INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH THIRUVANANTHAPURAM

An autonomous institution under the
Ministry of Education, Government of India

GUIDE BOOK OF REGULATIONS FOR THE INTEGRATED Ph. D. PROGRAMME

2021-22
www.iisertvm.ac.in

The Indian Institute of Science Education and Research (IISER) is an Institution conceived and established by the Ministry of Human Resource and Development (MHRD) of the Government of India. The mission of the Institute is to offer postgraduate level teaching of the highest international standards to school leaving (+2) students and also to conduct frontline research leading to Ph.D. Degree, in basic sciences like Biology, Chemistry, Physics, Mathematics and other Interdisciplinary Science subjects.

The seven IISERs established by MHRD are at Berhampur, Bhopal, Kolkata, Mohali, Pune, Thiruvananthapuram and Tirupati.

IISER THIRUVANANTHAPURAM CAMPUS

IISER TVM started functioning in August 2008. Indian Institute of Science Education and Research, Thiruvananthapuram is a residential campus. The permanent campus of 200 acres is at Vithura, at the foothills of the Ponmudi Hills, about 40 km from Thiruvananthapuram. The campus is fully functional since 2017. The site for the campus is blessed with rich greenery, three streams, a river running through it and a spectacular mountain backdrop.

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Regulations

About the programme

Integrated Ph.D. Programme is a research programme. At the end of the successful completion, Master of Science and Ph.D. degree are awarded.

The first four semesters consist of core and elective courses specialized in one subject (Biology, Chemistry, Mathematics or Physics). The third year of the programme is devoted to project work, at the end of which the candidate has to pass a comprehensive exam to continue in the program, or else one has the option to exit with an *MS by research* (Ms(Res)) degree after third year provided all the required criteria are met. Those students who stay in the programme will continue with research leading to the Ph.D. degree.

Eligibility

1. A Bachelor's degree in Biological Sciences/ Chemical Sciences/ Mathematical Sciences/ Physical Sciences/ Engineering/ Technology and related areas as applicable to individual Schools, under the 10+2+3/4 system.
   Candidates seeking admission to School of Physics must have a valid score in Joint Entrance Screening Test (JEST) or JAM.
2. The minimum requirement for admission to the programme is 55% marks or 6.0 out of 10 CGPA in the Bachelor's degree (as declared by the University).[HAVE TO CHECK!!]
3. The minimum requirement in the qualifying degree is relaxed for SC/ST and PD candidates as per the rules of Government of India.

Selection procedure

Applications for the programme will be invited through press advertisement and announcement in the Institute's website: www.iisertvm.ac.in. Short-listed candidates who have applied for School of Biology, Chem-

istry, Physics and Mathematics will be called for a written test and/or interview(s), and further interviews/tests can be conducted on the basis of performance during the first round of interviews.

Enrollment

The successful candidate has to register for the Integrated Ph.D. programme by producing originals of the required certificates and payment of the registration fees on the day prescribed for Registration.

Duration of the Programme

- The maximum duration of the Integrated Ph.D. programme is 14 semesters. At the end of 14 semesters, the registration will automatically be cancelled and any re-registration must have the approval of the Senate.
- A 3 year MS Degree by research MS(Res) can be awarded to those students of Integrated Ph.D programme, who wish to exit the I-Ph.D programme without completing the requirements of award of Ph.D degree . The minimum duration of MS(Res) programme is 6 semesters. For details refer on section 'Exit Policy'.

Registration

- Every student must register for the courses of a semester on the first day (registration day) of the semester.
- To register for a course ALL prerequisites must be successfully completed. [1]
- Registration involves payment of the prescribed fees for the semester.
- Late semester registration fee of Rs. 250/- per day to a maximum of Rs. 1750/- for a week will be levied from the first day of the commencement of the class.

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[1] refer page 7, clause 2 of Essentials for Completing Courses

- Late registration after the first week of the semester can only be done with the permission of the Dean (Academics) or the Director of the institute.
- After 14 semesters, continuation of the course registration must have approval of the senate (see below).

