



Indian Institute of Science



STUDENT INFORMATION HANDBOOK

Updated as of July 2026

INDEX

Chapter	Title	Page No
1.	PhD Programmes – Science, Engineering, and Interdisciplinary Research	4
2.	PG – Research Programmes – MTech (Res) & MMgt (Res)	12
3.	Research Programmes for Working Professionals	18
4.	Integrated PhD Programmes	22
5.	Course Programmes	29
6.	Course Registration & Mapping of Research Supervisor	41
7.	Guidelines for change of Research Supervisor and/or Department	44
8.	Continuous Assessment, Grading & Examination	46
9.	Fee Structure	52
10.	Scholarships and Fellowships	55
11.	Attendance and Leave Rules	61
12.	Students' Assistance Programme	65
13.	Online Student Assistance Portals • SAP • AdSeR • ScholarOne (Thesis Processing)	69
14.	Important Committees	74
	Senate Curriculum Committee (SCC)	
	Senate Committee on Research Conferments (SCRC)	
	Student Affairs Committee (SAC)	
	Internal Committee against Sexual Harassment (ICASH)	
	Committee to Investigate Complaints of Caste-based Discrimination	
15.	Conduct Rules and Code of Ethics	78

16.	Student's Grievance Redressal	93
17.	Discontinuation of Studies	98
18.	Facilities at Institute	100
	JRD Tata Memorial Library	101
	Supercomputing Education and Research Centre (SERC) and Computational Facilities	102
	Health Centre	103
	Hostels and Dining Halls	104
	Students' Council	105
	Students' body for Innovation and Entrepreneurship (EntIISc)	106
	Recreational Facilities	107
	Office of Development and Alumni Affairs (ODAA)	108
	Office of International Relations (OIR)	109
	Office of Communications (OoC)	109
	DIGITS (Digital Campus and IT Services)	109
	Office of Career Counselling and Placement (OCCaP)	110
	Wellness Centre	110
	Security at IISc	111
19.	Registration by full-time staff members of the Institute	112
20.	Auxiliary Rules and Procedure	114

The content of this handbook is updated up to the June 2026 Senate and is subject to changes based on the upcoming senate resolutions.

Chapter 1

PhD Programmes

Science, Engineering, and Interdisciplinary Research



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

1.1 Duration of Residence

The minimum and maximum periods mentioned below are counted from the date of their joining the institute. Subject to availability, students are provided with hostel rooms only for the below durations of residence requirement. Once the maximum period is completed, students cannot stay in the hostel rooms.

Programme	Normal	Minimum	Maximum
PhD	5 Year	2 Year	6 Year

Table 1.1- Duration of Residence

1.2 Course Requirement

Programme	Students joined after July 2016 (10 Point Scale)
PhD (Science)	With Postgraduate/Undergraduate degrees: • Minimum 12 credits with a minimum CGPA of 7. • Minimum 24 credits with a minimum CGPA of 7 for dual degree [MS (Research) and PhD] (see notes below) (Basket rule applies to obtain 7 CGPA)
PhD (Engineering)	a. With Postgraduate degree: • Minimum 12 credits with minimum CGPA of 7. • Minimum 24 credits with a minimum CGPA of 7 for dual degree [M. Tech (Research) and PhD] (see notes below) b. With Undergraduate degree (Direct PhD): • Minimum 24 credits with a minimum CGPA of 7. Dual degree [M. Tech (Research) and PhD] will be awarded (see notes below). (Basket rule applies to obtain 7 CGPA)

Table 1.2 –Course requirement for PhD

Note:

- (a) Students who are admitted to PhD programmes in the Faculty of Engineering based on their Undergraduate qualifications are referred to as Direct PhD.
- (b) For the students admitted to PhD programmes in Engineering before 2016, MSc (Engg) Degree will be awarded along with the PhD degree, if they complete 21 credits with a minimum CGPA of 5.5. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.
- (c) For the students admitted to PhD programme in Engineering from 2016, M. Tech (Res)/M.Mgt (Res) Degree as applicable will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.
- (d) For the students admitted to PhD programmes in Science after 2016, Master of Science (Research) degree will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in science from IISc.
- (e) For Ph.D. students, to be eligible for the award of a dual degree, the RTP requirement must be completed within 1.5 years from the date of joining, and for Direct Ph.D. students, it must be completed within 2 years from the date of joining. Additionally, the student should have completed the comprehensive examination within three years from the date of joining.

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

1.2.1 Ph.D. students are required to complete their RTP within one year and six months. Direct Ph.D. students can take at most two years to complete their RTP.

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

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

Table 1.3 – Credit limit for PhD Students

- 1.2.3 Students are permitted to change the course registration type from RTP to Non- RTP. In addition, students are also permitted to change the course registration type from Non-RTP to RTP with the due approval of the Research Supervisor and DCC/Chair. This should be done within the timelines as applicable for “course dropping without mention in the transcript”.
- 1.2.4 After successful completion of Comprehensive Examination, students cannot register for courses that will count towards RTP. The conversion of non-RTP courses to RTP is also not permitted.
- 1.2.5 After successful completion of the RTP, the Research Supervisor(s) and the department will initiate the process of forming the Comprehensive Examination board.
- 1.2.6 A student is deemed to have completed the RTP successfully and will be eligible to appear for the comprehensive examination if the following conditions are met:
- The student passes all courses with a grade ‘D’ or higher with the exception of a single ‘F’ grade, which is permitted.
- 1.2.7 The student must secure a CGPA of 7.0 or more. This CGPA will be computed using a basket rule. According to this rule, from all the courses a student has completed, the courses with the best grades that make up the minimum RTP credit requirement will be considered for computation.
- 1.2.8 If a student fails to get a minimum CGPA of 7.0 according to basket rule even after taking the maximum permissible credits for the RTP or obtains more than one ‘F’ grade, their registration will be terminated.
- 1.2.9 The transcript will list all the courses taken by the student including those with ‘F’ grades. The courses with ‘F’ grade will be omitted from CGPA computation if it is cleared by repeating the course or on receiving a pass grade in a substitute course. If the ‘F’ grade is not cleared, then it will be used for CGPA computation. Grades obtained in non-RTP courses will be listed separately.

1.3 Comprehensive Examination (CE)

- 1.3.1 After successful completion of the RTP, a student must complete the Comprehensive Examination preferably within 2 years but certainly within 3 years from the date of registration. Dean's approval is required for confirmation of candidacy if the CE exam is conducted after 3 years from the date of joining.
- 1.3.1.1 In the CE, the candidate will be tested both on the syllabus and research work carried out thus far. A brief report of the research proposal and work done thus far has to be submitted to the comprehensive examination board (CEB).
- 1.3.1.2 At least 3 courses (preferably from the RTP taken by students) must be considered for framing the syllabus for CE, and a 50% weightage should be accorded to this component. The research supervisor must frame the syllabus to test the breadth of the subject knowledge as per the course outline in the Scheme of the Instruction book. The syllabus may also include topics specific to the research, not necessarily conforming to any courses at the Institute.
- 1.3.1.3 Students who successfully complete CE within two years will receive the enhanced scholarship from the third year. Students for whom the successful completion of CE is delayed will continue to receive the scholarship at JRF rates

for up to 3 years and will be stopped thereafter. The enhancement of scholarship in such cases will be effective from the date of completion of CE (this is further governed by the terms and conditions of respective scholarship agencies).

1.3.1.4 The conduct of the CE will not be permitted unless:

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

1.3.2 Composition of CE Board:

The CE board will consist of:

- Two Senate Nominees approved by the SCRC, from departments other than that of the student, RS and Co- RS(if any),
- Research Supervisor and Co-Supervisor (if any),
- Chair of the Department or their Nominee,
- Departmental expert, and
- Up to two additional members, if required.

1.3.3 Nominations of Senate Nominees for the conduct of comprehensive examination:

The research supervisor may suggest at least six nominees for consideration of the SCRC for conduct of the comprehensive as the proposed Senate nominees. All the proposed nominees should be from departments different from that of the student, RS/co- RS and should ideally be from two or more departments of the Institute preferably a minimum of two nominations from each department.

In case the Institute does not have a faculty member from the desired field of study, then nominees from outside the Institute, preferably from Bengaluru based Government Educational/Research Institutes, may be suggested. In extraordinary circumstances, nominees from Bengaluru based Private organisations may also be suggested.

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

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

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

confirmation is a prerequisite for the enhancement of scholarship and submission of the PhD thesis.

- 1.3.6 Provision of granting additional time for completion of comprehensive examination in case of availing maternity leave.

If a student avails maternity leaves before completion of the comprehensive examination, she will be provided additional time equal to the duration of the approved maternity leave.

- 1.3.7 Completion of RTP courses and CE within the prescribed timeline is mandated for award of dual degree.

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

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

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

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

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

Table 1.4- Duration for reinstatement and the deciding competent authority

1.4 Monitoring of the progress of PhD Registrants

- By the CE Board at the time of the CE.
- By a departmental committee consisting of the research supervisor and two experts from the department – at the end of the 3rd, 4th and 5th years. The report should contain the research progress and the difficulties faced (if any) by the students.
- The report of departmental committee should include details after talking to the

student and the supervisor separately.

- The Senate has approved the linkage of fellowship—regardless of the funding agency (internal or external)—with the submission of the APR. However, the date of submission of the progress report by the student will be considered for this purpose and not the date of the final approval of APR. Failure to submit the APR will result in the suspension of the student's scholarship.

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

1.5 Cancellation of Registration and Reinstatement of Registration

- 1.5.1 For PhD research degree, there is a period beyond which the registration is automatically cancelled. After the cancellation of registration, the student can submit the thesis only after getting the cancellation revoked. They must initiate this process by submitting a draft thesis, along with a letter to the Dean of Faculty, furnishing justifiable reasons for the delay in thesis submission.
- 1.5.2 The Research Supervisor should forward this letter and the draft thesis through the Chair of the Department, along with a letter in support of the appeal. This process should be initiated on SAP by the Research Supervisor. Under some circumstances, the cancelled registration may be reinstated.
- 1.5.3 The following table shows details of the different time periods and the maximum period of registration, beyond which registration will automatically be cancelled.

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

Table 1.5 – Cancellation of Registration

- 1.5.4 A thesis review committee will be formed by the Dean of Faculty with the research supervisor as the convener. For the PhD candidates, the committee should comprise three additional members with at least two from outside the candidate's department. The committee will consider all aspects of the thesis, including publications arising out of the research carried out, suitability of the thesis for a degree of the Institute, and the status of the thesis regarding corrections to be made, etc.
- 1.5.5 After the cancellation of registration, the student can submit the thesis only after approval of the Reinstatement of Registration.
- 1.5.6 The Deans may seek the opinion of experts even in the cases that do not necessarily require constitution of the thesis review committee. In deserving cases, they will be recommended for the reinstatement of registration to the Chair of the Senate.
- 1.5.7 These norms are applicable to all categories of PhD students.

1.6 Internship/ Collaborative Research Work

- 1.6.1 The maximum allowed period for collaborative work/internship in the case of PhD students is 6 months without any collaboration and 12 months with collaboration. With an MOU for research collaboration, the maximum period may be extended up to 18 months.
- 1.6.2 Students going for collaborative work/internship will be paid full scholarship for the entire approved period.
- 1.6.3 The period is the cumulative period for all internship/ collaborative programmes. After this period scholarship will be stopped.
- 1.6.4 If there is an MOU for a joint research programme, then the decision may be taken on a case-by-case basis by Deans according to the terms and conditions of the MoU.
- 1.6.5 Application for internship/collaborative programme must be submitted in the prescribed format through SAP.
- 1.6.6 The entire period of internship/collaboration (including the period where the student does not get scholarship) will be considered as part of their degree programme.
- 1.6.7 Students are eligible for Internship/ collaborative research work upto oral defence/ completion of studentship, whichever is earlier.

END OF CHAPTER 1

A photograph of a tree-lined road. In the foreground, there are branches of a tree with bright red flowers (possibly Bauhinia) against a clear blue sky. Below this, a road stretches into the distance, lined with large, mature trees with green foliage. A few people are visible walking on the path. The text is overlaid in the center of the image.

CHAPTER 2
PG – Research Programmes – M. Tech (Res)
& M.Mgt (Res)

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

2.1 Duration of Residence

Normal	Minimum	Maximum
2 Year	1 Year	2½ Year

Table 2.1- Duration of Residence.

- 2.1.1 The minimum and maximum periods mentioned above are counted from the date of their joining the institute. Students are provided with hostel rooms (if available) only for the above durations of the residence requirements. Once the maximum period is completed, the studentship is terminated, and the students cannot stay in the hostel rooms beyond the maximum periods mentioned.

2.2 Course Requirement

Programme	Students joining after July 2016 (10 Point Scale)
M. Tech (Res)/ MMgt (Res)	Minimum 12 credits with minimum CGPA of 7.0 (with basket rule)
	- Continuation from M. Tech (Res) to PhD requires a minimum CGPA 8.0; for special cases 7.5 (All courses considered) - Candidates can take up to a maximum of 21 credits under RTP

Table 2.2 – Course requirement for M. Tech (Res)/ MMgt (Res)

Basket rule: It is applicable only to M. Tech (Res), MMgt (Res) and PhD students who have excess credits (than minimum required) but not meeting CGPA requirements. According to this rule, from all the courses a student has completed, the courses with the best grades that make up the minimum RTP requirements will be considered for computation of CGPA.

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

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

Table 2.3- Credit Requirements for M. Tech (Res)/MMgt (Res)

- 2.2.2 If a student fails to get a minimum CGPA of 7.0 even after applying the basket rule and taking the maximum permissible credits for the RTP or obtains more than one 'F' grade, their registration will be terminated.
- 2.2.3 Students are permitted to change the course registration type from RTP to Non-RTP. In addition, students are also permitted to change the course registration type from Non-RTP to RTP with the due approval from their Research Supervisor and DCC/Chair. This should be done within the timelines as applicable for 'course dropping without mention' in the transcript.

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

- 2.3.1 A student who has completed at least 12 credits of courses and secured a minimum CGPA of 8.0 can upgrade their registration to PhD programme. In this computation of the CGPA, the basket rule shall not apply, and all credited courses shall be considered.
- 2.3.2 In special cases, upgrading may be permitted if the CGPA is not less than 7.5, based on the specific recommendation of the Committee, citing other visible academic strengths of the candidate.
- 2.3.3 Interested candidates should submit a request through the Research Supervisor to the Chair of the department at the end of the second or third term.
- 2.3.4 All such requests will be considered initially by a committee consisting of the following:
- Chair of the department*
 - Two faculty members from the department
 - Research Supervisor/s for M. Tech (Res)
 - Proposed PhD Research Supervisor(s) for PhD

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

- 2.3.5 The recommendation of the Committee should be received by the SCRC on SAP before 30th June / 30th November and will be considered in July/December. If the upgradation is approved, the date of registration for PhD will be the date of registration for M. Tech (Res).
- 2.3.6 A PhD scholarship of Rs. 37,000 p.m. will be paid with effect from the date of joining M. Tech (Res). An enhanced scholarship of Rs. 42,000 p.m. will be paid upon successful completion of the Comprehensive Examination but only after completion of two years from the date of registration.

- 2.3.7 The candidate should complete the RTP with a minimum of 24 credits. The Comprehensive Examination should be completed within three years from the date of registration.
- 2.3.8 Students upgrading themselves from M. Tech (Res) to PhD can convert their non-RTP courses to RTP courses.
- 2.3.9 The total period of scholarship will be the same as that for a regular PhD student registering directly for the PhD degree, i.e., 5 years.

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

- 2.4.1 A candidate desirous of continuing for PhD after submission of the M. Tech (Res) thesis should apply to the Chair of the department, through the Research Supervisor, within 15 days of thesis submission.
- 2.4.2 All such requests will be considered initially by a committee consisting of the following:
- Chair of the department*
 - Two faculty members from the department
 - Research Supervisor/s for M. Tech (Res)
 - Proposed PhD Research Supervisor(s) for PhD (If the proposed research supervisor is different from the current research supervisor)

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

- 2.4.3 To be eligible, the candidate should have secured a CGPA of 8.0 (considering all courses credited, and not just RTP courses). In special cases, this may be relaxed to a CGPA of not less than 7.5, on the specific recommendation of the committee, citing other visible academic strengths of the candidate.
- 2.4.4 Research publications arising out of the M. Tech (Res) work would be a positive factor.
- 2.4.5 Students who have submitted their M. Tech (Research) thesis after revocation of cancellation of registration are not eligible for continuation to PhD. They must apply through the regular research admission process of the Institute.
- 2.4.6 After receiving the approval of the SCRC, the candidate should apply for PhD registration, which would be provisional, subject to the award of the M. Tech (Res) degree.
- 2.4.7 The date of registration for the PhD programme will be the date of submission of the M. Tech (Res) thesis.
- 2.4.8 The student is eligible for scholarship from the date of the PhD registration on the terms applicable to students who register for PhD.
- 2.4.9 The student should complete the RTP by taking at least 12 additional credits, irrespective of the number of credits secured in M. Tech (Res).

2.5 Monitoring of Progress

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

2.5.2 Cancellation of Registration and Reinstatement of Registration

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

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

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

Programme	M.Tech(Res) / MMgt (Res)
Automatic Cancellation of Registration after	2 Year 6 Months
Reinstatement	
2.5Y – 3Y	Without Deans Committee
3Y – 4Y	With Deans Committee
4Y – 5Y	With Deans Committee and approval by the Director
Beyond 5Y	Under exceptional circumstances on a case-by-case basis with Deans Committee and approval by the Director

Table 2.4- Cancellation of Registration and Reinstatement of Registration

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

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

2.6 Internship/ Collaborative Research Work.

- 2.6.1 The maximum allowed period for collaborative work/internship in the case of M. Tech (Res) students is 3 months without collaboration and 6 months with collaboration.
- 2.6.2 Students going for collaborative work/internship will be paid full scholarship for the entire approved period.
- 2.6.3 The period is the cumulative period for all internship/ collaborative programmes. After this period scholarship will be stopped.
- 2.6.4 If there is an MOU for a joint research programme, then the decision may be taken on a case-by-case basis by Deans according to the terms and conditions of the MoU.
- 2.6.5 Requests for internship/collaborative programme must be submitted on SAP.
- 2.6.6 The entire period of internship/collaboration (including the period where the student does not get scholarship) will be considered as a part of their degree Programme.
- 2.6.7 Students are eligible for Internship/ collaborative research work upto oral defence/ completion of studentship, whichever is earlier.

END OF CHAPTER 2

A photograph of a dirt path lined with large trees in a park, with the chapter title overlaid. The path is made of brown earth and is covered with fallen brown leaves. The trees are tall with green and yellowing leaves, suggesting autumn. The path leads into the distance, flanked by grass and more trees.

CHAPTER 3

Research Programmes for Working Professionals

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

3.1 Registration

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

- i A research proposal prepared in consultation with the research supervisors from their parent organization and the Institute.
- ii A certificate of adequacy of scientific facilities available at the candidate's parent organization for carrying out the research work for the research thesis.
- iii An assurance from the candidate's parent organization that:
 - a) The proposed research work will constitute a part of the programme of the organization.
 - b) Necessary facilities will be provided to the registrant for their research work.
 - c) The research supervisor from the Institute (IISc) will be given access to the facilities necessary for the research work of the registrant in the organization.
 - d) The necessary leave will be granted to the candidate to enable them to complete the research training programme (RTP).
 - e) The organization will provide sufficient time for the candidate to carry out their thesis work. After successful completion of the RTP, the candidate must be permitted to be on leave for an average of one day a week, in order to effectively spend time on their PhD work.
 - f) Travel expenses of the research supervisor from the organization to attend various meetings conducted at the Institute, in connection with the evaluation and progress monitoring of the student, will be borne by the candidate's parent organization.
 - g) An undertaking that the candidate is not registered for academic conferment at any other institution.

3.2 Research Supervisors

- 3.2.1 The candidate will work under the supervision of at least one research supervisor from the Institute and another one from the parent organization.
- 3.2.2 Joint Research Supervisor from the organization must attend the comprehensive examination, oral examination, and any other student evaluation meetings set up by the Institute.
- 3.2.3 The joint research supervisor(s) from the organization should have PhD degree with 3 years of post-doctoral experience.
- 3.2.4 The organization will ensure to provide an alternative Joint Research Supervisor if the current research supervisor ceases to remain as a regular/full-time employee in the organization during the tenure of the PhD programme of the candidate.
- 3.2.5 The candidate and the Joint Research Supervisor should be from the same organization or its parent organization, irrespective of their physical location.

3.3 Change of Organization

- 3.3.1 If the candidate changes the place of work or leaves the organization during the PhD programme, the registration will be cancelled, irrespective of the stage of research work (except in cases where the thesis has already been submitted).
- 3.3.2 If the research supervisor from the organization leaves the organization, or changes the place of work, the candidate should apply to the SCRC for a change of research supervisor along with the CV of the proposed research supervisor from the organization and a permission letter from the organization. The request will be then taken for the consideration of SCRC after obtaining the consent from ERP Committee.

3.4 Candidates Going Abroad

- 3.4.1 If a candidate goes abroad before completion of the Comprehensive Examination, their registration will be cancelled. Prior permission from the SCRC must be obtained to apply for a No-objection Certificate to go abroad.
- 3.4.2 After the Comprehensive Examination, travel abroad requires prior permission of the Deans.
- 3.4.3 The maximum period of such absence is one year, and if the candidate does not return at the end of this period, registration will be cancelled.

3.5 Duration of Work and Research Training Programme (RTP)

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

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

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

- 3.6.1 The registrant must submit half-yearly progress reports, signed by both the research supervisors, and forwarded through the Chair of the department to the Dean. They are also required to be in regular touch with the research supervisor from the Institute. The ERP student's registration will be cancelled if the student fails to submit their report more than twice during the registration period.
- 3.6.2 The research supervisor from the Institute has the primary responsibility of monitoring the progress of the research work.
- 3.6.3 The time schedules and procedures are the same as those of corresponding regular PhD or M. Tech (Research) registrants.

