal to one semester, then either a joint supervisor may be appointed **or** new supervisor may be appointed **or** a caretaker supervisor is to be appointed by the DRC.
5. However, on the request of candidate, DRC may either allow supervisor to continue as sole supervisor with a caretaker co-supervisor or change supervisor on case to case basis depending on the state of progress of the thesis work.
6. A student may request to change the supervisor/co-supervisor. The DRC may recommend for change in supervisor/co-supervisor based on merit of such request and forward its recommendation to Chairman, Senate, NIT Patna for final consideration and approval.
7. After superannuation from the service of this Institute, if a person joins the Institute as an Emeritus Professor or in any other capacity, he/she may continue to be sole supervisor or a joint supervisor with the due approval of Chairman, Senate.

8. A faculty of the Institute having less than or equal to one year to superannuate (from the end of the academic session in the month of June of the year), can be appointed as thesis supervisor jointly with another faculty of the Institute.
9. For case where a faculty joins new organization/Institute, he / she may be allowed to continue as sole supervisor, as per the recommendation of the DRC, if the thesis is submitted within six months from the date of leaving the Institute otherwise a new supervisor will be appointed by the DRC. In case, the thesis is submitted within six months, Ph. D coordinator of the department will be appointed as a caretaker for such students to carry out all administrative work.

**Appendix – B: Composition of Admission Committee For every academic session.**

1.	Head of the Department.	Chairman (Ex-officio)
2.	All regular faculty having Ph.D. Degree	Member
3.	Ph.D Co-ordinator of the Department	Member Secretary

Admission Committee shall be responsible for following activities with respect to Ph.D Admission:

- Details of Specific Area of proposed Research, eligibility of Degree with nomenclature of Discipline/ Branch and GATE / NET requirement for admission
- Scrutinize Ph.D applications and conduct admission
- Conduct Screening written test and selection interview for admission
- Recommend name of the candidate(s)

**Appendix – C: Composition of Departmental Research Committee(DRC) For every academic session.**

1.	Head of the Department.	Chairman (Ex-officio)
2.	Three faculty from the department (One Professor, One Associate Professor, and One Assistant Professor) to be nominated by Dean (Academic)	Member
3.	Director's nominee	Member
4.	Ph. D coordinator(to make sure that all the activities should be initiated in time)	Member Secretary

In case, department does not have Professor or Associate Professor or Assistant Professor then any three faculty of the department may be nominated.

DRC shall be responsible for following activities with respect to Ph.D Programme:

**Consider the research programme of the Department.**

- To discuss the different decisions taken by the DSC of the research candidates
- To discuss the issues related to Ph. D students
- To consider any research proposal / creation of Research Centre / laboratory etc. in the Department
- Recommend name of supervisors for the candidates

**Composition of the Doctoral Scrutiny Committee (DSC)**

1.	Head of the Department	Chairman (Ex-officio)
2.	Supervisor - for his/her candidate only	Member Secretary
3.	Co-supervisor/Joint Supervisor/Care taker, if any	Member
4.	One Faculty from the department to be nominated by HoD in consultation with Supervisor(s)	Member
5.	External Expert from other department of the Institute or other Institutions of repute (such as IITs, NITs, Centrally Funded Institute/ University etc. or from Research organization) to be nominated by the Director(Presence of <b>External Expert</b> for Pre-registration seminar and Pre-submission seminar is a must)	Invited Member(s)
6.	One expert from other departments in subject area in case of inter disciplinary subject	Member (Optional)

External Expert from the other Institute is entitled for TA/DA/Honorarium as per NIT Patna rule.

DSC shall be responsible for following activities with respect to Ph.D Programme:

- (i) Approve the areas of research of the candidate defined by supervisor
- (ii) Decide the course work for Ph.D candidates

- (iii) Courses to be offered/ completed by the candidate in the other department(s) of the Institute or to be completed at other Institute/ university within India or outside India.
- (iv) Evaluation of all courses undertaken by the candidate
- (v) Organize pre- registration seminar for the candidate within time-limit defined by the regulation.
- (vi) **Evaluation of Semester progress in research of the candidate is to be done at the end of each Session. The recommendation of DSC duly signed for each research scholar should be sent to Dean (Academic) office for records.**
- (vii) External member shall be entitled for sitting honorarium, TA / DA as per Institute rules for attending meeting of the DSC.

## **Appendix –D: Admission Procedure for Ph.D Programme**

Admission to the Ph.D Programme shall be made by the Institute based on minimum eligibility criteria for the programme and selected after evaluation of the candidate in Screening written Test and selection Interview conducted by the respective Admission committee.