Exit Policy

Continuation in the IPhD program after the first year is contingent upon maintaining a 6.5 AGPA at the end of the first two semesters. All students who proceed to the second year of the program can continue to the third year automatically. The third year will be devoted to a project carrying 30 credits (15 credits per semester). All students, irrespective of whether they exit the IPhD program with the MS degree or not, will have to earn 30 project credits by obtaining passing letter grades in semesters five and six. Students may exit the IPhD program with MS (Res) degree through two possible channels:

1. Students who fail to secure B grade in the final (sixth semester) project evaluation, which also serves as the comprehensive examination for those students wishing to continue in the PhD program, will have to exit the IPhD program with MS (Res).
2. Students may exit the IPhD program by choice with an MS (Res) degree provided they pass all the courses and get passing letter grades for the project in fifth and sixth semesters.

Note that students who do not get passing grades (D or better) in the final year project evaluations or those who do not meet the minimum credit requirements for the MS (Res) degree will have to exit the IPhd program without an MS degree.

Requirements for continuing in the Integrated Ph.D. Programme after 3rd year

In order to continue in the I-PhD programme after third year a student has to pass the comprehensive exam with a grade B or better. Individual schools are free to place additional requirements pertaining to minimum

credit requirements and how the credits are split between theory and laboratory courses.

Fellowship

The students will be awarded Institute scholarship of Rs. 10,000/- per month for the first two years of the Integrated Ph.D. programme. All I-Ph.D. students be provided with a JRF-level fellowship equivalent to that of UGC-CSIR JRF excluding the contingency grant and HRA during the third year, provided the student maintains a CGPA of 6.5 out of 10 at the end of second year. Students who finish the third year without drawing a fellowship because of not meeting the CGPA criteria will be eligible for the JRF fellowship if they continue in the I-PhD programme after the 3rd year. A student continuing with the programme will be awarded an SRF-level fellowship after completing the required time period, and satisfactory research performance evaluated by the doctoral committee.

The fellowship will be paid for a maximum of 14 semesters (including 4 semesters of course work) for each student provided (s)he is in good academic standing.

Institute fellowship of Rs 10, 000 /- will be paid only for a maximum of 4 semesters while the student maintains good academic standing. JRF/SRF fellowship can be availed only for a maximum of 10 semesters.

Leave

Application for leave of absence should be submitted in the format available from the Academic Office along with necessary supporting documents e.g. medical certificate, if applicable. Leave should not usually be availed without prior permission of the Dean (Academics)/PhD Coordinator.

Semester Leave
A student can avail semester leave up to a maximum of two semesters during the entire duration of the programme, on bona fide grounds. The period of semester leave will not be counted in the prescribed time limit for completion of the Programme. Students will lose financial assistantship

during the period of such extended leave. The leave request is to be forwarded by the research guide and Chairperson of the school (or DC) to the Dean (Academics) and is to be approved by the Director. Applications must be submitted well in advance of the date of commencement of the leave requested. IPHD being a research programme, the students are expected to be involved in the academic activities throughout the year.

Coursework

Faculty Adviser

Until the successful completion of the course work and comprehensive examination (details given below), every student is assigned a Faculty Adviser from the school who will guide the student in all academic and personal matters.

After the successful completion of the course work and comprehensive, the student's research guide will serve as the faculty adviser.

Assessment

Continuous assessment will be adopted for all courses. Written examination for mid semester and end semester will be conducted as per the academic curriculum for all core and elective courses. The distribution of marks out of total marks 100 will be as follows:

Theory Courses:

Sl. No.	Type of Exam	Marks
1	Assignments/Quiz	$10 - 20$
2	One Mid-Semester Examination	≥ 30
3	End-Semester Examination	≥ 50
	Total	100

Practical Courses :

80% weightage will be given through a continuous evaluation (based on experiments performed and viva) conducted during the practical hours. All experiments will be given equal weightage and marks will be given on completion of each experiment and be recorded in the students laboratory note books. 20% weightage will be given for written/viva examinations conducted at the end of the semester.

