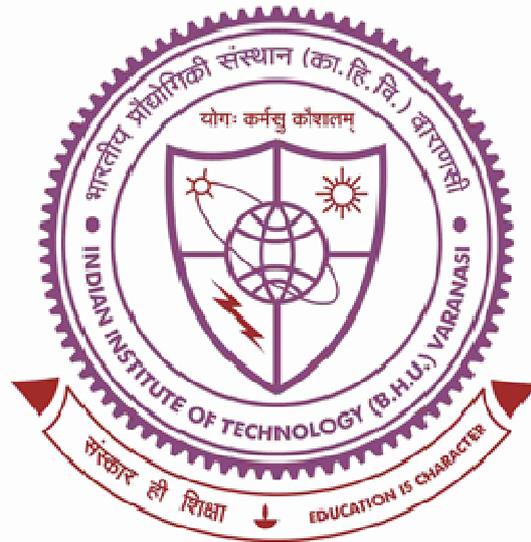


ORDINANCES GOVERNING POSTGRADUATE PROGRAMMES

Passed in the 5th Senate Meeting held on Wednesday, July 31, 2013.



**INDIAN INSTITUTE OF TECHNOLOGY
(BANARAS HINDU UNIVERSITY)
VARANASI**

Contents

1. Introduction	5
1.1 Postgraduate Programmes	6
1.2 Waiver of Requirements in Special Cases	7
2. Admission	7
2.1 Academic Session	7
2.2 Academic Calendar	7
2.3 Eligibility for Admission and Reservation of Seats	7
2.3.1 M.Tech.	8
2.3.2 M.Pharm.	8
2.3.3 Ph.D. in Engineering	8
2.3.4 Ph.D. in Pharmacy	8
2.3.5 Ph.D. in Sciences	9
2.3.6 Ph.D. in Interdisciplinary Programmes	9
a) Ph.D. in Systems Engineering	9
b) Ph.D. in Industrial Management	9
c) Ph.D. in Bio-chemical Engineering/Bio-medical Engineering/Materials Science and Technology	9
2.3.7 Ph.D. in Humanities and Social Sciences (English)	9
2.4 Admission Procedure	10
2.5 Admission of Quality Improvement Programme (QIP) Candidates	11
2.6 Admission to Ph.D. Programme for Candidates having National-level Scholarships	11
2.7 Admission of Indian Nationals Residing Abroad and Foreign Nationals	11
2.8 Admission to External Registration Programme	11
2.9 Admission of Sponsored Candidates	12
2.10 Admission of Part-Time Candidates	13
2.11 Admission of Non-Degree Students	13
3. Finance Assistance	13
4. Registration	14
4.1 Late Registration	15
4.2 Academic Advising	15
4.3 Semester Load Requirements	16

4.4	Summer Term Registration	16
4.5	Adding/Dropping of Courses and Withdrawing from Courses	16
4.6	Change of Registration from M.Tech./M.Pharm. Programme to Ph.D. Programme	17
4.7	Change of Registration from Full-Time Regular Ph.D. Programme to External Registration Programme	17
5.	Attendance and Leave Rules	18
5.1	Attendance Requirements	18
5.2	Leave Rules	19
5.2.1	Vacation and Casual Leave	19
5.2.2	Medical Leave	19
5.2.3	Maternity Leave	19
5.2.4	Semester Leave	20
5.2.5	Leave for Professional Employment	20
5.2.6	Medical Certificate	20
5.2.7	Absence for more than 4 Weeks on Sanctioned Leave	20
5.2.8	Absence without Sanctioned Leave	20
6.	Permission to Proceed for Academic Work Outside IIT (BHU)	21
6.1	Permission to Proceed to Other Academic Institutions and Research Organizations as Non-Degree Students	21
6.2	Permission to Proceed for Academic Activities	22
7.	Academic Requirements	22
7.1	Minimum Residence, Maximum Duration and Academic Requirements	22
7.2	Extension of Programme	24
7.3	Audit Courses	24
7.4	Evaluation of Academic Performance in a Course	24
7.5	Computation of Semester Performance Index (SPI) and Cumulative Performance Index (CPI)	27
7.6	Make-up Examination	27
7.7	Academic Performance Requirements	28
7.8	Exit from Ph.D. in Engineering	28
8.	Comprehensive Examination of Ph.D. Students	29
9.	Candidacy for Ph.D. Degree	30

10. State of the Art Seminar	30
11. Thesis and Thesis Examination	30
11.1 Appointment of Thesis Supervisors for M.Tech., M.Pharm. and Ph.D. Students	30
11.2 Open Seminar of Ph.D. Students	31
11.3 Constitution of Committees/Boards for Thesis and Oral Examination	32
11.3.1 Research Progress Evaluation Committee	32
11.3.2 M.Tech./M.Pharm. Thesis Oral Evaluation Committee	32
11.3.3 Ph.D. Thesis Board	32
11.3.4 Ph.D. Oral Board	33
11.4 Submission of Thesis	33
11.4.1 M.Tech./M.Pharm Thesis	33
11.4.2 Ph.D. Thesis	33
11.5 Processing of the Thesis	34
11.5.1 M.Tech./M.Pharm. Oral Examination	34
11.5.2 Ph.D. Thesis Evaluation by the Thesis Board	34
11.5.3 Ph.D. Oral Examination	36
12. Graduation Requirements	37
13. Removal of Difficulties	37
<i>Annexure – I : Postgraduate Committees</i>	38
<i>Annexure – II : Table 1: M.Tech./M.Pharm. Programmes and the Specializations</i>	39
<i>Table 2: M.Tech./M.Pharm. Programmes and the Requisite Qualifications</i>	40
<i>Table 3 : Departments/Schools/Disciplines and Allied Disciplines / Areas for Ph.D. Programmes</i>	43
<i>Annexure – III : Reservation of Seats</i>	47
<i>Annexure – III.1 : Form of the Certificate to be Produced by Scheduled Caste and Scheduled Tribe Candidates in Support of Their Claim</i>	48
<i>Annexure – III.2 : Form of Certificate to be Produced by Other Backward Classes Applying for Admission to Central Education Institutes Under the Government of India</i>	50
<i>Annexure – III.3 : Relaxation in the Qualifying Marks for SC/ST candidates</i>	52

<i>Annexure – IV</i>	: <i>List of External R&D Organizations Recognized by the Institute</i>	53
<i>Annexure – V</i>	: <i>Quality Improvement Programme</i>	54
<i>Annexure – VI</i>	: <i>Examples for Credit Calculation</i>	55
Supplementary Ordinances Applicable for Students Admitted Before July 2013		56
Ordinances Applicable for Students Admitted to Ph.D. Programmes in 2012-13 Session		56
Ordinances Applicable for Students Admitted to M.Tech. and M.Pharm. Programmes in 2012-13 Session		57
Ordinances Applicable for Students Admitted to M.Tech., M.Pharm. and Ph.D Programmes Prior to 2012-13 Session		63
Additional Information		65

1. INTRODUCTION

The Benares Engineering College (BENCO), College of Mining and Metallurgy (MINMET) and College of Technology (TECHNO) were established in the years 1919, 1923 and 1932 respectively, by the far-sighted visionary and patriot Mahamana Pt. Madan Mohan Malaviya ji to impart technical education at the Banaras Hindu University (BHU) and to cater to the needs of the soon-to-be independent nation. The first-ever bachelors' degree courses in Mechanical & Electrical Engineering, as well as Mining Engineering, Metallurgical Engineering, Ceramic Engineering and Pharmaceutics in India were initiated at BHU. After country's independence, post-graduate and doctoral research programmes were also introduced. These colleges produced outstanding engineers who served various indigenous industries, academic institutions and R & D laboratories in independent India. To provide a strong integrated technological education, these three colleges were merged to form the Institute of Technology in 1968. The Institute has had outstanding faculty members and turned out luminary engineers and administrators who served the nation with great distinction. The Institute has so far produced over 25,000 B.Tech./B.Pharm., 4,000 M.Tech./M.Pharm. and 800 Ph.D. degree holders, many of whom have contributed immensely to the growth of engineering profession not only in India but also across the globe. The Institute of Technology has been converted to the Indian Institute of Technology (Banaras Hindu University), Varanasi by the Government of India with effect from June 29, 2012 as per the Institutes of Technology (Amendment) Act, 2012 (No. 34 of 2012).

The Institute has the following Engineering Departments: Department of Ceramic Engineering, Department of Chemical Engineering, Department of Civil Engineering, Department of Computer Engineering, Department of Electrical Engineering, Department of Electronics Engineering, Department of Mechanical Engineering, Department of Metallurgical Engineering, Department of Mining Engineering and Department of Pharmaceutics.

In addition, there are three interdisciplinary Schools, namely, School of Bio-chemical Engineering, School of Bio-medical Engineering and School of Materials Science and Technology.

The Institute has the following Science Departments: Department of Chemistry, Department of Mathematics and Department of Physics.

Further, there is one Humanities & Social Sciences Section (for Ph.D. programme in English).

The Institute offers four year B.Tech./B.Pharm. degree programmes, five year Integrated Dual Degree programmes (B.Tech.-M.Tech./B.Pharm.-M.Pharm.), five year Integrated Masters' Degree programmes and M.Tech./ M.Pharm. programmes of two years duration. All the Departments and the Schools also offer Ph.D. programmes in almost all frontier areas of research in respective disciplines.

Joint registrations for Ph.D. programmes involving more than one Department/School are encouraged to promote multi-disciplinary research.

The P.G. programmes of the Indian Institute of Technology (Banaras Hindu University), Varanasi are aimed at training manpower with sound theoretical and experimental background in frontier areas of research in engineering, sciences and interdisciplinary subjects. The emphasis is on understanding the scientific basis and engineering principles

involved in solving problems of practical importance in the relevant field using multidisciplinary approaches. An important component of these programmes is to inculcate the habit of independent thinking and initiative by the students in planning and execution of the research work. These programmes seek to train manpower of the highest quality and competence, and to inculcate academic values and work ethics in the students for societal, industrial and national service.

With these goals in view, the postgraduate programmes are designed to include courses of study, seminars and project/thesis through which a student may develop rational thinking and conceptual clarity and hone intellectual and innovative skills, with emphasis on a practical approach.

The rules and procedures stated in these ordinances shall govern the PG programmes of the Institute for the students admitted in 2013-2014 session and onwards. The various Departments/Schools may impose such additional requirements as will suit their particular academic expectations, subject to the approval of the Senate Postgraduate Committee (SPGC).

The SPGC, established according to the by-laws of the Senate, operates through the Department Postgraduate Committees (DPGCs) to administer all aspects of the PG programmes. The constitution, jurisdiction and functions of the SPGC and the DPGC are given in Annexure – I.

1.1. Postgraduate Programmes

1. The Institute offers programmes leading to the Master of Technology (M. Tech.) degree in Ceramic Engineering, Chemical Engineering, Civil Engineering, Electrical Engineering, Electronics Engineering, Mechanical Engineering, Metallurgical Engineering and Mining Engineering.

The Institute also offers inter-disciplinary programmes leading to M. Tech. in Bio-chemical Engineering and Bio-medical Engineering, Industrial Management, Materials Science and Technology and Systems Engineering.

In addition, the Institute offers a programme leading to the Master of Pharmacy (M. Pharm.) degree.

The specializations in which these programmes are available are given in Table 1 of Annexure – II.

2. Programmes leading to the Doctor of Philosophy (Ph.D.) degree exist in Ceramic Engineering, Chemical Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, Systems Engineering, Electronics Engineering, Mechanical Engineering, Industrial Management, Metallurgical Engineering, Mining Engineering, Pharmacy, Chemistry, Mathematics, Physics, Bio-chemical Engineering, Bio-medical Engineering, Materials Science and Technology and Humanities and Social Sciences (English).

3. Special programmes to cater to the specific needs of any major sector such as Defence or industry may be initiated in the Institute subject to the approval of the Educational Policy Committee (EPC) and the Senate.

1.2. Waiver of Requirements in Special Cases

The procedures and requirements stated in these ordinances, other than those in Section 2.3 (Eligibility for Admission and Reservation of Seats) and Section 7.7 (Academic Performance Requirement) may be waived by the Chairman, Senate under special circumstances for cogent reasons on the recommendation of the DPGC and the SPGC. All such exceptions shall be reported to the Senate at the immediate next meeting of the Senate.

2. ADMISSION

2.1. Academic Session

The academic session of the Institute is divided into three parts: two regular semesters and a summer term. The **First Semester** will normally commence in the last week of July and the **Second Semester** in the last week of December every year. The summer term will run from the middle of May to the middle of July.

Each of the two regular semesters consists of about 18 weeks with one week of intra-semester recess. The last two weeks of each semester are utilized for end semester examinations and one week period during the semester is utilized for the two periodical examinations. Thus, there are about 13-14 working weeks in each semester. The summer term consists of about 8 working weeks including two periodical examinations and one end semester examination.

2.2. Admission Calendar

1. Admissions to the M.Tech., M.Pharm. and Ph.D. programmes may be made in either or both of the two regular semesters.
2. Admissions to the M.Tech., M.Pharm. and Ph.D. programmes are normally made in April-May for the first semester and in November-December for the second semester. The Dean of Academic Affairs will notify the admission calendar in each semester.
3. The Indian Nationals Residing Abroad (INRA) may be admitted to Ph.D. programmes during the course of a semester as per the provisions of Section 2.7. [Interlocutory Clause (IC): Section 4]

2.3. Eligibility for Admission and Reservation of Seats

1. The eligibility conditions given below are the absolute minimum. Departments/Schools may prescribe any requirements over and above these, subject to the approval of the SPGC.
2. The “specified minimum” marks/CPI (Cumulative Performance Index), referred to in subsequent sections, implies a minimum of 60 per cent marks /6.0 CPI (on a 10 point scale) as long as it is not less than the minimum pass marks/CPI; otherwise, the “specified minimum” marks/CPI implies the minimum pass marks/CPI.
3. The number of admissions that can be made to any programme shall be as decided by the Senate from time to time.
4. Reservation of seats for various reserved categories shall be as prescribed by the Board of Governors.

Annexure – III provides the details of the reservations approved by the Board of Governors.

A. MASTER'S DEGREE PROGRAMME

2.3.1. M.Tech.

The applicant must have a bachelor's degree in engineering or a master's degree in science (as per the Table 2 of Annexure – II) with marks/CPI not below the specified minimum. In addition, the applicant must also have valid GATE score.

2.3.2. M.Pharm.

The applicant must have a bachelor's degree in pharmacy with marks/CPI not below the specified minimum. In addition, the applicant must also have valid GPAT score.

B. Ph.D. DEGREE PROGRAMMES

Applicants must have the requisite qualification with minimum marks/CPI as mentioned below in the discipline concerned or in an allied discipline/area. A list of allied disciplines/areas is given in Table 3 of Annexure – II.

2.3.3. Ph.D. in Engineering

- a) Applicants with master's degree in engineering in the discipline concerned or in an allied discipline/area must have marks/CPI not below the specified minimum at the master's degree level.
- b) Applicants with bachelor's degree in engineering in the discipline concerned or in an allied discipline/area must have a minimum of 75% marks or 7.5 CPI (on a 10.0 point scale) at the bachelor's degree level. The applicants should be qualified in GATE for the award of Institute Assistantship. [IC: Section 3.]
- c) Applicants with master's degree in science as an allied discipline/area (where science is an allied discipline/area), must satisfy each of the following criteria:
 - (i) A minimum of 65% marks or 6.5 CPI (on a 10.0 point scale) at the master's degree level,
 - (ii) A minimum of 60% marks or 6.0 CPI (on a 10.0 point scale) at the bachelor's degree level, and
 - (iii) Qualified in GATE or NET-LS or CSIR/UGC-NET-JRF or DBT-JRF or ICMR-JRF or DST-INSPIRE fellowship.

