ACADEMIC RULES & REGULATIONS

1. Total number of Research Fellows under an academic staff at any time is as follows.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Designation</th>
<th>Core fund</th>
<th>Extramural Project</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Professor –II &amp; Professor - I</td>
<td>3</td>
<td>5</td>
<td>8</td>
</tr>
<tr>
<td>2</td>
<td>Associate Professor - II</td>
<td>2</td>
<td>5</td>
<td>7</td>
</tr>
<tr>
<td>3</td>
<td>Associate Professor – I &amp; Assistant Professor - II</td>
<td>2</td>
<td>3</td>
<td>5</td>
</tr>
</tbody>
</table>

2. Regulation of common Ph.D. programme

a) This regulation will ensure entry of excellent quality students into the PhD programme of the institute. The minimum requirement is qualification of NET conducted by CSIR, ICAR, DBT, ICMR or INSPIRE Fellowship programme of DST. For the selection of PhD student, there will be a Selection Committee comprising of the Academic Committee members, the Supervisor(s) and External Expert(s). The Director will be the chairman of the Selection Committee.

In case, sufficient no. of CSIR/ICAR/DBT/ICMR/INSPIRE qualified students are not available, other candidates having good academic records may be accepted for Ph.D. programme subject to their qualifying the Entrance Test to be conducted by IASST followed by an interview by an Expert Panel. The entrance test structure will be similar to the National Entrance Test & NET conducted by different agencies. The question papers will be set by the recommended academics/scientists profusely of high reputation and belonging to the National Institutes. In case, qualified students are not available in an academic year, the Ph.D. positions in the concerned area/faculty for that year will remain vacant.

b) The selected students must complete the six month interdisciplinary course work conducted by the institute.

c) Each student will be guided by a Supervising Committee to be chaired by the main Supervisor of the student. The Supervising Committee will assess the progress of the Ph. D students at 6 (six) months interval every year until the completion of 3 (three) years of Ph. D programme.
The assessment for extension of the PhD programme beyond 3 years will also be done by the assessment committee. The assessment for the extension period will also be held at an interval of six months every year. If desired by the Institute, Supervising Committee will invite External Experts in such assessment. The maximum period of fellowship will be for a period of 5 years.

d) The student availing the institute fellowship must have at least one paper with impact factor 1 (one) or above in order to get the SRF after completion of the 2 years of the project as JRF, otherwise they will continue as JRF. When the student will succeed in getting one paper accepted in an impact factor journal within 2 years and 6 months, then he/she will get the stipend of SRF as arrear from the beginning of third year. Further if he/she will get acceptance letter for publication of one paper in one or more impact factor journal within 3 years, then he/she will get SRF for the last 6 months of the third year.

e) If a Ph.D. student fails to complete the PhD programme or want to discontinue in the project for any other reason, he/she will have to notify the authority at least one month ahead through the Supervisor/PI, while leaving the Institute, failing which his/her one month salary will be deducted.

f) When a Ph. D student of IASST seeks to apply for any job during the tenure of his/her Ph.D. programme, he/she will have to apply through proper channel.

g) Experience certificate for Ph.D. student on request will be issued by the concerned supervisor only. After completion of his/her Ph.D. programme, he/she may be issued one general experience certificate by the Registrar, IASST, if requested.

h) A Ph.D student will be entitled for presentation of his/her research findings in three high standard (to be decided by the Academic Committee) seminars/workshops/conferences during the course of his/her Ph.D. programme and will be regulated by the guidelines of conference attendance with core budget support. However, the fellow will be entitled to attend the seminars /conferences outside the state only after completion of first year of their Ph.D. programme.

i) The Ph.D. student will also be entitled for getting training in specialized field, relevant to his/her experiments in any national laboratory. Maximum of two such trainings/consultations may be availed by each student during the entire duration of his/her PhD work.

3. Regulations for the Research Scholars/Technical Manpower of Extramural funded projects of IASST.

a) The Institute encourages the Junior Research Fellows of Externally Funded Projects (EFP) to register for Ph.D. programme. However, the scholarships of these EFP-JRF PhD students will be their remuneration during the project period. If the Ph.D. degree by such EFP-JRF is not completed within the project period, he/she will be able to apply for support from core budget subject to vacancy of JRF-PhD under core support with respect the PI of the project with whom the EFP-JRF-PhD is working. In case there is no vacancy for JRF under the scientist, as per allotted quota of the respective scientist/PI, then only one EFP-JRF for the PhD working with the scientist will be allowed to complete the Ph.D. programme within a maximum of 5 year time. That is a scientist will get only one additional fellow in the case their quota of Ph.D.
student under core support is already filled. Otherwise they will get new institutional fellow once they get vacancy in their quota appears.