The Admission committee of respective department(s) will provide information as per section 3(ii) and related information asked by the Dean (Academic). To keep uniformity in admission procedure, the recommendations of Admission committee of all departments will be discussed in Pre-admission/ Advertisement meeting convened by the Dean (Academic), if required. In the meeting the procedure of preparation of Merit list for admission shall be discussed.

Admission Committee of the respective department will conduct screening written Test of Full marks 100 and Selection Interview of full marks 100. The final selection will be based on Selection Interview only. The Dean (Academic) may seek clarifications from the Admission Committee for admission to the program on any issue or any ambiguity in selection process on recommendation and accordingly revise the list of Selected/ Rejected candidates. In case of any unresolved dispute, result of selection for Ph.D. admission may be cancelled by the order of competent authority.

The Screening Written Test **question paper may have questions of multiple choice questions and/or subjective questions.** The cutoff marks for Screening of candidates cannot be less than 40% in case of Gen/OBC candidates and 35% in case of SC/ST/PwD of the Full Marks for Written Test.

Further, merit List of candidates shall be prepared by Admission committee based on Selection Interview only and sent to the Dean (Academic) for notification. Cut off marks for admission cannot be less than 50% of the Full marks for selection interview.

**Following Report(s) are required to be submitted by respective Admission committee to Dean (Academic)**

- List of candidates eligible for admission process and list of not eligible candidates with the reason for the same.
- List of candidates who are exempted or required to appear at Screening Written Test and/ or Selection Interview.
- Verification details of the Certificates and Documents, Attendance of Candidate(s) and
- Admission committee recommendations of Selection Interview in following format. The format has been suggested only for reference and to keep uniformity among different departments.

Minutes of the Selection Interview for Ph. D Program of the  
Department of <Name of the Department>

Dated <>

The Admission committee of the Department of <Name of the Department> on <Date of Selection Interview> conducted Selection Interview for admission to the Doctoral Program for Odd July\_Dec\_<YYYY>/ Even Jan\_May\_<YYYY> Semester of the session < Session>.

Following Members were present:

- 1.
- 2.
- 3.
- 4.



Following candidates were interviewed by the Committee and may be admitted to the Doctoral Program as per recommendations for admission as given below:

S. No.	Application No.	Candidate Name	Marks awarded : (FM 100)	Category of Candidate	Recommendation for admission as: Yes or Suitable/ Not Suitable/ Absent	Selected under category
1.						
2.						
.						
.						
n.						

Candidates recommended as “**YES or SUITABLE**” for admission are declared selected and admission may be granted subject to verification of documents.

The Departmental Research committee (DRC) will invite choice of supervisor from the admitted candidate(s) for allotment of Supervisor and then DSC will be constituted.

The candidates marked as “**ABSENT**” did not appear for Selection Interview, hence such candidates may not to be considered for admission to the Doctoral Program.

Signature of all Member(s) with their Name:

Signature of the DRC Chairman/ Selection Committee

**Appendix–E: Summary of Time Limits for Different Academic Activities**

The summary of time limits for different activities as per the regulation for Ph.D Programme under different sections and sub-sections have been detailed below for reference. **For all count period reference is from the Date of Admission/Enrolment:**

<b>S. No.</b>	<b>Scheduled Academic Activities</b>	<b>Full-time: Time limits</b>	<b>Part-time: Time Limit</b>
1.	Allotment of Supervisor	Within two months	Within two months
2.	Course Work	Minimum: 6 months Maximum: One Year	Minimum: 6 months Maximum: One Year
3	<b>Ph.D Registration Seminar:</b> for acceptance of Research Proposal <b>(from date of admission)</b>	Within Two years	Within Two years
4	If Ph.D Registration Seminar is not Satisfactory, then Improved Research Proposal Seminar	2 <sup>nd</sup> attempt: Within next Three months of Previous Presentation	2 <sup>nd</sup> attempt: Within next six months of Previous Presentation.
5	<b>Thesis Submission for final evaluation</b>	Subject to approval of Thesis Pre Submission seminar: After three years	Subject to approval of Thesis Pre Submission seminar: After three years from the date

		from the date of enrolment.  In case of DD: After Four years from admission to Dual Degree Program i.e. after Two Years from Completion of Masters Course	of enrolment
6	<b>Maximum time Limit for completion of Ph.D Programme from the date of admission.</b>	Five years	Six years
7	Extension of Registration beyond above maximum Time limits: <b>on the recommendation of DSC and approved by the Senate.</b>	Additional One year	Additional One year

**Dual Degree Candidates-** the academic progress time limits are guided by (i) Dual Degree Regulation - till working for Master's Degree and thereafter by Doctoral Degree Program. Under this No exit from programme is permitted. If a candidate decides to withdraw his/ her admission at any stage of his/ her admission then none of the Degree shall be awarded.