3.7 Comprehensive Examination and Candidacy Confirmation

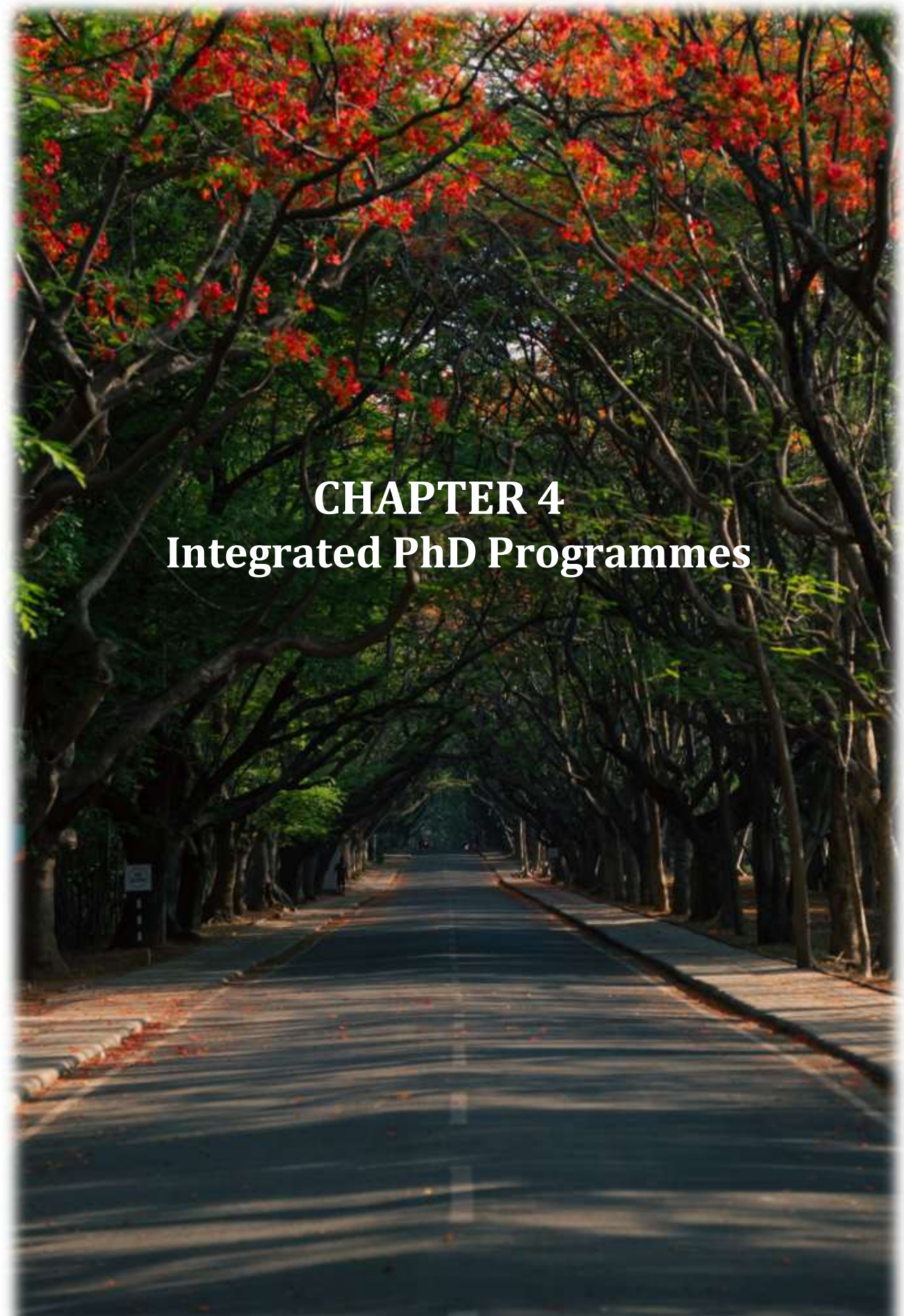
- 3.7.1 The norms are identical to those for regular PhD registrants.
- 3.7.2 After the successful completion of the Comprehensive Examination, the report from the CE Board should be submitted on SAP for the consideration of SCRC towards confirmation of candidacy.
- 3.7.3 External Registration Programme (ERP) students will be governed by the rules and regulations applicable to regular students (e.g., thesis submission, cancellation of registration, downgradation etc.). ERP students are exempted from doing their mandatory TAsip.

3.8 Quality improvement Programme (QIP)

- 3.8.1 The Government of India launched the Quality improvement Programme in the year 1970. One of the main objectives of the programme is to upgrade the expertise and capabilities of the faculty members of the degree and diploma level institutions in the country. The programme is implemented and monitored by All India Council for Technical Education. In "Quality Improvement Programme" only sponsored teachers are eligible for admission to both Master's & Doctoral Degree Programme with the aim to enable the teachers to acquire Master's & Doctoral degrees and imbibe in them a culture of research and better teaching educational capabilities by exposing them to the environment of the institutes of study.
- 3.8.2 Quality improvement Programme (QIP) students will be governed by the rules and regulations as applicable to regular students (e. g., thesis submission, cancellation of registration, downgradation etc.)

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

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



CHAPTER 4

Integrated PhD Programmes

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

4.1 Duration of Residence

The period of residence is as follows:

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

Table 4.1- Duration of Residence

4.2 Course Requirement

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

Table 4.2-Course requirements.

- 4.2.1 All students must complete a total of 64 credits (in the Course Work) for successful completion in the Int. PhD programme. The maximum number of credits allowed is 73.
- 4.2.2 The coursework during the first year consists predominantly of a common programme (core courses) for all students, independent of the future research area.
- 4.2.3 At the end of the second semester, the Divisional Committee chaired by the coordinator of the Int. PhD programme will assign each student to a project (research) supervisor (from the list of three faculty members provided by the student), considering the following factors:
 - The student's research interest and performance in the course work (CGPA)
 - The research programmes of the division as a whole
 - The consent of the faculty member (project supervisor) concerned.
- 4.2.4 The third semester and the fourth semester coursework will be chosen on the advice of the project supervisor. It is desirable but not mandatory that the supervisor consults the coordinator in this context.
- 4.2.5 In the third semester, the student may commence the project work leading to the PhD degree.

4.2.6 Exemption:

- 4.2.6.1 Within 15 days of registering for a core course, a student may apply to the coordinator of the Int. PhD programme seeking exemption from a core course if the student had credited the same course or a course with a similar syllabus in their prior education. This option is available to all students except for those in the Division of Chemical Sciences. If the Chair and coordinator approve, the student shall take a written examination, (prior to the last date for dropping the Course without mention). Such an option is not available for Courses offered in the summer term.
- 4.2.6.2 Exemption is granted if the student secures a 'B' or a higher grade in this examination. The student will be given the same grade in the course as the one obtained in the written examination; the credits will be counted towards the degree requirements and used for the computation of the TGPA/CGPA.
- 4.2.6.3 If an exemption is not granted, the student should continue to attend classes as a regular student.
- 4.2.6.4 Exemption is permitted for up to a maximum of 6 credits during the entire period of studentship.
- 4.2.6.5 Students may note that exemptions are not available in all courses.
- 4.2.7 A student must have a CGPA of not less than 7.0 at the end of the first year. The student must have finished 64 credits at the end of the second year and have a CGPA of ≥ 7.0 , to be eligible to appear for the Comprehensive Examination. In this computation of the CGPA, the basket rule does not apply, and all the courses credited by the student will be considered.
- 4.2.8 If a student secures an 'F' grade in a core course, the student will be required to repeat the same course whenever it is offered again. If a student obtains an 'F' grade in the second attempt also, it will result in termination of the student from the programme.
- 4.2.9 If a student secures an 'F' grade in an elective course, the student is required to take an equivalent course as suggested by the coordinator of the Int. PhD programme in the first year and as suggested by the research supervisor, in consultation with the coordinator, in the second year. If the student obtains an 'F' grade in the second attempt also, it will result in the termination of the student from the programme.
- 4.2.10 If a student obtains more than two 'F' grades during the entire programme, it will result in termination from the programme.
- 4.2.11 Until an 'F' grade is cleared, it will be used for the computation of the TGPA and the CGPA. Subsequently, it will be omitted from the TGPA computation, and the grade from the repeated or the substitute course will replace it in the CGPA computation.
- 4.2.12 If a student has a CGPA of less than 7.0 but greater than or equal to 5.0 at the end of two years, the student has to exit with an MS (Research) degree only.

- 4.2.13 By the 31st of July of the second year, students will have to inform the coordinator of the Int. PhD Programme of the respective division, about their decision to opt out of PhD degree to exit with an MS (Research) degree alone.
- 4.2.14 For students opting to continue towards the Int. PhD degree, a comprehensive examination will be held by the end of two-and-a-half years from the date of joining.
- 4.2.15 For students opting for the MS (Research) degree alone, an MS (Research) thesis must be submitted by the 31st of March of their third year failing which their registration will be cancelled. A successful defense of the MS (Research) thesis, which includes an oral examination, is an essential requirement for the award of the MS (Research) degree. No comprehensive examination is required in such cases.
- 4.2.16 In case student requests for downgradaton after completion of two years then such Integrated Ph.D. students may be permitted to downgrade to M.S. (Research) after successful completion of the prescribed two-year coursework requirements. The student shall appear before the Comprehensive Examination Board, which shall evaluate the relevance and progress of research work carried out by the student towards the M.S. (Research) thesis and make suitable recommendations regarding the request to downgrade. The request of Int. PhD student to downgrade to MS(Research) will be considered by SCRC only after the report of Comprehensive Board is received. The M.S. (Research) degree will be awarded only towards the end of three years, ensuring parity with other cases.

4.3 Comprehensive Examination

- 4.3.1 Students will not be permitted to take the comprehensive examination unless:
- Tuition and all other fees are paid.
 - Hostel dues up to the current month are cleared.
- 4.3.2 The comprehensive examination will be conducted by the Comprehensive Examination Board. The syllabus of the examination will encompass the examinee's coursework and subjects recommended by the project/research supervisor(s).
- 4.3.3 At least 3 courses must be considered for framing the syllabus for the Comprehensive Examination. Testing on the syllabus should get 50% weightage in the evaluation.
- 4.3.4 Composition of CE Board (CEB):
- The Chair of the department or their nominee,
 - Research Supervisor,
 - Two Senate Nominees, from departments other than that of the student, RS and Co- RS(if any),
 - Departmental nominee and,
 - Int. PhD Convenor or their nominee.
 - The Chair of the CEB may invite additional members (up to two) if required.
- 4.3.5 Nominations of Senate Nominees for the conduct of comprehensive examination :
- The research supervisor may suggest at least six nominees for consideration of the SCRC for conduct of the comprehensive as the proposed Senate nominees. All the proposed nominees should be from departments different from that of the student,

RS/co- RS and should ideally be from two or more departments of the Institute preferably a minimum of two nominations from each department. In case the Institute does not have a faculty member from the desired field of study, then nominees from outside the Institute preferably from Bengaluru based Government Educational/Research Institutes may be suggested. In extraordinary circumstances nominees from Bengaluru based Private organisations may also be suggested.

- 4.3.6 The Comprehensive Examination Board shall recommend any one of the following:
- The student is eligible to continue towards the PhD degree.
 - The student is eligible to continue only for the MS (Research) degree.
 - The student will be asked to discontinue from the programme.
 - The student may be given a second chance to appear once again within the next two months from the date of 1st CE.
- 4.3.7 For students who have been recommended by the Comprehensive Examination Board (CEB) to continue towards the PhD degree, the rules of the regular PhD programme will apply.
- 4.3.8 For students who have been recommended by the CEB for the MS (Research) degree only, the MS (Research) thesis must be submitted by the end of six months from the date of the comprehensive examination or the end of the third year, whichever is later. If the thesis is not submitted within the stipulated time, the student's registration will stand cancelled. Only under exceptional circumstances (with justifications and recommendations by a committee constituted by the Chair of the department, which shall include the Research Supervisor and two other experts nominated by the Chair of the department), the students may be permitted to downgrade to the master's programmes after successful completion of CE. This is subject to the approval of SCRC.
- 4.3.9 Dean's approval is required for confirmation of candidacy if the CE is conducted after 3 years from the date of joining.
- 4.3.10 Students continuing toward the PhD receive an enhancement of their scholarship as per the Institute norms. The enhancement (in case the student who has been adjudged to continue towards the PhD degree) will be effective from the date of successful completion of the comprehensive examination. After the successful completion of the Comprehensive Examination, the report from the CE Board should be submitted on SAP for the consideration of SCRC towards confirmation of candidacy. Candidacy confirmation is a prerequisite for the enhancement of scholarship and submission of the PhD thesis
- 4.3.11 For students who opted for or were recommended by the CEB to continue towards MS (Research) degree only, the students will get the scholarship at par with the M. Tech (Res) i.e., Rs. 12400/- per month at the beginning of their third year, provided all coursework requirements are successfully completed. However, beyond two-and-a-half years, the student is eligible for financial assistance subject to approval by Competent Authority upon student's request, as per Institute norms for a maximum period of six months.
- 4.3.12 Successful defense of the PhD thesis is qualification for the award of both the MS (Research) and PhD degrees simultaneously. In this case, the date mentioned on the MS (Research) degree certificate shall be the date of the Council meeting in which the recommendation for award of degree is approved.

4.3.13 Provision of granting additional time for completion of comprehensive examination in case of availing maternity leave:

If a student avails maternity leaves before completion of the comprehensive examination, she will be provided additional time equal to the duration of the approved maternity leave.

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

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

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

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

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

Table 4.3 – Duration for reinstatement and deciding competent authority

4.4 Monitoring of Progress

4.4.1 Monitoring of the progress will be done as follows for the students continuing for the Ph. D degree:

4.4.2 By the Comprehensive Examination Board: at the end of 2 years (up to 2½ years in normal circumstances)

4.4.3 By the Departmental Committee: at the end of the 6th and 7th years

4.4.4 An Annual Progress Report (APR) should be filed on SAP by the student at the end of 4th, 5th, 6th and 7th year. The report should contain the research progress and the difficulties faced (if any) by the students.

4.4.5 The report of the departmental committee should include details after talking to the student and the supervisor separately.

4.4.6 The Senate has approved the linkage of fellowship—regardless of the funding agency (internal or external)—with the submission of the APR. However, the date of submission of the progress report by the student will be considered for this purpose and not the date of the final approval of APR. Failure to submit the APR will result in the suspension of the student's scholarship

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

4.5 Reinstatement of Registration

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

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

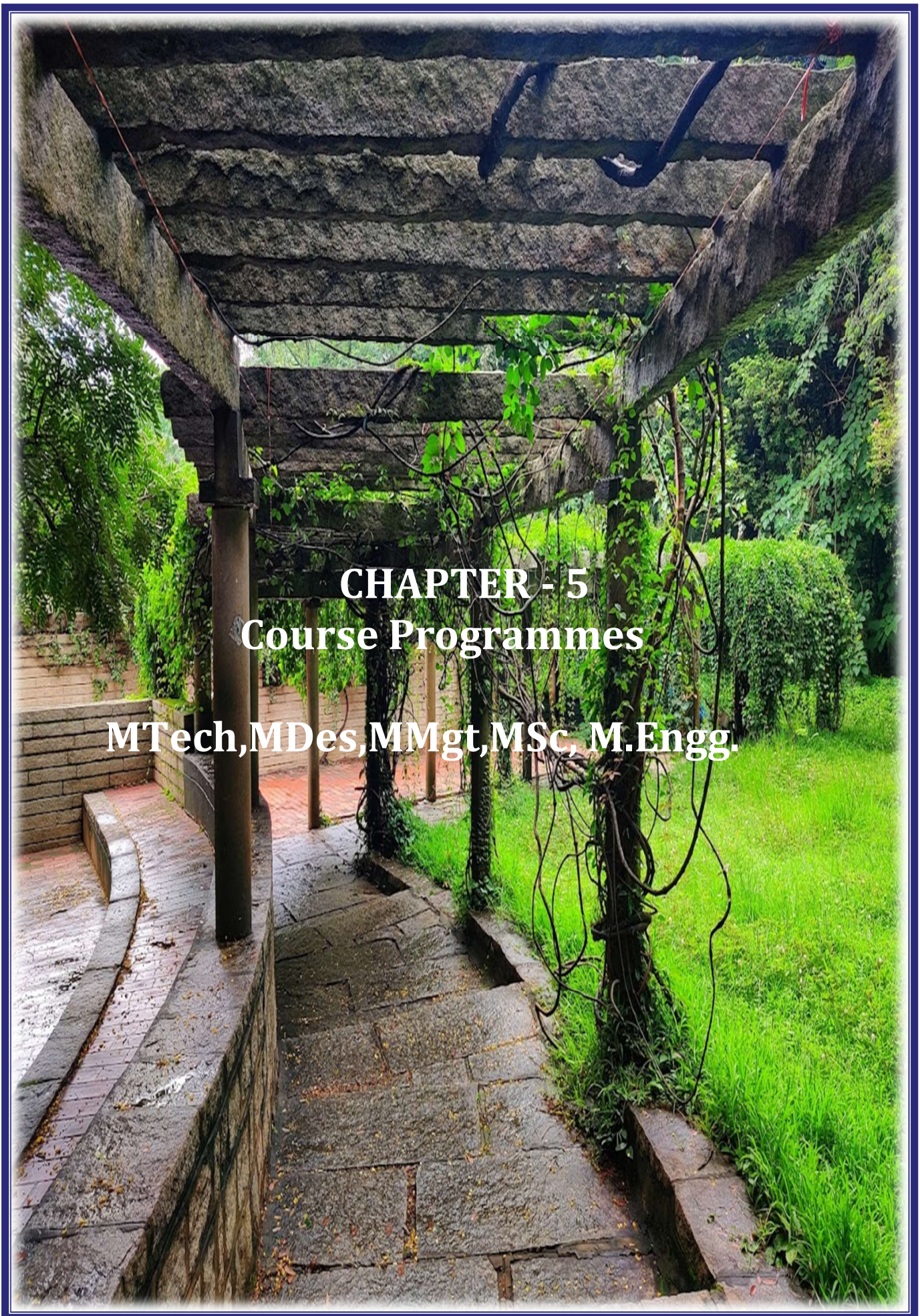
Table 4.4 – Cancellation of Registration

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

4.6 Internship/ collaborative research work.

- 4.6.1 The maximum allowed period for collaborative work/internship in the case of PhD students is 6 months without any collaboration and 12 months with collaboration. With an MOU for research collaboration, the maximum period may be extended up to 18 months.
- 4.6.2 Students going for collaborative work/internship will be paid full scholarship for the entire approved period.
- 4.6.3 The period is the cumulative period for all internship/collaborative programmes. After this period scholarship will be stopped.
- 4.6.4 If there is a joint research programme, then the decision may be taken on a case-by-case basis by the Deans according to the terms and conditions of the MoU.
- 4.6.5 A prescribed form will have to be submitted along with the application for internship/collaborative programme. The request for internship/collaborative programmes must be submitted through SAP.
- 4.6.6 The entire period of internship/collaboration (including the period where the student does not get scholarship) will be considered as a part of their degree programme.
- 4.6.7 Students are eligible for Internship/ collaborative research work upto oral defence/ completion of studentship, whichever is earlier.

END OF CHAPTER 4



CHAPTER - 5

Course Programmes

MTech, MDes, MMgt, MSc, M.Engg.

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

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

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

5.1 Course Requirements

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

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

Table 5.1 – Course requirements for Master's Programmes

- 5.1.1 The minimum number of credits that a student has to complete and the maximum number of credits a student is allowed to complete for the award of Master's degree are as follows.

Minimum Credits	Maximum Credits
64	73

Table 5.2 – Credit requirement for Master's programmes

- 5.1.2 Under the guidance of the Faculty Advisor, each student registers for a set of courses. These include both the Core (Hard and Soft) and Elective courses. Apart from the Core and Elective Courses, credits are also earned through a Project. The distribution of credits for Core courses, Elective courses and Project varies from programme to programme. Registration of all the courses is done in SAP – See details of SAP in Section 12.
- 5.1.3 Hard Core courses are compulsory for a programme.
- 5.1.4 Soft Core courses are courses in a specific area/specialization and the student may choose courses from this set of courses based on suitability in consultation with the advisor.
- 5.1.5 Electives are courses the student can choose, even from outside the programme area.
- 5.1.6 The stipulation on the minimum number of credits does not apply to the final term. On all matters connected with course work and the prescribed requirements for

the degree, students should seek the guidance of their advisors, DCC Convenor and/or the Chair of the department.

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

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

Table 5.3 – Allowed Credit Load

- 5.1.8 Students may be allowed to complete the programme at a slower pace. This requires prior approval of the Deans, based on a recommendation from the Faculty Advisor and the Chair of the department. Such approvals can be requested at the beginning of the term.
- 5.1.9 Within 15 days of registration, a student may apply to the Chair of the department seeking exemption from a core course if the student had credited the same course or a course with a similar syllabus in their prior education. If the Chair approves, the student shall give a written examination, (prior to the last date for dropping the Course without mention). Such an option is not available for Courses offered in the summer term.
- 5.1.10 Until the result is declared, the student should continue to attend classes for the course. If the exemption is not granted, they should continue as a regular student.
- 5.1.11 Exemption is granted if the student secures a 'B' or a higher grade in this examination. The student will be given the same grade in the course as the one obtained in the written examination; the credits will be counted towards the degree requirements and used for the computation of the TGPA/CGPA.
- 5.1.12 Students may get an exemption for a maximum of 6 credits over the entire programme.
- 5.1.13 Students may note that exemptions may not be available in all courses.
- 5.1.14 Students may attend any classes outside the registered courses with the consent of the respective course instructor without any formal recognition in the academic work.

5.2 Continuous Assessment

- 5.2.1 Evaluation is based on continuous assessment, in which both sessional work and the terminal examination contribute to the final assessment.
- 5.2.2 Sessional work consists of class tests, mid-term examinations, homework assignments etc. Absence from tests or late submission of homework will result in a loss of marks. The break-up of the sessional marks among these components is announced at the beginning of the course.
- 5.2.3 Students' registration will be terminated if they secure more than two "F" Grades in the transcript.