2.3.4. Ph.D. in Pharmacy

- a) Applicants with master's degree in pharmacy or in an allied discipline/area must have marks/CPI not below the specified minimum at the master's degree level.
- b) Applicants with bachelor's degree in pharmacy must have a minimum of 75% marks or 7.5 CPI (on a 10.0 point scale) at the bachelor's degree level. The applicants should be qualified in GPAT or DBT-JRF or ICMR-JRF or DST-INSPIRE fellowship.

2.3.5. Ph.D. in Sciences

- a) Applicants with master's degree in science in the discipline concerned or in an allied discipline/area must have marks/CPI not below the specified minimum at the master's degree level and qualified in GATE or NET-LS or CSIR/UGC-NET-JRF or DBT-JRF or ICMR-JRF or DST-INSPIRE fellowship.
- b) Applicants with four year bachelor's degree in Science in the discipline concerned or in an allied discipline/area must have a minimum of 75% marks or 7.5 CPI (on a 10.0 point scale) at the bachelor's degree level. They should be qualified in GATE or NET-LS or CSIR/UGC-NET-JRF or DBT-JRF or ICMR-JRF.

2.3.6. Ph.D. in Interdisciplinary Programmes

a) Ph.D. in Systems Engineering

Applicants with master's degree in any branch of Engineering must have marks/CPI not below the specified minimum at the master's degree level.

Applicants with bachelor's degree in any branch of engineering must have a minimum of 75% marks or 7.5 CPI (on a 10.0 point scale) at the bachelor's degree level. The applicants with bachelor's degree should also be qualified in GATE for the award of Institute Assistantship. [IC: Section 3.]

b) Ph.D. in Industrial Management

Applicants with bachelor's degree in any branch of engineering and master's degree in any branch of engineering/ management must have marks/CPI not below the specified minimum at the master's degree level.

Applicants with bachelor's degree in any branch of engineering must have a minimum of 75% marks or 7.5 CPI (on a 10.0 point scale) at the bachelor's degree level. The applicants with bachelor's degree should also be qualified in GATE for the award of Institute Assistantship. [IC: Section 3.]

c) Ph.D. in Bio-chemical Engineering/Bio-medical Engineering/Materials Science and Technology

Applicants with master's degree in the discipline concerned or in an allied discipline must have marks/CPI not below the specified minimum at the master's degree level.

Applicants with bachelor's degree in the discipline concerned or in an allied discipline must have a minimum of 75% marks or 7.5 CPI (on a 10.0 point scale) at the bachelor's degree level. The applicants should be qualified in GATE for the award of Institute Assistantship. [IC: Section 3.]

2.3.7. Ph.D. in Humanities and Social Sciences (English)

Applicants with master's degree in arts (English) must have marks/CPI not below the specified minimum at the master's degree level.

Applicants should be qualified in UGC-NET-LS or UGC-NET-JRF.

2.4. Admission Procedure

1. The applicants must apply for admission on prescribed forms, which must be sent directly to the Convener, DPGC of the Department/School concerned.
2. All admissions will be made on approval by the Chairman, Senate on the recommendations of the duly constituted selection committees and the Chairperson, SPGC. A selection committee will consist of faculty members, one of whom will be from another Department/ School. The constitution of the selection committee will be proposed by the DPGC and approved by the Chairperson, SPGC.
3. The selection committee may form separate sub-committees, if necessary, to select candidates belonging to different categories, viz., sponsored, QIP, etc. It is necessary to prepare separate merit lists for each of these cases. Notwithstanding any other clause contained in these ordinances, all such candidates should satisfy the specified minimum requirements of marks/CPI in the qualifying degree.
4. Admission to M.Tech./M.Pharm. programmes may be done on the basis of valid GATE/GPAT scores or a written test or interview or on the basis of any combination of these as decided by the DPGC of the Department/School concerned.
5. Admission to Ph.D. programmes will be based normally on written test and-interview of the candidates shortlisted by the DPGC of the Department/School concerned.

However, outstanding candidates, who have acquired their M.Tech./M.Pharm. degrees from the premier institutions such as IITs and other Centrally Funded Technical Institutions may be offered admission directly, provided they have obtained a CPI of 8.0 or above (on a 10.0 point scale). This may be done at the time of shortlisting itself.

The shortlisting for calling for written test and/or interview may be done based on the percentage marks/CPI in the qualifying examination, or on the basis of GATE/GPAT score. If the results of the qualifying examination for a candidate are not declared, the marks/CPI obtained by the candidate up to and including the previous semester may be considered for shortlisting.

6. At first, a merit list of all applicants who have qualified in the admission test/interview mentioned in item numbers 3 & 4 above shall be prepared and the seats allocated to the Open Category shall be filled up in order of merit from this merit list. Remaining qualified applicants shall be allotted seats category-wise.
7. Candidates for whom results of the qualifying examination are not declared at the time of written test/interview may also be considered for written test/interview. In case such candidates are selected, their admission will be provisional subject to the condition that they produce proof of completing all the examinations including the project/thesis examination and the viva voce before the date of registration. Such candidates are required to produce the evidence of their having passed the qualifying degree examination with at least the minimum marks for eligibility by the last date for document submission as mentioned in the academic calendar (usually about 8 weeks from the date of registration), failing which their admission shall be cancelled.
8. Upon approval, the Head of the Department/Coordinator of the School concerned will issue the admission letters to the candidates who will be required to accept the offer of admission by depositing the prescribed fee before a specified date.

9. In case a candidate does not accept the offer by paying the prescribed fee by the specified date, the offer of admission may stand withdrawn, and the admission may be offered to the candidates in the waiting list, if any, in order of merit.
10. The offer of admission may also stand withdrawn if the candidate who has accepted the offer fails to register by the date for late registration.

2.5. Admission of Quality Improvement Programme (QIP) Candidates

The procedures and requirements for admission of QIP candidates will be as per the prescribed procedure specified in Sections 2.3 and 2.4 above. Please consult Annexure - V for the Departments/Schools in which this provision is available at present.

2.6. Admission to Ph.D. Programme for Candidates having National-level Scholarships

There is a provision for admission to Ph.D. programmes for candidates who fulfil the eligibility for the respective programmes as given in clauses 2.3.3 to 2.3.7 and also have qualified in any of the national level JRF/SRF tests conducted by UGC, CSIR, Department of Biotechnology, Indian Council of Medical Research or DST-INSPIRE fellowship. The DPGC or a sub-committee shall conduct an interview and recommend their cases to the Chairman, Senate through SPGC, for approval.

2.7. Admission of Indian Nationals Residing Abroad and Foreign Nationals

Admissions to Postgraduate Programmes are available for Indian nationals residing abroad (INRA) and foreign nationals as per details given below.

1. INRA candidates must have been residing abroad continuously for at least one year at the time of applying for admission. Their applications may be processed by the Departments/ Schools as and when they are received or according to any schedule convenient to the Department/School. The applications must be scrutinized to make sure that, both in terms of qualifications and attainment they are comparable with the candidates admitted in the general category. The recommendations of the Department/School will be sent to the Chairman, Senate through the Chairperson, SPGC for approval.
2. The applications of foreign nationals, who are sponsored by the Indian Council of Cultural Relations (ICCR) will be scrutinized by the Department/School concerned to assess their suitability for admission to the programme. The recommendations of the Department/School will be sent to the Chairman, Senate through the Chairperson, SPGC for approval.
3. Candidates belonging to the above two categories should satisfy the eligibility conditions laid down in Section 2.3 and should have qualified GRE.

2.8. Admission to External Registration Programme

A candidate working in an external R&D organization or in an industry recognized by the Institute (the list of external R&D organizations and industries recognized by the Institute is given in Annexure – IV), which is equipped with necessary research and library facilities may be considered for admission to M.Tech./ M.Pharm./ Ph.D. programmes, provided he/she satisfies the eligibility criteria laid down for the programme concerned. Such a candidate must show satisfactory performance in the interview, must be sponsored by his/her employer

and must have been in employment with the sponsoring organization for at least two years at the time of admission.

The requirement of qualifying in GATE/GPAT is waived off for such candidates for the purpose of admission to PG programmes.

The employer must expressly undertake to pay full salary to the candidate and relieve him/her from the duty to enable the candidate to stay on the campus and to complete the course work requirements (specified in Section 7.1).

The candidate should submit a certificate obtained from his/her organization that the research facilities of his/her organization would be made available to him/her for carrying out research. He/she should also provide the bio-data of the prospective supervisor along with his/her consent, who would be supervising the candidate's work at his/her organization.

[N.B. Letter of appointment and Form – 16 for two years of service is required from the employer at the time of written test/interview.]

An R&D organization/industry or a research area in the specific organization may be recognised by the Institute as per the following procedure. On the recommendation of the DPGC, the SPGC will constitute a committee to assess and approve an R & D organization/industry for admission of sponsored candidates to M.Tech./M.Pharm. programmes or to carry out Ph.D. research in a specified area. The committee may, upon inspection, also approve all the areas in which R & D activities are going on in that organization.

An application for admission from a candidate working in the approved organization will be considered only if he/she wishes to work in the approved area.

2.9. Admission of Sponsored Candidates

A candidate who is sponsored by a teaching institution or by an R&D organization or by an industry is eligible for admission to M.Tech./M.Pharm. and Ph.D. programmes, provided he/she satisfies the eligibility criteria laid down for the programme concerned. He/she must have been in service of the sponsoring institution/organization for at least two years at the time of admission. The sponsoring organization must specifically undertake to provide full salary to the candidate and to relieve him/her to pursue the programme for its full duration. Such candidates have to complete the requirements of the programme by staying on-campus for the full duration of the programme.

The requirement of qualifying in GATE/GPAT is waived off for such candidates for the purpose of admission to PG programmes.

[N.B. Letter of appointment and Form – 16 for two years of service is required from the employer at the time of written test/interview. In addition, the candidate must submit an undertaking that he/she will continue to submit Form – 16 for the subsequent years till he/she completes the programme.]

2.10. Admission of Part-time Candidates

1. The Institute offers part-time M.Tech. and M.Pharm. programmes for permanent staff of the Institute and research assistants working in an externally funded research project

running in the Institute, provided they satisfy the eligibility criteria laid down for the programme concerned.

2. The Institute also offers part-time Ph.D. programmes for permanent staff and faculty members of the Institute as well as research assistants/JRFs/SRFs working in an externally funded research project running in the Institute, provided they satisfy the eligibility criteria laid down for the programme concerned.

They will be required to attend to normal duties assigned to them by the Department/School/ the Principal Investigator of the research project and attend classes to complete the course work requirements.

The minimum time period and maximum duration of the programme for such students will be as specified in Section 7.1.

[N.B. Their leave rules will be according to the programme for which they have registered. The permanent staff and faculty members of the Institute, belonging to this category of students are exempted from paying the tuition fee.]

2.11. Admission of Non-Degree Students

1. A non-degree student is a student who is registered for a degree in a recognized Institute or university in India or abroad, and who is officially sponsored by that Institute or university to complete part of his/her academic requirements at IIT (BHU). For that purpose the non-degree student may carry out research, or take courses for credit or otherwise, or may use other academic facilities. However, any credits earned by a non-degree student cannot be used to apply for any degree programme at IIT (BHU) at any time.
2. A candidate will be admitted as a non-degree student on a duly sponsored application to the Dean of Academic Affairs who will recommend admission on the advice of DPGC and SPGC to the Chairman Senate for approval. The strength of non-degree students in any programme of a Department/School should not be more than 5% of the sanctioned strength.
3. Students so admitted will be governed by all rules, regulations and discipline of the Institute and shall pay registration fee prescribed for such students.
4. If a foreign national student wishes to register as a non-degree student, his/her application should be routed through ICCR and will be processed according to the clause 2 above.

3. FINANCIAL ASSISTANCE

1. The Institute may provide to postgraduate students, financial assistance in the form of teaching or research assistantships (referred to as Institute Assistantships). Assistantships are awarded on a semester to semester basis for a period of up to four semesters for M.Tech. and M.Pharm. students. For Ph.D. students admitted with M.Tech./M.Pharm./MBA qualifications, assistantships are awarded on a semester to semester basis for up to four years. For Ph.D. students admitted with B.Tech./B.Pharm. or 4-year B.S./M.Sc. qualifications, assistantships are awarded on a semester to semester basis for up to five years, provided they are qualified in GATE/GPAT. The stipend for

the assistantship is paid at the approved rates. A student is expected to devote up to eight hours per week towards job(s) assigned to him/her. The renewal of assistantship is contingent on the student's satisfactory performance in the academic programme and in the discharge of assistantship duties.

2. A student on teaching/research assistantship is also reimbursed for some contingency expenses as per the approved terms and procedures to be notified from time to time. The reimbursement for an M.Tech. /M.Pharm. student is done twice on annual basis, and for a Ph.D. student annually for four/five years as the case may be, if he/she is on an Institute Assistantship.
3. Some financial assistantships in the form of research assistantships may also be available from sponsored research projects. Additional assistantships in the form of scholarships, fellowships, etc. may be available through other organizations, such as, the Council of Scientific and Industrial Research (CSIR), Department of Atomic Energy (DAE), Department of Bio-technology (DBT), Indian Council of Medical Research (ICMR), or DST-INSPIRE fellowship, etc.
4. No student shall be admitted without any form of assistantship. No student can get financial assistance from more than one source at a time

4. REGISTRATION

1. A student is required to register at the beginning of each semester for the courses/thesis credits that he/she intends to pursue in that semester. The registration process involves:
 - i) submitting a duly approved course programme (as per Section 4.2) to be followed in the semester to the Academic Section,
 - ii) payment of fees for that semester and clearance of outstanding dues, if any, and
 - iii) signing the registration roll at the office of the Dean of Students Affairs.
2. A new entrant (to the postgraduate programme) who is awaiting the results of the qualifying examination, will be allowed to register "provisionally" on submission of a certificate from his/her institution certifying that he/she has appeared in the final qualifying examination (including all papers in theory, practical, project, submission of thesis, oral, etc.). The candidate will submit attested copies of the certificates of having passed the qualifying examination with marks not less than the specified minimum by the last date for document submission as specified in the academic calendar (usually about 8 weeks from the date of registration).
3. All students who are not on authorized leave must continue to register in the following semester till they submit their thesis. However, if a student submits his/her thesis on or before the last date for adding/dropping of courses (as notified in the academic calendar), he/she need not register in that semester.
4. The INRA students and the foreign nationals who are admitted to Ph.D. programme during a semester will be required to register for research credits with proportionate reduction in units as per the remaining time in the semester, as decided by the Convener, DPGC or the faculty advisor. [IC: Section 2.7.]

5. Ph.D. students who have submitted their thesis and are waiting for the defence of the thesis may register for zero credits. They may, however, apply for leave from the Institute with permission to defend thesis while on leave. Such students do not have to pay the registration fee.
6. In very special cases, students who have completed all the thesis work and analysis related to the thesis and are on sanctioned leave, the SPGC on the specific recommendations of the DPGC may allow submission of thesis without registration.
7. On the recommendation of the DPGC and the approval of the SPGC, the employees of IIT (BHU) and QIP students registered for the Ph.D. programmes who have completed the course and thesis credit requirements and the prescribed residence period may not register in the following semester, provided they have completed research work related to their thesis. However, they will be required to submit their theses within the prescribed maximum period (specified in Section 7.1).
8. A student in the external registration programme must complete the residence requirements (as laid down in Section 7.1) before the beginning of the semester in which he/she wants to register for thesis credits for the first time.
9. A student in the external registration programme, who has completed the minimum residence requirements can register for thesis credits during the period starting from one week prior to the end of the previous semester till the late registration date of the next semester, provided he/she has been awarded grades for the previous semester. As such, the student shall come back to the Institute for giving the examination of the semester.