GRADING

Relative grading will be adopted.

(a) The letter Grade and Grade Points are as follows:

A+	10
A	9
B+	8
B	7
C+	6
C	5
D	4
F	0

In addition, there shall be two other grading symbols which can be used to indicate special status of a student in a course:

I - for "Incomplete"
W - for "Withdrawn"

(b) Semester Grade Point Average (SGPA) is calculated as:

$$\text{SGPA} = \sum_i A_i G_i / \sum_i A_i$$

Where, A_i = Credit for i^{th} course; G_i = Grade point secured by the student in the ith course. Summation is over all the courses credited by the student in the particular *semester*.

(c) Annual Grade Point Average (AGPA) is calculated as:

$$\text{AGPA} = \sum_j A_j G_j / \sum_i A_j$$

Where, A_j = Credit for j^{th} course; G_j = Grade point secured by the student in the jth course. Summation is over all the courses credited by the student in the particular *academic year*.

(d) Cumulative Grade Point Average is calculated as

$$\text{CGPA} = \sum_k C_k G_k / \sum_k C_k$$

Where, C_k = credit for k^{th} course; G_k = Grade point secured by the student in the kth course. Summation is over all the courses *credited* by the student in *all the completed semesters, no course counting twice*. CGPA in the final transcript will be calculated based on all course credits completed with a Pass Grade.

Essentials for Completing Courses

1. Students are expected to attend all the classes. Students with overall 80% attendance or above will only be permitted to write the end semester examination. Attendance will be recorded in every class.

2. To register for any course a student must have completed ALL prerequisite courses (if any) with a D grade or better.

3. A student with an F grade in a course may be given a repeat final examination. An F grade may be improved at best to a D grade as a result of the repeat final exam.

4. Repeat of a course is not permitted if a student has obtained a grade D or above.

5. The incomplete grade I is a *transitional* grade which will be given to the students who miss the end semester examinations under exceptional circumstances (e.g. serious medical reasons) as determined by the course instructor and the relevant School Coordinator and approved by the Dean (Academics).

   Make-up examination will be given to these students provided they meet 80% attendance and other academic requirements as per the rules and regulations of the institute.

   The actual grade obtained after the make-up examination will be taken and will reflect in the transcript replacing the I grade. In case a student obtains an F grade in the make-up examination, he/she will be eligible to write the repeat examination.

   Absence in the make-up examination will automatically lead to zero marks in that examination and the final grade in that course will be determined based on the examinations taken in that course.

   If the absence of a student in an examination is not approved by the

Dean (Academics) (e.g. a deliberate attempt to skip the examination), he/she will be awarded zero marks in that particular course examination. The final grade in that course will be determined based on the other examinations of that course taken by the student.

6. Withdrawal of a registered course in a semester is usually permitted/enforced in very special cases, e.g. due to prolonged illness. W grade is given in these circumstances and the student is asked to repeat the concerned course with same course number taking all examinations when offered next. The new grade obtained by the student will be taken into consideration and appear in the transcript. However, the previous W grade will also appear in the transcript.

7. W grade will not have any effect in the calculation of SGPA, AGPA and CGPA. If a student has W grade in a registered course in a particular semester, SGPA will be calculated based on the grades obtained in other registered courses of that semester. Same rule applies to the calculation of AGPA and CGPA.

8. If a student does not clear a CORE course, he/she is required to repeat the course with the same course number when offered next, taking all examinations. Until the course is repeated and passed by the student, it is treated as a *backlog* in the student's records. Both the grades, the new grade and the previous F grade, will appear in the grade transcripts.

9. An F grade obtained in a course will contribute to the CGPA until;
(i) a course with the same course number is completed with a D grade or better (applicable for core courses), or
(ii) substituted with an alternative/same course of the respective school and completed with a D grade or better (applicable *only* for elective courses).

