STUDENT INFORMATION HANDBOOK 2024

Version II

INDEX

CHAPTER 1

Course Programmes [M. Tech, M. Tech (Online), M Des, M Mgt, MSc, M Engg, 1+1 Joint Masters]

IISc offers Course programmes in all Engineering disciplines leading to a Master's degree. These are termed M. Tech in Engineering. IISc offers Master's degrees in Design (M Des), Management (M Mgt), and Online mode in certain disciplines (M Tech (Online)). In addition, IISc offers MSc degrees in Life Sciences and Chemical Sciences.

IISc also offers a 1-year M. Engg programme and a 1+1 year Joint Masters Programme.

The details of subjects offered in each programme (Scheme of Instruction) are available at Pages - Academics (sharepoint.com)

The rules and regulations of the PG Course programmes are given below.

1.1 Course Requirements

[Point No. 1.1.9 -1.1.12 are not applicable to M. Tech (Online) students]

Programme	All students who joined prior to July 2016 (8 Point Scale)	Students joining after July 2016 (10 Point Scale)
M. Tech/ MDes/ MMgt/ MSc/ M. Tech (Online)/ M. Tech (Sponsored) (64 credits)	First Term: A minimum TGPA of 3.5 Subsequent Terms: A minimum CGPA of 4.0	First Term: A minimum TGPA of 4.0 Subsequent Terms: A minimum CGPA of 5.0

Table 1.1 – Course requirements for Master's Programmes

1.1.1   Under the guidance of the Faculty Advisor, each student registers for a set of courses. These include both the Core (Hard and Soft) and Elective courses. Apart from the Core and Elective Courses, credits are also earned through a Project. The distribution of credits for Core courses, Elective courses and Project varies from programme to programme. Registration of all the courses is done in SAP – See details of SAP in Section 12.

1.1.2   Hard Core courses are compulsory for a programme.

1.1.3   Soft Core courses are courses in a specific area/specialization and the student may choose courses from this set of courses based on suitability in consultation with the advisor.

1.1.4   Electives are courses the student can choose, even from outside the programme area.

1.1.5   The stipulation on the minimum number of credits does not apply to the final term. On all matters connected with course work and the prescribed requirements for the degree, students should seek the guidance of their advisors, DCC Convenor and/or the Chair of the department.

1.1.6   For all course programmes, the credit load per term (including project credits) is as follows:

Credit Load	No. of Credits	
	Regular Term	Summer Term
Normal	16	8
Minimum	12	6
Maximum (in 1st Term)	18	–
Maximum (if TGPA/ CGPA in the previous Term is < 7.0 But ≥ 5.0)	16	8
Maximum if TGPA/CGPA is ≥ 7.0 but < 9.0	18	8
Maximum if TGPA/CGPA is ≥ 9.0	21	8

Table 1.2 – Allowed Credit Load

1.1.7   Students may be allowed to complete the programme at a slower pace. This requires prior approval of the Deans, based on a recommendation from the Faculty Advisor and the Chair of the department. Such approvals can be requested at the beginning of the term.

1.1.8   Within 15 days of registration, a student may apply to the Chair of the department seeking exemption from a core course if the student had credited the same course or a course with a similar syllabus in their prior education. If the Chair approves, the student shall give a written examination, (prior to the last date for dropping the Course without mention). Such an option is not available for Courses offered in the summer term.

1.1.9   Until the result is declared, the student should continue to attend classes for the course. If the exemption is not granted, they should continue as a regular student.

1.1.10   Exemption is granted if the student secures a 'B' or a higher grade in this examination. The student will be given the same grade in the course as the one obtained in the written examination; the credits will be counted towards the degree requirements and used for the computation of the TGPA/CGPA.

1.1.11   Students may get an exemption for a maximum of 6 credits over the entire programme.

1.1.12   Students may note that exemptions may not be available in all courses.

1.1.13   Auditing of courses is permitted with the consent of the course instructors. Audited courses are not counted towards TGPA/CGPA or towards meeting the Credit Requirements for the award of degree. Students are permitted to change the course registration type from Credit to Audit. This should be done within the timeline as applicable for 'course dropping without mention' in the transcript.

1.2 Continuous Assessment

1.2.1   Evaluation is based on continuous assessment, in which both sessional work and the terminal examination contribute to the final assessment.

1.2.2   Sessional work consists of class tests, mid-term examinations, homework assignments etc. Absence from tests or late submission of homework will result in a loss of marks. The break-up of the sessional marks among these components is announced at the beginning of the course.

1.2.3   Students' registration will be terminated if they secure more than two "F" Grades.

1.3 Final Examination

1.3.1   Terminal examinations are usually held during the last fortnight of each term and during the last week of the summer term. The timetable is notified in advance. Attendance in the terminal examination is compulsory. If a student is absent, they shall be awarded zero marks and an 'F' grade. If a student is unable to appear for the final exam for medical reasons, they will be awarded an "X" Grade (Refer to 6.3.4 section).

1.4 Minimum requirement of CGPA, TGPA

1.4.1   In the first term, the TGPA should not be below 4.0, and in subsequent terms, the CGPA should not be below 5.0. If this condition is not satisfied, it will result in the termination of the student's registration. In some cases, the students may appeal to the Director (through the Deans) for the revocation of termination upon a strong recommendation by the department.

1.4.2   In the first term, if the TGPA falls between 4.0 and 5.0, then in the following term, the student is required to register for fewer courses but must satisfy the prescribed minimum.

1.5 Project

1.5.1   Students may, in consent with their supervisors begin their project work during the summer term of the first year/August term of the second year. However, the students register for the project in their Final Term. The department/DCC specifies the break-up of the total project workload between the summer term and the subsequent August and January terms. A single composite project grade is awarded at the end of the final term. The project grade is combined with the CGPA of the course work towards the passing class (division) for the degree award.

1.5.2   Industry Project in Management Department – Students are allowed to carry out an Industry based project for one semester.

1.5.3   The minimum pass grade for the project work is a 'D' grade. A student who secures an 'F' grade will be given an opportunity to work again on the project. The period of this extension of project work must be approved by the SCC on the recommendation of the DCC and the project supervisor.

1.6 Duration of programme

1.6.1   The normal duration of the course programmes(M. Tech/ M. Mgt, M. Des, M.Sc) is two years. In special circumstances, a student may be permitted an extension but must complete all requirements within a maximum of 3 years.

1.6.2   Extensions to programmes requested for medical reasons may be approved by the Deans based on the recommendation from the health centre/CMO, faculty advisor, DCC/PCC, and Department Chair/Convenor of M Sc Programmes.

1.6.3   For extensions to programmes requested on non-medical grounds, the decision may be taken on a case-by-case basis by Deans, subject to recommendations from the faculty advisor, Department Chair/Convenor of M. Sc Programmes, and DCC/PCC. [Refer 1.11.7 for M. Tech (Online)].

1.6.3   The scholarship (if applicable) will be restricted to the first two years.

1.6.4   The computation of the final CGPA is done only after the student clears all courses successfully.

1.7 Classification of Awards

1.7.1   Students graduate with the award of M. Tech/M. Tech(Online)/MDes/MMgt/MSc degrees (as applicable). Distinction is awarded to a student securing a CGPA of 8.5 or above (including the project grade).

1.8 Attendance

1.8.1   A minimum attendance of 75% on each course is mandatory. A shortage of attendance may be condoned by the Deans in exceptional circumstances.

1.9 Transfer to PhD Programme

1.9.1   Motivated M. Tech/ MDes/ M. Tech (ERP)/ M. Tech (Sponsored) students are given the option to transfer to PhD upon the completion of two terms.

1.9.2   The minimum CGPA for eligibility to transfer to a PhD programme is 8.0, considering all the courses (a minimum of 24 credits) taken in the first two terms. In special cases, this may be relaxed to a CGPA of 7.5, on the basis of a specific recommendation from the department and with visible evidence of other strengths. In the computation of the CGPA, all the courses credited by the student will be considered.

1.9.3   The proposed research supervisor must be identified at the time of applying for the transfer.

1.9.4   All such cases will be considered based on an interview, by a committee consisting of:

- Chair of the department*
- Faculty Advisor
- Two faculty members from the department
- Proposed PhD Research Supervisor(s) (in case it is different from the current faculty advisor)

*When the Chair of the department is the Faculty Advisor or the proposed Research Supervisor, another faculty member of the department to Chair the committee may be identified.

1.9.5   The recommendation of the committee will be considered by the Senate Committee on Research Conferments (SCRC). Application for transfer should be made within a month of the declaration of the 2nd semester results on SAP.

1.9.6   If approved, the date of registration for the PhD programme will be the date of joining the M. Tech/ MDes/ M. Tech (Sponsored) programme.

1.9.7   The PhD research topic should be such that the courses taken during the first year of the M. Tech/ MDes/ M. Tech (Sponsored) are sufficient for the Research Training Programme (RTP). However, depending on the requirements of the research problem and the recommendation of the Research Supervisor(s), the student may credit one or two extra courses. In all cases, they should complete the Comprehensive Examination within one year after transferring to the PhD programme.

1.9.8   The student will receive a PhD scholarship of Rs. 37,000 p.m. with effect from the date of joining M. Tech / MDes. An enhanced scholarship of Rs. 42,000 will be paid upon successful completion of the Comprehensive Examination but only after completion of two years from the date of initial registration for M. Tech / MDes.

1.10 Internship (M. Tech, MDes, MMgt)

1.10.1   The maximum permitted period of internship for course students is 3 months with scholarship (wherever applicable).

1.10.2   The entire period of the internship will be considered part of their degree programme.

1.10.3   Internships must be approved by the Deans. In special cases, internships beyond three months may be permitted with the approval of SCRC.

1.11 Cancellation of Registration and Reinstatement of Registration

1.11.1   If the stipulated course requirements are not completed within the permissible two-year registration period, the registration of the students in all course programmes (M. Tech, M. Sc, M. Mgt, M. Des) will be automatically cancelled, except M. Tech. (Online) students

1.11.2   Deregistered students can request a revocation of their cancellation of registration, subject to recommendations from their faculty advisor, DCC and Department Chair. Such requests will be reviewed and decided by the Dean on a case-by-case basis.

1.12 M. Tech (Online)

All rules and regulations applicable to the Regular M. Tech programme are in-principle applicable to the M. Tech (Online) Programme, with the following differences:

1.12.1   The Master's programme is available only to the candidates sponsored by the organizations that employ them through an agreement between IISc and the organization. '

1.12.2   Credit load is indicated in the Table below:

	Regular Term		Summer Term	
	Minimum Credits	Maximum Credits	Minimum Credits	Maximum Credits
Only Course Credits in a Term	3	12	0	8
Course and Project Credits in a Term	3	16	0	12
Only Project Credits *(After required course credits are completed)*	3	21	0	12

Table 1.3 –Credit Load

1.12.3   Project grading will be Pass/Fail. The project grade will not be included in the computation of CGPA.

1.12.4   The Programme Curriculum Committee (PCC) specifies the break-up of the total project credits across different terms.

1.12.5   Students may only take online courses offered within the M. Tech (Online) programme. Auditing of courses is not permitted.

1.12.6   Students are not eligible for Internships or Scholarships from the Institute.

1.12.7   The total time for completion of the degree is expected to be 3 years and must not normally exceed 4 years.

1.12.8   No transfer/upgradation/continuation to PhD is permissible.

1.12.9   Candidates may have a break in studies of a maximum of two semesters. The request for such a break in studies must come through the sponsoring organization. In addition, women can avail of maternity leave as applicable (the total of all maternity leaves cannot exceed 1 year, refer to 9.2.3). A registration fee must be paid for the duration of the break in studies to keep the registration active.

1.12.10   The degree conferred on the successful students is equivalent to the regular Master of Technology degree in all respects, and the awardees are entitled to all the privileges and

opportunities available to the regular Master of Technology degree holders.

1.12.11   No distinction shall be awarded to M. Tech (Online) students as the project grade is not included in CGPA calculation.

1.13 1 Year Masters in Engineering (M Engg)

1.13.1   The total time for completion of the degree is 1 year.

1.13.2   Students are expected to complete 32 credits, comprising 23 credits of core courses and 9 credits of electives, within the academic year

1.13.3   Students pursuing this programme are not eligible to draw scholarships from the Institute.

1.13.4   Students of this programme are not permitted to undertake internships.

1.13.5   Students under this programme are not guaranteed hostel accommodation and hostel accommodation may be given subject to availability.

1.14 1+1 Year Joint Master programme with top Taiwanese Universities

1.14.1   This is a Joint Master's Programme between IISc and leading Taiwanese Universities, with one serving as the home institution and the other as the host institution

1.14.2   Students will complete the required coursework credits at their home institution during the first year. In the second year, they will focus on project or research activities at the host institution

1.14.3   IISc students who study at Taiwanese universities in their second year will register for their Project course at IISc during their fourth semester. Any documents or certificates received from the Taiwanese universities should be submitted to the academic section for record-keeping.

<p align="center">END OF CHAPTER 1</p>

CHAPTER 2

PG – Research Programmes – M. Tech (Res)

IISc offers a post-graduate research programme i.e., M. Tech (Research). The students enrolled in this programme are expected to complete the course work and research work and submit their M. Tech (Research) thesis by the end of their registration period as per the norms of the Institution. In principle, all the students are provided with the scholarship as per the norms of the Institution.

2.1 Duration of Residence

Students registered for	Normal	Minimum	Maximum
M. Tech (Research)	2	1	2½

2.1.1 The minimum and maximum periods mentioned above are counted from the term in the academic year when the students are admitted for the programme (i.e., August Term or January Term, accordingly). Students are provided with hostel rooms (if available) only for the above durations of the residence requirements. Once the maximum period is completed, the studentship is terminated, and the students cannot stay in the hostel rooms beyond the maximum periods mentioned.

2.2 Course Requirement

Programme	All students who joined prior to July 2016 (8 Point Scale)	Students joining after July 2016 (10 Point Scale)
M. Tech (Res) [MSc (Engg) prior to 2016] (12 credits)	Minimum 12 credits with minimum CGPA of 5.5 (Basket rule applies to achieve the 5.5 CGPA)	Minimum 12 credits with minimum CGPA of 7 (with basket rule)
	Waiver of General Test for students who complete courses in two semesters with a CGPA of at least 6.0 Continuation from MSc (Engg.) to PhD: Minimum CGPA 6.5; for special cases 6 (All courses considered)	No General Test for M. Tech (Res) Continuation from M. Tech (Res) to PhD requires a minimum CGPA 8.0; for special cases 7.5 (All courses considered) Candidates can take up to a maximum of 21 credits under RTP
Basket rule: It is applicable only to M. Tech (Res) and PhD students who have excess credits (than minimum required) but not meeting CGPA requirements. According to this rule, from all the courses a student has completed, the courses with the best grades that make up the minimum RTP requirements will be considered for computation of CGPA.		

Table 2.1 – Course requirement for M. Tech (Res)

2.2.1   M. Tech (Research) students must complete their RTP in one year. The minimum number of credits that a student has to complete and the maximum number of credits a student is allowed to register under RTP courses are as follows.

Research Training Programme	Minimum Credits	Maximum Credits
M. Tech (Research)	12	21

2.2.2   If a student fails to get a minimum CGPA of 7.0 even after applying the basket rule and taking the maximum permissible credits for the RTP or obtains more than one 'F' grade, their registration will be terminated.

2.2.3   Students are permitted to change the course registration type from RTP to Non-RTP or Audit, Non-RTP to Audit, and Credit to Audit. In addition, students are also permitted to change the course registration type from Non-RTP to RTP with the due approval from their Research Supervisor and DCC/Chair. This should be done within the timelines as applicable for 'course dropping without mention' in the transcript.

2.3 Upgrading of Registration from M. Tech (Research) to PhD

2.3.1   A student who has completed at least 12 credits of courses and secured a minimum CGPA of 8.0 can upgrade their registration to PhD programme. In this computation of the CGPA, the basket rule shall not apply, and all credited courses shall be considered.

2.3.2   In special cases, upgrading may be permitted if the CGPA is not less than 7.5, based on the specific recommendation of the Committee, citing other visible academic strengths of the candidate.

2.3.3   Interested candidates should submit a request through the Research Supervisor to the Chair of the department at the end of the second or third term.

2.3.4   All such requests will be considered initially by a committee consisting of the following:

- Chair of the department*
- Two faculty members from the department
- Research Supervisor/s for M. Tech (Res)
- Proposed PhD Research Supervisor(s) for PhD

*When the Chair of the department is the Faculty Advisor or the proposed Research Supervisor, they will identify another faculty member of the department to Chair the committee.

2.3.5   The recommendation of the Committee should be received by the SCRC on SAP before 30th June / 30th November and will be considered in July/December. If the upgradation is approved, the date of registration for PhD will be the date of registration for M. Tech (Res).

2.3.6   A PhD scholarship of Rs. 37,000 p.m. will be paid with effect from the date of joining M. Tech (Res). An enhanced scholarship of Rs. 42,000 p.m. will be paid upon successful completion of the Comprehensive Examination but only after completion of two years from the date of

registration.

2.3.7   The candidate should complete the RTP with a minimum of 24 credits. The RTP and the Comprehensive Examination should be completed within two years from the date of registration.

2.3.8   Students upgrading themselves from M. Tech (Res) to PhD can convert their non-RTP courses to RTP courses.

2.3.9   The total period of scholarship will be the same as that for a regular PhD student registering directly for the PhD degree, i.e., 5 years.

2.4 Continuation for PhD after Submission of M. Tech (Res) Thesis

2.4.1   A candidate desirous of continuing for PhD after submission of the M. Tech (Res) thesis should apply to the Chair of the department, through the Research Supervisor, within 15 days of thesis submission.

2.4.2   All such requests will be considered initially by a committee consisting of the following:
- Chair of the department*
- Two faculty members from the department
- Research Supervisor/s for M. Tech (Res)
- Proposed PhD Research Supervisor(s) for PhD (If the proposed research supervisor is different from the current research supervisor)

*When the Chair of the department is the Faculty Advisor or the proposed Research Supervisor, they will identify another faculty member of the department to Chair the committee.

2.4.3   To be eligible, the candidate should have secured a CGPA of 8.0 (considering all courses credited, and not just RTP courses). In special cases, this may be relaxed to a CGPA of not less than 7.5, on the specific recommendation of the committee, citing other visible academic strengths of the candidate.