4.1. Late Registration

1. If for any compelling reason like illness, a student is unable to register on the day of registration, he/she will be allowed to register till the day of late registration specified in the academic calendar (which is about one week from the date of registration) along with late registration fee as specified by the Institute. No late registration is permitted for the summer term [IC: Section 4.4.].
2. In exceptional cases, the Chairman, Senate on the recommendation of the SPGC and DPGC may permit registration beyond the date of late registration. In such a case, the student will be allowed to register only for thesis credits.
3. Late registrations due to prolonged summer internships are not permitted beyond the date specified for late registration in the Academic Calendar.

4.2. Academic Advising

A student will be advised in the selection of courses either by the Convener, DPGC or by the faculty adviser appointed by the DPGC of the Department/School concerned. A student registering for thesis units must have a thesis supervisor assigned to him/her.

4.3. Semester Load Requirements

1. A semester load is defined as equivalent of about 55 credits. Most of the courses carry 11 credits. Thus, a student who has registered for a full semester load solely by course work is expected to attend about 5 courses. A student registering solely for thesis work, may register for 5 thesis units, each of which carrying 11 credits. For a well-merited case, the Chairperson, SPGC may permit a student on the recommendation of the Convener, DPGC, to register for a maximum of 20% overload (i.e. 11 additional credits with equivalent integral number of courses/thesis units) or a minimum of 20% under load (i.e. 11 credits less with equivalent integral number of courses/thesis units).
2. The normal semester load for a part-time student is equivalent of 33 credits. For a well-merited case, the SPGC may permit a part-time student to register for a maximum of 44 credits (with equivalent integral number of courses/thesis units) and a minimum of 22 credits (with equivalent integral number of courses/thesis units) during a regular semester.
3. A student in the external registration programme when registering for thesis credits, to be carried out at his/her organization, can register for a maximum of 33 credits (3 units) or a minimum of 22 credits (2 units) during the regular semester.
4. A student is normally expected to register for thesis credits only after completing the course work requirements. However, to fulfil the semester load requirements, a student may be permitted by the DPGC to register for thesis credits after the first semester.

4.4. Summer Term Registration

Students may register in the summer term for up to a maximum of half the normal semester load (a maximum of 3 courses). A student cannot register for a course in summer term, if the course is not offered. [IC: Section 7.4]

4.5. Adding/Dropping of Courses and Withdrawing from Courses

1. Adding and dropping of courses after registration is permitted on student's request. It is permitted only if student's request is endorsed by the instructor of the course and is also endorsed by the Convener, DPGC. The last date of applying for adding and dropping of courses is specified in the academic calendar. No adding or dropping of courses is permitted in the summer term.
2. Also, a student may be required to drop a course at any stage if it is determined that he/she does not fulfil the prerequisites for the course, or if a timetable clash exists which does not permit him/her to attend all the meetings of the course, or any rule in these ordinances which forbids him/her to take the course(s) that he/she has registered for.
3. The DPGC in consultation with the instructor and with the approval of the SPGC may allow a student at his/her request to withdraw from one or more courses during the semester, if he/she has been sick for considerable time and has submitted a certificate to the satisfaction of the DPGC, but the reduced load shall not be less than the minimum semester load (specified in Section 4.3). A student in the first semester of his/her academic programme and on full semester load may also withdraw up to a maximum of one course on the recommendation of the DPGC and approval of the SPGC. The withdrawal can be made within two weeks after the first periodical examination.

4.6. Change of Registration from M.Tech./M.Pharm. Programme to Ph.D. Programme

A student registered for the two year M.Tech./M.Pharm. programme may be allowed in the beginning of the third / fourth semester to change his/her registration to that of the Ph.D. programme on the recommendation of DPGC and with the approval of SPGC. Since this is a change of programme, Section 2.3 rules are not automatically applicable. Instead, one of the following two conditions must be satisfied.

- a) The student (i) satisfies the eligibility criteria for admission to Ph.D. programme as specified in Section 2.3.3/2.3.4/2.3.6 but completes two semesters of the M.Tech./M.Pharm. programme, (ii) completes the course work prescribed for the M.Tech./M.Pharm. programme, and (iii) obtains a CPI of at least 8.0.
- b) The student (i) does not satisfy the eligibility criteria for admission to Ph.D. programme as specified in Section 2.3.3/2.3.4/2.3.6 but completes three semesters of the M.Tech./M.Pharm. programme, (ii) completes the course work prescribed for the M.Tech./M.Pharm. programme, and (iii) obtains a CPI of at least 8.5.

Such a change of registration shall be reported to the Senate. Students in part-time M.Tech./M.Pharm. programme are not permitted to change over to part-time or full-time Ph.D. programme.

4.7. Change of Registration from Full-Time to External Registration Programme

If a student, admitted to M.Tech./M.Pharm. programme as a full time regular student, gets a professional employment after completing the course work requirements and minimum residence period in accordance with Section 7.1, he/she may be permitted, with the recommendation of DPGC and SPGC and approval of the Chairman, Senate, to do his/her thesis work at his/her prospective organization, provided the organization is one of the approved organizations by the Institute listed in Annexure – IV. Such a student has to submit (i) the consent of the organization for carrying out the thesis work at the organization and (ii) the consent of a prospective external supervisor (along with his/her bio-data) from the organization before availing this facility. He/she has to register for every semester till he/she submits the thesis work as an external student.

If a student, who has registered for a Ph.D. programme as a full time regular student, gets a professional employment after passing the comprehensive examination and giving the state-of-the-art seminar, he/she can be permitted, with the recommendation of DPGC and SPGC and approval of the Chairman, Senate, to do the rest of his/her thesis work at his/her prospective organization, provided the organization is one of the approved organizations by the Institute listed in Annexure – IV. Such a student has to submit (i) the consent of the organization for carrying out the thesis work at the organization and (ii) the consent of a prospective external supervisor (along with his/her bio-data) from the organization before availing this facility. He/she has to register for every semester till he/she submits the thesis work as an external student.

5. ATTENDANCE AND LEAVE RULES

5.1. Attendance Requirements

Attendance is important for learning from the teacher inside a classroom or a laboratory. The understanding that a teacher can transmit to the students as well as the learning that can take place from discussions in the classroom may not be attainable merely from textbooks. The attendance is an Institute requirement and needs to be fulfilled on a course by course basis.

Please see *Annexure – VII*

~~The student is expected to be present in all the classes i.e. 100% attendance. A grace of 15% in attendance is allowed for minor illness and urgencies, for which no application will be required to be submitted.~~

~~For participation in curricular and co-curricular activities such as intra and inter Institute competitions, a student has to apply for leave. The leave has to be applied well in advance for availing this provision. If the application is approved, a maximum of 7 days leave can be granted in a semester. This leave is in addition to the other leave provisions given in this section. These are treated as permitted absences from academic work and will be added to the number of hours of presence for the calculation of percentage attendance and will be compiled centrally by the office of Dean of Academic Affairs.~~

~~Low attendance will result in reduction of grades obtained as per the following criteria:~~

- ~~a) — If the attendance $\geq 85\%$, the grade obtained will remain unaltered.~~
- ~~b) — The grade obtained will be reduced by one level, but not below D, if the attendance is $< 85\%$ and $\geq 75\%$. [A* \rightarrow A, A \rightarrow B, B \rightarrow C, C \rightarrow D, D/E/F will remain unaltered.]~~
- ~~c) — The grade obtained will be reduced by two levels, but not below D, if the attendance is $< 75\%$ and $\geq 65\%$. [A* \rightarrow B, A \rightarrow C, B/C \rightarrow D, D/E/F will remain unaltered.]~~
- ~~d) — The grade obtained will be reduced to E grade, if the attendance is $< 65\%$. [A*/A/B/C/D \rightarrow E, E/F will remain unaltered.]~~

~~The teachers would have to record the attendance in the attendance register and that will be uploaded on the course portal available, on a monthly basis. The attendance of each course will be available for display to the students through notice board or on net on a monthly basis. The grade reduction on the basis of attendance record will be done centrally and teachers are required to submit the grades as obtained by the students.~~

~~**Responsible Student Attendance Option (RSAO):** The Responsible Student Attendance option can be exercised by a student who declares himself/herself responsible towards learning and wants to be exempted from the attendance requirement for a specific course. If a student exercises this option and secures C or D grade, his/her grade will automatically be lowered to E grade, while the other grades will remain unaltered.~~

~~This option can be exercised by the student during registration and add/drop period and can be withdrawn till one day before the start of the first periodical examination. For students who have withdrawn from the RSAO option, there will be no concession from the requirement of attendance and their attendance will be compiled out of the total number of classes held in that particular course in the semester including the period during which they~~

Not applicable

~~were on RSAO. The RSAO option is not applicable for the practical courses or the practical component of a course. This option can be availed in a maximum of two theory courses in a semester.~~

~~The Institute does not recommend this option because classroom experience enriches learning. However, this option is provided to students. This option should be exercised judiciously, as the presence of good students contributes to the learning atmosphere inside a classroom.~~

5.2. Leave Rules

Students may be granted leave under Sections 5.2.1 and 5.2.2 on application to the Head of the Department/Coordinator of the School concerned through the Convener, DPGC. Leave under Sections 5.2.3 and 5.2.4 will be sanctioned by SPGC on the recommendation of DPGC. Applications must be submitted at least one week in advance of the date of commencement of the leave requested. However, in case of casual leave, the student is expected to submit/arrange to submit his/her leave application within 48 hours of availing such leave. Leave for a period longer than that specified in Sections 5.2.1, 5.2.2 and 5.2.3 may be sanctioned by SPGC on the recommendation of DPGC and it will entail loss of financial assistantship for the extended period.

These leave rules mentioned in Sections 5.2.1 to 5.2.5 relate only to Institute Assistantship. They do not alter or reduce the attendance requirements specified in Section 5.1, which is required for academic purposes.

5.2.1. Vacation and Casual Leave

1. A postgraduate student may be allowed vacation leave of up to 15 days per semester with a maximum of 30 days in an academic year, during any period of the Institute's vacation or intra-semester recess. The vacation leave not availed in a semester may be carried over to the next semester but not from one academic session to the next academic session.
2. In addition, a student may be allowed casual leave for up to 8 days per semester subject to the condition that such leave will not be allowed for longer than 6 days at a time. The casual leave cannot be combined with any other kind of leave, and will not be carried over.
3. There will be no loss of financial assistantship for students going on vacation or casual leave.

5.2.2. Medical Leave

Leave on medical ground, duly supported by a medical certificate, may be granted to a student for up to eight days per semester. Leave not availed may be carried over to the next semester up to a maximum of 8 days. However, at a stretch, the medical leave shall not exceed 15 days. Such leave shall not entail any loss of financial assistantship.

5.2.3. Maternity Leave

A female student may be granted maternity leave for a maximum of 3 months. Leave up to 6 weeks can also be granted for miscarriage including medical termination of pregnancy, if

supported by a proper medical certificate. Such leave can be combined with any other leave due and will not entail any loss of financial assistantship.

5.2.4. Semester Leave

Semester leave for up to a maximum of two semesters for M. Tech., M. Pharm. and Ph.D. students may be sanctioned for *bona fide* reasons. Except for medical reasons, such leave would not normally be sanctioned before a student has completed his/her residence requirements and in no case before the student has spent two semesters in the programme. However, on medical considerations such leave may be sanctioned after his/her stay of one semester. Leave for more than one semester at a time will not be granted except for the cases mentioned in Section 5.2.5.

5.2.5. Leave for Professional Employment

If a student admitted to M.Tech./M.Pharm. programme gets a professional employment after completing the course work requirements, he/she may be granted semester leave for more than one semester at a stretch to join his/her job. Such a student can take leave from his/her employer at a later date and re-join the Institute by registering for thesis credits to complete the M.Tech./M.Pharm. programme without exceeding the maximum time limit from the date of his/her first registration as specified in Section 7.1. If he/she is unable to complete the thesis within the above maximum period, he/she will not be allowed to continue in the programme.

This provision also exists for a student admitted to the Ph.D. programme, who has given the state-of-the-art seminar and who has completed the minimum residence requirements. Such a student can later take leave from his/her employer and re-join the Institute by registering for thesis credits to complete the Ph.D. programme without exceeding the maximum time limit from the date of his/her first registration as specified for completion of the programme in Section 7.1. If he/she is unable to submit the thesis within the above maximum period, he/she will not be allowed to continue in the programme.

5.2.6 Medical Certificate

If a student falls ill while on the campus of the Institute, the medical certificate must be obtained from the designated medical officer of the Institute. If he/she falls ill outside the campus while on sanctioned leave, the medical certificate must be obtained from a registered medical practitioner. To satisfy itself, the Institute may require medical examination to be performed by a designated doctor in the vicinity.

5.2.7. Absence for More than 4 Weeks on Sanctioned Leave

If a registered student is absent on sanctioned leave for a period of 4 weeks or more at a stretch, SPGC may decide to convert the leave to a semester leave, or reduce the thesis units (in blocks of 11 credits) appropriately, in case the student is registered only for thesis units.

5.2.8. Absence without Sanctioned Leave

Absence without sanctioned leave will entail loss of financial assistantship for the period of absence, and may result in the termination of the student's programme on the recommendation of the DPGC and approval of the SPGC.

6. PERMISSION TO PROCEED FOR ACADEMIC WORK OUTSIDE IIT (BHU)

6.1. Permission to Proceed to Other Academic Institutions and Research Organizations as Non-Degree Students

In order to help students broaden their horizons and enrich their cultural and academic experience, provision to proceed to other academic institutions and research organizations in India or abroad as non-degree students is available. Rules and procedures to be followed for availing this provision are as follows:

- i) An M.Tech. or a Ph.D. student who satisfies the minimum conditions laid down in paragraph (ii) below may proceed to another academic institution or research organization in India or abroad with prior permission of the SPGC on the recommendation of the DPGC.
- ii) Only those postgraduate students who have spent at least two semesters and have a CPI of at least 8.0 are eligible to proceed as non-degree students elsewhere.
- iii) For permission to spend time as a non-degree student elsewhere, an eligible student will make an application to the SPGC through the DPGC, duly supported by a statement of purpose to undertake the proposed work and sufficient information about the Department/Institution for the purposes of paragraph (iv) below.
- iv) The DPGC will consider the student's application forwarded by the supervisor/faculty adviser and will determine if the proposed programme of work is of such a nature that waiver for at least 33 credits per regular semester or 11 credits per summer term is possible. The SPGC may approve the application on the recommendation of the DPGC. In all such cases, the student will be informed about the requirements he/she must fulfil to apply for academic credit on his/her return.
- v) Permission to proceed to an institution as a non-degree student does not imply that the student will automatically get any waiver from the academic requirements of IIT (BHU), as laid down in this document.
- vi) The student, after completion of the work, will apply for waiver from requirements of his/her programme at IIT (BHU) supported by an official transcript of the grades obtained and whatever material the DPGC may require for the purpose given in paragraph (vii) below.
- vii) The DPGC concerned will evaluate the work done by the student and will make recommendations to the SPGC after determining by whatever means it deems fit, the equivalent IIT (BHU) courses/requirements for which the student may be given a waiver.
- viii) On the recommendation of the DPGC, the SPGC may allow the waiver for a maximum of 55 credits. Against each requirement for which a waiver is granted, a T would appear on the grade report with an explanatory note that T stands for waiver/transfer for the work done at the Institution concerned. All such credits earned by waiver shall not be counted for SPI/CPI calculations.
- ix) The minimum residence requirement for the students who avail of this provision will remain unchanged for Ph.D. students but may be reduced by one semester for M.Tech./

M.Pharm. students, provided they spend at least one semester duration or two quarters of at least 6 weeks duration each as non-degree students elsewhere with prior permission.

