



**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD**  
**(OFFICE OF THE DEAN ACADEMIC)**

No.IIT(ISM)/DAC/ 543

7<sup>th</sup> July, 2023

**NOTIFICATION**

**Subject: Submission of Application Form for changing the registration from Postgraduate program to Integrated PG-Ph.D. program for obtaining both degrees i.e., Postgraduate Degree with Ph.D. degree after completion of the requirements of Ph.D. program.**

It is notified that an opportunity has been given to all the Postgraduate (PG) students to change their registration from **PG program to Integrated PG-Ph.D. program**. Students who will change their registration from PG to Integrated PG-Ph.D. will be given a PG Degree along with the Ph.D. Degree only after completion of all the requirements of both the degrees. Student will be awarded both the degrees separately and two separate grade sheets will be issued for each program by mentioning the following on the said degrees:

- PG Degree under Integrated PG-Ph.D. Program
- Ph.D. Degree under Integrated PG-Ph.D. Program

All such Postgraduate (PG) students who are interested to change their registration from PG to Integrated PG-Ph.D. program will be allowed at the end of the programme-wise specified semesters subject to fulfilment eligibility criteria. Details of the changing of registration from PG Program to Integrated PG-Ph.D. program are cited below:

**1. Eligibility Criteria:**

- i) The students must have a minimum of 6.5 CGPA at the end of the specified semester.
  - ii) All courses prescribed in the course structure should have been cleared in a single attempt.
  - iii) No backlog failed and/or dropped course(s).
- a) However, the department will have the prerogative to decide the minimum required CGPA above 6.5 and to conduct an interview at the time of selecting the students for changing the registration from PG to Integrated PG-Ph.D. program.
  - b) Consent of the existing supervisor allotted for the PG program is mandatory. If the existing supervisor does not give her/his consent to supervise the research work after switching over to the Integrated PG-Ph.D. program, then the students will be allowed to change registration from PG to Integrated PG-Ph.D. program only after allotment of the new supervisor by the department for Integrated PG-Ph.D. program.

**2. Application Process**

PG students who are interested in changing their registration from PG programs to Ph.D. program may apply as per the table cited below by **July 24, 2023(Monday)**:

Program	Application for Changing registration from PG to Ph.D	The application should reach the Academic Section within by <b>July 24, 2023(Monday)</b> .
M.Tech. to Ph.D	After 2 <sup>nd</sup> Semester	
M.Sc.Tech to Ph.D	After 4 <sup>th</sup> Semester	
MBA (BA) to Ph.D	After 2 <sup>nd</sup> Semester	

- a) After verification of the academic record of the students, if it is found that all the eligibility criteria have been fulfilled and having the consent of the supervisor (existing supervisor or new appointed supervisor) which is mandatory, then the request of the student will be accepted.
- b) Once the registration is changed from PG to Ph.D., students will be allowed to withdraw from the Integrated PG-Ph.D. academic program and revert back to the PG program as per the terms and conditions which will be available on the Academic website.

  
Associate Dean (Academic - PG)

**Enclosures:**

1. Application Form
2. Undertaking Form (**Duly typed on a Non-Judicial Stamp Paper of Rs.100/-**)
3. Annexure-A (Details of the Academic Road Map in Chapter 5 of the PG manual are available on the institute's website.

**NOTE:** *Enclosing the Undertaking Form, duly signed by the Parents/Guardian, is mandatory. Otherwise, the Application form for opting for the Integrated PG-Ph.D. program will not be accepted for consideration.*



Form No: PG3

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD**  
**OFFICE OF THE DEAN (ACADEMIC)**

**APPLICATION FORM FOR INTEGRATED PG-PH.D. PROGRAM**

*(Application Form to be submitted to the DPGC Convener of the respective department within Seven days from the date of declaration of the result of the applicable semester)*