2.4.4   Research publications arising out of the M. Tech (Res) work would be a positive factor.

2.4.5   Students who have submitted their M. Tech (Research) thesis after revocation of cancellation of registration are not eligible for continuation to PhD. They must apply through the regular research admission process of the Institute.

2.4.6   After receiving the approval of the SCRC, the candidate should apply for PhD registration, which would be provisional, subject to the award of the M. Tech (Res) degree.

2.4.7   The date of registration for the PhD programme will be the date of submission of the M. Tech (Res) thesis.

2.4.8   The student is eligible for scholarship from the date of the PhD registration on the terms applicable to students who register for PhD.

2.4.9   The student should complete the RTP by taking at least 12 additional credits, irrespective of the number of credits secured in M. Tech (Res).

2.5 Monitoring of Progress

2.5.1   Monitoring the progress of M. Tech (Res) Registrants is done by a departmental committee as in the case of PhD registrants, except that the committee will have the supervisor and one expert from the department.

2.5.2   Cancellation of Registration and Reinstatement of Registration

2.5.2.1   There is a period beyond which the registration is automatically cancelled – see table below. After the cancellation of registration, the student can submit the thesis only after getting the cancellation revoked. They must initiate this process by submitting a draft thesis, along with a letter to the Dean furnishing justifiable reasons for the delay in thesis submission.

2.5.2.2   The Research Supervisor should forward this letter and the draft thesis through the Chair of the Department, along with a letter in support of the appeal. Under some circumstances, the cancellation of registration may be revoked.

2.5.2.3   The following table shows details of the different time periods and the maximum period of registration, beyond which registration will automatically be cancelled.

Programme	Cancellation after	Reinstatement by Deans	Reinstatement by Director
M. Tech (Res)	2 Years 6 Months	2.5Y – 3Y: Without Deans' committee. 3Y – 4Y: With Deans' committee.	4Y – 5Y: Medical reasons only. With Deans' committee and extra guidelines. Beyond 5Y: No reinstatement.

2.5.2.4   A thesis review committee is formed by the Dean with the supervisor as the convener. For M. Tech (Res) candidates, the committee will consist of two additional members with at least one from outside the candidate's department. The committee will consider all aspects of the thesis, including publications arising out of the research, suitability of the thesis for a degree of the Institute, and the status of the thesis regarding corrections to be made, etc.

2.5.2.5   The Dean may seek the opinion of experts in cases where there is no thesis review committee necessary. In deserving cases, they will recommend the revocation to the Chair of the Senate. The criteria for revocation include: justifiability of the delay in submission, publications arising out of the thesis, suitability of the thesis for a degree of the Institute, and the status of the thesis regarding corrections etc.

2.6 Internship/ Collaborative Research Work.

2.6.1   The maximum allowed period for collaborative work/internship in the case of M. Tech (Res) students is 3 months without collaboration and 6 months with collaboration.

2.6.2   Students going for collaborative work/internship will be paid full scholarship for the entire approved period.

2.6.3   The period is the cumulative period for all internship/ collaborative programmes. After this period scholarship will be stopped.

2.6.4   If there is an MOU for a joint research programme, then the decision may be taken on a case-by-case basis by Deans according to the terms and conditions of the MoU.

2.6.5   Requests for internship/collaborative programme must be submitted on SAP.

2.6.6   The entire period of internship/collaboration (including the period where the student does not get scholarship) will be considered as a part of their degree Programme.

END OF CHAPTER 2

CHAPTER 3

PhD Programmes – Science, Engineering, and Interdisciplinary Research

IISc offers PhD research programmes in Science, Engineering, and Interdisciplinary research areas. The students admitted to PhD programmes are required to complete RTP, Comprehensive Examination, pursue their research work, and submit their PhD thesis in a timely manner within the registration period as per the norms of the Institution.

3.1   Duration of Residence

3.1.1   The minimum and maximum periods mentioned below are counted from the term in the academic year the students are admitted for the programme (i.e., August Term or January Term, accordingly). Subject to availability, students are provided with hostel rooms only for the below durations of residence requirement. Once the maximum period is completed, students cannot stay in the hostel rooms.

Students registered for	Normal	Minimum	Maximum
PhD	5	2	6

3.2   Course Requirement

Programme	All students who joined prior to July 2016 (8 Point Scale)	Students joined after July 2016 (10 Point Scale)
PhD Programme	Science Faculty - minimum 12 credits with minimum CGPA of 5.5	With Postgraduate/Undergraduate degrees: Minimum 12 credits with a minimum CGPA of 7. Minimum 24 credits with a minimum CGPA of 7 for dual degree [MS (Research) and PhD] (see notes below)
	(Basket rule applies to obtain the 5.5 CGPA)	(Basket rule applies to obtain 7 CGPA)

	Engineering Faculty - minimum 6 credits with minimum CGPA of 5.5 Engineering (Direct PhD) – min 18 credits with minimum CGPA of 5.5	a. With Postgraduate degree: Minimum 12 credits with minimum CGPA of 7. Minimum 24 credits with a minimum CGPA of 7 for dual degree [M. Tech (Research) and PhD] (see notes below) b. With Undergraduate degree (Direct PhD): Minimum 24 credits with a minimum CGPA of 7. Dual degree [M. Tech (Research) and PhD] will be awarded (see notes below).
	(Basket rule applies to obtain the 5.5 CGPA)	(Basket rule applies to obtain 7 CGPA)

Table 3.1 – Course requirement for PhD

Note:

(a) Students who are admitted to PhD programmes in the Faculty of Engineering based on their Undergraduate qualifications are referred to as Direct PhD.

(b) For the students admitted to PhD programmes in Engineering with a four year undergraduate degree (referred to as Direct PhD) or other higher qualifications before 2016, MSc (Engg) Degree will be awarded along with the PhD degree, if they complete 21 credits with a minimum CGPA of 5.5. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.

(c) For the students admitted to PhD programme in Engineering with a four year undergraduate (referred to as Direct PhD) or other higher qualifications from 2016, M Tech (Res) Degree will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.

(d) For the students admitted to PhD programmes in Science with a four year undergraduate degree or other higher qualifications after 2016, Master of Science (Research) degree will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in science from IISc.

The above conditions for the award of dual degree are in effect from 19th May 2023.

3.2.1 Ph.D. students are required to complete their RTP within one year and six months. Direct

Ph.D. students can take at most two years to complete their RTP.

3.1.2   The minimum number of credits that a student must complete and the maximum number of credits a student is allowed to register under RTP are as follows:

Research Training Programme	Minimum Credits	Maximum Credits
Faculty of Science: a. With Postgraduate/Undergraduate qualification	12	24
Faculty of Engineering: b. With Postgraduate qualification	12	24
c. With Undergraduate Qualification (duration of four years or more)	24	33
d. Transfer from M. Tech (within two terms)	24	33
e. Transfer from M. Tech (Res) (within two terms)	24	33
f. Continuation after submitting M. Tech (Research) thesis	12	24

Table 3.2 – Credit limit for PhD Students

3.2.2   For PhD in Interdisciplinary Mathematical Science administered by Institute Mathematics Initiative (IMI) under PhD Engineering the credit requirements are as follows:

- With BE/BTech qualifications: A minimum of 24 credits are required for RTP (an additional degree of M. Tech (Res) will be awarded).
- With M. Tech and MSc qualifications: A minimum of 12 credits are required for RTP (no additional M. Tech (Res) degree will be awarded). M. Tech (Res) degree will be awarded if 24 or more credits are secured.

3.2.3   Students are permitted to change the course registration type from RTP to Non-RTP or Audit, Non-RTP to Audit, and Credit to Audit. In addition, students are also permitted to change the course registration type from Non-RTP to RTP with the due approval of the Research Supervisor and DCC/Chair. This should be done within the timelines as applicable for "course dropping without mention in the transcript".

3.2.4   After successful completion of the RTP, the Research Supervisor(s) and the department will initiate the process of forming the Comprehensive Examination board.

3.2.5 A student is deemed to have completed the RTP successfully and will be eligible to appear for the comprehensive examination if the following conditions are met:

- The student passes all courses with a grade 'D' or higher with the exception of a single 'F' grade, which is permitted.

3.2.6 The student must secure a CGPA of 7.0 or more. This CGPA will be computed using a basket rule. According to this rule, from all the courses a student has completed, the courses with the best grades that make up the minimum RTP credit requirement will be considered for computation.

3.2.7 If a student fails to get a minimum CGPA of 7.0 according to basket rule even after taking the maximum permissible credits for the RTP or obtains more than one 'F' grade, their registration will be terminated.

3.2.8 The transcript will list all the courses taken by the student including those with 'F' grades. The courses with 'F' grade will be omitted from CGPA computation if it is cleared by repeating the course or on receiving a pass grade in a substitute course. If the 'F' grade is not cleared, then it will be used for CGPA computation. Grades obtained in non-RTP courses will be listed separately.

3.3 Comprehensive Examination (CE)

3.3.1 After successful completion of the RTP, a student must complete the Comprehensive Examination preferably within 2 years but certainly within 3 years from the date of registration. Dean's approval is required for confirmation of candidacy if the CE exam is conducted after 3 years from the date of joining.

3.3.1.1 In the CE, the candidate will be tested both on the syllabus and research work carried out thus far. A brief report of the research proposal and work done thus far has to be submitted to the comprehensive examination board (CEB).

3.3.1.2 At least 3 courses (preferably from the RTP taken by students) must be considered for framing the syllabus for CE, and a 50% weightage should be accorded to this component. The research supervisor must frame the syllabus to test the breadth of the subject knowledge as per the course outline in the Scheme of the Instruction book. The syllabus may also include topics specific to the research, not necessarily conforming to any courses at the Institute.

3.3.1.3 Students who successfully complete CE within two years will receive the enhanced scholarship from the third year. Students for whom the successful completion of CE is delayed will continue to receive the scholarship at JRF rates for up to 3 years and will be stopped thereafter. The enhancement of scholarship in such cases will be effective from the date of completion of CE (this is further governed by the terms and conditions of respective scholarship agencies).

3.3.1.4　The conduct of the CE will not be permitted unless:
- Tuition and all other fees are paid.
- Hostel dues up to the current month are cleared.

3.3.2　Composition of CE Board:

3.3.2.1　The CE board will consist of:
- Two Senate Nominees approved by the SCRC, from departments different from that of the student,
- Research Supervisor and Co-Supervisor (if any),
- Chair of the Department or their Nominee,
- Departmental expert, and
- Up to two additional members, if required.

3.3.3　If a student fails the CE in the first attempt, they may be allowed to appear once again within the next two months. Dean's permission is required for conducting second CE beyond two months from the date of first CE. In the event of a failure in the second attempt, the student's registration gets terminated. However, based on the performance of the student, the CE Board may recommend downgrading the PhD student to MS (Research) (Science Faculty) or M. Tech (Res) (Engineering Faculty). These downgradations would be subject to the conditions of the funding agencies that award fellowships to the students. Students may also request a downgrade to the Master's programme if they fail CE. Furthermore, downgradations are subject to approval by the SCRC. If downgraded, the student should submit their thesis before completion of 2.5 years from the date of registration or 3 months from the date of approval by SCRC, whichever is later.

　　　The payment of scholarship in cases of downgradations from a Ph. D programme shall be governed by the scholarship regulations of the programme to which the student has downgraded.

3.3.4　Only after a student completes the RTP and passes the CE, the SCRC confirms their candidacy for the research conferment. After the successful completion of the Comprehensive Examination, the report from the CE Board should be submitted on SAP for the consideration of SCRC towards confirmation of candidacy. Candidacy confirmation is a prerequisite for the enhancement of scholarship and submission of the PhD thesis.

3.3.5　Cancellation of Registration and reinstatement of Registration in cases of delayed comprehensive examination (CE):

For research students, the registration of the student will be automatically cancelled in case the student has not appeared for the comprehensive examination (CE) within three years from the date of joining the programme.

3.3.5.1　For reinstatement, the concerned Department Chair will constitute a review committee with the research supervisor(s) as the convener(s) and two or three internal/external members (from within the Institute). The committee will consider all aspects leading to delay in conduct of the CE and submit the report to

the concerned authority with justifiable reasons for the delay.

3.3.5.2   The following table shows the details of different time periods and the authority competent to decide on the reinstatement of the student.

Reinstatement by Dean	Reinstatement by Director
CE proposed between 3-4 years from the date of registration	CE proposed beyond 4 year from the date of registration

Monitoring of Progress

3.3.6   Monitoring of the progress of PhD Registrants

- By the CE Board at the time of the CE.
- By a departmental committee consisting of the research supervisor and two experts from the department – at the end of the 3rd, 4th and 5th years. An Annual Report should be filed on SAP by the committee. The report should contain the research progress and the difficulties faced by the student and the supervisor, after talking to the student and the supervisor separately.

3.3.7   The registration of students making inadequate progress is liable to be cancelled

3.4   Cancellation of Registration and Reinstatement of Registration

3.4.1   For PhD research degree, there is a period beyond which the registration is automatically cancelled. After the cancellation of registration, the student can submit the thesis only after getting the cancellation revoked. They must initiate this process by submitting a draft thesis, along with a letter to the Dean furnishing justifiable reasons for the delay in thesis submission.

3.4.2   The Research Supervisor should forward this letter and the draft thesis through the Chair of the Department, along with a letter in support of the appeal. This process should be initiated on SAP by the Research Supervisor. Under some circumstances, the cancelled registration may be reinstated.

3.4.3   The following table shows details of the different time periods and the maximum period of registration, beyond which registration will automatically be cancelled.

Programme	Cancellation after	Reinstatement by Deans	Reinstatement by Director
PhD	6 Year	6Y – 7Y: Without the necessity of the Dean's committee. 7Y – 8Y: With the Dean's committee.	Beyond 8Y: With the Dean's committee and extra guidelines. Beyond 10Y: With the Dean's committee. Preferably, research in the past 10Y to be considered.

Table 3.3 – Cancellation of Registration

3.4.4   A thesis review committee will be formed by the Dean with the research supervisor as the convener. For the PhD candidates, the committee should comprise three additional members with at least two from outside the candidate's department. The committee will consider all aspects of the thesis, including publications arising out of the research carried out, suitability of the thesis for a degree of the Institute, and the status of the thesis regarding corrections to be made, etc.

3.4.5   After the cancellation of registration, the student can submit the thesis only after approval of the Reinstatement of Registration.

3.4.6   The Deans may seek the opinion of experts even in the cases that do not necessarily require constitution of the thesis review committee. In deserving cases, they will be recommended for the reinstatement of registration to the Chair of the Senate.

3.4.7   These norms are applicable to all categories of PhD students.

3.5   Internship/ Collaborative Research Work

3.5.1   The maximum allowed period for collaborative work/internship in the case of PhD students is 6 months without any collaboration and 12 months with collaboration. With an MOU for research collaboration, the maximum period may be extended up to 18 months.

3.5.2   Students going for collaborative work/internship will be paid full scholarship for the entire approved period.

3.5.3   The period is the cumulative period for all internship/ collaborative programmes. After this period scholarship will be stopped.

3.5.4   If there is an MOU for a joint research programme, then the decision may be taken on a case-by-case basis by Deans according to the terms and conditions of the MoU.

3.5.5   Application for internship/collaborative programme must be submitted in the prescribed format through SAP.

3.5.6   The entire period of internship/collaboration (including the period where the student does not get scholarship) will be considered as part of their degree programme.

3.5.7   Internship/ collaborative research work is only for students before they submit their thesis. No scholarships will be paid to the students who have submitted their theses. The scholarship will also be stopped after 6 weeks of the presentation of the colloquium.

END OF CHAPTER 3

CHAPTER 4

Integrated PhD Programmes

Integrated PhD (Int. PhD) programme is a 7-year programme where students undergo coursework in the initial period of their registration and pursue their research work with the guidance of the research supervisor after due completion of the course work. The students are expected to submit the thesis within the registration period as per the norms of the institution.

4.1 Duration of Residence

The period of residence is as follows:

Fellowship duration	Minimum period	Maximum period
7 years	5 years	8 years

4.2 Course Requirement

Programme	All students who joined prior to July 2016 (8-Point Scale)	Students joining after July 2016 (10-Point Scale)
Int. PhD (64 credits)	First Term minimum TGPA of 5.0 Subsequent terms CGPA of 5.5	Minimum CGPA of 7.0 at the end of both the first and the second year for continuation to PhD (Minimum 64 credits at the end of 2nd year) (Basket Rule is not applicable) To be eligible for an MS (Research) degree, a minimum CGPA of 5.0 is required.

4.2.1 All students must complete a total of 64 credits (in the Course Work) for successful completion in the Int. PhD programme. The maximum number of credits allowed is 73.

4.2.2 The coursework during the first year consists predominantly of a common programme (core courses) for all students, independent of the future research area.

4.2.3 At the end of the second semester, the Divisional Committee chaired by the coordinator of the Int. PhD programme will assign each student to a project (research) supervisor (from the list of three faculty members provided by the student), considering the following factors:

- The student's research interest and performance in the course work (CGPA)
- The research programmes of the division as a whole
- The consent of the faculty member (project supervisor) concerned.

4.2.4 The third semester and the fourth semester coursework will be chosen on the advice of the project supervisor. It is desirable but not mandatory that the supervisor consults the coordinator in this context.

4.2.5 In the third semester, the student may commence the project work leading to the PhD degree.

4.2.6 Exemption:

4.2.6.1   Within 15 days of registering for a core course, a student may apply to the coordinator of the Int. PhD programme seeking exemption from a core course if the student had credited the same course or a course with a similar syllabus in their prior education. This option is available to all students except for those in the Division of Chemical Sciences. If the Chair and coordinator approve, the student shall take a written examination, (prior to the last date for dropping the Course without mention). Such an option is not available for Courses offered in the summer term.

4.2.6.2   Exemption is granted if the student secures a 'B' or a higher grade in this examination. The student will be given the same grade in the course as the one obtained in the written examination; the credits will be counted towards the degree requirements and used for the computation of the TGPA/CGPA.

4.2.6.3   If an exemption is not granted, the student should continue to attend classes as a regular student.

4.2.6.4   Exemption is permitted for up to a maximum of 6 credits during the entire period of studentship.

4.2.6.5   Students may note that exemptions are not available in all courses.

4.2.7   A student must have a CGPA of not less than 7.0 at the end of the first year. The student must have finished 64 credits at the end of the second year and have a CGPA of ≥ 7.0, to be eligible to appear for the Comprehensive Examination. In this computation of the CGPA, the basket rule does not apply, and all the courses credited by the student will be considered.

