

Ph.D. Regulations 2018

National Institute of Technology, Agartala



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1 General

The National Institute of Technology, Agartala,(NITA) awards the degree of Doctor of Philosophy (Ph.D.) in Engineering/ Science/ Humanities and Social Sciences/ Management to a candidate who successfully completes the stipulated Program of Research.

The Program of Research and the governing regulations are formulated by the Senate and duly approved by the Board of Governors of the Institute. The Board can modify or change the structure, the governing regulations etc. from time to time.

A candidate to be awarded Ph.D. degree has to submit a thesis embodying the findings of his/her research work carried out in this program. The thesis should make an original contribution of high quality to the advancement of knowledge as judged by the experts in the relevant area.

A candidate becomes eligible for the award of the Ph.D. degree after fulfilling all the academic requirements prescribed by the SENATE of the Institute.

The award of the Ph.D. degree shall be made upon the recommendation of the SENATE of the Institute and after approval by the Board of Governors of the Institute.

A candidate may pursue Ph.D. in one of the following departments of NITA:

- Bio Engineering
- Civil Engineering
- Chemical Engineering
- Computer Science and Engineering
- Electrical Engineering
- Electronics and Communication Engineering
- Electronics and Instrumentation Engineering
- Mechanical Engineering
- Production Engineering
- Chemistry
- Mathematics
- Physics
- Humanities and Social Science
- School of management

2 Categories of Ph.D. Scholars

	The Institute admits Ph.D. scholars under the following categories:
2.1	Regular (Full-Time) (R)
	These are scholars who work full time for their Ph.D. and may receive assistantship from the Institute or fellowship from MHRD/CSIR/UGC or any other recognized funding agency or may be self-financed.
2.2	Sponsored (Full-Time) Scholars (S)
	<p>A candidate in this category is sponsored by a recognized R&D organization, Educational institute, National institute, Govt. organization or Industrial organization for doing research in the institute on a full time basis. He/She should have at least two years of working experience in the respective field. He/She will not receive any financial support from the Institute. Sponsorship letter [Form-1(A)] should be attached with the application.</p> <p>And</p> <p>Sponsored Research scholar/candidate nominated by Government of India under a Cultural Exchange Scholarship Program, Foreign scholar or a scholar admitted under an MOU (Full-time). Such candidates will be governed by the regulations of the Regular (full time) candidates.</p>
2.3	Project Staff (P)
	This category refers to the candidates who are working on sponsored projects in the Institute and admitted to the Ph.D. program. The duration left for the project at the time of admission should be at least 2 years. Such scholars will not get any financial assistance in the form of stipend or contingency from the institute during the entire tenure of Ph.D. even if the project period expires. Such scholars after admission will be governed by the regulations of the regular candidates.

2.4	Part-Time Scholars (A)
	<p>This category refers to the candidates who can attend classes at the Institute without staying at the institute premises. The Institute will neither provide any financial assistance towards pursuing Ph.D. nor provide accommodation in any form (hostel or quarter) to such scholars.</p> <p>In case the candidate is employed in a regular position, a No Objection Certificate from the Head of the Institute/Organization in which he/she is employed [Form-1(B)] must be enclosed at the time of application.</p>
2.5	External Registration (X)
	<p>This category refers to candidates employed in R&D/Academic organizations having adequate facilities for carrying out research in the relevant fields. The research work leading to the Ph.D. degree may be carried out largely under the supervision of a permanent employee with a doctorate degree belonging to the organization of the candidate. Such supervisor will be called as Local Supervisor. However, the overall guidance and advice will be provided by a faculty member of the Department in which he/she is registered. Such supervisor will be called as Institute Supervisor. The appointment of the local Supervisor is to be reported to the Chairman SENATE through Dean (Academic) for final approval. Sponsorship certificate from the Head of the organization where the candidate is employed [Form 2] must be enclosed at the time of application. No financial assistance from the Institute will be provided to such scholars. These candidates will be governed by the regulations of the part time candidates.</p>
2.6	Institute Employees (I)
	<p>Institute employees (teaching or non-teaching) may be sponsored as part-time scholars by the Director, on recommendation of the Head of the Department of the employee. To be considered under this category the applicant must be a permanent/regular employee of NIT Agartala with a minimum service of 3 years. A No Objection Certificate from the Head of the Institute must be attached at the time of application. The applicant needs to execute a bond with the Institute as per Institute norms/guidelines. These candidates will be governed by the regulations of the part time scholars.</p>
2.7	QIP Scholars (Q)
	<p>These category of scholars have to meet the criteria laid down by QIP and are admitted based on their performance in the interview conducted by NIT Agartala. Scholars admitted in such category should meet the qualification as laid down in rule 3.5.</p>

2.8	Foreign Scholars (F)
	Self-Financing foreign nationals including NRIs must produce a valid research visa at the time of seeking admission to the Ph.D. program. If admitted, they will be governed by such regulations and regulations as may be framed by the Government of India and NITA from time to time. These scholars will be governed by the regulations and regulations of the Regular scholars

3 Minimum Qualifications

	<p>The list of eligible disciplines in which the minimum educational qualifications have to be obtained as per rule 3.1 to 3.6 will be provided by each department in the Admissions Brochure, which will be updated from time to time. Additional and stiffer criteria than the minimum educational qualifications as laid down in rule 3.1 to 3.6 may be set by the Departmental Selection Committee from time to time for short listing candidates to be called for interview and or test.</p> <p>The admission brochure will also include details about inter-disciplinary research areas, which may be pursued by the research scholars for the Ph.D. degree and the corresponding eligible disciplines given by the Departments.</p>	
3.1	Admission to Ph.D. in Engineering	
	Scholars for admission to Ph.D. Program in Engineering Departments must satisfy one of the following criteria:	
	3.1.1	Masters Degree in Engineering/Technology or equivalent in an appropriate area with a minimum CGPA of 6.5 out of 10 point grading system or equivalent 60% marks. Preference will be given to GATE qualified candidates.
	3.1.2	Bachelor Degree in Engineering/Technology from a centrally Funded Technical Institute with an excellent academic record and with a CGPA of at least 9.0 or equivalent 85% marks. The candidate must have a valid Gate score tenable for the year of admission and have to carry out the course work as is mentioned in clause no. 11.4
	3.1.3	Masters degree in relevant science discipline with a good academic record and of exceptional merit are eligible for the relevant Engineering discipline with minimum CGPA of 6.5 or more out of 10 or at least 60% marks. Preference will be given to GATE qualified candidates.
3.2	Admission to Ph.D. in Science	
	Scholars for admission to Ph.D. Program in Science Departments must satisfy one of the following criteria	

