

## Amendments/clarification in respect of based on Senate decision PG Regulations (JULY 2012)

S. No.	Senate No. & Date	Item No	Amended Clause	Existing Provision	Amendment/clarification
1.	24 <sup>th</sup> Senate, 26 <sup>th</sup> October 2012,	Item No. 24-3.8	<b>Clause 6.1</b> (Minimum Residence, Maximum Duration and Academic requirements)		Modification in clause existing provision of “normal 3 years with minimum 2 years with the approval of SPGB” continued “maximum duration from 5 years to 6 years for students without scholarship/fellowship”.
2.		Item No. 24-3.12	<b>Clause 9.6.2</b> [Ph.D. Thesis Evaluation by the Thesis Board (sub clause 8)]	Normal procedure will be followed for the evaluation of the revised thesis with fresh examiners	Normal procedure will be followed for resubmission of revised thesis which includes satisfactory completion of open seminar again. The resubmission of the synopsis and the thesis for evaluation by fresh examiners
3.	25 <sup>th</sup> Senate, 30 <sup>th</sup> January 2013	Item No. 25-3.9	<b>Clause 18</b> (Conduct and Discipline)  <b>Clause 8</b> (Academic Performance Requirement)		i) Provision for “Unfair means Policy” in R & R  ii) Addition in the Clause A student should clear 75% of the credits registered in a semester for continuing in M. Tech./ M.Plan programme
4.		Item No. 25-3.2	<b>Clause 2.3.3.2</b> (Ph.D. in Humanities & Social Sciences)	The applicant must have the master degree	The applicant must have the master degree in the relevant Humanities & Social Science subject.
5.		Item No. 25-5.2	<b>Clause 7.3</b> [Computation of the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)]	Grades lower than D will not be considered in computation of CGPA.	The CGPA calculation shall also incorporate in ‘F’ Grades, however, once the student clears that paper, the CGPA will be updated based on new grades. To introduce three new abbreviations in the Grade Sheets which may be used wherever required for a paper. R: For repeating a paper in which grade F was obtained earlier.

					S: for substituting a paper to improve grade. I: for improving grade in a paper
6.	26 <sup>th</sup> Senate	Item No. 26-4.5	<b>Clause 11</b> (Conduct and Discipline)		Revision unfairmeans policy approved. <b>Guidelines for unfair means</b> <b><u>UNFAIR MEANS</u></b> No candidate shall use unfair means or indulge in disorderly conduct at or in connection with examinations Here “Candidate” means an examinee taking an examination. Examination means any examination, midterm, end term, quizzes, practical which are considered as part of assessment/evaluation by the instructor while awarding grades in a subject. <b><u>Unfair means shall include the following:</u></b> 1. During examination time having in possession or access to a. Any paper, book, note or any other unauthorised material which has relevance to the syllabus of the examination paper concerned. b. Mobile Phones or any electronic gadget other than calculator, even in switch off mode, which can potentially be used for communication or copying. c. Anything written on any other instrument or any kind of furniture or any other substance which may have relevance to the syllabus of the examination paper concerned. d. Anything written or signs made on the body of the candidate or his/her clothes/garments, handkerchief etc which may have relevance to the syllabus of the examination paper concerned. e. Anything written on the question paper