10. The student gets elevated gradually to each semester(s) by completing/attempting all the courses of previous semester(s) by registering and writing the end semester examinations as per rule and meeting other academic requirements as per guide book.

Course Feedback

Online course feedback by students is compulsory for every course and will be taken with full confidentiality.

Re-evaluation of End Semester Examination Answer Sheets

Request for re-evaluation of answer sheets should be given by the student within 7 days of the announcement of end semester results as a written request to the Academic Office and by paying a prescribed re-evaluation fee.

Comprehensive examination

Students who are continuing in the IPhD program will have to register for the third year project credits. These students are expected to work under the supervision of their prospective PhD guides during the third year. Final evaluation of the project at the end of the third year to serve as a comprehensive exam for students choosing to continue in the program. towards PhD.

1. The comprehensive examination must be passed with a grade B or better in a maximum of two attempts.

2. In addition to the presentation of the project work the comprehensive examination may include the following elements as well.

   a. Presentation of a critique on a recent work of the proposed research area, given two weeks in advance.
   b. Followed by presentation on proposed research.
   c. Followed by questions by the Oral Exam Committee on the topics of the presentations and the basics of the subject matter of the course work done.
   d. <u>For School of Mathematics:</u>
      (a) & (b) refereed above to be replaced by a seminar.
      (c) As mentioned above

e. Weightage:
   (a) & (b) will have 20% weightage and (c) will have 80% weightage for all schools.

Removal from the rolls

A student will be removed from the rolls under any of the following circumstances.

1. Failure to maintain a minimum CGPA of 6.5 at the end of the first academic year, will lead to removal of the student from the rolls.

2. A second failure in the comprehensive examination will lead to exit from the I-PhD programme with Ms(Res) degree
   of the student from the rolls.

3. Failure to clear any course even after repeating the same course will lead to the removal of the student from the rolls.

4. ALL courses must be successfully completed in four semesters and a relaxation to a maximum of six semesters may be allowed under exceptional circumstances, on approval of the Chairperson, Senate. Failure to do so will lead to the removal of the student from the rolls.

5. A student may also be removed from the rolls as a result of disciplinary action for serious misconduct and/or violation(s) of the Code of Conduct of the Institute.

6. If a student does not register for two consecutive semesters without due intimation and approved leave, the student will automatically be removed from the rolls.

In exceptional cases the Director may at his discretion override any of the above provisions.

Sample transcript

OFFICIAL GRADE CARD

Name of Student : XXX   Roll Number : IPHD1XXXX   Date of Issue : XX-XXX-XXXX
Graduating class : Integrated Ph.D. programme   PAGE 1 of 1

XXX has attended 2 semesters of classes at IISER Thiruvananthapuram

Varsha 20XX   Credits   Grade
   CHY 311   Advanced Coordination Chemistry   3   A
   CHY 312   Quantum Chemistry   3   C+
   CHY 313   Stereochemistry : Principles and
          Applications   3   B
   CHY 314   Instrumental Methods   3   A
   CHY 315   Advanced Organic Chemistry Lab   3   A+
                                       SGPA: 8.20

Vasanth 20XX
   CHY 3201 Organic Synthesis   3   B+
   CHY 321   Organometallic Chemistry   3   A
   CHY 322   Advanced Molecular Spectroscopy   3   B
   CHY 323   Advanced Organic Chemistry -I   3   B+
   CHY 324   Spectroscopy and Structure
          Determination   3   B+
   CHY 325   Advanced Chemistry laboratory-II   3   A
                                       SGPA: 8.17

     Total credits completed: 33 CGPA: 8.18

DR (Academics)   Grade Card No: XXXXXXXXX

Research work

Starting of the research work and Supervisor

After completion of the coursework & short project during the first four semesters, each student will take-up research as part of the third year, 30 credit project. Students who do not wish to exit the I-PhD programme with an MS (Res) will take-up the third year project under an assigned research supervisor who is expected to continue as the supervisor for the PhD research as well.