4.2.8   If a student secures an 'F' grade in a core course, the student will be required to repeat the same course whenever it is offered again. If a student obtains an 'F' grade in the second attempt also, it will result in termination of the student from the programme.

4.2.9   If a student secures an 'F' grade in an elective course, the student is required to take an equivalent course as suggested by the coordinator of the Int. PhD programme in the first year and as suggested by the research supervisor, in consultation with the coordinator, in the second year. If the student obtains an 'F' grade in the second attempt also, it will result in the termination of the student from the programme.

4.2.10   If a student obtains more than two 'F' grades during the entire programme, it will result in termination from the programme.

4.2.11   Until an 'F' grade is cleared, it will be used for the computation of the TGPA and the CGPA. Subsequently, it will be omitted from the TGPA computation, and the grade from the repeated or the substitute course will replace it in the CGPA computation.

4.2.12   If a student has a CGPA of less than 7.0 but greater than or equal to 5.0 at the end of two years, the student has to exit with an MS (Research) degree only.

4.2.13   By the 31st of July of the second year, students will have to inform the coordinator of the Int. PhD Programme of the respective division, about their decision to opt out of PhD degree to exit with an MS (Research) degree alone.

4.2.14   For students opting to continue towards the Int. PhD degree, a comprehensive examination will be held by the end of two-and-a-half years from the date of joining.

4.2.15   For students opting for the MS (Research) degree alone, an MS (Research) thesis must be submitted by the 31st of March of their third year failing which their registration will be cancelled. A successful defense of the MS (Research) thesis, which includes an oral examination, is an essential requirement for the award of the MS (Research) degree. No comprehensive examination is required in such cases.

4.3 Comprehensive Examination

4.3.1 Students will not be permitted to take the comprehensive examination unless:

- Tuition and all other fees are paid.
- Hostel dues up to the current month are cleared.

4.3.2 The comprehensive examination will be conducted by the Comprehensive Examination Board. The syllabus of the examination will encompass the examinee's coursework and subjects recommended by the project/research supervisor(s).

4.3.3 At least 3 courses must be considered for framing the syllabus for the Comprehensive Examination. Testing on the syllabus should get 50% weightage in the evaluation.

4.3.4 Composition of CE Board (CEB):

- The Chair of the department or their nominee,
- Research Supervisor
- Two Senate Nominees, from different departments from that of the student
- Departmental nominee and
- Int. PhD Convenor or their nominee.
- The Chair of the CEB may invite additional members (up to two) if required.

4.3.5 The Comprehensive Examination Board shall recommend any one of the following:

- The student is eligible to continue towards the PhD degree.
- The student is eligible to continue only for the MS (Research) degree.
- The student will be asked to discontinue from the programme.
- The student may be given a second chance to appear once again within the next two months from the date of 1st CE.

4.3.6 For students who have been recommended by the Comprehensive Examination Board (CEB) to continue towards the PhD degree, the rules of the regular PhD programme will apply.

4.3.7 For students who have been recommended by the CEB for the MS (Research) degree only, the MS (Research) thesis must be submitted by the end of six months from the date of the comprehensive examination or the end of the third year, whichever is later. If the thesis is not submitted within the stipulated time, the student's registration will stand cancelled. Only under exceptional circumstances (with justifications and recommendations by a committee constituted by the Chair of the department, which shall include the Research Supervisor and two other experts nominated by the Chair of the department), the students may be permitted to downgrade to the master's programmes after successful completion of CE. This is subject to the approval of SCRC.

4.3.8 Dean's approval is required for confirmation of candidacy if the CE is conducted after 3 years from the date of joining.

4.3.9 Students continuing toward the PhD receive an enhancement of their scholarship as per the Institute norms. The enhancement (in case the student who has been adjudged to continue towards the PhD degree) will be effective from the date of successful completion of the comprehensive examination. After the successful completion of the Comprehensive Examination, the report from the CE Board should be submitted on SAP for the consideration of SCRC towards confirmation of candidacy. Candidacy confirmation is a prerequisite for the enhancement of scholarship and submission of the PhD thesis

4.3.10 For students who opted for or were recommended by the CEB to continue towards MS (Research) degree only, the students will get the scholarship at par with the M. Tech (Res) i.e., Rs. 12400/- per month at the beginning of their third year, provided all coursework requirements are successfully completed. However, beyond two-and-a-half years, the student is eligible for financial assistance subject to approval by Competent Authority upon student's request, as per Institute norms for a maximum period of six months.

4.3.11 Successful defense of the PhD thesis is qualification for the award of both the MS (Research) and PhD degrees simultaneously. In this case, the date mentioned on the MS (Research) degree certificate shall be the date of the Council meeting in which the recommendation for award of degree is approved.

4.4 Monitoring of Progress

4.4.1 Monitoring of the progress will be done as follows for the students continuing for the PhD degree:

- By the Comprehensive Examination Board: at the end of 2 years (up to 2½ years in normal circumstances)
- By the Departmental Committee: at the end of the 6th and 7th years

4.4.2 A student's registration in the Int. PhD programme is cancelled at the end of the 8th year if they have not submitted the Thesis by this time.

4.5 Reinstatement of Registration

4.5.1 There is a period beyond which the registration is automatically cancelled. Under some circumstances, the cancellation of registration may be revoked. The following table shows the maximum period beyond which the registration will automatically be cancelled, and the steps required to reinstate the cancelled registration.

Programme	Cancellation of Registration after	Revocation By Deans During	Revocation by Director during
Int. PhD	8 Years	8 Years -9 Years: Without Dean's Committee 9 Years -10 Years: With Dean's Committee	Beyond 10 Years: With Deans' Committee and extra guidelines. Beyond 12 Years: With Deans' Committee and extra guidelines. phdbly, Research in the past 10 Years To be considered

Table 4.1 – Cancellation of Registration

4.5.2 Dean's committee: A committee will be formed with the supervisor as the convener. The committee will be composed of three additional members with at least two from outside the candidate's department.

4.6 Internship/ collaborative research work.

4.6.1 The maximum allowed period for collaborative work/internship in the case of PhD students is 6 months without any collaboration and 12 months with collaboration. With an MOU for research collaboration, the maximum period may be extended up to 18 months.

4.6.2 Students going for collaborative work/internship will be paid full scholarship for the entire approved period.

4.6.3 The period is the cumulative period for all internship/collaborative programmes. After this period scholarship will be stopped.

4.6.4 If there is a joint research programme, then the decision may be taken on a case-by-case basis by the Deans according to the terms and conditions of the MoU.

4.6.5 A prescribed form will have to be submitted along with the application for internship/collaborative programme. The request for internship/collaborative programmes must be submitted through SAP.

4.6.6 The entire period of internship/collaboration (including the period where the student does not get scholarship) will be considered as a part of their degree programme.

4.6.7 Internship/ collaborative research work is only for students before they submit their thesis. No scholarships will be paid to the students who have submitted their theses. The scholarship will also be stopped after 6 weeks of the presentation of the colloquium.

END OF CHAPTER 4

CHAPTER 5

External Registration Programmes – PhD and M. Tech (Res)

Quality Improvement Programme (QIP) and Sponsored Programme

Working professionals and researchers from companies and research labs can pursue Master's and PhD programmes from IISc under External Registration Programme.

5.1 Registration

5.1.1   Candidates need to register immediately upon arrival, by submitting a registration form at the Department office along with the following:

i   A research proposal prepared in consultation with the research supervisors from their parent organization and the Institute.

ii   A certificate of adequacy of scientific facilities available at the candidate's parent organization for carrying out the research work for the research thesis.

iii   An assurance from the candidate's parent organization that:

a) The proposed research work will constitute a part of the programme of the organization.

b) Necessary facilities will be provided to the registrant for their research work.

c) The research supervisor from the Institute (IISc) will be given access to the facilities necessary for the research work of the registrant in the organization.

d) The necessary leave will be granted to the candidate to enable them to complete the research training programme (RTP).

e) The organization will provide sufficient time for the candidate to carry out their thesis work. After successful completion of the RTP, the candidate must be permitted to be on leave for an average of one day a week, in order to effectively spend time on their PhD work.

f) Travel expenses of the research supervisor from the organization to attend various meetings conducted at the Institute, in connection with the evaluation and progress monitoring of the student, will be borne by the candidate's parent organization.

g) An undertaking that the candidate is not registered for academic conferment at any other institution.

5.2   Research Supervisors

5.2.1 The candidate will work under the supervision of at least one research supervisor from the Institute and another one from the parent organization.

5.2.2 Joint Research Supervisor from the organization must attend the comprehensive examination, oral examination, and any other student evaluation meetings set up by the Institute.

5.2.3 The joint research supervisor(s) from the organization should have PhD degree with 3 years of post-doctoral experience.

5.2.4 The oganization will ensure to provide an alternative Joint Research Supervisor if the current research supervisor ceases to remain as a regular/full-time employee in the organization during the tenure of the PhD programme of the candidate.

5.2.5 The candidate and the Joint Research Supervisor should be from the same organization or its parent organization, irrespective of their physical location.

5.3   Change of Organization

5.3.1 If the candidate changes the place of work or leaves the organization during the PhD programme, the registration will be cancelled, irrespective of the stage of research work (except in cases where the thesis has already been submitted).

5.3.2 If the research supervisor from the organization leaves the organization, or changes the place of work, the candidate should apply to the SCRC for a change of research supervisor along with the CV of the proposed research supervisor from the organization and a permission letter from the organization.

5.4   Candidates Going Abroad

5.4.1 If a candidate goes abroad before completion of the Comprehensive Examination, their registration will be cancelled. Prior permission from the SCRC must be obtained to apply for a No-objection Certificate to go abroad.

5.4.2 After the Comprehensive Examination, travel abroad requires prior permission of the Deans.

5.4.3 The maximum period of such absence is one year, and if the candidate does not return at the end of this period, registration will be cancelled.

5.5   Duration of Work and Research Training Programme (RTP)

5.5.1 The norms for successful completion of the RTP and the minimum period for submission of the thesis are the same as for the corresponding programmes of regular PhD or M. Tech (Research) registrants.

5.5.2 Candidates must spend a minimum period of one term at the Institute. This should be preferably the first term after joining the Institute. PhD candidates with BE/BTech/MSc/BS-MS/MBBS/MSc or equivalent qualifications need to be in station for two terms.

5.6 Progress Reports and Monitoring of the Progress of the Research Work

5.6.1 The registrant must submit half-yearly progress reports, signed by both the research supervisors, and forwarded through the Chair of the department to the Dean. They are also required to be in regular touch with the research supervisor from the Institute. The ERP student's registration will be cancelled if the student fails to submit their report more than twice during the registration period.

5.6.2 The research supervisor from the Institute has the primary responsibility of monitoring the progress of the research work.

5.6.3 The time schedules and procedures are the same as those of corresponding regular PhD or M. Tech (Research) registrants.

5.7 Comprehensive Examination and Candidacy Confirmation

5.7.1 The norms are identical to those for the regular PhD registrants.

5.7.2 After the successful completion of the Comprehensive Examination, the report from the CE Board should be submitted on SAP for the consideration of SCRC towards confirmation of candidacy.

5.7.3 External Registration Programme (ERP) students will be governed by the rules and regulations applicable to regular students (e.g., thesis submission, cancellation of registration, downgradation etc.). ERP students are exempted from doing their mandatory TAship.

5.8 Quality improvement Programme (QIP)

5.8.1 The Government of India launched the Quality improvement Programme in the year 1970. One of the main objectives of the programme is to upgrade the expertise and capabilities of the faculty members of the degree and diploma level institutions in the country. The programme is implemented and monitored by All India Council for Technical Education. In "Quality Improvement Programme" only sponsored teachers are eligible for admission to both Master's & Doctoral Degree Programme with the aim to enable the teachers to acquire Master's & Doctoral degrees and imbibe in them a culture of research and better teaching educational capabilities by exposing them to the environment of the institutes of study.

5.8.2 Quality improvement Programme (QIP) students will be governed by the rules and regulations as applicable to regular students (e. g., thesis submission, cancellation of registration, downgradation etc.)

5.9 M. Tech. and M. Des. for Sponsored candidates

5.9.1 The Institute offers programmes based on course work: Master of Technology (M Tech) / Master of Design (M Des) for the sponsored candidates from Defence, DRDO, BARC, ISRO, NAL, KSRTC, BMTC, BDA, PWD, CPRI, ACIWRM: Water Resource Dept(WRD) GoK, Ministry of Water Research(MOWR) and Central Water Commission(CWC) under DRIP Project. The Institute admits about 50 students every year under the sponsored category for its course programmes.

END OF CHAPTER 5

CHAPTER 6

Course Registration, Mapping of Research Supervisor, Grading System and Continuous Assessment

6.1 Course Registration

6.1.1   Course registration should be done on SAP.

6.1.2   Under the guidance of their Faculty Advisor, each student registers for a set of courses. These include both the core courses and the electives.

6.1.3   A student is required to register for a set of courses as advised by the Research Supervisor(s), with the approval of the DCC. These are termed RTP courses. The courses registered by students need approval only from the instructors. In case the advisors/DCC do not agree with the approval, they have the authority to reject the request. The course registration module in SAP will send an email alert to the student whose registration has been rejected, so that they may take suitable corrective action.

6.1.4   A research student may credit courses in addition to the ones required for RTP. These are called non-RTP courses. There is no restriction on the number of such courses.

6.1.5   RTP and non-RTP courses must be chosen after careful consultation with the Research Supervisor/DCC member.

6.1.6   Course programme students may be allowed to credit UG courses. Research students may be allowed to credit UG courses under non-RTP and may be taken before or after the Comprehensive Exam.

6.1.7   For all non-RTP courses the grade will be reflected in the transcript only if the grade obtained is 'C' or above; otherwise, the course will be treated as being dropped without mentioning in the transcript. Grades obtained in the non-RTP courses are not used for calculating the CGPA and will be listed separately in the transcript.

6.1.8   The transcript will list all the RTP courses taken by the student including 'F' grade. The 'F' grade will be omitted from the CGPA computation and the grade from the repeated or the substitute course will be used instead.

6.1.9   Some exemptions are applicable only to M. Tech and Int. PhD and please refer to respective sections of the SIH.

6.2 Mapping of Research Supervisor [for M. Tech (Res), PhD, Int. PhD]

6.2.1 Registration is done in SAP. During Registration, a student is mapped to a Research Supervisor by the department office on the advice of the Dept. Chair. In some departments, initially a temporary (interim) Research Supervisor may be assigned for administrative reasons.

6.2.2 Registration is effective from the date of joining. After being assigned an interim Research Supervisor, the students should identify their research supervisor and initiate a request on SAP within 11 months from the registration.

6.2.3 Requests for change/addition/deletion of research supervisors should be initiated on SAP by the DCC Chair with the justification for such requests along with the consent of the student, approval and signature of concerned supervisors, duly approved by the Chair of the department. For Int. PhD students, the consent of the Int. PhD coordinator/ Convenor is also required.

6.2.4 Inclusion of additional Research Supervisors who are not faculty of IISc is not permitted either after 3 years of registration or after the completion of the Comprehensive Examination (CE) whichever occurs earlier. The addition of IISc faculty and faculty of other institutions with which IISc has an MoU may be permitted even after 3 years.

6.2.5 A retiring faculty should identify an alternate Research Supervisor at least one month before their retirement in consultation with the Chair of the Department.

6.3   Grading System

6.3.1 The 10-point system of grading has been adopted in the Institute for those students joining from the Academic Year starting in August 2016. However, for the students who joined the institute prior to August 2016, the 8-point system will continue to apply till they graduate.

6.3.2 The instructor decides the cut-offs for converting the total marks into grades. Only the grades are recorded in the transcripts. The marks are retained internally. There are 7 grades designated as 'A+', 'A', 'B+', 'B', 'C', 'D' and 'F' with the corresponding grade points provided in Table 6.1. All grades except the 'F' grade are passing grades.

6.3.3 The Grade Point Average (GPA) is a measure of overall performance. The Term GPA (TGPA) is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades of all courses taken in the programme. The grade points accrued for each course is the product of the number of credits and the grade point value corresponding to the grade obtained in it. For instance, for a 3-credit course, if a student gets a B grade (which carries a grade point value of 7), then the accrual of the total grade points is equal to $3 \times 7 = 21$. The TGPA is obtained by adding the grade points accrued by all the courses taken in the current term divided by the total number of credits in the term. The CGPA is calculated similarly, the only difference being that one considers the grade points accrued for all the courses taken in the programme. The TGPA and CGPA are rounded off to the first decimal place.

Grade	A+	A	B+	B	C	D	F
Grade Point Value	10	9	8	7	6	5	0

Table 6.1 – Grade Point Value

6.3.4 Handling of 'F' and 'X' Grades

i 'F' Grade

a) Since 'F' is a failing grade, a student cannot graduate until they clear it, by either repeating the same course or by taking a substitute course, as decided by the DCC.

b) Only one chance is provided to the student to clear the 'F' grade. If upon repeating the course (or in the substitute course) the student gets an 'F' grade again, the student will not be allowed to continue in the programme.

c) If the 'F' grade is obtained in a hardcore course, the same course must be repeated. For a softcore course, the substitute course can be any other softcore course. For an elective, the DCC may assign an appropriate alternative course.

d) Such repetition of courses is permitted only to clear 'F' grades. Students are not permitted to retake courses in which they have obtained any other grades.

e) The higher grade from the replacement course will be reflected in the transcript.

f) Getting an 'F' grade in any course makes the student ineligible for the award of Distinction, even though clearing the 'F' grade permits them to graduate with a degree.

g) Until an 'F' grade is cleared, it will be used for the computation of the TGPA and the CGPA. Subsequently, it will be omitted from the TGPA computation of the term in which 'F' grade is cleared, and the grade from the repeated or the substitute course will replace in the CGPA computation.

h) If a student has completed all the minimum course credit requirements for the award of a degree and obtains an 'F' grade in any additional courses, the student is not required to clear such 'F' Grades.

ii 'X' Grade

a) 'X' grades are awarded to those students who could not attend the sessional or final examination due to medical reasons. Such Students should submit a medical certificate to this effect, certified by the CMO of the Institute, failing which an 'F' grade shall be awarded. To award an 'X' grade the course instructor needs to provide a justification based on the medical certificate submitted by the student. The 'X' grade should be cleared within a specified timeframe within the completion of the final assessment. The upper bound for taking the final assessment is suggested to be June 30 of the next calendar year for the August term courses and November 30 of the same calendar year for the January term and summer term courses. If the exam is taken within this period, then the 'X' grade will be replaced by the appropriate grade. Otherwise, the 'X' grade will lapse and be converted to an 'F' grade at the end of this timeframe unless there is any further certified medical reason.