- x) Those students who are selected by the Institute as per the recommendations of a competent body constituted by the Senate for such purpose to proceed on any institutional exchange programme will also have to go through the procedure and rules for the waiver of credits as outlined in paragraphs (vi), (vii), (viii) and (ix) above.

The provisions given in this section are not applicable for the students going under the DAAD fellowship programme and they will be governed by the norms/procedures as specified by DAAD or according to the MoU.

6.2. Permission to Proceed for Academic Activities

The PG students can be permitted to proceed for academic activities outside IIT (BHU) to carry out field work, library work, computational work, experimental work, and Lab works, and also to attend conferences, short term courses and to undertake other research work, etc. Permission for a period of up to 30 days may be sanctioned by the DPGC of the Department/School concerned, with intimation to SPGC, based on an application duly forwarded by the supervisor(s). If such permission is required for a period longer than 30 days, the same may be granted by the Chairperson, SPGC on the recommendation of the DPGC of the Department/School concerned and such a period may be counted for their residence requirements.

7. ACADEMIC REQUIREMENTS

7.1. Minimum Residence, Maximum Duration and Academic Requirements

The following Table lists the minimum residence and maximum duration allowed in the programme, and credit requirements for graduation in the various programmes (to be read together with Section 2.3 and Tables 2 & 3 of Annexure – II):

"Course Work" includes only postgraduate course credits as well as permitted undergraduate course credits (up to a maximum number of 2 courses of level 4), unless stated otherwise. To satisfy the "Minimum Residence" requirements, registration must be over consecutive semesters; exception will be made only if the student is on authorized leave. "Maximum Duration" is counted from the date of student's first registration. SPI/CPI will be calculated only on the basis of course work.

Programme	Minimum Total Credits	Minimum Credits through Course Work	Minimum Credits through Thesis Work	Minimum Number of Courses ¹	Minimum Residence ²	Maximum Duration
M.Tech.	220	88	99	8	4 Semesters	4 Years
M.Pharm.	220	88	99	8	4 Semesters	4 Years
Ph.D. in Engineering for students with B.Tech. or M.Sc.	330	110	110	10	6 Semesters	7 Years
Ph.D. in Engineering for students with M.Tech.	220	44	110	4	4 Semesters	6 Years ³
Ph.D. in Interdisciplinary programmes for students with B.Tech. or M.Sc.	330	110	110	10	6 Semesters	7 Years
Ph.D. in Interdisciplinary programmes for students with M.Tech. (or MBA together with B.Tech.)	220	44	110	4	4 Semesters	6 Years ³
Ph.D. in Pharmacy for students with B.Pharm. or M.Sc.	330	110	110	10	6 Semesters	7 Years
Ph.D. in Pharmacy for students with M.Pharm.	220	44	110	4	4 Semesters	6 Years ³
Ph.D. in Sciences for students with 4-year B.S.	330	110	110	10	6 Semesters	7 Years
Ph.D. in Sciences for students with M.Sc.	275	66	110	6	5 Semesters	6 Years ³
Ph.D. in Sciences for students with M.Tech.	220	44	110	4	4 Semesters	6 Years ³
Ph.D. in Humanities and Social Sciences (English) for students with M.A.	275	66	110	6	5 Semesters	6 Years ³

1. The 'Minimum Number of Courses' is only indicative and in case of any difference, the minimum number of credits through course work will be required to be fulfilled.

2. Students admitted to Ph.D. under External Registration programme will be required to stay on the campus at least as long as it takes to (i) complete the required course work, (ii) pass the comprehensive examination, and to (iii) give the state-of-the-art seminar.
3. Add an additional year in case of part-time/external students.

The minimum specified for each category is arrived at on the basis of optimum credits per semester. This gives flexibility to a student to choose more/less credits between courses and research work to make up for the minimum credit requirement for a programme.

A Department/School may prescribe, with prior approval of the SPGC, additional credits of courses/thesis over and above the minimum specified in the above Table.

Calculation of credits for M.Tech., M.Pharm. and Ph.D. Programmes:

The credits assigned for the course work is given by

$$C = L + T + P + SS$$

$$SS = 2L + T + A,$$

where L indicates the number of lecture hours per week, T indicates the number of tutorial hours per week, P indicates the number of practical hours per week, SS stands for self-study hours expected to be spent by the student per week while A indicates number of additional hours to be put in by the candidate as additional work. The value of A will usually be zero. However, in some courses with no tutorial, there may be term paper submissions to be done by individual students. Similarly, in some laboratory courses there may be a need for significant amount of preparation before the experiment(s) can be conducted. In such situations, to reflect the actual academic load of the course, A may be adequately chosen. Examples for a few cases are given in Annexure – VI.

7.2. Extension of Programme

No student who has completed the prescribed maximum duration in the programme shall be allowed to register in the subsequent semester unless he/she has been granted extension of the programme by the Chairman, Senate on the recommendations of the DPGC and the SPGC.

7.3. Audit Courses

The students are permitted to audit courses, with the consent of the instructor concerned, but such courses shall not be shown either on the registration form or on the grade report.

7.4. Evaluation of Academic Performance in a Course

1. In each course a student is registered, he/she earns certain approved credits and is awarded a letter grade indicating his/her overall performance in that course.
2. There shall be continuous evaluation of the academic performance of the student. For this purpose, there shall be two periodical examinations and one end semester examination. In addition, home assignments, quizzes, etc. may be given by the course instructor. Weights for different components of the evaluation may be decided by the course instructor.

After the evaluation of the total semester performance, the Instructor would assign a letter grade based on the overall performance of a student in that course.

The actual weights for different components of the evaluation applicable for a specific course and the pattern of grading shall be announced by the course instructor in the beginning of the semester.

Please see *Annexure – VIII*

~~3. There will be eleven letter grades used to represent the performance of the students in courses or thesis work. They are: A*, A, B, C, D, E, F, S, X, I and T. The correspondence between grades and grade points (on a 10 point scale) along with a description of what a specific letter grade represents is given below:~~

<u>Grade</u>	<u>Grade Points</u>	<u>Description</u>
A*	10	Outstanding (extraordinarily high levels of learning)
A	10	Excellent
B	8	Good
C	6	Fair
D	4	Poor (but pass grade for the course)
E	2	Fail (with insufficient levels of learning)
F	0	Fail (with extremely low levels of learning)
S	-	Satisfactory
X	-	Unsatisfactory
I	-	Incomplete
T	-	Waiver / Transfer

~~4. Thesis units will be graded as satisfactory (S) or unsatisfactory (X). Both these grades carry zero grade points for the purpose of calculation of CPI/SPI.~~

~~5. If a student obtains any of the letter grades A*, A, B, C or D in a course or S in a thesis unit, he/she earns the credits assigned to that course/thesis unit.~~

6. If a student does not complete all the requirements for a course for a genuine reason, the instructor may award the grade I (Incomplete), awaiting completion of work. An I grade may also be awarded if the student has not appeared in the end semester examination for cogent reasons. If the reason for missing the end semester examination is not accepted as a cogent reason by the competent authority, the I grade shall be converted to fail grade F; otherwise, a make-up end semester examination shall be conducted and the grade I shall be replaced by the grade obtained by the student, as per the provisions of this document. An I grade must be converted by the instructor to a regular letter grade by the last date for such conversion specified in the Academic Calendar, failing which it is automatically converted to an F grade by the Dean of Academic Affairs Office.

Not applicable

7. A student getting ~~an E or~~ an F grade in a course must repeat the course. If the course happens to be an elective course, he/she can substitute the same by another elective course with the permission of the Convener, DPGC. ~~The E grade indicates that the course can be considered as fulfilling the requirement of pre-requisite for another course.~~
8. If an M.Tech./M.Pharm. student does not secure a CPI of at least 6.0 at the end of a semester/summer term, he/she may be allowed to repeat a course in which he/she has obtained grade D, or substitute the course (if it is an elective course) by another elective course with the permission of the Convener, DPGC.

If a Ph.D. student does not secure a CPI of at least 6.5 at the end of a semester/summer term, he/she may be allowed to repeat a course in which he/she has obtained grade D, or substitute the course (if it is an elective course) by another elective course with the permission of the Convener, DPGC.

Whenever a student is permitted to repeat or substitute a course, the new letter grade replaces the old letter grade in the computation of the CPI, but, both the grades appear on his/her grade report.

9. A student registers for thesis credits for M.Tech., M.Pharm., or Ph.D. programme in units of 11 credits in a semester. A semester load of research work is equivalent to 5 units.

At the end of the semester, the progress made by an M.Tech./M.Pharm. student towards the thesis work during the semester will be assessed by the supervisor(s) and the grade S/X will be awarded for each thesis unit if the work is satisfactory/unsatisfactory, as the case may be.

At the end of the semester, the Research Progress Evaluation Committee (RPEC) (Section 11.3.1) appointed for the purpose will assess the progress made by a Ph.D. student towards the thesis work during the semester and the grade S/X will be awarded for each thesis unit if the work is satisfactory/unsatisfactory, as the case may be.

Thus a student registered for 5 units can get one of the following six combinations, namely, 5S, 4S+1X, 3S+2X, 2S+3X, 1S+4X or 5X.

Format for the M.Tech., M.Pharm., and Ph.D. thesis grades in student's grade reports

Thesis Units	Maximum Thesis Credits	Grading Options
5	55	5S, 4S+1X, 3S+2X, 2S+3X, 1S+4X or 5X
4	44	4S, 3S+1X, 2S+2X, 1S+3X or 4X
3	33	3S, 2S+1X, 1S+2X or 3X
2	22	2S, 1S+1X or 2X
1	11	1S or 1X
0	0	0S+0X

10. If a student is on leave for a part of the semester or submits his/her thesis in the middle of a semester, the SPGC may reduce his/her thesis units appropriately, on the recommendation DPGC.

11. In addition to the above, a separate oral examination will be conducted for M.Tech./M.Pharm. students as outlined in Section 11.5.1.

7.5. Computation of the Semester Performance Index (SPI) and Cumulative Performance Index (CPI)

The Semester Performance Index (SPI) is a weighted average of the grade points earned by a student in courses credited and describes his/her academic performance in a semester. If the grade points associated with the letter grades awarded to a student are $G_1, G_2, G_3, G_4,$ and G_5 in five courses and the corresponding credits are $C_1, C_2, C_3, C_4,$ and C_5 , the SPI is given by

$$\text{SPI} = \frac{C_1 \times G_1 + C_2 \times G_2 + C_3 \times G_3 + C_4 \times G_4 + C_5 \times G_5}{C_1 + C_2 + C_3 + C_4 + C_5}$$

The Cumulative Performance Index (CPI) indicates the overall academic performance of a student in all the courses registered up to and including the latest completed semester/summer term. It is computed in the same manner as the SPI, considering all the courses (say, n), and is given by

$$\text{CPI} = \sum_{i=1}^n \frac{C_i \times G_i}{C_i}$$

where $C_1, C_2,$ etc. are the credits for the courses that the student has registered for all the semesters including the summer terms completed and $G_1, G_2,$ etc. are respectively the corresponding grade points.

In the computation of both SPI and CPI, courses with S, X and T grades are ignored.

Where necessary, the CPI may be converted to its percentage equivalent by multiplying the same by 10.

7.6. Make-up Examination

If a student, for cogent reasons such as illness, etc., fails to appear in the end-semester examination in one or more course(s), he/she may make a request personally or through someone to the Chairperson, SPGC duly forwarded by the Convener, DPGC for a make-up examination within two days of the date of the scheduled examination. Such a request must, however, be made on a prescribed form, available in the office of the Dean of Academic Affairs, giving reasons for the failure to appear in the end-semester examination with a certificate from the designated medical officer of the Institute, in case the failure was due to illness.

For failures to appear in periodical examinations, etc., it is entirely up to the Instructor to ascertain the proficiency of the student by whatever means he/she considers appropriate if he/she is satisfied of the genuineness of the reason for the concerned student's absence from the examination.

7.7. Academic Performance Requirement

1. The students in the M.Tech./M.Pharm./Ph.D. programme have to fulfil the credits requirement as specified in Section 7.1.

2. The minimum CPI requirement for graduation is

M.Tech./M.Pharm. programme : 6.0.

Ph.D. programme : 6.5.

3. The DPGC will keep a watch on the progress of students who earn less than 50% of credits at the end of first semester and issue a letter stating that they should fulfil the requirements as per the following clause with intimation to the SPGC.
4. If a student, at the end of the summer term after the second semester, fails to earn at least 50% of the total credits of the cumulative load up to that point, he/she shall be deemed to have earned zero credits and all the grades he/she has obtained in both the first and the second semesters will be cancelled. Such a student has to repeat the programme by registering again for the programme as a fresh candidate. However, for the purpose of maximum duration of the course the date of his/her first registration shall be treated as the starting point. The grade report shall indicate that the previous grades are cancelled and the fresh grades are for the semesters which he/she has repeated.
5. The DPGC will also keep a watch on the M.Tech./M.Pharm./Ph.D. students who are registered for the thesis credits and will issue a warning letter to a student if he/she accumulates two X grades in the thesis units.
6. An M.Tech./M.Pharm. student will normally be not allowed to continue in the programme if he/she accumulates four or more X grades in the thesis units.
7. A Ph.D. student will normally be not allowed to continue in the programme if he/she accumulates eight or more X grades in the thesis units.
8. The cases of termination of the programme of such students will be presented to the Senate by the Chairperson, SPGC based on the recommendation of the DPGC concerned.
9. The termination letter is issued by the Head of the Department/Coordinator of the School after receiving the communication from the Dean of Academic Affairs.

7.8. Exit from Ph.D. in Engineering

A Ph.D. student in an engineering Department/School may exit from the programme with an M.Tech./M.Pharm. degree provided

- (i) he/she does not already hold a master's degree in engineering;
- (ii) a request to this effect is made at least six months before the exit but not before the student has completed two-and-half years (excluding the period of sanctioned leave, if any) in the programme;
- (iii) the request is approved by the Senate on the recommendations of DPGC and SPGC;
and
- (iv) the student has completed all the requirements of the M.Tech./M.Pharm. degree (including thesis).

This provision is available only for the students admitted in those Departments/Schools in which already a two year M.Tech./M.Pharm. programme is existing.

