

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

REGULATIONS RELATING TO POST DOCTORAL FELLOWSHIP (PDF)

1. INTRODUCTION

The Institute may award **Post Doctoral Fellowship (PDF)** with a view to providing an opportunity to competent researchers to do independent research work in an appropriate area.

2. ELIGIBILITY

- 2.1 Post Doctoral Fellowship is intended for person normally below 35 years of age. However for persons from teaching institutions recognized by AICTE/UGC or persons sponsored by DSIR recognized industrial organizations, the maximum age limit shall be 45 years.
- 2.2 Post Doctoral Fellowship will be awarded to persons who have a Ph.D. degree and has published research work/patents to their credit.
- 2.3 Fellowship should be available to Indian as well as Foreign Nationals.

2.3.1 Short Listing Criteria

- (a) Individual Department/Centre/School has to frame clear cut criteria for short listing the applicants for the Seminar and interaction with the department. This should include the weightage on academic record, R&D experience, research publications (both quality & quantity), patents.
- (b) Candidates graduate with a Ph.D. degree from IIT Kharagpur are discouraged for the PDF position immediately completion of their degree, till they gain at least one year experience from another academic institute or industry.
- (c) The above clause does not apply to the candidates having their Ph.D. degree from other institute but working/worked in a research project at IIT Kharagpur.

3. RESERVATION

- 3.1 Government of India notification for reservation of seats for OBC/SC/ST and age relaxation for SC/ST will apply.
- 3.2 Candidates admitted under the reserved quota will necessarily have the minimum qualification stated in para 2 above.

4. **SELECTION**

4.1 The selection of Post Doctoral Fellowship will be made by the Director based on the recommendations of a Selection Committee consisting of the following:

- (i) The Dean of Postgraduate Studies & Research : Chairman
- (ii) The Dean of Undergraduate Studies : Member
- (iii) The Dean of Faculty : Member
- (iv) The Head of the Dept./Centre/School : Member
(in which a candidate intends to carry out research work)
- (v) A member of faculty having expertise on the line : Member
of research work intended

The Selection Committee will meet as and when required.

4.2 The Selection Committee will make its recommendation on the basis of the bio-data, list of publications and recommendation of the referee etc., based on an interaction and presentation of the applicants in the concerned departments. However foreign candidates are exempted from appearing personally before the selection committee.

5. **TENURE**

5.1 The Post Doctoral Fellowship awarded to a research worker will be for a total period of three years, renewable on yearly basis.

5.2 The renewal of fellowship can be made on consideration of the research work carried out in the preceding year by an Assessment Committee consisting of the of the following members:

- (i) Dean of Postgraduate Studies & Research : Chairman
- (ii) The Dean of Undergraduate Studies : Member
- (iii) The Dean of Faculty : Member
- (iv) Head of the Department/Centre/School concerned : Member
- (v) A member of faculty having expertise on the line : Member
of research work intended.

5.3 The Institute may terminate the fellowship of a person at any time on the basis of a report from the Head of the Department/Centre/School. A fellow may discontinue the fellowship and leave the Institute before the end of the tenure with prior approval of the Competent Authority.

6. FELLOWSHIP

- 6.1 The Post Doctoral Fellowship shall carry fixed monthly fellowship of Rs. 50,000/- (1st & 2nd year) and Rs. 66,000/- (3rd year, if applicable).
- 6.2 The compensation of fellowship for PDF candidate with prior PDF/industrial experience will be decided by the selection committee on a case to case basis.
- 6.3 The extension of PDF fellowship including the proposed enhancement will be evaluated on an yearly basis and need to be approved by the institute standing committee on recommendation from the Departments/Centres/Schools based on their teaching and research contributions in the previous year(s).

7. WORK ASSIGNMENTS

- 7.1 The Fellow will be attached to the Department/Centre/School and devote himself/herself to full time research & teaching in an area approved by the Department/Centre/School concerned.
- 7.2 He/She shall not accept or hold any appointment, paid or otherwise or receive any emoluments, salary, stipend, consultancy etc., from any other sources during the tenure of the fellowship without the consent of the Competent Authority.
- 7.3 The Fellow shall be required to present and submit a comprehensive progress report at the end of each semester.
- 7.4 The Head of the Department/Centre/School will assign to a Fellow academic responsibilities (lectures, tutorial classes, laboratory demonstration work, conduct of seminar, symposia, running and maintenance of equipment, computer etc.) not exceeding 8 hours per week.

8. OTHER FACILITIES

8.1 Accommodation :

- 8.1.1 The Fellow will be provided accommodation in the campus subject to availability and on payment of usual license fee etc., as prescribed to Institute employees. Accommodation in the Gokhale Apartments or Zakir Hussain Apartments, if they are married and having their family staying with them can also be availed. They will be accommodation in B.C. Roy Hall of Residence/Indira Gandhi Hall of Residence, if they are unmarried as appropriate.
- 8.1.2 While residing in the Campus/Hall of Residence, the Fellow shall abide by the rules relating to residential conditions as in force, and shall also be liable to pay the institute electricity & water charges and hall establishment charges levied by the Warden/Estate Office, as applicable

8.2 Leave :

8.2.1 A Fellow may be granted following kinds of leave with full fellowship during each one year tenure :

- (i) Casual Leave : 15 days
- (ii) Medical Leave on the recommendation of the SMO, B. C. Roy Technology Hospital : 15 days

Any leave not availed of shall not accumulate. Any unauthorized absence may be treated as leave without fellowship.

8.2.2. The sanctioning authority for the leave shall be the Head of the Department/Centre/School.

8.2.3. Married Fellows will be entitled to maternity/paternity leave as per rules of the Government of India.

8.2.4. In exceptional cases Fellows may be allowed leave without emolument for a period not exceeding three months, during the total tenure (3 years) of the award on the recommendation of the Head of the Department/Centre/ School.

8.2.5. The period of leave sanctioned under the provisions of clause 8.2.4 shall be counted towards the tenure of the Fellowship awarded.

8.3 Library books and journals :

The Fellows shall be entitled to all Library facilities.

8.4 Medical treatment:

A Fellow will be provided with free medical treatment in the B. C. Roy Technology Hospital.

8.5 Traveling Allowance :

8.5.1. A fellow may get the partial financial assistance for at most two conferences (held in SAARC/non-SAARC countries) with no more than one conference held in non-SAARC country during the tenure, subject to completion of one year as PDF.

8.5.2. A fellow will also get full financial assistance to present his paper in the Best Academic International Conference as per approved list of the Institute.

8.5.3. The Institute approved criteria for the financial assistance to attend conference(s) will be applicable for the above purposes.

8.5 Contingency Grant :

A Post Doctoral Fellow will be paid Rs. 25,000.00 contingency grant per annum.