Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram
Chennai 600 127

PhD Ordinances and Regulations

Revised up to the 58th Meeting of the Senate

Updated
November 2024

CONTENTS

ORDINANCES

1. A candidate who has qualified for the award of a Master's degree in Engineering/ Technology and Science of a recognized Institute or University in the discipline as prescribed in the regulations of the Senate is eligible to apply for the Ph.D. program in Engineering/Technology and Science respectively of this Institute.

2. A candidate who has qualified for the award of a Bachelor's Degree in Engineering /Technology with an exceptionally good academic background in the discipline as prescribed in the regulations of the Institute is also eligible to apply for the PhD program in Engineering/Technology of this Institute.

3. The award of the Ph.D. degree shall be in accordance with the regulations of the Senate of this Institute.

REGULATIONS

R.1 Categories of Admission

Candidates will be admitted to the Ph.D. program of the Institute under one of the following categories:

i. Regular full-time scholars with or without Institute fellowship or with project support.

(i)a. Scholars receiving a Government / Semi-Government Fellowship Award.

(i)b. Research scholars sponsored by AICTE under the Quality Improvement Program (QIP)

(i)c. Scholars employed and sponsored by the National Laboratories, Public Sector Companies, or Private Industry/Organizations with R&D facilities recognised by the Govt. of India.

(i)d. Professionals with Extensive Experience

ii. Research scholars who are staff members of the Institute.

R.2. Eligibility

R.2.1. Minimum Educational Qualifications

Qualification for Regular Full-Time Research: The minimum educational qualification for admission to the Ph. D programme of the Institute are as follows:

R.2.1.1. Ph. D. in Engineering

i. Candidates with a Master's degree in Engineering / Technology with an excellent academic record or a Master's degree in Research in Engineering / Technology disciplines with an excellent academic record.

ii. Candidates with a Master's degree in Sciences with a good academic record and of exceptional merit are eligible for the relevant Engineering discipline and with a valid GATE score or UGC / CSIR / NET / NBHM or equivalent qualification in the relevant area tenable for the year of registration. In the case of candidates with more than 5 years of relevant experience after the Master's degree, the requirement of a test score may be waived by the Selection Committee.

iii. Candidates who have qualified for the award of a Bachelor's degree in Engineering/Technology with an excellent academic record in an eligible discipline will be considered for direct admission to Ph. D. Program as a regular full-time scholar subject to the following conditions:

a) Bachelor's degree holder in Engineering/Technology from Centrally Funded Technical Institutes (CFTIs) with a minimum CGPA of 8.0 on a 10.0-point scale (or equivalent).

b) Bachelor's degree in Engineering/Technology from Non-CFTIs with a valid GATE score or other equivalent national exam qualification (Validity required at the time of joining) and CGPA of at least 8.0 out of 10.0 (or equivalent).

c) A Bachelor's degree holder in Engineering/Technology and employed in a reputed R&D organisation, recognized by the Govt. of India. (Refer to R&D Brochure of DST), for at least 2 years with an excellent research record.

2.1.2 Ph.D. In Sciences

Master's degree in Sciences with an excellent academic record and having a valid GATE score or UGC/CSIR·NET /NBHM or equivalent qualification tenable for the current year in the relevant area / Master's degree in Engineering/Technology are eligible with an excellent academic record / B.Tech degree holder of an IIT are eligible with a minimum of CGPA of 8.0 on a 10.0 point scale or with a valid GATE Score.

2.1.3 The list of eligible disciplines in which the minimum educational qualifications must be obtained will be provided by each department in the Admissions Brochure, which will be updated occasionally.

The selection committee may find fit to consider meritorious candidates from disciplines other than those listed in the Admission Brochure if there is a good

match between the educational/research background of the candidate and the proposed area of research.

The admission brochure will also include details about inter-disciplinary research areas that may be pursued by the research scholars for the Ph.D. degree and the corresponding eligible disciplines given by the institute.

Additional and stiffer criteria other than the minimum educational qualifications given in R.2.1 may be set by the Selection Committee from time to time for shortlisting candidates to be called for interview and /or test.

