



No. RMS/5819/17

Dated: March 29, 2017

Order

This is for information of all concerned that the Senate in its 10th meeting held on 07.02.2017 vide Resolution No. 10.04 has approved the proposal for industry specific part-time Three Year M. Tech. program for working professionals at IEST, Shibpur by the Departments of Civil and Electrical Engineering as per the Resolution of the 8th Senate meeting held on 20.06.2016(vide Resolution No.08.04). The Senate also resolved that the course will be started from the next academic session and the concerned departments will finalize the detailed modalities of the Class timing, Admission, Course structure, Specialization, Examination rules etc., in consultation with appropriate authority. Honorarium of the faculties and non-teaching staff will be decided by a committee constituted by the Director for this purpose as per 8th Senate Resolution No. 08.04.

Sd/-
(Dr. Biman Bandyopadhyay)
Registrar

Copy forwarded for information and necessary action to:-

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

29/3/17
Registrar
IEST, Shibpur



No. RMS/5818/17

Dated: March 29, 2017

Order

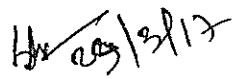
This is for information of all concerned that the Senate in its 10th meeting held on 07.02.2017 (vide Resolution No. 10.05) has approved the regulations for MS (by research) in engineering programs at IEST, Shibpur for the eligible research manpower in sponsored schemes/funded R&D projects and the eligible staff members of the institute and resolved that the regulations shall be made effective from the next academic session (2017-18). The Senate also resolved that the regulations of MS (by research) in engineering programs be incorporated duly in the Institute records and documents, in addition to the existing PG & UG regulations of the institute, after proceeding through the appropriate/statutory formalities. A copy of the regulations is enclosed.

Sd/-
(Dr. Biman Bandyopadhyay)
Registrar

Encl: As stated above

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Registrar
IEST, Shibpur

31.01.17

Draft REGULATIONS RELATING TO proposed MS in ENGG.
PROGRAMME at IEST, SHIBPUR

1. GENERAL

- 1.1 The IEST, Shibpur, herein and after referred to as the Institute unless otherwise specified, shall provide facilities for instructions in prescribed discipline at post-graduate level with more emphasis on research content, leading to the degree of MS by research in Engineering, to be called as MS(Engg.).
- 1.2 The MS program may be offered by any Engineering Departments/Centres/Schools of the IEST, Shibpur.
- 1.3 The program will be open only to research workers in sponsored schemes/projects, and staff members of the Institute. However, a limited number of sponsored candidates may be considered. The rules governing the sponsored candidates and permanent staff members of the Institute are given in **Appendix-I** and **Appendix-II**, respectively.

2. DURATION

- 2.1 The MS program shall comprise the following two parts, viz.
 - I – Prescribed course work, and
 - II – Thesis
- 2.2 The usual duration of the program shall be three Academic Years (5 or 6-Semesters). Enrolment for MS (Engg.) programme shall be co-terminus with the start of a semester.

3. ELIGIBILITY FOR ADMISSION

- 3.1 A candidate who has passed the final examination for:
Bachelors degree in Engineering, Technology or Architecture, or MSc. in related Physical Science subjects or Bachelor degree in other courses offered by IITS/NITs and other AICTE/UGC/MHRD approved institutions and those organized by professional bodies like AMIE, The Institution of Engineers (India) (Civil, Mechanical, Electrical, Electronics and Telecommunications), the Aeronautical society of India, the Indian University of Metals, the Indian University of Chemical Engineers, the University of Electronics and Telecommunication Engineering and other professional bodies as may be approved by the Senate of this Institute from time to time .

The candidate must have obtained at least 60% marks or a CGPA of 6.5 in a 10 point scale/ 5.5 in a 8-point scale in the case of Engineering/ Science.

Reservations are applicable as per GOI rules.