5.3 Final Examination

- 5.3.1 Terminal examinations are usually held during the last fortnight of each term and during the last week of the summer term. The timetable is notified in advance. Attendance in the terminal examination is compulsory. If a student is absent, they shall be awarded zero marks and an 'F' grade. If a student is unable to appear for the final exam for medical reasons, they will be awarded an "X" Grade (Refer to 8.1.4 section).

5.4 Minimum requirement of CGPA, TGPA

- 5.4.1 In the first term, the TGPA should not be below 4.0, and in subsequent terms, the CGPA should not be below 5.0. If this condition is not satisfied, it will result in the termination of the student's registration. In some cases, the students may appeal to the Director (through the Deans) for the revocation of termination upon a strong recommendation by the department.
- 5.4.2 In the first term, if the TGPA falls between 4.0 and 5.0, then in the following term, the student is required to register for fewer courses but must satisfy the prescribed minimum.

5.5 Project

- 5.5.1 Students may, in consent with their supervisors begin their project work during the summer term of the first year/August term of the second year. The department/DCC specifies the break-up of the total project workload between the summer term and the subsequent August and January terms. DCCs/PCCs can decide the split of total project credits across third and fourth semesters. In case of a split, two distinct project course codes, preferably with suffixes "A" and "B", aligned with the respective credit distribution is created.

The project grade is combined with the CGPA of the course work towards the passing class (division) for the degree award.

- 5.5.2 There is no minimum credit requirement for the project; however, the maximum allowable project credits are 32.
- 5.5.3 Course programme students undertaking project work abroad under Joint Supervision have to comply the following

- Course programme (M.Tech/M.Des./M.Sc./M.Mgt) students are permitted to undertake their project work at foreign institutions under a joint supervision arrangement involving the IISc project supervisor and a faculty member/researcher at the host institution.
- Such arrangements shall be restricted to foreign institutions with which the Institute has an active Memorandum of Understanding (MoU) on the same. The project work shall be carried out under structured joint supervision of both the IISc supervisor and the host institution supervisor.
- The duration of such project work shall not exceed six (6) months and shall be undertaken only after successful completion of the prescribed coursework requirements of the course programme. Students going for such project work will be paid full scholarship for the entire approved period.

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

5.5.5 M. Tech students who are admitted in CST department are allowed to undertake internships/industry-based projects as part of their project requirements.

- Undertaking external project work will be optional for MTech CST students.
- The maximum permitted duration of the external project is 12 months.
- The internship/project must align with the IISc M. Tech. dissertation requirements.
- A dissertation report must be submitted to IISc and evaluated as per institute norms.
- Students must have an IISc supervisor overseeing the dissertation work.
- The industry partner must provide scholarship for the full internship period.

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

5.6 Duration of programme

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

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

5.6.3 For extensions to programmes requested on non-medical grounds, the decision may be taken on a case-by-case basis by Deans, subject to recommendations from the faculty advisor, Department Chair/Convenor of M. Sc Programmes, and DCC/PCC.

[Refer 1.11.7 for M. Tech (Online)].

- 5.6.4 The scholarship (if applicable) will be restricted to the first two years.
- 5.6.5 The computation of the final CGPA is done only after the student clears all courses successfully

5.7 Classification of Awards

- 5.7.1 Distinction is awarded to a student securing a CGPA of 8.5 or above (including the project grade)

5.8 Transfer to PhD Programme

- 5.8.1 Motivated M. Tech/ MDes/ M. Tech (ERP)/ M. Tech (Sponsored) students are given the option to transfer to PhD upon the completion of two terms.
 - 5.8.2 The minimum CGPA for eligibility to transfer to a PhD programme is 8.0, considering all the courses (a minimum of 24 credits) completed at the time of application. In special cases, this may be relaxed to a CGPA of 7.5, on the basis of a specific recommendation from the department and with visible evidence of other strengths. In the computation of the CGPA, all the courses credited by the student will be considered.
 - 5.8.3 The proposed research supervisor must be identified at the time of applying for the transfer.
 - 5.8.4 All such cases will be considered based on an interview, by a committee consisting of:
 - Chair of the department*
 - Faculty Advisor
 - Two faculty members from the department
 - Proposed PhD Research Supervisor(s) (in case it is different from the current)
- *When the Chair of the department is the Faculty Advisor or the proposed Research Supervisor, another faculty member of the department to Chair the committee may be identified faculty advisor.
- 5.8.5 The recommendation of the committee will be considered by the Senate Committee on Research Conferments (SCRC).
 - 5.8.6 Application for transfer should be made preferably within a month of the declaration of the 2nd term results but not later than one month from the date of declaration of the 3rd term results on SAP. The CGPA and credits at the time of submission of the request will be considered for the purpose
 - 5.8.7 If approved, the date of registration for the PhD r programme will be the date of joining the M. Tech/ MDes/ M. Tech (Sponsored) programme.
 - 5.8.8 The PhD research topic should be such that the courses taken during the first year of the M. Tech/ MDes/ M. Tech (Sponsored) are sufficient for the Research Training Programme (RTP). However, depending on the requirements of the research problem and the recommendation of the Research Supervisor(s), the student may credit one or two extra courses.

5.8.9 In all cases, they should complete the Comprehensive Examination within one year after transferring to the PhD programme.

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

5.9 Internship (M. Tech, MDes, MMgt)

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

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

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

5.10 Cancellation of Registration and Reinstatement of Registration

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

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

5.11 M. Tech (Online)

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

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

5.11.2 Credit load is indicated in the Table below:

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

Table 5.4 –Credit Load

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

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

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

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

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

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

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

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

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

5.11.12 Revocation of Registration Cancellation – M. Tech (Online) Students

M. Tech (Online) students who have undergone registration cancellation due to a change in their organization may apply for revocation of cancellation, subject to the following conditions:

- I. The new organization must have a valid Memorandum of Understanding (MoU) with the institute
- II. The revocation request must be submitted within three years of the original registration cancellation, with the interim period considered as an additional permitted break in studies.
- III. For reinstatement, Dean of Faculty may constitute a committee, consisting of the MTech Online Coordinator, the PCC coordinator for the stream, and one faculty member from the M. Tech online program. The committee will review and make a recommendation to the Dean of Faculty for consideration and approval of the revocation
- IV. Course credits earned prior to cancellation will be retained and do not need to be repeated. However, Project credits earned during the registration with the previous organization will not be counted and students should undertake a new project under the new organization.
- V. The revocation provision will be applicable only for a single instance.

5.12 1 Year Masters in Engineering (M Engg)

- 5.12.1 The total time for completion of the degree is 1 year.
- 5.12.2 Students are expected to complete 32 credits, comprising 23 credits of core courses and 9 credits of electives, within the academic year
- 5.12.3 Students pursuing this programme are not eligible to draw scholarships from the Institute.
- 5.12.4 Students of this programme are not permitted to undertake internships.
- 5.12.5 Students under this programme are not guaranteed hostel accommodation and hostel accommodation may be given subject to availability.

5.13 1+1 Year Joint Master programme with top Taiwanese Universities

- 5.13.1 This is a Joint Master's Programme between IISc and leading Taiwanese Universities, with one serving as the home institution and the other as the host institution
- 5.13.2 Students will complete the required coursework credits at their home institution during the first year. In the second year, they will focus on project or research activities at the host institution
- 5.13.3 IISc students who study at Taiwanese universities in their second year will register for their Project course at IISc during their fourth semester. Any documents or certificates received from the Taiwanese universities should be submitted to the academic section for record- keeping.

5.14 Master's Programme in Physics

- 5.14.1 This is a 2 year course programme jointly offered by Department of Physics, Centre for High Energy Physics (CHEP) and Instrumentation and Applied Physics (IAP) department . CHEP will be acting as the nodal department for this programme.
- 5.14.2 The program has two possible entry points:
 - 1st Semester: For students with a three-year BSc degree
 - 3rd Semester: For students with a four-year BS degree or a BSc plus a one-year Master's (PG-Diploma) from another institution
- 5.14.3 Students can exit the program at different stages with different degrees:
- 5.14.4 Students who complete 65 credits across four semesters will be awarded an M.Sc. (Physics) degree. Those who complete 35 credits over two semesters may exit with a P.G. Diploma in Physics. Those students who join in the third semester and complete 30 credits will receive an M.S. (Physics) Research degree
- 5.14.5 There are specializations in four streams under this programme:
 - Astrophysics
 - Computational Physics
 - High energy Physics
 - Condensed matter and Applied Physics

5.15 Collaborative Programme (M. Tech/M. Tech(Res)) between IISc and IITs

- 5.15.1 This is a collaborative programme (M. Tech/M. Tech(Res)) between IISc and other IITs, with whom IISc have formal Memoranda of Understanding (MoUs).

5.15.2 Eligibility & Selection

- Students currently in the third year of a B.Tech programme are eligible.
- Candidates must have completed at least 80% of the required B.Tech credits with a CGPA of 8.0 or higher.
- Selection is based on an interview process.
- Admission will be granted to a compatible M. Tech (Course or Research) programme at IISc

5.15.3 Programme Structure for M. Tech:

- Students admitted to this programme will begin the M. Tech from the 7th semester of their B.Tech studies.
- Students are eligible for MoE/Institute fellowship after completing the credit requirements of the B.Tech programme.
- Students are required to complete an additional 64 credits for M. Tech Course and meet all the relevant requirements stipulated for the award of the degree.
- Degrees (B.Tech and M. Tech) will be awarded only after the successful completion of all M. Tech degree requirements.
- For students upgraded to Ph.D, B.Tech is awarded by the institute initially enrolled, after completing all requirements for the B.Tech degree; the M. Tech degree is awarded with Ph.D. by IISc..
- Students who discontinue the programme midway may be awarded a B.Tech degree upon completing all its academic requirements.

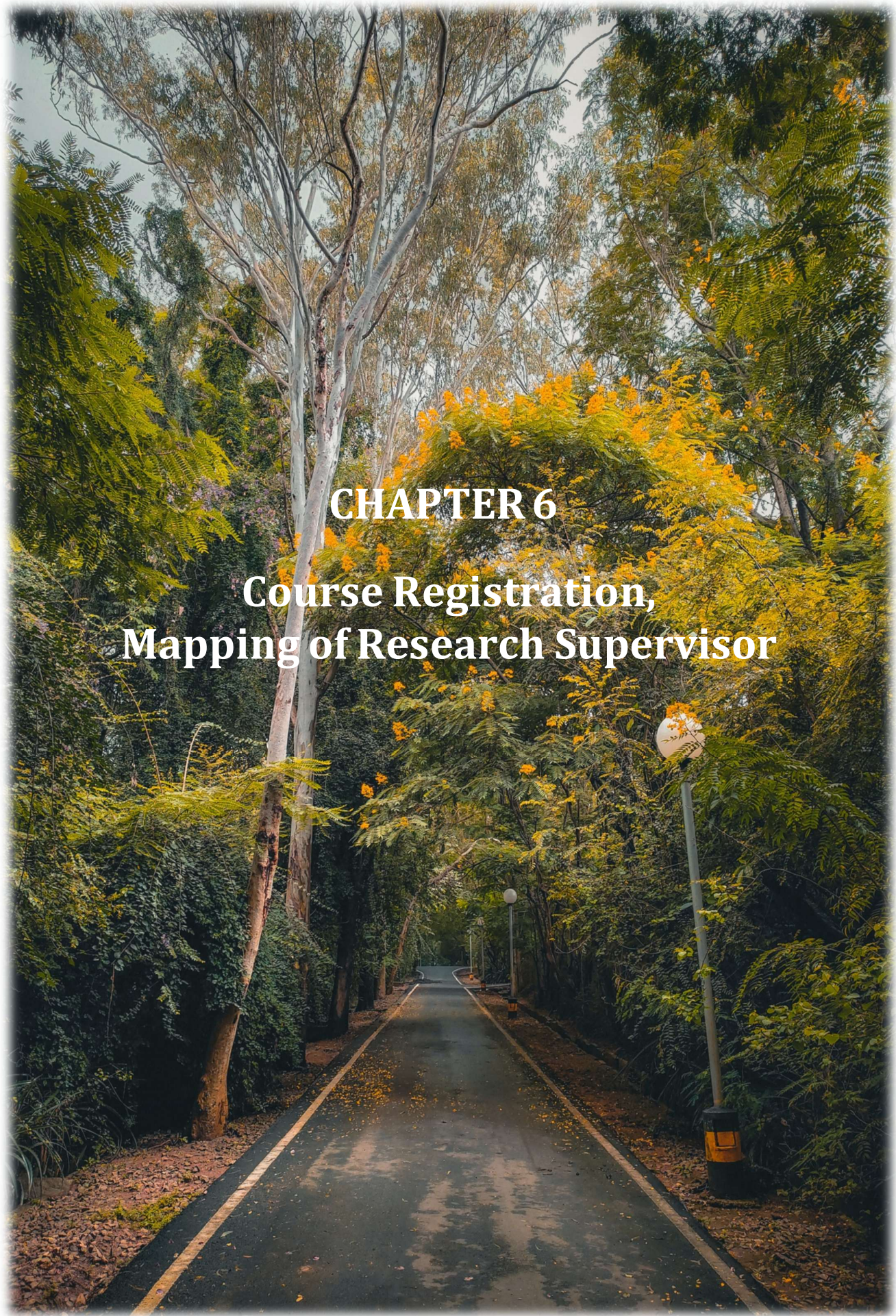
5.15.4 Programme Structure for M. Tech(Res) :

- Students are required to complete 12 additional course credits beyond the B.Tech programme, along with a thesis
- Students are eligible for a non-government fellowship from Year 4, and for an institute fellowship after completing B.Tech requirements.
- Students are awarded both degrees only after fulfilling all M. Tech (Research) requirements.
- If upgraded to Ph.D. or discontinued, only the B.Tech degree is awarded after meeting the requirements of the B.Tech degree.

5.15.5 Upgradation from M. Tech to Ph.D.:

- Students enrolled in the M. Tech programme may be permitted to upgrade to the Ph.D. programme, subject to the following conditions:
 - Must have completed a minimum of credits required for the B.Tech degree.
 - Must have completed at least one whole semester in the M. Tech programme.
 - Upgradation must occur at least one semester before M. Tech completion.
 - The current institutional process for upgradation shall be followed.
- Students will be eligible for Ph.D. fellowships beginning the term immediately after completing the requirements of the B.Tech degree.
- To qualify for the Ph.D, students must complete:
 - The credit requirements for B.Tech
 - 24 Research Training Programme (RTP) credits required for the Ph.D.
- Students who upgrade and continue in the Ph.D. programme may be awarded the B.Tech degree after completing the requirements of the B.Tech degree, which aligns with the timeline of Integrated M. Tech students.
- The BTech degree will be awarded by the institute initially enrolled. MTech/MTech(Research)/PhD as applicable will be awarded by IISc.
- The existing rules for the Ph.D. programme shall remain applicable.

END OF CHAPTER 5



CHAPTER 6

Course Registration, Mapping of Research Supervisor

6.1 Course Registration

- 6.1.1 Course registration should be done on SAP.
- 6.1.2 The details of courses offered in each department (Scheme of Instruction) are available at <https://www.iisc.ac.in/about/student-corner/>
- 6.1.3 Under the guidance of their Faculty Advisor, each student registers for a set of courses. These include both the core courses and the electives.
- 6.1.4 A research student is required to register for a set of courses as advised by their Research Supervisor(s), with the approval of the DCC. These are termed RTP courses. The courses registered by students need approval only from the instructors. In case the advisors/DCC do not agree with the approval, they have the authority to reject the request. The course registration module in SAP will send an email alert to the student whose registration has been rejected, so that they may take suitable corrective action.
- 6.1.5 A research student may credit courses in addition to the ones required for RTP. These are called non-RTP courses. There is no restriction on the number of such courses.
- 6.1.6 RTP courses cannot be taken after completion of comprehensive examination. Conversion of non-RTP courses to RTP is also not permitted.
- 6.1.7 Non RTP courses can be taken by research students during the entire period of their program duration in case advised by their Research Supervisor.
- 6.1.8 RTP and non-RTP courses must be chosen after careful consultation with the Research Supervisor/DCC member.
- 6.1.9 Course programme students can register courses only as 'credit'.
- 6.1.10 Course programme students may be allowed to credit UG courses. Research students may be allowed to credit UG courses under non-RTP and may be taken before or after the Comprehensive Exam.
- 6.1.11 Effective from August 2026, for non-RTP courses, the grade obtained by the students will be reflected in the respective transcript. However, grades obtained in the non-RTP courses will not be used for calculating the CGPA and will be listed separately as non-RTP transcript
- 6.1.12 The transcript will list all the RTP courses taken by the student including 'F' grade. The 'F' grade will be omitted from the CGPA computation and the grade from the repeated or the substitute course will be used instead.
- 6.1.13 Some exemptions are applicable only to M. Tech and Int. PhD and please refer to respective sections of the SIH.

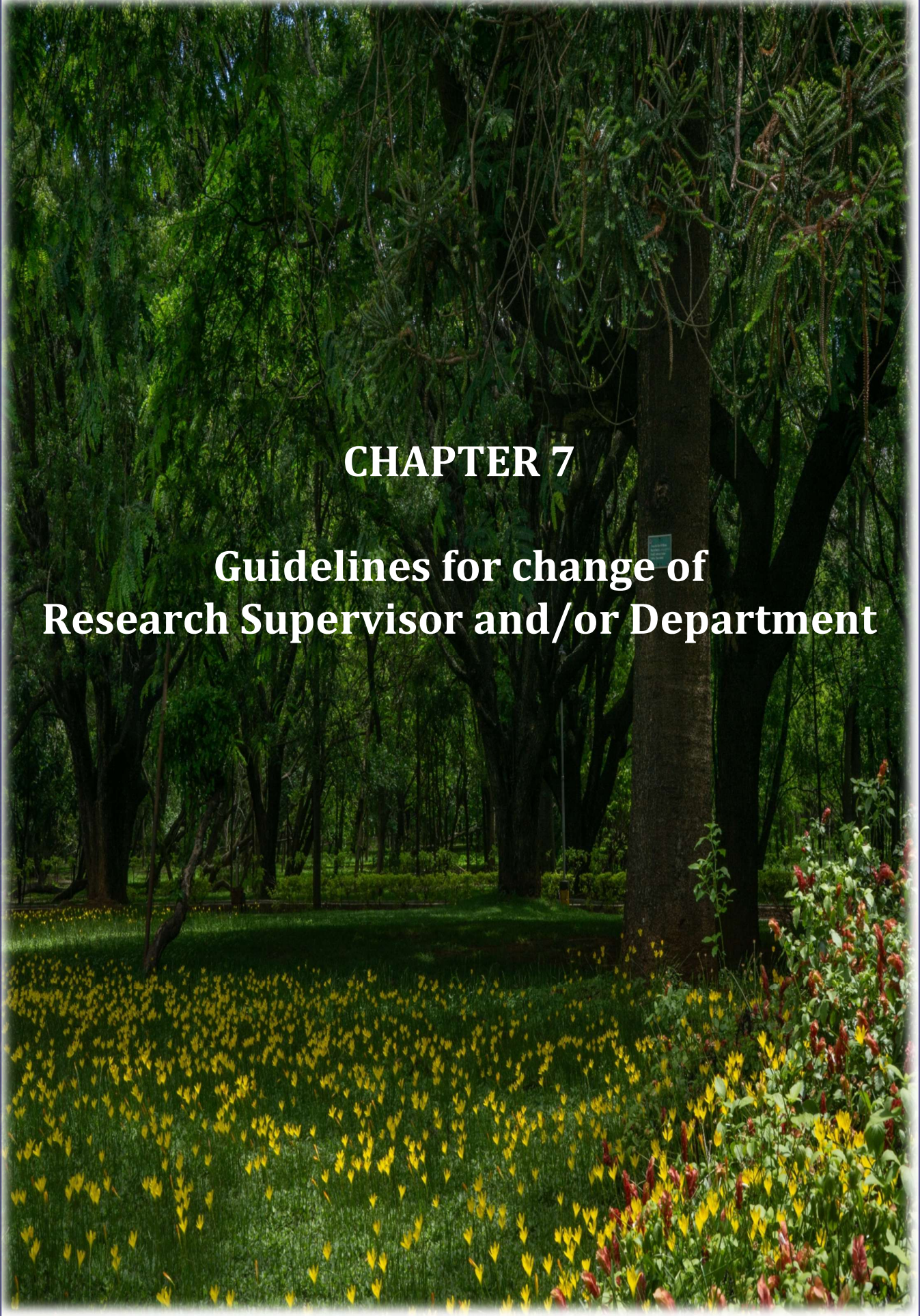
6.1 Definition of Course Credits

The number of credits is given in the form M:N, where M indicates the number of lecture credits and N the number of laboratory credits. Each lecture credit

corresponds to one lecture hour per week, while each laboratory credit corresponds to a 3-hour laboratory class per week. For ex. a course with 2:1 credit indicates that it has 2 lecture hours and one 3-hour laboratory session each week, while a course with 3:0 credits indicates a course with 3 lecture hours and no laboratory session and so on.

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

- 6.2.1 Registration is done in SAP. During Registration, a student is mapped to a Research Supervisor by the department office on the advice of the Dept. Chair. In some departments, initially a temporary (interim) Research Supervisor may be assigned for administrative reasons.
- 6.2.2 Registration is effective from the date of joining. After being assigned an interim Research Supervisor, the students should identify their research supervisor and initiate a request on SAP within 11 months from the registration.
- 6.2.3 Requests for change/addition/deletion of research supervisors should be initiated on SAP by the DCC Chair with the justification for such requests along with the consent of the student, approval and signature of concerned supervisors, duly approved by the Chair of the department. For Int. PhD students, the consent of the Int. PhD coordinator/ Convenor is also required.
- 6.2.4 Inclusion of additional Research Supervisors who are not faculty of IISc is not permitted either after 3 years of registration or after the completion of the Comprehensive Examination (CE) whichever occurs earlier. The addition of IISc faculty and faculty of other institutions with which IISc has an MoU may be permitted even after 3 years.
- 6.2.5 A retiring faculty should identify an alternate Research Supervisor at least one month before their retirement in consultation with the Chair of the Department.
- 6.2.6 Research Supervisor, the students should identify their research supervisor and initiate a request on SAP within 11 months from the registration.
- 6.2.7 Requests for change/addition/deletion of research supervisors should be initiated on SAP by the DCC Chair with the justification for such requests along with the consent of the student, approval and signature of concerned supervisors, duly approved by the Chair of the department. For Int. PhD students, the consent of the Int. PhD coordinator
- 6.2.8 The faculty members who are intending to proceed on lien, deputation, Extra Ordinary Leave (EOL), long leave, or sabbatical shall ensure that their respective Department nominates an alternative faculty member to be assigned the role of Research Supervisor in SAP to undertake all the student related matters. The faculty proceeding on lien/deputation/EOL/long leave/sabbatical will be assigned the role of Co-Research Supervisor until she/he resumes duties at the Institute.