## Appendix –F: Rules for Sponsored Ph.D Programme

1. Persons who possess the minimum prescribed qualifications as per clause 5 and are in service in any of the following establishment shall be eligible for admission to the Ph.D Programme as sponsored scholars.
  - (i) Defence or other ministries of the Government of India or any other government organizations.
  - (ii) Established industrial research and development organizations
  - (iii) Autonomous bodies and public undertakings.
  - (iv) Universities/ Autonomous institutions/ colleges
  - (v) Such industries as may be recognized by the Senate of the Institute for the purpose from time to time.
2. Qualified teachers of recognized Engineering College approved by AICTE, **Colleges/ Institution/ University** and of **Colleges/ Institution/ University**, who all have been awarded Teacher Fellowship of the University Grants Commission shall be eligible for admission to the Programme.
3. An intending sponsored candidate must submit his application in prescribed form for admission through his employer who will forward the same to the Institute with suitable endorsement so as to reach the Institute by the date stipulated in the notification for the admission in that semester of the academic session.
4. A sponsored candidate selected for admission shall be required to be present in person at the time of joining the Institute.
5. To submit evidence of having passed the qualifying examination and such other documents as the Institute may require. Guideline
6. To produce certificate from the employer to the effect

**That the candidate has been officially released from his duties for the purpose of joining the Programme and has been granted the leave for the required period, i.e., NOC from current employer.**

**That the services of the candidate shall be retained with the employers.**

**The candidate shall produce a release certificate from his/her employer at the time of admission.**

7. Sponsored research candidate shall not be eligible for any scholarship, except the candidates from QIP schemes.

## Appendix–G: Rules for Enrolment of Members of Teaching

1. Members of teaching staff of the NIT Patna and other Institute may be permitted to join the Ph.D Programme of the Institute provided the prior permission has been obtained from the Director before applying for admission to the Programme.
2. The application for permission to join a research Programme by a member of teaching must be submitted through the Head of the Department/ Centre of the section in charge, as the case may be. While submitting the application he/ she must give an undertaking in the form appended hereto (Schedule -A).
3. The prescribed minimum qualifications and percentage of marks/ CGPA for admission to the Ph.D Programme as given under clause 5 of the regulation shall be applicable to a member of staff of the Institute also. The Chairman of the Senate may, on the recommendation of the DRC, relax the above norm.
4. All common rules laid down in the Ph.D Regulations relating to course work, prosecution of research work under the supervision of a member of faculty, etc shall be applicable to all members of staff being enrolled for Ph.D Programme.
5. **A member of NIT Patna enrolled to the Ph.D Programme shall be exempted from payment of any tuition fee and other fee except the following** which all Ph.D candidates are required to pay
  - i. Admission fee (Enrolment cum registration fee)
  - ii. Thesis Evaluation fee
6. Members of staff permitted and enrolled for the degree shall not be entitled to get any Scholarship.
7. Member of teaching staff may get registered under QIP scheme, and then approval for such request shall be governed by the rules under the QIP Scheme of MHRD/ AICTE.

**Schedule - A                      Undertaking**

I Mr./Ms. ....member of the our staff holding a post of .....in the Department/ Centre of .....at ....., hereby give the undertaking that I shall abide by the rules and regulations as may be laid down by the Senate of the Institute from time to time for undergoing the Ph.D Programme

I also undertake hereby that since I shall be on duty while undergoing the Programme of studies/research I shall ensure that all normal official duties assigned to me are executed without any handicap.

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

Date: .....

(Signature of the Candidate with name)

**Appendix–H: Thesis Submission for Evaluation - Format Guidelines:**

**Arrangement of Certificates and Texts in Thesis -**

1. Cover Page (**For Hand bound Cover- in sky colour i.e. light blue Colour** with golden writing)
2. Inside Cover Page (Identical to Cover Page)
3. Certification
4. Declaration & copy right
5. Acknowledgments
6. Synopsis
7. List of Tables and Figures
8. List of abbreviations (if any)
9. Contents

**CERTIFICATE from the SUPERVISOR(s)**

This is to certify that Mr./ Ms./ .....  
..... Roll No. .... Enrolment No.  
..... is a registered candidate for Ph.D Programme under  
department of ..... of  
National Institute of Technology Patna.

The undersigned certify that he/ she has completed all other requirements for  
submission of the thesis and hereby recommend for the acceptance of a thesis  
entitled, ‘.....  
.....’ in the partial fulfillment of the requirements for the award of Ph.D  
Degree by National Institute of Technology Patna.



.....  
Dated ..... Supervisor(s) name, designation with  
signature and seal

**DECLARATION AND COPYRIGHT**

*(to be signed by the candidate)*

I ..... Roll No. .... .. Enrolment No.  
..... a registered candidate for Ph.D Programme under department of  
..... of National  
Institute of Technology Patna, declare that this is my own original work and that it  
has not been presented and will not be presented to any other University/  
Institute for a similar or any other Degree award.