- 3.2 A research worker (SRA, JSO, SSO, JRF, SRF) appointed as per Institute rules in a scheme/project which is being carried out in the Institute is eligible to register for the program subject to satisfying the admission requirement and also subject to the condition that the tenure of the scheme remaining at the time of joining is at least two years, provided also that the investigator-in-charge of the scheme is satisfied that the candidate's joining the MS program will not interfere with his duties in the scheme. Such candidates have to provide certification from Project Principal Investigator / Co-ordinator to the effect that Project funding is available for the candidate during a min. of 2 years from admission. In case the candidate leaves the project his registration for MS will be cancelled.

The MS program is also open to candidates sponsored by recognized industries who have a recognized R&D program, UGC/DST sponsored laboratories, CSIR/ISRO/Defense Laboratories and University employees provided they satisfy the minimum qualification criterion laid down in para 3.1 above

- 3.3 Normally the maximum age of candidate shall be below 35 years on 1st January of the year in which the admission is applied for.
- 3.4 The Chairman of the Senate may, on the recommendation of the Departmental Academic Committee and Senate, relax the above norms to the extent deemed reasonable in the case of a sponsored candidate/permanent staff member of the Institute having long experience and/or additional professional qualification.

4. ADMISSION

- 4.1 Admission to the M.S. in Engineering program of a Department/Centre/School may be granted in either of the Autumn or the Spring Semester.
- 4.2 All candidates for admission to the program must submit their application in prescribed form together with attested copies of relevant testimonials and prescribed fees by such date as may be notified by the Institute.
- 4.3 For initial screening candidates have to appear in an admission test in case they do not have a valid GATE score. Short-listed candidates shall be required to present themselves for a personal interview before a Selection Board to be constituted as per rules. Final selection of candidates shall be made by the Selection committee on the basis of their performance at the qualifying examination and at the interview.
- 4.4 Dean (Acad) shall on, the recommendation of the Selection Committee offer admission to the candidate in the MS program. The candidates will be required to join the program at the Department/Centre/School from the date of joining for which they have been selected.
- 4.5 Selected candidates shall be enrolled for the program following the rules and fee structure as per the existing M.E. programme.
- 4.6 The Departmental Academic Committee (DAC) will constitute a separate MS Committee (MSC) for each MS student admitted and a supervisor. In case of candidate working on a funded project the PI / Co-PI will be the supervisor(s) of the candidate. This should be completed within 7 days of enrolment of the candidate. The constitution of the MS Committee will be as follows: (i) The HOD, (ii) The Supervisor(s), (iii) One faculty member from relevant application area from the Dept., (iv) One faculty member from an associated department. Members (iii) and (iv) will be decided by the HOD and the supervisor.

5. ATTENDANCE AND DISCIPLINE

- 5.1 Attendance in all classes is compulsory. If the attendance of any student is considered to be unsatisfactory he/she will not be permitted to appear at the examination. A student with poor attendance record may be asked to discontinue his/her studies. A student can avail of leave, as applicable to ME students while the student is registered for MS degree. This supersedes leave rules applicable to scheme employees.
- 5.2 Students sponsored by a recognized industry/R&D Organization including a National Laboratory equipped with adequate research facilities may be permitted to carry out the research work in their respective parent Organization. The student will have to submit

the thesis within the period specified in the ME regulation.

5.3 Generally, the students will be subject to all rules regarding conduct and discipline as will be applicable to ME students.

6. COURSE STRUCTURE

6.1 In order to qualify for the degree a student is required to complete the following requirements:

Part – A

a) Course work	... Minimum	12 credits
	Maximum	16 credits
b) Two seminars	...	4 credits
c) Comprehensive Viva Voce	...	4 credits

20/24 credits

Credit requirements – Minimum 6 courses in consecutive 3 semesters

Part – B

a) Internal assessment of day to day work (by Supervisor)	10 credits
b) Evaluation of thesis by Supervisor	10 credits
c) Evaluation of thesis by “internal” expert	10 credits
d) Evaluation of thesis by “external” expert	15 credits
e) Final viva-voce conducted by MS Committee, Internal expert External expert and Supervisor	15 credits

60 credits

Total Credits 80/84 credits

A student may be assigned a few additional non-credit audit courses in addition to the prescribed course work between 12 and 16 credits.