A photograph of a park with large, leafy trees and a field of yellow flowers. The text is overlaid on the image.

CHAPTER 7

Guidelines for change of Research Supervisor and/or Department

7.1 Guidelines for change of Research Supervisor and/or Department

Preventive Guidelines

- Departments should identify student-supervisor issues early and conduct periodic Research Progress Reviews, including confidential comments from both the student and the supervisor.
- Serious issues flagged in reviews should be addressed by the DCC/Chair.
- The departments can decide on the frequency and timing of the review. Annual Progress Reports submitted by student yearly may serve as a convenient review point.
- If issues remain unresolved within the Department, the case may be forwarded to SCRC.

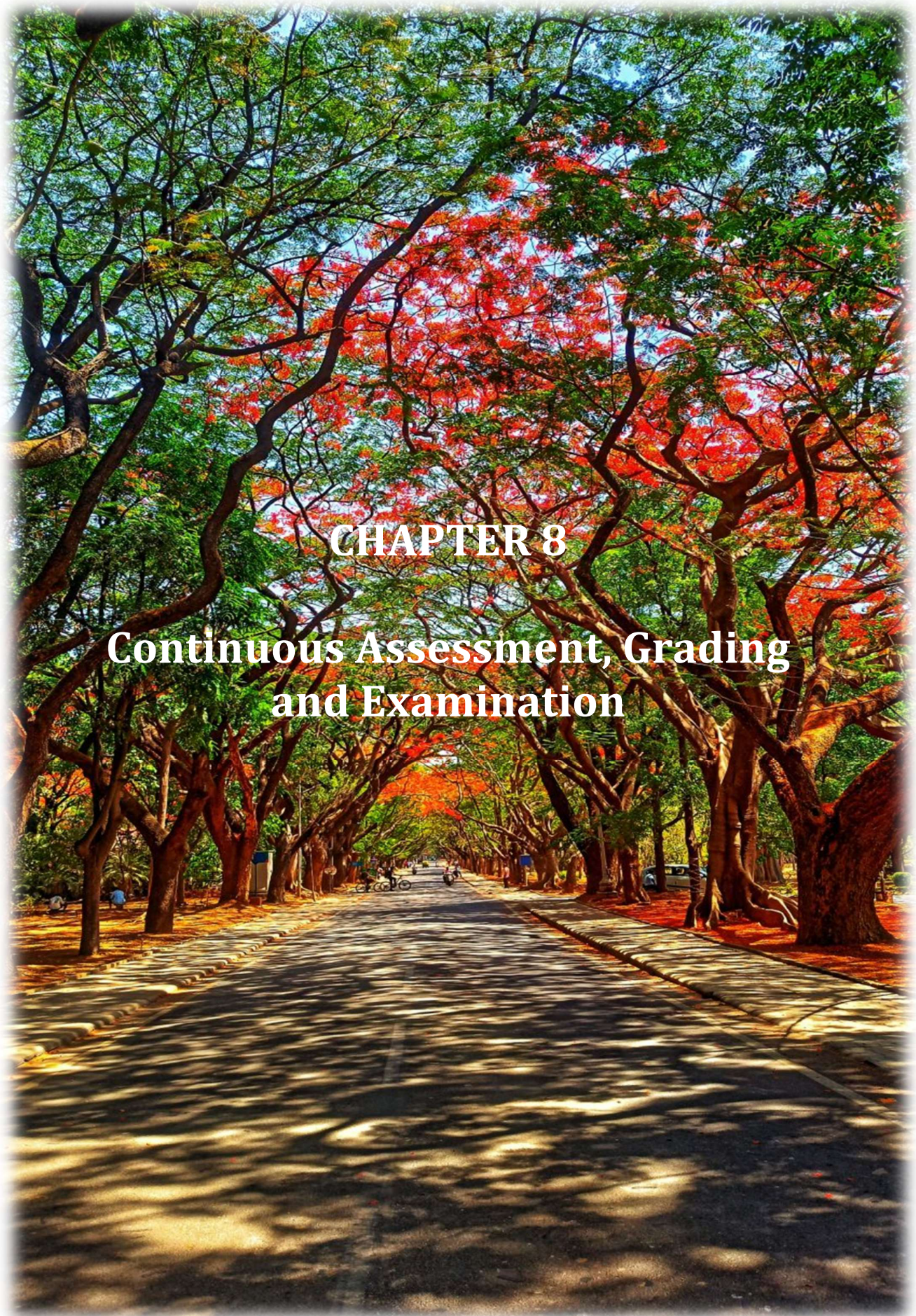
Protocol for Change of Research Supervisor/Department

- Requests to SCRC must include a student's letter approved by the present RS, proposed RS, Department Chair, DCC Chair, and Int. PhD Convenor (where applicable).
- Signature of the RS will not be mandatory; the DCC may seek input from the RS before forwarding the request to SCRC. The confidential note will be mandatory in case the RS has not signed the change request.
- For inter-departmental changes, signatures and confidential notes from both Departments are required.
- Confidential notes should cover the eligibility of the student to apply (prior educational background) get shortlisted in the proposed Department, relevance of completed RTP, status of comprehensive exam, departmental efforts to resolve issues, and history of similar cases.
- No confidential note is needed for routine cases (e.g., superannuation, faculty leaving the Institute, lien etc.).
- Guidelines will not apply to cases wherein newly admitted students, temporarily assigned a Research Supervisor for SAP workflow approvals, requests for identification of RS.
- The proposed department should conduct an interview of the concerned student and include the result of the interview in the confidential report submitted to the SCRC.

Preventive Action for Repeated Conflicts

In case of three or more students seek a change of supervisor from the same faculty member within three consecutive years, the concerned faculty will not be allotted any new student for the next two years. If the concerned faculty makes a representation to the Chair to allocate new student, Chair has the discretion to take the decision on allotting new students to that faculty, based on the recommendations of a committee comprising DCC members and two faculty members from other departments constituted for the same by department Chair

END OF CHAPTER 7



CHAPTER 8

Continuous Assessment, Grading and Examination

8.1 Grading System

- 8.1.1 The 10-point system of grading has been adopted in the Institute for those students joining from the Academic Year starting in August 2016. However, for the students who joined the institute prior to August 2016, the 8-point system will continue to apply till they graduate.
- 8.1.2 The instructor decides the cut-offs for converting the total marks into grades. Only the grades are recorded in the transcripts. The marks are retained internally. There are 7 grades designated as 'A+', 'A', 'B+', 'B', 'C', 'D' and 'F' with the corresponding grade points provided in Table 6.1. All grades except the 'F' grade are passing grades.
- 8.1.3 The Grade Point Average (GPA) is a measure of overall performance. The Term GPA (TGPA) is based on the grades and credits of the current term, while the Cumulative GPA (CGPA) is based on the grades and credits of all courses taken in the programme. The grade points accrued for each course is the product of the number of credits and the grade point value corresponding to the grade obtained in it. For instance, for a 3-credit course, if a student gets a B grade (which carries a grade point value of 7), then the accrual of the total grade points is equal to $3 \times 7 = 21$. The TGPA is obtained by adding the grade points accrued by all the courses taken in the current term divided by the total number of credits in the term. The CGPA is calculated similarly, the only difference being that one considers the grade points accrued for all the courses taken in the programme. The TGPA and CGPA are rounded off to the first decimal place.

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

Table 7.1 – Grade Point Value

8.1.4 Handling of 'F' and 'X' Grades

i 'F' Grade

- Since 'F' is a failing grade, a student cannot graduate until they clear it, by either repeating the same course or by taking a substitute course, as decided by the DCC.
- Only one chance is provided to the student to clear the 'F' grade. If upon repeating the course (or in the substitute course) the student gets an 'F' grade again, the student will not be allowed to continue in the programme.
- If the 'F' grade is obtained in a hardcore course, the same course must be repeated. For a softcore course, the substitute course can be any other softcore course. For an elective, the DCC may assign an appropriate alternative course.
- Such repetition of courses is permitted only to clear 'F' grades. Students are not permitted to retake courses in which they have obtained any other grades.

- e) The higher grade from the replacement course will be reflected in the transcript.
 - f) Getting an 'F' grade in any course makes the student ineligible for the award of Distinction, even though clearing the 'F' grade permits them to graduate with a degree.
 - g) Until an 'F' grade is cleared, it will be used for the computation of the TGPA and the CGPA. Subsequently, it will be omitted from the TGPA computation of the term in which 'F' grade is cleared, and the grade from the repeated or the substitute course will replace in the CGPA computation.
 - h) If a student has completed all the minimum course credit requirements for the award of a degree and obtains an 'F' grade in any additional courses, the student is not required to clear such 'F' Grades.
- ii 'X' Grade

Norms for awarding and clearing 'X' Grades for all IISc students (includes UG, PG/Ph.D)

- a) 'X' grades may be awarded to students who are unable to attend the final examination due to medical reasons. Students must submit a valid medical certificate attested by the Institute's Chief Medical Officer (CMO). In the absence of such certification, an 'F' grade shall be awarded.
- b) To award an 'X' grade, the course instructor must upload the medical certificate or leave memo issued by the CMO or the Academics Section at the time of grading the course in SAP. The course instructor must also provide a written justification based on the submitted document. The 'X' grade must be cleared within a specified period after completion of the final assessment.
- c) Under normal circumstances, the course instructor should conduct the retest and update the grades in SAP within 15 days from the declaration of results. However, in unavoidable circumstances where the examination cannot be conducted within this period, the final assessment shall be completed no later than June 30 of the same academic year for courses offered in both the August and January terms.
- d) 'X' grades shall not be awarded for courses registered during the Summer term, as these are intended as make-up courses for UG students.
- e) If the examination is conducted within the permitted timeframe, the 'X' grade will be replaced with the appropriate earned grade. If not, the 'X' grade shall lapse and be converted to an 'F' grade, unless additional certified medical justification is provided.

8.2 Guidelines for conducting written examinations in respect of PwD students

With reference to the office memorandum F. No. 34-02/2015-DD-III dated 29th August 2018 issued by the Department of Empowerment of Persons with Disabilities, Government of India, the following guidelines may be noted for conducting written examinations in the Institute for individuals with benchmark disabilities:

Facilities to be provided for Persons with Disabilities in written examinations:

Choice of Mode of Examination, aids and assistive devices and use of technology :

A. Independent Mode of Writing the Examination:

- I. The candidates are to be encouraged to take the examination independently, with the assistance of technology such as software-enabled laptops, desktops, Braille/ large print, or by recording their answers. The Departments, to that extent, shall make corresponding technological paraphernalia (i.e., software-enabled laptops/desktops, Braille/ large print, or recording devices) available in sufficient numbers.
- II. Where academic requirements necessitate that students work independently with computers, the department will offer the option to PwD candidates to take the exam on a laptop or desktop, enabling them to write the exam independently without the assistance of a scribe.

[Note: Technology interventions like JAWS (Job Access with Speech)/ NVDA(Non visual Desktop Access), ORCA, large prints, tactile graphics, magnification software etc for blind/ low vision candidates; voice recognition software/ head-mouse etc for locomotor disabilities; text-to-speech or vice versa software for persons having difficulty in reading like dyslexia etc., LaTeX+TeX / Math ML content add-on/software may be explored as reasonable accommodation; The software mentioned herein are illustrative and not exhaustive].

B. Provisions in r/o Scribes/ Reader/ Lab Assistant:

- I. This is to reiterate the overarching emphasis on encouraging candidates to write the exam independently. The scribe, if at all permitted, because of the refusal by the candidate to use technology, has to be provided by the departments. An own scribe, reader or lab assistant may be allowed if, and only if, the department is unable to provide the same. Departments are, however, expected to form a comprehensive panel of scribes
- II. The facility of a scribe, reader, or lab assistant may be allowed to anyone with a benchmark disability under section 2(r) of the RPwD Act, 2016, who experiences writing limitations.
- III. For individuals with blindness, locomotor disabilities, or cerebral palsy, this support is granted upon request. Individuals with other types of benchmark disabilities can access a scribe, reader, or lab assistant by submitting a certificate from a Chief Medical Officer, Civil Surgeon, or Medical Superintendent of a Government

healthcare institution. This certificate must state that they have a physical limitation that requires a scribe for the writing examination.

- IV. If the department provides a scribe, it must be ensured that the qualifications of the scribe do not exceed the minimum criteria set for the examinations. If a candidate chooses to bring their own scribe, the scribe's qualifications should be one step below the candidate's. Candidates opting for their own scribe are required to submit the scribe's details.
- V. Flexibility should be allowed for changes in scribe, reader, or lab assistant in emergencies. Candidates may take multiple scribes/readers for different papers, especially for languages, but only one scribe is permitted per subject.
- VI. Availability of Compensatory time is as follows:
 - a. The "compensatory time" should be allowed for not less than 20 minutes per hour of examination for candidates with disabilities, having functional limitations in writing as specified in these guidelines and assessed by the prescribed medical authority, whether they are using the services of a scribe/reader/lab assistant or not.
 - b. In case the duration of the examination is less than one hour, then the duration of compensatory time should be allowed on a pro-rata basis in a fraction of an hour.
 - c. All candidates with benchmark disabilities not availing the facility of scribe, reader, or lab assistant may be granted an additional one hour for the examination of three hour duration. Additional time for examination of duration of less than or more than three hours may be pro-rated accordingly.

C. Accessible Examination Centres:

- I. The examination centres should ensure barrier-free entry and navigation, with ramps, lifts, wide corridors and doors, signage and directions, audio announcements for visually impaired candidates, accessible seating arrangements, preferably on the ground floor, etc. The staff on examination duty should be briefed/trained on disability etiquette and how to handle assistive technology. Medical personnel should be available in the Centre in case of emergencies.
- II. A separate examination room and a quieter venue, wherever possible, may be arranged for SLD/ neurodiverse/ candidates with chronic health conditions.
- III. Proper seating arrangements (on the ground floor) must be made before the exam starts to avoid any confusion or distractions.

The above guidelines are applicable for conducting written examinations by Departments across all programmes at IISc

8.3 Answer scripts

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

8.4 Dropping of Course

- 8.4.1 Students can drop the courses as per the timelines mentioned in the academic calendar in SAP. The options for dropping a course are as under:
- i course dropping without mention in the transcript.
 - ii course dropping with mention in the transcript.
- 8.4.2 Dropping the courses requires the approval of the advisor/ research supervisor (as applicable) and the course instructor. Dropping of a course is permitted only if the total number of credits does not fall below the minimum stipulated.
- 8.4.3 It is advised that the student informs the course instructor if the course is being dropped.
- 8.4.4 If a course is dropped during the 'course drop without mention' period (as mentioned in the Academic Calendar), the dropped course will not be listed in the final transcript. If a course is dropped during the 'course drop with mention' period, the dropped course will be included in the transcript with a 'W' (Withdrawn).
- 8.4.5 A student may register again for the course that they dropped in an earlier term.
- 8.4.6 Dropping of courses (for Int. PhD): A student may drop a course in consultation with the coordinator in the first year and with both the supervisor and the coordinator in the subsequent years. All core courses, or their equivalents in the case of elective courses, must be successfully completed by the end of the third year.

END OF CHAPTER 8

CHAPTER 9
Fee Structure

Students are required to pay the fees prescribed by the Institute. These are subject to change from time to time. The details of the fees currently in force are available at <https://www.iisc.ac.in/about/student-corner/>

9.1 Due Date

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

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

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

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

9.2 Penalties

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

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

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

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

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

9.3 Refundable Deposits

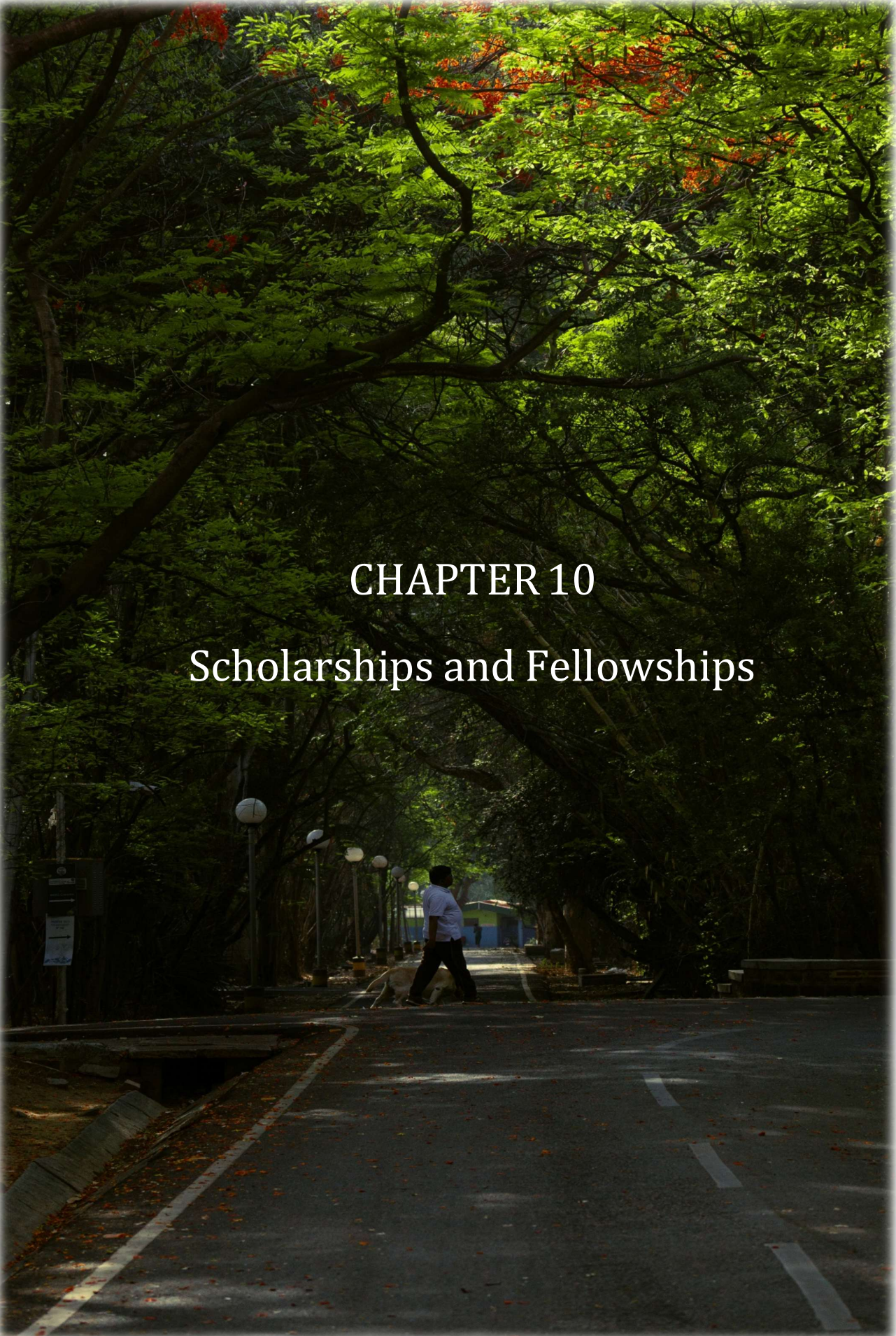
9.3.1 The deposits are towards covering liabilities such as:

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

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

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

END OF CHAPTER 9

A photograph of a tree-lined road, likely on a university campus. The road is paved and has white dashed lines. On the left side, there is a concrete drainage ditch. The trees are lush green, with some showing hints of red. A person in a light blue shirt and dark pants is walking a white dog on the road. In the background, a blue building is visible through the trees. The overall atmosphere is peaceful and academic.

CHAPTER 10

Scholarships and Fellowships

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

10.1 The details of Scholarship/Fellowships

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

10.1.1 M. Tech/ M. Tech (Res) students admitted through the CFTI mode of entry who have graduated from IITs are eligible for the grant of scholarship/fellowship/assistantship at the rate of Rs. 12,400/- per month, subject to applicable provisions and guidelines as communicated by the Ministry of Education from time to time.

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

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

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

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

10.1.5 Students of M. Tech/ MDes programmes who discontinue their studies due to any reason must refund the entire scholarship drawn before leaving the Institute.

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

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

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

10.2 Activation of Scholarship

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

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

10.3 Payment of scholarship

- 10.3.1 Payment of scholarship for any month will be processed in the first week of the same month and the scholarship will be credited to the student's bank account on the last working day of the same month. The attendance records are to be sent by the department office to the Finance and Accounts section. The scholarship requests must be certified by the Advisor/Research Supervisor regarding attendance and the satisfactory progress of work and duly signed by the department Chair. The certified requests will be filed in the department office.
- 10.3.2 The scholarship will not be paid till all the dues in respect of the preceding months are cleared. For ME/M. Tech/ MDes students, payment for the period of vacation/recess will be made only when they rejoin the Institute after the vacation or recess. If a student undertakes project work outside the Institute during these periods, payment will be made on production of a certificate of attendance and satisfactory progress in the training along with a declaration that they have not received any other emoluments during any part of this period. In the event of the student having received any emolument during the project work, no scholarship will be paid.
- 10.3.3 The students are required to map their Research Supervisors (RS) and Co-RS within 11 months from the date of registration on SAP, failing which they will not be able to draw scholarships.
- 10.3.4 Students are required to update the account number, name of the bank, and other account details on their SAP profile.
- 10.3.5 Students must submit their scholarship request to the department by the 15th day of the month in order to receive payment. The scholarship payment request should be initiated between the 6th and 15th of each month, and it must be approved at the department level by the 20th of the month.
- 10.3.6 Sponsored candidates from other institutions could be considered for scholarships or financial assistance only if they have not received any emoluments from the sponsoring organization.
- 10.3.7 In some cases, the top-ups (supplements) to the fellowships could be made by the Research Supervisors from the funds sourced from non-governmental agencies/scheme.
- 10.3.8 The research students are paid scholarship/ fellowship up to the date of oral defense or completion of studentship, whichever is earlier.
- 10.3.9 Students enrolled in two-year course programmes (i.e. M. Tech / M. Des) are paid scholarships/ fellowships up to the date of their project viva/ oral examination or for a maximum duration of 24 months from the date of admission which ever is earlier,

10.4 Renewal of Scholarship / Financial Assistance

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

- 10.4.2 Students receiving financial support/ emoluments from the internship companies/organizations in the duration of Internship/ Collaborative Research work, are not entitled to Financial Assistance.
- 10.4.3 The students are expected to renew their scholarships with the recommendation of the RS and Chair of the Dept., and they shall upload the same in SAP in addition to the completion of the annual no dues process.
- 10.4.4 The students may refer to the website, <https://www.pmrfin.in/> for detailed information, eligibility criteria for applicants, deliverables by the PMRF recipient in terms of teaching and research and the review and evaluation procedure for continuation of PMRF.

