NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA
Ph.D. REGULATIONS

1. GENERAL

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

1.2 The Programme of Research with the governing rules and 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 rules and regulations from time to time with due recommendation from the Senate.

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

1.4 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.

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

2. CATEGORIES OF Ph.D. STUDENTS

The Institute admits Ph.D students under the following categories:

2.1 REGULAR (FULL-TIME)

These are students who work full time for their Ph.D and may receive assistantship from the Institute or fellowship from CSIR/UGC or any other recognized funding agency or may be self financed.

2.2 SPONSORED (FULL-TIME) STUDENTS

A candidate in this category is sponsored by a recognized R&D organization, Educational institute, National institute, Govt. organization or Industry 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.

2.3 PROJECT STAFF

This category refers to the candidates who are working on sponsored projects in the Institute and admitted to the Ph.D. programme. The duration left for the project at the time of admission should be at least 2 years.

2.4 PART-TIME STUDENTS

This category refers to the candidates who are locally and professionally employed / unemployed personnel, who can attend classes at the Institute. These candidates should be able to attend regular classes as per the schedule of the Institute.

In case of employed personnel the applicant must be a regular employee of a recognized R&D organization, UGC/AICTE approved recognized Institute, National Institute, Government Organization or Industry organization at the time of admission and be engaged in professional work in the discipline in which admission is sought. The candidates who are working in a government organization or an industry which is located within a distance of 40 Km from the Institute will be treated as local candidates. The Institute will provide no financial assistance to such students.

For employed personnel 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.

2.5 EXTERNAL REGISTRATION

This category refers to candidates employed in R&D 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 in the parent organization of the candidate under a Local Supervisor from the organization but with the overall guidance and advice provided by a faculty member of the Department (Institute Supervisor) in which he/she is registered. The appointment of the local Supervisor is to be reported to the SENATE through Dean (Academic) for final approval. Sponsorship certificate from the Head of the organization where the candidate is employed [Form 1(C)] must be enclosed at the time of application. No financial assistance from the Institute will be provided to such students.

2.6 INSTITUTE EMPLOYEES

Institute employees may be sponsored as part-time students 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. 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.

3. MINIMUM QUALIFICATIONS

3.1   Students for admission to Ph.D. Programme in Engineering Departments must satisfy one of the following criteria:

    3.1.1   Master Degree in Engineering/Technology or equivalent in an appropriate area with a minimum CGPA of 6.5 or equivalent 60% marks.

    3.1.2   Bachelor Degree in Engineering/Technology 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.

3.2   Students for admission to the Ph.D. Programme in Science Departments must have a Master degree in the relevant discipline with a minimum of 55% of marks or equivalent.

3.3   Students for admission to the Ph.D. Programme in Humanities and Social Sciences (HSS) Department must have a Master degree in relevant discipline with a minimum of 55% marks or equivalent.

3.4   Students for admission to Ph.D programme in Management must have a MBA degree in relevant discipline with a minimum CGPA of 6.5 or 60% marks.

4. ADMISSION PROCEDURE

4.1   Admission to the Ph.D. Programme 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 month of October/November and for admission in the month of July, an advertisement will be issued in the month of April/May in reputed National News Papers and also in Institute's Website.

4.2   Admission to all the category of students is granted on the basis of an interview/admission test and / or performance in M.Tech/M.E./B.Tech./B.E./ B. Sc. Engg./ M.Sc/M.A./MBA/M.C.A. or any equivalent degree.

Candidates whose selection is approved by the Chairman, SENATE will be admitted to the Ph.D. programme of the Institute after payment of the prescribed fees.

4.3   In the case of candidates looking for external registration, the following additional conditions are to be satisfied:

    4.3.1   The candidates may be required to be in residence at the Institute for at least one semester during his/her Ph.D. Programme. 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.

    4.3.2.   The candidate must submit full details of the facilities relevant to the research programme 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.

    4.3.3.   The candidate will have to submit a certificate from the sponsoring authority that required facilities will be made available by the organization.

    4.3.4.   In the case of these students the Biodata of the Local Supervisor should be submitted for consideration of DPPC and for the approval of the SENATE.

4.4   When in residence, a student has to reside in 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 & FEE STRUCTURE

Students admitted to the Ph.D. Programme will be considered for assistantship according to the following norms:

5.1   Full time Scholars with post graduate qualification in Engineering/ Technology at the time of admission are eligible for the award of MHRD scholarship as per MHRD and Institute guidelines.

