



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

No.IITISM/DAC/648

22 September 2023

NOTIFICATION

LAST OPPORTUNITY TO COMPLETE THE TERMINATED PH.D. PROGRAM

The Institute provided a one-time opportunity to all those Ph.D. program scholars (admitted in the year 2013 or thereafter), who could not fulfil the research publication criteria for pre submission seminar during the Covid time, in July 2021. One more opportunity was also provided in March 2023 to the scholars (admitted in 2015 and thereafter) to complete their Ph.D. program.

As the Ph.D. manual has been modified after the academic reforms, the Institute is still receiving requests from the Ph.D. scholars, whose academic program was terminated, to allow them to complete their Ph.D. program.

In view of the above and for the benefit of the scholars, the Institute Senate in its 29th meeting held on 16 September 2023 has approved the proposal to provide a last opportunity to complete the terminated Ph.D. program to the following –

- (i) Ph.D. scholars admitted in the year 2015 (from 01.01.2015 to 31.12.2015) or thereafter.
- (ii) Ph.D. scholars admitted earlier than 01.01.2015 who had completed all the requirements for Ph.D. and their research paper(s)* also got published but after completion of eight years. However, the research paper(s) was/were submitted before completion of their eight years.

This last opportunity is being provided to scholars whose academic program was terminated due to the following academic or non-academic reasons -

A. Academic Reasons:

- 1) Course work could not be completed within the specified duration.
- 2) Obtained F grade in a course prescribed in the course work.
- 3) After completion of course work, a CGPA of 6.5 could not be obtained.
- 4) Comprehensive Examination was not cleared satisfactorily within the specified duration.
- 5) Research Proposal Seminar was not delivered satisfactorily within the stipulated duration after clearing the Comprehensive Examination.
- 6) Accumulated 4X grades against the registered thesis credits.
- 7) Applicable only for scholars admitted earlier than 01.01.2015 – The scholar had completed all the requirements for Ph.D. and their research papers* also got published but after completion of eight years. However, those research papers* were submitted by the scholar before completion of eight years of registration at the Institute.

B. Non-Academic Reasons:

- 1) Non-completion of the registration processes within the specified duration.
- 2) Joined a job without completing the process for changing registration from Full-Time to Part-Time or without submission of NOC from the employer within the specified duration.
- 3) Unauthorised Absence.

The above category of scholars, if allowed, will follow the below given explicit terms and conditions given for their specific category, apart from the other conditions mentioned in the Ph.D. manual

available on the Institute website, and complete their Ph.D. program before or by the completion of their 8th year unless specified otherwise hereunder:

For Academic Reasons:

Sl. No.	Reason of Discontinuation	Explicit Terms and Conditions
1) & 2)	Course work could not be completed within the specified duration and obtained 'F' grade in any course.	<ul style="list-style-type: none"> The remaining course work, as recommended by the DSC (as per course structure applicable for the scholar's batch), will be cleared in a maximum of two semesters. The course (s) in which an F grade was obtained must be repeated or an alternate/substitute course may be completed in place of it as prescribed by DSC. After completion of the prescribed course work, the CGPA should be 6.5 or above. If the scholar fails to clear the remaining course work in maximum two semesters or obtains a CGPA less than 6.5 after maximum two semesters, then no further opportunity will be given and her/his Ph.D. program will be discontinued automatically.
3)	After completion of course work, a CGPA of 6.5 could not be obtained.	<ul style="list-style-type: none"> Scholar will be given one opportunity to do extra course (s) and securing the CGPA of 6.5 in two semesters. The number of extra course(s), required for securing the minimum required CGPA of 6.5 will be decided by the scholar in consultation with the Supervisor/DSC. If the scholar fails to secure the minimum required CGPA of 6.5 after two semesters, then no further opportunity will be given and her/his Ph.D. program will be discontinued automatically.
4)	Comprehensive Examination was not cleared satisfactorily within the specified duration.	<ul style="list-style-type: none"> The scholar will be given 30 days from the date of commencement of the classes of WS-2023-24 for clearing the Comprehensive Examination with "Satisfactory" grade. Comprehensive Examination with "Satisfactory" grade will be cleared in a single attempt. All such scholars who will clear the Comprehensive Examination in a single attempt within the above specified duration will deliver the Research Proposal Seminar satisfactorily within two months from the date of the Comprehensive Examination. No further extension will be given for Comprehensive Examination or for Research Proposal Seminar. If the scholar fails to fulfil the requirements by the above cited schedule, then no further opportunity will be given and her/his Ph.D. program will be discontinued automatically.
5)	Research Proposal Seminar was not delivered satisfactorily within the stipulated duration after clearing the Comprehensive Examination	<ul style="list-style-type: none"> The scholar will be given two months from the date of commencement of the classes of WS-2023-24 for delivering the Research Proposal Seminar with "Satisfactory" grade in a single attempt. No further extension will be given for Research Proposal Seminar. If the scholar fails to fulfil the requirements by the above cited schedule, then no further opportunity will be given and her/his Ph.D. program will be discontinued automatically.
6)	Accumulated 4X grades against the registered thesis credits.	<ul style="list-style-type: none"> The scholar will be placed on Academic probation. The Full-Time Ph.D. scholar will not be given any financial assistance during the probation period to present/attend any conference/workshop etc. except the fellowship and no Vacation Leave shall be permissible during the entire period of the Academic Probation.