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

- 10.5.1 Research students are eligible to get GARP funding for presenting a paper in a conference/workshop/symposium (even if these events are held online). However, students enrolled under QIP and ERP programmes are not eligible for GARP funding.
- 10.5.2 Financial support under the GARP funds is limited to a Maximum of ₹ 2,00,000/- and a minimum of ₹ 5000/-.
- 10.5.3 Students who receive fellowship from external agencies (like CSIR, UGC, NBHM, INSPIRE, etc.) will be eligible to receive GARP support of ₹. 2,00,000/- plus additional support subject to maximum limit approved by the external agencies, subject to the approval of competent authority.
- 10.5.4 This amount can be utilized for up to four (04) instance (inclusive of both domestic and international) during the entire programme.
- 10.5.5 A student may also utilize this amount to attend academic events (conferences, workshops, etc.) in which they are not presenting any paper, provided the research supervisor recommends it strongly.
- 10.5.6 Utilization of the GARP funds: The students must book their travel ticket through Govt. authorized agencies namely Ashoka Travels/ Balmer Lawrie/ IRCTC only.
- 10.5.7 The student should have successfully completed the comprehensive examination at the time of applying to avail of GARP funding. Absence during the period will be treated as on study with scholarship
- 10.5.8 GARP support may be provided to the students until the thesis defense. GARP support is not available once the registration is cancelled. Students who have submitted their thesis can avail the funds up to the date of oral defense however within their studentship period
- 10.5.9 GARP support shall not be available to:
 - (a) Ph.D. students who have completed six years from the date of joining;

(b) Int. Ph.D. students who have completed eight years from the date of joining; and

(c) M.Tech. (Res) students who have completed 2.5 years from the date of joining.

However, students in any of the above categories may be considered for GARP support if their paper was accepted before the completion of the applicable eligibility period, but the event is scheduled to be held after the completion of that period. In such cases, the student shall be required to stay in the Institute until the event is over.

10.5.10 Students applying for carrying out collaborative research work, International School, Summer School, Internship programme, Technical Programme, and data collection/publication charges are not eligible for financial assistance under the GARP fund.

10.5.11 Procedures for requesting financial support under GARP fund:

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

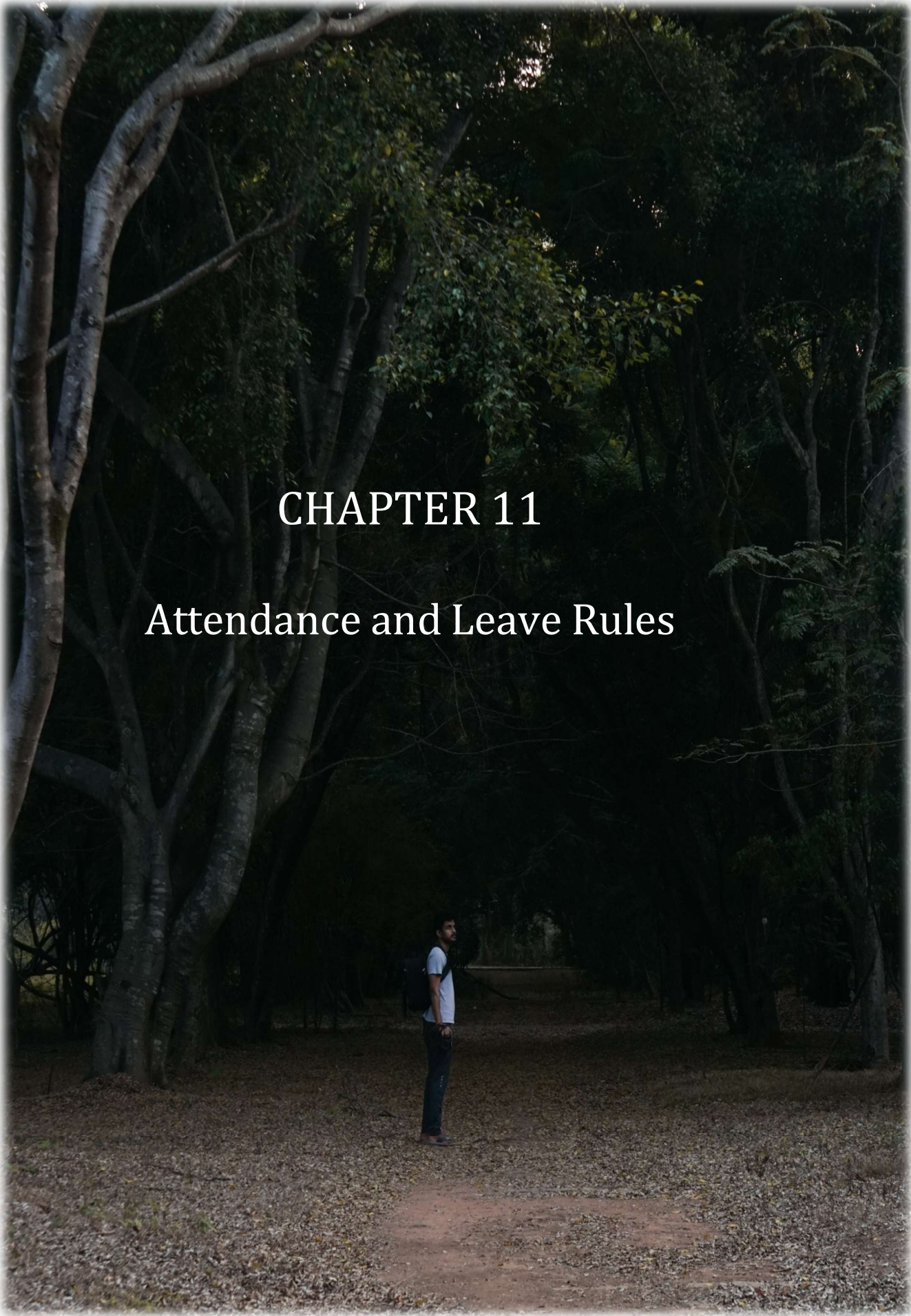
- Invitation Letter/Acceptance letter (with date and place)
- Abstract & Title (If applicable)
- registration details
- Undertaking form
- An estimate of the travel expense details is required in the form of pre-payment screenshot.

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

NOTE:

- If a student applies for a travel research fund, they must obtain approval from the academic section before travelling. No post facto request for approval of GARP financial support shall be considered
- Students have to apply for leave (invitation letter/registration documents comprising conference dates should be attached) on SLcM (SAP).
- Approval letter will be issued after due approvals. Students have to apply through ADSER portal for getting VISA purpose NOCs.
- Students are required to obtain prior NOC from the Institute before proceeding on any travel undertaken for academic purposes.

END OF CHAPTER 10

A photograph of a person standing in a forest, used as a background for the chapter title. The person is standing on a path covered in fallen leaves, looking towards the right. The forest is dense with tall trees and thick foliage. The text "CHAPTER 11" is overlaid in the center of the image.

CHAPTER 11

Attendance and Leave Rules

11.1 Attendance

- 11.1.1 Students are required to attend lectures and other academic activities. Applications for leave of absence are to be made through the SAP portal and approved by the Advisor or Research Supervisor(s). Any type of absence for more than 10 days should be notified to the Academic Section immediately.
- 11.1.2 A minimum attendance of 75% on each course is mandatory. A shortage of attendance may be condoned by the Deans in exceptional circumstances.
- 11.1.3 For all courses, implementation of the attendance policy will be at the discretion of the respective course instructor.
- 11.1.4 If instructors wish to make attendance mandatory for their courses, this must be informed to the students on the first day of class and the same information should also be displayed on the course website (if such a website exists). If such a statement is not made on the first day of class, it will be taken that mandatory attendance is not required by the instructor.
- 11.1.5 All department offices should take daily attendance of all the on-roll PG/ Ph.D. students. And the DCCs should monitor the attendance records periodically to identify wellness issues, absence, etc. and inform the Wellness Committee, when warranted.

11.2 Leave Rules

A student is eligible for the following leaves:

- 11.2.1 Leave on personal grounds: 30 days in a year with a scholarship.
- 11.2.2 Leave on medical grounds: Up to 30 days a year with a scholarship for extended sickness normally requiring hospitalization. Medical leave can be availed for any duration (maximum 30 days). A Medical Certificate and a subsequent Fitness Certificate from the CMO of the Institute are required for resumption of studies
- 11.2.3 Women students are permitted to avail maternity leave as per the prevailing GoI regulations - currently 26 weeks per child for a maximum of 2 children. Full scholarships will be paid to women students during their approved period of maternity leave. In case maternity leave is availed, the woman student will be permitted an additional year to submit her thesis/complete the programme (before the registration is cancelled). However, the fellowship will not be paid for the extended duration of the programme.
- 11.2.4 Additionally, If a student avails maternity leaves before completion of the comprehensive examination, she will be provided additional time equal to the duration of the approved maternity leave .
- 11.2.5 A combination of different types of leave is normally not permitted.
- 11.2.6 No carry-over of leave is permitted.

- 11.2.7 With regard to leave, the year is reckoned as follows:
- i. For Research students: From the date of joining.
 - ii. For Course students: From the date of commencement of the first term, irrespective of the date of joining.
- 11.2.8 Leave availed more than the permissible limit will be treated as leave without scholarship.
- 11.2.9 Students permitted to attend approved conferences may be considered on duty. However, students are required to apply for "Study leave/ Travel" on SAP. Prior permission on SAP should be sought before undertaking any travel.
- 11.2.10 Students are required to apply for leave of absence during term break. Since term break leave is over and above the 30 days leave that a student is entitled to in a year, the student shall apply to the Department Chair for approval. However, permission needs to be sought in case of attending an internship during this period.
- 11.2.11 For online meetings/seminars where the student is in IISc, the leave type 'online meetings/seminars' can be availed of.
- 11.2.12 Cancellation of the approved leaves (in case of a change of plan) may be sought through SAP mentioning reason for cancellation.

11.3 Break in Studies

- 11.3.1 Students may be permitted a break in studies only on medical grounds for a maximum period of one year. Student should apply on SAP as soon as the problem manifests for consideration by the SCRC. The request must be accompanied by a certificate from the Chief Medical Officer (CMO) of the Institute. It should be forwarded through the Faculty Advisor and the Chairman of the department
- 11.3.2 Resumption of studies requires a fitness certificate from the CMO of the Institute.
- 11.3.3 Break in studies may also be granted under exceptional circumstances other than medical grounds under reasonable period. The following criteria must be met before such cases are forwarded to SCRC for consideration:

Research students:

- (a) The students should submit a written request with the reason and the duration of break in studies requested.

- (b) Details of the research undertaken and the time required for completion should be explicitly mentioned.
- (c) There should be a strong recommendation from the Chair/Guide with the timeline for the break in studies specifically endorsed.
- (d) Proof of rejoining the Institute/undertaking about rejoining after the break in studies should be attached.

Course students:

SCRC generally does not permit a break in studies for course students except on medical grounds, but in certain circumstances it may be considered. In such cases, the following should be submitted:

- (a) A written request with the reason and the duration of break in studies requested.
- (b) A report from the Department/DCC justifying the case.
- (c) The progress status and detailed information on course completion and project work.

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

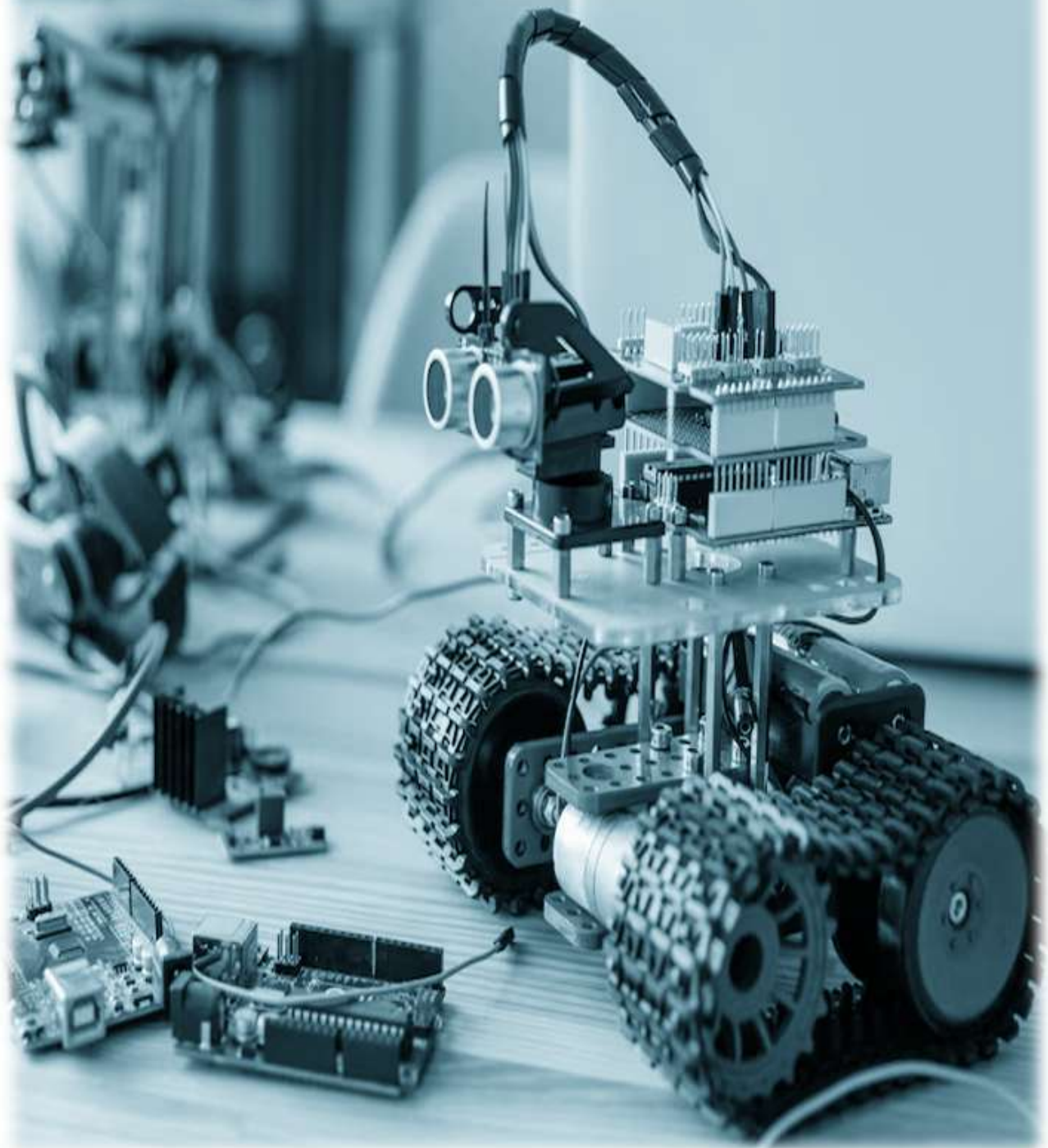
11.3.5 For Break in studies on medical grounds, scholarship will be paid for a maximum period of one month and the rest of the leave period will be without any scholarship.

11.3.6 Students who have taken a break in their studies will not be granted any additional time to complete their course requirements.

END OF CHAPTER 11

CHAPTER 12

Students' Assistance Programme



CHAPTER 12

12.1 Mandatory Student Assistance Programme

- i. Mandatory assistance under Students' Assistance Programme is applicable to all students who joined for PhD and Int. PhD programmes from 2011 onwards.
- ii. The student assistance refers to any programming, grading, teaching, or technical assistance provided by the students.
- iii. For a student to be declared as having fulfilled the mandatory assistance requirement under the Students' Assistance Programme, the duration of assistance should be between 60-120 hours in a particular term subject to the condition that it should not be more than 50 hours per month.
- iv. Students will be eligible for TAs after successful completion of RTP courses.
- v. The minimum mandatory TAs to remain as one (01) except for the Division of Physical and Mathematical Sciences which will have three (03) mandatory TAs. For other divisions, the number of mandatory TAs will be decided by the respective divisional Deans
- vi. The declaration confirming that the student has completed the mandatory assistance under the Students' Assistance Programme is a prerequisite for conducting the student's colloquium.
- vii. For this mandatory Students' Assistance Programme, no financial compensation is admissible

12.2 TA appointment :

- a) All PhD students who have completed their mandatory TA-ship, and Int. PhD students in their fourth year or beyond may be appointed as TAs.
- b) M. Tech (Res) students in their second year or beyond may be appointed as TAs to provide technical assistance and for UG or lab sources.
- c) First year Research/M. Tech students cannot be appointed as TA.
- d) The request for TAs must be submitted by the instructor within 15 days after the term commences. Once the course is over, the instructor must submit a final recommendation regarding number of hours etc., within 30 days after the term closes
- e) TAs may be asked to begin their work on the first working day of the term.
- f) TA can be in the form of programming assistance, grading assistance, teaching assistance, and/or technical assistance. All these will be treated as equivalent as far as payment is concerned. A mix of these four types can also be used if more than one TA is allowed

- g) The first mandatory TAship will not be compensated, while the remaining will be compensated up to the upper limit of mandatory TAships decided at the Divisional level .Any additional TAship (over and above the upper limit of mandatory TAship at the Divisional level) will be paid through the project fund of the course instructor/department
- h) Student ratio for number of TAs to be maintained as 1:20. However, in case of enrollment less than 20, a minimum of 10 students are needed to have one TA
- i) Ph.D. students should be permitted to serve as TAs for multiple terms for the same course, up to the end of the sixth year of their programme.
- j) Students can be TAs in other departments, and the decision on the matter will be with the instructor and the concerned DCC/Coordinator.
- k) Identifying TAs will be the responsibility of the course instructor. Approval of the course instructor, the RS of the student, and the Chair of the student's department is needed. Approval of the Chair of the instructor's department is not necessary
- l) Preferably, a student should complete the course before being assigned as a TA for the mentioned course. Students who do not meet this criteria can serve as a grader in case of the requirement of multiple TAs for the mentioned course.
- m) The course instructor and RS must certify in the application form that the student is capable of carrying out TA's job for the course.
- n) The DCC/ department coordinator should manage all TA related matters, such as identification of eligible students, assigning courses, and the compilation of available TA positions;
- o) MTech/MDes/MMgt/MSc students can be utilized primarily to be a TA for UG or lab courses. They can also assist senior TAs in other courses depending on the demand/requirement in each semester. M. Tech/MDes/MMgt/MSc students are not eligible for any payment for the purpose. As far as possible (not mandatory), instructors are requested to utilize services of M. Tech students to carry out technical assistance which does not involve teaching or grading
- p) In case the number of registrations comes down substantially by the time of examinations and final grading, the number of allowed TAs may come down. However, keeping in mind the work already done by the TAs, the total amount will be distributed to the hired TAs, based on the instructor's final recommendation.
- q) The rate of payment for TAship:

Sl. No	Teaching assistantship	Amount
1	Rate per hour (maximum 50 hrs calendar month/120 hrs per term)	₹ 200 /-
2	Maximum per term	₹ 24,000

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

12.3 Students' Aid Fund

- 12.3.1 Each student shall contribute at least Rs. 50 per annum towards Students' Aid Fund. Donations are also received from other sources.
- 12.3.2 The Fund is administered by a committee constituted by the Director. This Committee prescribes operational rules for sanction of assistance from time to time.
- 12.3.3 Assistance in the form of loans from the fund is available to poor students to meet:
- i. tuition fees
 - ii. purchase of books, instruments and stationery necessary for the course or research programme
 - iii. other expenses connected with their work and for their maintenance at the Institute as may be approved by the Committee.
 - iv. Hostel, dining hall, medical expenses, etc.
- 12.3.4 No payment shall be made as scholarships or prizes to students from this fund.
- 12.3.5 This assistance in the form of loans will be as reimbursement of expenditure incurred. The amount will be recovered in equal instalments. The number of instalments will be decided at the time of sanctioning the loan.
- 12.3.6 Requests for assistance should be made to the Academic Section in the prescribed form.
- 12.3.7 Financial Assistance for medical care: Students can get limited assistance to meet the cost of expenditure incurred in the case of hospitalization from the Students' Medical Care Fund, formed out of contributions made by the students and a matching grant made by the Institute.

END OF CHAPTER 12

CHAPTER 13

SAP, AdSeR and ScholarOne (Thesis Processing)

13.1 SAP

- 13.1.1 From the year 2021, IISc has implemented the digital platform SAP for almost all its academic and financial activities. Currently most of the academic and financial activities related to students are being (or already) migrated to SAP. What follows is a brief overview of SAP. Complete details of SAP, related to student activities, are available at <https://digits.iisc.ac.in>.
- 13.1.2 At the time of Registration, a student will be assigned a SAP number and the students should familiarize themselves with the essential features of SAP. On being assigned a SAP number, the student should:
- (a) Provide contact details – address, telephone number, email etc. – of a person to be contacted in case of emergency.
 - (b) Provide bank account details for scholarship related transactions.
- 13.1.3 Application of leave, scholarship etc. are to be done on SAP.
- 13.1.4 The student is responsible for payment of tuition and other fees on time. In case the tuition fee is remitted from external funding agencies, it is the responsibility of the student to ensure that tuition and other fees are deposited on time. A fine may be imposed if the tuition fees are not paid on time.
- 13.1.5 The courses done by the student and the grades obtained are maintained in SAP. It is advisable to check the accuracy of the data and contact Academic section (through AdSeR portal) in case of any issues to avoid errors in the transcripts generated through SAP.