Signature of the candidate: .....

Date: .....

*This thesis is a copy right material protected under the Berne Convention, the  
copy right at 1999 and other International and National enactments, in that behalf,  
or intellectual property. It may not be reproduced by any means, in full or in part,  
except for short extracts in fair dealing, for research or private study, critical  
scholarly review or discourser with an acknowledgment, without written  
permission of the Department on both the author and NIT Patna.*

### ***Guideline for Thesis Presentation Information for Ph.D***

#### **1. Contents of the thesis are as Follows but not limited to it**

Title Page, Certification, Declaration and copyright, Acknowledgment, Dedication, Abstract, Table of Content, List of Figures, List of Tables, Abbreviations

**CHAPTER - 1** Introduction, Statement of Problem, Need of study, Objectives and Scope

**CHAPTER - 2** Literature Review

**CHAPTER - 3** ProblemDefinition

**CHAPTER - 4** Proposed Solution

**CHAPTER - 5** Analysis and Discussion

**CHAPTER - 6** Conclusion

**ANNEXURE – 1, 2, 3** If any

**REFERENCE** Harvard-Like format/ IEEE/ ASCE/ ASME/ APS/ACS/ Chicago Manual of Style/ MLA Format and list should restrict to maximum 200 references

**LIST OF PUBLICATION**

**DETAILS OF PATENTS (if Any)**

#### **2. Font and Spacing**

Title: Bold, Times New Roman, 14 size and Centered

Subtitles: Bold, Times New Roman, 12 size and left justified

Spacing: Spacing between text lines: 1.5, Times New Roman, 12 sizes, Leave one space between paragraphs, subtitle and the text or between Title and sub title.

#### **3. Paper Margins**

Left margin	:	4.0 cm
Right margin	:	2.5 cm
Top margin	:	4.0 cm
Bottom margin	:	2.5 cm

#### 4. Printing

The entire thesis shall be printed only on one side of the paper.

#### 5. Draft Submission

Five to six loose bound copies each for the examination committee shall be submitted on the set deadline.

One each for the Institute, the External and Internal Examiners, and each Supervisor(s).

#### 6. Final submission

- Five in case of one supervisor and six in case of more than one supervisor(s) of the thesis hard copy (**Hand bound in sky colour i.e. light blue Colour**) and in **soft copy of thesis** (in pdf format) under a separate <folder name> as Candidate's Roll no as file name.
- Soft copy of Thesis, synopsis, detailed plagiarism report, data used in the research work, if any, coding in folder named with candidate's Roll no.

## **Appendix–I: Terms and Conditions for Award of Scholarship/ Research Fellowship**

- 1.1 All Research Scholars admitted to the research Programme ***except the sponsored scholars and members of staff of the Institute*** shall be entitled to get the award of Research Fellowship/Teaching Assistance as per rules of MHRD, Govt. of India.
- 1.2 If due to any reason Institute Research Fellowship is discontinued, then it will not be continued again. However, such candidates may continue their research work as self-financing candidate.
- 1.3 Candidates whose admission transferred from other institute, may be entitled to get Research Fellowship/Teaching Assistance provided his admission does not exceed total number admissible admission entitled to get Research Fellowship/Teaching Assistance in an academic session & approval of competent authority.
- 1.4 **If Candidate has availed any stipend/scholarship/assistantship from the Institute, then he/she has to refund the entire stipend/scholarship/assistantship received from the Institute in the case of leaving the programme without its completion, irrespective of the reasons at his/her end.**

### **2. General**

- 2.1 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 scholar being awarded another Scholarship of the Institute or of any external organization/ Institution he/she will have the option to retain any one of the awards according to his/ her choice which he/she will communicate immediately in writing to the Dean (Acad.) through his/her supervisor and the HoD.

- 2.2 QIP scholars shall however draw fellowship and contingency grant from QIP Programme of MHRD only as per rules applicable to them. They shall in no case be eligible for award of **Institute Research Scholarship**.
- 2.3 **Research Scholars** may be assigned **academic responsibilities up to eight hours per week** theory (**tutorial**) **classes, laboratory/ demonstration work**, conduct of Seminar/ Symposia running and maintenance of equipment/ computer as may be decided by the Head of the Department/ Centre in consultation with the Supervisor(s).
- 2.4 A Research Scholar shall maintain, besides satisfactory academic progress, good conduct behavior and discipline of 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 financial assistance is liable to be suspended with immediate effect.
- 2.5 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 at any examination conducted by any Institution, University or Public Body.