Doctoral Committee

Each student will have a Doctoral Committee (DC) appointed by the School/Institute. The Doctoral Committee consists of Head of the school or his nominee (Chairperson), Guide and two members of which one may be from another school or an external expert who are working in the research areas related to the proposed work of the student. The major role of the DC is to monitor the progress of the research work, of the student up to the point of the award of the Ph.D. degree.

The DC will meet at least once every semester. At the first meeting of the Committee, the student may present a rough plan of the research work to be under taken. At every subsequent meeting, the student presents the progress of his/her work. The semester-wise report of the Committee on the student's progress is mandatory at the time of the registration of the student in each semester.

Monitoring Research Progress

1. The Doctoral Committee will make semester-wise assessment of the progress of the research work of the student and report to the Dean (Academics).

2. In case of continued lack of progress or initiative on the part of the student, the DC may recommend the cancellation of Fellowship or termination of the Registration.

3. The DC is also empowered to recommend to the Dean (Academics) any disciplinary action in case of misconduct or unethical practices.

4. In case of any dispute between the student and the guide, the DC may consider it and recommend suitable remedy.

5. On completion of two years as JRF and successful completion of comprehensive examination, the fellowship will be upgraded to SRF on the basis of assessment of Scholar's research progress/achievements through a presentation before a Committee consisting of the Supervisor, Head of the School or his nominee, DC Members and external examiner, if any, as per the rule of the funding agencies.

    JRF to SRF evaluation should not be clubbed with comprehensive examination.

Research Seminars

The student has to give at least two research seminars to the department:

The first one, to be given before the end of the seventh semester, will essentially concern with the formulation of the research problem and survey of existing literature.

The second seminar, called the synopsis seminar , will discuss the major findings of the student that will go into the thesis. The synopsis seminar will be given just prior to the submission of the Thesis Synopsis to the Dean (Academics) (see below) and with the approval of the Doctoral Committee.

Both the seminars will be assessed by the Doctoral Committee and will be evaluated as *satisfactory* or *unsatisfactory*. In the latter case, a suitable course of action will be suggested by the DC.

Thesis submission

Publication requirement for the Ph.D. thesis submission

1. The student should have atleast one published/accepted paper, with student as a major contributor or the lead author, in a recognized research journal before he/she can submit the thesis synopsis. The paper(s) should cover atleast 1/3rd of the work reported in the thesis.
2. "Recognized Journal" means it should be one of the journals in the list of journals prepared and dynamically edited by the concerned School, for this purpose taking due care to avoid all predatory journals.
3. A certificate from the Chairman, Doctoral Committee, stating that the points 1 and 2 above have been complied and should accompany with the submitted synopsis.

Thesis Synopsis

The thesis synopsis is a Chapter-wise summary of the thesis. This is prepared after the go ahead from the DC. Each school will specify the publication requirements the student must satisfy before submission of the synopsis. The Synopsis is presented by the student to the Committee consisting of the Dean (Academics) and the DC members. The synopsis is evaluated by this committee. The committee may propose revisions to the synopsis, in which case, it must be revised and resubmitted.

The accepted synopsis is further processed by the office of the Dean (Academics).

Thesis Examination

SELECTION OF EXAMINERS

The following steps are followed by the Dean (Academics) in processing the accepted synopsis.

1. A panel of two external examiners will be confidentially selected by the Director from a list of a minimum of eight possible examiners (four Indian and four Foreign examiners) suggested by the DC, at the synopsis evaluation meeting. The list should contain their contact details.
2. A brief profile of the panel members on their professional expertise should accompany the list of suggested examiners submitted by the thesis supervisor to office of the Dean (Academic Affairs).
3. The panel of examiners for thesis evaluation should be experts, with at least one expert within the country, working in the relevant filed of research and should be at the level of Associate Professor or Professor or at equivalent level. Any relaxation if necessary on any specific reasons, be permitted by Chairman Senate on case to case basis after reviewing the merit.
4. The synopsis is sent to the selected examiners by email and their willingness to examine the thesis is ascertained. If any examiner is unwilling to accept the examinership, or no response is received within a fortnight, another from the list is contacted.
5. The research guide(s) will serve as the third examiner.