6.4 Scrutiny of answer scripts

6.4.1 A student is entitled to go through their corrected answer scripts with respect to the courses offered during the August-December term before 14th January of the next calendar year, and similarly for the courses offered during the January-April term, the student may go through their corrected answer scripts before 25th May. If a change in the grade is warranted as a consequence of the scrutiny by the student, it should be reported to the Chair, SCC for incorporating the change within 2 weeks of the above-mentioned dates.

6.5 Dropping of Course

6.5.1 Students can drop the courses as per the timelines mentioned in the academic calendar in SAP. The options for dropping a course are as under:

    i   course dropping without mention in the transcript.
    ii   course dropping with mention in the transcript.

6.5.2 Dropping the courses requires the approval of the advisor/ research supervisor (as applicable) and the course instructor. Dropping of a course is permitted only if the total number of credits does not fall below the minimum stipulated.

6.5.3 It is advised that the student informs the course instructor if the course is being dropped.

6.5.4 If a course is dropped during the 'course drop without mention' period (as mentioned in the Academic Calendar), the dropped course will not be listed in the final transcript. If a course is dropped during the 'course drop with mention' period, the dropped course will be included in the transcript with a 'W' (Withdrawn).

6.5.5 A student may register again for the course that they dropped in an earlier term.

6.5.6 Dropping of courses (for Int. PhD): A student may drop a course in consultation with the coordinator in the first year and with both the supervisor and the coordinator in the subsequent years. All core courses, or their equivalents in the case of elective courses, must be successfully completed by the end of the third year.

END OF CHAPTER 6

Fee Structure

Students are required to pay the fees prescribed by the Institute. These are subject to change from time to time. The details of the fees currently in force are as follows:

7.1 Fees per annum (All figures in INR):

7.1.1 Regular and QIP Full-Time Students:

A. Tuition and other annual fees (for General candidates)

Particulars	$Ph D	M. Tech (Res)	*Int. PhD (for I & II years)	$M. Tech / MDes/ M. Tech CFTI	**Sponsored M. Tech	Bachelor of Science (Res)	M Mgt	MSc (Life Science)	MSc (Chem. Science)	B Tech(Math and Computing)
Tuition Fee	15000	9000	9000	9000	14000	10000	170000	16,000	16,000	**2,00,000**
Bench fee	-	-	-	-	-	-	-	85,000	45,000	**-**
Gymkhana Fee	1200	1200	1200	1200	1200	1200	1200	1,200	1,200	**1,200**
Other AcademicFees	3700	3700	3700	3700	3700	3700	80000	3,700	3,700	**3,700**
Students Emergency Fund	300	300	300	300	300	300	300	300	300	**300**
TOTAL@	20,200	14,200	14,200	14,200	19,200	15,200	2,51,500	1,06,200	66,200	**2,05,200**
INSTALLMENT PAYMENT – I / II / III	35% / 35% / 30%	35% / 35% / 30%	35% / 35% / 30%	35% / 35% / 30%	19200	35% / 35% / 30%	35% / 35% / 30%	35% / 35% / 30%	35% / 35% / 30%	35% / 35% / 30%

From third year onwards the Int. PhD students must pay the fees as applicable to PhD students.
** Sponsored students must pay the fees on or before 16th August for students admitted in August admission & 16th January for students admitted in January admission.
$ including QIP students.
@ excluding refundable deposits.

7.1.2 B (1) Tuition and other annual fees (for 1 Year M. Engg students):

	GN/OBC/EWS Category	SC/ST/PwD Category	Industry Sponsored
Tuition Fee (Annual)	25000	Fully waived	50000
Bench Fee (Annual)	120000	60000	240000
Gymkhana Fee (Annual)	1200	1200	1200
Other Academic Fees (Annual)	3700	3700	3700
Students Emergency Fund (Annual)	300	300	300
TOTAL@	150,200	65200	295200

@ excluding refundable deposits.

7.1.3 B (2) Tuition and other annual fees (for Joint M. Tech programme in Semiconductor Technology):

	GN/OBC/EWS Category	SC/ST/PwD Category	Industry Sponsored
Tuition Fee (Annual)	9,000	Fully waived	**2,40,000**
Gymkhana Fee (Annual)	1,200	1,200	**1,200**
Other Academic Fees (Annual)	3,700	3,700	**3,700**
Students Emergency Fund (Annual)	300	300	**300**
TOTAL@	**14200**	**5,200**	**2,30,200**

@ excluding refundable deposits.

7.1.4 C (1) Tuition and other annual fees (for PhD – ERP** candidates):

	Effective for ERP students joined prior to August 2017			Effective for ERP students joined from August 2017 onwards		
Particulars	From Educational Institutions	From Government Organization	From Private Organization	From Educational Institutions	From Government Organizations	From Private Organizations
Tuition Fee	46000	46000	92000	50000	100000	150000
Gymkhana Fee	1200	1200	1200	1200	1200	1200
Other Academic Fees	3700	3700	3700	3700	3700	3700
Students Emergency Fund	300	300	300	300	300	300
TOTAL	51200	51200	97200	55200	105200	155200

ERP students must pay the fees on or before 16th August for students admitted in August admission & 16th January for students admitted in January admission.

7.1.5 C (2) Tuition and other annual fees (for M. Tech (Research)- ERP** candidates):

Effective for ERP students joined from August 2021 and onwards			
Particulars	From Educational Institutions	From Government Organization	From Private Organizations
Tuition Fee	30000	60000	**90000**
Gymkhana Fee	1200	1200	**1200**
Other Academic Fees	3700	3700	**3700**
Students Emergency Fund	300	300	**300**

TOTAL		35200		65200			95200		

ERP students must pay the fees on or before 16th August for students admitted in August admission & 16th January for students admitted in January admission.

7.1.6 D. Tuition and other annual fees (for SC/ST/PwD existing students) – must pay on or before 16th August:

Particulars	$Ph D	M Tech (Res)	Int. Ph D	$M Tech / M.Des/ M. Tech-CFTI	Bachelor of Science (Research) Programme	M Mgt	M Sc (Life Sciences)	M Sc (Chemical Sciences)	B Tech (Math and Computing)
Tuition Fee	Fully waived	Fully waived	Fully waived	Fully waived	Fully waived	Fully waived	Fully waived	Fully waived	**Fully waived**
Bench fee	-	-	-	-	-	-	42,500	22,500	-
Gymkhana Fee	1200	1200	1200	1200	1200	1200	1,200	1,200	**1,200**
Other Academic Fees	3700	3700	3700	3700	3700	80000	3,700	3,700	**3,700**
Students Emergency Fund	300	300	300	300	300	300	300	300	**300**
TOTAL@	**5200**	**5200**	**5200**	**5200**	**5200**	**81500**	**47,700**	**27,700**	**5,200**

$ including QIP students.
@ excluding refundable deposits

7.1.7 E. Tuition and other annual fees for M. Tech (Online):

Particulars	Fee
Tuition Fee (payable term-wise as per courses registered)	22,500/course-credit 5,000/project-credit
Other Academic Fees (Payable annually, per student, while enrolled in the degree programme even if not registering for courses)	3,700/-
Statutory Deposit (Payable one time, per student, at the time of admission, refundable upon graduation)	7,500/-
Library Deposit (Payable one time, per student, at the time of admission, refundable upon graduation)	7,500/-

Stream wise Fee Structure

The students may refer to the website below for stream wise fee details:

https://iken.iisc.ac.in/M. Tech-online/fee.html

Stream	Nominal years of Registration	Registration fees for the nominal duration in Rs.	Minimum course credit	Minimum course credit cost in Rs.	Minimum project credit	Minimum project credit cost in Rs.	Anticipated cost in Rs.
Artificial Intelligence	3	11,100	37	8,32,500	27	1,35,000	**9,78,600**
Data Science and Business Analytics	3	11,100	32	7,20,000	32	1,60,000	**8,91,100**
Electronics and Communication Engineering	3	11,100	36	8,10,000	28	1,40,000	9,61,100

7.2   Due Date

For students joined in August		For students joined in January	
Period	Due Date	Period	Due Date
I Installment (August – October)	16th August	I Installment (January – March)	16th January
II Installment (November – December)	15th November	II Installment (April – July)	17th April
III Installment (January – July)	16th January	III Installment (August – December)	15th August

Note: Students who receive scholarship/fellowships, the I, II, III installment fees will be deducted from their scholarship/ fellowship payable in the month of August, November, and January respectively.

Students who are not in receipt of scholarship/fellowship and those who are under DBT scheme have to pay the fees as per the due dates given in the Table above. However, if the due date falls on a holiday, fees must be paid on the next working day without a fine. For those students who do not pay the fees within the due dates, a fine of Rs. 20/- per week will be levied.

Responsibility to ensure that the fees have been paid lies with the students. They must ensure status as 'paid' even if the fees are being deducted directly from their fellowships.

7.3   Penalties

7.3.1   If a student fails to pay tuition and other fees by the due date, any one or more of the following penalties will be levied:

   a) Overdue charges of Rs. 20/- per week or part thereof

   b) Stoppage of scholarship and/or loss of attendance for the period of non-payment.

c) Withdrawal of permission to take the examinations or to continue research, and cancellation of registration.

7.3.2 If the last date of payment is a holiday, the fees can be paid without penalty on the next working day.

7.4 Refundable Deposits

Deposits	Amount
Hostel	20,000
Hostel (for Married apartment)	20,000
Statutory	7,500
Library	7,500

7.4.1 The deposits are towards covering liabilities such as:

i   Damage of apparatus or other property
ii   Wastage of materials
iii Fines
iv   Hostel and dining hall dues
v   Loss of books and other dues

7.4.2 A request for a refund of Statutory and Library deposits is to be submitted to the F&A at the time of leaving the Institute. Students should submit the request through the Chair of the department.

7.4.3 **Concessions:** Students belonging to SC and ST communities (excluding those registered under the External Registration Programme) are exempted from the tuition fee only.

END OF CHAPTER 7

CHAPTER 8

Scholarships and Fellowships

The details of scholarships and fellowships available to the research and course students are provided as follows.

8.1 The details of Scholarship/Fellowships

Programme	Scholarship/Fellowship per month (Amount in Rs.)
PhD	JRF - 37,000/- (for the first two years)
	SRF - 42,000/- (for third, fourth and fifth year, subject to successful completion of comprehensive examination in due time)
M. Tech (Research)	12,400/- (for 2 years)
M. Tech/ MDes	12,400/- (for 2 years)
Integrated PhD	16,000/- (for the first two years)
	JRF - 37,000/- (for the third and fourth-year subject to continuation of PhD and successful completion of comprehensive examination in due time)
	SRF - 42,000/- (for the fifth, sixth, and seventh year)
Financial Assistance (subject to approval by the competent authority)	
PhD	12,000/- (for the sixth year)
M. Tech (Research)	5,000/- (for 6 months after 2nd Year)
Integrated PhD	12,000/- (for the eighth year)

8.1.1 Except for the MMgt and MSc programme students, all other students are eligible for scholarship/Fellowship from CSIR/ UGC/ DBT/ ICMR/ MHRD/ AICTE/ DAE(NBHM)/ DST depending on their mode of entry. The students are required to follow the guidelines of the respective granting agency for activating the fellowship. Immediately upon joining the Institute, the students must send the joining report to the concerned authorities/agencies appropriately for activating their scholarship/fellowship.

8.1.2 Students who have cleared the Joint CSIR-UGC NET for JRF and awarded CSIR/UGC Fellowship, should submit the scanned version of their joining report (Undertaking, Attestation, declaration, research topic, Passport size photo, along with relevant documents) duly completed in all respect to the Academic Section by email to "scholarship.acad@iisc.ac.in". Please note that the portal does not allow uploading pdf file sizes of more than 500 KB. Hence, your scanned documents must be less than 500 KB.

8.1.3 Scholarships/Fellowships from other Organizations are also available. A partial listing of scholarships available to students is PMRF, NBHM, Microsoft, Bristol-Myers Squibb, Google, UGC Research fellowship, Inspire Fellowship (DST), Fellowship from CSIR, ICMR, MeitY, and DBT. The students availing themselves of such fellowships will be governed by the rules and regulations of the respective agencies.

The Prime Ministers Research Fellowship (PMRF) is a prestigious fellowship designed to improve the quality of research students in the higher educational institutions of India and was announced in the Budget 2018-19. The students from eligible backgrounds are selected through a rigorous selection process and are given significantly enhanced scholarships and contingency for carrying out state-of-the-art research during their PhD. IISc students may be eligible to apply for or get nominated for the PMRF fellowships. Guidelines for PMRF are circulated as and when new applications/nominations are called for. The students may refer to the website, https://www.pmrf.in/ for detailed information, eligibility criteria for applicants, deliverables by the PMRF recipient in terms of teaching and research, and the review and evaluation procedure for continuation of PMRF. Students of M. Tech/ MDes programmes who discontinue their studies due to any reason must refund the entire scholarship drawn before leaving the Institute.

8.1.4 Students who receive a salary from their Employers/Sponsors are not eligible for scholarship/fellowship.

8.1.5 Students admitted to MSc/ MMgt programmes are not entitled to Institute funded Scholarships. However, students who are admitted to these programmes can avail of scholarships/fellowships from external agencies in case they are otherwise eligible under the schemes/terms/conditions of such external agencies.

8.1.6 Institute encourages the students to seek fellowships from external funding agencies, and as such students should make all efforts to compete for them.

8.2   Activation of Scholarship

8.2.1 The Scholarship activation is a one-time activity that the students have to do on SAP by logging into their SLcM (SAP). After successful approval of the scholarship activation, the students may request for the payment of scholarship.

8.2.2 The scholarships for the students admitted under 'provisional' status will be processed only after admission is regularized/confirmed. Hence, the students must upload the required certificates/documents online in the Applicant's Interface and produce the same at the Admissions Office for regularizing the admission (on or before 31st October and 31st March for Mid-year Admission students).

8.3   Payment of scholarship

8.3.1 Payment of scholarship for any month will be processed in the first week of the same month and the scholarship will be credited to the student's bank account on the last working day of the same month. The attendance records are to be sent by the department office to the Finance and Accounts section. The scholarship requests must be certified by the Advisor/Research Supervisor regarding attendance and the satisfactory progress of work and duly signed by the department Chair. The certified requests will be filed in the department office.

8.3.2 The scholarship will not be paid till all the dues in respect of the preceding months are cleared. For ME/M. Tech/ MDes students, payment for the period of vacation/recess will be made only when they rejoin the Institute after the vacation or recess. If a student undertakes project work outside the Institute during these periods, payment will be made on production of a certificate of attendance and satisfactory progress in the training along with a declaration that they have not received any other emoluments during any part of this period. In the event of the student having received any emolument during the project work, no scholarship will be paid.

8.3.3 The students are required to map their Research Supervisors (RS) and Co-RS within 11 months from the date of registration on SAP, failing which they will not be able to draw scholarships.

8.3.4 Students are required to update the account number, name of the bank, and other account details on their SAP profile.

8.3.5 Students must submit their scholarship request to the department by the 15th day of the month in order to receive payment.

8.3.6 Sponsored candidates from other institutions could be considered for scholarships or financial assistance only if they have not received any emoluments from the sponsoring organization.

8.3.7 In some cases, the top-ups (supplements) to the fellowships could be made by the Research Supervisors from the funds sourced from non-governmental agencies/scheme.

8.3.8 The students are paid scholarship/ fellowship up to the date of oral defense or completion of studentship, whichever is earlier.

8.4   Renewal of Scholarship / Financial Assistance

8.4.1 Research and Integrated PhD Programmes: Based on the specific recommendation of the Research Supervisor(s) and the Chair of the department, the scholarship may be renewed for up to a maximum period of 5 years for PhD, 2 years for M. Tech (Research) and 7 years for Integrated PhD registrants. Beyond this period, financial assistance may be sanctioned for needy students for a period of up to one year for PhD and Int. PhD students, and six months for M. Tech (Research) students, based on the recommendation by the Research Supervisor(s) and the Chair of the department. This shall be sanctioned on a prospective basis from the date of the request on SAP by the student.

8.4.2 Students receiving financial support/ emoluments from the internship companies/organizations in the duration of Internship/ Collaborative Research work, are not entitled to Financial Assistance.

8.4.3 The students are expected to renew their scholarships with the recommendation of the RS and Chair of the Dept., and they shall upload the same in SAP in addition to the completion of the annual no dues process.

8.4.4 M. Tech/ MDes Programmes: The scholarship will be awarded for 2 years provided the student earns grades that satisfy the minimum requirements for continuation in the programme.

The students may refer to the website, https://www.pmrf.in/ for detailed information, eligibility criteria for applicants, deliverables by the PMRF recipient in terms of teaching and research and the review and evaluation procedure for continuation of PMRF.

8.5 GARP Funding to Support Conference Travel for PhD, Int. PhD, and M. Tech (Research) students.

8.5.1 Research students are eligible to get GARP funding for presenting a paper in a conference/workshop/symposium(even if these events are held online).

8.5.2 Financial support under the GARP funds is limited to a Maximum of ₹ 2,00,000/-. and a minimum of ₹ 5000/- . The students who are supported by external funding agencies (like CSIR, UGC, NBHM, Inspire) for their fellowships may be eligible for support of up to ₹ 4, 00, 000/- subject to the approval of competent authority.

8.5.3 This amount can be utilized for up to 4 occasions during the entire programme.

8.5.4 A student may also utilize this amount to attend academic events (conferences, workshops, etc.) in which they are not presenting any paper, provided the research supervisor recommends it strongly.

8.5.5 Utilization of the GARP funds: The students must book their travel ticket through Govt. authorized agencies namely Ashoka Travels/ Balmer Lawrie/ IRCTC only.

8.5.6 The student should have successfully completed the comprehensive examination at the time of applying to avail of GARP funding.

8.5.7 GARP support may be provided to the students until the thesis defense. GARP support is not available once the registration is cancelled. Students who have submitted their thesis can avail the funds up to the date of oral defense however within their studentship period

8.5.8 GARP funds are not available to those PhD students who have completed 6 years. Int. PhD students are not eligible to get support after completing 8 years. M. Tech (Research) students are not eligible to get support after completing two and half years, except in situations when the paper has been accepted before completion of 2.5 years, but the event is going to be held in the months after completion of 2.5 years. The student will be required to stay in the Institute until the event is over.