	3.2.1	Master's degree in Sciences with a good academic record with a minimum of 60% marks (or equivalent or 6.5 CGPA in a 10 point grading system) or 55% (6.0 CGPA out of 10) with a GATE score or UGC/CSIR-NET/NBHM tenable for the year of admission. Preference will be given to GATE/NET qualified candidates.
	3.2.2	Master's degree in Engineering/Technology or equivalent is eligible with a good academic record with a minimum CGPA of 6.5 out of 10 point grading system. Preference will be given to GATE qualified candidates.
	3.2.3	B.Tech/ B.E degree from a centrally funded technical institute in India with a minimum CGPA of 9.0 on a 10.0 point scale or equivalent or 85% with a valid GATE score.
3.3	Admission to Ph.D. in HSS	
	3.3.1	Scholars for admission to the Ph.D. program in Humanities and Social Sciences (HSS) Department must have a Masters degree in relevant discipline (as per the advertisement) with a minimum of 60% marks or equivalent or 6.5 CGPA in a 10 point grading system or 55% (6.0 CGPA out of 10) with a UGC/CSIR-NET/NBHM tenable for the year of admission. The relevant discipline of research will include English; Economics; Commerce; Finance; Foreign Trade; Business Management; Geography; Rural Management & Development; Sociology and others as per requirement of the Department, which will be notified from time to time. Preference will be given to NET qualified candidates.
3.4	Admission to Ph.D. in Management	
3.4.1	MBA/P.G. Diploma in Management of 2-year duration with 60% marks (or a CGPA of 6.5 in 10 point scale). Preference will be given to GATE / NET qualified candidates.	
3.5	Institute Employees/Research scholars under QIP/Research Scholars under External Registration / Research scholars working under part-time category	
	3.5.1	For Research Scholars in the above categories, the minimum educational qualifications are the same as prescribed for full time research Scholars in 3.1, 3.2, 3.3 and 3.4 for admission to the Ph.D. program in the respective categories. However, GATE score or CSIR / UGC JRF or Lectureship / NBHM / JMET / CAT / AIMA or equivalent qualification as applicable for regular full time research scholars may not be required in these cases
3.6	Foreign Scholars	
	3.6.1	Foreign nationals can only register as regular full-time scholars. Foreign nationals with degree from Indian Universities will be treated at par with Indian nationals for admission purposes. Foreign nationals with foreign degrees must meet the minimum educational requirements as given in rule 3.1 to 3.4 equivalent to an Indian Master's degree in the relevant disciplines. In addition, they should have a valid GRE/ GMAT /GATE /JMET/ CAT/ XAT/ MAT/ ATMA/ UGC or CSIR/NET and a score in TOEFL/IELTS or equivalent examination.

4 Admission Procedure

4.1	Admission to the Ph.D. Program of the Institute will normally be in the months of January and July every year. For the admission in the month of January, an advertisement will be issued in the beginning of the month of October and for admission in the month of July, an advertisement will be issued in the month of April in local dailies, National dailies and Institute Website.	
	4.1.1	JRF/SRF appointed under a sponsored project may be allowed to be inducted into a Ph.D. program, in the category of Project Staff, irrespective of an open advertisement, subject to fulfilment of the minimum qualifications as laid down in various sub-clauses of clause 3.0
	4.1.2	Such candidates may apply to Dean Academic for permission to enrol in a Ph.D. program. The application should be forwarded by the principal investigator (PI) of the project to the office of the Dean Academic after informing Dean Research & Consultancy (R&C).
	4.1.3	Dean academic will set up a committee in consultation with chairman senate, which will evaluate the aptitude and knowledge of the candidate(s) to carry out research by conducting a written test and/or interview. If found suitable, the committee will recommend the candidate to take admission. The candidate will take admission at the beginning of a semester so as to be eligible to register the allotted course works
4.2	The faculty member interested in supervising Inter-disciplinary Research under the umbrella of a department has to prepare the area of research and eligibility criteria and send to Academic Section by the beginning of October and beginning of April for admission in the month of January and July respectively.	
4.3	Eligible candidates possessing the minimum educational qualifications and satisfying additional criteria, as set by the departments from time to time, will be called for a test and/or interview by the Academic section of the institute. Foreign candidates/NRIs (seeking admission in the category as per 2.8) may be allowed to appear in an online test and/or attend the interview through video conferencing from outside India.	
	4.3.1	Admission to all the categories of scholars (2.1 to 2.8) is granted on the basis of the cumulative marks obtained in the interview/admission test and weightage of academic performance. Preference will be given to GATE / NET qualified candidates.
	4.3.2	The Departmental Selection Committee will recommend to the Chairman, Senate the list of selected candidates based on the merit and a 200 point of all India reservation rosters. Separate rosters are to be maintained for regular and part-time candidates. Reservation rosters will not be applicable for Foreign students.

	4.3.3	Candidates whose selection is approved by the Chairman, SENATE will be admitted to the Ph.D. program of the Institute after payment of the prescribed fees.
4.4	In the case of candidates looking for external registration, the following additional conditions are to be satisfied:	
	4.4.1	The candidates have to be in residence at the Institute for at least one semester or more (depending on the course work allocated by the DC) during his/her Ph.D. program. The candidate will have to produce a No-objection certificate from his/her organization/institute so that he/she can complete his/her residential requirements at NIT Agartala.
	4.4.2	The candidate must submit full details of the facilities relevant to the research program available in the organization where he/she is employed, duly certified by the sponsoring authority and approved by the Dean (Academic) or any competent authority approved by the Senate.
	4.4.3	The candidate will have to submit a certificate from the sponsoring authority that required facilities will be made available by the organization
	4.4.4	In the case of these scholars the Bio-data of the Local Supervisor should be submitted for consideration of Departmental Postgraduate Program Committee (DPPC) and for the approval of the SENATE
	4.4.5	When in residence, a scholar has to reside on campus in the designated hostel / house. Exemptions will be granted by the competent authority only in rare cases, if justification provided by the scholar is found proper