b) A research fellow of a project will carry out his/her Ph.D. research on the theme of the EFP.

c) The flow of fund under EFP becomes erratic at times for which, it will be the responsibility of the PI to ensure smooth fund flow from funding agency and stipend of such students. Institute may consider payment of stipend to the research fellow during such period only on loan basis subject to submission of an undertaking by the PI of the project stating that the money will be repaid after the project fund is received. The undertaking will also include a para that in case the fund is not received from the funding agency, it will be adjusted from the salary of the concerned PI on instalment basis.

d) In certain emerging scenario project fellow of an EFP quits work and Ph.D. programme after first or second year of completion of project. However new fellow recruited in the project may join Ph.D program, but he/she will not get any core budget support for the remaining period of his/her Ph.D program after the project funding is over.

4. Medical facility to research scholars.

The medical facility to all the research scholars (self only) be given on payment of membership contribution as per the norms of Central Government currently at the rate of Rs.125/- per month (the contribution rate may change time to time) which is compulsory.

5. Rules regarding implementation of INSPIRE Faculty/Ramalingaswami Fellow and other National Fellowships such as Woman Scientist Scheme, DBT-PDF and Ramanujan Fellowship.

IASST encourages talented persons with PhD degree to apply for above mentioned fellowships programme to the respective funding agencies. However, such applications will be subject to a rigorous screening process in the Institute prior to recommendation to DST, GOI. The pre-screening process will take into consideration on the followings for implementation of the programme:

a) The line of research of the aspiring candidate should be in the existing research domains pursued at IASST.

b) It will be ensured that the existing laboratory setup and space in specific division intending to accept such Faculty/Fellow are adequate. There will not be any provision for creation of additional lab space to the aspiring candidate.

c) Accepted Faculty/Fellow will be allowed to avail foreign visit/training excluding conferences for research exposure and training after completion of one year, as per the provision of the Faculty/Fellowship programme.

d) Any application for job/foreign trip/research grant by the Accepted Faculty/Fellow must be submitted through proper channel.

e) The accepted Faculty/Fellowship must strictly adhere to all the rules and regulations of IASST and the guidelines of Scheme/Fellowship.
6. The rules and regulations related to reimbursement of publication charges for the Academic/Technical staff from the core budget.

a) Only the Faculties and Technical Officers are eligible for the reimbursement of the publication charges, but not the students.

b) Only one publication charge maximum up to Rs. 10,000/- (Rupees ten thousand only) per person per year will be reimbursed for journals having impact factor at least 1, as per SCOPUS.

c) In exceptional cases, the publication charges up to Rs.1,00,000/- (Rupees One lakh only) in journals either open access or otherwise for papers having high impact factor (>4) will be paid by the institute. Consideration for special cases (impact factor slightly <4 or very high impact factor but publication charges more than Rupees One lakh) will be made case to case basis and will be decided by the Academic Committee.

7. Regulations for Ph. D guideship of the Academic Staff of IASST.

The application for Ph. D guide ship of IASST scientist should be routed through proper channel. All applications for guide ship should be submitted to the Director. The entry level Assistant Professor will be allowed to apply for the guide ship after completion of one year of the residency period at IASST. However, in case of an Assistant Professor with outstanding achievements including publication with cumulative impact factor 10 and above in relevant field, he/she may be considered for PhD guide ship under the existing regulations of the concerned university to which the institute is affiliated.

8. Regulation for visit abroad

a) Foreign visits for purpose of presentation of an accepted paper will be supported (except TA) from core budget only once in a three year period. The TA for any such visit to abroad by a scientist must be obtained from funding agencies.

b) Normally, the institute will not entertain any request for financial support from scientist/technical officers in the event of invitation for delivering talk or chairing technical session of seminar/workshop organised in the country and abroad. However for high quality of research published in journals of Impact Factor 5 or above, the IASST scientists may get invitation from the organisers of international seminar/workshop. In such cases, expenses other than TA only will be supported by the institute. The TA will have to be availed from the organiser or other funding agencies.

c) Faculties may get support of maximum of Rs. 7,000/ per annum for becoming member of Scientific / Academic societies up to a maximum membership of 3 such societies in the total period of service of a scientist.
9. Regulations for Externally Funded Projects (EFP):

The Institute encourages scientists to apply for extramural research grants, through certain administrative rules/guidelines, within the scope of objectives and areas of research pursued in the Institute.