Academic Session		Applicable Semester completed (Tick as applicable)		
		Second Semester For M.Tech / MBA (BA)	Third Semester For M.Sc / MBA	Fourth Semester For M.Sc Tech
1.	Name of Student: (Block letters)			
2.	Admission No.		Department	
3.	Program		Branch (if any)	
4.	Institute Email ID		Contact Number	
<b>Academic Record</b> (At the end of applicable semester)				
6.	CGPA		All prescribed courses cleared in Single Attempt: YES <input type="checkbox"/> NO <input type="checkbox"/>	

**Declaration:** Before submitting the application form for changing my registration from PG program to Integrated PG-Ph.D. program, I have read all the terms and conditions to be fulfilled and the guidelines as laid down for completion of the Integrated PG-Ph.D. program very carefully. If I fail to follow the terms and conditions and the guidelines during the period of pursuing the academic program, then the Institute will have the right to de-register me from the academic program without issuing any academic credentials. In this regard, I have attached an affidavit in the form of Undertaking given by me, as per the prescribed format of the Institute.

Date: \_\_\_\_\_

(Signature of Student)

**Recommendation of the concerned Department**

<ul style="list-style-type: none"> <li>Supervisor of the PG program agrees to be the Supervisor for Integrated PG-Ph.D. program: YES <input type="checkbox"/> NO <input type="checkbox"/></li> <li>If NO, then the department may appoint a new supervisor after discussion with the student.</li> <li>_____</li> </ul>	
Name of the Supervisor (existing or the new appointed Supervisor)	
Date: _____	(Signature of Supervisor for Int. PG-Ph.D)
Name: _____	
Recommended by the Convener, DPGC in consultation with the Head of the Department:	
Date: _____	(Signature of Convener, DPGC)

**FOR OFFICE USE ONLY**

<b>VERIFICATION:</b> All the eligibility criteria for changing the registration from PG to Integrated PG-Ph.D. program have been fulfilled by the student: YES <input type="checkbox"/> NO <input type="checkbox"/>	
Remarks, if any: _____	
Date: _____	
(Signature of Dealing Assistant)	
<b>RECOMMENDED BY</b> <b>ASSOCIATE DEAN (ACADEMIC – PG):</b>	<b>APPROVED BY DEAN (ACADEMIC):</b>
Date: _____ Signature of AD (Academic – PG)	Date: _____ Signature of Dean (Academic)

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## UNDERTAKING

(Prescribed Undertaking Form (to be considered as an affidavit), which will be submitted by the PG students, who wish to change their registration from PG program to Integrated PG-Ph.D. program)

I, Mr./Ms. \_\_\_\_\_ (Admission No. \_\_\_\_\_),  
Name of the Student  
Date of Admission \_\_\_\_\_), a \_\_\_\_\_ student of the \_\_\_\_\_ Department.  
M.Tech M.Sc./M.Sc.Tech MBA MBA (BA) Department Branch

do hereby undertake and solemnly declare that I will follow all the terms and conditions which are applicable for change of registration from PG program to Integrated PG-Ph.D. program. If I do not follow the prescribed terms and conditions then the Institute will have the prerogative to terminate my academic program immediately and I will not have any right to claim any academic credentials for the period I was pursuing the above cited to Integrated PG-Ph.D. academic program.

I do also hereby declare that if I am allowed to pursue the Integrated PG-Ph.D. academic program, then I will complete the Integrated PG-Ph.D. academic program. In case I want to withdraw from the Integrated PG-Ph.D. academic program due to any kind of unavoidable circumstances and want to complete only the PG program then I will fulfil all the terms and conditions as well as guidelines cited below:

1. I will submit the application for withdrawing from the Integrated PG-Ph.D. program and continuing with the PG program in the Office of Dean (Academic), on time i.e. in the **Monsoon Semester** and at least one week before the last date to **Pre-Register** for the subsequent **Winter Semester**.
2. I will refund the **Fellowship** which I have been paid during the entire period of the Integrated PG-Ph.D. program. The M.Tech program students who changed their registration to Int. PG-Ph.D. program can deduct the amount of the **Assistantship**, if applicable, for up to **Twenty Four** months, from the fellowship amount to be refunded by them.
3. I will attach the **receipt** of the fellowship amount refunded by me, along with my application for withdrawing from the Integrated PG-Ph.D. program. I accept that if I fail to refund the applicable fellowship amount or fail to attach the receipt of the fellowship amount refunded by me, along with my application, my application will not be approved by the Institute.
4. I am giving my affirmation that if I quit from the academic program under reference and do not refund the amount which has been paid to me as **Fellowship**, the Institute will have the right to take necessary action, including legal action, against me.

I accept all the terms and conditions cited above and also promise to abide by all the terms and conditions laid down in the Ph.D. Manual. I will not claim for a PG degree in case I quit and leave without completing the Integrated PG-Ph.D. program or leave without continuing further in PG program. I will strictly follow the procedural guidelines applicable for students who will pursue the Integrated PG-Ph.D. program. I accept that any kind of violation of the rules and regulations of this Institute or of the above mentioned terms, conditions and guidelines may lead to termination of my academic program without any prior notice.

Date: \_\_\_\_\_

(Signature of the Student)

### Declaration to be given by the Parent/Guardian:

I do hereby declare that if the above mentioned student fails to refund the applicable fellowship amount to the Institute (as per point 2 mentioned above) at any stage, I will solely be responsible for repayment of fellowship amount in case a recovery process legal action is initiated by the Institute on the matter.

Date: \_\_\_\_\_

(Signature of the Parent/Guardian)

Name: \_\_\_\_\_

**Note: This undertaking will be typed on a Non-Judicial Stamp Paper of Rs.100/-**

### 5.1 Integrated PG-Ph.D Program

A one-time opportunity is given to all the registered and eligible Postgraduate (PG) students to change their registration from PG program to Integrated PG-Ph.D program

Students who will change their registration from PG to Integrated PG-Ph.D. will be given two separate degrees, one PG Degree and another is Ph.D. Degree along with two separate grade sheets for PG Part and the Ph.D. Part only after completion of the Ph.D. program. In both the degrees and the grade sheets, which will be given separately, the following may be mentioned:

- PG Degree under Integrated PG-Ph.D. Program
- Ph.D. Degree under Integrated PG-Ph.D. Program

In the grade sheet of the Ph.D. program, the additional two courses Research Methodology (RM) and Research and Technical Communication (RTC) may be given including any other extra courses which was recommended by the Supervisor/DSC in the Ph.D. program.

Based on the above cited academic program, the PG students who have registered in the M.Tech/M.Sc. Tech./M.Sc./MBA/M.A. program of this Institute may avail this opportunity to pursue Ph.D. program jointly.

### 5.2 Eligibility Criteria for Changing of Registration from PG to Integrated PG-Ph.D. Program

- (a) PG students who are interested in changing their registration from PG programs to Integrated PG-Ph.D. program may apply as per the Table 10 cited below:

Table 10: Application for changing registration from PG to Integrated PG-Ph.D

Program	Application for Changing registration from PG to Integrated PG-Ph.D.
M.Tech. to Integrated M.Tech-Ph.D.	After 2 <sup>nd</sup> Semester
M.Sc.Tech to Integrated M.Sc.Tech-Ph.D.	After 4 <sup>th</sup> Semester
M.Sc. to Integrated M.Sc-Ph.D.	After 3 <sup>rd</sup> Semester
MBA to Integrated MBA-Ph.D.	After 3 <sup>rd</sup> Semester
MBA (BA) to Integrated MBA(BA)-Ph.D.	After 2 <sup>nd</sup> Semester
M.A. to Integrated M.A.-Ph.D.	After 3 <sup>rd</sup> Semester