5 Financial Support

5.1	The Regular candidates are eligible for a scholarship as per MHRD/ Institute norms.
5.2	Scholars with fellowship tenable at the time of admission from CSIR/UGC/NBHM/QIP or any other organization recognized by the Institute will also be permitted.
5.3	Scholars receiving assistantship from the Institute or from any other funding agencies will be required to perform 8 hours of academic duties per week or any other duty to be assigned to them by the departments from time to time

5.4	Extension of scholarship will be subject to the recommendation of the concerned doctoral committee (DC) and HOD based on the satisfactory performance of the scholar in research and in the assigned Departmental duties. Progress will be evaluated by the DC on the basis of written report and/or presentation.
5.5	Scholarship of any category will be stopped once the scholar submits provisional thesis or changes the category from Regular to any other or Cancels the admission.
5.6	No financial assistance from the Institute will be available to scholars of category Part time, Institute Employee, QIP and Foreign Scholars. Project staff will get funding from project as per regulations, but will not get any additional assistance from the Institute even if the project period expires.

6 Leave Regulations

6.1	A Ph.D. scholar is eligible for 30 days leave in a year, including Casual Leave, Saturdays, Sundays or holidays during the leave period are counted towards leave, except for prefixed or suffixed holidays. He/she will not be entitled to semester breaks, summer and winter vacation.
6.2	Medical leave to the maximum of 10 days may be granted to a Ph. D. Scholar over and above 30 days of admissible leave under special circumstances.
6.3	A Ph.D. scholar is eligible for 180 days of maternity (in case of female) or 15 days of paternity leave (in case of male) as applicable only once during the entire period of her/his Ph.D. program. Such leave will be sanctioned by the Dean Academic if recommended by the Supervisor and forwarded by the HoD. The scholar has to produce a certificate from Senior Medical Officer /Medical Officer of the institute.
6.4	Academic leaves: To attend conferences/ seminars/ workshops/ trainings/ short-term courses, a maximum of 20 days of leave is permissible in an academic year.
6.5	In exceptional cases Chairman Senate may grant extra leave on case to case basis only on prior sanction basis.

6.6	Absence without obtaining prior sanction of leave will be considered as an act of indiscipline and shall entail reduction of scholarship on a pro rata basis, besides any other action that may be decided by the Institute.
6.7	Any absence over and above the prescribed limit of admissible leave shall entail deduction from the scholarship, besides other actions as may be decided by the Institute.
6.8	Head of the Department (HoD)/ Dean Academic sanctions leave (for clause 6.1, 6.2 & 6.4) on recommendation by the Supervisor. In absence of supervisor any member of DC may recommend.

7 Supervisor(s)/ Joint supervisor(s)

7.1	A regular/permanent faculty of NIT Agartala who is a Professor/Associate Professor/ Assistant Professor with a doctoral degree will be recognized as a Supervisor. A supervisor at the entry level should have published 3 SCI/SSCI journals to be eligible to supervise a scholar.
7.2	The faculty, of the department where the scholar is admitted, to whom the scholar is initially entrusted to carry out the research activities will be called as a Supervisor (qualifications of the faculty will be as per 7.1). Depending on the need of research a Co-supervisor or a Joint-supervisor (refer to 7.3) may be allowed to supervise along with the existing supervisor. This will be allowed not later than 4 semesters after admission of the scholar. The Co-supervisor will be a faculty, with qualifications as laid down in clause 7.1, from the department where the scholar is admitted or any allied department of NIT Agartala or any institute of repute. A scholar, at any point of time, may work under the supervision of a maximum of two faculties.
7.3	The following categories of persons, who have a Ph.D. degree, are permitted to be associated with the Ph.D. program of a scholar as a Joint Supervisor along with a Supervisor from the department where the scholar is admitted.
	(i) Faculty members of the institute, with doctoral degree, nearing superannuation with less than 3 years of service left at the Institute.
	(ii) Faculty members, with doctoral degree, of the institute as Emeritus/Contract/Adjunct or Scientific-Officer/Officer.

	(iii)	A faculty of NIT Agartala (refer 7.1) after superannuation, if gets reappointment in NIT Agartala, may act as a Joint-supervisor
	(iv)	Such joint supervisors upon getting regular appointment in NIT Agartala will be considered as co-supervisor as per rule 7.2.
	(v)	A person having very high academic achievement nationally/internationally.
	(vi)	Scientists from industry other than those in the category of Local Supervisor (See 8.3 as below).
7.4	In case due to demise/ retirement/or any other reason, a supervisor/co-supervisor/joint-supervisor is unable to supervise a scholar, the DC may choose a replacement from the Department. In case the scholar is being guided by two faculties, the DC may allow the scholar to continue with one only. In case a faculty (supervisor/co-supervisor/joint-supervisor) resigns from NIT Agartala, she/he may be allowed to continue as a joint-supervisor. However, she/ he must be attached to any academic or research institution	
7.5	In exceptional cases when a faculty, who was a sole supervisor of a scholar, leaves the institute or is unable to be a guide the scholar as per 7.2 and no suitable faculty is available in the concerned department to supervise the scholar in the area where he/she is working, a scholar may be allowed to choose a supervisor from any allied department of the Institute. The scholar shall be associated with and under the control of the department giving admission, throughout the Ph.D. course. The DPPC chairman of the concerned department has to seek permission from the chairman senate, through Dean (AA), before such a faculty, from an allied department, can be allowed to guide the student. The permission should be sought with proper justification in favour of the competence of the supervisor from an allied Department, to guide the scholar in topic relevant to the Department of admission of the scholar. The justification should be in terms of Ph.D. thesis guided or research paper published or both. The final decision is subject to the approval of Chairman SENATE. In the course of Ph.D. studies such scholars shall not divert the area of research relevant to the Department of admission.	
7.6	At any point of time if the sole supervisor of a scholar leaves the institute after the synopsis seminar, then HOD of the department where the student has registered will take care of all activities during submission of the thesis requesting the sole supervisor to visit the institute at a convenient date for fulfilment of the submission of the thesis. In such case, HOD may act as an administrativesupervisor.	