7)	Had completed all the requirements for Ph.D. and their research paper* also got published but after completion of eight years. However, that research paper was submitted before completion of eight years. Thesis is also ready for submission (applicable for scholars admitted earlier than 01.01.2015).	<ul style="list-style-type: none"> The scholar will be allowed to register in MS 2023-24 and all the remaining requirements including publication criteria and submission of thesis must be completed on or before 29 December 2023. The last date to submit the PH6 form in academic section for approval for presenting the pre-submission seminar will be 30 November 2023 for such scholars. The report of successful completion of pre-submission seminar must be submitted in academic section by 20 December 2023 and the final thesis along with all required forms and reports, duly completed in all respects, must be submitted in academic section by 29 December 2023 by such scholars. If any such scholar fails to fulfil the requirements by the above given schedule, then no further opportunity will be given and her/his Ph.D. program will be discontinued automatically.
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**For scholars admitted before 01.01.2015, the research papers published by them should have been as per the criteria mentioned in section 7.9.1 (d), (e) & (f) on page 47 of the existing Ph.D. manual available on the academics webpage of the Institute website.*

For Non-Academic Reasons:

Sl. No.	Reason of Discontinuation	Explicit Terms and Conditions
1)	Non-completion of the registration processes within the specified duration.	<ul style="list-style-type: none"> The registration needs to be completed as per the schedule given for the purpose. Physical Reporting must also be completed.
2)	Joined a job without completing the process for changing registration from Full-Time to Part-Time or without submission of NOC from the employer within the specified duration.	<ul style="list-style-type: none"> Before registration, the scholar will complete all the required processes for changing the registration from Full-Time to Part-Time. Scholar will be allowed to continue only after submission of the NOC from the employer. If the scholar fails to obtain NOC from the employer, s/he may submit an undertaking stating that if any untoward situation is created between the scholar and employer then the Institute will not be responsible and that the scholar has duly informed her/his employer about re-joining his Ph.D. program as a Part-Time scholar. A copy of the intimation sent to the employer may also be attached with the undertaking.
3)	Unauthorised absence.	<ul style="list-style-type: none"> The scholar will be allowed to continue her/his academic program only after obtaining the recommendations of the concerned Supervisor/DSC.

Other Explicit terms and conditions -

- The scholars admitted in the year 2015 (from 01.01.2015 to 31.12.2015), if allowed, will be required to register in MS 2023-24 and all the remaining requirements including publication criteria and submission of thesis must be completed by them on or before 29 December 2023. The last date to

submit the **PH6** form in academic section for approval for presenting the pre-submission seminar will be **30 November 2023** for such scholars. The report of successful completion of pre-submission seminar must be submitted in academic section by **20 December 2023** and the final thesis along with all required forms and reports, duly completed in all respects, must be submitted in academic section by **29 December 2023** by such scholars.