8. COMPREHENSIVE EXAMINATION OF Ph.D. STUDENTS

1. Students registered in the Ph.D. programme must pass a comprehensive examination designed to test the overall comprehension of the student in the various subjects. A student can appear in the comprehensive examination only after he/she has completed the course requirements and satisfied the minimum specified CPI requirement.
2. Students with B.Tech., M.Sc. or M.A. degrees or part-time students with M.Tech./M.Pharm. or equivalent degrees admitted to Ph.D. programmes may appear in the comprehensive examination earliest at the end of the second semester, but must pass the same before the end of the fifth semester after their first registration. Students admitted with M.Tech. or equivalent degrees may appear in the comprehensive examination earliest at the end of the first semester, but must pass the same before the end of the fourth semester after their first registration. The above time limits are exclusive of the period of sanctioned leave, if any.
3. The examination will be in oral form but may be supplemented with a written part.
4. The comprehensive examination board will consist of at least three but not more than five faculty members of the student's Department/School plus one faculty member from outside the Department/School. There may be two faculty members from outside the Department/ School in case the co-supervisor is from outside the Department/School. In case of external registration candidates, the external supervisor from the R & D organization may be invited to be a member of the examination board. Constitution of the board will be proposed by the DPGC in consultation with the Head of the Department/Coordinator of the School and the thesis supervisor, if already assigned, and will be forwarded to the Chairperson, SPGC who will send it to the Chairman, Senate for approval. The thesis supervisor of the student, if already assigned, will be the Chairman of the board. In case no thesis supervisor is assigned, the Convener, DPGC or the Faculty Advisor will be the Chairman of the board.
5. A student will be considered to have passed the comprehensive examination if all the members (with the exception of at the most one member) of the board are satisfied with student's performance in the examination. The report of the comprehensive examination will be sent to the Chairperson, SPGC.
6. In case a student does not pass the comprehensive examination in his/her first attempt, a second comprehensive examination will be conducted with a gap of at least one semester by the same board that was constituted earlier unless a different board is approved by the Chairman, Senate on the recommendation of the DPGC and the SPGC.
7. The examination board may also recommend additional course work in case of extremely low performance of a candidate.
8. If a student fails twice in the comprehensive examination, he/she would have to leave the Ph.D. programme. All such cases shall be brought to the notice of the Senate.

9. CANDIDACY FOR THE Ph.D. DEGREE

A student enrolled in the Ph.D. programme is formally admitted to the candidacy for the Ph.D. degree after he/she has completed the course requirements for the degree with at least the minimum required CPI, and has passed the comprehensive examination. Only such students who are admitted to the candidacy will be allowed to submit Ph.D. theses in accordance with the guidelines laid down in Section 11.4.2.

10. STATE-OF-THE-ART SEMINAR

Every Ph.D. student admitted to the candidacy for the Ph.D. degree is required to give a general seminar in the Department/School in the presence of Research Programme Evaluation Committee (RPEC) [IC: Section 11.3.1], covering the State-of-the-Art (SOTA) of the proposed area of research. This seminar must be given within six months of passing the comprehensive examination. A report of satisfactory completion of this requirement is to be communicated to the Chairperson, SPGC by the thesis supervisor/programme coordinator through the Convener, DPGC. The supervisor will be the Chairman of the SOTA Seminar.

11. THESIS AND THESIS EXAMINATION

11.1. Appointment of Thesis Supervisors for M.Tech., M.Pharm. and Ph.D. Students

1. A student shall not normally have more than two supervisors (Supervisor and a Co-Supervisor) at any given time. In case of students under external registration programme, the co-supervisor shall be from the sponsoring organization, who shall be referred to as external supervisor.
2. The supervisor(s) will normally be appointed at the end of the first semester for M.Tech./M.Pharm./Ph.D. students.

However, a student under external registration programme may be allotted supervisors (one from the Institute and the other (external supervisor) from the sponsoring organization) at the time of first registration to the Ph.D. programme.

Till the supervisor is appointed, a faculty advisor may be appointed by the DPGC for all students admitted in a particular semester, who will advise on the selection of courses, oversee the performance and credit requirements of each one of that batch of students.

3. Thesis supervisor(s) of a student will be appointed from amongst the faculty members of the Department/School by the Chairperson, SPGC on the recommendation of DPGC. In case of a Ph.D. student who is required to work in two Departments/Schools, he/she will have supervisor from the Department/School in which the student has enrolled for Ph.D. programme and the co-supervisor from the other Department/School.
4. Under exceptional circumstances, an employee of IIT (BHU) with the rank of senior scientific officer and above and having a doctoral degree in the discipline concerned can be appointed as a co-supervisor of a Ph.D. student. The recommendation of the DPGC through the SPGC, regarding the merit and qualifications of the co-supervisor under consideration will be sent to the Chairman, Senate for approval. Such an employee can be appointed as co-supervisor for only one Ph.D. student at a time.
5. In exceptional cases a student can have a co-supervisor from outside the Institute on the recommendation of the DPGC and the SPGC and approval of the Chairman, Senate.

6. The appointment or change of supervisor(s) will be communicated to the SPGC by the DPGC. No change/addition of supervisor(s) is allowed after the thesis has been submitted.
7. In case there has been a change/addition in the supervisor(s), the M.Tech./M.Pharm. thesis will not be submitted earlier than three months and the Ph.D. thesis will not be submitted earlier than six months from the date of such a change.
8. If a student's supervisor proceeds on long leave for more than one year in case of Ph.D. students, and on leave for more than three months in case of M.Tech./M.Pharm. students, the DPGC shall appoint a new supervisor or a co-supervisor in consultation with the supervisor and the student. In such a case the number of supervisors may be more than two if an external supervisor already exists. If the supervisor of a student proceeds on leave for not more than one year in case of Ph.D. students*, and not more than three months in case of M.Tech./M.Pharm. students, the DPGC may appoint a programme coordinator to take care of the various formalities.

***Note:** The comprehensive examination can be conducted by the Convener, DPGC or the programme coordinator. However, the SOTA, open seminar, thesis submission, defense, etc. might get postponed till the supervisor returns. However, if the student has a co-supervisor, these things may be taken care of by the co-supervisor.

9. If all research work and related analysis are complete except for writing and submission of the thesis, and the supervisor proposes to go on leave, the DPGC may appoint a programme coordinator, to take care of the formalities, such as providing the list of examiners, conducting the oral examination, etc.
10. In case a supervisor resigns/retires/expires or otherwise ceases to be a faculty member of the Institute, the DPGC will appoint a new supervisor or co-supervisor.
11. In case a faculty member is due to retire in less than two years' time, he/she will not be appointed as a supervisor or co-supervisor.
12. In such extra-ordinary situations as and when a supervisor refuses to supervise a student who had completed nearly half of the thesis credits, the candidate may be given an option to identify another supervisor from the same Department/School and transfer his/her thesis credits earned thus far, under the new supervisor. Alternatively, the candidate may be given a choice to transfer his/her registration to another Department/School where a matching research area exists and a faculty member is willing to supervise the student. The two DPGCs concerned should come to a mutual agreement. The matter should be sent to Chairman, Senate, through SPGC for approval.

11.2. Open Seminar of Ph.D. Students

Before proceeding to finalize the thesis, each Ph.D. student must deliver a seminar open to faculty and students in which the research work will be presented to obtain comments, suggestions and criticism, if any, which may be incorporated in his/her thesis. A notice of the seminar must be displayed at least four days in advance. A thesis can be submitted only after the satisfactory fulfilment of this requirement. The thesis supervisor will be the Chairman of the open seminar. Upon successful completion of the seminar, an intimation that the open seminar has been given will be communicated by the thesis supervisor to the Dean of Academic Affairs through the Convener, DPGC and the Chairperson, SPGC.

11.3. Constitution of Committees/Boards for Thesis and Oral Examination

11.3.1. Research Progress Evaluation Committee

The Research Progress Evaluation Committee (RPEC) for a Ph.D. student consists of the Supervisor(s), one subject expert from the Department/School and one member from outside the Department/School. The RPEC examines the research progress of the candidate at the end of each semester and awards grades. The Supervisor will be the Chairman of the RPEC. The committee is constituted by the supervisor and approved by the DPGC and communicated to the Dean, Academic Affairs through SPGC.

11.3.2. M.Tech./M.Pharm. Thesis Oral Examination Committee

1. The thesis will be examined by an oral examination committee proposed by the thesis supervisor(s)/programme coordinator in consultation with the Head of the Department/Coordinator of the School concerned. It will be recommended by the DPGC and approved by the Chairperson, SPGC.
2. The committee shall consist of the thesis supervisor(s)/ programme coordinator and at least two but not more than four other members, one of whom should belong to a Department/ School other than the student's Department/School. The thesis supervisor/programme coordinator will act as the Chairman of the Committee.

11.3.3. Ph.D. Thesis Board

1. The thesis board shall consist of three members in addition to the thesis supervisor(s) and is approved by the Chairman, Senate. Unless some special circumstances make it impractical, at least two members of the thesis board (other than the supervisor(s)) must be from outside the Institute and at least one of these two must be from within the country. Thesis supervisor will be the chairman of the board.
2. The procedure for constituting the thesis board is given below.
 - i) The thesis board may be proposed at the most 4 weeks before the submission of the thesis.
 - ii) The thesis supervisor(s)/programme coordinator, in consultation with the Head of the Department/Coordinator of the School shall propose a list of examiners consisting of at least six names for the thesis board (in addition to the thesis supervisor(s)/programme coordinator). This list, along with an adequate number of copies of the synopsis (prepared according to the format prescribed in "Specification and Information Regarding the Preparation of Thesis"), shall be forwarded by the DPGC to the Dean of Academic Affairs through the Chairperson, SPGC. This may be done about one month before the submission of the thesis, so that necessary processing of selection of examiners and obtaining their consent can be carried out.
 - iii) The Chairman, Senate in consultation with the Dean of Academic Affairs will select the members of the thesis board from this list. If considered necessary, the Chairman, Senate may require additional names of experts to be submitted or may select members outside the list(s) thus submitted. In case the Chairman, Senate is the supervisor/co-supervisor of the student concerned, the Dean of Academic Affairs will select the members of the thesis board. In case Dean of Academic Affairs is the

supervisor of the student concerned, the Chairman, Senate will select the members of the thesis board.

- iv) The names of the members of the thesis board shall be kept confidential till successful completion of the thesis evaluation. However, on completion of Ph.D. thesis evaluation (as detailed in Section 11.5.2), the Academic Section will send to the thesis supervisor(s) the names of the Institute faculty who are the members of the thesis board, as well as that member who is from outside the Institute but is from within the country so that these names can be included in the proposed list of the members of oral board.

11.3.4. Ph.D. Oral Board

1. The oral board shall consist of four members in addition to the thesis supervisor(s)/programme coordinator. Of the four, three shall be from among the faculty members of the Institute (including those, if any, on the thesis board) and one shall be from among the members of the thesis board within the country but outside the Institute. Of the three members from IIT (BHU) at least one shall be from a Department/School, which is different from the student's own. The thesis supervisor/programme coordinator will act as the Chairman of the Ph.D. Oral Board.
2. The thesis supervisor(s)/programme coordinator in consultation with the Head of the Department/Coordinator of the School shall propose the constitution of the oral board through the DPGC and the Chairperson, SPGC to the Dean of Academic Affairs who will forward it to the Chairman, Senate for approval.

11.4. Submission of Thesis

11.4.1. M.Tech./M.Pharm. Thesis

After the M.Tech./M.Pharm. oral examination committee has been constituted, unbound copies of the thesis one for each examiner of the oral board, (prepared according to the format prescribed in the “Specification and Information Regarding the Preparation of Thesis”), will be submitted to the Dean of Academic affairs through the DPGC and SPGC, at least 10 days before the probable date of oral examination. The Academic Section will arrange to send the copies of the thesis to the examiners. Two copies of the abstract (approximately 250 words) should also be submitted along with the thesis.

11.4.2. Ph.D. Thesis

Ph.D. thesis can be submitted only after the thesis board has been duly approved and the intimation of the satisfactory completion of the open seminar has been received. Bound copies of the Ph.D. thesis (prepared according to the format prescribed in the “Specification and Information Regarding the Preparation of Thesis”) one for each examiner of the thesis board plus an adequate number of additional copies for the oral board, will be submitted to the Dean of Academic affairs through the DPGC and SPGC.

A student may submit soft copy of an extended abstract (of about 1500 words) a month in advance of the submission of the Ph.D. thesis, along with a requisition to the Dean of Academic Affairs through the Convener, DPGC and the Chairperson, SPGC for initiating the process of appointment of thesis board.

11.5. Processing of the Thesis

11.5.1. M Tech/M.Pharm. Oral Examination

1. The oral examination will be conducted within four months from the date of submission of the thesis. If a student does not appear in the oral examination within this time period, his/her programme would be deemed to have been terminated. Request for reinstatement in the programme by such a student should be addressed to the Chairman, Senate. The request may be considered by the Senate and in case the Senate grants the request it shall specify the requirements that the student must fulfil for the award of the degree.
2. The thesis supervisor/programme coordinator will intimate the date of the oral examination to the Academic Section.
3. The oral examination committee will evaluate the thesis, conduct the oral examination and send a report of the examination to the Dean of Academic Affairs through DPGC and the Chairperson, SPGC.
4. A thesis will be considered to have been accepted if all members of the oral examination committee recommend its acceptance. A thesis, which is not accepted, will be considered to have been rejected. Upon acceptance, the candidate is expected to submit the bound copies to the Academic Section incorporating corrections, if any, normally within one week of the acceptance of the thesis by the oral examination committee.
5. If a thesis is rejected in the present form but recommended for resubmission after incorporating any modification/correction suggested by the oral examination committee, oral examination of the resubmitted thesis will be conducted by the original committee unless a different committee is approved by the Chairperson, SPGC. If the re-submitted thesis is rejected, the matter will be reported to the Senate for appropriate action.
6. Acceptance of the thesis will be reported to the Senate for approval.

11.5.2. Ph.D. Thesis Evaluation by the Thesis Board

1. After the synopsis has been submitted and the thesis board constituted, the Dean of Academic Affairs will send a letter by e-mail/fax to each member of the thesis board enclosing a copy of the synopsis and requesting him/her to serve as an examiner for the thesis. If the examiner refuses or no response is received for two weeks (with a reminder being sent after one week), then steps will be taken to appoint another examiner.
2. On receipt of the acceptance for being an examiner, a copy of the thesis along with a thesis evaluation form for the examiner's report will be sent to each examiner.
3. In case Dean of Academic Affairs is the supervisor of the student concerned, above processing (detailed in paras 1 and 2) will be done by the Chairman, Senate.
4. When an examiner's report is received, the Dean of Academic Affairs will place it in one of the following four categories:
 - i) **Category I:** An examiner accepts the thesis in the present form or suggests corrections regarding punctuation, grammar, spelling or language.

The supervisor(s) can use their discretion regarding incorporation of such suggestions.

- ii) **Category II:** An examiner points out minor technical mistakes, raises some queries or suggests modifications but does not imply that the acceptance of the thesis is subject to removal of these defects to the examiner's satisfaction.

The supervisor will be intimated to pass on the said comments to the student and obtain his/her written responses. The copies of the thesis after incorporating the corrections will be sent to the Dean of Academic Affairs. Upon receipt of the status of corrections, the Dean of Academic Affairs will inform the examiner(s) concerned, the changes made on the basis of his/her suggestions.

- iii) **Category III:** An examiner does not recommend acceptance of the thesis in the present form, and raises technical points suggesting mandatory modifications which must be answered/carried out to the examiner's satisfaction before the thesis can be accepted.

The student is required to make the necessary changes in consultation with the supervisor(s) and resubmit the thesis, along with a point-by-point response to the queries of the examiner. The supervisor will then communicate to the Dean of Academic Affairs, the changes made in the thesis, if any, in response to the examiner's comments along with an explanatory note which will be sent to the examiner (by the Dean of Academic Affairs) with a request to respond within six weeks. If the examiner's response is not received within six weeks, a reminder will be sent and if no reply is received within a further period of six weeks, new examiner will be appointed by the Chairman, Senate.