5.2   Full time Scholars with post graduate qualification in Science/ Humanities and with valid GATE/NET score at the time of admission are eligible for the award of MHRD scholarship as per MHRD and Institute guidelines.

5.3   Full time Scholars with Bachelor's degree in Engineering/Technology must have a valid GATE score at the time of admission for the award of MHRD scholarship as per MHRD and Institute guidelines.

5.4   Full time Scholars with post graduate degree in Science/ Humanities and without GATE/NET score at the time of admission are eligible for the award of Institute Scholarship as per Institute norms/ guidelines. Such scholars are referred to as Institute Scholars.

5.5   For Institute Scholarship the candidate has to qualify a Test/Examination organized by the concerned Department followed by recommendation of the Interview board and subsequent approval of the authority.

5.6   Students with fellowship tenable at the time of admission from CSIR/UGC/NBHM or any other organization recognized by the Institute will also be permitted.

5.7　Students receiving assistantship from the Institute or from any other funding agencies will be required to perform academic duties assigned to them by the departments as per rules in force from time to time.

5.8　Assistantship will initially be for a period of one year and it can be extended by one year at a time, to a maximum of total

(a) 4 years for scholars with Post graduate qualification in Engineering/ Technology.

(b) 5 years for scholars with Post graduate qualification in Science/Humanities with a valid NET/ GATE score.

(c) 5 years for scholars with Bachelor's Degree in Engineering/ Technology with a valid NET/ GATE score.

(d) 4 years for Institute scholars (Scholars with a post graduate qualification in Science/ Humanities and without a valid GATE/ NET score)

Assistantship rate and tenure is subject to change as per MHRD/ Institute guidelines applicable from time to time.

5.9　Extension of scholarship will be subject to the recommendation of the concerned 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 presentation.

5.10　No financial assistance from the Institute will be available to part time students. Project staff will get funding from project as per rules but will not get any additional assistance from the Institute.

5.11　All the Research Scholars have to pay the admission fee one time during admission in the respective programme and also the registration fees at the beginning of each semester till the submission of thesis within stipulated dates.

6. LEAVE RULES

6.1　A Ph.D. student is eligible for 30 days leave in a year including Casual Leave. However, in exceptional cases Senate may grant extra leave on case by case basis.

6.2　A female Ph.D. student is eligible for 180 days of maternity leave once during the entire period of her Ph.D. programme.

6.3　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.

6.4　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.

6.5　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.

7. ACADEMIC REQUIREMENTS

7.1　**Supervisor(s)**

7.1.1　Every student admitted to the Ph.D. Programme of the Institute must carry out his/her research work normally under the guidance of the faculty member of the department which admits the students. This faculty member will be called the Supervisor of the student.

7.1.2　In exceptional cases when suitable supervisors are not available in the concerned department, a student may be allowed to choose a supervisor from any allied department of the Institute. The student shall be associated with and under the control of the department giving admission, throughout the PhD course. A request in the form of a proper justification in favor of the competence of the concerned supervisor from an allied Department, to guide the student in topic relevant to the Department of admission of the student must be submitted by the DPPC to the Chairman Senate through the Head of the Department and the Dean (AA). The justification should be in terms of PhD thesis guided or Research paper published or both. The final decision is subject to the approval of SENATE. In the course of PhD studies such students shall not divert the area of research relevant to the Department of admission.

7.1.3　A student may also work under the joint supervision of a maximum of two supervisors, out of which one may be from the same department or from another department or from other reputed Institution. Both the faculty members will be called the supervisor of the student. In all cases it is mandatory that one of the supervisors must be a regular/ permanent employee of the Institute. The same is applicable to the students seeking supervisor from any allied department of the institute (See 7.1.2 as above).

7.1.4　In case of demise/ retirement of one of the supervisors, the DC may choose a replacement or may also allow the student to continue with one supervisor only. But in case of resignation/ lien, the concerned faculty member may be allowed to continue as supervisor if she/ he is willing to continue. However, she/ he must be attached to some institution.

7.1.5　A student may also work under the Joint supervision of a supervisor and a Joint supervisor. The following categories of persons are permitted to be associated with the Ph.D. Programme of a student only as a Joint Supervisor but not as a Supervisor.

(i) Faculty members nearing superannuation with less than 3 years of service left at the Institute.

(ii) Faculty members on contract for more than 1 year. On getting regular appointment in any Institute of repute such retired faculty member(s) will be considered as supervisor as per clause 7.1.3.

