



OFFICE OF THE REGISTRAR
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
AN INSTITUTE OF NATIONAL IMPORTANCE
(FORMERLY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR)

No. RNS/5807/17

Dated: 24th March, 2017

Order

This is for information of all concerned that the Senate in its 10th meeting held on 07.02.2017 vide Resolution No. 10.M4 has approved the guidelines for selection of Junior Research Fellow (JRF) to Senior Research Fellow (SRF) for scholars holding institute fellowship and registered in the PhD Programme submitted by the Dean Academic Affairs. A copy of the guidelines is enclosed.

Sd/-
(Biman Bandyopadhyay)
Registrar

Enclosure: As stated above..

Copy forwarded for information and necessary action to:-

- 1) The Director
- 2) All Deans/ Directors of Schools/ Heads of the Centres/ HODs
- 3) All Officers
- 4) Institute Website
- 5) Meeting Section, Office of the Registrar

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24/3/17
Registrar
IEST, Shibpur

Guidelines for selection of Junior Research Fellow (JRF) to Senior Research Fellow (SRF) for scholars holding institute fellowship and registered in the Ph.D. program of IEST Shibpur.

1. The JRF after completion of initial period of two years counted from the effective date of joining in the concerned department as JRF, may apply to the Dean (Academic Affairs) through his/her supervisor(s) and Head of the Department for enhancement of fellowship to the SRF level subject to (i) the JRF has registered himself/herself and (ii) completed all course work recommended by the doctoral committee of the candidate.
2. The selection of JRF to SRF position should be done through performance assessment on the progress made only in the PhD program. Research paper/papers (only with 1st Authorship) in any peer-reviewed SCI indexed journal/Scopus or Web science indexed conference proceedings on the topic related to the candidates PhD work will be given preference during the assessment.
3. The work done by the JRF will be assessed by a committee consisting of the supervisor(s), head of the department, Dean Academic Affairs or his representative and an external expert (other than the external member of the Doctoral Committee) to be nominated (at least three names) by the Doctoral Committee and finally selected by the Dean (Academic). The applicants for the JRF to SRF position should give an open house presentation on his/her Ph.D. work highlighting --the background, objectives, progress made during his/her tenure in the JRF position) and future plan of work to be carried out.
4. Report from the office of the Dean (academic affairs) and the HOD on the fulfilment of institutional obligations e.g., academic and financial will be considered to be an integral part of the assessment procedure.
5. The recommendations/comments of the committee duly signed by all the members of the assessment committee should be forwarded to the office of the Dean (Academic Affairs) for necessary action.
6. A candidate may again appear before the committee members in case of failure not before 3 months from the date of last presentation. This option can only be available for one or two successive failures.
7. The effective starting date for fellowship in the SRF position for successful candidates will be from the date of eligibility to SRF provided the application is made well before (at least 2 months before the due date). For delayed application the due will be the date of performance assessment committee meeting for the JRF to SRF position.