					<p>which may have relevance to the syllabus of the examination paper concerned.</p> <ol style="list-style-type: none"> <li>2. Giving or receiving assistance in answering the question papers to or from any other candidate/person in the examination hall or outside during the examination hours.</li> <li>3. Talking to another candidate or any unauthorised person inside or outside the examination room during the examination hours without the permission of the invigilating staff.</li> <li>4. Swallowing or attempting to swallow or destroying or attempting to destroy a note or paper or any other material.</li> <li>5. Impersonating any candidate or getting impersonated by any person for taking the examination.</li> </ol> <p><b><u>PUNISHMENT</u></b></p> <p>A candidate found using unfair means or involved in disorderly conduct or disturbing other candidates, at or in connection with an examination shall be referred to Unfair means Committee. The committee after consideration of the case as referred to it by instructor/invigilator can award punishment. The punishment awarded by this committee will be in addition to the punishment that may have been already awarded by the course coordinator with one or more of the following</p> <ol style="list-style-type: none"> <li>1. Cancellation of the examination of the paper in respect of which he is found to have been guilty; and/or</li> <li>2. Cancellation of the examination of the semester examination for which he was a candidate and/or debarring from</li> </ol>
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					<p>examination for future semester(s).</p> <p>3. Any other punishment deemed suitable by the committee.</p> <p><b><u>NORMS OF PUNISHMENT</u></b></p> <p>The following norms for punishment are laid down.</p> <ol style="list-style-type: none"> <li>1. If the candidate is found having in his possession of any material relevant to the syllabus of the examination paper concerned but has not copied from or used it, <ol style="list-style-type: none"> <li>a. The punishment will be the cancellation of the examination of that particular paper and he/she will be awarded F grade in that paper with all the consequences to follow. However, if the material found in possession of the candidate is of insignificant nature the punishment may be relaxed to the extent that he/she will be given the chance to reappear in the examination.</li> </ol> </li> <li>2. If a candidate is found to have copied from or used the material caught, <ol style="list-style-type: none"> <li>a. The punishment will be the cancellation of the present semester examination and he/she shall be awarded F grade in all the papers of that semester with all the consequences to follow.</li> </ol> </li> <li>3. If the candidate is found talking to another candidate or to any unauthorized person inside or outside the examination hall during the examination hours without the permission of the invigilator his examination in that paper may be cancelled and F grade will be awarded in that paper with all the consequences to follow.</li> <li>4. If the candidate is found reading or possess some incriminating material relevant to the syllabus of the paper in verandah, urinal etc</li> </ol>
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					<p>his/her examination in that particular paper or his whole semester examination depending on the gravity of the offence shall be cancelled.</p> <p>5. If the candidate is found giving or receiving assistance in answering the question papers to or from any other candidate/person in the examination hall or outside during the examination hours, his/her examination in that particular paper will be cancelled and F grade will be awarded in that paper with all the consequences to follow.</p> <p>6. If the behaviour of the candidate on being caught is unsatisfactory or the candidate uses resistance/violence against the invigilator or any person on examination duty or consistently refuses to obey the instructions, the above punishments may be enhanced according to the gravity of the offence as deemed fit by the Unfair Means Committee.</p> <p>All such cases shall be reported to the Academic Senate in its subsequent meeting.</p>
7.	27 <sup>th</sup> Senate, 30 <sup>th</sup> Sept. 2013	Item No. 27-3.2	<b>Clause 7</b> (Grades, Semester and Cumulative Performance Index)	Project S/X S- Satisfactory, X- Unsatisfactory	<p>1. For M. Tech. Dissertations, the earlier system of grading parallel to that of any course work (AA, AB etc.) should be adopted. However, the grades should be given separately in the grade sheet and should not be counted in the CGPA.</p> <p>2. For Seminar, the grade may be assigned in the same manner as that of any course work and it should be counted in CGPA.</p>
8.	27 <sup>th</sup> Senate, 30 <sup>th</sup> Sept. 2013	Item No. 27-3.3	<b>Clause 1.3(b)(i)</b> (Category of Post Graduate Students)	They are expected to work for their <b><u>Ph.D.</u></b> programme after fulfilling their normal duties.	They are expected to work for their <b><u>PG</u></b> programme after fulfilling their normal duties. (replace PG with Ph.D.)