R.2.2. Upgradation/Switch over to PhD from M.S. / M.Tech.

Meritorious candidates who have registered for M.S/M. Tech programs are eligible to upgrade their registration to the PhD Program if they satisfy the following criteria:

a) Institute M Tech students can opt for upgrading to PhD program after successfully completing two semesters in M Tech. The Institute will notify through the Institute notice board/email/website about this scheme soon after the M Tech second semester results are announced.

b) The minimum CGPA for eligibility to switch over to PhD program shall be fixed at 8.5 for all the courses of the 1st and 2nd semesters of the M Tech program considered together.

c) This upgrade will be based on the recommendation of the committee, which will consist of four to five members across departments, including an external expert constituted by the Director.

d) Students may also be allowed to take up PhD in another department.

e) Students upgraded from M Tech to PhD could earn both M Tech and PhD degrees.

f) Students are to complete four additional courses of 5000 or above level other than those achieved for the M Tech.

g) M Tech Degree will only be given from the parent department; however, PhD could be earned from the same or another Dept.

h) After upgradation to PhD, the M Tech students can opt for the exit option after one semester.

i) After exercising the Exit option, they may complete the M Tech from the parent department.

j) Such students should earn the remaining credits required for the M Tech Degree of the parent Department after considering the credits earned from the courses in the 3rd semester, from a project work during the 4th semester of the M Tech programme.

k) The students who upgrade to a PhD should pass the comprehensive Examination within THREE semesters after up-gradation to the PhD program and within two attempts.

l) Any student who could not clear the comprehensive Examination within three semesters and within two attempts may opt out of the PhD program and earn the M Tech degree from the parent Department by completing the remaining requisite credits.

m) Any other cases of withdrawal from the PhD program will be handled as per the Senate decision.

n) All other rules and regulations will be the same as those for the regular PhD students of the Institute and based on the recommendation of the Doctoral Committee and approval by the Dean Academics and the Director.

o) Such converted PhD students will receive HTRA fellowship from the registration date.

p) The number of such fellowships will be subtracted from the existing available HTRA fellowships at the Institute/Department level.

q) The upgradation process should be completed before the regular PhD selection process of the Institute. (**2022-47-Senate-07**).

R.3 International Students

Foreign nationals can only register as regular full-time scholars. Foreign nationals with degrees from Indian Universities will be treated on par with Indian nationals for admission purposes. Foreign nationals with foreign degrees must meet the minimum educational requirements in R. 2. 1, equivalent to Indian Master's degree in the relevant disciplines. In addition, they should have a valid GRE/GMAT/GATE/NET/CAT /JMET/ TOEFL or an equivalent examination score in the relevant discipline. International students are expected to have a working knowledge of English. Once admitted, the institute will apply for the necessary clearance from the Government to study in India.

R.4 Selection Procedure

a) Eligible candidates possessing the minimum educational qualifications and satisfying additional criteria set by the Director/Deputy Director/Dean (Academics) from time to time will be called for an interview and Test by the Selection Committees.

b) For candidates who have obtained a PG degree 10 years earlier than the last date prescribed for receipt of the completed application, a specialization test may be conducted.

c) The applications of foreign nationals may be considered without a personal interview/Test.

d) Based on the academic record and the performance of the candidates in the interview and /or test, the selection committee will recommend to the Chairman, Senate the names of candidates found suitable for admission to the PhD program.

R.5 Admission

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

b) Ordinarily, a candidate is not eligible for re-registration for a Ph.D after cancelling their earlier registration for any reason. Based on the merits of the individual case and considering any special circumstances, a candidate may be regarded for re-registration subject to the approval of the Senate.

R.6 Choice of guide(s)

a) Research scholars will be assigned to guide(s) by the Director/Dy. Director/Dean (Academics) taking into consideration the preferences given by the research scholars and guides.

b) There shall be no more than two guides from the institute for a research scholar.