A student will have to obtain a minimum marks of 40% in each of the components of Part “A” and 50% in part “B”. Should the candidate fail to clear the course work, the MS Committee may review the performance of the student and recommend a change of course work.

6.2 The course work has to be normally completed within four consecutive semesters of joining the program.

6.3 The course work: The MS Committee will, within 10 days of the students’ joining, and before the semester begins, choose supervisors for each of the students and also decide courses they will have to undergo. For a student working in a funded project/scheme, however, investigator(s) concerned will be the Supervisors. Under no circumstances a student shall have more than 2 Supervisors.

While assigning course work, conducting the comprehensive viva voce and assessing performance at the seminars/synopsis of a student the MSC will meet and finalise the modalities.

6.4 The Seminar: The student shall deliver two seminar lectures each of about one hour duration each carrying 2 Credits. The first seminar is to be delivered on completion of the course work and at the start of the thesis work; the seminar should focus on the research problem and give an outline of the nature and scope of the work the student

wishes to undertake. The second seminar is to be delivered at the end of the 3rd semester or mid-way of thesis work. The student shall present the result of his work done so far. The MSC will assess the performance of students at the seminars.

- 6.5 The comprehensive Viva Voce: The MSC will conduct the oral examination carrying 4 credits. The viva voce will cover the course work completed by the student. This should be held within one month of completion of course work.
- 6.6 Research work for Thesis:
- (a) The supervisor(s) will assign the problems on which the students will carry out research for their thesis.
 - (b) If the research problem of a student is inter-disciplinary in nature or if a sponsored candidate from an Organization (as mentioned in para 5.3 above) is permitted to carry out his research work at the place of employment, there may be a joint supervisor appointed for the student from the Institute or from the Organization, as the case may be. Under no circumstances, will a student have more than two supervisors.
 - (c) Registration for the thesis work may be done in the First semester and the research work thereon can be carried out simultaneously with the course work.

7. SYNOPSIS and THESIS

- 7.1 A student shall submit a synopsis of the work at least one month before the date of submission of thesis. Five copies of the neatly typed synopsis are to be submitted to the Head of the Department/Centre.
- 7.2 The student shall deliver a seminar lecture on the research work he/she has done to an open audience in which besides others MSC members will be present. This will test the candidate's depth of knowledge and progress in his research. The candidate shall be allowed to submit his thesis for the MS degree only when the MSC is satisfied about the work. If the MSC is not satisfied with the quality of the work or the general preparation of the candidate, the candidate will have to appear again for the seminar within a maximum period of one month. The thesis must be submitted within two months after the MSC approves the submission on the basis of this synopsis seminar. The thesis examination and subsequent viva-voce will follow the procedure of regular ME Programme.
- 7.3 A thesis must contain:
- (a) a certificate from the Supervisor(s) to the effect that (i) the work has been carried out under his/their supervision, (ii) the student has fulfilled all the prescribed requirements, and (iii) the thesis is based on the student's own work and that it has not been submitted elsewhere for any other degree/diploma,
 - (b) a brief bio-data (name, age, educational qualification, experience and home address) of the student, and
 - (c) an abstract of the thesis in about 200 words, together with about 15 keywords.
- 7.3 The thesis should be neatly typed or printed preferably soft bound. At least 4 (5) copies of the thesis should be submitted through the Head of the Department/Centre, within a maximum period of 2 months from the date of submission of the synopsis.