(iii) Visiting faculty members.

(iv) A person having very high academic achievement nationally/internationally.

(v) Scientists from industry other than those in the category of Local Supervisor (See 7.2.3 as below).

7.1.6. A Supervisor will be entitled to guide 10(ten) scholars at a time out of which full time scholar is limited to 5(five) including joint supervision.

7.2 Appointment of Supervisor(s)

7.2.1 The Departmental Post Graduate Programme Committee (DPPC) will appoint Supervisor(s) of Ph.D. students after obtaining their mutual consent from student and supervisor(s).

7.2.2 The Supervisor(s) should be identified and appointed at the earliest and within two months from the date of admission.

7.2.3 Sponsored students (external registration) shall have one Supervisor from the Department (Institute Supervisor) and one from the parent organization (Local Supervisor)/other institute of repute.

7.3 Change of Supervisor(s)

The Chairman, SENATE may permit a student to change his/her Supervisor(s) for valid reasons on the recommendation of the DPPC through Dean (Academic Affairs).

7.4 Doctoral Committee (DC)

7.4.1 To monitor the progress of research of the students, there will be a committee called Doctoral Committee (DC) consisting of:

(i) One faculty member preferably from the same department other than the Supervisor(s) to be nominated by the DPPC.   Chairman

(ii) The Supervisor(s)   Member(s)

(iii) Two other faculty members of which at least one must be from the Department.   Member

7.4.2 The DC will be constituted by the DPPC with subsequent approval of Dean Academic and Chairman Senate. The DC must be constituted within 2 months from the last date of admission to PhD programme.

7.4.3 The Chairman, DC may convene the DC meetings as and when necessary in addition to the mandatory meetings, if applicable, as mentioned in 7.10.

7.4.4 Until the DC is constituted, the DPPC will perform the duties of the DC.

7.5 Course Work

7.5.1 The DC will normally meet within 15 days from the date of its formation to interview the student and prescribe the course(s) to be completed by the student.

7.5.2 For Regular Scholars: The total credit of course work to be completed by an individual research scholar will be decided by DC. However, a course work on Research Methodology will be a compulsory course of 3 credits to all Research Scholars (Engineering / Science / Humanities / Management etc.). 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 student fails in his/her second attempt to secure the prescribed grade in one subject out of the assigned subjects in the course package, the DC may review the overall performance of the candidate and may exempt from repeating the subject and a lower grade may be accepted.

7.5.3 The GATE qualified fresh B.Tech. candidates will have to complete the course works of at least 24 credits excluding research methodology 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).

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 excluding research methodology and has to obtain a minimum CGPA of 6.5. 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).

7.5.4 Candidate with external registration /Part-time in house: Candidates having a minimum 2 years of teaching/ research/industry experience from any recognized Institute/Industry will be treated at per clause 7.5.2.

7.5.5 Candidates with M. Phil. Degree will be treated at per clause 7.5.2.

7.5.6 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. Syllabus is to be approved by the SENATE. If expert in any such above mentioned subject/course is not available within the Institute, necessary Question Papers may be prepared by some experts from other Institutes. The examination is to be conducted by the Examination Section of the Institute as per the Examination Rules for any existing regular Post graduate course. Dean (Academic) will provide the code of the different Courses in consultation with the Departments concerned.

7.6. Comprehensive Examination:

7.6.1. To test the overall competence and academic preparation of the student in the relevant field and specific area of the research programme, a Comprehensive Examination will normally be held before the completion of 18 months for the full time scholars with Master's Degree and 24 months for students only with Bachelor degrees from the date of admission. However for Part time scholars the comprehensive examination will normally be held before the completion of 24months from the date of admission. All the course work must be completed before the Comprehensive Examination.

7.6.2 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.

7.6.3 A student 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 student fails in the second attempt also he/she will be asked to leave the Ph.D. programme.

7.7 Registration for Ph.D. Programme

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 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 student 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 (Form-10).

7.8. Progress Review

The DC will meet to review the progress of the Research Programme of the student every six months. The DC will report the progress of the student to Dean of Academic Affairs after every such meeting through the Head of the Department. Evaluation of the progress of Research Scholars will be based on written report and oral presentations and will be conducted at the end of each Semester decided by the DC in consultation with the Research Scholars.

7.9 Enrolment

7.9.1 Students of all categories in the Research Programme will have to enroll in person each semester on the stipulated date till the submission of their thesis.