13.2 AdSeR (Administrative Service Request)

- 13.2.1 AdSeR is a portal developed in-house primarily for students, faculty and administrative employees to raise service requests pertaining to administrative functions.
- 13.2.2 AdSeR is an online system that facilitates employees and students to raise service requests/queries to various administrative units. (Academic Section, Finance and Accounts, etc.) The service requests are automatically forwarded to the respective admin officer for review and resolution. The service request can also be delegated by the admin officer to any other employees dealing with the subject matter. The system tracks various stages of service requests and notifies the initiator and the admin officers about the progress.
- 13.2.3 The URL to access AdSeR portal is: <https://adser.iisc.ac.in/>
- 13.2.4 Users can login to the AdSeR portal using their IISc e-mail id and password. The portal access is restricted within the IISc network and VPN.
- 13.2.5 Students should raise all queries and service requests on AdSeR portal and avoid making personal visits, e-mail communication and telephone calls to administrative units unless absolutely necessary.
- 13.2.6 Requests for documents like NOC, course completion certificates, bonafide certificates, scholarship certificates, thesis submission certificates, provisional degree certificates, course completion certificates, etc. should be made on Adser portal.

13.3 ScholarOne (Thesis Processing, Thesis Defense)

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

The portal is handled by the Academic Section by coordinating with DIGITS and Silver Chair. Submission of the thesis, invitation of examiners, submission of thesis reviews, and the Dean's decision for approval of oral examination are done only through the portal. Altogether, the portal is designed to make thesis processing smoother and faster for the students, examiners, academic section, and the Deans.

13.3.1 Submission of Thesis

- a) All Thesis submission is through the ScholarOne portal. Detailed instructions for Thesis Submission are available at IISc Website: <https://iisc.ac.in/online-ph-d-thesis-processing-with-scholarone/>
- b) Thesis work should display a good mastery of the background literature and give evidence of some originality in interpretation of data, development of new experimental or theoretical techniques, or addition to existing knowledge.
- c) Copyright Ownership of Thesis Work: Copyright of the material reported in the thesis rests with the student. However, if the thesis is published as a book, the advisor can also be a co-author. The student must acknowledge the support of the Institute. Further, students may note the following:
 - Even though copyright has been transferred to a journal/ conference proceedings publisher, the authors of the paper can exploit the work for academic purposes. Specifically, if the student has publications out of their research work, there is no problem in including the material in the papers in their thesis.
 - Any part of the thesis can be patented only according to the IP policy of the Institute and the resulting IP will be shared as per the Institute norms.
- d) The candidate is required to give a colloquium on the thesis work before submitting the synopsis. Colloquium may also be given through online mode under exceptional circumstances. Deans of Faculties may consider such requests on case-to-case basis. The thesis needs to be submitted within six weeks after the colloquium for Ph. D students and within 4 weeks for MS(Res)/M Tech(Res) students. If the student fails to do so, permission should be sought from the Deans before submitting the thesis. However, colloquium cannot be given during the period of cancellation of registration. It should be given only after revocation of cancellation of registration. In case the colloquium is given before cancellation, but the thesis is not submitted before cancellation, it is mandatory to repeat the colloquium after the reinstatement of Registration.
- e) It is possible for a student to submit their thesis without a guide. A committee will be set up by the Deans, based on the request of the student, in consultation with the

Chairperson of the department. The committee will review the thesis thoroughly and send a recommendation to the Dean. The Chair of the department or their nominee will serve as the Convener of the committee.

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

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

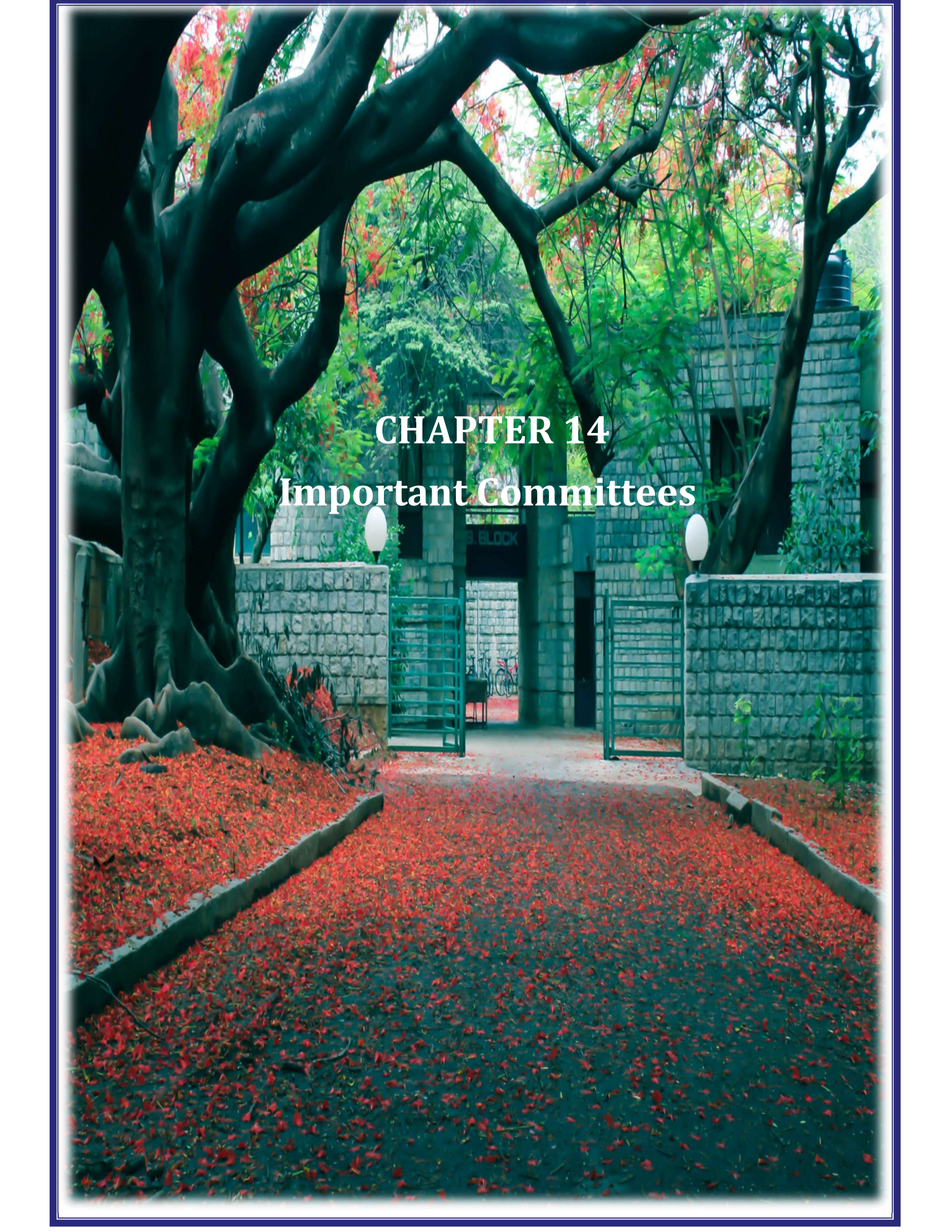
12.3.2 Steps in thesis submission:

- The Research Supervisor has to upload the panel of examiners (after obtaining all required approvals from members of the CE board and the department Chair) for evaluating the Thesis on their SAP account.
- The request has to be approved by the Dean, following which, the Academic Section sends a link to the student for thesis submission.
- The student must access the provided link and update the password within three days of receiving the email from the Academic Section. Failure to do so will result in the expiration of the link.
- The student must submit the thesis via the ScholarOne portal using the link. PDF copies of the Synopsis, Thesis, Colloquium broadcast email and thesis fee receipt have to be uploaded in the portal.
- The student should update the Thesis details including the thesis submission date and the thesis title in SAP, which will be approved by the Dean's office. In case the student fails to do so, the student's registration will be cancelled once the registration period gets over.
- The thesis will be sent to the Research Supervisor(s) and the approved examiners as per the Dean's instruction for evaluation.
- In cases where revisions are recommended, the student must submit the

revised thesis along with a list of changes made, within 30 days from the date of the Dean's decision. Dean's permission must be sought for any extension for submission of revised thesis, and the same must be communicated to 'thesisadmin@iisc.ac.in'.

- Based on the examiners' recommendations, the Dean will approve the conduct of the oral examination and designate the examiner to be contacted for the oral examination. The decision will be communicated with the RS from the Dean's office.
- The student should discuss with the Research Supervisor to fix date of oral examination and the Research Supervisor should schedule the date of oral examination on SAP at least 10 days prior to the proposed date of oral examination. This will be approved by the Academic Section, and an invitation for the oral defense will be sent to the examiner.
- The student is required to complete the oral examination on the thesis, within a period of 1 month from the date of the approval. Failure to attend the oral examination within six months of receiving the reports from all the examiners will lead to cancellation of registration. Oral exams are held on working days of the Institute, through video conferencing or in person.
- After the oral examination, if any revisions are made to the thesis, the final version must be emailed to thesisadmin@iisc.ac.in for uploading to the ScholarOne portal.
- The student has to complete their final dues on SAP and inform the Research Supervisor about completion. The student should request the Research Supervisor to upload the oral examination report (with the comments of reviewers) and check sheet duly signed by the Research Supervisor and the oral examiner(s) on SAP.
- The student should also provide a final version of the thesis to the library and IISc e- prints server.

END OF CHAPTER 13



CHAPTER 14

Important Committees

14.1 Senate Curriculum Committee (SCC)

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

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

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

14.2 Senate Committee on Research Conferments (SCRC)

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

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

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

14.3 Student Affairs Committee (SAC)

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

14.3.1.1 Handle all students' complaints and grievances related to academic matters, availability of academic and research facilities, student-faculty relationships, and other students' affairs.

14.3.1.2 Enquire into the alleged case and recommend suitable disciplinary action.

14.3.1.3 Act as 'mentoring cell' on curbing the menace of ragging.

14.3.1.4 To make review of students' code of ethics and conduct and make recommendations.

- | | |
|--|--|
| ▪ Prof. P Thilagar (Chair & Advisor) | ▪ Prof. Arindam Chakraborty (Member & Counsellor Centre) |
| ▪ Prof. Arpita Patra (Member & Counsellor) | ▪ Mr. Sirshendu Pathak (Member nominated by SC) |
| ▪ Prof. Deepak Subramani (Member & Counsellor) | ▪ Mr. M. Senthil Kumar, Assistant Registrar, Academic (Member Secretary) |
| ▪ Prof. Kavita Isvaran (Member & Counsellor) | |
| ▪ Prof. Manish Jain (Member & Counsellor) | |
| ▪ Prof. Visvesha Guttal (Member & Counsellor) | |

Email : chair.sac@iisc.ac.in

14.4 Internal Committee against Sexual Harassment (ICASH)

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

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

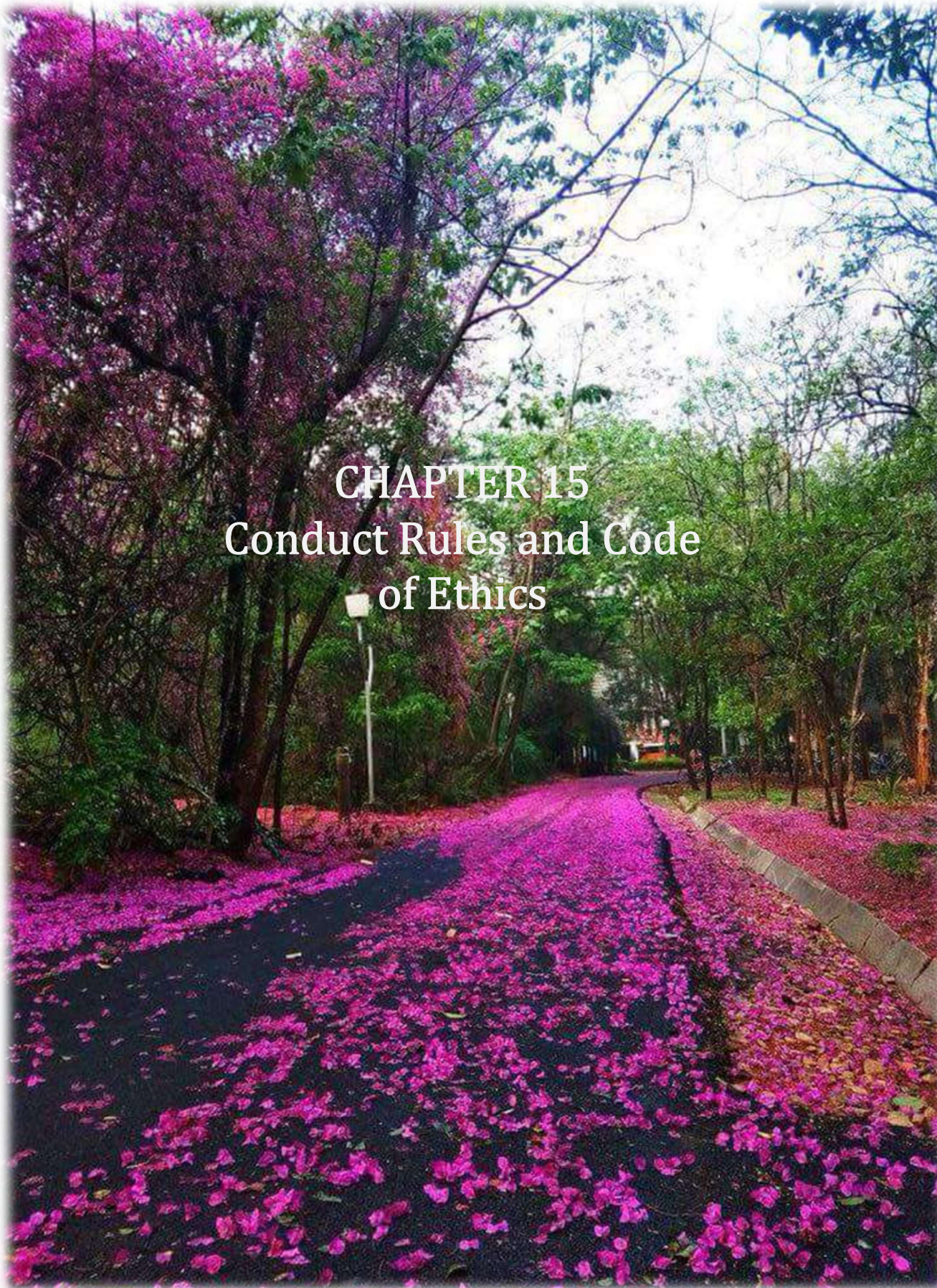
- | | |
|---|---|
| ▪ Prof. Anjula Gurtoo (Presiding Officer) | ▪ Mr. M Senthil Kumar (Member) |
| ▪ Prof. Maria Thaker (Member) | ▪ Saladi Pravallika (Student member) |
| ▪ Prof. Chandni Usha (Member) | ▪ Subrahmanyam B. R (Student member) |
| ▪ Prof. Soma Biswas (Member) | ▪ Kedhar R Thyagarajan (Student member) |
| ▪ Dr. Neethi Ravindran (Member) | ▪ Vaneesha Jain, Advocate (External member) |
| ▪ Prof. Narendra Dixit (Member) | ▪ Akarashita Y aji (External Member) |
| ▪ Prof. Shirish Shevade (Member) | |
| ▪ Prof. Akkattu Biju (Member) | |

Email : icash@iisc.ac.in

14.5 Committee to Investigate Complaints of Caste-based Discrimination

- 14.5.1 IISc has constituted a Committee on the Promotion of Equity and the Prevention of Discrimination to promote an inclusive, equitable, and discrimination-free campus and to examine complaints of discrimination.
- 14.5.2 The Committee receives and examines complaints relating to discrimination on the grounds of Caste reported by reserved Category students. It conducts a fair and impartial inquiry, reviews the available information and relevant records, and submits its recommendations to the competent authority for appropriate action in accordance with Institute rules and applicable regulations.
- 14.5.3 Students who experience or witness caste-based discrimination are encouraged to report it through the Institute's designated grievance mechanism. Requests for confidentiality will be respected to the extent permitted under applicable regulations, and every effort will be made to ensure that complainants are protected from retaliation.
- 14.5.4 The Committee is committed to fostering equal opportunity, mutual respect and social inclusion across the IISc community while ensuring that complaints are addressed promptly, fairly and with due sensitivity.
- 14.5.5 E-Mail id: cbdcstudent.admin@iisc.ac.in
Contact Number: 9187973500
CBDC Portal : cbdc.iisc.ac.in

END OF CHAPTER 14

A photograph of a paved path covered in fallen pink flowers, with trees and foliage in the background. The path is dark and the flowers are a vibrant pink. The trees are green and some have pink blossoms. The sky is visible through the branches.

CHAPTER 15

Conduct Rules and Code of Ethics

Discipline and code of ethics summarize the behavioral expectations from students at the Institute campus. The following document outlines the general norms, rules, and responsibilities of a student and failure to comply with the code of ethics may result in disciplinary action by the competent authority

15.1 Privileges and Responsibilities

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

15.1.2 Full Time Students (including foreign nationals): During the tenure of their studentship, full-time students are eligible for the following:

- Residence in the Hostel, subject to availability.
- Membership of the Gymkhana.
- Participation in the activities of the Students' Council
- Participation in the Students' Assistance Programme
- Assistance from the Students' Aid Fund (SAF)
- Leave privileges
- Limited assistance from the Special Medical Care Scheme

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

15.1.4 Foreign Nationals need prior permission from the Dean to go out of India on vacation/leave.

15.1.5 Sponsored and ERP Candidates are eligible for Gymkhana membership.

15.1.6 At the time of admission, each student must sign a statement accepting the code of ethics and conduct, and giving an undertaking that:

- The student will complete their studies in the Institute.
- If the student is forced to discontinue studies for any legitimate reasons, it will be done only with permission of the Deans of the Faculty.

15.2 What Constitutes Misconduct?

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

15.2.1 Alcohol and Substance Abuse

- i. Consumption, manufacture, sale, possession, and distribution of alcohol is prohibited on campus. Any student found guilty of behaving irresponsibly under the influence of alcohol will be penalised. A first-time offender will be charged a fine of Rs 10,000/- and asked to submit a written commitment that they will not repeat the offence. A second- time offender will be fined Rs 25,000/- and the offence will also be reflected in the student records. A third- time offence will attract a more severe penalty, including rustication from the Institute.
- ii. Students found guilty of engaging in any unlawful possession, use, distribution or manufacture of controlled substances or illegal drugs, or their raw materials will be referred to the state police. Once found guilty the student will be suspended and could also be dismissed.

15.2.2 Ragging

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

Ragging constitutes one or more of the following acts:

- a. any conduct by a student or students hurting, teasing, or being rude to others.
- b. rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship, physical or psychological harm or raise fear or apprehension thereof in any other student.
- c. asking a student to do an act which makes them uncomfortable, and which has the effect of causing or generating a sense of shame, torment or embarrassment, affecting the physique or psyche of such a student,
- d. any act that prevents, disrupts or disturbs the regular academic activity of any student.
- e. exploiting other students to complete academic tasks assigned to them

- f. any act of financial extortion or forceful expenditure burden put on a student by other students,
- g. any act of physical abuse including sexual abuse, stripping, indulging in obscene, lewd acts including but not limited to gestures, causing bodily harm or any other danger to the health of a student,
- h. any act or abuse either orally or in writing including by spoken words, emails, post, public insults which would also include deriving perverted pleasure, the vicarious or sadistic thrill from actively or passively participating in the discomfiture to any other student.
- i. any act that affects the mental health and self-confidence of any other student with or without an intent to derive sadistic pleasure.

15.2.3 Anti-Ragging Committee

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

15.2.4 Anti-Ragging Squad

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

15.2.5 Penalties in case of ragging

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

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

- a. Suspension from attending classes and academic privileges
- b. Withholding/withdrawing scholarship/fellowship and other benefits
- c. Debarring from appearing in any test/examination or other evaluation processes
- d. Withholding results
- e. Debarring from undertaking any collaborative work or attending national or international conferences/symposia/meeting to present their research work
- f. Suspension/expulsion from the hostels and mess
- g. Cancellation of admission
- h. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period
- i. When the persons committing or abetting the act of ragging are not identified, the institute shall resort to collective punishment.
- j. If need be, in view of the intensity of the act of ragging committed, a First Information Report (FIR) shall be filed by the Institute with the local police authorities.

The Anti-Ragging Committee of the Institute shall take an appropriate decision, including the imposition of punishment, depending on the facts and the nature and gravity of the incident. An Appeal against any of the orders of punishment enumerated above can be submitted to the Director of the Institute.

15.3 Sexual Harassment

Students are expected to conduct themselves in a manner that provides a safe working environment for fellow students. Sexual harassment of any kind is unacceptable and will attract disciplinary action

Students should note that sexual misconduct or harassment encompasses a range of behaviour, including but not limited to, sexual assault, unwanted physical contact, persistent unwelcome comments, sending e-mails, messages on social media or pictures that are insulting or degrading.

Sexual harassment amounts to serious misconduct and will be dealt with as per the Indian Institute of Science Policy on Prevention and Prohibition of Sexual Harassment at Workplace, 2017 and the Indian Institute of Science Rules for Internal Committee, 2017. All cases will be referred to the 'Internal Committee Against Sexual Harassment' (ICASH) of IISc. ICASH will determine, based on the circumstances of each case, whether the actions brought to its notice constitutes a violation of the sexual autonomy and dignity of the recipient of the action.