- iv) **Category IV:** An examiner conclusively rejects the thesis for the award of the degree.

5. Copies of the categorized report (without the identity of the examiner) will be sent to the thesis supervisor(s) and the Head of the Department/Coordinator of the School concerned.
6. On completion of the process detailed above, the Dean of Academic Affairs will intimate the supervisor the concurrence of the Chairman, Senate, if given, to initiate the constitution of the oral board. This concurrence of the Chairman, Senate will be given if all the examiners recommend acceptance of the thesis. If one of the examiners rejects the thesis, the matter will be referred to the Chairman, Senate for deciding further course of action. If two or more examiners reject the thesis, the thesis will be rejected.
7. In case the Chairperson, SPGC is the supervisor of the student concerned, the above processing (detailed in paragraphs 4, 5 and 6) will be done by the Dean of Academic Affairs.

11.5.3. Ph.D. Oral Examination

1. The Ph.D. oral examination will be an open examination. The supervisor/ programme coordinator will be the Chairman of the oral board and will fix the date of the oral examination and intimate the date to the Academic Section.

2. If a member of the oral board, communicates in advance, his/her inability to be present or fails to be present on the specified date and time, the Chairman, Senate may appoint another member in his/her place, in consultation with the thesis supervisor(s)/programme coordinator, Head of the Department/Coordinator of the School and Dean of Academic Affairs.
3. Each member of the oral board will be given a copy of the thesis along with the entire set of thesis examiner's reports and modifications thereto, if any, at least one week before the date of the oral examination.
4. The oral board shall
 - i) examine the thesis reports,
 - ii) examine if necessary modifications suggested by the thesis examiners have been incorporated,
 - iii) elicit the candidate's replies to the questions raised by the thesis examiners,
 - iv) authenticate the work as the student's own,
 - v) judge if the presentation of the work by the student and the answers to the questions asked have been satisfactory, and
 - vi) give a report of the examination, which will be communicated by the supervisor(s)/programme coordinator to the Dean of Academic Affairs through the Convener, DPGC through the Chairman, SPGC.
5. If all, except at most one member, declare the student as passed, the student shall be deemed to have passed.
6. If a candidate has not passed, the oral board will specify whether
 - i) the candidate may be given another chance to appear in the oral examination and will specify the approximate date for re-examination. The original oral board will conduct the re-examination unless a different oral board is approved by the Chairman, Senate. In the re-examination, the board will declare whether the student has passed or failed as per the criteria laid down above but will not recommend holding a third oral examination.
 - ii) the candidate is declared to have failed.
7. On receipt of the report that the student has passed the oral examination, Dean of Academic Affairs will recommend to the Senate for the award of Ph.D. degree.
8. If the candidate has failed, the matter will be brought to the attention of the Senate for further action.
9. The Chairman, Senate may order a special procedure for the evaluation of a Ph.D. thesis to protect the work of classified nature involving national security and sovereignty and/or to protect the intellectual property rights of the candidate, the supervisor and the Institute.

12. GRADUATION REQUIREMENTS

A student shall be deemed to have completed the graduation requirements, if the student has

- i) passed all the prescribed courses,
- ii) attained the minimum required CPI,
- iii) earned the minimum number of credits through course work and thesis work and the minimum number of total credits prescribed for the programme,
- iv) satisfied the minimum residence requirements,
- v) satisfied all the requirements specified by the concerned Department/School, if any,
- vi) satisfied the quality of expectations for the thesis as specified by the thesis board,
- vii) at least two research publications for Ph.D. (accepted for publication/published) (to be submitted separately), and a conference presentation or a research publication (desirable) for M.Tech./M.Pharm. (to be submitted separately), and
- viii) satisfied all the requirements specified by the Senate and the Ordinances.

In addition, the student should have paid all the dues to the Institute and, should have no pending case of indiscipline.

13. REMOVAL OF DIFFICULTY

Notwithstanding anything contained in these ordinances, the Senate of the Indian Institute of Technology (Banaras Hindu University) Varanasi reserves the right to modify/amend without notice, the curricula, procedures, requirements, and rules pertaining to its postgraduate programmes.

Any doubt or dispute about the interpretation of these Ordinances shall be referred to the Chairman, Senate of the Indian Institute of Technology (Banaras Hindu University) Varanasi, whose decision shall be final and binding.

POSTGRADUATE COMMITTEES

Each Department/School shall have a Department Postgraduate Committee (DPGC) consisting of a Convener to be nominated by the Head of the Department/Coordinator of the School in consultation with the faculty of the Department/School, the Head of the Department/Coordinator of the School and a minimum of four and a maximum of eight faculty members to be chosen by the Department/School, and two students, one from the Ph.D. programme and the other from the M. Tech./M.Pharm. programme. If an M.Tech. programme does not exist in a Department/School, both students shall be from the Ph.D. programme. The student members shall be chosen by the postgraduate students of the Department/School for a period of one academic year.

The Senate Postgraduate Committee (SPGC) shall consist of the Conveners of all the DPGCs, and five additional student members, of whom two shall be from the Ph.D. programme, two shall be from the M.Tech. programme and one shall be from the M.Pharm. programme. The student members shall be nominated by the Students' Senate. In addition, the outgoing Chairperson (if not otherwise a member, by virtue of being Convener of the DPGC concerned) shall be a member of SPGC. The Chairperson, SPGC is elected according to the procedures laid down by the Elections Committee of the Senate.

The SPGC shall have jurisdiction in the following matters concerning the postgraduate programmes of the Institute: the formal approval of new courses of instruction, modification of courses already approved, the credit value of courses, the formal approval of admission of postgraduate students, the admission of qualified students to candidacy for degrees, the rules governing the form of presentation and disposal of theses, the conduct of oral and written examinations and in such other related matters as may be referred to it by the Senate.

The functions of the SPGC shall consist primarily of general policy determination, coordination and review, but the Senate shall retain the power of final review. In the discharge of its responsibilities the committee shall make full use of the appraisals and recommendations of the various Departments/Schools concerned. This committee shall be assisted by the DPGCs.

The student members shall not participate when the cases of academic evaluation of individual students are being considered, although the students' opinion might be sought prior to taking any decision.

Table 1: M.Tech./M.Pharm. Programmes and the Specializations**A. Programmes in the Engineering Disciplines (including Pharmaceutics)**

Programmes	Specialization
M.Tech. in Ceramic Engineering	-----
M.Tech. in Chemical Engineering	-----
M.Tech. in Civil Engineering	a) Environmental Engineering b) Geotechnical Engineering c) Hydraulics and Water Resources Engineering d) Structural Engineering e) Transportation Engineering
M.Tech. in Electrical Engineering	a) Power Systems b) Electrical Machines and Drives c) Control Systems d) Power Electronics
M.Tech. in Electronics Engineering	a) Microwave Engineering b) Digital Techniques and Instrumentation c) Microelectronics d) Communication Systems Engineering
M.Tech. in Mechanical Engineering	a) Machine Design b) Thermal and Fluid Engineering c) Production Engineering
M.Tech. in Metallurgical Engineering	a) Extractive Metallurgy b) Alloy Technology
M.Tech. in Mining Engineering	a) Mine Environment b) Rock Mechanics c) Mine Planning
M.Pharm.	a) Pharmaceutics b) Pharmaceutical Chemistry c) Pharmacology e) Pharmacognosy

B. Interdisciplinary Programmes

Programmes	Offered by
M.Tech. in Biochemical Engineering	School of Biochemical Engineering
M.Tech. in Biomedical Engineering	School of Biomedical Engineering
M.Tech. in Materials Science and Technology	School of Materials Science and Technology
M.Tech. in Industrial Management	Mechanical Engineering Department
M.Tech. in Systems Engineering	Electrical Engineering Department

Table 2: M.Tech./M.Pharm. Programmes and the Requisite Qualifications

Most of the Bachelor's and Master's degrees that are being awarded in the disciplines/areas in the country and abroad are listed in the following. However, a candidate possessing a degree that does not exactly conform to the degrees listed below may be considered for admission, based on the performance in written test and/or interview and provided that the interview/admission committee, upon scrutiny of the list of courses done and credits earned by the candidate, finds that the degree concerned is at par with those listed below.

A. Programmes without specializations

Discipline	Eligibility
Ceramic Engineering	B.Tech. or an equivalent degree in Ceramic/ Civil/ Electronics/ Electrical/ Mechanical/ Metallurgical Engg./ Chemical Engg. and Technology/Materials Science & Technology/ Silicate Technology or M.Sc. Physics (with special papers in Solid State/ Electronics) or Electronics or Chemistry (with special papers in Physical/ Inorganic/ Solid State Chemistry) provided the candidate has passed B.Sc./ B.Sc.(Hons.) Examination with Physics, Chemistry and Mathematics
Chemical Engineering	B.Tech. or an equivalent degree in Chemical Engg. or Bio-Chemical Engg. /Electrochemical Engg. /Energy Engg. /Environmental Engg. /Food Processing Engg./Petrochemical Engg./Petroleum Engg./Chemical Technology/Oil Technology/Paint Technology/Petroleum Technology/Plastic Technology/Polymer Technology/Bio-Technology/Food Technology with a valid GATE score in Chemical Engineering

B. Programmes with specializations

Discipline	Specialization	Eligibility
Civil Engineering	f) Environmental Engineering g) Geotechnical Engineering h) Hydraulics and Water Resources Engineering i) Structural Engineering j) Transportation Engineering	B.Tech. or an equivalent degree in the respective branch of engineering.
Mechanical Engineering	d) Machine Design e) Thermal and Fluid Engineering f) Production Engineering	B.Tech. or an equivalent degree in the respective branch of engineering.
Metallurgical Engineering	c) Extractive Metallurgy d) Alloy Technology	B.Tech. or an equivalent degree in Metallurgical Engg., Materials Science/Engineering, Mineral/Chemical/Ceramic /Mechanical Engg., Chemical Tech. or M.Sc. (Physics/ Chemistry) with

		specialization in Solid State Physics, Physical/ Inorganic Chemistry provided the candidate passed B.Sc./ B.Sc. (Hons.) Examination with Mathematics as one of the subject at undergraduate level
Mining Engineering	d) Mine Environment e) Rock Mechanics f) Mine Planning	B.Tech. or an equivalent degree in the respective branch of engineering.
Electrical Engineering	e) Power Systems f) Electrical Machines and Drives	B.Tech. or an equivalent degree in Electrical Engg.
	g) Control Systems	B.Tech. or an equivalent degree in Electrical/ Electronics/ Control Systems/ Instrumentation Engg.
	h) Power Electronics	B.Tech. or an equivalent degree in Electrical/ Electronics Engg.
Electronics Engineering	f) Microwave Engg. g) Digital Techniques and Instrumentation h) Microelectronics i) Communication Systems Engg.	B.Tech. or an equivalent degree in Electrical or Electronics Engg. with valid GATE Score in Electronics Engg.
Pharmaceutics	d) Pharmaceutics e) Pharmaceutical Chemistry f) Pharmacology g) Pharmacognosy	B.Pharm. or an equivalent degree in Pharmacy.

C. Inter-disciplinary programmes

Discipline	Eligibility
Industrial Management (Offered by the Mechanical Engineering Department)	B.Tech. or an equivalent degree in any branch of engineering
Systems Engineering (Offered by the Electrical Engineering Department)	B.Tech. or an equivalent degree in any branch of engineering
Materials Science and Technology (Offered by the School of Materials Science and Technology)	B.Tech. or an equivalent degree in Ceramic/ Chemical/ Civil/ Electrical/ Electronics/ Polymer/ Plastic Technology/ Materials Technology/ Nanotechnology/ Mechanical / Metallurgical Engineering OR M.Sc. degree in Chemical Science/ Materials Science/ Physical Science provided the

	candidate has passed B.Sc./ B.Sc. (Hons.) Examination with Chemistry/ Physics/ Mathematics and Computer Science/ Statistics.
Biochemical Engineering (Offered by the School of Biochemical Engineering)	B.Pharm./ B.Tech. or an equivalent degree in Biochemical/ Biotechnology/ Chemical/ Food Engg./ OR M.Sc. degree in Biochemistry/ Bio-Technology/ Microbiology or in Chemistry with specialization in Biochemistry or Physical Chemistry.
Biomedical Engineering (Offered by the School of Biomedical Engineering)	B.Tech. or an equivalent degree in Biomedical/ Ceramic/ Chemical/ Computer/ Electrical/ Electronics (Telecommunication/Instrumentation/Control) / Mechanical/ Metallurgical Engg. / OR M.Sc. degree in Physics.

NOTE: 1. Candidates desirous of applying for admission to different M.Tech. programmes must send separate applications to the Department/School concerned for M.Tech. programmes being offered by the Department/School. Separate applications are also required for inter-disciplinary programmes offered by the same Department.

Candidates desirous of applying for admission to different M.Tech. programmes must send their original application to the Department/School which is their first preference and copy of their application to each of their other preferred Departments/Schools.

2. Not more than 40% of the total seats in the Departments, wherever candidates from allied disciplines are declared eligible for admission, shall be open for any one allied discipline. However, preference will be given for eligible candidates from the discipline based on their performance in the written test/interview.
3. Not more than 40% of the total seats in interdisciplinary programmes in Schools will be open for any ONE branch of Engineering or Science.

Table 3 : Departments/Schools/Disciplines and Allied Disciplines / Areas for Ph.D. Programmes.

Most of the Bachelor's and Master's degrees that are being awarded in the disciplines/areas in the country and abroad are listed in the following. However, a candidate possessing a degree that does not exactly conform to the degrees listed below may be considered for admission, based on the performance in written test and/or interview and provided that the interview/admission committee, upon scrutiny of the list of courses done and credits earned by the candidate, finds that the degree concerned is at par with those listed below.