2. All the scholars allowed to continue their Ph.D. will submit an Affidavit (on non-judicial stamp paper) to the effect that they'll abide by the explicit terms and conditions mentioned in the notification no. IITISM/DAC/648 dated 22 September 2023 issued by Dean (Academic), IIT (ISM) Dhanbad and will also abide by the Institute rules, as applicable and mentioned in the Ph.D. manual uploaded on the Institute website. The scholar will undertake to complete the specific activities as per the schedule given to them above and will also complete their academic program within the maximum duration allowed from their initial date of registration in Ph.D. program or by the explicit deadline given to them, whichever is earlier. In case they fail to adhere to the explicit guidelines, no further opportunity will be provided to them and their academic program will be discontinued automatically. Further, No appeal/re-appeal will be admitted by the Institute in this regard from the scholars whose academic program is reinstated under this opportunity but gets discontinued due to non-fulfilment of requirements in time or due to any other reason, later.
3. The scholars, if allowed, will register from WS-2023-24. However, the scholars whose maximum duration has been completed / will be completed on or before 31 December 2023 may be allowed to register in MS 2023 24.
4. In case of any dispute or misinterpretation of rules, the decision of the Chairman, Senate will be final and binding on the scholar.

The scholars who are interested to re-start their terminated Ph.D. program must submit their application in the **enclosed format** attaching the duly signed **affidavit (on non-judicial stamp paper)** to their respective **Supervisor** (if allotted) or the respective **Head of the Department** (if supervisor has not been allotted / allotted but superannuated or left the Institute) latest by **04 October 2023 through email or hard copy. Any email/hard copy sent in this regard to any other Institute employee or email id will not be processed.**

The respective Supervisors / HoDs (as applicable) must submit the duly endorsed application of the scholars to Assistant Registrar (Academic - PG) latest by 10th October 2023 in hard copy or through email to arpg@iitism.ac.in with 'OTR September 2023' as the subject line if sent through email.

Dean (Academic)

Copy to –

Director, Dy. Director
All HoDs
All DPGC Convenors
All Faculty members
All Students
Website

**FORMAT OF AFFIDAVIT (ON NON-JUDICIAL STAMP PAPER) TO BE SUBMITTED BY
PH.D. SCHOLARS TO CONSIDER THEIR REQUEST TO RE-START AND COMPLETE
THEIR PH.D. PROGRAM AS PER THE TERMS AND CONDITIONS LAID OUT IN THE
NOTIFICATION NO.IITISM/DAC/648 DATED 22 SEPTEMBER 2023 ISSUED BY DEAN
(ACADEMIC), IIT (ISM) DHANBAD**

I (Name of the Scholar)_____Son/Daughter
of _____having IIT (ISM) Dhanbad
admission number_____had enrolled in the Ph.D. program of the Institute
in the month of _____in the year_____with effective date of
admission as_____in _____department.

In order for Institute to consider my application for reinstatement of my terminated Ph.D.
program, I solemnly undertake to follow and abide by the following terms and conditions–

- (I) The explicit terms and conditions mentioned in the notification no. IITISM/DAC/648 dated 22 September 2023 issued by Dean (Academic), IIT (ISM) Dhanbad and the Institute rules, as applicable and mentioned in the Ph.D. manual uploaded on the Institute website.
- (II) I'll complete the specific activities as per the schedule given in the said notification mentioned above and will also complete my academic program within the maximum duration from the initial date of registration in Ph.D. program or by the explicit deadline given in the notification, as applicable. In case I fail to adhere to the explicit guidelines, I agree that my academic program will be discontinued automatically and no further opportunity will be provided to me by the Institute.
- (III) I further agree that after reinstatement, if my academic program gets discontinued or terminated due to non-fulfilment of any requirement(s) by me in time or due to any other reason, no appeal/re-appeal will be admitted by the Institute in this regard.
- (IV) I'll submit my application to my supervisor / HoD (as applicable) in hard copy or through email, as mentioned in the said notification, on or before 04 October 2023.

The above undertaking and averments made by the deponent are true.