Further details can be obtained from the website <http://iisc.ac.in/icash/>

15.4 Other Misconducts

- a) Students are expected to dress and to conduct themselves in a professional manner.
- b) Storing, possessing or using real or replica firearms or other weapons, explosives (including fireworks), ammunition, drugs, or toxic or otherwise dangerous materials on Institute premises.
- c) Stealing, misusing, destroying, defacing or damaging Institute property or property belonging to someone else.
- d) Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, skin colour, region, language, sexual orientation, marital or family status, physical or mental disability, etc.
- e) Unauthorized use of any Institute facilities, equipment, services or computers. Theft or abuse of the Institute computers and other electronic resources such as computer and electronic communications facilities, systems, and services which includes unauthorized entry, use, tampering of Institute property or facilities, the private residence of staff/professors, offices, classrooms, computers networks, and other restricted facilities.
- f) Making false accusations against any member of the Institute.
- g) Not producing the identity card issued by the Institute or refusing to produce it on demand by campus security.
- h) Physical assault, threats of violence, which includes any disruptive activity in a classroom or in an event sponsored by the Institute. Any conduct which has a negative impact or constitutes a nuisance on and off campus.

- i) Organising meetings and processions without permission from the Institute.
- j) Accepting membership of religious or terrorist groups banned by the Institute/Government of India.
- k) Smoking on the campus of the Institute.
- l) Parking a vehicle in a no parking zone or an area earmarked for parking other types of vehicles.
- m) Rash driving on the campus that may cause any inconvenience to others.
- n) Not disclosing a pre-existing health condition, either physical or psychological, to the Chief Medical Officer which may cause hindrance to academic progress.
- o) Misbehaviour at the time of student body elections or during any activity of the Institute.
- p) Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the Institute.
- q) Altercations of any kind between students or student groups will be taken seriously as a violation of the code and will be dealt with accordingly.
- r) Students encouraging, aiding, or conspiring in any prohibited conduct. And failing to comply with a disciplinary measure or disciplinary measures imposed under the procedures of this Code.
- s) If these acts are committed off-campus, the Institute will determine whether the Code will apply after considering the seriousness of the alleged offence, the risk of harm involved, whether the victim(s) are members of the campus community and/or whether the off-campus conduct is part of a series of actions, which occurred both on, and off- campus.

15.5 Print and Visual Media, and Social Media clauses

- 15.5.1 Students are expected not to interact, on behalf of the Institute, with media representatives or invite media persons to the campus without the permission of the Institute authorities.
- 15.5.2 Students are not permitted to either audio or video record lectures in classrooms, actions of other students, faculty, or staff without prior permission.
- 15.5.3 Students are not permitted to provide audio and video clippings of any activity on campus to the media without prior permission.

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

15.6 Student Participation in Governance

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

15.7 The Disciplinary Process:

A complaint of misconduct can be made by any student, staff or faculty member of the Institute at the concerned Department, Security office, the Hostel office or the Dean's office.

An enquiry will be made by the concerned authority. All efforts will be made to address the issue. If the problem persists, the case may be referred to the Committee for Students Affairs.

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

The officer in charge of academic section will issue the penalty.

15.8 Penalties:

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

- a) Warning- indicating that the action of the said student was in violation of the Code and any further acts of misconduct shall result in severe disciplinary action. The student may be required to tender a written apology.
- b) Community Service - for a specified period of time to be extended if need be. However, any future misconduct along with failure to comply with any conditions imposed may lead to severe disciplinary action, including suspension or expulsion.

- c) Restrictions - reprimanding and restricting access to various facilities on the campus for a specified period of time.
- d) Monetary Penalty - may also include suspension or forfeiting scholarship/fellowship for a specific time period.
- e) Withholding Grades – withholding the grade card or certificate for the courses studied or work carried out.
- f) Suspension - a student may be suspended for a specified period, which will entail prohibition from participating in student-related activities, classes, programmes etc. Additionally, the student will be forbidden to use various Institute facilities unless permission is obtained from the Competent Authority. Students may be suspended and dismissed, along with the following additional penalties.
- g) Expulsion - student may be expelled from the Institute permanently. The student is prohibited from entering the Institute premises or participating in any student-related activities and staying in campus residences etc.
- h) Ineligibility - to reapply for admission to the Institute for a period of three years.
- i) Repeat offenders will be given a higher penalty.

15.9 Disciplinary Authorities

- 15.9.1 For imposing the penalties 13.6 (a) and (b), the Students' Affairs Committee will be Disciplinary Authority.
- 15.9.2 For all other penalties, the Dean Science, Dean Engineering or Dean Undergraduate will be the Disciplinary authority for students from Science, Engineering or Undergraduate Programmes, respectively.
- 15.9.3 Hostel office with the approval of the Chair, CoW may impose penalties related to certain cases of misconduct in the hostels and messes.

15.10 Appeal

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

- 15.10.1 Accept the recommendation of the committee and impose the punishment as suggested by the Committee or modify and impose any of the punishments as stipulated in the Code corresponding to the gravity of the proved misconduct, or
- 15.10.2 Refer the case back to the committee for reconsideration.

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

15.11 IISc Policy for Academic Integrity

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

15.11.1 Scope and Purpose

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

- To clarify the principles of academic integrity
- To provide examples of dishonest conduct and violations of academic integrity

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

The principles of academic integrity require that a student:

- i. properly acknowledges and cites the use of the ideas, results, material or words of others, where 'others' includes both web sources and AI tools
- ii. properly acknowledges all contributors to a given piece of work
- iii. makes sure that all work submitted is his or her own in a course
- iv. produces academic work without the aid of impermissible materials or impermissible collaboration,
- v. obtains all data or results by ethical means and reports them accurately without suppressing any results inconsistent with his or her interpretation or conclusions,
- vi. respects the integrity of other students and their right to pursue educational goals without interference. This requires that a student neither facilitates academic dishonesty by others nor obstructs their academic progress.

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

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

- a. Reproducing, in whole or part, text/sentences from a report, book, thesis, publication or the internet, or AI tools
- b. Self-plagiarism which constitutes copying verbatim from one's own earlier published work (data, illustrations, figures, images) in a journal or conference proceedings without appropriate citations.
- c. Taking material from class notes or incorporating material from the internet graphs, drawings, photographs, diagrams, tables, spreadsheets, computer programmes, or other non-textual material from other sources into one's class reports, presentations, manuscripts, research papers or thesis without proper attribution.
- d. Submitting a purchased or downloaded term paper or other materials to satisfy a course requirement.
- e. Using AI tools to assist in course work in violation of policies specified by the Course, Department, Division, or Institute (in that order of priority).
- f. AI tools can be used in a responsible manner for research purposes with the approval of RS, with discretion and caution, and with due acknowledgement.

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

- a. Copying during examinations, and copying homework, assignments, term papers, theses, or manuscripts.
- b. Allowing or facilitating copying or writing a report or taking an examination for someone else
- c. Using unauthorized material, copying, collaborating when not authorised and purchasing or borrowing papers or material from various sources.
- d. Fabricating or falsifying (manipulating) data and reporting them in thesis and publications.
- e. Creating sources or citations that do not exist.
- f. Altering previously evaluated data and resubmitting the work for re-evaluation.
- g. Signing another student's name on an assignment, report, research paper, thesis, or attendance sheet.

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

- a. Use proper methodology for experiments and computational work. Any use of AI tools for tasks other than word processing (see below) must be disclosed in the Methods or Acknowledgements section, including details of precisely which tools, their usage, and the extent to which these tools were used. Accurately describe and compile data. AI tools can be used in a responsible manner for research purposes with the approval of RS, with discretion and caution, and with due acknowledgement
- b. Carefully record and save primary and secondary data such as original pictures, instrument data readouts, laboratory notebooks, and computer folders. There should be minimal digital manipulation of images/photos; the original version should be saved for later scrutiny if required, and the changes made should be clearly described.
- c. Ensure robust reproducibility and statistical analysis of experiments and simulations. It is important to be truthful about the data and not to cherry pick data: omitting some data points to make an impressive figure.
- d. Laboratory notes must be well maintained in bound notebooks with printed page numbers, which can be checked during publications or patents. The date should be indicated on each page.
- e. Write clearly in your own words. It is necessary to resist the temptation to “copy and paste” from the Internet or other sources for class assignments, manuscripts and thesis. AI tools may be used freely, without acknowledgement, for word-processing tasks such as improving grammar, punctuation, clarity, etc. However, see item (g) below.
- f. Give due credit to previous reports, methods, computer programmes, etc., with appropriate citations. Material taken from your own published work should also be cited.
- g. Do not input sensitive, confidential, or restricted information into open generative AI tools

15.11.2 Institute policy on academic integrity in courses

At the beginning of the course, the instructor(s) shall clearly communicate the modalities for conducting the course as outlined below.

1. Homework:
 - a. Individual submissions **OR** Collaborative.
 - b. Discussion permitted, but copying not permitted.
 - c. Use of AI permitted **OR** not permitted.

2. Projects:

- a. Individual projects **OR** Joint projects (to be decided at appropriate time of the program)
- b. Certify that work was done by author/s
- c. No plagiarism
- d. Proper citations and acknowledgements.
- e. Use of AI permitted **OR** not permitted.

3. Examinations:

- a. Copying is a major offense.
- b. Use of unauthorized materials is a major offense.
- c. Open book **OR** Closed book **OR** Formula sheets
- d. AI permitted **OR** not permitted.

4. Attendance: 75% Minimum attendance **OR** no minimum attendance. This minimum attendance requirement excludes authorised absence(s).

5. In case of misconduct:

- a. The instructor shall report the conduct to the DCC, along with documentary evidence if necessary.
- b. The instructor and DCC shall inform the students regarding the nature of the conduct, and the penalty imposed.
- c. Depending on the severity of the violation, the penalty could be
 - i. Zero marks for the assignment/exam,
 - ii. Reduce the grade of the student
 - iii. give F grade in the course.
- d. The offense and penalty will be entered in the student records.
- e. In case of three or more offenses, the records will be forwarded to the Deans for further action.

15.12 Conflict of Interest

A clash of personal or private interests with professional activities can lead to a potential conflict of interest, in diverse activities such as teaching, research and publication, and working in committees, funding and consultancy. It is necessary to protect actual professional independence, objectivity and commitment, and also to avoid any impropriety arising from conflicts of interest.

Conflict of interest is not restricted to personal financial gain; it extends to a large gamut of professional academic activities, including peer reviewing, serving on various committees, which may, for example, oversee funding or give recognition, as well as influence public policy.

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

15.13 Individual and Collective Responsibility

The responsibility varies with the role one plays.

- i. Student roles: Before submitting a thesis (MS (Research), M. Tech (Res), or PhD) to the department, the student is responsible for checking the thesis for plagiarism using software that is available on the web. In addition, the student should undertake that the student is aware of the academic guidelines of the Institute, has checked the document for plagiarism, and that the thesis is an original work. A web-check does not necessarily rule out plagiarism. If a student observes or becomes aware of any violations of the academic integrity policy, such student is strongly encouraged to report the misconduct in a timely manner. Any student who uses AI tools must do so within the permitted framework. Further, the student is wholly responsible for the correctness of the content generated by such tools.
- ii. Faculty roles: Faculty members should ensure that the students follow proper methods for experiments, computations, and theoretical developments, use of AI tools, record proper data and save them for future reference. In addition, they should review manuscripts and theses carefully. Faculty members are also responsible for ensuring personal compliance with the above broad issues related to academic integrity. Faculty members are expected to inform students of the Institute's academic integrity policy within their specific courses to ensure minimal academic dishonesty, and to respond appropriately to violations of academic integrity. Course Instructors should clearly specify, at the beginning of the course, specific policies governing the use of AI tools for the course's sessional works and final works that will be assessed.

15.14 Reporting authority and Penalties in case academic integrity violations

- 15.14.1 It is recommended that the faculty bring any academic violations to the notice of the Department Chair. All complaints lodged against students regarding breach of academic integrity and research misconduct against students shall be governed by the Indian Institute of Science (IISc) policy for handling Misconduct in Research.
- 15.14.2 All cases of student-faculty conflict will be handled by the concerned Dean with assistance from the committee. Students may approach the committee or the Dean if they have a genuine problem.
- 15.14.3 Upon receipt of reports of scientific misconduct, the Director may appoint a committee to investigate the matter and suggest appropriate measures on a case-by-case basis.
- 15.14.4 A breach of academic integrity is a serious offence with long-lasting consequences for both the individual and the institute, and this can lead to various penalties. In the case of a student, the first violation of academic breach will lead to a warning and/or an 'F' grade in the course. A repeat offence, if deemed sufficiently serious, could lead to expulsion.

15.15 Intellectual Property

Intellectual Property or IP" refers to creation of mind and primarily encompasses inventions; literary and artistic works; designs; symbols and names used in commerce, method or process of manufacture; biological material; drawings, prototypes, integrated circuit, circuit layout or semiconductor chip layout or design; or scientific, technical or engineering information; computer software (in source and object format); improvement, modification or development of any of the foregoing; trade secret and Know-how

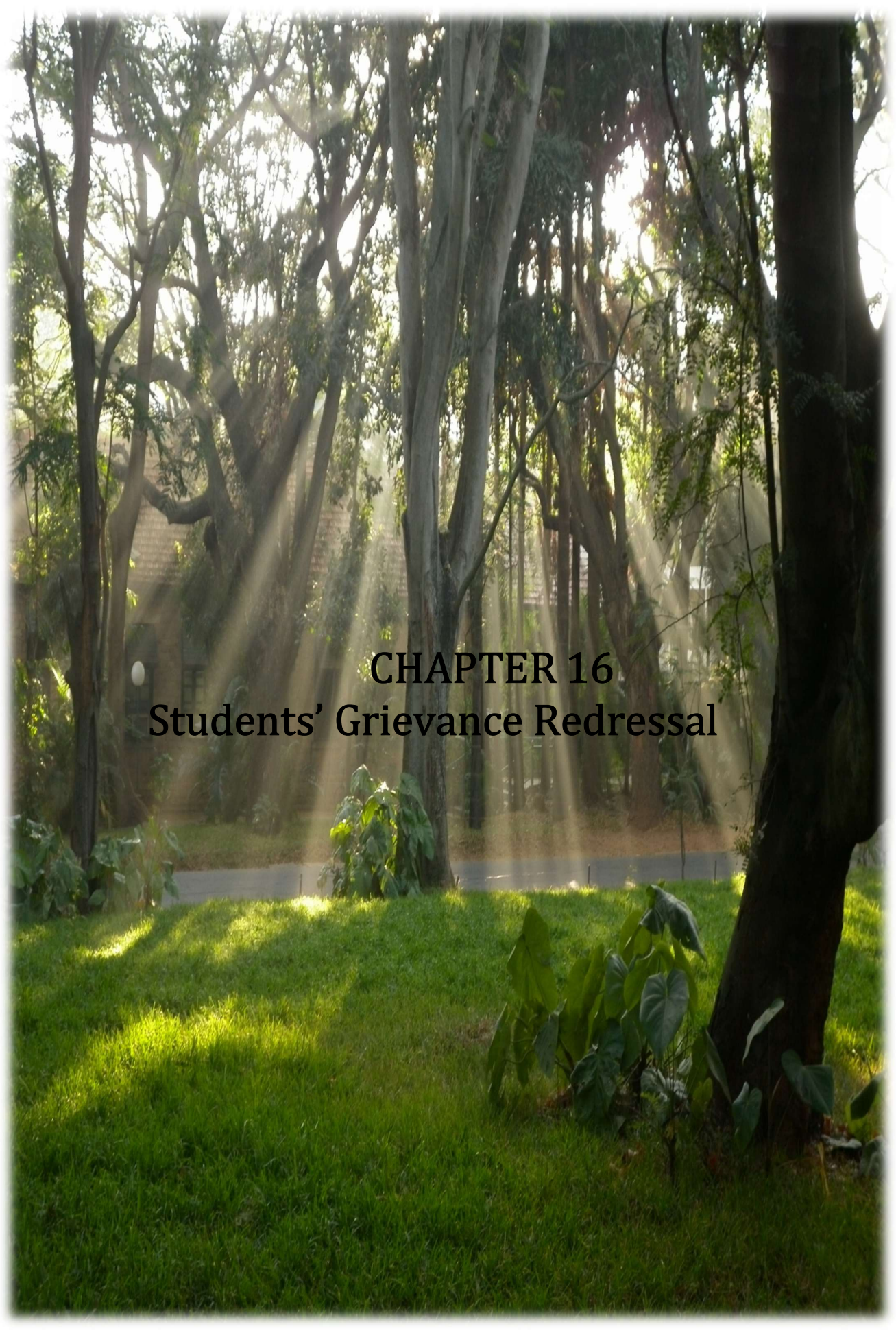
Indian Institute of Science (the "Institute"), through the Intellectual Property (IP) Policy and Guidelines has put in place a system that brings order to the process of protection of IP including inventions, and the utilization of IP through processes of technology transfer and entrepreneurship. The complete details of the IP policy of the Institute is available at <https://iptel.iisc.ac.in/ip-policy/>

The IP Policy of the Institute is applicable to all Institute Personnel (including students), active, retired or alumni, associated or engaged with IISc and/or making Substantial Use of Institute Resources. "Institute resources" means any form of funds, facilities or resources, including equipment, consumables and human resources.

Students are not authorized to negotiate, discuss, or enter into any legal agreements, contracts, or binding commitments on behalf of IISc or in connection with their academic or extracurricular activities conducted under the institute's auspices.

Any violation of the IP policy by students is considered as misconduct and will be handled by the competent authority.

END OF CHAPTER 15

A photograph of a sunlit forest. Sunbeams (crepuscular rays) are visible, filtering through the dense canopy of tall trees. The ground is covered in green grass, with some large-leafed plants in the foreground. The scene is peaceful and natural.

CHAPTER 16

Students' Grievance Redressal

Grievance means a formal complaint that includes any kind of dissatisfaction arising out of any guideline associated with the Institute that a student believes is unfair/discriminatory.

GUIDELINES FOR STUDENT'S GRIEVANCE REDRESSAL

The Students' Grievance Redressal system at the Indian Institute of Science (IISc), Bangalore, is established to address and resolve student complaints in a fair, transparent, and efficient manner. It ensures that students can raise concerns related to both academic and non-academic matters without fear of discrimination or unfair treatment.

The Indian Institute of Science (IISc) has different mechanisms to address student grievances, both academic and non-academic matters to ensure quick and accountable response to all student related concerns, thereby ensuring and creating an environment in which students can freely express their grievances without fear of discrimination or victimization.

16.1 Extent And Applicability

Students at the Institute during their tenure/registration period.

16.2 Objectives

- a) To ensure that the views of aggrieved students are valued, and they are neither discriminated against nor victimized.
- b) To ensure a fair, impartial redressal of different issues faced by the students.
- c) To develop a responsive and accountable approach for maintaining a harmonious atmosphere in the IISc campus.
- d) To ensure that grievances are resolved promptly, objectively and with complete understanding and confidentiality.

16.3 Types of Grievances

16.3.1 Academic

- (a) Admissions
- (b) Courses registration and other related matters
- (c) Examination/Assessments/Evaluation
- (d) Research related matter/issues.
- (e) Issuance of various certificates which within the domain of Academic Section
- (f) Placement & Internships
- (g) Discontinuation/Termination.
- (h) Revocation of registration

16.3.1.1 Process of handling:

- (a) An aggrieved student shall first submit his/her complaint to his/her Advisor/Research Supervisor. In case the matter is unresolved, she/he shall forward it to the DCC/Chair of the Department for appropriate action.
- (b) In case the grievance is not resolved/satisfied by the resolution, he/she shall request the Deans of Faculty giving the reasons for his/her dissatisfaction.
- (c) Deans of Faculty shall verify the facts and shall take necessary action to redress the grievance of the student.
- (d) In case the aggrieved student is not satisfied with the decision of the Deans of Faculty, he/she can submit an appeal to the Director, within a period of 15 days from the date of receipt of decision of Deans of Faculty.

16.3.2 Non-Academic

- a. **Hostel Facilities – Complaints regarding amenities/provisions/ food services, safety and security inside the hostels, harassment (excluding complaints of sexual harassment) of any form inside the Hostel**
First Point of Contact – Respective hostel wardens- Chair, Council of Wardens
Escalation Point- SAC
- b. **DIGIT - Wi-Fi/Internet Connectivity, Computer facilities.** First Point of Contact - Office of Digits
Escalation Point- SAC
- c. **Amenities - Utility stores, Drinking Water, Sanitation & Hygiene, Maintenance**
First Point of Contact - Samadhan/CCMD
Escalation Point- SAC
- d. **Dept wellness committee, Wellness center, CMO, Wellness related** First Point of Contact - Assistant Registrar handling wellness centre
Escalation Point- SAC
- e. **Finance & Accounts - Collection of fees, Scholarships Disbursement**
First Point of Contact - Financial Controller,
F&A Escalation Point- SAC
- f. **Other issues like ID cards, Safety and Security, Discipline, Misbehaviors**
First Point of Contact - Assistant Registrar, Security
Escalation Point- SAC
- g. **Physical health issues, Medical Facilities, emergency services, Mental health issues**
First Point of Contact - CMO, Health Center
Escalation Point- SAC

- h. Complaints of sexual harassment may be made to the Internal Committee Against Sexual Harassment (ICASH). Details of the ICASH are available on the IISc website.

16.3.2.1 Process of handling:

- (a) The Institute shall provide on its website all relevant information in respect of the SAC and the Ombudsperson for the purpose of appeals.
- (b) The students can approach appropriate authority mentioned at para 5(ii) above. In case the aggrieved student is not satisfied with the resolution, the student can send the grievance through email to SAC Chair.
- (c) SAC may be approached if the students are not sure of approaching any authorities.
- (d) The law of natural justice shall be observed and fair hearing to the grievant shall be given.
- (e) SAC shall give their recommendations based on the examination of the grievance of the student to the concerned Dean.

16.4 Exclusions

The following complaints/grievances shall not be within the purview of SAC/Ombudsperson for consideration:

- i. Decisions of the Court/Council/Senate and other related Academic Committees constituted by Institute.
- ii. Complaints involving policy matters in which the student has not been affected directly/ indirectly.
- iii. Decisions regarding the award of fellowships, scholarships, fee concessions, medals and other related matters.
- iv. Decisions regarding disciplinary matters/misconduct. All such matters relating to students/Institute members are dealt with as per the relevant conduct rules and hence outside the purview of student grievances.
- v. Decisions regarding recruitment/selection in the Institute.
- vi. Anonymous complaints.