7.9.2 (a) In case a full time 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.

(b) 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.

7.9.4 A scholar seeking conversion from a part-time scholar to full time scholar with scholarship will have to undergo fresh admission process by applying as a full time scholar against regular Institute notification for admission to PhD course. The final selection is subject to the recommendation of the Interview board and subsequent approval of the authority.

However following terms and condition will be applicable to such scholars:

a) Such conversion should be allowed not later than 2 semesters from the date of admission as Part-time scholar.

b) The candidate should not be in receipt of any scholarship/salary from any source.

c) A part time scholar shall be permitted to apply for such a conversion only once during the course.

d) The candidate shall retain his/her part-time research scholar status if not considered for the conversion.

e) If selected as a fulltime scholar with scholarship, the student need not pay any admission fee and shall pay the regular semester fee only for the current semester.

f) If selected, the student shall be considered as a full time scholar from the date of semester registration immediately following his/ her selection and henceforth all the rules of leave, financial support, fee structure & academic requirements, applicable as on the current date, for a full time scholar would be binding on him/her.

g) For all deadlines related to such a candidate, the date of his/ her first registration as a full time scholar is applicable. However the comprehensive examination will he held normally within 24 months from the date of admission as a part time scholar.

h) The Doctoral Committee (DC) and the course work already completed by the candidate would be retained.

7.9.3 They will be required to pay the prescribed fees till the submission of their thesis within stipulated dates.

7.10. Cancellation of Registration

The Ph.D. registration of a student is liable to be cancelled for any of the following reasons:

(a) Consistent lack of progress in research supported by a report from DC.

(b) Discipline

   i) The conduct of the students within and outside the precincts of the Institute shall be in a manner befitting to the students 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:

   - Lack of courtesy and decorum; indecent behavior anywhere within or outside the campus.

   - Willful damage or stealthy removal of any property/ belongings of the Institute/ Hostel or of fellow students.

   - Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drugs.

   - Mutilation or unauthorized possession of library books.

   - Noisy and unseemly behavior, disturbing studies of fellow students.

   - Hacking in computer systems (such as entering other person's area without prior permission, manipulation and/or damage of computer hardware and software etc.).

   - 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) a department or in a classroom and (c) elsewhere, the Warden, the Head of the Department and the Dean of Student's Affairs, respectively, shall have the authority to reprimand or impose fine.

   vi) All cases involving punishment other than reprimand shall be reported to the Chairman, Students Disciplinary Committee.

   vii) All major acts of indiscipline, which may have serious implications on the general body of students, and/or which may warrant a uniform and more formalized nature of investigation, shall be handled by the Students 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) Students are expected to observe norms of good behavior, rules and regulations prescribed and orders issued by the university authorities of the Institute from time to time.

(c) Non-submission of the thesis within the stipulated period.

(d) Non-conformity with the regulations of the programme.

(e) Giving false information at the time of application/admission.

(f) If a student fails to enroll in two consecutive semesters, his/her registration in the Ph.D programme will be automatically cancelled.

(g) A student may temporarily withdraw from his/her Ph.D. Programme maximum up to 4 (four) semesters with the prior permission of the Dean (Academic) with the concurrence of the DC.

7.11 Minimum Duration of the Ph.D. Programme

The minimum duration of the Ph.D. Programme will be as follows:

- (a) Full time Ph.D. students with Post Graduate degree must enroll for a minimum of four semesters.
- (b) Full time Ph.D. students with Bachelor degrees must enroll for a minimum of six semesters.
- (c) Part-time Ph.D. students must enroll for a minimum of six semesters.
- (d) Chairman, SENATE in special case, may decrease the duration by assigning reasons for such action.

7.12. Maximum Duration of the Ph.D. Programme

The maximum duration of the Ph.D. Programme will be 5 years from the date of admission for full time students. For part-time students this period will be 7 years. However the period may be extended by 1 year upto a maximum of 2 years on recommendation of DC and approval of the Chairman Senate in each case.

7.13. Synopsis of thesis

- (a) At least 3 months prior to the submission of the thesis, the student shall submit 10 copies of the synopsis of his/her research to the DC. The synopsis will contain an outline of the research work done by the student.

  Prior to the submission of the synopsis and thesis, the following requirements have to be met by the student:

  - At least two papers published/ accepted for publication in refereed journals of repute and international standard.

  OR

  - At least one paper published/ accepted for publication in journals as referred above and at least one paper published/ accepted for publication in the proceedings of an International Conference.