**Financial Assistance: The Institute will provide financial assistance as per MHRD norms.**

### **Tenure**

- 4.1 The tenure of a scholarship/research Assistance shall be as per guideline of MHRD, Govt. of India.
- 4.2 The financial assistance for the last month shall be payable subject to foregoing conditions up to the actual date of the scholar's presence in the Institute. The disbursement of last monthly installment of financial

assistance shall be made on production of a 'No Dues' certificate from the Hall of Residence, the Library and the Department/ Centre and the Academic Section of the Institute.

- 4.3 Notwithstanding anything contained in the foregoing sub paragraphs, continuation of Scholarship from month to month is subject to candidate's good conduct and continuous progress of research work to the satisfaction of the Supervisor(s), the Head of the Department/ Centre and other authorities.

**A candidate has to submit request for enhancement of scholarship/fellowship in the prescribed format only as given in Appendix K: Form D9. Effective date of enhancement will be date of recommendation of the respective DSC.**

**In case candidate wants to discontinue his/her PhD programme after the completion of Pre-registration seminar or convert from full time to part time, then he/she has to return the complete amount received as a scholarship/fellowship/assistantship.**

**Schedule -B : Leave, & Other Administrative Matters of Research Scholars of  
Different Categories**

**A) LEAVE**

i) **Institute Research Scholars:**

Research Scholars can avail of the following types of leave in a year from the date of joining:

**CASUAL LEAVE: 15 days**

**MEDICAL LEAVE: 15 days**

In case of serious illness, the research scholar may avail a part of casual leave as medical leave, in addition to 15 days, at the discretion of the HOD/ HOC. They are not entitled to avail vacation leave (summer & winter). Any leave not availed of shall not accumulate.

In cases where extensive field work is necessary, absence from station up to a period of 12 weeks per year be considered as on duty on certification of the Supervisor/ Head of the Department/ Centre.

ii) For other **categories of research scholars (scheme research fellows/ CSIR etc.):** Same as that of applicable for Institute Research Scholars.

**B) TERMINATION OF ENROLMENT**

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

**C) OTHER ASSIGNMENTS**

i) **Institute Research Scholars:**

No one shall accept or hold any appointment, paid or otherwise or receive any emoluments, salary, stipend etc. from any other source during the tenure of the award. However, they may receive honorarium against specific work done for projects (mainly consultancy) from time

to time with the prior permission of the Supervisors (s) and Dean (Acad.)

**Other categories (scheme research fellows/ CSIR/ self - supporting etc.): same principle will be applicable.**

#### **D) RELINQUISHMENT OF RESEARCH FELLOWSHIP, PERMISSIONS**

##### **I) Institute Research Scholar :**

If research fellow wishes to relinquish fellowship during the tenure, then it should be done with the prior approval of the Institute. He/she should also obtain prior permission of the Institute for appearing at any examination conducted by any Institution, University or Public Body.

**he/she has to refund the entire stipend/scholarship/assistantship received from the Institute even in this case of leaving the programme without its completion, irrespective of the reasons at his/her end.**

II) Other categories (Scheme Research fellows/ CSIR etc.): Same principle will be applicable.



## **Appendix–J: Rules Regarding Conduct and Discipline**

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

1. Research Scholars shall show due respect to the teachers of the institute, the wardens of the Halls of Residence, the Sports officer 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 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 candidates. In particular they are expected to show kindness and consideration to the new candidates admitted to the Institute every year, ragging of newcomers in any form is banned by law. The acts of ragging will be considered as gross indiscipline and will be severely dealt with.
3. The following acts omission and/ or commission shall constitute gross violation of the code of conduct and are liable to invoke disciplinary measures:
  - ❖ Ragging
  - ❖ Lack of courtesy and decorum, indecent behavior anywhere within or outside the campus
  - ❖ Willful damage or stealthy removal of any property/ belongings of the Institute/Hall or of candidates
  - ❖ 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 candidates

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

4. For offence committed in (a) Hall of Residence, (b) the Department or in a class room and (c) elsewhere, the Chairman (HMC)/ Warden, the Head of the Department and the Dean of Candidates Affairs respectively, shall have the authority to impose fine or take other suitable measures.
5. All cases involving punishment other than reprimand shall be reported to the Chairman of **Disciplinary Committee of the Institute**.