8.5.9 Students applying for carrying out collaborative research work, International School, Summer School, Internship programme, Technical Programme, and data collection/publication

charges are not eligible for financial assistance under the GARP fund.

8.5.10 Procedures for requesting financial support under GARP fund :

The students have to fill the GARP application form duly signed by the Research Supervisor and the Chair of the Department and raise a request on the Adser portal with other documents as listed below:

- Invitation Letter/Acceptance letter(with date and place)
- Abstract & Title (If applicable)
- Registration details
- Undertaking form
- An estimate of the travel expense details is required in the form of pre-payment screenshot.

The student will be eligible to avail 90% of the sanctioned amount as an advance with an undertaking that the advance taken by the student will be settled within the prescribed timeline (30 days from the return journey) else the same will be recoverable in five equal installments from their scholarship

NOTE:

No post facto request for approval of GARP financial support shall be considered

Students have to apply for leave (invitation letter/registration documents comprising conference dates should be attached) on SLcM (SAP).

Approval letter will be issued after due approvals. Students have to apply through ADSER portal for getting VISA purpose NOCs.

END OF CHAPTER 8

CHAPTER 9

Attendance and Leave Rules

9.1 Attendance

9.1.1   Students are required to attend lectures and other academic activities. Applications for leave of absence are to be made through the SAP portal and approved by the Advisor or Research Supervisor(s). Any type of absence for more than 10 days should be notified to the Academic Section immediately.

9.2 Leave Rules

A student is eligible for the following leaves:

9.2.1 Leave on personal grounds: 30 days in a year with a scholarship.

9.2.2 Leave on medical grounds: Up to 30 days a year with a scholarship for extended sickness normally requiring hospitalization. Medical leave can be availed for any duration (maximum 30 days). A Medical Certificate and a subsequent Fitness Certificate from the CMO of the Institute are required for resumption of studies

9.2.3 Women students are permitted to avail maternity leave as per the prevailing GoI regulations - currently 26 weeks per child for a maximum of 2 children. Full scholarships will be paid to women students during their approved period of maternity leave. In case maternity leave is availed, the woman student will be permitted an additional year to submit her thesis/complete the programme (before the registration is cancelled). However, the fellowship will not be paid for the extended duration of the programme.

9.2.4 A combination of different types of leave is normally not permitted.

9.2.5 No carry-over of leave is permitted.

9.2.6 With regard to leave, the year is reckoned as follows:

   i   For Research students: From the date of joining.
   ii   For Course students: From the date of commencement of the first term, irrespective of the date of joining.

9.2.7 Leave availed more than the permissible limit will be treated as leave without scholarship.

9.2.8   Students permitted to attend approved conferences may be considered on duty. However, students are required to apply for " Study leave/ Travel" on SAP. Prior permission on SAP should be sought before undertaking any travel.

9.2.9 Students are not required to apply for leave during term break. However, permission needs to be sought in case of attending an internship during this period.

9.2.10   For online meetings/seminars where the student is in IISc, the leave type 'online meetings/seminars' can be availed of.

9.2.11   Cancellation of the approved leaves (in case of a change of plan) may be sought through SAP mentioning reason for cancellation.

9.3   Break in Studies

9.3.1 Students may be permitted a break in studies only on medical grounds for a maximum period of one year. Student should apply on SAP as soon as the problem manifests for consideration by the SCRC. (Break in studies in other pressing cases may also be granted under exceptional circumstances with the approval of the Director following a favorable recommendation of SCRC).

9.3.2 The request must be accompanied by a certificate from the Chief Medical Officer (CMO) of the Institute. It should be forwarded through the Faculty Advisor and the Chairman of the department.

9.3.3 Resumption of studies requires a fitness certificate from the CMO of the Institute.

9.3.4 The student must pay tuition and all other fees during the break period.

9.3.5 For Break in studies on medical grounds, scholarship will be paid for a maximum period of one month and the rest of the leave period will be without any scholarship.

<center>END OF CHAPTER 9</center>

CHAPTER 10

Discontinuation of Studies

10.1   Students who wish to discontinue their studies due to personal reasons, or who secure a job opportunity must initiate a request on SAP attaching a request letter justifying the reason for discontinuation recommended by research supervisor and Chair of the department before leaving the Institute.

10.2   Request for refund of statutory deposits should be made with the Finance and Accounts section.

10.3   After 15 days from leaving the Institute, the Finance and Accounts may be contacted for the refund status on telephone no: 080-22932570.

10.4   If a student admitted to M. Tech/MDes/M. Tech (Research) based on GATE/CEED wants to discontinue their studies at the Institute, they must surrender the scholarship received (if any) during their stay as on the date of discontinuation before leaving the Institute, the student has to submit the no dues certificate from all departments/ Centres/Units.

END OF CHAPTER 10

CHAPTER 11

Students' Assistance Programme

11.1 The details of Teaching Assistance.

TA appointment procedure:

i   All PhD students who have completed their mandatory TA-ship, and Int. PhD students in their fourth year or beyond may be appointed as TAs. M. Tech (Res) students in their second year or beyond may be appointed as TAs to provide technical assistance only. All these categories of students will be paid by IISc grants for their assistance. TAs may be asked to begin their work on the first working day of the term.

ii   First year Research/M. Tech students cannot be appointed as TA.

iii   Students may be appointed as TAs within 30 days of the beginning of the term.

iv   Only the TAs who have completed their mandatory TAship will be paid at the rate of Rs 200/hour.

v   TA can be in the form of programmeming assistance, grading assistance, teaching assistance, and/or technical assistance. All these will be treated as equivalent as far as payment is concerned. A mix of these four types can also be used if more than one TA is allowed.

11.2 Students' Assistance Programme

11.2.1 Rendering Assistance under Students' Assistance Programme is mandatory for all regular PhD and Int. PhD students and optional for M. Tech (Research) students. Students who have not taken their comprehensive examination could be allowed to do mandatory Students' Assistance Programme with the approval of the Deans on the recommendations of the Instructor and the Chairman or DCC of the Department. To declare that the student has rendered mandatory assistance under Students' Assistance Programme, the duration of assistance should be between 60-120 hours in a particular term subject to the condition that it should not be more than 50 hours per month. The declaration that the student has rendered the mandatory assistance under Students' Assistance Programme is compulsory to hold the colloquium of the student.

11.2.2 For the mandatory one term assistance under Students' Assistance Programme, no financial compensation is admissible. The students who are to be engaged for second and subsequent terms will have lower preference compared to the mandatory term students. The rate of payment for assistance rendered after the mandatory service will be at Rs. 200/- per hour. The workload on students engaged in teaching assistance should be limited to 50 hours per calendar month and 120 hours per term. Mandatory assistance under Students' Assistance Programme is applicable to all students who joined for PhD and Int. PhD programmes from 2011 onwards. All such requests should be submitted well within the course period and certainly within the financial year during which the student's assistance was sought.

11.3 Students' Aid Fund

11.3.1 Each student shall contribute at least Rs. 50 per annum towards Students' Aid Fund. Donations are also received from other sources.

11.3.2 The Fund is administered by a committee constituted by the Director. This Committee prescribes operational rules for sanction of assistance from time to time.

11.3.3 Assistance in the form of loans from the fund is available to poor students to meet:

- tuition fees
- purchase of books, instruments and stationery necessary for the course or research programme
- other expenses connected with their work and for their maintenance at the Institute as may be approved by the Committee.
- Hostel, dining hall, medical expenses, etc.

11.3.4 No payment shall be made as scholarships or prizes to students from this fund.

11.3.5 This assistance in the form of loans will be as reimbursement of expenditure incurred. The amount will be recovered in equal instalments. The number of instalments will be decided at the time of sanctioning the loan.

11.3.6 Requests for assistance should be made to the Academic Section in the prescribed form.

11.3.7 Financial Assistance for medical care: Students can get limited assistance to meet the cost of expenditure incurred in the case of hospitalization from the Students' Medical Care Fund, formed out of contributions made by the students and a matching grant made by the Institute.

END OF CHAPTER 11

CHAPTER 12

AdSeR, SAP and ScholarOne (Thesis Processing)

12.1 AdSeR (Administrative Service Request)

12.1.1 AdSeR is a portal developed in-house primarily for students, faculty and administrative employees to raise service requests pertaining to administrative functions.

12.1.2 AdSeR is an online system that facilitates employees and students to raise service requests/queries to various administrative units. (Academic Section, Finance and Accounts, etc.) The service requests are automatically forwarded to the respective admin officer for review and resolution. The service request can also be delegated by the admin officer to any other employees dealing with the subject matter. The system tracks various stages of service requests and notifies the initiator and the admin officers about the progress.

12.1.3 The URL to access AdSeR portal is: https://adser.iisc.ac.in/

12.1.4 Users can login to the AdSeR portal using their IISc e-mail id and password. The portal access is restricted within the IISc network and VPN.

12.1.5 Students should raise all queries and service requests on AdSeR portal and avoid making personal visits, e-mail communication and telephone calls to administrative units unless absolutely necessary.

12.1.6 Requests for documents like NOC, course completion certificates, bonafide certificates, scholarship certificates, thesis submission certificates, provisional degree certificates etc. should be made on Adser portal.

12.2 SAP

12.2.1 From the year 2021, IISc has implemented the digital platform SAP for almost all its academic and financial activities. Currently most of the academic and financial activities related to students are being (or already) migrated to SAP. What follows is a brief overview of SAP. Complete details of SAP, related to student activities, are available at https://digits.iisc.ac.in .

12.2.2 At the time of Registration, a student will be assigned a SAP number and the students should familiarize themselves with the essential features of SAP. On being assigned a SAP number, the student should:

- Provide contact details – address, telephone number, email etc. – of a person to be contacted in case of emergency.
- Provide bank account details for scholarship related transactions.

12.2.3 Application of leave, scholarship etc. are to be done on SAP.

12.2.4 The student is responsible for payment of tuition and other fees on time. In case the tuition fee is remitted from external funding agencies, it is the responsibility of the student to ensure that tuition and other fees are deposited on time. A fine may be imposed if the tuition fees are not paid on time.

12.2.5 The courses done by the student and the grades obtained are maintained in SAP. It is advisable to check the accuracy of the data and contact Academic section (through AdSeR portal) in case of any issues to avoid errors in the transcripts generated though SAP.

12.3 ScholarOne (Thesis Processing, Thesis Defense)

ScholarOne is a portal that covers all activities of PhD and Master's thesis processing commencing with the submission of thesis by the student to the receipt of all thesis evaluation reports from the assigned examiners. The processes that occur following the receipt of all the reports (oral examination and uploading of the oral report) will continue to be followed on SAP.

The portal is handled by the Academic Section by coordinating with DIGITS and Clarivate Analytics Inc. Once the thesis is submitted through ScholarOne by the student, the format of the same will be verified and approved by the Academic Section. Later, according to the decision of the Deans, examiners will be invited for evaluation of thesis through ScholarOne portal itself and those examiners who agree, will submit the reports through ScholarOne portal only. Altogether the portal is designed to make thesis processing smoother and faster for the students, examiners, academic section, and the Deans.

12.3.1 Details about submission of thesis and thesis processing in ScholarOne:

a)   The Research Supervisor will upload the panel of examiners (after obtaining all required approvals from members of the CE board and the department Chair) for evaluating the Thesis on their SAP account.

b)   Once the recommendation/approval is received from the department and Office of Dean, the Academic Section will forward a link to the student.

c)   Once the student receives the link for submitting thesis, they have to access this link and ensure that password is changed within 3 days from the date of receipt of the e-mail from the Academic Section, failing which the link will expire. However, the thesis should be submitted within 6weeks from the date of colloquium for Ph. D students and 4 weeks in the case of M S(Res) / M.Tech(Res) students.

d)   Student has to submit the Thesis in ScholarOne portal using the link and update thesis submission date in SAP. It will be approved by Dean's office.

e)   After successful submission of the thesis, the Academic Section will process the thesis in ScholarOne portal . The results of the thesis review will be communicated with the RS from the Dean's office.

f)   In case the Thesis needs to be revised following its review, the student should upload the revised thesis including the list of changes made in the thesis, within 30 days.

g)   The student should discuss with the Research Supervisor the schedule for their date of oral examination and the Research Supervisor should schedule the date of oral examination to on SAP at least 10 days prior to the proposed date of oral examination.

h)   After completion of oral examination and completion of final dues on SAP, the student should discuss with Research Supervisor and request the Research Supervisor to upload the oral examination report in SAP with the comments of reviewers and check

sheet duly signed by the Research Supervisor and the oral examiner(s).

i) The student should also provide a final version of the thesis to the library and IISc e-prints server.

12.3.2 Submission of Thesis

a) All Thesis submission is through the ScholarOne portal. Detailed instructions for Thesis Submission are available at IISc Website https://digits.iisc.ac.in/projects-initiatives/portal-for-online-thesis-processing/

b) Thesis work should display a good mastery of the background literature and give evidence of some originality in interpretation of data, development of new experimental or theoretical techniques, or addition to existing knowledge.

c) Copyright Ownership of Thesis Work: Copyright of the material reported in the thesis rests with the student. However, if the thesis is published as a book, the advisor can also be a co-author. The student must acknowledge the support of the Institute. Further, students may note the following:

- Even though copyright has been transferred to a journal/ conference proceedings publisher, the authors of the paper can exploit the work for academic purposes. Specifically, if the student has publications out of their research work, there is no problem in including the material in the papers in their thesis.

- Any part of the thesis can be patented only according to the IP policy of the Institute and the resulting IP will be shared as per the Institute norms.

d) The candidate is required to give a colloquium on the thesis work before submitting the synopsis. The thesis needs to be submitted within six weeks after the colloquium for Ph. D students and within 4 weeks for MS(Res)/M Tech(Res) students. If the student fails to do so, permission should be sought from the Deans before submitting the thesis. However, colloquium cannot be given during the period of cancellation of registration. It should be given only after revocation of cancellation of registration. In case the colloquium is given before cancellation, but the thesis is not submitted before cancellation, it is mandatory to repeat the colloquium after the reinstatement of Registration.

e) It is possible for a student to submit their thesis without a guide. A committee will be set up by the Deans, based on the request of the student, in consultation with the Chairperson of the department. The committee will review the thesis thoroughly and send a recommendation to the Dean. The Chair of the department or their nominee will serve as the Convener of the committee.

f) **Thesis Fee:** The following fees must be paid when submitting the thesis:

Programme	Thesis Fee
M. Tech (Res)	Rs. 3,000/-
PhD & Int. PhD	Rs. 5,000/-

g) **Thesis Defense:**

 i.   The student is required to take an oral examination on the thesis, after satisfactory reports from the examiners of the thesis are received. An undertaking to this effect should be submitted along with the thesis.

 ii.   The oral exam should be completed within a period of 1 month from the date of the approval.

 iii. Oral exams are held on working days of the Institute, through video conferencing or in person.

 iv.   Failure to attend the oral examination within six months of receiving the reports from all the examiners will lead to cancellation of registration.

END OF CHAPTER 12

CHAPTER 13

Discipline, Code of Ethics, Conduct Rules, and Academic Integrity

13.1   Students are expected to dress and to conduct themselves in a professional manner.

13.2   All forms of ragging are prohibited. If any incident of ragging comes to the notice of the authorities, the student will be given the opportunity to explain. If the explanation is not found satisfactory, the authorities can expel the student from the Institute.

13.3   Students are expected to conduct themselves in a manner that provides a safe working environment for women. Sexual harassment of any kind is unacceptable and will attract disciplinary action. Further details can be obtained from the website http://iisc.ac.in/icash/

13.4   At the time of admission, each student must sign a statement accepting the code of ethics and conduct, and giving an undertaking that:
   - The student will complete their studies in the Institute.
   - If the student is forced to discontinue studies for any legitimate reasons, it will be done only with permission of the Deans.

13.5   If a student commits a breach of the code of conduct, student will be asked to leave the Institute and will not be eligible for the following:
   - Re-admission for a period of three years
   - Issuing transcripts or certificates for the courses studied or work carried out.

13.6   On account of misconduct or unsatisfactory work, the Deans may withdraw the scholarship at any time and/or decide that the scholarship has to be refunded from the date of the last award.

13.7   In various phases, one is faced with issues of integrity and conflict of interest. Behaviour of all students and research workers (including faculty) at the Institute must be in conformance with the Academic Integrity policy.

13.8   Privileges and Responsibilities

13.8.1 All students are bound by the rules and regulations of the Institute.

13.8.2 Full Time Students: During the tenure of their studentship, full-time students are eligible for the following:
   - Residence in the Hostel, subject to availability.
   - Membership of the Gymkhana.
   - Participation in the activities of the Students' Council
   - Participation in the Students' Assistance Programme
   - Assistance from the Students' Aid Fund (SAF)
   - Leave privileges

- Limited assistance from the Special Medical Care Scheme

13.8.3 **QIP Scholars:** These scholars are governed by specific rules of the Ministry of Human Resource Development with regard to scholarship, duration of stay, leave, etc. They are eligible for membership of the Gymkhana. They are not eligible for Students Aid Fund loans, the Students Assistance Programme and Financial Assistance for attending National/International Conferences.

13.8.4 **Foreign Nationals**:

- Foreign Nationals are eligible for hostel accommodation (subject to availability) and membership of the Gymkhana.
- They need prior permission from the Dean to go out of India on vacation/ leave.

13.8.5 **Sponsored Candidates**: Eligible for Gymkhana.

13.9 What Constitutes Misconduct?

The Institute believes in promoting an environment that ensures safety to all and promotes academic efficiency by enforcing behavioural standards. These standards include upholding of academic integrity and respecting all persons, their rights and property etc., Prohibited conduct includes, but is not limited to the following:

13.9.1 Alcohol and Substance Abuse

i. Consumption, manufacture, sale, possession, and distribution of alcohol is prohibited on campus. Any student found guilty of behaving irresponsibly under the influence of alcohol will be penalised. A first-time offender will be charged a fine of Rs 10,000/- and asked to submit a written commitment that they will not repeat the offence. A second-time offender will be fined Rs 25,000/- and the offence will also be reflected in the student records. A third-time offence will attract a more severe penalty, including rustication from the Institute.

ii. Students found guilty of engaging in any unlawful possession, use, distribution or manufacture of controlled substances or illegal drugs, or their raw materials will be referred to the state police. Once found guilty the student will be suspended and could also be dismissed.

