

**National Institute of Foundry & Forge
Technology
Hatia, Ranchi- 834003**



Information Brochure for PhD

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1.0 INTRODUCTION

The National Institute of Foundry and Forge Technology (NIFFT), hereafter referred to as the Institute, offers doctoral research programmes leading to the award of Degree of Doctor of Philosophy (PhD) in Engineering and Science in the following departments:

- (a) Department of Forge Technology
- (b) Department of Foundry Technology
- (c) Department of Manufacturing Engineering
- (d) Department of Materials and Metallurgical Engineering
- (e) Department of Applied Science and Humanities

2.0 ADMISSION

On the basis of overall academic performance in the qualifying examination, interview and/or written test, the Departmental Research Committee (DRC) will recommend the names of selected candidates along with the names of probable research supervisor(s) to the Central Selection Committee (CSC), which makes final selection. Reservation policy of Govt. of India shall apply.

2.1 Status of Research Scholars

The candidates admitted to PhD programmes, hereafter referred to as Research Scholars, will have one of the following status:

- (a) Full-time Research Scholars with Scholarship
- (b) Full-time Research Scholars without Scholarship
- (c) Full-time Research Scholars sponsored by Industries
- (d) Part-time Research Scholars from Institute Faculty/Staff

2.2 Eligibility for Admission

2.2.1 The minimum educational qualifications required for admission to PhD programmes in Engineering and Science is one of the following:

- (a) M.E. / M. Tech. from a recognized institution or university in the relevant discipline, with at least 6.5 CGPA (or 60% Marks) in aggregate.
- (b) B.E./ B. Tech. in the relevant discipline or MCA from a recognized institution of university, with at least 7.5 CGPA (or 70% marks) in aggregate.
- (c) M. Sc. or equivalent from a recognized institution of university in relevant discipline with at least 7.5 CGPA (or 70% marks) in aggregate.

- 2.2.2 For candidates belonging to SC/ST category, a relaxation of 0.5 CGPA (or 5% marks) is allowed in the minimum requirement.
- 2.2.3 The faculty and Staff/ members of the Institute, who satisfy the eligibility, criteria may be considered for admission the PhD programme as Part-time Research Scholar subject to a no-objection certificate from the Institute. The shall work for their PhD programme while discharging their normal duties.
- 2.2.4 Apart from required qualifications and academic record, the research aptitude, ability to work in team, subject interest, availability of research supervisors and facilities available and research focus of the concerned department will be considered by the DRC while selecting the candidates.

2.3 Admission Procedure for Full-time Research Scholars

- 2.3.1 The application received from the candidates for PhD programme shall be screened by Coordinator (PhD and Research). The shortlisted candidates will be informed by post and through Institute website about the date, time and venue for the admission test and/or interview.
- 2.3.2 On the basis of overall academic performance, interview and/or written test, the DRC will recommend the names of candidates with probable research supervisor(s) to CSC. And the final selection will be decided by the CSC.
- 2.3.3 At the time of admission, the research scholars shall submit an undertaking the he/she would abide by the rules and regulations and codes of conduct of the Institute.

3.0 RESEARCH EVALUATION COMMITTEE (REC)

The CSC will constitute a Research Evaluation Committee (REC) to each research scholar with the head of concerned department as Chairman and supervisor(s) and three faculty members, nominated in consultation with the supervisor(s), as the members. The Coordinator (PhD) and Research) shall also be a member of REC as a facilitator but not as a signatory.

4.0 REGISTRATION RULES

- 4.1 The research scholars shall submit a prescribed PhD registration form (available with Ranchi University) to Coordinator (PhD and Research) with all relevant documents, which shall be forwarded to the Director for permission to conduct a pre-registration seminar. After obtaining such permission, the Coordinator (PhD and Research) will conduct the pre-registration seminar.
 - 4.1.1 After favorable recommendation of the Research Evaluation Committee (REC) and subsequent approval of the Dean (Faculty of Engineering), Ranchi University, the completed registration form shall be submitted to Ranchi University along with prescribed registration fee.
 - 4.1.2 Rules of Ranchi University for registration of a candidate shall be in-force.
- 4.2 Renewal of registration of a scholar for every year/semester will be subject to the favorable recommendations of the REC.
- 4.3 If the registration of a research scholar is cancelled due to any reason, he/she may get registered again by completing all similar formalities. In such he/she may be allowed to submit the thesis after two years from the date of the last registration.