## **Appendix–K: Fees and Other Charges Payable by Research Scholars**

**As prescribed by the Institute/ Statute, admission fees, semester registration fees, hostel fees and other admissible fees, if any are payable by a Research Scholar as in force for the time being. Fees are categorized as refundable (Institution Caution Money, Hostel Caution Money, Mess Deposit, Mess Advance, Library Caution Money etc) and non –refundable (Admission, Tuition, Hostel Seat Rent & Water Charges, Gymnasium, Medical etc., Examination Fee, Thesis Evaluation Fee (Payable at the time of submission of thesis by all types of research scholars) etc.)**

**For the purpose of tuition fees and hostel charges the year shall be counted from the date of joining of the Research Scholar except that the fees shall be charged from the first day of the month irrespective of the actual date of joining. Similarly at the time of leaving the Institution the tuition fees and hostel rent shall be charged for the full month irrespective of the actual date of leaving.**

**Research Scholars under all categories except internal staff shall pay tuition fee and seat rent ordinarily for the entire duration of their research work, i.e., till the date of submission of the thesis.**

**Appendix–L: Some Forms for different purpose****Form D1: Undertaking to be submitted by M. Tech/ MURP/ Ph.D Scholar  
Claiming Full-Time Research Assistantship/ Scholarship****NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,  
2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

Name of the Student	:	
Roll Number	:	
Department	:	
Specialization	:	
Permanent Address	:	

I..... son/  
daughter of .....  
.....hereby undertake that

- a) As on ..... I have not been selected for any regular appointment / service and I am registering for full time M. Tech/ MURP/ Ph.Dprogramme of the National Institute of Technology Patna with the intention of completing the course within the period as stipulated in the regulations of the Institute.
- b) I will obtain prior permission of the Director, National Institute of Technology Patna for appearing for any examination conducted by other institutions / Universities / Public bodies etc;
- c) I will not apply for or accept a job in any institution in India or abroad without obtaining prior permission from the Director, National Institute of Technology Patna.

- d) I will not discontinue the studies or relinquish the scholarship during it's tenure without the prior approval of the Director and I shall refund the entire amount of scholarship received by me from the date of commencement of the scholarship to the Director, National Institute of Technology Patna in case I discontinue the studies or relinquish the scholarship and
- e) I will abide by the rules for the award and renewal of the scholarship existing and as stipulated by Ministry of Human Resources and Development, Govt. of India from time to time.

Date:  
**Student**

**Signature of the**

**From D2 Choice of Ph.D Supervisor****NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,

2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

Name (in Capital letters)	:	
Roll No.	:	
Type of Registration	:	<b>INSTITUTE SCHOLARSHIP/ TEQIP/ NON STIPENDIARY/QIP/ PROJECT/STAFF/OTHERS</b>
Department	:	
Broad Area of Research	:	

Sl. No	Name of the Faculty in preferential order	Willingness of Faculty

**Signature of the Scholar****Supervisor Allotted**

1.

**Date:****Chairman (DRC)**

**Form D3 Request for Change of Research Supervisor or Inclusion of Additional Supervisor**



**NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,

2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

Name of the Student	:	
Roll Number	:	
Department	:	
Date of joining	:	
Type of Registration	:	Regular / External / QIP / Project / Staff / Others
Name of the present research of Supervisor(s)	:	
<p><b>Reasons for requesting change of Research Supervisor <u>OR</u> inclusion of Additional-Supervisor:</b></p> <p>(to be stated clearly by the present Supervisor and/or additional Supervisor if any)</p> <p><b>Signature(s) of Research Supervisor(s) and Additional-Supervisor (if any)</b></p>		

		<b>Name</b>	<b>Signature</b>	<b>Date</b>
Ph.D Scholar	:			
Present Research Supervisor	;			
Present Additional Supervisor	:			
Proposed Research Supervisor	:			
Proposed Additional Supervisor	:			
	:			

The Records were verified and found to be in order.

**Chairman (DRC)**

**[Approval]**

**Dean (Academic)**



Form D4 Course Work Registration Form [Ph.D]

**NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,  
2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

Name (in Capital letters)	:	
Roll No.	:	
Type of Registration	:	Regular / External / QIP / Project / Staff / Others
Department	:	
Month and Year of Examination	:	

Sl. No	Course Code	Course Name	Course Credit	Name of the Teacher offering the Course

Signature of the Scholar

Signature of the

Supervisor(s)

Date :

Head of the Department

**Form D5 List of Publications Based on Ph.D Research Work****NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,

2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

[to be filled-in by the Research Scholar and to be enclosed with Synopsis  
Submission Form]

Name of the Student	:	
Roll Number	;	
Department	:	

**Publications in SCI/SCIE/ SSCI/ AHCI (Arts & Humanities Citation Index)/  
ESCI/ SCOPUS Journals**

Sl. No.	Title of the paper	Authors (in the order it appears on the paper)	Name of the Journal with Volume No,	Month & year of publication

**Publications in International Conferences**

Sl. No.	Title of the paper	Authors (in the order it appears on the paper)	Name of the Conference and venue with main organizer	Month & year of Conference

Publications in National Conferences / Seminars				
Sl. No.	Title of the paper	Authors (in the order it appears on the paper)	Name of the Conference and venue with main organizer	Month & year of Conference

*(If the paper has been accepted for publication but is yet to be published / appear in the Proceedings, the supporting documents for acceptance with probable time of publication must be attached.)*