Departments/Schools	Allied Disciplines/ Areas
Ceramic Engineering	<p>Bachelor's / Master's degree in any branch of Engineering.</p> <p>Master's degree in Chemistry/Applied Chemistry/Physics/Applied Physics/Geology or Geophysics (with Mathematics as a subject at Bachelor's Degree level).</p> <p>Master's degree in Modern Medicine / Indian Medicine (for the areas related to Bioceramics). Preference would be given to candidates with B.Tech./M.Tech. in Ceramic Engineering/with some background of ceramics.</p>
Chemical Engineering	<p>Bachelor's/Master's degree in any branch of Engineering/Technology with Mathematics at Senior Secondary (Plus 2)/Intermediate level.</p> <p>Master's degree in Chemistry/Biochemistry/Environmental Science/ Biotechnology/Industrial Chemistry with Mathematics at Senior Secondary (Plus 2)/Intermediate level.</p>
Civil Engineering	<p>M.Sc.(Engg.)/M.E./M.Tech. degree in Applied Mechanics, Mining Engineering, Chemical Engineering, Chemical Engineering and Technology, Chemical Technology, Agricultural Engineering.</p> <p>M.Sc.(Engg.)/M.E./M.Tech. in Geoinformatics, Geomatics, Remote Sensing, Remote Sensing and GIS.</p> <p>B.Sc.(Engg.)/B.E./B.Tech./ M.Sc.(Engg.)/M.E./M.Tech. in Computer Science and Engineering, Computer Engineering.</p> <p>B.Sc.(Engg.)/B.E./B.Tech./M.Sc.(Engg.)/ M.E./M.Tech. or equivalent degree in Environmental Engineering, Environmental Science and Engineering, Environmental Science and Technology.</p> <p>M.Sc./M.Tech. in Geophysics, Geology.</p> <p>M.Sc.(Engg.)/M.E./M.Tech. in Aerospace Engineering, Earthquake Engineering, Naval Architecture, Ocean Engineering, Mechanical Engineering.</p>

	M.Tech./M.B.A. or equivalent degree in Construction Management, Operations Management, Environmental Management.
Computer Engineering	B.Tech./B.E./M.Tech./M.E. degree in Computer Technology/ Information Technology/ Electronics Engineering/ Electronics and Communication Engineering/All related subjects of Computer Engineering at M.Tech. level/ M.Tech. in Mathematics & Computing.
Electrical Engineering	B.Tech. & M.Tech. in Electronics Engineering.
System Engineering	B.Tech./M.Tech. in any branch of Engineering.
Electronics Engineering	Master's degree in any of the following areas: Digital Communication Systems, Information and Coding Theory, Telecom Networks, Mobile and Wireless Communication Systems, Digital Systems and Microprocessors, Digital Signal and Image Processing, Computer Vision and Robotics, Signal and Systems Theory, Control Systems, Fuzzy Logic, Neural Networks and their applications, Power Electronics, Microelectronics and VLSI Systems, Semiconductor Device Modelling and Simulation, Solid State Devices, Organic Electronics, Transparent Semiconductors and Photovoltaics, Sensors and Pattern Recognition, Electronic Instrumentation and Virtual Instrumentation, Electromagnetics, RF Engineering and Microwaves, Antennas, Optoelectronics and Optical Communication, Photonic Networks and Systems, Information Technology.
Mechanical Engineering	Bachelor's degree in Production Engineering and Master's degree in any discipline/ area relevant to Mechanical Engineering.
Industrial Management	Bachelor's degree in any branch of Engineering and Master's degree in any branch of Engineering/Management.
Metallurgical Engineering	Bachelor's / Master's degree in Mechanical / Chemical / Production Engg./Manufacturing Engg./Mineral Engg./ Ceramic Engg. Master's degree in Materials Science / Engg./ Technology Master's degree in Physical Sciences (Solid State Physics)/Chemical Sciences (Inorganic / Physical Chemistry/Industrial Chemistry)/ Biological Sciences/Geology with Mathematics as a subject at Bachelor's level.

Mining Engineering	<p>Master's degree in Geology/ Geophysics/Geohydrology/Mathematics/ M.Sc. in Petroleum Geosciences/Chemistry/Environmental Science with Mathematics at Intermediate level.</p> <p>M.Tech./M.S./IDD in Chemical Engineering/ Environmental Engineering/ Civil Engineering/ Industrial Engineering/ Mechanical Engineering/ Electrical Engineering/ Computer Engineering/ Electronics Engineering.</p>
Pharmaceutics	<p>MS/M.Tech. in Pharmacy/Pharmaceutical Sciences/ Pharmaceutical Engineering/Pharmaceutical Technology/ Pharmaceutical Biotechnology/ Bioinformatics/ Biochemical Engineering/ Biomedical Engineering with graduation in Pharmacy (B.Pharm.).</p>
Physics	<p>M.Sc./M.Tech. in Applied Physics, Engineering Physics, Bio-Physics, Electronics Engg., Materials Science, Ceramics Engg., Metallurgical Engg., Electrical Engg., Bio-Informatics, Geomatics & Geoinformatics, Computer Science, Computer Engg., Mechanical Engg., Mathematics, Chemistry, Remote Sensing, Astrophysics, Space Physics, Applied Optics, Atmospheric Physics, Fibre Optics & Photonics.</p>
Chemistry	<p>Master's degree in Physics/ Biotechnology/ Biochemistry/ Medicinal Chemistry/ Environmental Science/ Materials Science and Technology/ Industrial Chemistry/ Applied Chemistry/ Nanotechnology with Chemistry as a subject at Bachelor's level.</p> <p>Bachelor's/Master's Degree of Engineering/Technology in Chemical/ Ceramics/ Metallurgical/ Pharmaceutics/ Materials Science and Technology as well as engineering disciplines related to chemical sciences.</p>
Mathematics	<p>Master's degree in Statistics/ Computer Science/ Computer Engineering, with Mathematics as a subject at Bachelor's level.</p> <p>Bachelor's degree (B.Tech./B.E.) in Mathematics and Computing/ Computer Engineering/Computer Science.</p>
Biochemical Engineering	<p>Master's degree in Biochemistry / Biotechnology/Microbiology/ Environmental Science.</p> <p>Bachelor's/Master's Degree in Biochemical Engg./ Food Technology/Pharmacy/Chemical Engineering/Biotechnology</p>
Biomedical Engineering	<p>B.Tech./M.Tech. degree in Bioengineering/Electrical Engg./ Electronics Engg./Instrumentation Engg./MechanicalEngg./ Computer Engg./Materials Science & Technology/ Chemical Engg./ Bio-technology.</p>

	M.Sc. degree in Physics/Chemistry/Polymer Sciences/ Biochemistry.
Materials Science & Technology	<p>Master's degree in Chemical Sciences, Materials Science and Physical Sciences.</p> <p>Bachelor's / Master's degree in Ceramic/ Chemical/ Civil/ Electrical/ Electronics/ Polymer/ Plastic Technology/ Materials Technology/ Nanotechnology/ Mechanical / Metallurgical</p> <p>Master's degree in Dentistry/ Orthopedics/ E.N.T./ Rasa Shastra.</p>

RESERVATION OF SEATS

SC/ST Category

In each programme 15 per cent seats are reserved for the Scheduled Castes (SC) candidates and 7.5 per cent seats are reserved for the Scheduled Tribes (ST) candidates. Such candidates are required to produce at the time of admission an **original certificate** in the prescribed format (see Annexure III.1).

OBC Category

Board of Governors has approved 27 per cent reservation for Other Backward Classes (OBCs) candidates (other than those covered under the category of “creamy layer”). The reservation is applicable to those OBC candidates who satisfy the following eligibility requirements.

1. They belong to one of the castes listed against the state of their residence on the web-site of **National Commission of Backward Classes (NCBC)**, i.e., they belong to the **central list of OBC** (visit the URL: <http://ncbc.nic.in/backward-classes/index.html>).

2. They are excluded from the Creamy Layer as provided in the OM No. 36012/22/93-(SCT) dated 8th September, 1993 of the Ministry of Personnel, Public Grievance and Pension, Department of Personnel and Training as amended by that Department vide OM No. 36033/3/2004-Estt.(Res) dated 9th March, 2004 and any other notification that may take place before the admission. More details on the definition of Creamy Layer are available at the following links:

<http://ncbc.nic.in/html/creamyayer.html>

http://persmin.gov.in/WriteData/WMS/ScanDocument/36033_5_2004_01April2005.htm

To ensure that the benefit of reservation is given only to the **OBCs excluded from the Creamy Layer** (as per the above-mentioned Office Memorandum), candidates belonging to the OBC category are required to produce at the time of admission an **original certificate** in the prescribed format (see Annexure III.2).

PC Category

In each category of seats (unreserved and reserved), 3 per cent seats are reserved for the Physically Challenged (PC) candidates and are to be filled up as per the admission procedure laid down for that category. In case one or more of the seats reserved for the PC candidates in a category remain vacant, those are permitted to be filled up by the other candidates belonging to the same category.

FORM OF THE CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTE AND SCHEDULED TRIBE CANDIDATES IN SUPPORT OF THEIR CLAIM

1. This is to certify that Shri/Shrimati/Kumari* _____ son/daughter* of _____ of Village/Town* _____ in District/Division* _____ of State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognised as a Scheduled Caste/Scheduled Tribe* under:-

The Constitution (Scheduled Castes) Order, 1950

*The Constitution (Scheduled Tribes) Order, 1950

*The Constitution (Scheduled Castes) (Union Territories) Order, 1951

*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act, 1976 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002].

*The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956;

*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976;

*The Constitution (Dadara and Nagar Haveli) Scheduled Castes, Order, 1962;

*The Constitution (Dadara and Nagar Haveli) Scheduled Tribes, Order, 1962;

*The Constitution (Pondicherry) Scheduled Castes Order, 1964;

*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967;

*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;

*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;

*The Constitution (Nagaland) Scheduled Tribes Order, 1970;

*The Constitution (Sikkim) Scheduled Castes Order, 1978;

*The Constitution (Sikkim) Scheduled Tribes Order, 1978;

*The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989;

*The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990;

*The Constitution (Scheduled Tribes) Order (Amendment) Act, 1991;

*The Constitution (Scheduled Tribes) Order (Second Amendment) Act, 1991;

2. This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes* Certificate issued to Shri/Shrimati* _____ father/mother* of Shri/Shrimati/Kumari* _____ of Village/Town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* _____ issued by the _____ dated _____.

3. Shri/Shrimati/Kumari* _____ and/or* his/her* family ordinarily reside(s)** in village/town* _____ of _____ District/Division* of the State/Union Territory* of _____.

Signature _____

Designation_____

(with seal of Office)

Place _____ State/Union Territory* _____

Date _____

***Please delete the word(s) which are not applicable.**

IMPORTANT NOTES

1. The term “ordinarily reside(s)** used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

2. Officers competent to issue Caste/Tribe certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/City Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officer of the area where the candidate and/or his family normally reside(s).

(v) Administrator/Secretary to Administrator/Development Officer (Lakshdweep Island).

3. Certificate issued by any other authority will be rejected.

ANNEXURE III.2
(Format of OBC Certificate)

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES
APPLYING FOR ADMISSION TO CENTRAL EDUCATION INSTITUTES UNDER
THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kum. _____ Son/Daughter of
Shri/Smt. _____ of Village/Town _____
District/Division _____ in the _____ State
belongs to the _____ Community which is recognized as a backward
class under:

- (i) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

Shri/Smt./Kum. _____ and/or his family ordinarily reside(s) in the
_____ District/Division of _____ State.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004.

Dated:
District Magistrate/
Deputy Commissioner, etc.
Seal

NOTE:

(a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue Caste Certificates are indicated below:

(i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.

(iii) Revenue Officer not below the rank of Tehsildar' and

(iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.

X-X-X-X-X

RELAXATION IN THE QUALIFYING MARKS FOR SC/ST CANDIDATES

A relaxation of 5% marks / 0.5 CPI shall be admissible on all qualifying marks/CPI for Scheduled Caste and Scheduled Tribe candidates in the admission.

**LIST OF EXTERNAL R&D ORGANIZATIONS
RECOGNIZED BY THE INSTITUTE**

1. All R & D Laboratories/Institutions of CSIR, DAE, DOS, DRDO, DST and Ministry of Telecommunication & Information Technology.
2. Bharat Heavy Electricals Limited (BHEL), Research and Development Laboratories.
3. Indian Pharmacopoeia Commission, Ghaziabad.
4. Central Mine Planning and Design Institute Limited, Ranchi.
5. Central Power Research Institute, Bangalore.
6. Central Pulp and Paper Research Institute, Saharanpur.
7. Diesel Locomotive Works (DLW), Varanasi
8. Hindustan Aeronautics Limited, Lucknow & Korwa.
9. Hindustan Machine Tools (R & D Division), Bangalore.
10. Indian Bureau of Mines, Nagpur.
11. Jyoti Limited, Baroda.
12. Kirloskar Electric Limited, Bangalore.
13. Mechanical Engineering Research and Development Organization, Pune.
14. National Institute of Rock Mechanics, Kolar.
15. National Council for Cement and Building Materials (NCCBM), New Delhi.
16. Raman Research Institute, Bangalore.
17. Tata Steel, Jamshedpur.
18. National Metallurgical Laboratory Extension Centre, Chennai.

N.B. All the research areas in which the above organizations are engaged in R&D activities are considered to be approved.

* * *

QUALITY IMPROVEMENT PROGRAMME

At present, this provision is available only in the Department of Metallurgical Engineering and in the Department of Mining Engineering.

EXAMPLES FOR CREDIT CALCULATION

a) Theory courses with Tutorials

Assuming that there are 4 contact hours per week per course, out of which, one contact hour is devoted to tutorial,

$$C = 3 L + 2 T + P + A$$
$$= 3 \times 3 + 2 \times 1 + 0 + 0 = 9 + 2 = 11$$

b) Theory courses without Tutorials

Assuming that there are 3 contact hours per week per course,

$$C = 3 L + 2 T + P + A$$
$$= 3 \times 3 + 0 + 0 + 0 = 9$$

c) Theory courses with 3 contact hours per week per course and two hours of additional work per week

$$C = 3 L + 2 T + P + A$$
$$= 3 \times 3 + 0 + 0 + 2 = 9 + 2 = 11$$

d) Practical courses

Assuming that one hour of preparatory work is required before conducting a 3 hour practical per week,

$$C = 3 L + 2 T + P + A$$
$$= 0 + 0 + 3 + 1 = 4.$$

e) Thesis credits:

Assuming that a week-long research work by a student can be approximately equated to 5 credits, a semester shall carry 55 credits of research work, which is equivalent to 5 units. In other words, one unit of thesis work is equivalent to 11 credits.

* * *

SUPPLEMENTARY ORDINANCES APPLICABLE FOR STUDENTS ADMITTED
BEFORE JULY 2013

**ORDINANCES APPLICABLE FOR STUDENTS ADMITTED TO PH.D.
PROGRAMMES IN 2012-13 SESSION**

All the existing ordinances and transitory ordinances, applicable to the students admitted to Ph.D. programmes in 2012-13 session, will stand cancelled. The students will be governed by the “ORDINANCES GOVERNING POSTGRADUATE PROGRAMMES” applicable to the Ph.D. students admitted in 2013-14 session with the following modifications.

P1. In order to draw the equivalence of credits already earned by the students admitted to Ph.D. programmes in 2012-13 at par with the new credit system, the following reassignment of credits for the courses conducted in 2012-13 will be done.

The equivalent credits for a 3 credits theory course will be 10 credits.

The equivalent credits for a 4 credits theory course will be 11 credits.

The equivalent credits for a 3 credits practical course will be 4 credits.

P2. The grades obtained in the session 2012-13 as per the earlier grading system will be mapped as given below and new grade reports with the mapped new grades will be issued replacing the earlier grade reports.

Grades Obtained Earlier	Corresponding New Grades	Grade Points
S	A*	10
A	A	10
B	B	8
C	B	8
D	C	6
E	C	6
F	F	0

P3. The CPI will be recalculated as per the above reassignment of the credits.

P4. For the session 2013-14 onwards, credits and grades for each course will be allotted as per the “ORDINANCES GOVERNING POSTGRADUATE PROGRAMMES” applicable to the Ph.D. students admitted in 2013-14 session.

ORDINANCES APPLICABLE FOR STUDENTS ADMITTED TO M.TECH. AND M.PHARM. PROGRAMMES IN 2012-13 SESSION

All the existing ordinances and transitory ordinances, applicable to students admitted to M.Tech. and M.Pharm. programmes in 2012-13 session, will stand cancelled and these students will be governed by the “ORDINANCES GOVERNING POSTGRADUATE PROGRAMMES” applicable to the M.Tech./M.Pharm. students admitted in 2013-14 session with the amendments given below. Accordingly, Sections 4.3, 5.1, 7.1, 7.4, 7.5, 7.7 and 11.5.1 of the said “ORDINANCES GOVERNING POSTGRADUATE PROGRAMMES” will be replaced by the following corresponding amended sections with the corresponding numbers, prefixed with 'R'.