9.		Item No. 27-4.8	<b>Clause 7.3</b> [Computation of the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)]		Modified formula for calculation of CGPA approved (reference Item No. 25-5.2)
10.	28 <sup>th</sup> Senate, 09 <sup>th</sup> Dec. 2013	Item No. 28-3.5	<b>Clause 2.7.2</b> (Admission of Sponsored Candidates)	A sponsored candidate must have total experience of more than two years, and must have been in service of the sponsoring organization for at least one year at the time of admission.	A Sponsored candidate full time or part time must have total experience of more than 2 years and in case of full time sponsored candidate he/she must have been in service of sponsoring organization for atleast one year at the time of admission.
11.		Item No. 28-3.9	<b>Clause 1.3</b> [Category of Post Graduate Students (sub clause b(i)).		Addition to the clause in regarding guidelines for admission of technical staff of the Department in PG Programme in the Institute in PG R & R.
12.		Item No. 28-5.3	<b>Clause 9.1</b> (Appointment of Thesis Supervisors of M. Tech. and Ph.D. Students)		New guidelines regarding fellowship and slots for Ph.D. per supervisor based on the observation made by the BOG approved. 1. One Ph.D. Institute fellowship will be allowed per year per supervisor. 2. All project investigators having project shall be entitled to have on e additional scholar over & above a project Assistants/Associates. 3. In case of collaborations with other research Organizations/Institutions, joint supervision may be considered supernumerary by Chairman Senate on case to case basis.
13.	29 <sup>th</sup> Senate, 09 <sup>th</sup> April 2014	Item No. 29-3.1	<b>Clause 8.2(a)</b> (Ph.D. Course Work)	A Ph.D. candidate will be required to take audit course(s) of “Research Methodology and Design of Experiments” if not already studied at M. Tech level.	The course in Research Methodology would be a compulsory credit course for Ph.D. research scholars
14.	30 <sup>th</sup> Senate, 8 <sup>th</sup> August	Item No. 30-3.3	<b>Clause 2.9 &amp; 5.7</b> (Admission of Non-	Modifications in PG regulation in order to consider the credit for the	Modification in Clause 1.3, 1.4.2, 1.5.2, 2.4, 2.9, 3, 4, 4.3, 5.7 and 6.4 in PG Regulation. The

	2014		Degree Students and Permission to Proceed to other Academic Institutions as Non Degree Students)	course/dissertation work done by the MNIT students in the Institution(s) with whom MNIT has signed MOU for research and academic collaboration	modifications placed at <b>Annexure-1</b> .
15.		Item No. 30-4.3	--	--	<u>Addition of provision with regard to:</u>  Programme Advisor in R&R of PG in line with UG regulation.
16.	31 <sup>st</sup> Senate, 02 <sup>nd</sup> December 2014	Item No. 31-3.7	<b>Clause 6.1</b> (Minimum Residence, Maximum Duration and Academic Requirements)	--	Addition of provision of the minimum & maximum course duration in respect of the M.Tech. / M.Plan. students who convert from full time to part time as 2.5 years minimum duration & 4 years maximum duration, from the date of initial registration. However, the students who converts from full time to part time shall be required to submit a NOC as applicable for the Part-time students.
17.		Item No. 31-3.8	<b>Clause 5.1</b> (Vacation and Casual Leave)	Vacation Leave not availed in one academic year may be carried over to the next academic year up to a maximum of 15 days.	The vacation leave as applicable to the PG students shall not be carried forward to the next academic year if not availed in a year. The concerned supervisor, DPGC convener and department may decide on the matter regarding leave of a PG student within the prescribed framework.
18.		Item No. 31-3.10	<b>Clause 9.1</b> (Appointment of Thesis Supervisors of M. Tech. and Ph.D. Students)	i) A student shall not normally have more than two supervisors at any given time. One of the supervisors shall always be from the department wherein the student has registered for his/her degree. However, for institute	1. A student shall not have more than two supervisors at any given time. One of the supervisors shall always be from the department wherein the student has registered for his/her degree. However, for institute faculty/staff, clause 1.3 b (i) will be applicable. In exceptional case third supervisor may be added where the need is