7.7	A supervisor for Ph.D. scholars may be appointed from foreign / Indian universities within the time limit approved by the Senate within 24 months of admission as a Joint Supervisor. For recommendation of the Joint supervisor beyond the time limit Dean Academic may consider such requests on case-to-case basis and approval from chairman senate. However, no TA/DA or any other financial benefit will be given to supervisor from foreign university.
7.8	A supervisor of NIT Agartala will be entitled for 2 points, when he/she guides a scholar (of any category) solely and will be entitled for 1 point for guiding scholar (of any category) jointly with another co-supervisor or Joint supervisor. The accumulated points for a supervisor at any point of time should not be more than 10 (excluding project scholars).
7.9	Rule 7.8 will not be applicable in counting of points if the supervisor is a principal investigator or co-investigator of a project and a scholar working under such project enrolls in Ph.D. under such supervisors under Project category. If the category of such scholar changes to Part time due to any reason the rule 7.8 will be applicable.
7.10	One faculty member will not be allowed to guide more than 4 Ph.D scholars with Institute fellowship as supervisor. However, in exceptional case the faculty member can guide more than 4 Ph.D scholars with Institute fellowship provided it is approved by the Senate.
8 Appointment of Supervisor(s)	
8.1	The Departmental Post Graduate Program Committee (DPPC) will appoint Supervisor(s) of Ph.D. scholars after obtaining mutual consent from scholar and supervisor(s). All the desiring supervisors may attend the selection viva to interact with the candidates and know their field of interest. The committee may exercise such mechanisms so that the desiring supervisors are allotted one scholar each, with a maximum of 2 scholars during any admission session.
8.2	The Supervisor(s) should be identified and appointed at the earliest and within one month from the date of admission.
8.3	Scholars in external registration category shall have one Supervisor from the Department (Institute Supervisor) and one from the parent organization (Local Supervisor).

9 Doctoral Committee (DC)

9.1	The Head of the concerned Department (HOD) where the Scholar is enrolled in Ph.D. program will be the Ex-officio Chairman of the DC. If the HOD happens to be the supervisor/co-supervisor of a scholar, of his department, the senior most Professor/ previous HOD will be nominated by the Chairman, senate as Chairman of that DC.	
9.2	If the HOD of any Department does not have Ph.D. degree, the Chairman SENATE will decide a suitable Chairman of DC (s) of the Department on case to case basis.	
9.3	Supervisor(s) as per regulations 7 & 8.	
9.4	Members: Two faculty members (one from the Department where the scholar is enrolled and the other from allied department).	
	9.4.1	Additional Members (if desired): Staff in the post of Scientific-Officer /Officer from NIT Agartala/ other educational Institution / Industries with a Ph.D. in relevant area may be nominated as member for Ph.D. scholars.
9.5		All the DC members from Academia must have Ph.D. degree.
9.6		The DC members for Interdisciplinary scholars to be nominated as follows:
	9.6.1	Chairman same regulations 9.1 & 9.2
	9.6.2	Two Supervisor (One from the Department where the scholar is enrolled and other from the allied Department)
	9.6.3	Two Members (One from the Department where the scholar is enrolled and other from the allied Department)
	9.6.4	One DC member from the department other than the departments of the Supervisors.
9.7	The DC will be constituted by the DPPC with subsequent approval of Dean Academic and Chairman Senate. The DC must be constituted within 1 month from the last date of admission to Ph.D. program. During the period of one month from the date of closing of admission, the DPPC will perform the duties of DC. DPPC chairman will act as DC chairman during this period.	

9.8	The supervisor(s) may convene the DC meetings as and when necessary in addition to the mandatory meetings, if applicable
9.9	If for any reason the DC of a scholar is not constituted within a period of one month from the closing date of admission to Ph.D. program by the department in which the scholar is admitted, the chairman DPPC of the said department will be held responsible.
9.10	All the notices regarding DC meetings will be issued by DPPC chairman

10 Change of Doctoral Committee

10.1	The Chairman Senate may permit a scholar to change his/her Supervisor(s) for valid reasons on the recommendation of the DPPC through Dean Academic.
10.2	To change a member of DC other than a supervisor, the DPPC chairman has to approach the Dean Academic for approval after taking consent from the existing DC members.

11 Course Work

11.1	The DC will normally meet within 15 days from the date of its formation to interview the scholar and prescribe the course(s) to be completed by the scholar.
11.2	This rule is applicable to all categories of scholars to be admitted in NIT Agartala to pursue Ph.D.

11.3	For Scholars with M.Tech/ M.E./ or equivalent degree, pursuing Ph.D. in Engineering or in Science or in Humanities or Management should take a minimum 12 credits (from the current compulsory/elective courses of the PG programs being offered by the institute) including a compulsory course of Research Methodology. In all the subjects, with credit, the candidate has to obtain at least "C" Grade. Otherwise she/he will have to repeat the same subject(s). If the scholar fails in his/her second attempt to secure the prescribed grade in one subject out of the assigned subjects in the course package, the admission of the candidate will be cancelled and the name will be struck off the rolls.
11.4	The GATE qualified fresh B.Tech candidates will have to complete the course works of at least 24 credits in addition to research methodology. Such courses are to be selected from the PG courses being offered by the departments. Also, in all the subjects the candidate has to obtain at least "C" Grade. Otherwise she/he will have to repeat the same subject(s). If the scholar fails, in his/her second attempt, to secure the prescribed grade in a subject out of the assigned subjects the admission of the scholar will be cancelled and the name will be struck off the rolls.
11.5	The candidate who has Masters Degree in Science but would like to register for Ph.D. in Engineering/Technology Discipline will have to complete at least 24 credits in addition to research methodology. Such courses are to be selected from the PG courses being offered by the departments. Also, in all the subjects the candidate has to obtain at least "C" Grade. Otherwise she/he will have to repeat the same subject(s). If the scholar fails in his/her second attempt to secure the prescribed grade in a subject out of the assigned subjects in the course package, the admission of the scholar will be cancelled and the name will be struck off the rolls
11.6	Candidates with M. Phil. Degree will be treated at per rule 11.3
11.7	If any course work/ subject is recommended by the DC for a Scholar and the subject is not offered/included by any Post Graduate Department, then the DC may frame syllabus for that particular course/subject and a teacher will be assigned against the course [Henceforth it will be called as independent study (IS)] and the Scholar may be instructed to prepare and study as per the syllabus framed by the committee. Such IS subjects will be not be considered while counting of total credits of course works.