R.7 Eligibility for being guides

The following members may be a guide for a Ph. D scholar:

a) A faculty member of the institute can be a sole or principal supervisor for a Ph.D. scholar registered in his /her department regardless of the category of Ph.D. admission.

b) A faculty/Joint Faculty of the Institute can only be a co-supervisor for a Ph.D. scholar registered in a department other than their own.

c) An expert from a reputed industry or R&D organization or CFTIs can also be a co-supervisor wherever required.

(2024-58-Senate-07)

Continuance of retired faculty members/emeritus faculty/Outgoing Faculty Members as guides:

a) When a faculty member who has guided a candidate for at least 3 years retires, he will continue to be a guide. However, a co-guide who is in service will be appointed in addition. The retired guide will be invited to the Doctoral Committee meetings, Synopsis meeting and the viva voce examination.

b) A faculty member who is to retire within 3 years may be permitted to become a guide to a new scholar with another faculty member who is not likely to retire within 5 years as a co-guide at the time of registration itself. On retirement, the faculty

member will continue to be a guide and be invited to the Doctoral Committee meeting and viva-voce examination.

(b)1. A faculty member who has guided a scholar but subsequently resigned and was relieved from the Institute may continue as a guide along with the incumbent faculty member as co-guide. (2022-49-Senate-19)

c) CSIR and other Emeritus Fellows / Scientists/ Emeritus Professors, who hold office at this Institute for 2 years or more, can become co-guides for scholars along with a guide from IIITD&M, with at least 5 years' service still left at the time to of registration of the scholar.

d) If a faculty member who is a guide goes on leave exceeding one year, another faculty member will be identified to become a co-guide of the research scholar.

e) The induction of new guides after 3 years of registration of a research scholar will be considered by the Doctoral Committee.

R.8 Change/Addition of guide

The Doctoral Committee of a research scholar may recommend a change of guide or appointment of a co-guide for valid reasons.

R.9 Doctoral Committee

A Doctoral Committee shall be constituted to assess the scholar's progress periodically.

The guide will intimate to the Head of the Institute or his nominee for the scholar the area of research, the name(s) of the guides and a panel of names indicating the area of specialization of faculty members for the constitution of a Doctoral Committee, within 8 weeks of the date of joining of the research scholar.

The following is the composition of the Doctoral Committee: (**2020-41-Senate-14, 2023-49-Senate-10**)

1.	Head of the Department or his nominee	Chairman
2.	Research Guide(s)	Guide
3.	A minimum of two faculty members from the same department of IIITDM Kancheepuram	Member(s)
4.	One member from the allied department of IIITDM Kancheepuram	Member
5.	One member from Reputed CFTIs/ISI/CMI/IMSc	Member

R.10 Registration

(a) The Doctoral Committee will meet normally within a month of being constituted, where the research scholar will make a presentation. The Doctoral Committee

will fix/ approve the date of registration for the Ph. D. program, consider the proposed research topic and prescribe/approve the courses of study in this meeting.

(b) The registration may be backdated for research scholars employed in projects supported by an external agency by up to 6 months from the date of admission to the program, on the recommendation of the Doctoral Committee with justification. Based on the recommendation of the Doctoral Committee, the Senate may, additionally, permit backdating by a further period of 6 months.

R.11. Course Work

The Doctoral Committee will normally prescribe two core courses and at least four elective courses. The prescribed courses shall be post-graduate level courses of the Institute or from an IIT/IISc/CMI/IMSc.

(a) Ph. D research scholars in the Engineering and Sciences shall complete the core courses and at least two elective courses. In cases where the scholar is directly admitted to the Ph.D. program in Engineering with a Bachelor's degree in Engineering/Technology or with a Master's degree in science where eligible or where the research scholar upgrades from the M. S/ M. Tech program at IIITDM to the Ph. D program, the scholar should successfully complete 5 core courses and 3 elective courses out of a minimum 5 elective courses prescribed by the Doctoral Committee. In the case of a scholar upgrading to the Ph. D program in Engineering from the M.S/M.Tech program at IIITDM, the courses already successfully completed by the scholar in the Master's Program may be considered by the Doctoral Committee for the coursework requirements. Changes in prescribed courses shall be made only by the Doctoral Committee. The Doctoral Committee may prescribe additional courses for a scholar wherever found necessary.