a) The proposed projects completed in all respect should be presented in front of the Academic Committee of the Institute. If competent authority feels it necessary, experts in the field will also be consulted or invited to the presentation.

b) The PI should submit such projects for evaluation by the Academic Committee at least 10 (ten) days before the last date of submission of the project to the funding agency.

c) Subsequently, the project proposal will be officially routed to the funding agency.

d) In case the project is sanctioned, the JRF/SRF of the project will be encouraged to register for PhD programme. However, the fellowship for the PhD will be co-terminus with the project. There shall be no liability of the institute for the PhD work of the EFP-JRF students beyond the duration of the project. There will be formal agreement with the JRF/SRF on this prior to appointment as JRF/SRF in the project. This rule does not clashed with the above point no. 3(a).

e) The EFP-JRF PhD students will be administered by the same academic rules and regulation with respect to PhD research progress evaluation, up-gradation to SRF and publication standard.

f) Requests from PI of projects for purchase of chemicals using core fund on the plea of non-release of central project fund timely will not be entertained. The purchase of chemicals or payment of salaries to JRF from core fund will be considered only when the order for release of money from the funding agency reach IASST. Application for purchase request submitted without copy of written order from funding agency will not be considered in such cases. The purchase may also be permitted if the PI submit an undertaking that he/she will be personally responsible for repaying the money, if the funding agency closes the project and do not release money.

10. Further rules regarding PhD students.

a) The institute discourages entry of any PhD scholar by means other than the procedure listed above for admission as PhD candidate into the institution and registration with the affiliated University.

b) Time to time, PhD students of IASST get opportunity to undergo training abroad in the line of his/her PhD research with token financial support from the foreign institution/university for a short duration (3 to 6 months). Under such circumstances the student will continue to receive stipend from the core budget for the duration of the training abroad. In case of research fellow of EFP who also register for the PhD and draw fellowship from the project fund, the admissibility of stipend will depend on the rules and regulations governed by the funding agency.
11. **Rules regarding the project work of summer students and B. Tech., M. Tech. students for Short term /six month project work.**

IASST runs summer students training programmes for the mutual benefits of the students and supervisor scientists.

a) Such programmes can be two (2) to six (6) months duration. Six months duration programme is for M. Sc and M. Tech students who intend to do a project work in any of the ongoing research theme pursued in the Institute. For such programme

i. The aspirant student will apply to the Director in prescribed format through proper channel,

ii. The student will submit the proposal along with application indicating the name of the scientist of Division (available in the website) in which he/she wants to work,

iii. There will be fee of Rs. 5000.00/= (Rupees Five Thousand Only) for such project work to cover the administrative expenses involved during the six months period,

iv. Hostel accommodation cost for such students (if required) will be governed by IASST Hostel Rules.

v. At any point of time, there will be only 1 (one) trainee student authorised for a scientist in a Division of IASST.

b) **Short term training for B. Sc, B. Tech and M. Sc students:**

Short term training will be for a duration of one (1) to three (3) months.

i. The aspirant students have to apply to the Director, IASST with the duly filled application in prescribed format.

ii. The student will write a brief proposal of the research training he/she intends to undergo.

iii. Govt. Institute/University students will be given preference over Private Institute/University students.

iv. There will be only 2 (two) such trainee students at any point of time with a scientist.

v. There will be a training fee of Rs. 1000.00/- PM (Rupees One Thousand Only) and the hostel accommodation cost for such students (if required) will be governed by IASST Hostel Rules.

vi. Selection of students will be on the basis of merit and the strength of the training subject proposed.

12. **Regulations regarding special fellowship to brilliant research students**

In the interest of quality research, the institute may extend brilliant research student to continue their research even after Ph.D viva (within 5 year time frame) with financial support from the core budget of the institute subject to the fulfilment of the following conditions:
i) He/she must have a cumulative impact factor of 10 and above with each publication having impact factor 1 or above from his PhD research at the time of PhD viva.

ii) He/She can apply for this fellowship from core budget and will be considered for a duration starting from the date of Ph.D viva voce examination up to 5 years from the date of joining the Ph.D program.

iii) Such fellow will have to submit the proposed research work to be carried out during the period under consideration for fellowship from core fund, to the Academic Committee.

iv) The maximum period of such fellowship will be 1 year (i.e, maximum of two extensions of 6 months each) or till the completion of availing fellowship at IASST for a total period of 5 years from the date of joining.

v) The fellow will have to publish the research work of this extended period in high quality journal, essentially carrying impact factor 2 and above.