11.8	Courses to be undertaken in rule 11.2 to 11.6 will be governed by the PG regulations of NITA as may be framed from time to time. However, if it is found that any coursework recommended by the DC is not offered by NIT Agartala in its PG programme, the scholar may take such course from Massive Open Online Courses (MOOCs) funded by MHRD, Govt. of India.
11.9	UG courses suggested by DC, as a pre-requisite of a PG course or otherwise, may be allowed as additional courses. Such subjects will be considered credit less.
11.10	Minimum duration of course works for scholars of all categories with external registration /Part-time is one semester.
11.11	Academic section (Exam) will issue certificates to the Ph.D. scholars on successful completion of all the allotted credit based course works.

12 Comprehensive Examination

	The objective of the Comprehensive Examination is to test the general capability of the research scholar and the breadth of his/her knowledge in his/her discipline and areas related to his/her field of research
12.1	To test the overall competence and academic preparation of the scholar in the relevant field and specific area of the research program, a Comprehensive Examination will normally be held after the completion of 2 semesters.
12.2	Scholars governed by 2.1, 2.2, 2.3, 2.7 and 2.8 may appear for comprehensive examination after the completion of 2 semesters. All the course work as allotted by the DC to the scholar must be completed before the Comprehensive Examination.
12.3	Scholars governed by 2.4, 2.5 and 2.6 may appear for comprehensive examination after the completion of 3 semesters. All the course work as allotted by the DC to the scholar must be completed before the Comprehensive Examination.
12.4	Generally, the Comprehensive Examination shall be conducted by a Comprehensive Examination Committee, consisting of the Doctoral Committee members of the scholar. The DC may also include other faculty members of the Institute along with the existing DC members of the scholar.

12.5	In exceptional cases, due to compelling reasons noted in the file, Dean Academic may allow to bring a change in the existing approved committee of comprehensive examination.
12.6	The mode of Comprehensive Examination (oral or written or both) as well as the modus operandi (common to all students in a Department) will be decided by the DC and will be intimated to the students.
12.7	A scholar failing in the Comprehensive Examination in the first attempt will be given a second chance to appear for the examination after 1 month but within 6 months from the date of the first Comprehensive Examination. If the scholar fails in the second attempt also his/her admission shall stand cancelled.

13 Registration for Ph.D. Program

13.1	After the successful completion of the Course Work and Comprehensive Examination, the candidate has to submit a plan of work defining the research problem identified and course of investigation done and proposed to be pursued. An assessment of the current status of problem area and a justification for the work has to be prepared at this time. The scholar will make an oral presentation of the above proposal at a meeting of the Doctoral Committee for approval. On the recommendation of the DC, the Dean (AA) will issue a memo confirming the registration of the candidate.
13.2	Such presentation will be called REGISTRATION SEMINAR.
13.3	The topic of the research once decided by the committee will be binding for all, in vèrbatim, except rewording or cosmetic changes.
13.4	In case of change in the area or addition/ deletion of work, than that proposed during registration seminar, the scholar has to appear afresh for a registration seminar.

14 Progress Review

14.1	Every scholar has to submit a written report to the supervisor on the research carried out. The supervisor will convene a DC meeting (Refer to Rule 9.8 & 9.10) to discuss the progress of the scholar. Progress report will be signed by the DC members & sent to the office of the Dean Academic at the beginning of every semester, during semester registration schedule. This is mandatory for scholars of all categories.
14.2	The doctoral committee of each scholar of an Academic Department will make assessment of the progress of the scholar in his/her research work during each semester based on his/her written report as per 14.1. After due assessment, the DC will send a report to the Dean Academic in Ph.D Form number 11.
14.3	Continuance of registration and award/continuance of scholarship/Research Assistantship will be based on the recommendation of the Doctoral Committee.
14.4	In case of research scholars under external registration or working on a part-time basis, the Doctoral Committee will pay particular attention to the quantum of effort put in by the scholar towards doctoral studies and progress.
14.5	Inadequacy of effort/progress can be a reason for cancellation of registration

15 Semester Registration

15.1	Scholars of all categories in the Research Program will have to register each semester in person on the stipulated date till the submission of their provisional thesis.
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15.2	All the Research Scholars have to pay a semester registration fees and mess fees (if applicable) each semester, during semester registration dates.
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16 Change of Category

16.1	In case a regular scholar gets employment in any organization/ institution, she/ he may continue her/ his research work as a part-time scholar provided she/ he submits NOC from the organization/ institution where she/ he is employed. The DC may then recommend the change of category to the Dean Academic.	
	16.1.1	However if the regular scholar, mentioned in 16.1, has submitted his/her synopsis or the DC certifies that the scholar has carried out all the assigned objectives after registration seminar then the scholar may be allowed to remain as Regular scholar. The scholarship of such a scholar will be stopped.
16.2	If a part-time scholar gets employment or changes organization/ institution, she/ he will have to submit NOC from the organization/ institution where she/ he is employed	
16.3	A scholar seeking conversion from a part-time scholar to regular (full time) scholar with scholarship, he/she will have to undergo fresh admission process by applying as a full time scholar against regular Institute notification for admission to Ph.D. course. The final selection is subject to the recommendation of the Interview board and subsequent approval of the authority. However following terms and conditions will be applicable to such scholars.	
	16.3.1	Such conversion should be allowed not later than 2 semesters from admission as a Part-time scholar.
	16.3.2	The scholar should not be in receipt of any scholarship/salary from any source.
	16.3.3	A part time scholar shall be permitted to apply for such a conversion only once during the course.
	16.3.4	The scholar shall retain his/her part-time research scholar status if not considered for the conversion.