(b) The Doctoral Committee may give credit to courses already undergone by a research scholar in this Institute or other Institutions, provided they are the same or equivalent to those prescribed and the scholar's performance level meets the minimum requirements.

(b)1. The Doctoral Committee may give credit to courses offered by the reputed Institutes in IIT/CMI/IMSc/ISI, etc. (2018-38-Senate-10)

(b)2. The Doctoral Committee may give credit to NPTEL courses undergone by the research scholar (2023-52-Senate-09)

(c) Grades

Based on the performance, each student is awarded a final grade in each subject at the end of the semester. The grades and the corresponding grade points are as follows:

Grade	Points
S	10
A	9
B	8
C	7
D	6

Research scholars shall obtain a minimum CGPA of 7.0 (**2023-52-Senate-08**) in their courses subject to a minimum of a "C" grade in the prescribed courses. If more than the minimum required electives have been taken, only the electives with the best performance will be considered for computing the CGPA.

A student is considered to have completed a subject successfully and earned the credits if they secure at least a grade C. Once a subject is successfully completed, it cannot be repeated.

The GPA will be calculated according to the formula.

Where C is the credit for the course and GP is the grade point obtained for the successfully completed courses.

R.12. Progress Report

a) A registered research scholar shall submit a written report in the required format annually for the first two years and every six months thereafter. The report should be routed through the guide to the Dean (Academics) for consideration by the Doctoral Committee.

b) The progress made by a research scholar shall be reviewed by the Doctoral Committee.

c) Continuance of registration and award/continuance of scholarship/Research Assistantship will be based on the recommendation of the Doctoral Committee. Inadequacy of effort/progress can be a reason for cancellation of registration.

R.12a Comprehensive Examination

a) Every Ph.D scholar shall take and perform satisfactorily in a Comprehensive Examination. The comprehensive Examination shall be conducted by a

Comprehensive Examination Committee consisting of the scholar and at least two other faculty members of the Institute nominated by the Chairman of the Doctoral Committee/HoD.

b) If the performance of a research scholar in the Comprehensive Examination on the first attempt is not satisfactory, he / she will be given one more opportunity to appear for the comprehensive examination within six months of the first attempt.

c) The registration of a research scholar who fails to successfully complete the Comprehensive Examination in both attempts will be given the option to convert his/her registration from Ph. D. to M. S. program if he/she so desires. Otherwise, his /her registration will be cancelled.

d) The objective of the Comprehensive Examination is to test the general capability of the research scholar and the breadth of his / her field of research. The Comprehensive Examination usually consists of a written test and an oral examination. The Comprehensive Examination Committee shall inform the research scholar sufficiently in advance of the scope of the Comprehensive Examination to enable the scholar to prepare adequately for it.

e) The PhD research scholars are normally expected to successfully complete the Comprehensive Examination within a year after their registration in the Ph.D. program and, in any case, not later than three semesters after registration in the PhD program.

R.13 Enrolment

All research scholars who are in residence and whose registration is still in force are required to enroll in person each semester on the stipulated date till their submission of the thesis after payment of the requisite fees. Those not in residence may enroll in absentia after payment of the requisite fees along with the performance report from the Guide.

R.14 Minimum Residential Requirement

(a) The minimum period of study and research for regular full time research scholars required at the Institute from the date of registration for the Ph.D. Program in Engineering to the date of submission of the Ph.D. thesis shall be 24 months for research scholars with a Master's Degree in Engineering/Technology, 36 months for

      (i) research scholars with Master's Degrees in Sciences,

      (ii) research scholars directly admitted to the Ph.D. program with Bachelor's degree in Engineering/Technology

(iii) for research scholars who upgrade from the M.S/M.Tech Program at IIITD&M to the Ph.D Program.

(b) The minimum period of study and research for regular full-time research scholars from the date of registration for the PhD Program in Sciences, Humanities and Social Science and Management to the date of submission of the PhD thesis shall be 24 months.

(c) Withdrawal/Temporary Break from the program is permitted for a semester or longer for reasons of ill health or other valid grounds as duly recommended by the Doctoral Committee.