- (b) The student will make presentation of his/ her thesis work before the DC. The DC will, if it approves, permit the student to submit the thesis and forward the synopsis to the Dean (Academic).

7.14. Panel of Examiners

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

7.15. Submission of Thesis

Within three months of the acceptance of the synopsis the student shall submit 7 copies of his/her thesis to the Dean (Academic).

7.16. Examiners of the Thesis

The thesis shall be referred by Dean (Academic) to two examiners (one from the reputed Institution of the country and another one from the reputed Institution of outside the country as mentioned in clause 7.14) chosen by the Chairman, SENATE from the panel of examiners recommended by the DC.

7.17. Thesis Reports

- (a) The examiners are expected to send the reports on the thesis within two months from the date of receipt of the thesis.
- (b) If an examiner does not send the report within 3 months, a reminder will be sent by the Dean Academic. If the report is not received within 6 months, the Chairman, SENATE will refer the thesis to a third examiner from the approved panel. The appointment of the examiner who does not send the report within 6 months shall be deemed to be cancelled.
- (c) If one of the two external thesis examiners does not recommend the thesis for the award of the Ph.D. degree, the Chairman, SENATE may refer the thesis to a third examiner from the approved panel. In case, an examiner who did not send his/her report within 6 months, sends a delayed report, the Chairman, SENATE may revive the appointment of that examiner and consider his/her report as the third report, if necessary.
- (d) If an examiner suggests resubmission of the thesis, the student is allowed to resubmit the thesis after due revision within the time stipulated by the DC.
- (e) If two of the examiners do not recommend the thesis for the award, the matter may be referred to the SENATE which will take an appropriate decision.
- (f) If two of the examiners recommend for award of Ph.D. degree, the DC will consider the reports and recommend for the conduct of Oral Examination.

7.18. Oral Examination

(a) The following is the composition of the Oral Examination Board(OEB):

(i)	Chairman of the DC	Chairman
(ii)	One examiner of the thesis within the country, or an expert nominated by the Chairman, SENATE from the panel of examiners approved by the DC.	Member
(iii)	Supervisor(s)	Member(s)
(iv)	All members of Doctoral committee	Member(s)

However, the oral examination will be open to all interested in the field.

(b) The OEB conducts the defence of the thesis by the candidate ensuring that he/she answers all the written queries of the thesis examiners satisfactorily.

(c) If the OEB finds the performance of the students unsatisfactory, the student 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).

(d) 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.

(e) The OEB may also recommend revisions to be made in the final version of the thesis after taking into consideration the suggestion 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 thesis.

(f) In all cases, OEB shall send the report to the Dean (Academic) regarding the performance of the candidate.

7.19. **Award of Ph.D. Degree**

If the performance of the research student 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.
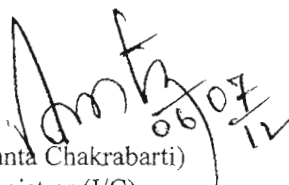
7.20. In all other cases, not covered by the above Regulations, the matter will be referred to the SENATE for a decision.

8. PhD FORMS

The different forms to be filled up and submitted by the student/ DPPC Chairman/ DC during the course of the PhD programmee is detailed below. The documentation in the different forms related to DPPC/ DC decision should be supported by appropriate notice/meeting minutes etc as applicable.

8.1	**Form NITA/ACAD/PHD/1(A)**	–	Sponsorship letter from the Head of the Institution/Organization/Industry sponsoring a candidate for PhD programme. This form is to be attached by the appropriate applicant along with the application form for admission to the course.
8.2	**Form NITA/ACAD/PHD/1(B)**	–	No Objection Certificate from the Head of the Institution/ Organization/ Industry for Part time students (Including Institute Staffs). This form is to be attached by the appropriate applicant along with the application form for admission to the course.
8.3	**Form NITA/ACAD/PHD/1(C)**	–	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.
8.4	**Form NITA/ACAD/PHD/2**	–	Provisional enrollment form. Immediately after the admission of the student this form would be issued by the Office of Dean Academic.
8.5	**Form NITA/ACAD/PHD/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.
8.5	**Form NITA/ACAD/PHD/4**	–	Undertaking to be executed by the PhD Scholars for the award of Scholarship. The students admitted with scholarship shall submit an application forwarded by the HOD along with the undertaking form to the Dean Academic for the award of scholarship.
8.6	**Form NITA/ACAD/PHD/5**	–	Formation of Doctoral committee.
8.7	**Form NITA/ACAD/PHD/6**	–	Enrollment for PhD Degree. This form is issued after the formation of DC, finalization of course work for the candidate and/or the sanction of scholarship.
8.8	**Form NITA/ACAD/PHD/6(A)**	–	Change in Doctoral Committee other than supervisor.