			<p>faculty/staff, clause 1.3 b (i) will be applicable.</p> <p>ii) M. Tech./M. Plan. Thesis supervisor(s) of a student will normally be appointed from amongst the faculty members at MNIT using modalities decided by the departments/centres.</p> <p>iii) An adjunct faculty at MNIT may be invited for joint-Supervision by a supervisor, and will be treated as internal supervisor.</p> <p>iv) An external joint-supervisor, may be provided with travel support to attend the examination/evaluation of the Ph.D. student viz. comprehensive examination, state-of-the-art, pre-synopsis or viva exam.</p> <p>5. A student can have a joint-supervisor from outside the institute on the recommendation of the DPGC and with approval of the Dean, Academic.</p> <p>6. The appointment or change of supervisor(s) will be communicated to the Dean, Academic by the DPGC.</p> <p>7. In case there has been a change/addition in the supervisor(s),</p>	<p>explicitly defined.</p> <p>2. Only one joint-supervisor from outside the Institute is permitted, on recommendations of the DPGC and with the approval of SPGB</p> <p>3. An external joint-supervisor may be provided with travel support to attend the examination/evaluation of the Ph.D. student viz. comprehensive examination, state-of-the-art, pre-synopsis or viva exam.</p> <p>4. M. Tech./M. Plan. Thesis supervisor(s) of a student will normally be appointed from amongst the faculty members at MNIT using modalities decided by the departments/centres.</p> <p>5. A faculty member shall supervise a maximum of Six M. Tech./M. Plan candidates. However the department may evolve a transparent policy for the uniform distribution of M. Tech/M. Plan. students amongst the faculty members as far as possible in the department.</p> <p>6. An adjunct faculty at MNIT may be invited for joint-Supervision by a supervisor, and will be treated as internal supervisor.</p> <p>7. Normally there shall not be any change in supervisor(s) once assigned. In special cases change of supervisor(s) shall be done by DPGC and communicated to the Dean, Academic.</p> <p>8. In case there has been a change/addition in the supervisor(s), the M. Tech./M. Plan, thesis will not be submitted earlier than six</p>
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				<p>the M. Tech. /M. Plan. thesis will not be submitted earlier than six months and the Ph.D. thesis will not be submitted earlier than one year from the date of such change.</p> <p>8. Normally a faculty member shall not supervise more than four Ph.D. candidates at any time and Six M.Tech./ M. Plan. candidates. However, the department may evolve a transparent policy for the uniform distribution of M. Tech./M. Plan. students amongst the faculty members as far as possible in the department. And, if somebody is doing prolifically then she/he may be permitted more than 4 slots on the basis of the credits earned on the recommendation of the SPGB and approved by Chairman Senate.</p> <p>9. In case of supervision by MNIT Faculty outside MNIT- She/he should provide formal intimation to Dean Academic in writing for the Institute records.</p> <p>10. In case a faculty member is suspended/ debarred for indulging in lowering the prestige of the institute in any manner he or she shall cease to be a thesis supervisor.</p> <p>11. A scholar being guided by two supervisors will be counted as ½ and if guided by three supervisors then it be counted as 1/3 and like-wise.</p> <p>12. A faculty member appointed as Ph.D. supervisor is normally expected to be available to the research scholar in</p>	<p>months and the Ph.D. thesis will not be submitted earlier than one year from the date of such change.</p> <p>9. Normally a faculty member shall not supervise more than four Ph.D. candidates at any time. A candidate being guided jointly by two or more supervisors either internal or external will be counted as ½.</p> <p>i. One Ph.D. Institute fellowship will be allowed per year per supervisor, with a limit of four fellowships in total.</p> <p>ii. All Principal Project Investigators having projects (with JRF/SRF position) shall be entitled to have one additional scholar (with Institute fellowship over and above the limit of four), for one current project only. For any further projects the PI can have JRFs/SRFs as provided in Project Guidelines. The JRFs/SRFs shall be counted as supernumerary for purpose of counting total number of candidates registered under a supervisor.</p> <p>iii. In case of collaborations with other research Organizations/Institutions, with whom the Institute has signed the MOU, joint supervision may be considered supernumerary by Chairman, Senate, on case to case basis.</p> <p>10. In case of supervision by MNIT Faculty outside MNIT, She/he should seek prior approval of senate with intimation to Dean Academics, in writing. Each such candidate registered under a supervisor will be counted as one.</p> <p>11. In case a faculty member is suspended/debarred for indulging in lowering the prestige of the institute in any manner he</p>