Attested by Notary

Signature of the Scholar / Deponent

Date _____

**APPLICATION FOR RE-STARTING THE TERMINATED PH.D. PROGRAM AS PER THE
NOTIFICATION NO.ITISM/DAC/648 DATED 22 SEPTEMBER 2023**

Name of the Scholar: _____ Mobile no. _____

Admission No.: _____ Dept.: _____

Email Id: _____ Name of Supervisor (if allotted): _____

Date of Admission _____ Ph.D program discontinued/terminated from (date) _____

Detailed information – Part A

Sl. No.	Reason For Termination /Discontinuation of Academic Program	Tick one or more as applicable in your case
A.	Academic Reason	
	1. Course work could not be completed within the specified duration.	
	2. Obtained F grade in a course prescribed in the course work.	
	3. After completion of course work, a CGPA of 6.5 could not be obtained.	
	4. Comprehensive Examination was not cleared satisfactorily within the specified duration.	
	5. Research Proposal Seminar was not delivered satisfactorily within the stipulated duration after clearing the Comprehensive Examination.	
	6. Accumulated 4X grades against the registered thesis credits.	
	7. Had completed all the requirements for Ph.D. and the research papers* also got published but after completion of eight years. However, those research papers* were submitted by the scholar before completion of eight years of registration in Ph.D. at the Institute – <u>Applicable only for scholars admitted earlier than 01.01.2015.</u>	
B.	Non Academic Reason	
	1. Non-completion of the registration processes within the specified duration.	
	2. Joined a job without completing the process for changing registration from Full-Time to Part-Time or without submission of NOC from the employer within the specified duration.	
	3. Unauthorised Absence.	

**Research papers published by the scholars should be as per the criteria mentioned in section 7.9.1 (d), (e) & (f) on page 47 of the existing Ph.D. manual available on the academics webpage of the Institute website.*

Date _____

Signature of Scholar _____

Detailed information – Part B

Sl. No.	Information Required About the Status of Completion of Stages of Ph.D. Program	Write Yes / No and attach documents in support	Date of fulfilment of requirement, if Yes
1.	Whether the scholar has completed the prescribed course work <u>within the specified duration</u> ?		
2.	Whether the scholar has completed the prescribed course work <u>with the prescribed grade or the required CGPA</u> ?		
3.	Whether the scholar has cleared the Comprehensive Exam satisfactorily?		
4.	Whether the scholar has delivered the research proposal seminar satisfactorily?		
5.	Has the scholar joined a job or working at present?	Yes / No If Yes, attach NoC from the employer	
6.	Status of the research work. Whether it has already been completed? If not, then specify the percentage of the research work that is left.	Completed – 100% <u>YES</u> / <u>NO</u> Remaining _____%	
7.	Whether the draft thesis is ready for submission or not? a. If yes, then specify the tentative date of submission of thesis as per the terms and conditions of the notification dated 22 September 2023. b. If the thesis is not ready for submission then specify the duration required for submission of thesis as per the terms and conditions of the notification dated 22 September 2023.	a. Yes the draft thesis is ready and the tentative date of submission will be _____ b. No, the draft thesis is NOT ready and the tentative duration required to submit the final thesis is _____	
8.	Whether the research publication criteria as mentioned in the notification dated 22 September 2023 fulfilled by the scholar	Yes / No If Yes, attach the first page of publication with complete details	
9.	Whether the required Affidavit (on Non judicial stamp paper) enclosed	Yes / No	
10.	Detail of courses proposed to be registered by scholar for completion of Course Work / CGPA requirement, if pending		

I confirm the information provided by me in this application as true and complete to the best of my knowledge and belief.

Date _____

Signature of Scholar _____

Remarks by the respective DSC / Supervisor (if DSC not constituted)

1. The information provided by the scholar has been scrutinized and found

Correct / Incorrect (Please Tick one)

2. His / Her case is Recommended / Not Recommended (Please Tick one)

for reinstatement of Ph.D. program as per the terms and conditions of the notification dated 22 September 2023.

3. The remaining courses recommended, if applicable, for completion of course work/ fulfilment of CGPA requirement are –

Signature of DSC Members / Supervisor (As applicable)

Name (Department)	Position	Signature	Name (Department)	Position	Signature
	Supervisor			Chairperson	
	Member (Dept.)			Member (Dept.)	
	Member (Sister Dept.)			Member (Sister Dept.)	
	Co- Supervisor (if any)			External Co- Supervisor (if any)	

Forwarded by Convener, DPGC (Name & Signature):_____

Date_____

Dealing Assistant

Assistant Registrar (Academic – PG)

Associate Dean (Academic - PG)