16.3.5	If selected as a fulltime scholar with scholarship, the scholar need not pay any admission fee and shall pay the regular semester fee only for the current semester.
16.4	A scholar, whose category changes, will be governed by the Ph.D. regulations of the changed category. This will be in effect from the date, as approved by the chairman senate.
16.5	The Doctoral Committee (DC) and the course work already completed, publications by the candidate would be retained and carried to the new category

17 Cancellation of Registration

	The Ph.D. registration of a scholar is liable to be cancelled for any of the following reasons:
17.1	Consistent lack of progress in research supported by a report from DC.
17.2	Discipline
i)	The conduct of the scholars within and outside the precincts/ premises of the Institute shall be in a manner befitting to the scholars of an institution of national importance.
ii)	As per the order of the Hon'ble Supreme Court of India, ragging in any form is banned: acts of ragging will be considered as a gross indiscipline and will be severely dealt with.
iii)	The following acts of omission and/or commission shall constitute gross violation of the code of conduct and are liable to invoke disciplinary measures:
a)	Lack of courtesy and decorum; indecent behaviour anywhere within or outside the campus.
b)	Wilful damage or stealthy removal of any property/ belongings of the Institute/ Hostel or of fellow scholars.
c)	Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drugs.
d)	Mutilation or unauthorized possession of library books.
e)	Noisy and unseemly behaviour, disturbing studies of fellow scholars

	f)	Hacking in computer systems (such as entering other person's area without prior permission, manipulation and/or damage of computer hardware and software etc.)
	g)	Any other act of gross indiscipline.
	iv)	Commensurate with the gravity of the offence, the punishment may be reprimand, fine, and expulsion from the hostel, debarment from an examination, rustication for a specified period or even outright expulsion from the Institute.
	v)	For an offence committed in (a) a hostel (b) in department or in a classroom and (c) elsewhere, the Warden, the Head of the Department and the Dean of Students Welfare, respectively, shall have the authority to reprimand or impose fine.
	vi)	All cases involving punishment other than reprimand shall be reported to the Chairman, disciplinary Committee.
	vii)	All major acts of indiscipline, which may have serious implications on the general body of scholars, and/or which may warrant a uniform and more formalized nature of investigation, shall be handled by the Scholars Disciplinary Committee, appointed by the SENATE.
	viii)	Cases of adoption of unfair means in an examination shall be reported to the Dean of Academic Affairs for taking appropriate action.
	ix)	In the event of a major punishment, the aggrieved party shall have the right to appeal to Chairman, SENATE.
	x)	Scholars are expected to observe norms of good behaviour, regulations and regulations prescribed and orders issued by the university authorities of the Institute from time to time.
17.3	Non-submission of the thesis within the stipulated period.	
17.4	Non-conformity with the regulations of the program.	
17.5	Giving false information at the time of application/admission.	
17.6	If a scholar fails to enroll in two consecutive semesters, his/her registration in the Ph.D. program will be automatically cancelled.	

17.7	A scholar may temporarily withdraw from his/her Ph.D. Program for a maximum up to 4 (four) semesters. This will require a prior permission of the Dean (Academic) with the concurrence of the DC. The tenure of the maximum duration of the Ph.D. program as mentioned under sub clauses of clause 19 will be inclusive of the withdrawal period.
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18 Minimum Duration for submission of Synopsis

	The minimum duration of the Ph.D. Program will be as follows:
18.1	Ph.D. scholars of the following category Regular (full-time), Sponsored (full-time), Project Staff, QIP Scholars and Foreign scholars with Post Graduate degree as eligible degree of qualification must register for a minimum of four semesters in order to be eligible for the submission of synopsis of Ph.D. thesis.
18.2	Ph.D. scholars of category Regular (full time), and governed by the regulation 11.4 or 11.5 must register for a minimum of 6 semesters in order to be eligible for the submission of synopsis of Ph.D. thesis
18.3	Ph.D. scholars of category Part-time, External Registration, and Institute Employees must register for a minimum of six semesters in order to be eligible for the submission of synopsis of Ph.D. thesis.
18.4	Chairman Senate on recommendation of Dean Academic and with the concurrence of the DC of a scholar, in special case, may decrease the duration by assigning reasons for such action

19 Maximum Duration of the Ph.D. Program

19.1	The maximum duration of the Ph.D. Program will be 10 semesters for full time (Regular, Sponsored, QIP, Foreign Scholar and Project Staff) scholars.
19.2	The maximum duration of the Ph.D. Program for Scholars of category Part-time, External Registration and Institute Employee this period will be 14 semesters.
19.3	Maximum duration for female Ph.D. scholars who avail maternity leave, is 10 semesters + number of days of maternity leave (not exceeding 180 days).
19.4	The period for all the categories of Ph. D. scholars may be extended by 2 semesters each time up to a maximum of 4 semesters on recommendation of DC and with the approval of the Chairman Senate in each case.

20 Synopsis of Thesis

20.1	Prior to the submission of the synopsis the research scholar must publish or get acceptance of paper in at least 3 (three) SCI/ SSCI/ Web of Science/Scopus indexed publications, out of which two papers must be in SCI/SSCI indexed journals.
20.2	The scholar will make presentation of his/ her thesis work before the DC. The DC, if satisfied, permits the scholar to submit the provisional thesis. As a prerequisite to submit provisional thesis, the scholar will first forward one spiral bound copy of synopsis along with a pdf format of the synopsis in an electronic media to the office of the Dean Academic
20.3	The soft copy of the synopsis will be sent to the examiner selected by the chairman senate or his nominee. If the examiner does not respond within 15 days, a reminder may be sent to him. In case the examiner fails to respond by another 15 days, the synopsis may be sent to the second examiner

21 Panel of Examiners

21.1	The DC will forward a panel of 6(six) examiners (3 examiners from within the country and 3 examiners from abroad) through the Chairman DPPC to the Dean (Academic) for necessary action and approval of the Chairman, SENATE. In the panel some examiners must be from the Institute of National importance/IIT/IISc/NIT/ TIFR/ Research Organizations/Universities of repute.
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22 Submission of Provisional Thesis

22.1	Within three months of the submission of the synopsis the scholar shall submit one copy of the provisional thesis in pdf format and three copies of his/her provisional thesis, along with two copies of Clearance certificate (Form 17) for submission of provisional thesis" to the Dean (Academic)through Chairman DC and HOD of the department where scholar is enrolled.
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23 Examiners of the Thesis

23.1	The thesis shall be referred by Dean (Academic) to two examiners (from one of the reputed Institution of the country and another one from a reputed Institution of outside the country as mentioned in regulation 21.1) chosen by the Chairman, SENATE or his nominee from the panel of examiners recommended by the DC.
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24 Thesis Reports

24.1	The examiners are expected to send the reports on the thesis within one month from the date of receipt of the thesis.
24.2	If an examiner does not send the report within one month, a reminder will be sent by the Dean Academic. If the report is not received within two months, from the date, the thesis was sent, the Chairman, SENATE will refer the thesis to the next examiner from the approved panel. The previous examiner will be informed accordingly.