8.9	**Form NITA/ACAD/PHD/7**	–	Formation of comprehensive examination committee.
8.10	**Form NITA/ACAD/PHD/7(A)**	–	Change of Examiner(s) in Comprehensive Examination Committee.
8.11	**Form NITA/ACAD/PHD/8**	–	Comprehensive Examination Report of a PhD student to be submitted by the Comprehensive Examination Committee.
8.12	**Form NITA/ACAD/PHD/9**	–	Registration Seminar report to be submitted by DC.
8.13	**Form NITA/ACAD/PHD/10**	–	Registration Memo confirming the registration of the Research Problem of the scholar to be issued from the Office of Dean Academic.
8.14	**Form NITA/ACAD/PHD/11**	–	Assessment of academic progress of a student to be submitted by the DC at the end of every semester till the thesis is submitted.
8.15	**Form NITA/ACAD/PHD/12**	–	Change/ Addition/ Deletion of Supervisor.
8.16	**Form NITA/ACAD/PHD/12(A)**	–	Change of category of enrollment of the scholar.
8.17	**Form NITA/ACAD/PHD/13**	–	Synopsis seminar report of a PhD student.
8.18	**Form NITA/ACAD/PHD/14**	–	Appointment of Examiners for submission of synopsis of thesis.
8.19	**Form NITA/ACAD/PHD/14(A)**	–	Recommendation of Examiners on PhD Thesis.
8.20	**Form NITA/ACAD/PHD/14(B)**	–	Thesis receipt and Delivery record.
8.21	**Form NITA/ACAD/PHD/14(C)**	–	Certificate for submission of PhD thesis.
8.22	**Form NITA/ACAD/PHD/15**	–	Constitution of Oral Examination Board.
8.23	**Form NITA/ACAD/PHD/15(A)**	–	Change in the constitution of Oral Examination Board.
8.24	**Form NITA/ACAD/PHD/16**	–	Oral examination report of a PhD student.
8.25	**Form NITA/ACAD/PHD/17**	–	Clearance certificate.
8.26	**Form NITA/ACAD/PHD/18**	–	Declaration related to Handling and Archiving of Thesis and Dissertations.
8.27	**Form NITA/ACAD/PHD/19**	–	Application for withdrawal.
8.28	**Form NITA/ACAD/PHD/20**	–	Advance towards TA, DA and Honorarium for Indian Examiner Coming for Ph.D. Oral Examination.
8.29	**Form NITA/ACAD/PHD/21**	–	Remuneration bill of Indian examiner for Ph.D. Oral Examination.

(Sumanta Chakrabarti)
Registrar (I/C)
NIT, Agartala

No. NITA.5/(7-Acad)/SENATE/2012-13/A.-39   Date –26/03/2014

MEMO

Sub: **Amendment of formation of Doctoral Committee for research work.**

Based on the decision taken by the SENATE of NIT, Agartala in its 13th meeting held on 17-02-2014 and subsequent acceptance of the decision of SENATE by the Board of Governors (BoG) in the 29th meeting held on 27-02-2014 it is notified that all the members of any Doctoral Committee must have Ph.D degree and the revised composition of Doctoral Committee will be as follows:

i)	The Head of the concerned Department where the Scholar is enrolled in Ph.D programme. If the HOD of any Department does not have Ph.D degree the Chairman SENATE will select a suitable Chairman of DC (s) of that Department on case to case basis.	Chairman
ii)	The Supervisor (s)	Member
iii)	Two other faculty members of which at least one must be from the Department.	Member

This will take immediate effect.

Sumanta Chakrabarti
Registrar (I/C) NIT, Agartala
& Secretary SENATE

Copy to
1. P.S to the Director, for kind information of the Director.
2. Dean, Academic, NIT Agartala.
3. Dean P&D/ FW/ R&C/ SW, NIT Agartala.
4. All Heads of the Departments, NIT Agartala.
5. Controller of Examinations, NIT Agartala.
6. All members of SENATE.

Registrar (I/C) NIT, Agartala
& Secretary SENATE

Item No. S/13/29