5.0 COURSE WORK

- 5.1 Research scholars will take courses recommended by the supervisor(s) and approved by REC as a mandatory requirement. The list of course to be taken by the research scholar during a semester shall be sent to the Coordinator (PhD and Research).
- 5.1.1 Full-time research scholars with M. E. / M. Tech. degree shall take a minimum of three courses (9 credits) and those having any other qualification shall take minimum of three courses (12 credits). Part-time research scholars shall take a minimum of two courses (6 credits). In both cases (full time and part time), the research scholars must get at least 'C' grade in each course.
- 5.1.2 If the grade obtained by a research scholar in any subject is below 'C', he/she has to repeat that subject and clear it with a grade not lower than 'C'.
- 5.1.3 In the event of failure to clear the prescribed course work in four semesters, the registration/admission of the research scholar will be cancelled.
- 5.1.4 Supervisor(s) may recommend more courses to be taken up the scholar, if needed.
- 5.2 The prescribed courses shall be postgraduate (M. Tech.) level courses of the Institute. The grade and corresponding grade points will be as per the M. Tech. regulations of the Institute. Special courses may be floated for research scholars after obtaining due approval from Academic Council.

6.0 MINIMUM RESIDENTIAL REQUIRMENT

- 6.1 The minimum period of study and research for regular, full-time research scholars required at the Institute from the date of registration for the PhD programme to the date of submission of PhD thesis shall be 24 months.
- 6.2 Withdrawal from the programme is permitted for a semester for reasons of ill health or other valid grounds by CSC only after due recommendation from REC.

7.0 ACCOMMODATION IN THE CAMPUS

- 7.1 Full-time research scholars will be provided accommodation in the Institute hostels.
- 7.2 Unfurnished family accommodation is available to married research scholars desirous of staying with the family as per the rules of the Institute. Such research scholars will have to apply to the Director through their research supervisor(s).
- 7.2.1 Unmarried research scholars are not eligible for family accommodation.
- 7.2.2 Only limited family accommodation is available in the campus for married research scholars. Hence, family accommodation cannot be claimed as a matter of right.
- 7.2.3 The accommodation provide to married research scholars may be withdrawn if they fail to live with their family their family.
- 7.2.4 The research scholars will have to pay appropriate rent and charges as per the rules.

8.0 RELIEF FROM PHD PROGRAMME TO TAKE UP JOB

- 8.1 Research scholars who got job offer can get relief from the programme, while keeping their registration alive on payment of requisite fees every semester.
- 8.2 Research scholars may be relieved on their request to take up jobs. Such requests will be entertained provided they have completed: (a) minimum residential requirement; (b) prescribed course work; and (c) pre-registration formalities. Recommendation of REC and approval of CSC are mandatory for relief.

9.0 MAXIMUM DURATION OF PROGRAMME

Research Scholars should submit the thesis within 4 years from the date of registration. The CSC may extend the period of submission of thesis further for 2 years in case of regular full-time research scholars, with an additional one years for research scholars who are staff members of the Institute, on the recommendation of REC.

10.0 WITHDRAWAL FROM THE PROGRAMME

A research scholar may be permitted by the CSC to withdraw from the programme for a semester or longer for reasons of ill health or other valid grounds when duly recommended by the DRC. Normally a scholar will be permitted to discontinue from the programme only for a maximum continuous period of two semesters.

11.0 CANCELLATION OF REGISTRATION

- 11.1 Based on adverse recommendation of DRC regarding the progress of research scholar, the CSC may cancel the registration of the research scholar.
- 11.2 The registration of a research scholar who has not submitted his/her thesis before the end of the maximum permissible period as in 9.0 will be cancelled.