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				<p>the institute till the thesis is submitted.</p> <p>However, under unavoidable circumstances, such as long leave, resignation, retirement, or death; an alternative supervisor may have to be appointed. In such special cases, the appointment of the supervisor will be regulated as under and, also student's consent be obtained for the change.</p> <p>i. If the synopsis of the thesis of the scholar has not yet been submitted,</p> <p>a) And the supervisor proceeds on leave for duration of one semester or more, then the supervisor should immediately inform the convener DPGC, whether he will continue to guide and supervise the research work of his scholar effectively during his leave period or not, failing which he should cease to be supervisor.</p> <p>b) If a supervisor ceases to be the supervisor, the other supervisor (of MNIT) if there, shall act as the supervisor; and if there is no "other" supervisor, the DPGC shall immediately appoint alternative supervisor for the scholar within a months time.</p> <p>ii. If the thesis/ synopsis of the thesis have been submitted before the supervisor proceeds on leave, then she/he can continue to be the supervisor. If she/he declines, and there is no joint-supervisor (of MNIT), a coordinator will have to be</p>	<p>or she shall cease to be a thesis supervisor.</p> <p>12. A faculty member appointed as Ph.D. supervisor is normally expected to be available to the research scholar in the Institute till the thesis is submitted. However, under unavoidable circumstances, such as long leave, resignation, retirement, or death; an alternative supervisor may have to be appointed. In such special cases, the appointment of the supervisor will be regulated as mentioned below, and, also student's consent shall be obtained for the change.</p> <p>i. If the synopsis of the thesis of the scholar has not yet been submitted,</p> <p>a) And also the scholar has not been awarded Ph.D. candidacy then the Supervisor should cease to be Supervisor if he proceeds on leave for duration of one semester or more.</p> <p>b) If scholar has been awarded Ph.D. candidacy and the Supervisor proceeds on leave for duration of one semester or more, then the Supervisor should immediately inform the Convener, DPGC, whether he intends to continue to guide and supervise the research work of his scholar effectively during his leave period , failing which he should cease to be the Supervisor. In case he continues to be the Supervisor, a joint supervisor may be appointed by the DPGC for the scholar within a month's time.</p> <p>c) If a supervisor ceases to be the supervisor, the joint supervisor (of MNIT) if already appointed, shall act as the supervisor. However if there is no 'other' Supervisors, the DPGC shall immediately</p>
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				<p>appointed by the DPGC. Further, if major revision becomes necessary, and the coordinator provides the required help in carrying out the major revision, he will automatically be treated as a supervisor of that candidate.</p> <p>13. A faculty member, who is due to retire within the next two years cannot be appointed alone supervisor but can become joint-supervisor with permission of Senate, provided he has effectively guided Ph.D. in past 3 years. (ii) If a faculty member on retirement informs that he shall continue effectively supervising the scholar, can continue as a joint-supervisor. (iii) Emeritus/ reemployed supervisor can consent for continuation of his supervision. In both the cases 13 (ii) &amp; (iii), if requested by supervisor, a joint supervisor/coordinator may be appointed by the DPGC.</p> <p>14. If a supervisor expires, an alternative-supervisor or coordinator be appointed by the DPGC as per 9 (i) or 9 (ii).</p>	<p>appoint alternative supervisor for the scholar within a month's time.</p> <p>ii. If the thesis/ synopsis of the thesis have been submitted before the supervisor proceeds on leave, then she/he can continue to be the supervisor. In absence of supervisor if there is no joint-supervisor (of MNIT), the Convener, DPGC will be the Coordinator. Further, if major revision becomes necessary, than alternative supervisor shall be appointed by the DPGC within a month's time.</p> <p>13. (i) A faculty member, who is due to retire within the next two years cannot be appointed as the only supervisor but can become joint-supervisor.</p> <p>(ii) If a faculty member on retirement informs that he/she shall continue to effectively supervise the scholar registered under him, he/she can continue as a supervisor.</p> <p>(iii) Emeritus/re-employed supervisor can continue to be a supervisor. In all such cases DPGC shall provide a joint supervisor.</p> <p>14. If a Supervisor expires, an alternative Supervisor may be appointed by the DPGC as per 9 .1.1 or 9.1.3 based on the status of thesis.</p> <p>15. For any special case which is not covered in above clauses the matter may be referred to standing committee comprising of following members:</p> <ul style="list-style-type: none"> <li>i. Chairperson SPGB (Chairman)</li> <li>ii. Dean Academics (Member)</li> <li>iii. Associate Dean (PG) (Member)</li> <li>iv. Convener DPGC of the concerned department</li> </ul>
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					(Convener) The recommendations of the committee shall be placed before Chairman Senate
19.	31 <sup>st</sup> Senate, 02 <sup>nd</sup> Dec. 2014	Item No. 31-4.5	<b>Clause 5.4</b> (Semester Leave)	Fee in such cases may be waived off by the Chairman SPGB	Addition of provision for Fee refund policy applicable to existing PG student who take semester withdrawal ( <b>Annexure-2</b> )
20.		Item No. 31-4.6	<b>Clause 1.-3(b)(i)</b> (Institute faculty/staff/ Project-staff)	33	MNIT staff/faculty doing Ph.D. shall be considered as supernumery for the purpose of country total number of Ph.D. candidates registered under a supervisor.
21.					MNIT staff enrolled in the any PG/Ph.D. programme in the institute shall have to pay the fee as applicable n the case of faculty. However, in case of the staff faculty employed on temporary basis on deputation in the institute this fee structure shall be applicable only till he or she is serving in MNIT and after that the fee structure applicable to the outside candidates shall be applicable to him/her.
22.		Item No. 31-5.3	<b>Clause 2.9</b> (Admission of Non-Degree Students)		