24.3	If one of the two thesis examiners does not recommend the thesis for the award of the Ph.D. degree, the Chairman, SENATE may refer the thesis to another examiner from the approved panel
24.4	If an examiner suggests resubmission of the thesis, the scholar is allowed to resubmit the thesis after due revision within the time frame to be decided by Dean Academic in consultation with Chairman DC on the basis of magnitude of suggested revision.
24.5	If both the examiners do not recommend the thesis for the award of Ph.D. degree, the matter may be referred to the SENATE for an appropriate decision.
24.6	If both the examiners recommend for award of Ph.D. degree, the DC will consider the reports and recommend for the conduct of Oral Examination.
24.7	In all other cases, not covered by the above Regulations the matter will be referred to the Chairman Senate for consideration.

25 Oral Examination Board (OEB)

25.1	The following is the composition of the Oral Examination Board(OEB):															
	<table><tr><th>S N</th><th>Members</th><th>Role</th></tr><tr><td>1</td><td>Chairman of the DC</td><td>Chairman of OEB</td></tr><tr><td>2</td><td>One examiner of the thesis within the Member country, or an expert nominated by the Chairman Senate, from the panel of examiners approved by the DC</td><td></td></tr><tr><td>3</td><td>Supervisor(s)</td><td>One of them Convener other will be member</td></tr><tr><td>4</td><td>All other members of the DC</td><td>Members</td></tr></table>	S N	Members	Role	1	Chairman of the DC	Chairman of OEB	2	One examiner of the thesis within the Member country, or an expert nominated by the Chairman Senate, from the panel of examiners approved by the DC		3	Supervisor(s)	One of them Convener other will be member	4	All other members of the DC	Members
S N	Members	Role														
1	Chairman of the DC	Chairman of OEB														
2	One examiner of the thesis within the Member country, or an expert nominated by the Chairman Senate, from the panel of examiners approved by the DC															
3	Supervisor(s)	One of them Convener other will be member														
4	All other members of the DC	Members														
25.2	In exceptional cases, due to compelling reasons noted in the file, Dean Academic may allow to bring a change in the existing approved OEB.															

25.3	The OEB conducts the defense of the thesis by the candidate ensuring that he/she answers all the written queries of the thesis raised by the examiners satisfactorily. The oral examination will be open to all interested in the field.
25.4	If the OEB finds the performance of the scholars unsatisfactory, the scholar will be asked to reappear for another oral examination at a later date (not earlier than a month and not later than six months from the date of the first oral examination).
25.5	If the OEB evaluates performance of the Research Scholar as unsatisfactory on the second occasion also, then the matter will be referred to the SENATE for a decision.
25.6	The OEB may also recommend revisions to be made in the final version of the thesis after taking into consideration the suggestions of the examiners who evaluated the thesis and the discussion at the oral examination. The Chairman of the OEB shall forward the report to the Dean (Academic) certifying that the recommended revisions by the OEB, if any, have been incorporated in all copies of the final thesis.
25.7	In all cases, OEB shall send the report to the Dean (Academic) regarding the performance of the candidate.

26 Award of Ph.D. Degree

26.1	If the performance of the research scholar in the Oral Examination is satisfactory, he/she will be awarded Ph.D. degree on the recommendation of the SENATE and with the approval of the Board of Governors of the Institute.
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27 Power to Modify

27.1	Notwithstanding all that has been stated above, the Senate/BOG has the right to modify any of the above regulations from time to time.
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28 Ph.D. Forms

The different forms to be filled up and submitted by the scholar/ DPPC Chairman/ DC during the course of the Ph.D. program is detailed below. The documentation in the different forms related to DPPC/ DC/ Scholars should be supported by appropriate notice/ minute of meeting etc. as applicable. Chairman Senate may permit Dean Academic to change (Add/Delete/Alter) any/all of the Ph.D. forms if there be a need to do so.

1	Form NITA/ACAD/Ph.D./1(A)	Sponsorship letter from the Head of the Institution/Organization/Industry sponsoring a candidate for Ph.D. program. This form is to be attached by the appropriate applicant along with the application form for admission to the course
2	Form NITA/ACAD/Ph.D./1(B)	No Objection Certificate from the Head of the Institution/ Organization/ Industry for Part time scholars (Including Institute Staffs). This form is to be attached by the appropriate applicant along with the application form for admission to the course.
3	Form NITA/ACAD/Ph.D./2	Sponsorship Certificate from the Head of the Institution/ Organization/ Industry sponsoring an employee for external registration. This form is to be attached by the appropriate applicant along with the application form for admission to the course.
4	Form NITA/ACAD/Ph.D./3	Semester Registration form to be submitted by the candidate at the beginning of all semester till the submission of their thesis within stipulated dates.
5	Form NITA/ACAD/Ph.D./4	Undertaking to be executed by the Ph.D. Scholars during admission at the academic section.
6	Form NITA/ACAD/Ph.D./5	Formation of Doctoral committee.
7	Form NITA/ACAD/Ph.D./6	Enrolment for Ph.D. Degree. This form is issued after the formation of DC, finalization of course work for the candidate.
8	Form NITA/ACAD/Ph.D./6(A)	Change in Doctoral Committee other than supervisor.
9	Form NITA/ACAD/Ph.D./7	Formation of comprehensive examination committee.