**Research Scholar**

Name & Signature, with Date

**Research Supervisor**

Name & Signature, with Date

**Form D6 Semester Progress Application and Research Seminar Report****NATIONAL INSTITUTE OF TECHNOLOGY PATNA****PROGRESS REPORT OF Ph.D CANDIDATE FOR****(ODD/ EVEN) SEMESTER OF SESSION 20\_\_\_\_\_****PART A: TO BE FILLED BY THE STUDENT**

1. Name of the Research Scholar \_\_\_\_\_
2. Roll Number \_\_\_\_\_ 3. Enrollment Number: \_\_\_\_\_
4. Dept. \_\_\_\_\_ 5. Mobile No.: \_\_\_\_\_
6. Email ID: \_\_\_\_\_
7. Status: **Full Time/Part Time/converted to PT from FT on** \_\_\_\_\_
8. Details of Fellowship receiving From NIT Patna: Yes/No  
**If Yes:** Amount Received (Per Month): \_\_\_\_\_ from \_\_\_\_\_  
 \_\_\_\_\_ till \_\_\_\_\_  
 Enhanced amount (if any): \_\_\_\_\_ from \_\_\_\_\_  
 till \_\_\_\_\_  
 From External Funding Agency: **Yes/No**  
**If Yes:** Amount received (Per month): \_\_\_\_\_ from \_\_\_\_\_ till \_\_\_\_\_  
 Enhanced amount (if any): \_\_\_\_\_ from \_\_\_\_\_ till \_\_\_\_\_
9. Date of Admission: \_\_\_\_\_
10. Current Semester: \_\_\_\_\_
11. Date of Registration in Ph.D programme as per academic notification  
 \_\_\_\_\_ (**Attach supporting document**)
12. Ph.D Topic: \_\_\_\_\_
13. Supervisor (s)/ Co-Supervisor(s) \_\_\_\_\_

S. No	Name	Designation	Department/Organization	Supervisor / Co-Supervisor
1.				
2.				

14. Status of course work

SGPA at the end of Semester (if applicable) : \_\_\_\_\_

CGPA at the end of course work : \_\_\_\_\_

15. Details of course work

Semester	Session	Course Code	Course Title	Credit	Grade	Overall CGPA

**Attach grade sheet for completed courses**

16. Status of experimental/Theoretical/Modeling work (Attach separate pages with research scholar and supervisor signature. The number of pages should not be more than three.)

**(Please address the following points)**

- i. Works Proposed in the last semester, Recommendations & directions given by the DSC in previous progress presentation:



**PART B: RECOMMENDATIONS OF SUPERVISOR**

**Roll No.** \_\_\_\_\_ **Name of the**

**Candidate:** \_\_\_\_\_

i. Progress Report forwarded by the Supervisor for \_\_\_\_\_ (First/  
Second/ Third/ Fourth/ Fifth/ Sixth/ Seventh/ Eight) semester

ii. In my opinion

\_\_\_\_\_ (name of  
the research scholar) has/has not made progress in the following  
respects on the basis of which I am satisfied/not satisfied with the work  
done during the last six months:

iii. No. of Ph.D scholars currently working under me

As Supervisor: \_\_\_\_\_ (full-  
time) \_\_\_\_\_ (Part-time)

As Co-Supervisor: \_\_\_\_\_ (full-time)  
\_\_\_\_\_ (Part-time)

**SUPERVISOR (OTHER) COMMENTS:**

**CO-SUPERVISOR (IF ANY) COMMENTS:**

Date:  
Supervisor

Signature of Supervisor

Signature of Co-





**PART C: RECOMMENDATIONS OF DSC**

RECOMMENDATIONS OF DOCTORAL SCRUTINY COMMITTEE:

**Roll No.** \_\_\_\_\_ **Name of the**  
**Candidate:** \_\_\_\_\_

(Please ✓ the relevant column)

- (i) Performance is Satisfactory
- (ii) Performance is unsatisfactory
- a) (i) Recommendation for Registration beyond 5 years for full time and 6 years for part time (needs approval of the senate on the basis of recommendation of DSC)

---

---

---

---

---

---

---

---

---

---

- (iii) Termination of registration is recommended because of

---

---

---

---

---

---

---

---

---

---

- b) Brief of previous progress reports

Progress Report	Semester												
	1	2	3	4	5	6	7	8	9	10	11	12	
Submitted (YES/NO)													
Details (Satisfactory: (S) Not Satisfactory													

d) Comments of the members of DSC

**Members of the DSC: Members present during the progress presentation with their designation and signature:**

- 1.
- 2.
- 3.
- 4.
- 5.

**Date:**

**Signature of Chairman DSC**

**KINDLY NOTE:**

1. A warning may be issued to the candidate by DSC regarding the credits achieved and progress of the work if it is not up to the mark.
2. Termination of registration is also recommended on account of the reason(s) given by DSC.