					<p>In any of the case listed above,</p> <ul style="list-style-type: none"> <li>• If it requires the student to stay on campus-charges as decided by the committee below shall be applicable to the student.</li> <li>• If no coursework is involved, as the student shall be utilizing the lab facility/library/Internet facility of the Institute hence, the charges as decided by the committee below shall be applicable to the student.</li> <li>• However, if coursework is involved, the fee structure as decided by the committee below shall be applicable to the student.</li> </ul> <p><b><u>Constitution of the committee</u></b></p> <p>Dean (AA) - Chairman  Chairman SUGB/SPGB - Member  AD PG/UG-Member - Member  HoD of the concerned Dept - Member  DPGC/DUGC convener of the concerned Dept - Member  Chief Warden - Member  (Incase requires stay in hostel)  Dean (SW) - Member</p> <p>Dean (SW) may issue a visiting ID card to the student/visitor with a copy to institute security.</p> <p><b><u>Category-II Foreign Student (without MoU)</u></b>  Such cases shall be dealt by the above committee on case by case basis. Necessary papers of communication (including email etc.) should be sent by the internal faculty mentor through the concerned HoD to the above said committee for assessment of the case. The committee may seek further clarifications if need be from the proposed host faculty. The student/host faculty would be required to submit the following to the</p>
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					<p>committee:-</p> <ul style="list-style-type: none"> <li>➤ Official clearance from the host country and affiliating University.</li> <li>➤ MEA, MHA and/or MHRD clearance for the visit of the country (since MNITJ will need to issue a visa support letter to the visitor).</li> <li>➤ Medical clearance etc.</li> <li>➤ Any other requirement deemed to be fulfilled for such students as laid down by the said committee.</li> </ul> <p>The student would required to pay fee as decided by the above said committee (on case by case basis depending upon the fact that it would require course work or not). Further, charges (if any) for the facilities to be used by the student, may either be paid by the student or may be debited from the project funds of the host faculty member on his/her request/written consent.</p> <p>The above conditions need be applied only in category I &amp; II (i.e. cases not covered by any of the standing MoUs of MNITJ with Indian/foreign Institute(s)).</p> <p><u>Category-III in case of MoU between MNITJ &amp; the Sponsoring Organization/Institute</u></p> <p>In case there is a standing MoU between the MNITJ and the sponsoring organization/ institute (Indian/Foreign partner):</p> <ul style="list-style-type: none"> <li>i) Student(s) should be cleared at the department level itself if no credit transfer is envisaged with information to Dean (AA) and Dean (SW) offices through</li> </ul>
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					<p>MNITJ host faculty of the student and concerned HoD.</p> <p>ii) In case it involves course/research work at MNITJ, as part of Institute MoU, then the student shall be asked to register for the courses as per MNITJ norms.</p> <p>The fee and other charges to be paid by the student(s) shall be governed by the clause(s) of the MoU.</p> <p><u>Category-IV In case of a Collaborative Project Between MNIT &amp; the Sponsoring Organization/Institute</u></p> <p>In case off any student who is on visit for some taught course/research work at MNIT as part of collaborative project(s), then he/she will need to process due diligence with PI and Head of the concerned department only if it does not involve any credit transfer. It expected that his/her stat and accommodation shall be covered by MNITJ PI through respective project.</p> <p>Notwithstanding the rules mentioned above, in all the cases involving an outside student/scholar visiting MNITJ for course work/research work/project work, the final approval rests with Chairman Senate &amp; Director MNITJ.</p>
23.	32 <sup>nd</sup> Senate 28 <sup>th</sup> March 2015.	Item No. 32-3.4	<b>Clause 1.3 (b-i)</b> (Category of Post Graduate Students-(b-i) Institute/faculty/ staff/ Project-staff)		<p><u>Addition to provision</u> regarding authorities to grant NOC to the MNIT Employee to peruse higher study:</p> <p>1. All the Teaching/Non-teaching staff employed on temporary / permanent /contractual basis in MNIT would have to compensate for the time utilized by them</p>