R.15. Relief from Ph.D. Program to take up a job

Ph.D. Scholars who got a job offer can get relief from the program, while keeping their registration alive on payment of the requisite fees every semester, on the following condition:

Scholars who take up jobs will be relieved on their request, based on the recommendations of the Doctoral Committee, if they have completed their

(a) Minimum residential requirement;

(b) Course work and

(c) Comprehensive examination.

The renewal of their registration for every year/semester however, will be considered only if the Doctoral Committee finds his/her progress to be satisfactory and recommends continuance of registration.

R.16 Maximum Duration of Program

Ph.D. Research Scholars should submit their thesis within 5 years from the date of registration.

The Doctoral Committee may extend the thesis's submission period to 2 years for regular full-time research scholars.

R.16a Withdrawal from the program

A scholar may be permitted by the Head of the Institute to take a break from the program for a semester or longer for reasons of ill health or other valid grounds duly recommended by the Doctoral Committee. Normally, a scholar will be permitted to discontinue from the program only for a maximum continuous period of two semesters.

R.17 Cancellation of Registration

(a) The registration of a research scholars whose progress is not found to be satisfactory by the Doctoral Committee or who has not enrolled is liable to be cancelled.

(b) The registration of a research scholar who has not submitted his/her thesis before the end of the maximum permissible period as in R. 16 will be cancelled.

R.18 Reversion of upgraded Ph.D Registration to MS/M.Tech Programmes

MS Program

a) A research scholar who upgrades his/her M. S. registration to Ph.D. may apply for reversion to the M.S. Program under the supervision of the same guide(s) if he/she so desires and if he/she has completed three years after the date of original M. S registration.

b) If a research scholar who upgrades his/her M.S. registration to Ph. D fails to pass the comprehensive examination in two attempts, he/she will be reverted to the M.S. Program.

c) The Doctoral Committee will consider the application only if the scholar has completed all the course requirements prescribed originally by the General Test Committee when the scholar registered for the M.S. program and if the research work carried out till date is found suitable for submission as an M.S. thesis. If the application is found acceptable, the Doctoral Committee may recommend a reversion of registration. If the Institute approves the reversal, the Doctoral Committee will continue to function as the General Test Committee until the scholar's M.S. program is completed.

d) The scholar must complete the requirements of the M.S. degree within a maximum period of one year from the date of reversion of the registration from Ph.D to M.S.

M.Tech Program:

a) After upgradation to PhD, the M.Tech students can opt for the exit option after one semester.

b) After exercising the Exit option, they may complete the M.Tech from the parent department.

c) Such students should earn the remaining credits required for the M.Tech degree of the parent department after considering the credits earned from the courses in 3rd semester , from project work during the 4th semester of the M.Tech program.(**2022-47-Senate-07**)

R.19 Synopsis

(a) On satisfactory completion of the prescribed courses, the comprehensive examination and the research work, the scholar shall submit the requisite copies of the synopsis of his/her research work in the required format through the

guide(s) and Institute to the Academic Section for consideration of the Doctoral Committee. Prior to submission of the synopsis, the scholar is required to give at least two seminars on the topic of his/her research and have at least two publications, of which one paper in a Reputed journal indexed in Web of Science and the other in a Reputed Flagship conference organized by professional societies/council or in a journal indexed in Web of Science (either published or accepted). **(2022-49-Senate-10)** (**2023-51-Senate-09**).

(a)1. DC, with an external expert, shall look into the quality of publications on a case-by-case basis, taking into account the journal/conference review comments and review process for fulfilling the publication requirements.

(b) (1): The research scholars shall present the synopsis before the Synopsis Committee comprising of Dean(Academics), HoD, DC and an External Expert. If the Synopsis Committee approves the synopsis, then the thesis supervisor shall present a list of five Indian examiners and Five Foreign examiners who are the subject experts related to thesis work working in reputed academic and research Institutions in India and abroad for consideration by the Committee in the same meeting. The subject experts shall be in the grade of Associate Professor and above for academia and in the grade of Scientist 'F' and above for research Institutions.