13.9.2 Ragging

The Institute has a coherent and effective anti-ragging policy in place which is based on the UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 [hereinafter referred to as the 'UGC Regulations']. The UGC Regulations have been framed as per the directions issued by the Honorable Supreme Court of India to prevent and prohibit ragging in all Indian Educational Institutions and Colleges.

13.9.2.1   Ragging constitutes one or more of the following acts:

a) any conduct by a student or students hurting, teasing, or being rude to others.

b) rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship, physical or psychological harm or raise fear or apprehension thereof in any other student.

c) asking a student to do an act which makes them uncomfortable, and which has the effect of causing or generating a sense of shame, torment or embarrassment, affecting the physique or psyche of such a student,

d) any act that prevents, disrupts or disturbs the regular academic activity of any student.

e) exploiting other students to complete academic tasks assigned to them,

f) any act of financial extortion or forceful expenditure burden put on a student by other students,

g) any act of physical abuse including sexual abuse, stripping, indulging in obscene, lewd acts including but not limited to gestures, causing bodily harm or any other danger to the health of a student,

h) any act or abuse either orally or in writing including by spoken words, emails, post, public insults which would also include deriving perverted pleasure, the vicarious or sadistic thrill from actively or passively participating in the discomfiture to any other student.

i) any act that affects the mental health and self-confidence of any other student with or without an intent to derive sadistic pleasure.

13.9.3 Anti-Ragging Committee

The Anti-Ragging Committee, as constituted by the Director and headed by students' affairs advisors, shall examine all complaints of anti-ragging and come up with recommendations based on the nature of the incident. The committee can have the Deans, Student Counselors, Faculty Advisors, and the Chairperson of the concerned Department as its members as decided by the Competent Authority from time to time. The Committee, however, should have a diverse mix of membership in terms of levels and gender.

13.9.4 Anti-Ragging Squad

To assist students, the Institute has also constituted a body called the Anti-Ragging Squad, which consists of various members of the campus community. The Squad shall keep a tab on ragging incidents taking place in the community and undertake patrolling functions. Students may note that the Squad is active and alert at all times and are empowered to inspect places of potential ragging, and also make surprise raids in hostels and other hotspots in the Institute. The Squad

can also investigate incidents of ragging and make recommendations to the Anti-Ragging Committee.

13.9.5 Penalties

On receipt of any recommendation from the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of the Institution shall also immediately determine if a case under the criminal laws have been made out and if so, then either on his own or through a member of the anti-ragging committee authorized by him on his behalf proceed to file a First Information Report (FIR) within twenty four hours of receipt of such recommendation with the police or local authorities including those of abetment to ragging, criminal conspiracy to rag, unlawful assembly and other offences as enumerated in Regulation 7 of the Regulation.

The Institute shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures and any remedial action shall be initiated and completed immediately and no later than 7 days of reported occurrence of the incident of ragging. A student found guilty by the committee will attract one or more of the following penalties, as imposed by the Anti-Ragging Committee:

i. Suspension from attending classes and academic privileges;

ii. Withholding/withdrawing scholarship/fellowship and other benefits;

iii. Debarring from appearing in any test/examination or other evaluation processes;

iv. Withholding results;

v. Debarring from undertaking any collaborative work or attending national or international conferences/symposia/meeting to present their research work;

vi. Suspension/expulsion from the hostels and mess;

vii. Cancellation of admission

viii. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period;

ix. When the persons committing or abetting the act of ragging are not identified, the institute shall resort to collective punishment.

x. If need be, in view of the intensity of the act of ragging committed, a First Information Report (FIR) shall be filed by the Institute with the local police authorities.

The Anti-Ragging Committee of the Institute shall take an appropriate decision, including the imposition of punishment, depending on the facts and the nature and gravity of the incident.

An Appeal against any of the orders of punishment enumerated above can be submitted to the Director of the Institute.

13.10 Sexual Harassment

Students should note that sexual misconduct or harassment encompasses a range of behaviour, including but not limited to, sexual assault, unwanted physical contact, persistent unwelcome comments, sending e-mails, messages on social media or pictures that are insulting or degrading. Sexual harassment amounts to a serious misconduct and will be dealt with as per the Indian Institute of Science Policy on Prevention and Prohibition of Sexual Harassment at Workplace, 2017 and the Indian Institute of Science Rules for Internal Committee, 2017. All cases will be referred to the 'Internal Committee Against Sexual Harassment' (ICASH) of IISc. ICASH will determine, based on the circumstances of each case, whether the actions brought to its notice constitutes a violation of the sexual autonomy and dignity of the recipient of the action.

13.11 Other Misconducts

a) Storing, possessing or using real or replica firearms or other weapons, explosives (including fireworks), ammunition, drugs, or toxic or otherwise dangerous materials on Institute premises.

b) Stealing, misusing, destroying, defacing or damaging Institute property or property belonging to someone else.

c) Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, skin colour, region, language, sexual orientation, marital or family status, physical or mental disability, , etc.

d) Unauthorized use of any Institute facilities, equipment, services or computers. Theft or abuse of the Institute computers and other electronic resources such as computer and electronic communications facilities, systems, and services which includes unauthorized entry, use, tampering of Institute property or facilities, the private residence of staff/professors, offices, classrooms, computers networks, and other restricted facilities.

e) Making false accusations against any member of the Institute.

f) Not producing the identity card issued by the Institute or refusing to produce it on demand by campus security.

g) Physical assault, threats of violence, which includes any disruptive activity in a classroom or in an event sponsored by the Institute. Any conduct which has a negative impact or constitutes a nuisance on and off campus.

h) Organising meetings and processions without permission from the Institute.

i) Accepting membership of religious or terrorist groups banned by the Institute/Government of India.

j) Smoking on the campus of the Institute.

k) Parking a vehicle in a no parking zone or an area earmarked for parking other types of vehicles.

l) Rash driving on the campus that may cause any inconvenience to others.

m) Not disclosing a pre-existing health condition, either physical or psychological, to the Chief Medical Officer which may cause hindrance to academic progress.

n) Misbehaviour at the time of student body elections or during any activity of the Institute.

o) Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the Institute.

p) Altercations of any kind between students or student groups will be taken seriously as a violation of the code and will be dealt with accordingly.

q) Students encouraging, aiding, or conspiring in any prohibited conduct. And failing to comply with a disciplinary measure or disciplinary measures imposed under the procedures of this Code.

If these acts are committed off-campus, the Institute will determine whether the Code will apply after considering the seriousness of the alleged offence, the risk of harm involved, whether the victim(s) are members of the campus community and/or whether the off-campus conduct is part of a series of actions, which occurred both on, and off- campus.

13.12 IISc Policy For Academic Integrity

As a premier institution for advanced scientific and technological research and education, the Institute values academic integrity and is committed to fostering an intellectual and ethical environment. Academic Integrity encompasses honesty, responsibility and awareness of the ethical standards for the conduct of research and scholarship. The Institute believes that in all academic work, the ideas and contributions of others must be appropriately acknowledged. Academic integrity is essential for the success of the Institute and its research missions, and hence, violations of academic integrity constitute a serious offence.

13.12.1 Scope and Purpose

Academic Integrity, which forms an integral part of the Code, applies to all students at the Institute. Students are required to adhere to the said policy. The purpose of the Policy is two-fold:

    i. To clarify the principles of academic integrity

    ii. To provide examples of dishonest conduct and violations of academic integrity

Failure to uphold these principles of academic integrity threatens both the reputation of the Institute and the value of the degrees awarded to its students. Every member of the Institute community, therefore, bears a responsibility for ensuring that the highest standards of academic integrity are upheld.

The principles of academic integrity require that a student:

    i. properly acknowledges and cites the use of the ideas, results, material or words of others, where `others' includes both web sources and AI tools

    ii. properly acknowledges all contributors to a given piece of work

    iii. makes sure that all work submitted is his or her own in a course

    iv. produces academic work without the aid of impermissible materials or impermissible collaboration,

    v. obtains all data or results by ethical means and reports them accurately without suppressing any results inconsistent with his or her interpretation or conclusions,

    vi. respects the integrity of other students and their right to pursue educational goals without interference. This requires that a student neither facilitates academic dishonesty by others nor obstructs their academic progress.

Violations of this policy include, but are not limited to:

1) **Plagiarism:** It includes the use of material, ideas, figures, code or data as one's own, without appropriately acknowledging the original source. This may involve the submission of material, verbatim or paraphrased, that is authored by another person or published earlier by oneself. Examples of plagiarism include:

    a. Reproducing, in whole or part, text/sentences from a report, book, thesis, publication or the internet, or AI tools

    b. Self-plagiarism which constitutes copying verbatim from one's own earlier published work (data, illustrations, figures, images) in a journal or conference proceedings without appropriate citations.

    c. Taking material from class notes or incorporating material from the internet graphs, drawings, photographs, diagrams, tables, spreadsheets, computer programmes, or other non-textual material from other sources into one's class reports, presentations, manuscripts, research papers or thesis without proper attribution.

    d. Submitting a purchased or downloaded term paper or other materials to satisfy a course requirement.

    e. Using AI tools to assist in course work in violation of policies specified by the Course, Department, Division, or Institute (in that order of priority).

2) **Cheating:** It includes, but is not limited to:

    a. Copying during examinations, and copying homework, assignments, term papers, theses, or manuscripts.

b. Allowing or facilitating copying or writing a report or taking an examination for someone else.

c. Using unauthorized material, copying, collaborating when not authorised and purchasing or borrowing papers or material from various sources.

d. Fabricating or falsifying (manipulating) data and reporting them in thesis and publications.

e. Creating sources or citations that do not exist.

f. Altering previously evaluated data and resubmitting the work for re-evaluation.

g. Signing another student's name on an assignment, report, research paper, thesis, or attendance sheet.

3) **Guidelines for academic conduct are provided below to guard against negligence as well as deliberate dishonesty:**

a. Use proper methodology for experiments and computational work. Any use of AI tools for tasks other than word processing (see below) must be disclosed in the Methods or Acknowledgements section, including details of precisely which tools, their usage, and the extent to which these tools were used. Accurately describe and compile data. AI tools must not be used for generating novel results or interpretations.

b. Carefully record and save primary and secondary data such as original pictures, instrument data readouts, laboratory notebooks, and computer folders. There should be minimal digital manipulation of images/photos; the original version should be saved for later scrutiny if required, and the changes made should be clearly described.

c. Ensure robust reproducibility and statistical analysis of experiments and simulations. It is important to be truthful about the data and not to cherry pick data: omitting some data points to make an impressive figure.

d. Laboratory notes must be well maintained in bound notebooks with printed page numbers, which can be checked during publications or patents. The date should be indicated on each page.

e. Write clearly in your own words. It is necessary to resist the temptation to "copy and paste" from the Internet or other sources for class assignments, manuscripts and thesis. AI tools may be used freely, without acknowledgement, for word-processing tasks such as improving grammar, punctuation, clarity, etc. However, see item (g) below.

f. Give due credit to previous reports, methods, computer programmes, etc., with appropriate citations. Material taken from your own published work should also be cited.

g. Do not input sensitive, confidential, or restricted information into open generative AI tools

13.13 Conflict of Interest

A clash of personal or private interests with professional activities can lead to a potential conflict of interest, in diverse activities such as teaching, research and publication, and working in committees, funding and consultancy. It is necessary to protect actual professional independence, objectivity and commitment, and also to avoid any impropriety arising from conflicts of interest. Conflict of interest is not restricted to personal financial gain; it extends to a large gamut of professional academic activities, including peer reviewing, serving on various committees, which may, for example, oversee funding or give recognition, as well as influence public policy.

To promote transparency and enhance credibility, potential conflicts of interests must be disclosed in writing to appropriate authorities, so that a considered decision can be made on a case-by-case basis.

13.14 Individual and Collective Responsibility

The responsibility varies with the role one plays.

i. **Student roles:** Before submitting a thesis (MS (Research), M. Tech (Res), or PhD) to the department, the student is responsible for checking the thesis for plagiarism using software that is available on the web. In addition, the student should undertake that the student is aware of the academic guidelines of the Institute, has checked the document for plagiarism, and that the thesis is an original work. A web-check does not necessarily rule out plagiarism. If a student observes or becomes aware of any violations of the academic integrity policy, such student is strongly encouraged to report the misconduct in a timely manner. Any student who uses AI tools must do so within the permitted framework. Further, the student is wholly responsible for the correctness of the content generated by such tools.

ii. **Faculty roles:** Faculty members should ensure that the students follow proper methods for experiments, computations, and theoretical developments, use of AI tools, record proper data and save them for future reference. In addition, they should review manuscripts and theses carefully. Faculty members are also responsible for ensuring personal compliance with the above broad issues related to academic integrity. Faculty members are expected to inform students of the Institute's academic integrity policy within their specific courses to ensure minimal academic dishonesty, and to respond appropriately to violations of academic integrity. Course Instructors should clearly specify, at the beginning of the course, specific policies governing the use of AI tools for the course's sessional works and final works that will be assessed.

13.15 Reporting authority and Penalties

13.15.1   It is recommended that the faculty bring any academic violations to the notice of the Department Chair. All complaints lodged against students regarding breach of academic integrity and research misconduct against students shall be governed by the Indian Institute of

Science (IISc) policy for handling Misconduct in Research.

13.15.2   All cases of student-faculty conflict will be handled by the concerned Dean with assistance from the committee. Students may approach the committee or the Dean if they have a genuine problem.

13.15.3   Upon receipt of reports of scientific misconduct, the Director may appoint a committee to investigate the matter and suggest appropriate measures on a case- by-case basis.

13.15.4   A breach of academic integrity is a serious offence with long-lasting consequences for both the individual and the institute, and this can lead to various penalties. In the case of a student, the first violation of academic breach will lead to a warning and/or an 'F' grade in the course. A repeat offence, if deemed sufficiently serious, could lead to expulsion.

13.16 Print and Visual Media, and Social Media clauses

13.16.1   Students are expected not to interact, on behalf of the Institute, with media representatives or invite media persons to the campus without the permission of the Institute authorities.

13.16.2   Students are not permitted to either audio or video record lectures in classrooms, actions of other students, faculty, or staff without prior permission.

13.16.3   Students are not permitted to provide audio and video clippings of any activity on campus to the media without prior permission.

13.16.4   Students are expected to use social media carefully and responsibly. They cannot post derogatory comments about other individuals from the Institute on social media or indulge in any such related activities that could have negative ramifications on the reputation of the Institute.

13.17 The Disciplinary Process

A complaint of misconduct can be made by any student, staff or faculty member of the Institute at the concerned Department, Security office, the Hostel office or the Dean's office. An enquiry will be made by the concerned authority. All efforts will be made to address the issue. If the problem persists, the case may be referred to the Committee for Students Affairs.

The subsequent process will be as follows: A case sheet will be opened. The student(s) will be called for a hearing and the alleged charges and circumstances will be documented. If the committee feels there is indeed an offence, the committee will make recommendations to the Dean of Science or Engineering, who are the disciplinary authorities. The recommendation will be reviewed by the Dean, who will recommend subsequent action. The officer in charge of academic section will issue the penalty.

13.18 Penalties

The recommendation can be, but will not be restricted to, one or more of the following actions, depending on the nature of the offence:

a) Warning- indicating that the action of the said student was in violation of the Code and any further acts of misconduct shall result in severe disciplinary action. The student may be required to tender a written apology.

b) Community Service - for a specified period of time to be extended if need be. However, any future misconduct along with failure to comply with any conditions imposed may lead to severe disciplinary action, including suspension or expulsion.

c) Restrictions - reprimanding and restricting access to various facilities on the campus for a specified period of time.

d) Monetary Penalty - may also include suspension or forfeiting scholarship/fellowship for a specific time period.

e) Withholding Grades – withholding the grade card or certificate for the courses studied or work carried out.

f) Suspension - a student may be suspended for a specified period, which will entail prohibition from participating in student-related activities, classes, programmes etc. Additionally, the student will be forbidden to use various Institute facilities unless permission is obtained from the Competent Authority. Students may be suspended and dismissed, along with the following additional penalties.

g) Expulsion - student may be expelled from the Institute permanently. The student is prohibited from entering the Institute premises or participating in any student-related activities and staying in campus residences etc.

h) Ineligibility - to reapply for admission to the Institute for a period of three years.

Note: Repeat offenders will be given a higher penalty.

13.19 Disciplinary Authorities

13.19.1   For imposing the penalties 13.18 (a) and (b), the Students' Affairs Committee will be Disciplinary Authority.

13.19.2   For all other penalties, the Dean Science, Dean Engineering or Dean Undergraduate will be the Disciplinary authority for students from Science, Engineering or Undergraduate Programmes, respectively.

13.19.3   Hostel office with the approval of the Chair, CoW may impose penalties related to certain cases of misconduct in the hostels and messes.

13.20 Appeal

If the delinquent student is aggrieved by the imposition of any of the afore-mentioned penalties, they may appeal to the Director. The Director may decide on one of the following:

a) Accept the recommendation of the committee and impose the punishment as suggested by the Committee or modify and impose any of the punishments as stipulated in the Code corresponding to the gravity of the proved misconduct, or

b) Refer the case back to the committee for reconsideration.

In any case, the Director's decision is final and binding in all the cases where there is possible misconduct by a student.

13.21 Student Participation in Governance

Students are members of the Institute campus, and they have a substantial interest in the governance of the Institute. The Code, policies and the varied procedures laid down herein seek to encourage students to be involved in governance in both administrative and academic areas. Students must, at all junctures, be encouraged to put forth their views and advice, for informed decision making. Therefore, all students who are a part of the Institute and who are going to be enrolled in the Institute, are advised to uphold the policy, inform the Institute of any violations, and assist individually and collectively to improve the quality and effectiveness of this Code and policies.

END OF CHAPTER 13

CHAPTER 14

Important Committees

14.1   Senate Curriculum Committee (SCC)

14.1.1 The Senate Curriculum Committee (SCC) is one of the important standing committees of the institute which deals with the curriculum, examination, and course-related activities at IISc.

14.1.2 The SCC holds the authority to make decisions on the following matters:

- Academic Calendar
- Course Registration
- Course Dropping
- Examination Timetable
- Course-Instructor feedback
- Finalization of Marks and Publishing of Results
- Termination of Deficient academic performers
- Granting extension to complete the course work.
- To ensure that all programmes and courses meet acceptable standards.
- Academic Structure of different programmes

14.2   Senate Committee on Research Conferments (SCRC)

14.2.1 The Senate Committee on Research Conferments (SCRC) is one of the important standing committees of the institute, that deals with matters concerning academic activities of research students.