in doing their course work / research work by working for the corresponding duration beyond office hours as per the directions of their respective Head of the Department. A written communication in this respect shall be made to the employee by his/her concerned Head of the Department and a copy of the same shall be sent to Academic Section for record.

2. The concerned employee shall give an undertaking stating that he/she shall compensate for the time utilized by him/her for pursuing Higher studies in the institute and would also ensure that the official duties / responsibilities assigned to him/her are not hampered because of his/her studies .

3. The Competent Authorities for grant of NOC to the concerned MNIT employee to pursue Higher studies in the institute shall be as under:

<b>S.No.</b>	<b>Category of Employee</b>	<b>Competent Authority for grant of NOC</b>
1.	Permanent employee	
	a) Faculty	Director on the recommendation of the concerned Head of the Department
	b) Non-Teaching Staff	Registrar on the recommendation of the concerned Head of the Department



					2.	Staff on deputation (Teaching & Non-Teaching staff)	The staff shall have to submit NOCs from the following authorities : 1) Parent Department of the employee and 2) Registrar on the recommendation of the concerned Head of the Department
					3.	Research Project Staff	Dean(R&C) on the recommendation of PI through concerned HOD
					4.	Contractual staff (Teaching /Non-Teaching)	The staff may not be granted NOC to pursue Ph.D in the institute if : 1) The period of contract is less than 3 years Or 2) Balance period of contact on the date when the staff applies for Ph.D program is less than 3 years.

					5.	Guest faculty	Since Guest faculty is appointed for a period of six months hence, they are not eligible to pursue higher studies while working in Institute.
24.	32 <sup>nd</sup> Senate 28 <sup>th</sup> March 2015	Item No. 32-3.8	<b>Clause 2</b> (Admissions)		Addition of the Clause in PG Regulation		
					<p>i) The institute caution money shall be refunded to the Post Graduate/Ph.D. student only on his/her successful completion of the enrolled program.</p> <p>ii) Only those students who complete the programme shall be eligible to get “Character Certificate” and “Migration Certificate” from the institute on demand.</p> <p>iii) All the students who enroll in their respective P.G. /Ph.D. programmes with Institute assistantship shall have to submit an “undertaking” on a prescribed format (on a non-judicial stamp paper of Rs. 50/- duly signed by a Notary).</p>		
25.		Item No. 32-5.5	<b>Clause 7.1</b> (Guidelines for the Award of Grades)		The ‘IW’ grade (implying: Incomplete Work) shall be awarded for Dissertation by the departments to an M.Tech/M.Plan. student whose period of Dissertation/ Project extends beyond 4 <sup>th</sup> semester (on account of certain reasons) till the student completes his/her Dissertation.		
26.	32 <sup>nd</sup> Senate 28 <sup>th</sup> March	Item No. 32-5.8	<b>Clause 4.6</b> (Change of Registration)		The change in status of a Ph.D. (Part Time) student to off campus may be permitted w.e.f. 1 <sup>st</sup>		