(2): The Chairman, Senate, if required, may include additional members in addition to the list suggested by the Synopsis Committee, and this shall be deemed to be the final list of experts for thesis evaluation.

R.20 Submission of Thesis

The research scholar shall, within one month of acceptance of the Synopsis, submit requisite copies of the thesis and abstract of the thesis as stipulated.

The Doctoral Committee may grant additional time beyond one month on request from the scholar for valid reasons.

R.21 Panel of Examiners

The thesis shall be sent to any three examiners chosen by the chairman, senate, or his nominee from the final list among the panel of examiners recommended by the doctoral committee at its synopsis meeting. (**2023-50-Senate-12**)

R.22 Thesis Report

 (a)   The examiner is expected to send the report of thesis within two months from the date of receipt of thesis.

(b) Timely reminders will be initiated by the Dean-Academics for getting the thesis evaluation report from time to time. In case of undue delay on the receipt of thesis evaluation, the Chairman, Senate can authorize a change of examiner.

(c) If two out of three examiners recommend acceptance of the thesis, then the scholar is expected to address all the comments/suggestions raised by the examiners and present a compliance report (response to reviewers' comments) to the doctoral committee. On satisfactory completion of the compliance report meeting, the doctoral committee recommends a viva voce examination.

(d) The report received from the two examiners recommends a major revision of the thesis; then, the doctoral committee may consider and recommend a suitable timeline for resubmission of the thesis.

(e) PhD viva-voce examination board shall consist of (i) Dean (Academics), (ii) HoD, (iii) DC members, (iv) One Indian Examiner, (v) Supervisor (s), and the committee shall meet in full attendance.

(f) In all other cases not covered by the above Regulations, the matter will be referred to the Doctoral Committee for consideration. (**2023-50-Senate-12**)

R.23 Viva Voce Examination

a) The following is the composition of the viva voce Board: (**2023-50-Senate-12**)

1)	Dean (Academics)	Chairman
2)	Head of the Department	Member
3)	One Indian Examiner	Member
4)	Research Guide(s)	Member
5)	A Specialist either from the Institute or outside from the panel approved by the Doctoral Committee and nominated by the Chairman, Senate or his nominee (Internal Examiner)	Member
6)	Doctoral Committee	Members

b) The viva voce board will examine the scholar on his/her thesis work and evaluate his/her performance as satisfactory or otherwise.

c) If the report of the viva voce board declares the performance of the research scholar not satisfactory, he/she may be asked to reappear for viva voce at a Later date (not earlier than a month and not Later than six months from the date of the first viva voce).

d) If the viva voce board on the second occasion also evaluates the performance of the research scholar as not satisfactory, the matter will be referred to the Senate for a decision.

e) The viva voce board may also recommend revision to be made in the final version of the thesis after taking into consideration suggestions of the examiners who evaluated the thesis and the discussion at the viva voce.

The Chairman of the Viva Voce Board shall forward the thesis to the academic section, certifying that the revisions recommended by the Viva Voce Board, if any, have been incorporated in the copy of the thesis along with the report of the Viva Voce Board.

f) All the research scholars shall submit one copy of the final form of the thesis in A5 size and an electronic version in PDF format after the viva voce board recommends the award of the PhD degree.

R.24 Award of Ph.D Degree

If the performance of the research scholar in the viva voce is satisfactory, he/she will be awarded a Ph.D. degree on the recommendation of the Senate and with the approval of the Board of Governors of the Institute.

R.25 Discipline

a) Every scholar is required to observe disciplined and decorous behaviour both inside and outside the campus and should not indulge in any activity that will bring down the Institute's prestige.

b) Any act of indiscipline of a scholar reported to the Head of the Institute will be referred to a Discipline and Welfare Committee nominated by the AAC / Senate from time to time.

c) The committee will investigate the charges and recommend suitable punishment if it finds them substantiated.

d) The recommendation of the Committee will be considered by the Chairman Senate to take appropriate action.

e) The action taken by the Institute will be reported in the next Senate meeting.

R.26 Power to Modify

Notwithstanding all that has been stated above, the Senate has the right to modify any of the above regulations from time to time.