8. AWARD OF DEGREE

A student who has completed satisfactorily all prescribed requirements and has cleared all fees and dues payable to the Institute shall be eligible for the award of MS(Engg.) degree of the Institute. The degree shall mention the department/centre (with specialisation) from where the candidate has passed and shall be awarded at the annual convocation for the academic session in which the student completes the requirements satisfactorily.

9. UPGRADATION OF REGISTRATION FROM MS (ENGG.) TO PH.D

Upgradation of registration from MS (Engg) to Ph.D is possible for a candidate who obtains a minimum 65% and has taken courses amounting to at least 12 credits.

Interested candidates should submit a request for upgrade through the Research Supervisor to the Head of the department at the end of first term or during second/third term.

All such request for upgradation will be consider initially by a Committee consisting of the following

- Head of the department*
- Two Faculty members from the department
- Research Supervisor/s for MS (Engg)
- Research Supervisor/s (proposed) for Ph.D

* Where the HOD is the Research Supervisor, the department will identify another member of the Faculty of the department.

The report and recommendation of the committee will be considered by the MSC for approval. If the upgradation is approved, the date of registration for Ph.D is the same as the date of upgradation. Such Ph.D candidates may be allowed to submit his thesis after one year from date of registration.

THE ABOVE REGULATIONS WILL BE REVIEWED FOR POSSIBLE AMMENDMENTS BY THE SENATE FROM TIME TO TIME.

APPENDIX-I

ADMISSION OF SPONSORED CANDIDATES TO MS PROGRAM

(Vide para 3.2 of the Regulations)

The Institute may admit persons who are in gainful employment as 'Sponsored students' to the MS program subject to the following conditions:

- 1.1 Persons who possess the minimum prescribed qualifications and are in service in any of the following establishments shall be eligible for admission to the MS(Engg.) program as sponsored students
 - (a) Defence or other ministries of the Government of India or any other government organizations;
 - (b) established industrial research and development organizations;
 - (c) autonomous bodies and public undertakings;
 - (d) universities/colleges;
 - (e) such industries as may be recognized by the Institute for the purpose from time to time.
- 1.2 Besides the sponsored candidates from the above organizations, qualified teachers from MHRD/UGC/AICTE recognized Engineering Colleges/Institutes shall be eligible for admission to the program.
2. The prescribed minimum qualification for admission to the MS program are given in 3.1 of the regulations. The Senate, may, on the recommendation of the DAC relax the above norm to the extent deemed reasonable in the case of a sponsored candidate having long experience and/or additional professional qualification.
3. An intending sponsored candidate must submit his application in prescribed form for

admission through his employer, who will forward the same to the Institute with suitable endorsement so as to reach the Institute by the date stipulated in the notification for the semester.

4. A sponsored scholar selected for admission shall be required, at the time of joining the Institute:
 - a) to submit evidence of having passed the qualifying examination and such other documents as the Institute may require,
 - b) to produce certificate from the employers to the effect
 - i) that he has been officially released from his duties for purpose of joining the program and has been granted the leave for the required period to complete the course works during the semester.
 - ii) that his services shall be retained with the employers.
5. Subsequent to joining the Institute as a sponsored research student and during the tenure, the candidate shall not be eligible for any financial support from the Institute if the sponsoring authority puts him on leave without pay or half pay.
6. (a) A candidate sponsored by an industry, an R&D organization, educational institution or a Government organization having adequate research facilities may be allowed to work externally subject to his fulfilling all such conditions prescribed by the Regulations as applicable. Permission to carry out the research work partially or entirely at the ~~organization~~ shall be granted only if the DAC and MSC is satisfied about availability of research facilities there and fulfillment of all requirements.
 - (c) Such permission is to be obtained in advance.
 - (d) In such a case a joint supervisor from the sponsoring organization with adequate research experience may be appointed with the approval of DAC and MSC. When a sponsored candidate has been granted permission under these provisions to work externally at the parent organization he will be required to maintain frequent contact with the supervisor in the Institute.

