



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

No.IIT(ISM)/DAC/

7<sup>th</sup> April, 2021

**NOTIFICATION**

**Subject: Guidelines to be followed by the Ph.D. Scholar for obtaining the extension after the minimum and maximum duration prescribed for completion of the Ph.D. program.**

It is notified that some of the guidelines to be followed by all the Ph.D. scholars, irrespective of their date of admission, if their academic program is not completed within the prescribed minimum as well as maximum duration. Details of the guidelines which needs to be followed are cited below:

**1. Academic program of the scholars deemed to be terminated automatically after completion of maximum prescribed duration:**

*As per the Ph.D. Regulations-2013 and the Ph.D. Manual-2019, the academic program of the scholars deemed to be terminated automatically on completion of the maximum duration.*

*However, the scholars may be given only one-year extension beyond the maximum duration subject to considering the progress on research work and the recommendation of the supervisor and DSC on a case-to-case basis. But if any scholar cannot complete the Ph.D. program within the one-year extended period, academic program of such scholar will be terminated automatically even if they have registered for the semester.*

*The scholar, whose academic program was terminated, will have an option to submit an appeal for reinstatement in their academic program and to give further extension for completion of their academic program. All such appeals will be admitted for consideration by the Senate based on the feedback of the supervisor, recommendation of the concerned DSC and the existing status of the thesis for completion of the Ph.D. program on a case-to-case basis.*

**2. Annual extension of Academic program of part-time/external research scholars is required after completion of five years as applicable to full time research scholars:**

*It has been decided that all the Ph.D. scholars will have to register for 36 credits of thesis in every semester (w.e.f. Monsoon 2021-2022) till the date of submission of thesis. Since the thesis will be evaluated by the supervisor at the end of every semester and satisfactory (S) /unsatisfactory (X) grades are awarded, no separate research progress assessment is required.*

*In view of the above, it is decided that the annual extension of academic program for part-time/external research scholars is required after completion of five years as applicable to full time research scholars.*

**3. Guidelines to be followed for extending the duration of the Ph.D. program either after completion of the minimum duration prescribed in the Ph.D. Manual or for further extension before the last date of previous extended period:**

*As per the notification no. IIT(ISM)/DAC/289 dated 29th December 2020, it has been decided that the annual extension of the part-time/external research scholars will be given session-wise irrespective of their date of admission. The same is also applicable to the full time scholars on completion of their five years.*

**Conted./-**

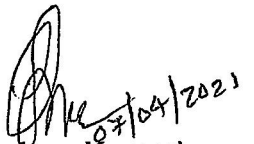
*But, it is observed that in most of the cases, recommendation of the DSC is received for extending the duration of the academic program of the Ph.D. scholar after the last date of the previous extended period. Now it has been decided that requests for extension are to be made by the scholar well in advance and all such request should be reached with feedback and the recommendation of the DSC, at least Fifteen Days before the last date of previous extended period.*

*No request for extending the duration of completing the academic program will be accepted and considered by the competent authority, if it is not received, at least fifteen days before the last date of the previous extension period which was given to the scholar.*

*If any scholar fails to get the extension before the last date of the previous extended period, whatever be the reason, academic program of the scholar may be terminated due to unauthorised absence.*

The above cited guidelines will be applicable for all the Ph.D. scholar with immediate effect.

This is issued with the approval of the competent authority.

  
(Chiranjeev Kumar)  
Dean, (Academic)

Copy to:

- 1) Chairman, Senate
- 2) Head of the Departments
- 3) Convener, DPGC of all the Departments
- 4) Chairperson, SPGC
- 5) Associate Dean (Academic PG)
- 6) Web Master for displaying on Institute website