16.5 Appellate Authority/Ombudsperson

16.5.1 Functions Of Ombudsperson

- (a) The Ombudsperson shall hear appeals from an aggrieved student, only after the student has availed of all other remedies provided under these Guidelines.

- (b) All such appeals shall be routed through the Chair/Secretary, SAC.
- (c) While issues of Academic matters may be referred to the Ombudsperson, such application shall only be entertained by the Ombudsperson in case of specific irregularity leading to student discrimination.
- (d) The Ombudsperson may avail assistance of any person for hearing complaints/grievances.

16.5.2 Procedure for redressal of grievances by Ombudsperson

- (a) Grievances not resolved by the SAC within the time period of thirty days may be referred to the Ombudsperson.
- (b) The Ombudsperson shall, after giving reasonable opportunities of being heard to the parties concerned, on the conclusion of proceedings, pass such order, with reasons thereof, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student
- (c) The Institute, as well as the aggrieved student, shall be provided with copies of the order under the signature of the Ombudsperson.
- (d) The institution may comply with the recommendations of the Ombudsperson.
- (e) The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

END OF CHAPTER 16

CHAPTER 17

Discontinuation of Studies



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

1. Request for refund of statutory deposits should be made with the Finance and Accounts section.
2. After 15 days from leaving the Institute, the Finance and Accounts may be contacted for the refund status on telephone no: 080-22932570.
3. If a student admitted to M. Tech/MDes/M. Tech (Research) based on GATE/CEED wants to discontinue their studies at the Institute, they must surrender the scholarship received (if any) during their stay as on the date of discontinuation before leaving the Institute, the student has to submit the no dues certificate from all departments/ Centres/Units.
4. Refund of the fellowship amount on account of discontinuation by the student is subject to provisions governed by the fellowship granting agency. However, IISc does not demand any refund from Ph. D students, regardless of the fellowship agency.

END OF CHAPTER 17



CHAPTER 18

Facilities at Institute

18.1 JRD Tata Memorial Library

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

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

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

EPrints & ETD Digital Repositories

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

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

1. Library Automation

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

2. Working hours

Monday – Saturday	24 HRS
Sunday & IISC Holidays	10:00 AM to 05.00 PM

3. Circulation rules and procedures

Items that can be borrowed:

- a. Books
- b. Series Publications
- c. Reference Books (except Handbooks, Dictionaries, Encyclopedias, etc.)

Loan Period:

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

4. Library Website

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

Contact No: 080 2293 2407

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

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

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

The supercomputer systems in SERC have served about 44 departments, 134 research groups and 450 users of the Institute in various fields including aerospace, brain research, chemistry, climate modelling, computational and data sciences, computer science, earth sciences, electronics system engineering, inorganic and physical chemistry, materials research, mechanical engineering, microbiology and cell biology, molecular biophysics, physics etc.

About 150 million CPU core hours per year are being provided and used for research by both faculty and students in these areas. Supercomputing usage results in a total of about 50

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

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

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

18.3 Health Centre

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

Diagnostic facilities like a clinical laboratory, an X-ray facility, ECG and ultrasonography are available. Cases requiring other specialist services are referred to appropriate centres/hospitals.

All regular students are covered by the “Students Health Care Scheme” which permits reimbursement of medical expenses incurred as per norms. Students must undergo a medical examination at the time of joining only and medically fit candidates are admitted to the Institute. Health insurance is mandatory for all Institute students.

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

Important Contacts:

Medical Officers

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

Consultants

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

Allied Specialty

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

Other Contacts

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

18.4 Hostels and Dining Halls

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

Charges towards Hostel facilities per month are available at <https://www.iisc.ac.in/about/student-corner/>

18.5 Students' Council

Office Bearers 2026

Designation	Name	Course & Dept.	E-mail id's
Chair	Debasmita Modak	PhD, MBU	chair.sc@iisc.ac.in
General Secretary	Arpita Das	PhD, MBU	gensec.sc@iisc.ac.in
Hostel & Amenities Affairs Secretary	Anuj Kumar Palariya	PhD, SSCU	amensec.sc@iisc.ac.in
Academic Affairs Secretary	S.S.V. Sarath Chandra Modak	PhD, MTE	acadsec.sc@iisc.ac.in
Women Affairs Secretary	Suchetana Bandyopadhyay	PhD, SSCU	womsec.sc@iisc.ac.in
Undergraduate Affairs Secretary	Jashandeep Thind	UG, BSc	ugsec.sc@iisc.ac.in

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

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

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

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

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

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

Email: office.sc@iisc.ac.in

Contact No: 080 2293 2653

18.6 Students' body for Innovation and Entrepreneurship (EntIISc)

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

- Vision: The vision of this club is to leverage the unique ecosystem of IISc to create an international hub for entrepreneurship and innovation.
- Mission: The mission of EntIISc is to be a welcoming forum to promote and sustain entrepreneurial spirit and facilitate ideas and networking by means of events, workshops, and training.
- Stakeholders: IISc students primary, IISc community (Faculty, supporting staff and others), external entities (IISc alumni, Industry, Partners (VCs, Industry bodies, Govt., other academic institutes and interested individuals)

- Objectives: Be a world class showcase for entrepreneurship and innovation by executing professionally through:
 - Innovative and comprehensive IT-driven operations
 - Creative, engaging, and useful events that benefit the stakeholders.
 - Metrics-driven achievements, demonstrating transparency and integrity in actions and thoughts via constant communication to all stakeholders on a regular basis.

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

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

18.7 Recreational Facilities

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

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

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

b) General Facilities

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

Contact No: 080 2293 2257

18.8 Office of Development and Alumni Affairs (ODAA)

1) Introduction

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

2) Fellowships

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

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

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

3) Travel Grants

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

4) Alumni Engagement

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

5) Labs

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

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

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

Contact No: 080 2293 3590

18.9 Office of International Relations (OIR)

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

Contact No: 080 2293 2560

18.10 Office of Communications (OoC)

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

Contact No: 080 2293 2750/2066

18.11 DIGITS (Digital Campus and IT Services)

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

excellence in the Institute.

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

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

Contact No: 080 2293 3006

18.12 Office of Career Counselling and Placement (OCCaP)

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

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

2) Internship placements

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

3) Full-time placements

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

For more details visit: <https://occap.iisc.ac.in/>

Contact No: 080 2293 2005

18.13 Wellness Centre

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

- Promotion of psychological well-being of the IISc community

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

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

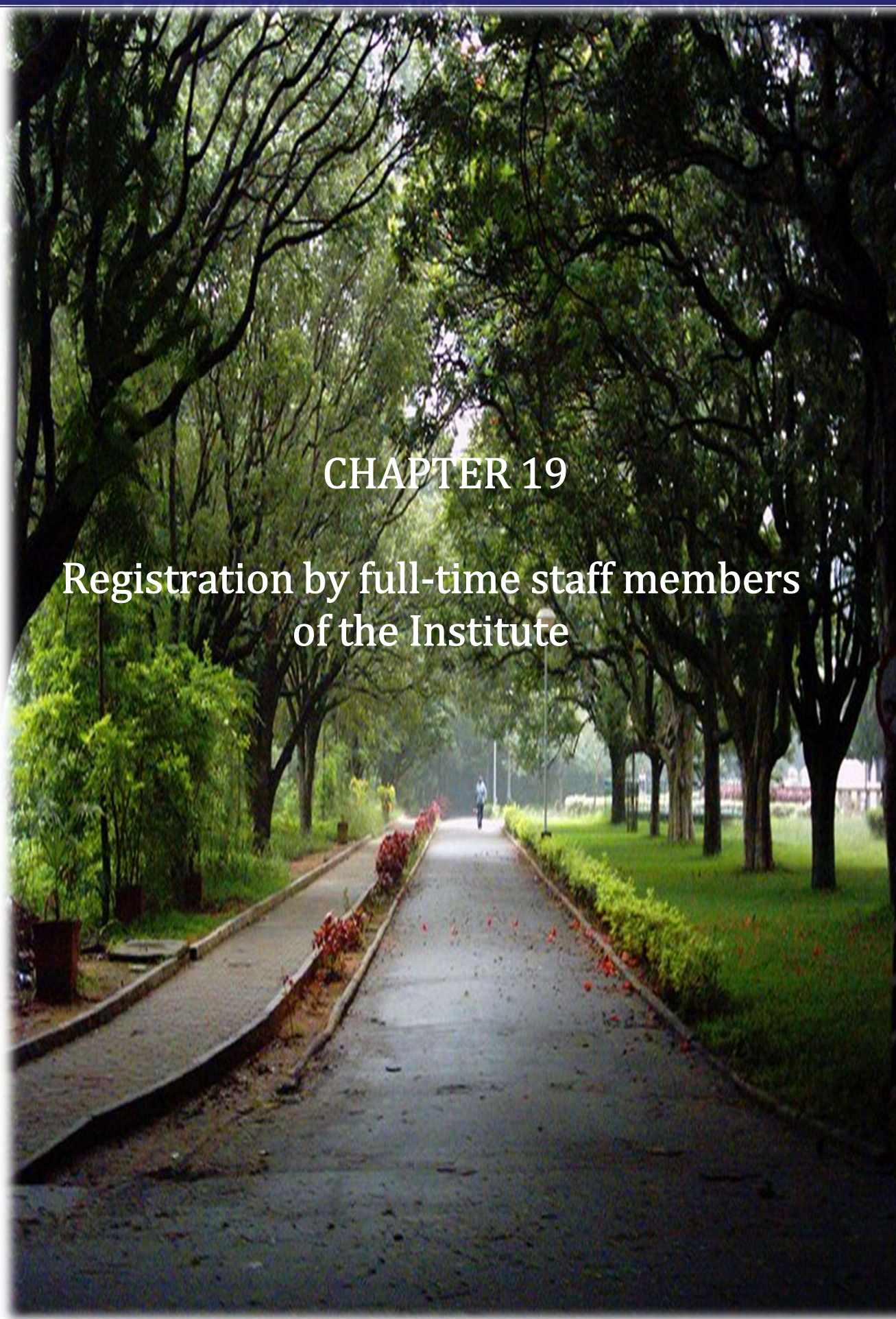
More information about the IISc Wellness Centre is available at <https://wellness.iisc.ac.in/>
Contact No: 080 2293 3627

18.14 Security at IISc

- a) IISc has a vibrant and diverse campus set in 440 acres of greenery in the city of Bengaluru (formerly Bangalore), which includes administrative buildings, departmental buildings, gymkhana, students' hostels & messes, auditoriums, amenities shops, food outlets, faculty, and staff residential quarters and other in-house facilities spread in seven blocks / clusters. IISc is maintaining a safe and secure campus for all students, faculty, staff, visitors and institute's property and physical assets.
- b) The mission of the Security Department at the Institute is to create an environment that is conducive, secure, safe and practical where faculty, students and staff work in comfort, move freely within the Institute campus to complete their time targeted task/s without many barriers or restrictions. The institute is under professional security cover 24x7. All security personnel are sufficiently trained & qualified, and all supervisory staff are retired from Paramilitary Forces/ Armed Forces.

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

END OF CHAPTER 18

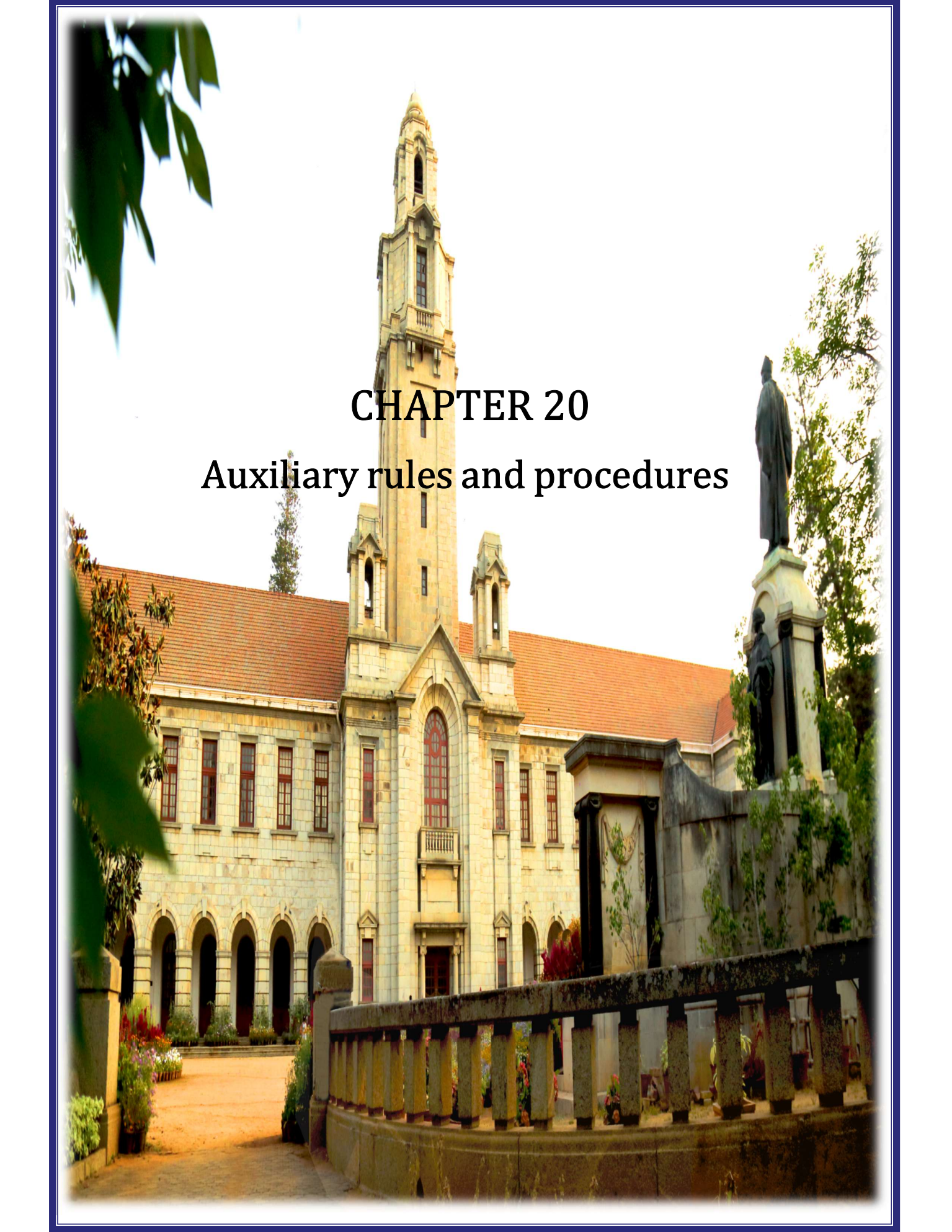


CHAPTER 19

Registration by full-time staff members of the Institute

- (a) A staff member such as Scientific Officer/Technical Officer/Scientific Assistant/Lab Assistant who has put in a minimum of 3 years of continuous service in a regular position may apply for registration in the PhD programme of the Institute without detriment to their normal work, provided they possess the required academic qualifications.
- (b) The department should ensure that there is sufficient proof of their ability to undertake research work.
- (c) After obtaining administrative approval (HR Section), the application should be forwarded by the Chair of the department to the Academic Section along with a recommendation of the COP of the department.
- (d) The Chair is also required to certify that:
- Departmental work will not be affected.
 - The work of the students, technical support, etc., would not be affected; and
 - The registration would improve the teaching and research capabilities of the staff members and their work in the laboratories as well as in developmental tasks.
- (e) Before being considered by the SCRC, a committee with the following composition would judge the academic suitability of the candidate:
- Dean of the Faculty concerned or their nominee
 - Chair of the department*
 - An expert from the department (other than the Research Supervisor)
 - An expert in the area from outside the department
 - Proposed Research Supervisor(s)
- *When the Chair of the department is the Research Supervisor, they will identify another faculty member of the department to serve in his place.
- (f) The registration of staff members is made only twice a year, i. e. before the August and the January terms. All the above processes should be completed well before the beginning of the term and registration should be from the first day of the term.
- (g) The minimum/maximum periods allowed for registration for a staff registrant are the same as for regular students.

END OF CHAPTER 19



CHAPTER 20

Auxiliary rules and procedures

Chapter 20

Auxiliary rules and procedures

20.1 Important Procedures

20.1.1 Issuance of Medals

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

20.1.2 ID Cards

All students must apply for ID cards through the **ID Card Portal**:
<https://studentidcard.iisc.ac.in>

20.1.2.1 Issuance of ID card

- During the admission process, students will be issued a temporary ID card with the validity of 3 months at the time of Document Verification.
- To obtain a permanent ID card, students must apply through the ID Card Portal, uploading a recent passport-size photograph before the expiry of the temporary card validity.

20.1.2.2 Renewal of ID Card

- Students must apply for renewal of their ID card at least 30 days before the expiry date through the ID Card Portal.
- A recent passport-size photograph must be uploaded.
- The expired ID card must be surrendered when collecting the renewed card.

20.1.2.3 Extension of ID Card Validity

- The ID card validity ends with the original course duration. However, in case a student requires an extension of validity, they must apply through the ID Card Portal and upload the following documents:
 - A validity extension letter specifying the required date, signed by the Department Chair and Research Supervisor
 - A photocopy of the existing ID card
 - A recent passport-size photograph
- The expired ID card must be surrendered when collecting the extended card.

20.1.2.4 Correction of ID Card

- To correction on the following personal details on the ID card is permitted.
 - Name
 - S. R. No.
 - Address
 - Mobile No.
 - Emergency Contact No.
 - Programme
 - Department
- Students must apply through the ID Card Portal and upload:
 - A recent passport-size photograph
 - A photocopy of the existing ID card
- The existing ID card must be surrendered when collecting the corrected version.

20.1.2.5 Lost ID Card

- In case of loss, students must:
 - Apply for a new ID card through the ID Card Portal
 - Upload a recent passport-size photograph.
 - Attach a valid FIR or e-Loss Report
- Upon verification, a payment link of ₹250 will be sent to the student's IISc email ID.
- The ID card will be processed after successful payment.

20.1.2.6 Duplicate ID Card (Damaged/Defective)

For damaged or defective cards (e.g., barcode issues, wear, and tear), students must apply through the ID Card Portal and upload a recent passport-size photograph.

- Upon verification, a payment link of ₹250 will be sent to the student's IISc email ID.
- The ID card will be processed after successful payment.
- The damaged card must be surrendered when collecting the new one.

Important Notes:

- Students will receive a notification through their IISc email once the ID card is ready.
- The card can be collected from the Academic Section five days after receiving the notification.
- If security personnel confiscate a student ID card, the student must report to the Academic Section.

20.2 Certificates Issued by the Academic Section

20.2.1 Course Completion Certificate (CCC)

Course completion certificates are issued to MTech/MDes/MMgt/MSc/MEngg students who have successfully completed required academic requirements for the award of degree. Final No Dues completion is mandatory to issue CCC.

20.2.2 Provisional Certificate (PC)

Research students may request for a Provisional Certificate after successful completion of oral examination and upload of oral report by Research Supervisor in SAP. Final No Dues completion is mandatory for issuing PC.

20.2.3 Provisional Degree Certificate (PDC)

Provisional Degree Certificate (PDC) mentioning the date of degree award will be issued only upon conferment of the degree by the Governing Council.

20.2.4 Thesis Submission Certificate (TSC)

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

20.2.5 Discontinuation Memo

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

20.2.6 NET Exemption/UGC compliance certificate

Requests should be made through AdSeR portal attaching necessary documents.

20.2.7 Bonafide Certificate

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

20.2.8 Registration Certificate

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

Note : Student should refrain from approaching department offices for issuance of these certificates except in the case of work or experience certificates. They should instead initiate a service request in the Adser Portal raised to the Academic Section for the issuance of such official documents

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

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

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

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

20.4 Change of name in academic records

Application Process:

- a. Applicant/Alumni must fill out the prescribed application form.
- b. The issued transcript and/or degree certificate (issued earlier) must be returned to the Institute.

Required Documents:

a. Change of name (full name):

- i. Newspaper cuttings (proof of name change in two leading Indian newspapers),
- ii. Original affidavit on non-judicial stamp paper
- iii. Gazette Notification relating to the name change
- iv. Copy of ID card issued by any Government agency having the updated name

- v. Copy of the 10th class certificate with the updated name
- b. **Partial name change:** Newspaper cuttings, copy of ID card issued by any Government agency having the updated name and copy of the 10th class certificate with the updated name.
- c. **Addition/deletion of surname:** Newspaper cuttings, copy of ID card issued by any Government agency having the updated name/surname and copy of the 10th class certificate with the updated name.
- d. **Change in surname after marriage/divorce:** Self-attested copy of marriage registration certificate/divorce decree and copy of ID card issued by any Government agency having the updated name/surname.

Fee for issuance of updated transcript/degree certificate:

- i. Transcript – Rs 500/- (rupees five hundred) per transcript
- ii. Degree Certificate – Rs 2,000/- (rupees thousand) per certificate

20.5 Important Information - Research Training Programme and Course work

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

Note:

- (a) Students who are admitted to PhD programmes in the Faculty of Engineering based on their Undergraduate qualifications are referred to as Direct PhD.
- (b) For the students admitted to PhD programmes in Engineering with a four year undergraduate degree (referred to as Direct PhD) or other higher qualifications before 2016, MSc (Engg) Degree will be awarded along with the PhD degree, if they complete 21 credits with a minimum CGPA of 5.5. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.
- (c) For the students admitted to PhD programme in Engineering with a four year undergraduate (referred to as Direct PhD) or other higher qualifications from 2016, M Tech (Res) Degree will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in engineering from IISc.
- (d) For the students admitted to PhD programmes in Science with a four year undergraduate degree or other higher qualifications after 2016, Master of Science (Research) degree will be awarded along with the PhD degree, if they complete 24 credits with a minimum CGPA of 7. The provision of dual degree is not applicable to those already holding a master's degree in science from IISc.
- (e) For Ph.D. students, to be eligible for the award of a dual degree, the RTP requirement must be completed within 1.5 years from the date of joining, and for Direct Ph.D. students, it must be completed within 2 years from the date of joining.

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

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

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

20.5.2 Conversion of CGPA to percentage

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

END OF CHAPTER 20

***** END OF DOCUMENT *****