- (b) The minimum CGPA should be 6.5 at the end of the semester specified above when students will be eligible for opting the Integrated PG-Ph.D. program. However, the department will have the prerogative to decide the minimum required CGPA beyond the minimum CGPA of 6.5 and to conduct an interview at the time of selecting the students for changing the registration from PG to Integrated PG-Ph.D. program.
- (c) The student should have cleared all the prescribed courses in single attempt.
- (d) The student should not have any backlog course(s) (either fail backlog or backlog due to dropping the course(s) in any semester) at the end of that particular semester when they will be eligible for changing of their registration from PG to Integrated PG-Ph.D. program.
- (e) Consent of the existing supervisor who was allotted for PG program is mandatory and if the supervisor does not give her/his consent to supervise the research work after switching over to the

Integrated PG-Ph.D. program, then the students will be allowed to change registration from PG to Integrated PG-Ph.D. program only after allotment of a new supervisor by the department for Integrated PG-Ph.D. program.

### 5.3 Terms and conditions for Changing of Registration from PG to Integrated Ph.D. Program

- All such PG students, who will be allowed to change their registration from PG to Integrated PG-Ph.D., will be a Full-Time Ph.D. scholar and s/he will not be allowed to change their status from Full-Time to Part-Time till the date of completion of the Ph.D. program for whatsoever the reason(s).
- An affidavit, in the form of Undertaking, will be submitted by the students who will be allowed to change their registration from PG to Integrated PG-Ph.D. program that s/he will not withdraw from the Ph.D. program. And in case of any such withdrawal, s/he will refund the amount of fellowship for the entire period of the Integrated PG-Ph.D. program.
- Academic program of such scholars will be governed by the rules and regulations prescribed in the Ph.D. Manual of the Institute after switching over to the Integrated PG-Ph.D. program.

### 5.4 Application Process

- PG students who are interested in changing their registration from PG programs to Integrated PG-Ph.D. program may apply [**Form PG3 is applicable**] as per the Table 11 cited below:

Table 11: Application Timeline for Changing registration from PG to Integrated PG-Ph.D

Program	Application for Changing registration from PG to Integrated PG-Ph.D.	The application should reach the Academic Section within one week from the date of declaring the result of the specified semester.
M.Tech. to Integrated M.Tech-Ph.D.	After 2 <sup>nd</sup> Semester	
M.Sc.Tech to Integrated M.Sc.Tech-Ph.D.	After 4 <sup>th</sup> Semester	
M.Sc. to Integrated M.Sc-Ph.D.	After 3 <sup>rd</sup> Semester	
MBA to Integrated MBA-Ph.D.	After 3 <sup>rd</sup> Semester	
MBA (BA) to Integrated MBA(BA)-Ph.D.	After 2 <sup>nd</sup> Semester	
M.Sc. to Integrated M.A.-Ph.D.	After 3 <sup>rd</sup> Semester	

- After verification of the academic record of the students, if it is found that all the eligibility criteria have been fulfilled and the existing supervisor of the PG program has given the consent to supervise the student for Ph.D. program also, then the request of the student will be accepted. In case, if any supervisor does not give his/her consent, then the department may appoint a new supervisor for the student in consultation with the concerned student..
- Once the registration is changed from PG to Integrated PG-Ph.D., students will be allowed to withdraw from the Integrated PG-Ph.D. academic program and revert back to the PG program only after completion of the terms and conditions cited in Section 5.6.

### 5.5 Academic Road Map for Completion of the Requirements of both the Degrees

All the courses prescribed in the course structure of the Ph.D. program are PG level courses. A few departments also prescribe the same courses for the students of both PG and Ph.D. programs. The detailed comparison of all such courses are given below:

- For completion of the course work in Ph.D. program, Six DCPG of 54 credits including two mandatory courses which are common for all the departments *i.e.*, (a) Research Methodology (RM) and (b) Research & Technical Communication (RTC) need to be cleared.