APPENDIX-II RULES

RELATING TO ENROLMENT OF ELIGIBLE STAFF MEMBERS

(Vide item 3.2 of regulation)

1. Members of permanent non-teaching staff may be permitted to join the MS program of the Institute provided, that prior permission has been obtained from the competent authority through the HoD of the concerned department before applying for admission to the program.
2. For admission to the program a member of staff must fulfill the prescribed norms and at the qualifying examination he must have obtained at least the percentage of marks/grade/CGPA as prescribed in 3.1 as applicable. The Senate may, on the recommendation of the DAC relax the above norm to the extent deemed reasonable in the case of a permanent staff member of the Institute having long experience and/or additional professional qualification.
3. All common rules laid down in the MS Regulations relating to course work, prosecution of research work under the supervision of a member of faculty etc., will be applicable to all members of staff when being enrolled.
4. All members of staff permitted to join MS program must pay the prescribed enrolment-cum-registration fee and also the thesis evaluation fee before submission of the thesis on completion of the work.
5. A member of staff enrolled for the MS degree shall be exempted from payment of any

tuition and other fees except the following, which all MS candidates are required to pay:

- (a) Admission fee, and
- (b) Thesis fee

Members of staff permitted and enrolled for the degree shall not be entitled to any Scholarship.

6. The other conditions for permission to the staff shall be as follows:-

(a) The program shall be open to only non-teaching staff of the Institute. A member of non-teaching staff seeking permission to join the research program must hold a permanent post in the Institute.

(b) The application for administrative permission to join a MS program by a member of non-teaching staff must be submitted through the Head of the Department/Centre/School or the Section In-charge, as the case may be. While submitting the application he/she must give an undertaking in the form appended hereto (**Annexure-II**) to the effect that he/she will abide by all rules and regulations.

The permission granted to a member of non-teaching staff to join the MS program can be withdrawn by the Institute at any time if the exigencies of Institute work so require.

(c) The DAC shall examine every application seeking permission to join the MS taking into account whether the proposal for joining the program for which permission is sought for arises out of genuine interest and ability.

(d) After the permission is granted the staff will submit an application on prescribed form together with the prescribed enrolment-cum-registration fee. On receipt of this application the Head of the Department/Centre/School concerned will place the same before DAC for allotment of the supervisor.

(e) The minimum period to be spent in the research work by a member of non-teaching staff registered for the MS degree shall be 4 years. The maximum period admissible for completion of the work and submission of the thesis shall, however, remain to be the same as in the case of regular candidates i.e., 5 years.

[To be submitted at the time of Interview]

Admission to Ph.D / M.S programme under External / Part – time Registration Scheme at IEST, Shibpur

Proforma for Leave/Relief Certificate

Shri/mt/Kumari

.....

employed as is granted

leave for minimum of 30 weeks total (210 days) commencing fromto

and is relived of his/her duties with effect fromto enable him/her to pursue M.S/Ph.D Research programme under External / Part – time Registration Scheme in July / Jansemester at the Indian Institute of Engineering Science and Teachnology, Shibpur, Howrah – 711103 as per their offer of admission letter No.....dated

This leave of 30 weeks may be equally divided in 2 semesters.

Date :

Signature of the Officer with name
and address of the Organisation Official Seal

UNDERTAKING

I, Mr./Ms. member of the non-teaching staff holding a permanent post of in the Department/Centre/School of at the IEST, Shibpur, to hereby give the undertaking that I shall abide by the rules and regulations as may be laid down by the Senate of the Institute from time to time for undergoing the MS program.

I also undertake hereby that since I shall be on duty while undergoing the program of studies/research I shall ensure that all normal official duties assigned to me are executed without any handicap.

I further understand that the permission granted to me for joining the program can be withdrawn at any time if the exigencies of official duties so require or if I cause breach of any of the provisions of rules and regulations.

Date:

.....
(Signature)