10	Form NITA/ACAD/Ph.D./7(A)	Change of Examiner(s) in Comprehensive Examination Committee.
11	Form NITA/ACAD/Ph.D./8	Comprehensive Examination Report of a Ph.D. scholar to be submitted by the Comprehensive Examination Committee.
12	Form NITA/ACAD/Ph.D./9	Registration Seminar report to be submitted by DC.
13	Form NITA/ACAD/Ph.D./10	Registration Memo confirming the registration of the Research Problem of the scholar to be issued from the Office of Dean Academic.
14	Form NITA/ACAD/Ph.D./11	Assessment of academic progress of scholar to be submitted by the DC at the end of every semester till the thesis is submitted.
15	Form NITA/ACAD/Ph.D./12	Change/ Addition/ Deletion of Supervisor.
16	Form NITA/ACAD/Ph.D./12(A)	Change of category of enrolment of the scholar.
17	Form NITA/ACAD/Ph.D./13	Synopsis seminar report of a Ph.D. scholar.
18	Form NITA/ACAD/Ph.D./13A	Report on publications of the Ph. D. Scholar.
19	Form NITA/ACAD/Ph.D./14	Appointment of Examiners for submission of synopsis of thesis.
20	Form NITA/ACAD/Ph.D./14(A)	Recommendation of Examiners on Ph.D. Thesis.
21	Form NITA/ACAD/Ph.D./14(B)	Provisional Thesis receipt and Delivery record.
22	Form NITA/ACAD/Ph.D./14(C)	Certificate for submission of Ph.D. thesis.
23	Form NITA/ACAD/Ph.D./14(D)	Acceptance report of Examiners for examining the Ph.D. Thesis as per Synopsis report.
24	Form NITA/ACAD/Ph.D./15	Constitution of Oral Examination Board.
25	Form NITA/ACAD/Ph.D./15(A)	Change in the constitution of Oral Examination Board.
26	Form NITA/ACAD/Ph.D./16	Oral examination report of a Ph.D. scholar.
27	Form NITA/ACAD/Ph.D./17	Clearance certificate.
28	Form NITA/ACAD/Ph.D./18	Declaration related to Handling and Archiving of Thesis and Dissertations.

29	Form NITA/ACAD/Ph.D./19	Application for withdrawal.
30	Form NITA/ACAD/Ph.D./20	Advance towards TA, DA and Honorarium for Indian Examiner Coming for Ph.D. Oral Examination.
31	Form NITA/ACAD/Ph.D./21	Remuneration bill of Indian examiner for Ph.D. Oral Examination.


 (Dr. G. Bhargava)
 Registrar

29 Sequence of Events in the Ph.D. Curriculum

Steps	Event		Activities in the event	Responsibility	Rule associated with the event	Related Ph.D. Form	Time
1	Admission of Ph.D. candidates		Fill up an undertaking form	Academic section & MIS		Form 4	During Admission
2	Bulk semester registration of admitted candidates			MIS			Immediately after the admission ends
3	Formation of Doctoral Committee (DC)	1	Take Approval of DC in note sheet from Chairman Senate	DPPC chairman	Rule 9	Form 5	One month from the date of closing of admission
		2	Create the DC online				
4	Coursework allotment for the scholars		Allot course online in various semesters	Supervisor	Rule 11	Form 6	The DC should interview the scholar within 15 days after formation of DC
5	Semester Registration	1	Student to use MIS login ID and select the courses allotted for the semester if any.	Student	Rule 15	Form 3	Immediately after step 4
		2	Semester registration is to be carried out every semester by the scholar till submission of provisional thesis/cancellation of course/ Exceeded Maximum duration		Rule 19		During scheduled dates

Steps	Event		Activities in the event	Responsibility	Rule associated with the event	Related Ph.D. Form	Time
6	Progress Report		A Progress report every semester during semester registration for all categories of scholar	Supervisor	Rule 14	Form 11	During the semester registration schedule
7	Comprehensive Examination	1	Create comprehensive exam committee online and take approval of the committee from Dean Acad	Supervisor	Rule 12	Form 7	After 18 months for regular scholars and 24 months for part time scholars
		2	Report of comprehensive viva	Supervisor		Form 8	After comprehensive viva
8	Registration Seminar	1	Print Registration report online	Supervisor	Rule 13	Form 9	After Registration Seminar
		2	Print Registration Memo online	Supervisor		Form 10	
9	Synopsis Seminar	1	Print Synopsis report online	Supervisor	Rule 18, 19 & 20	Form 13	After Synopsis Seminar
		2	Report of publications of the Ph. D. Scholar online	Supervisor	Rule 20.1	Form 13A	

Steps	Event		Activities in the event	Responsibility	Rule associated with the event	Related Ph.D. Form	Time
10	Submission of Provisional thesis Ph.D.	1	Supervisor gives the declaration after completion of synopsis by printing the form online	Supervisor	Rule 22.1	Form 14C	
		2	Supervisor fills up the form for Recommendation of Thesis Examiners offline.	Supervisor	Rule 21.1	Form 14	
		3	A form to seek clearance for submitting Provisional Thesis	Student prints the form online	Rule 22.1	Form 17	
		4	Scholar submits the provisional thesis along with Clearance Form and signature in Provisional Thesis submission receipt	Student prints the form online		Form 14B	

Steps	Event		Activities in the event	Responsibility	Rule associated with the event	Related Ph.D. Form	Time
11	Open defense viva	1	Formation of open defense committee	Supervisor prints the form online	Rule 25	Form 15	After the receipt of thesis report and correction of the same
		2	Oral examination report	Supervisor prints the form online		Form 16	Supervisor prints the Form online without the recommendation
		3	Fill up the Form 16	All the members of open defense committee		Form 16	After the open defense seminar is over.
12	Submission of Final thesis	1	Declaration to be given by the author of the thesis.	Student prints the form online		Form 18	After all necessary corrections are incorporated as suggested by oral examination committee.

30 Exceptions in the Ph.D. Curriculum

S. No.	Event		Activities in the event	Responsibility	Rule associated with the event	Related Ph.D. Form	Time
1	Change of Doctoral Committee (DC)	1	Propose change of any member of DC other than supervisor	DPPC chairman	Rule 10	Form 6A	After DC agrees for the change
		2	Propose change/addition/deletion of any supervisor in the DC			Form 12	
2	Change of Comprehensive exam committee		Propose change of any member of Comprehensive Exam Committee	Supervisor	Rule 12.5	Form 7A	After DC agrees for the change
3	Change of Open defense exam committee	1	Propose change of any member of Open defense Committee	Supervisor	Rule 25.2	Form 15A	After DC agrees for the change
4	Change of Category	1	The scholar generates the form online	Scholar	Rule 16	Form 12A	
5	Withdrawal	3	The scholar generates the form online	Scholar	Rule 17.7	Form 19	



(Dr. G. Bhargava)

Registrar