R4.3 Semester Load Requirements

The student is required to earn the credits in each semester as given below:

I Semester	23-26 credits	(through course work as specified by individual department/school)
II Semester	24-27 credits	(through course work as specified by individual department/school)
III Semester	16 credits	(through thesis work)
IV Semester	23 credits	(through thesis work)

R5.1. Attendance Requirements

Attendance is important for learning from the teacher inside a classroom or a laboratory. The understanding that a teacher can transmit to the students as well as the learning that can take place from discussions in the classroom may not be attainable merely from textbooks. The attendance is an Institute requirement and needs to be fulfilled on a course by course basis. The student is expected to be present in all the classes i.e. 100% attendance. ~~A grace of 15% in attendance is allowed for minor illness and urgencies, for which no application will be required to be submitted.~~

~~For participation in curricular and co-curricular activities such as intra and inter-Institute competitions, a student has to apply for leave. The leave has to be applied well in advance for availing this provision. If the application is approved, a maximum of 7 days leave can be granted in a semester. This leave is in addition to the other leave provisions given in this section. These are treated as permitted absences from academic work and will be added to the number of hours of presence for the calculation of percentage attendance and will be compiled centrally by the office of Dean of Academic Affairs.~~

Not applicable

~~Low attendance will result in reduction of the grade obtained in the course as given below.~~

~~a) If the attendance $\geq 85\%$ the Grade obtained will remain unaltered.~~

~~b) The grade obtained will be reduced by one level, but not below E, if the attendance is $< 85\%$ and $\geq 75\%$. [S \rightarrow A, A \rightarrow B, B \rightarrow C, C \rightarrow D, D \rightarrow E, E/F will remain unaltered.]~~

~~e) The grade obtained will be reduced by two levels, but not below E, if the attendance is $< 75\%$ and $\geq 65\%$. [S \rightarrow B, A \rightarrow C, B \rightarrow D, C \rightarrow E, D \rightarrow E, E/F will remain unaltered.]~~

~~d) The grade obtained will be reduced to F grade, if the attendance is $< 65\%$. [S/A/B/C/D/E \rightarrow F, F will remain unaltered.]~~

The teachers would have to record the attendance in the attendance register and that will be uploaded on the course portal available, on a monthly basis. The attendance of each course will be available for display to the students through notice board or on net on a monthly basis.

~~The penalty of downgrading will be done centrally and teachers are required to submit the grades as obtained by the students.~~

~~**Responsible Student Attendance Option (RSAO):** Responsible Student Attendance option can be exercised by a student who declares himself/herself responsible towards learning and wants to be exempted from the attendance requirement for a specific course. If a student exercises this option in a subject and secures less than B grade in that subject, his/her grade will automatically be lowered to F grade, while the other grades will remain unaltered.~~

~~This option can be exercised by the student during registration and add/drop period and can be withdrawn till one day before the start of the first periodical examination. For students who have withdrawn from the RSAO option, there will be no concession from the requirement of attendance and their attendance will be compiled out of the total number of classes held in that particular course in the semester including the period during which they were on RSAO. The RSAO option is not applicable for the practical courses or the practical component of a course. This option can be availed in a maximum of two theory courses in a semester.~~

~~The Institute does not recommend this option because classroom experience enriches learning. However, this option is provided to students. This option should be exercised judiciously, as the presence of good students contributes to the learning atmosphere inside a classroom.~~

R7.1 Minimum Residence, Maximum Duration and Academic Requirements

The following Table lists the minimum residence and maximum duration allowed in the programme, and credit requirements for graduation for M.Tech./M.Pharm. students.

Programme	Total Credits required for Graduation	Credits to be earned through Course Work	Credits to be earned through Thesis Work	Minimum Residence	Maximum Duration
M.Tech./ M.Pharm.	86-92	47-53 (as specified by individual Department/ School)	39	4 Semesters	4 years

Credits Allocation

The credits allocation to various courses and Thesis work will be as follows:

Theory course with 3 contact hours	---	04 credits
Practical courses with 3 contact hours	---	03 credits
Seminar with 2 contact hours	---	01 credits
Seminar on Thesis	---	08 credits
Thesis – Interim Evaluation	---	08 credits
Thesis – Oral Examination	---	08 credits
Thesis – Evaluation	---	15 credits

R7.4 Evaluation of Academic Performance in a Course

1. In each course a student is registered, he/she earns certain approved credits and is awarded a letter grade indicating his/her overall performance in that course.
2. There shall be continuous evaluation of the academic performance of the student. For this purpose, there shall be two periodical examinations and one end semester examination. In addition, home assignments, quizzes, etc. may be given by the course Instructor. Weights for different components of the evaluation may be decided by the course Instructor.

After the evaluation of the total semester performance, the Instructor would assign a letter grade based on the overall performance of a student in that course.

The actual weights for different components of the evaluation applicable for a specific course and the pattern of grading shall be announced by the course instructor in the beginning of the semester.

3. There will be nine letter grades used to represent the performance of the students in courses or thesis work. They are: S, A, B, C, D, E, F, I and T. The correspondence between grades and grade points (on a 10 point scale) along with a description of what a specific letter grade represents is given below:

<u>Grade</u>	<u>Grade Points</u>	<u>Description</u>
S	10	Outstanding
A	9	Excellent
B	8	Very Good
C	7	Good
D	6	Fair
E	5	Satisfactory
F	0	Failed
I	--	Incomplete
T	--	Waiver/Transfer*

*The Grade T stands for waiver/transfer of credits permitted for students who proceeded to other institutions or research organizations as non-degree students

4. If a student obtains any of the letter grades S, A, B, C, D or E in a course / thesis work, he/she earns the credits assigned to that course/thesis work.
5. If a student does not complete all the requirements for a course for a genuine reason, the instructor may award the grade I (Incomplete), awaiting completion of work. An I grade may also be awarded if the student has not appeared in the end semester examination for cogent reasons. If the reason for missing the end semester examination is not accepted as a cogent reason by the competent authority, the I grade shall be converted to fail grade F; otherwise, a make-up end semester examination shall be conducted and the grade I shall be replaced by the grade obtained by the student, as per the provisions of this document. An I grade must be converted by the instructor to a regular letter grade by the last date for such conversion specified in the Academic Calendar, failing which it is automatically converted to an F grade by the Dean of Academic Affairs Office.

6. A student getting an F grade in a course must repeat the course. If the course happens to be an elective course, he/she can substitute the same by another elective course with the permission of the Convener, DPGC.

R7.5 Computation of the Semester Performance Index (SPI) and Cumulative Performance Index (CPI)

The Semester Performance Index (SPI) is a weighted average of the grade points earned by a student in courses credited and describes his/her academic performance in a semester. If the grade points associated with the letter grades awarded to a student are $G_1, G_2, G_3, G_4,$ and G_5 in five courses and the corresponding credits are $C_1, C_2, C_3, C_4,$ and $C_5,$ the SPI is given by

$$\text{SPI} = \frac{C_1 \times G_1 + C_2 \times G_2 + C_3 \times G_3 + C_4 \times G_4 + C_5 \times G_5}{C_1 + C_2 + C_3 + C_4 + C_5}$$

The Cumulative Performance Index (CPI) indicates the overall academic performance of a student in all the courses registered up to and including the latest completed semester/summer term. It is computed in the same manner as the SPI, considering all the courses (say, n), and is given by

$$\text{CPI} = \sum_{i=1}^n \frac{C_i \times G_i}{C_i}$$

where $C_1, C_2,$ etc. are the credits for the courses that the student has registered for all the semesters including the summer terms completed and $G_1, G_2,$ etc. are respectively the corresponding grade points.

Where necessary, the CPI may be converted to its percentage equivalent by multiplying the same by 10.

R7.7 Academic Performance Requirement

1. The students in the M.Tech. and M.Pharm. programmes are required to fulfill the credits requirement as specified in Section R7.1 of these Supplementary Ordinances.
2. The minimum CPI requirement for graduation in M.Tech./M.Pharm. programme is 6.0.
3. If a student gets a CPI of less than 6.0, based on the summer term results after the end of first academic session, he/she will be considered to have earned zero credits up to that point of time and will be required to reregister for the programme. The student, however, will be required to complete the programme in the stipulated maximum duration as specified in Section R7.1, counting from

the date of first registration in the programme. His/her grade report shall indicate that his/her previous grades are cancelled and the fresh grades are for the semesters he/she is repeating.

R11.5.1 M.Tech./M.Pharm. Oral Examination

1. The oral examination will be conducted within four months from the date of submission of the thesis. If a student does not appear in the oral examination within this time period, his/her programme would be deemed to have been terminated. Request for reinstatement in the programme by such a student should be addressed to the Chairman, Senate. The request may be considered by the Senate and in case the Senate grants the request it shall specify the requirements that the student must fulfill for the award of the degree.
2. The thesis supervisor/programme coordinator will intimate the date of the oral examination to the Academic Section.
3. The oral examination committee will evaluate the thesis, conduct the oral examination and award the grades separately for the Oral Examination as well as for the Thesis Evaluation as specified in Section R7.1.

ORDINANCES APPLICABLE FOR STUDENTS ADMITTED TO M.TECH., M.PHARM. AND PH.D. PROGRAMMES PRIOR TO 2012-13 SESSION

All the students admitted to M.Tech., M.Pharm. and Ph.D. programmes prior to 2012-13 continue to be governed by the Ordinances and Regulations of the respective programmes of the erstwhile Faculty of Engineering and Technology, Banaras Hindu University which were in force for the academic session 2011-12 except for the attendance and for the evaluation system for which the following rules will apply:

(a) Attendance Requirements for students admitted to M.Tech., M.Pharm. and Ph.D. programmes prior to 2012-13

Attendance is important for learning from the teacher inside a classroom or a laboratory. The understanding that a teacher can transmit to the students as well as the learning that can take place from discussions in the classroom may not be attainable merely from textbooks. The attendance is an Institute requirement and needs to be fulfilled on a course by course basis. The student is expected to be present in all the classes i.e. 100% attendance. ~~A grace of 15% in attendance is allowed for minor illness and urgencies, for which no application will be required to be submitted.~~

~~For participation in curricular and co-curricular activities such as intra and inter-Institute competitions, a student has to apply for leave. The leave has to be applied well in advance for availing this provision. If the application is approved, a maximum of 7 days leave can be granted in a semester. This leave is in addition to the other leave provisions given in this section. These are treated as permitted absences from academic work and will be added to the number of hours of presence for the calculation of percentage attendance and will be compiled centrally by the office of Dean of Academic Affairs.~~

~~Low attendance will result in reduction of the grade obtained in the course as given below:~~

- ~~a) — If the attendance $\geq 85\%$ the Grade obtained will remain unaltered.~~
- ~~b) — The grade obtained will be reduced by one level, but not below E, if the attendance is $< 85\%$ and $\geq 75\%$. [S \rightarrow A, A \rightarrow B, B \rightarrow C, C \rightarrow D, D \rightarrow E, E/F will remain unaltered.]~~
- ~~c) — The grade obtained will be reduced by two levels, but not below E, if the attendance is $< 75\%$ and $\geq 65\%$. [S \rightarrow B, A \rightarrow C, B \rightarrow D, C \rightarrow E, D \rightarrow E, E/F will remain unaltered.]~~
- ~~d) — The grade obtained will be reduced to F grade, if the attendance is $< 65\%$. [S/A/B/C/D/E \rightarrow F, F will remain unaltered.]~~

Not applicable

The teachers would have to record the attendance in the attendance register and that will be uploaded on the course portal available, on a monthly basis. The attendance of each course will be available for display to the students through notice board or on net on a monthly basis.

~~The penalty of downgrading will be done centrally and teachers are required to submit the grades as obtained by the students.~~

~~**Responsible Student Attendance Option (RSAO):** Responsible Student Attendance option can be exercised by a student who declares himself/herself responsible towards learning and wants to be exempted from the attendance requirement for a specific course. If a student exercises this option in a subject and secures less than B grade in that subject, his/her grade will automatically be lowered to F grade, while the other grades will remain unaltered.~~

~~This option can be exercised by the student during registration and add/drop period and can be withdrawn till one day before the start of the first periodical examination. For students who have withdrawn from the RSAO option, there will be no concession from the requirement of attendance and their attendance will be compiled out of the total number of classes held in that particular course in the semester including the period during which they were on RSAO. The RSAO option is not applicable for the practical courses or the practical component of a course. This option can be availed in a maximum of two theory courses in a semester.~~

~~The Institute does not recommend this option because classroom experience enriches learning. However, this option is provided to students. This option should be exercised judiciously, as the presence of good students contributes to the learning atmosphere inside a classroom.~~

(b) Evaluation System

The evaluation of performance of the students in each course will be done on a continuous basis. For continuous evaluation, there will be two periodical examinations, one end semester examination, quizzes, assignments, etc. The weights for these different components will be as decided by the course instructor. The evaluation and award of grades will be based on a relative grading system rather than on the basis of absolute marks and the final grades will be S, A, B, C, D, C, E, F & I as were existing prior to 2012-13.

* * *

ADDITIONAL INFORMATION

The following changes are to be adopted in the course structure till the existing course curriculum is revised:

- **For M.Tech., M.Pharm. and Ph.D. students admitted prior to 2012-13:**
Course curriculum as was existing just prior to 2012-13 session will be applicable.
- **For M.Tech., M.Pharm. students admitted in 2012-13 session:**
The following Course structure will be applicable:

Subject	Contact Hours per Week	Credits
Semester I		
Department Core Subjects (Compulsory for all streams) (1-3 subjects)	3-9	4-12
Department Elective Subjects (4-2 subjects)	12-6	16-8
Practical	3-6	3-6
Total for Semester I	18-21	23-26
Semester II		
Open Elective (from other Departments/Schools)	3	4
Department Elective Subjects (4 subjects)	12	16
Practical/Project	3-6	3-6
Seminar	2	1
Total for Semester II	20-23	24-27
Semester III		
Seminar on Thesis	---	08
Thesis – Interim Evaluation	---	08
Total for Semester III	---	16
Semester IV		
Thesis – Oral Examination	---	08
Thesis – Evaluation	---	15
Total for Semester IV	---	23
Total for M.Tech./M.Pharm. Programme	---	86-92

- **For Ph.D. students admitted in 2012-13 session:**

The credits earned by the Ph.D. students in 2012-13 session will be recalculated after the reassignment as stated in the Clause P1 of the “Supplementary ordinances applicable for students admitted before July 2013”. For the remaining credit requirement (if any), they may register for courses offered for the students admitted in 2013-14 (including 7 level courses, if any) as per the new credit system.

- **For M.Tech., M.Pharm. students admitted in 2013-14 session:**

In the First and the Second semesters (Till the curriculum is revised) the courses offered to the students in 2012-13 will be offered for the students admitted in 2013-14. The credit allocation for these courses will be as per the new credit system which is reproduced below for clarity.

A theory course with 3 contact (lecture) hours per week will have 2 hours of Additional work or 1 hour of Tutorial per week . The instructor has to inform the students regarding this and assign the additional work (such as term papers) or conduct the tutorial. Thus the theory paper with 3 contact (lecture) hours per week will have a total credits $C = (3L+A)$ or $(3L + 2T) = 9+2 = 11$.

A practical course with 3 contact hours per week will have 1 hour of Additional work per week and will have credits $C = P+A = 3+1 = 4$.

The seminar will have zero credits.

In the 3rd and 4th Semesters, the students will register for thesis work and each thesis unit will carry 11 units.

A student is required to earn the credits as given in the Table of Section 7.1. of the “Ordinances Governing Postgraduate Programmes” applicable to the students of 2013-14 and obtain a CPI of at least 6.0 for graduation.

* * *