- (b) If the PG students are allowed to change their registration from PG to Integrated PG-Ph.D. program, then all the DCPG courses of PG program may be considered as a substitute of the DCPG courses prescribed in the Ph.D. course structure except two common courses (*i.e.*, RM and RTC) of all departments cited above.
- (c) Since all the DEPG/OEPG courses are taken by the PG students as per the recommendation of the supervisor, then all such DEPG/OEPG courses cleared by the students in their PG program will also fulfil the DEPG/OEPG credit requirements of the Integrated PG-Ph.D. program.
- (d) The student will not be allowed to repeat any such course(s), which s/he has already cleared during her/his PG program, for completion of the course work of the Ph.D. program.
- (e) In addition, if the DSC/Supervisor recommends any extra course(s) during the Ph.D. program then that (those) course(s) may be cleared along with the thesis credits as an overload in subsequent semesters.

The complete roadmap for pursuing the Integrated PG-Ph.D. program is available at Annexure II.

## 5.6 Guidelines for Reverting Back to PG program from Integrated PG-Ph.D Program

The scholar is given an opportunity to withdraw from the Integrated PG-Ph.D. program and obtain a PG degree after completion of the prescribed requirements subject to the following conditions.

- (a) Scholar may apply for withdrawing from the Integrated PG-Ph.D. Program and to complete the PG degree. The timelines are to be followed is shown in Table 12:

Table 12: Application for Withdrawing from Integrated PG-Ph.D

Program	Withdrawal Application to be Submitted in Monsoon Semester only i.e., before the Pre-registration of the Winter Semester
Integrated M.Tech.-Ph.D	3 <sup>rd</sup> / 5 <sup>th</sup> / 7 <sup>th</sup> / 9 <sup>th</sup> Semester
Integrated M.Sc.Tech.-Ph.D	5 <sup>th</sup> / 7 <sup>th</sup> / 9 <sup>th</sup> / 11 <sup>th</sup> Semester
Integrated M.Sc-Ph.D	5 <sup>th</sup> / 7 <sup>th</sup> / 9 <sup>th</sup> Semester
Integrated MBA-Ph.D	5 <sup>th</sup> / 7 <sup>th</sup> / 9 <sup>th</sup> Semester
Integrated MBA(BA)-Ph.D	3 <sup>rd</sup> / 5 <sup>th</sup> / 7 <sup>th</sup> / 9 <sup>th</sup> Semester
Integrated M.A.-Ph.D	5 <sup>th</sup> / 7 <sup>th</sup> / 9 <sup>th</sup> Semester

- (b) In any case, scholar will not be allowed to withdraw from the Integrated PG-Ph.D. program in the Winter Semester, if s/he wants to complete the requirements for obtaining the PG degree because the remaining DE/OE/SE courses of the PG programs are offered only in the Winter Semester.
- (c) Fellowship which has been received at par with the Ph.D. scholar for the entire period on migration to the Integrated PG-Ph.D. program will be refunded after deduction of the amount of the Assistantship, if any, paid to the M.Tech. students during the period of pursuing PG program.
- (d) Application will be accepted and processed for allowing the scholar to withdraw from the Integrated PG-Ph.D. program with PG degree only after receiving the receipt of the amount deposited for refunding the amount differences of the fellowship paid to the scholars during the entire period of the enrolment in the Ph.D. program and the actual Assistantship is paid to the M.Tech students in the entire period of the PG program.
- (e) On completion of above requirements (refund of fellowship amount and completion of remaining courses for obtaining the PG degree), the students may get PG degree at the end of the respective Winter Semester.

### **5.7 Guidelines for Withdrawing from the Academic Program**

- (a) In exceptional circumstances, if any scholar withdraws from the Integrated PG-Ph.D. program due to her/his own accord without completing the program, then the amount of the fellowship of the entire period of the Integrated PG-Ph.D. program will be refunded.
- (b) In such case, the students do not have any rights to make a claim for PG degree in future.