3. A copy of this form is to be retained by DSC Chairman.
4. The progress report duly filled in by student concerned and DSC is to be sent to Academic Section for further processing.

**PART D: OFFICIAL USE (DEPARTMENT)**

**Approved / Not approved** the recommendation of DSC:

**Signature of Chairman (DRC)**

---

**Form D7 Plagiarism Report of Final Thesis****NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,

2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

Name of the Student	:	
Roll Number	:	
Department	:	
Date of joining	:	
Name of Supervisor(s)	:	
Title of the Thesis	:	
Date of Plagiarism Test	:	
Percentage of plagiarism (copy of the report signed by Student and supervisor)	:	
Exclusion of continuous words or any other setting in software for plagiarism test	:	

**[Recommendation/comments DSC]**

**Form D8 Examiner's Evaluation Report on Ph.D Thesis****NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,

2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

(Please send report and your comment/ recommendations in the prescribed proforma in sealed envelope marked "**Confidential**", to the **Dean (Academic), NIT Patna 800005**)

Name of the Student:	
Roll Number:	
Department:	
Title of the Thesis:	

- 1. The detailed Report and Comment should cover following points:  
(Please send your Adjudication report in following prescribed format in a Separate sheet)**

a) Objective and Scope:	
b) Originality of the Problem:	
c) Literature Search understanding of prior art:	

d) Material and Methods			
e) Result and Discussions:			
f) Conclusion and New Findings			
g) Strong/ Weak points of the thesis			
h) Language and presentation of the thesis:	Satisfactory/ Unsatisfactory (If unsatisfactory, then specific comment be made on separate sheet)		
i) Correction in Punctuation, grammar, Spelling or language	None	Minor	Require Changes

2. **Write at least Five questions from the area of research to be asked in oral examination.**

**(Please send your questions on a Separate sheet along with the report, if recommended for award of Ph.D Degree)**

**Final Specific Recommendations/ Remarks with mentioning the acceptance of the thesis for Ph.D Degree or otherwise(Please write YES against the recommendation accepted by you):**

S.No.	Recommendation	Write "Yes"
a)	The Thesis is accepted in the present form and recommended for the award of Ph.D Degree	
b)	The thesis be acceptable after correction/ revision/ modifications in the thesis, as detailed/ suggested in the report with certificate by DSC  "that all the modifications/ revisions suggested by the examiner are incorporated in the revised version of thesis submitted by the candidate"	
c)	The thesis be rejected outright  <b><i>(Please provide Reasons for the same on separate sheet or be specifically indicated as per para number of 1(a) to 1(i) of the proforma)</i></b>	

Name of the Examiner:	
Designation of the Examiner:	
Full Address:	
Phone No/ Mobile No:	
E-mail ID:	

Place:

Date:

(Signature of the Examiner)



**Form D9 Report of Final Viva-Voce Examination Board****NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,

2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

Name of the Student	:	
Roll Number	:	
Department	:	
Date of joining	:	
Name of the research of Guide(s)	:	
Title of the Thesis	:	
Date of Thesis Defense / Viva-Voce Exam	:	

**[Recommendation/comments by DRC/DSC/External Examiner]****[Names & Signature of DRC/DSC/External Examiner with date]**

**Form D10: Application Form for Enhancement of Scholarship**



**NATIONAL INSTITUTE OF TECHNOLOGY PATNA**

Ashok Raj Path, PATNA 800 005 (Bihar), India

Phone No.: 0612 - 2372715, 2370419, 2370843, 2371929, 2371930,

2371715 Fax - 0612- 2670631 Website: [www.nitp.ac.in](http://www.nitp.ac.in)

**(S.No.1 to S.No.11 to be filled in by the scholar and verified by the concerned supervisor(s) )**

(x) Name of Candidate with Roll No.:

\_\_\_\_\_

Name of Department/Centre:

\_\_\_\_\_

**Category (please tick):**

**Ph.D. Regular/ Dual Degree/ Ph.D. under scheme (write name of scheme)**

**Full time/ Part time/ Sponsored/ Project Fellow**

a) Name of Supervisor with designation:

\_\_\_\_\_

b) Name of Co-Supervisor (if any) with designation: \_\_\_\_\_



**Recommendation of Members of DSC with signature:**

**Note:** Enhanced rate will be effective from the month of meeting of DSC in case meeting held after successful completion of two years. Candidate must have completed pre-registration seminar successfully.)

For Office Use only
<b>Remarks/Recommendation by Chairman, DRC</b>
Sig. _____ Date _____
<b>Remarks by Dean (Academic)</b>
Sig. _____ Date _____
<b>Approved by, Director</b>
Sig. _____ Date _____