14.2.2 The SCRC meets on the second Wednesday of every month to deal with the requests from the departments/students on the following matters:

- Request for Change/ Addition /deletion of Research Supervisor/s or Co-Research Supervisor
- Recommendation for Downgrade from PhD/ Int. PhD to M. Tech (Research) / MS (Research)
- Recommendation for continuation from M. Tech (Res) to PhD
- Recommendation for Upgradation/Transfer from M. Tech (Res) / M. Tech to PhD
- Request for a break in studies
- Request for research work / Internship for more than three months
- Identification of Senate Nominees
- Recommendation for confirmation of candidacy
- Requests for staff registration
- Recommendation of Project Assistants for PhD admissions

14.3 Student Affairs Committee (SAC)

14.3.1 The Student Affairs Committee (SAC) is the standing disciplinary committee of the institute. SAC is mandated to:

- Handle all students' complaints and grievances related to academic matters, availability of academic and research facilities, student-faculty relationships, and other students' affairs.
- Enquire into the alleged case and recommend suitable disciplinary action.
- Act as 'mentoring cell' on curbing the menace of ragging.
- To make review of students' code of ethics and conduct and make recommendations.

- Prof. M S Bobji (Chair & Advisor)
- Prof. Ambedkar Dukkipati (Member)
- Prof. Annapoorni Rangarajan (Member)
- Prof. Abha Misra (Member)
- Prof. Partha Pratim Mondal (Member)
- Prof. Visvesha Guttal (Member)

- Prof. Harish Seshadri (Member)
- Prof. Digbijoy Nath (Member)
- Prof. Upendra Nongthomba (Member)
- Mr. A. Nitin Anand, Assistant Registrar, Academic (Ex-Officio Member Secretary)

14.4 The Sexual Harassment Complaint Committee (SHCC)

14.4.1 Sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implication) as physical contact and advances, demand or request for sexual favours, sexually coloured remarks, any other unwelcome physical, verbal or non-verbal conduct of a sexual nature. It is discriminatory when the aggrieved woman has reasonable ground to believe that her objection would disadvantage her in connection with her employment, or when it creates a hostile working environment. In accordance with the Hon'ble Supreme Court's decision, a Sexual Harassment Complaint Committee (SHCC) was constituted in April 2003.

14.4.2 The SHCC will provide equal opportunity for all women in IISc, without regard to age, to lodge complaints of any sexual harassment in the workplace. The affront to personal dignity that occurs as a result of sexual and other types of harassment constitutes an action unbecoming of a student/ staff member of the Institute and will attract appropriate disciplinary action. Complaints may be made verbally or in writing at any time.

14.4.3 The Government of India (GoI) has enacted the Protection of Women from Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act (the SH Act), 2013. For details, refer: http://www.shebox.nic.in(SHe-Box–Ministryof Women&Child Development) and https://www.rightsofemployees.com/2018/01/26/sexual-harassment-at-workplace/

14.5 Internal Committee against Sexual Harassment (ICASH)

14.5.1 The Internal Committee against Sexual Harassment (ICASH) will provide equal opportunity for all IISc personnel, without regard to gender or age, to lodge complaints of any sexual harassment in the workplace.

14.5.2 Any of the following ICASH members may be contacted verbally or in writing at any time, for lodging complaints.

- Prof. Rohini Balakrishnan (Presiding Officer)
- Prof. Annapoorni Rangarajan (Member)
- Mr. Mithun Nair (Member)
- Dr. Nirmala R (Member)
- Prof. Prabhu Nott (Member)
- Prof. Shirish Shevade (Member)
- Prof. Prerna Sharma (Member)
- Stuti Shashank (Student member)
- Siddharth Arora (Student member)
- Sowmya Lakshmi Bhat, Advocate (External member)

END OF CHAPTER 14

CHAPTER 15

Facilities at Institute

15.1 JRD Tata Memorial Library

The J.R.D. TATA Memorial Library, at the Indian Institute of Science, is one of the oldest yet modern Science and Technology libraries in India. Started in the year 1911 as one of the first set of departments in the Institute, it has become a precious national resource centre in the fields of Science and Technology. The library is centrally located with four floors with lift facility and has a total area measuring about 5,000 sq. mts. The collection of the library which includes books, journals, reports, theses, Indian Patents and standards is regarded as one of the richest collections in the country. This rich and valuable collection built over ten decades has some of the rare reference materials and back volumes of several important journals. Apart from its print resources, the library has access to a large collection of e-journals, eBooks and databases. Functioning as an effective support system for information services across the campus continues to be the primary goal of the library.

The library has a total collection of about 5 lakh documents which includes books and monographs, bound volumes and periodicals, theses, standards, technical reports etc. It subscribes to over 750 current e-journals. In addition to Library subscriptions, the **e-Shodh Sindhu Consortium (INFLIBNET)** provides access to over 8000+ e- journals.

The library continues to maintain pre-eminence in providing access to a large number of e-resources.

EPrints & ETD Digital Repositories

ePrints@IISc (eprints.iisc.ernet.in) is one of the earliest and largest Institutional Repositories in the country. The ePrints@IISc was started by the erstwhile National Centre for Science Information. It is currently being managed by the J.R.D. Library. The repository collects, preserves, and disseminates in digital format the research output created by the IISc research community. The repository content can be accessed through the search and browse functionalities. As on date, the total number of publications in the repository is about 46,000+.

etd@IISc (etd.iisc.ernet.in) is the digital repository of Theses and Dissertations of IISc, Bangalore, India. This repository has been developed to capture, disseminate, and preserve the research theses of IISc. The repository content can be accessed through the search and browse functionalities. As on date, the total number of records in the repository is about 3800+.

1. **Library Automation**

   Library has been using LIBSYS, a Library Management Software for its functions such as Acquisition, Cataloguing, Serials Control, and Circulation. Online access to Library holdings data is through WEB-OPAC. Users have the facility to browse and search the library catalogue and view the status of a document or their own transactions and make on-line reservations for a document issued.

2. **Working hours**

Monday – Saturday	08:00 to 2:00 AM (Next day)
Sunday	09:00 to 17:00 hrs
General Holiday's	10:00 to 16:00 hrs

3. Circulation rules and procedures

Items that can be borrowed:
a. Books
b. Series Publications
c. Reference Books (except Handbooks, Dictionaries, Encyclopedias, etc.)

Loan Period:
a. Books (General) 14 days
b. Periodicals (bound/series/references) 48 hours.

4. Library Website
The Library maintains its own web portal (http://library.iisc.ac.in/) and the portal acts as a one-stop-shop to access all the information related to the library including services & facilities available, Web OPAC, links to all e-resources subscribed, Staff etc.

Contact No: 080 2293 2407

15.2 Supercomputing Education and Research Centre (SERC) and Computational Facilities

The Supercomputing Education and Research Centre (SERC) is a state-of-the-art supercomputing facility in Indian Institute of Science (IISc). It primarily caters to the computational and specifically, high performance computing needs for scientific and engineering research in IISc. The Centre hosts 24/7 supercomputing facilities and services including supercomputers of Petaflop capacities for traditional HPC (High performance computing), deep learning and AI based applications, HPC software and about 2 Petabytes of storage.

SERC currently boasts of a supercomputing system called Param Pravega installed under the National Supercomputing Mission (NSM), a prestigious project in the country. Param Pravega is a 2.6 PFlop system with 28000 CPU cores, 80 GPUs and 4 Petabytes storage. It is the largest supercomputing system in an academic Institution in India. Besides this, SERC also has a medium-scale cluster with about 2000 CPU cores and latest GPU resources. In addition to the hardware, SERC has a wide array of attractive computational and visualization softwares including MPI, OpenMP, Matlab, Mathematica, Scalapack, Ansys, and other domain-specific software for various fields of research.

The supercomputer systems in SERC have served about 44 departments, 134 research groups and 450 users of the Institute in various fields including aerospace, brain research, chemistry, climate modelling, computational and data sciences, computer science, earth sciences, electronics system engineering, inorganic and physical chemistry, materials research, mechanical engineering, microbiology and cell biology, molecular biophysics, physics etc. About 150 million CPU core hours per year are being provided and used for research by both faculty and students in these areas. Supercomputing usage results in a total of about 50

publications every year across the Institute. SERC resources are also being used by researchers from other academic organizations, government-funded R&D laboratories and industries.

Students can easily access these attractive state-of-the-art resources by filling a simple form mentioning their programme and other details and submitting to SERC which then facilitates the access within a day. Students can then remotely log in to these resources from the convenience of their labs, hostel rooms, or even their homes and submit jobs for executions 24/7. The centre also provides periodic HPC training courses to both the Institute community and personnel from outside the Institute and offers HPC consulting services. Students can avail themselves of these training programmes to get acclimatized with the usage of the latest resources in SERC.

Contact No: 080 2360 0492
E-mail: office.serc@iisc.ac.in
Website: www.serc.iisc.ac.in

15.3 Health Centre

Medical services for students are provided at the Health Centre. It has out-patient and in-patient facilities served by Medical Officers and nursing staff. Specialists in the areas of eye, dental and psychiatry visit the Health Centre regularly. There is a doctor on duty to look after emergency cases at night.

Diagnostic facilities like a clinical laboratory, an X-ray facility, ECG and ultrasonography are available. Cases requiring other specialist services are referred to appropriate centres/ hospitals.
All regular students are covered by the "Students Health Care Scheme" which permits reimbursement of medical expenses incurred as per norms. Students must undergo a medical examination at the time of joining only and medically fit candidates are admitted to the Institute. Health insurance is mandatory for all Institute students.

Appointments can be done through the website: www.hc.iisc.ac.in

Important Contacts:

Medical Officers
1. Dr. C Satish Rao, Sr. Medical Officer, Officer-in-charge, Ph:22932226(O), 2293 2031(R)
2. Dr. R. Nirmala, Sr. Medical Officer, Ph: 2293 2411 (O), 2293 2073 (R)
3. Dr. Aditya Malladi , Medical Officer, Ph: 2293 2936 (O)
4. Dr. Neethi Ravindran, Medical Officer 2293 2552 (O)
5. Dr. Rohan Khot, Authorized Medical Officer, Ph No. 2293 2346
6. Dr. Chelsy Anna, Authorized Medical Officer, Ph No. 2293 2346
7. Dr. K T Bharath, Authorized Medical Officer, Contact No. 080 2293 3468
8. Dr. Ravi Kiran, Authorized Medical Officer, Ph No. 2293 2346
9. Authorized Medical Officer (Night-Duty): Ph: 2293 2006 / 2390

Consultants

10. Dr. Shyam Prasad, Skin/Dermatology, Ph: 2293 2552 (off), 2331 8936 (res)
11. Dr. Sanjay B Patil, ENT, Ph: 2293 2226 (off), 2349 3487 (res)
12. Dr. M N Srinivasan, Consultant Radiologist, Ph: 2293 2412 (off), 98451 66705 (mob)
13. Dr. NandyalaSundari, Consultant Gynecologist, Ph. No. 080 2293 2412
14. Dr. KailashChhabria, Consultant Ophthalmologist, Ph. No. 080 2293 2412
15. Dr. Suryanarayana, Endocrinologist, Ph: 2293 2226 (off)
16. Dr. Basavaraj Kuntoji, Physician, Ph. 2293 2411
17. Dr. Shalini Sharma, Pediatrician, Ph. 2293 2990
18. Ms. Savitha M S, MSc (Clinical Psychology), PDCP Ph: 080 2294 3628
19. Mr. B G Sridhar, MSc (Clinical Psychology), Ph: 080 2293 3629

Allied Specialty

20. Mr. K Vishnu Kumar Reddy, Physiotherapy, Ph: 080 2293 3468
21. Mrs. Ruth Boyle, Physiotherapy, Ph: 080 2293 3468

Other Contacts

22. Office   :   080 2293 2234/3617
23. Reception   :   080 2293 2227
24. Laboratory :   080 2293 2007
25. Nursing   :   080 2293 2390/2006
26. X-ray   :   080 2293 2348
27. Pharmacy   :   080 2293 2412

15.4 Hostels and Dining Halls

15.4.1   The registered students at the Institute are eligible to apply for the available on-campus hostel accommodation. There are four dining halls: Vegetarian 'A', 'D' & 'E' ; and Composite 'B' and 'C' (both vegetarian and non-vegetarian).
Contact No: 080 2293 2593 / 080 2293 2822

Charges towards Hostel facilities per month are given below:

i.   Refundable deposits (revised w.e.f 01/08/2017)

Deposits	Existing	Revised
Hostel	30,000	20,000
Hostel (for Married apartment)	30,000	20,000
Statutory	7,500	7,500 (No change)
Library	7,500	7,500 (No change)

ii. Advance payment for Mess and Room charges from 2017 onwards
     (w.e.f. 01/08/2017)

Advance payment for the months of	Amount @ Rs.5000/- p.m.	To be remitted on or before
August to December	25,000	1st August
January to April	20,000	1st January
May to July	15,000	1st May

iii. Hostel Charges

a) Single Room charges per student per month

Students admitted to	General	SC/ST
Bachelor of Science (Research)	400	200
Integrated PhD	650	325
M. Tech/MDes/ MMgt/ M. Tech (Res)/MSc	400	200
Others (RE/SP/ERP/QIP/ PA)	2000	2000
Others (STW)	1200	1200
Others	1800	1800
PhD	650	325

b) Double Room charges per student per month

Students admitted to	General	SC/ST
BS (Research)	200	100
Integrated PhD	325	160
M. Tech/MDes/ MMgt/ M. Tech (Res)/ MSc	200	100
PhD	325	160
Others	900	900

Other charges

Particulars	For single & double room	For married apartment
Establishment Charges	200.00	**200.00**
Amenities Charges	200.00	**200.00**
Electricity & water charges	200.00	**200.00**
Mess Amenities Charges	**1000.00**	**1000.00**

15.4.2 Allotment Rules for Married Student Apartments

For information on Married Student Apartments, please contact the Housing Allotment Committee (HAC) office.

Married Apartment charges per month

Type of Apartment	General	SC/STs
Bhaskara	**1,800**	**1,800**
Kapila	1,800	**1,800**
Kaveri	**2,250**	**2,250**
Ramanujam	2,250	**2,250**
Aryabhatta (1) Double Room **(2) Single Room**	**2,250** **1,350**	**2,250** **1,350**

15.5 Students' Council

Office Bearers 2023

Designation	Name	Course & Dept.	E-mail id's	Contact No.
Chair	Yogesh Pratap Singh	PhD (Mechanical)	yogeshsingh@iisc.ac.in chair.sc@iisc.ac.in	8519084102
General Secretary	Souptik Dey	UG (Materials Engineering)	souptikdey@iisc.ac.in gensec.sc@iisc.ac.in	9674620588

Hostel & Amenities Affairs Secretary	Isha	PhD (SSCU)	isha2021@iisc.ac.in amensec.sc@iisc.ac.in	9560127494
Academic Affairs Secretary	Camellia Bose	Int. PhD (CHEP)	camelliabose@iisc.ac.in acadsec.sc@iisc.ac.in	7059124150
Women Affairs Secretary	Harsimran Kaur Mann	Int. PhD (Physics)	harsimranm@iisc.ac.in womsec.sc@iisc.ac.in	9463378369
Undergraduate Affairs Secretary	Dikshant Afria	UG (Materials Engineering)	dikshanta@iisc.ac.in	8130940675

Students' Council (SC) is the representative body of the entire student community of the Indian Institute of Science. It is an interface between the students and the administration and works together with the students to identify and address concerns that affect them, directly or indirectly. The Students' Council also represents the interests of the students and takes an active role in discussions and decisions affecting the student community.

The Students' Council is also vested in the all-round development of the students and organizes several extracurricular activities throughout the year. These activities include sporting and cultural events organized in association with the Gymkhana and the different activity clubs on campus. The Students' Council also coordinates the student volunteer effort for the various Institute events like Sangam - Freshers' welcome party and the Open Day thus actively encouraging student participation and contribution. The motivation is to instill a sense of social responsibility and a drive to give back to society.

Students' Council takes a stand on issues of social importance and organizes the student body in their protests and acts as united voice of the students of the institute. This is aimed at making the students aware of the outside world and encourage them to take a stand for what is right. The office bearers of Students' Council are elected for a term of one year. Nominated members constitute the Steering and Executive Committee of Students' Council. Additionally; two representatives from each of the departments are members of the Council. The Students' Council is also responsible for the constitution of the following committees:

- **Academic:** All issues relating to courses, academic resources
- **Amenities:** Looking after on-campus amenities and monitoring quality of the existing ones
- **Communication:** Media interface and dissemination of information to student's Hostel – Looking after students' Hostel
- **Student Support Network:** Coordinate with Counselling centre to provide counselling platform for students
- **Placements:** Looking after the campus placements and other career opportunities

- **Health:** Coordination between health centre and students
- **Women's Welfare:** Work with Women Cell for the welfare of the women students
- **Cultural:** Organizing and promoting intra and inter-institute cultural events
- **Environment:** Reducing the institute's environmental footprint, expanding the green cover

There are also other committees like social, UG Welfare, Foreign Student Welfare.

Email: office.sc@iisc.ac.in
Contact No: 080 2293 2653

Note: The student council's reconstitution is now under process.

15.6 Students' body for Innovation and Entrepreneurship (EntIISc)

EntIISc is the abbreviation for 'Entrepreneurship and Innovation at IISc'. It is a student-run forum to encourage, promote and support entrepreneurship and innovation activities at IISc. It aims to become a welcoming forum to promote and sustain entrepreneurial spirit and facilitate ideas and networking by means of events, workshops, and training. The beneficiaries include students, faculty, research staff and associates.

- **Vision:** The vision of this club is to leverage the unique ecosystem of IISc to create an international hub for entrepreneurship and innovation.

- **Mission**: The mission of EntIISc is to be a welcoming forum to promote and sustain entrepreneurial spirit and facilitate ideas and networking by means of events, workshops, and training.

- **Stakeholders:** IISc students primary, IISc community (Faculty, supporting staff and others), external entities (IISC alumni, Industry, Partners (VCs, Industry bodies, Govt., other academic institutes and interested individuals)

- **Objectives:** Be a world class showcase for entrepreneurship and innovation by executing professionally through:

  - Innovative and comprehensive IT-driven operations
  - Creative, engaging, and useful events that benefit the stakeholders.
  - Metrics-driven achievements, demonstrating transparency and integrity in actions and thoughts via constant communication to all stakeholders on a regular basis.