12.0 SCHOLARSHIP

- 12.1 To be considered as full-time research scholar with scholarship, a valid GATE score/ NET qualification is mandatory for candidates not having M.E. / M. Tech. degree.
- 12.2 Only full-time research scholars with scholarship will get scholarship, for a maximum period of four years, at the rates in accordance with the directives from appropriate authorities. The scholarship shall be governed by the rules of MHRD and Institute.
 - 12.2.1 Such research scholars shall apply for enhancement of scholarship at least one month before the completion of two years from the date of joining along with a summary of the progress of their work to Chairman, DRC through their supervisor(s). The recommendations of DRC will be forwarded to REC. Based on the recommendations of DRC, such research scholars will be asked to deliver a similar before the REC.

- 12.2.2 Subject to favorable recommendation of REC, the research scholar will be eligible for enhanced scholarship after completion of two years from the date of joining.
- 12.2.3 In case recommendation of the REC is not favorable, the candidate may deliver a fresh seminar within three months from the previous one for consideration of enhancement in scholarship.
- 12.3 The full time research scholars shall be eligible for 30 days of leave in a calendar year, subject to approval of the supervisor and the head of the department. There shall be provision of maternity leave as per the norms of Government of India.
- 12.3.1 Any absence over and above the admissible leave prescribed above shall be without scholarship, which shall be deducted on a pro-rata basis for the days of such absence.
- 12.3.2 A research scholar may, on the recommendation of the supervisor and the head of the department, be granted leave without scholarship for a total period not exceeding three months, during the entire tenure of scholarship by the Dean (Academic).
- 12.4 A research scholar may be assigned academic responsibilities of up to eight hours per week including tutorial classes, laboratory demonstration work, conduct of seminar / symposia, examination duties, running and maintenance of equipment/computer as may be decided by the head of the department.
- 12.5 No research scholar shall be permitted to receive any emoluments, salary, stipend or any other scholarship/ assistantship of the Institute or of any external organization institution.

13.0 PROGRESS REPORT

- 13.1 A research scholar shall submit a written report in required format, annually for the first three years, and every six months thereafter. The report should be routed through the supervisor(s) and head of the department for consideration and review by REC.
- 13.2 Continuance of registration and award/continuance of scholarship will be based on the recommendation of the REC subject to final approval by CSC.
- 13.3 In case of part-time research scholars, the REC will pay particular attention to the quantum of effort put in by the scholar towards doctoral studies and progress. Inadequacy of effort/progress can be a reason for cancellation of registration.

14.0 DISCIPLINE

- 14.1 Every scholar is required to observe discipline and decorous behavior both inside and outside the campus and should not indulge in any activity, which will tend to bring down the reputation of the Institute.
- 14.2 Any act of indiscipline of a scholar reported to the Dean (Academic) will be referred to a Discipline and Welfare Committee nominated by the Director from time to time.
- 14.3 The committee will investigate the charges and will recommend suitable punishment if it finds the charges substantiated. Such recommendations will be considered by the Director, who will authorize the Dean (Academic) to take appropriate action.
- 14.4 The Dean (Academic) will report the action taken to the Director.

14.5 The scholar may go in for appeal to the Director, whose decision will be final.

15.0 USE OF POWERED VEHICLES

15.1 The scholars living in the Institute hostels are not allowed to use powered vehicles, namely two wheelers and four-wheelers.

15.1.1 Exemption may be allowed on written permission from the Chairman Academic Affairs and Chief Hostel Warden, in case of persons with disabilities only.

15.1.2 Scholars living the married scholar's accommodation are allowed to use powered vehicles, provided that the vehicle is registered in their name. However, they have to obtain prior permission in writing from the Chairman Academic Affairs.

15.2 One time excuse may be allowed for violation of 15.1 with a penalty of Rs. 500.00. The name of such scholar and the registration number of the vehicle will be noted in the register.

15.2.1 If a scholar continues to use the same vehicle or different vehicle or the vehicle (in the register, vide 15.2) being used by any other scholar (even those residing in married scholar's accommodation) will lead to a penalty of Rs. 5000.00 for every instance.

Address for Communications:

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