	2015		from Full-Time to Off Campus/Part Time Ph.D. Programme)		April 2015 provided he/she meets the conditions as stipulated for off campus.
27.	32 <sup>nd</sup> Senate 28 <sup>th</sup> March 2015	Item No 32-5.1	<b>Clause 3</b> (Financial Assistance)		<p><b>Addition of the provision</b> in respect of PG/Ph.D. students whose assistantship is stopped on account of CGPA not meeting the prescribed norms:</p> <p>The date of declaration of the semester examination result of a Semester shall be considered as a rider for terminating / reviving the Institute Assistantship in respect of following categories of students:</p> <ul style="list-style-type: none"> <li>i) The student is terminated from the respective program on account of CGPA less than 5.5 for M. Tech./M.Plan. and 7 for Ph.D.</li> <li>ii) The scholarship terminated on account of CGPA less than 6 (i.e. between 5.5 - 6) for M.Tech./M.Plan.</li> <li>iii) For a M.Tech./ M.Plan. Student whose Institute Assistantship is stopped in a particular semester due to CGPA less than 6 (but above 5.5), &amp; attains CGPA more than '6' in the subsequent semester. The Institute Assistantship may be revived from the date of declaration of result of that semester when the CGPA requirement of scholarship is met.</li> </ul>
28.	32 <sup>nd</sup> Senate 28 <sup>th</sup> March 2015	Item No. 32-4.5	<b>Clause 4</b> (Registration)	<p>He will register with very nominal fee as applicable time to time</p> <p>(nominal fee Rs. 1000/- approved in 23<sup>rd</sup> Senate meeting Item No. 23.3.3. Further, in absentia registration for such cases.</p>	<p><b>Addition of provision</b> defining the components of nominal fee. The nominal fee shall constitute following component of the Institute fee applicable to the Ph.D. students (from time to time) for registration in a semester in a zero units to be continue to be on rolls of the Institute till he/she is awarded Ph.D. degree.</p> <ol style="list-style-type: none"> <li>1. Admission/processing fee</li> </ol>

					<p>2. Examination fee</p> <p>3. Insurance</p> <p>Such students would on leave and they will be permitted to register in a semester in absentia (i.e. exemption to be given from registration in person) by sending scanned copy of Institute fee paid by him/her and signed copy of request letter for registration, to be forwarded through his/her Supervisor and DPGC Convener.</p>
29.		Item No. 32-4.6	<b>Clause 8.2</b> (Ph.D. Course Work)		<p><b>Addition of provision</b> defining the course work duration for Ph.D. programme</p> <ul style="list-style-type: none"> <li>•Full-time candidates- Minimum duration of course work to be one semester and maximum three semesters.</li> <li>•Part-time candidates- Minimum duration of course work to be one semester and maximum five semesters.</li> </ul>
30.	32 <sup>nd</sup> Senate 28 <sup>th</sup> March 2015	Item No. 32-4.6	<b>Clause 6.1</b> (Minimum Residence, Maximum Duration and Academic Requirements)		Clarification of the provision defining the credits earned with Seminar as part of Research / Project credit requirement.
31.		Item No. 32-4.7			<p>1. There shall be no minimum attendance requirement applicable to a M.Tech. / Ph.D. (Part Time) student during dissertation / thesis work (i.e. after the completion of course work). However w.r.t. contact hours the supervisor would certify that the student has been in contact for sufficient hours during his/ her dissertation/ thesis work.</p> <p>2. For a M.Tech. / Ph.D. (Full Time) student, who has completed course work and 2 years of study in case of M.Tech. / 4years of study in case of Ph.D., supervisor would certify that the student has been in contact for sufficient hours during his/ her</p>

					dissertation/ thesis work. 3. The minimum period of residency for a Ph. D. (FT/PT non sponsored) student shall be 2 years/ 3 years (depending upon the program as stipulated in PG regulation) from the date of initial registration. However, no demarcation would be made regarding the residency period based on the date of completion of comprehensive exam/ State of art seminar.
32.	32 <sup>nd</sup> Senate 28 <sup>th</sup> March 2015	Item No. 32.4.7	<b>Clause 9.1</b> (Appointment of Thesis Supervisors of M. Tech. and Ph.D. Students)		<b>Clarification of provision</b> defining the number of Ph.D. students with institute's assistantship that may be allotted to a supervisor in a year. The Ph.D. slot with institute's assistantship can be availed by supervisor only once in a academic year.
33.		Item No. 32-4.7	<b>Clause 5.2</b> (Medical Leave)		<b>Clarification of provision</b> defining the number of days of Medical Leave applicable to a PG student. The 8 Medical Leaves per semester applicable to the PG/ PhD student shall be carried forward to next semester only if these leaves are taken at a single stretch not exceeding 15 days. Irrespective of the case the maximum Medical Leave applicable to a PG/ PhD student without the loss of financial assistant in a semester shall not exceed 15 days.