- **Events at EntIISc:** Since its formal inception, the office bearers of EntIISc have established this forum as the go-to place for all IISc students and entities external to IISc on matters related to student entrepreneurship and innovation. EntIISc has been able to engage about 500 students from the campus through more than 10 events conducted during the first six months of its operation. Students and other scholars of IISc,

professionals, entrepreneurs, and innovators benefited from the various sessions of these events.

Visit us at: http://entiisc.iisc.ernet.in/

15.7 Recreational Facilities

a) **Gymkhana:** is a centre of cultural activity at the Institute. It has a cricket ground, tennis, volleyball, and basketball courts, and a cinder track. An indoor badminton court, table tennis, billiards, karate, shaolin-chu-kung-fu, taekwondo, chess and carrom are a few among the many facilities in the gymkhana. Athletic and recreational facilities at the gymkhana provide a conducive atmosphere for interaction between students and staff, as also a break from the regular work schedules at the Institute.

The gymkhana also has a good gymnasium with facilities like Home Gym, a Hercules multi trainer and wall bar equipment.

Attached with the gymkhana is a small well-kept swimming pool where coaching classes are also conducted during summers. The gymkhana subscribes to about 14 magazines in English at its Ranade Library, apart from making available about 10,000 books to readers. The music room in the gymkhana houses a stereo system and record player, with a good collection of records. There is a separate TV lounge. An indoor Students' Auditorium where cultural activities can be organized, is available as a facility. There is also an open-air auditorium.

b) **General Facilities**

- The Film Club regularly screens popular and classic films in its main hall.
- The gymkhana organizes inter-departmental, inter-collegiate and inter-university tournaments in sports, games and cultural events. 'VIBRATIONS', a weeklong annual cultural festival, which attracts students from institutions all over the country and helps to bring out their inherent cultural talent, is celebrated at the gymkhana.
- A dark room facility for the photographic club situated at the gymkhana caters to the needs of camera-loving members.
- A snack parlour, which serves coffee, snacks and soft drinks to the members, is also situated in the gymkhana premises.
- Other general facilities at the Institute include banks, Xerox centres (photocopying facility), travel agencies, bookstores, and a café and tea kiosk

Contact No: 080 2293 2257

15.8 Office of Development and Alumni Affairs (ODAA)

1) Introduction

The Office of Development and Alumni Affairs spearheads IISc's efforts to raise funds from alumni, corporates and philanthropists. These contributions have been used for a number of initiatives at the Institute including construction of new buildings, establishment of new research/academic centres, establishment of student fellowships, travel fellowships, chair professorships and setting up of new labs.

2) Fellowships

Multiple fellowships have been established for students of the Institute through ODAA. There are more than 20 fellowships available to students at present with more being added periodically. The available fellowships include Jay Pullur Memorial BTech Fellowship for undergraduate students, the Siemens Technology India M. Tech Fellowships for M. Tech students, and the Siemens Technology India PhD Fellowships and the Wipro PhD Fellowships for PhD students.

ODAA has also spearheaded IISc's efforts to encourage more women students to pursue careers in science and engineering, in order to address the gender inequality in science and technology. These efforts have resulted in the establishment of a number of fellowships for women students. These include the IISc-AANA Midwest Chapter UG Women Fellowship and the Mallika Women in Science for undergraduate students, and the Wells Fargo M. Tech Fellowship for Women for postgraduate students.

For a complete list of fellowships, please visit: https://odaa.iisc.ac.in/fellowships-consolidated/.

3) Travel Grants

A number of travel grants have been instituted by various corporations/alumni endowments through ODAA. These include the Tata Trusts Travel Grant, the IDR Division Travel Awards and the Apra Labs travel grants for women students. Students are encouraged to write to: alumniaffairs.odaa@iisc.ac.in for more details.

4) Alumni Engagement

ODAA is IISc's main point of contact with its alumni from all over the world. The office updates alumni of all programmes ongoing at the Institute and works with them on initiatives aimed at benefiting existing students. An example of this is the Institute Gold Medals for the best outgoing students, established with endowments from various alumni. The details of these endowments/contributions are available here: https://odaa.iisc.ac.in/alumni-2/

5) Labs

ODAA's fundraising efforts have resulted in the development of a number of new facilities available to students of different departments.

This includes the four new labs established for the two-year M. Tech (AI) joint degree programme offered by the Division of Electrical, Electronics and Computer Sciences. These labs

have been established with CSR funding from SBI Cards, Tata Elxsi, GroupM and Timken. An Instructional Laboratory for Secure and Intelligent Computer Systems was also established at the department of Computer Science and Automation using the CSR funding given by Wells Fargo International Solutions. The complete list of benefactors is available here: https://odaa.iisc.ac.in/corporates/

Contact No: 080 2293 3590

15.9   Office of International Relations (OIR)

The Office of International Relations (OIR) was constituted in 1998. Since its inception, OIR has been overseeing all the international programmes and bilateral activities of the Institute as well as admission of international students to various programmes of the Institute [BBachelor of Science (Research), BTech (Mathematics & Computing), MS (Research), M. Tech (Course and Research) and PhD in Science & Engineering]. Currently, the Institute has a small proportion of international students enrolled in the full-time UG/PG/PhD programmes in various disciplines of Science and Engineering. All these students are provided with the campus accommodation and fellowships on par with the Indian students. OIR has formulated several mechanisms for engaging with foreign universities and research institutions. This includes joint supervision of research students, joint degree programmes (including PhD), visiting programmes for international faculty, researchers and students, nurturing joint research ventures through bilateral exploratory workshops, webinars and seed funds, supporting study abroad programmes and internship opportunities with selected partners. Furthermore, OIR provides the required documents and support for Visa processing, registration with FRRO/e-FRRO. OIR facilitate the networking of our international students by organizing orientation programmes for newly admitted students and connect them to the Institute's international student body and student council.

Contact No: 080 2293 2560

15.10 Office of Communications (OoC)

The Office of Communications (OoC) at the Indian Institute of Science (IISc) is the single point of contact for all external communications related to the Institute. OoC's activities include publishing periodic magazines and newsletters related to research and campus life, as well as books by faculty members, maintaining and archiving historical documents, disseminating science news and organizing talks on diverse science-related topics. The office also coordinates the publication of the Institute's Annual Reports, brochures, and other publicity material.

Contact No: 080 2293 2750/2066

15.11 DIGITS (Digital Campus and IT Services)

DIGITS (Digital Campus and IT Services) Office is IISc's hub for digitalization. It is a unit set up by the Institute to plan and create a best-in-class information technology (IT) and networking system for the campus, and to implement agile IT and networking services for operational

excellence in the Institute.

Some of the main activities of DIGITS are a) maintenance of emails, SAP and ScholarOne, b) making available legal copies of widely used softwares, c) Broadcast Service for IISc wide announcements, d) maintenance of the campus wide network and various portals, and IISc website.

For more information, see https://digits.iisc.ac.in

Contact No: 080 2293 3006

15.12 Office of Career Counselling and Placement (OCCaP)

1) About the Office of Career Counselling and Placement (OCCaP):

The Office of Career Counselling and Placement (OCCaP) (previously known as "Placement Cell") provides centralised support for the internship and full-time placements for the M. Tech, M. Tech (Res), MDes, MMgmt, MS (Research), BS (Res), PhD, Post Doc scholars at IISc.

2) Internship placements

The Institute allows students to take up internship positions in the industry for up to three months without affecting their academic activities. Undergraduate and Master's students may take up these internships during the summer months (May to July). Research students can avail internship if their coursework is completed, subject to approvals from the advisor and department. Longer internships are allowed with special arrangements. OCCaP organizes special events to facilitate interactions between students and companies interested in hiring them as interns. For further information on internship, please refer to respective programme rules.

3) Full-time placements

The placement season begins in October and goes on till May. Interested and eligible students (as per the criteria specified by the recruiter) show their willingness to appear for the recruitment process of a company by entering their details online. Details of all such students become available to the organisation for downloading or viewing through the OCCaP account. OCCaP will schedule recruiters' visits for pre-placement talks, tests, and personal interviews.

For more details visit: https://occap.iisc.ac.in/
Contact No: 080 2293 2005

15.13 Wellness Centre

IISc has an active Wellness Centre for students and all members of the Campus community. The mandate of the Wellness Centre are:
- Promotion of psychological well-being of the IISc community

- Identification of resources required for early communication, including emergency hotline and other modes of communication, or advice from consulting psychiatrists and psychologists (outside campus), as well as psychological social workers
- Organization of events such as workshops, seminars etc. to create awareness

The Wellness Centre is a part of the overall health support system at the Institute. It is chaired by Prof. Anil Kumar (Dean Administration & Finance) and, in addition to medical doctors, psychologists and psychiatrists, has representatives from students, faculty and staff at IISc. There are various options for seeking and receiving help – 24 x 7 helpline, Online counselling (DOST), and one-on-one meetings. Students are encouraged to help themselves and one-another at the first appearance or signs of emotional and physical distress.

More information about the IISc Wellness Centre is available at https://wellness.iisc.ac.in/
Contact No: 080 2293 3627

15.14 Security at IISc

a) IISc has a vibrant and diverse campus set in 440 acres of greenery in the city of Bengaluru (formerly Bangalore), which includes administrative buildings, departmental buildings, gymkhana, students' hostels & messes, auditoriums, amenities shops, food outlets, faculty, and staff residential quarters and other in-house facilities spread in seven blocks / clusters. IISc is maintaining a safe and secure campus for all students, faculty, staff, visitors and institute's property and physical assets.

b) The mission of the Security Department at the Institute is to create an environment that is conducive, secure, safe and practical where faculty, students and staff work in comfort, move freely within the Institute campus to complete their time targeted task/s without many barriers or restrictions. The institute is under professional security cover 24x7. All security personnel are sufficiently trained & qualified, and all supervisory staff are retired from Paramilitary Forces/ Armed Forces.

Emergency contact (24x7) – 080-2293 5555
Security Control Room (24x7) – 080-2293 2400 / 2225 / 2841
Assistant Registrar (Security) – 080-2293 2617

END OF CHAPTER 15

CHAPTER 16

Registration by full-time staff members of the Institute

16.1   A staff member such as Scientific Officer/Technical Officer/Scientific Assistant/Lab Assistant who has put in a minimum of 3 years of continuous service in a regular position may apply for registration in the PhD programme of the Institute without detriment to their normal work, provided they possess the required academic qualifications.

16.2   The department should ensure that there is sufficient proof of their ability to undertake research work.

16.3   After obtaining administrative approval, the application should be forwarded by the Chair of the department to the Academic Section along with a recommendation of the COP of the department.

16.4   The Chair is also required to certify that:

   i.   Departmental work will not be affected.
   ii.   The work of the students, technical support, etc., would not be affected; and
   iii.   The registration would improve the teaching and research capabilities of the staff members and their work in the laboratories as well as in developmental tasks.

16.5   Before being considered by the SCRC, a committee with the following composition would judge the academic suitability of the candidate:
   ▪ Dean of the Faculty concerned or their nominee
   ▪ Chair of the department*
   ▪ An expert from the department (other than the Research Supervisor)
   ▪ An expert in the area from outside the department
   ▪ Proposed Research Supervisor(s)
*When the Chair of the department is the Research Supervisor, they will identify another faculty member of the department to serve in his place.

16.6   The registration of staff members is made only twice a year, i. e. before the August and the January terms. All the above processes should be completed well before the beginning of the term and registration should be from the first day of the term.

16.7   The minimum/maximum periods allowed for registration for a staff registrant are the same as for regular students.

END OF CHAPTER 16

CHAPTER 17

Auxiliary rules and procedures

17.1 Important Procedures

17.1.1 Issuance of Medals

The institute has the provision to recognize the research work or the academic performance of the students by granting best thesis awards/medals based on the recommendations of the departments. For best thesis awards, if in a given year, the number of graduating students in any department is less than 5, they are considered in the following year.

17.1.2 Research Supervisor (RS) Change

Under exceptional circumstances, there is a provision for the change of RS. In such cases the student's request must be submitted through SAP by DCC along with the consent from the former and the proposed supervisor and the Chair of the department. If the proposed supervisor is from a different department, then the consent of both the departmental Chairs is required. The decision on such requests is at the discretion of SCRC.

17.1.3 ID Cards

17.1.3.1 Issuance of ID card

Students will be provided with a temporary ID card with 3 months validity at the time of Document Verification as a part of the admission process. To request a permanent ID card, the student should submit a copy of the temporary ID card along with their recent passport size photograph to the Academic Section.

17.1.3.2 Application for validity extension of ID Card

Student should submit a request letter to Academic Section for the validity extension (specifying the date to which the validity has to be extended) duly signed by the Chair of the Department and the Research Supervisor enclosing photocopy of old ID card and passport size photograph. r

17.1.3.3 Request for change in address or any corrections in ID card /damaged BARCODE /damaged due to wear & tear of ID card

Fill the ID card form available at Academic Section along with your recent passport size photograph and submit the same at the Academic Section, enclose the photocopy the old ID card. The old ID card has to be surrendered upon collecting the new ID card.

17.1.3.4 Request for the lost or duplicate ID Card

Students have to pay Rs 250/- at Finance Section and submit the original receipt at the Academic Section along with the duly filled ID card form with the recent passport size photograph.

NOTE: If the ID card was confiscated by the security personnel for any reason, the student is required to report to the Academic Section.

17.2 Certificates Issued by the Academic Section

17.2.1 Provisional Certificate (PC)

Students may request for a Provisional Certificate (PC) on AdSeR portal after successful completion of oral examination. Provisional Certificate can be issued after upload of oral report by Research Supervisor in SAP. Students must ensure to clear all dues with the institute and obtain final no dues on SAP before initiating a request for Provisional Certificate.

17.2.2 Provisional Degree Certificate (PDC)

Provisional Degree Certificate (PDC) mentioning the date of degree award, can be requested by students on **AdSeR portal**. Provisional Degree Certificate will be issued only after the recommendation in the Governing Council meeting.

17.2.3 Thesis Submission Certificate (TSC)

Thesis Submission Certificate (TSC) mentioning the date of thesis submission, thesis title, can be requested by the students on **Adser portal** after submitting the thesis in the **ScholarOne portal**.

17.2.4 Discontinuation Memo

Either the student or the Research Supervisor can initiate a discontinuation request on SAP through the 'Request for Discontinuation' Tile. It should be ensured that No Dues are completed before initiating the request.

17.2.5 Bonafide Certificate

The request for Bonafide certificate should be made on **AdSeR portal**. They have to mention Research Supervisor name, and the reason for applying for the certificate. The certificate is issued only to the students whose registration has not been cancelled.

17.2.6 Registration Certificate

The request for Registration certificate should be made on **AdSeR portal**. They have to mention Research Supervisor name, and the reason for applying for the certificate. The certificate is issued only to the students whose registration has not been cancelled.

17.3 Procedure to avail Travel Allowance (for students who have joined the Institute)

i. After the physical document verification, the students can submit the travel allowance form along with the tickets and admission offer letter issued by Academic Section to the concerned department office to get the approval from the Chair

ii. Once the department Chair approves, the same should be forwarded to the Finance Section by the department office.

NOTE: Any query/request regarding these certificates should be done through AdSeR only.

END OF CHAPTER 17

17.4 Important Information - Research Training Programme and Course work

Programme	All students who joined prior to July 2016 to follow 8 Point Scale	Students joining after July 2016 to follow 10 Point Scale
PhD Programme	Science Faculty - minimum 12 credits with minimum CGPA of 5.5 Engineering Faculty - minimum 6 credits with minimum CGPA of 5.5 Engineering (Direct PhD) – min 18 credits with minimum CGPA of 5.5 (basket rule applies to obtain the 5.5 CGPA)	Science Faculty - minimum 12 credits with minimum CGPA of 7 Engineering Faculty - Minimum 12 credits with minimum CGPA of 7 Engineering (Direct PhD) – min 24 credits with minimum CGPA of 7 (basket rule applies to obtain 7 CGPA)
M.Tech (Res) from 2016 Previously MSc (Engg) (12 credits)	Minimum 12 credits with minimum CGPA of 5.5 (basket rule applies to obtain the 5.5 CGPA)	Minimum 12 credits with minimum CGPA of 7 (with basket rule)
	Waiver of General Test for students who complete courses in two semesters with a CGPA of at least 6.0 Continuation from MSc (Engg.) to PhD: Minimum CGPA 6.5; for special cases 6 (All courses considered)	No General Test for M. Tech (Res) Continuation from M. Tech (Research) to PhD requires a minimum CGPA 8.0; for special cases 7.5 (All courses considered) Candidates can take up to a maximum of 21 credits under RTP
Int. PhD (64 credits)	First Term minimum TGPA of 5.0 Subsequent terms CGPA of 5.5	Minimum CGPA of 7.0 at the end of both first and second year for continuation to PhD (Min. 64 credits at the end of 2nd year) (Basket Rule is not applicable) To be eligible for a MS degree, a minimum CGPA of 5.0
ME / M. Tech/ MSc, MDes, MMgt./M.Tech (online) (64 credits)	First Term a minimum TGPA of 3.5 Subsequent terms a minimum CGPA of 4.0	First Term min. TGPA of 4.0 Subsequent terms CGPA of 5.0
M.Engg. (32 credits)	Not applicable	First Term min. TGPA of 4.0 Subsequent terms CGPA of 5.0

NOTE:

(a) Students who are admitted to PhD programmes in the Faculty of Engineering based on their Undergraduate qualifications are referred to as Direct PhD.

(b) For the students admitted to PhD programmes in Engineering with a four year undergraduate degree (referred to as Direct PhD) or other higher qualifications before 2016, MSc (Engg) Degree will be awarded along with the PhD degree, if they complete 21 credits with a minimum CGPA of 5.5. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.

(c) For the students admitted to PhD programme in Engineering with a four year undergraduate (referred to as Direct PhD) or other higher qualifications from 2016, M Tech (Res) Degree will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.

(d) For the students admitted to PhD programmes in Science with a four year undergraduate degree or other higher qualifications after 2016, Master of Science (Research) degree will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in science from IISc.

The above conditions for the award of dual degree are in effect from 19th May 2023.

17.4.1 Conversion of CGPA from 8 point scale to 10 point scale

The CGPA obtained in 8 point scale should be multiplied by 1.25 to get equivalent CGPA in 10 point scale

17.4.2 Conversion of CGPA to percentage

The Grade points awarded are not convertible into percentage. However, notionally, to obtain percentage of marks, the CGPA may be multiplied by 10 (for CGPA on the 10 point scale) or 12.5 (for CGPA on 8 point scale).

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