If Dean (Academic Affairs) is the research supervisor, the Director or his nominee will act on behalf of Dean (Academic Affairs).

THESIS SUBMISSION

Electronic copy of the thesis produced in the prescribed format are to be submitted to the Dean (Academics)'s office within two months of the submission of the synopsis. The thesis is to be forwarded to the Dean (Academics) by the thesis Guide(s) and the Chairperson of the School with due certifications.

RESEARCH PROPOSAL

HAVE TO REVIEW

In addition to the thesis, the student is to prepare a detailed research proposal not directly connected with the thesis (not more than 4000 words) and submit it to the Doctoral committee within four weeks of the submission of the Ph.D. thesis. The research proposal must provide

details of the idea and supporting documentation which justifies its feasibility. The idea of the research proposal is to provide a starting point of the students' independent research career.

THESIS EXAMINERS' REPORT

The thesis is sent to all the examiners for evaluation and for their comments on the originality and scientific merit of the findings of the author and to judge whether the work deserves the award of the PhD Degree of IISER-TVM. Specifically they will be asked to give *one* of the following verdicts:

1. The thesis is acceptable as such without any revision. I recommend the award of the Ph.D. degree of IISER-TVM to the candidate.
2. The thesis is acceptable as such without any revision. I recommend the award of the Ph.D. degree to the candidate subject to his/her satisfying the Viva Voce board about the questions/clarifications I have raised in my report.
3. The thesis needs revisions along the lines I have suggested in my report. The Ph.D. degree can be awarded to the candidate after the revisions are made to the satisfaction of the Doctoral Committee. The revised thesis need not be sent to me.
4. The thesis needs revisions along the lines I have suggested in my report. I wish to see the revised thesis.
5. The thesis is not acceptable for reasons I have given in detail in my report. I do not recommend the award of the Ph.D. degree of IISER-TVM to the candidate.

OBTAINING THESIS REPORTS

The following steps are taken by the Dean (Academics)'s office after sending the thesis to the examiners.

- The examiners are reminded of the report every fortnight, after an initial period of 3 weeks.
- Monthly status report of the progress of reviewing is sent to the Chairperson of the School/Department.
- If no report is received within 3 months of sending the thesis, a new examiner may be appointed by the Director.

FURTHER PROCESSING OF THESIS REPORTS

On receipt of both the reports, the Dean (Academics) convenes the DC to discuss the reports and to take further action. The following guide lines may be observed by the DC in arriving at their decision:

- If the verdicts from the two external examiners are either (1) or (2) , the DC may recommend holding the open Viva Voce Examination.
- If the verdicts from the external examiners are both (5), the Dean (Academics) may constitute a committee of experts from the institute to recommend further action.
- If one of the verdicts alone is (5), a third examiner may be appointed. If the third report in this case is also (5), the Dean (Academics) may constitute a committee of experts from the institute to recommend further action with the approval of the competent authority.
- Viva Voce examination can be held only when two final reports are positive.

Viva Voce Examination

Once two external positive reports are received, the Dean (Academics) approves the holding of the Viva Voce Examination and appoints the Viva Board. The composition of the Board is as follows: Chairperson of the Board is one of the external thesis examiners; other members are the Guide(s) and two members of the IISER faculty with similar research interest.

The examiners may seek answers to the questions raised in the thesis reports.

The Chairperson reports the result of the Viva Voce examination to the Dean (Academics). If the Board declares the candidate to have performed satisfactorily, and recommends that PhD Degree be awarded to the candidate, the Dean (Academics) forwards the recommendation to the Senate of the Institute. The Senate may then recommend the award of the Degree to the Board of Governors.

Bound copies of the thesis are to be deposited in the Central library and School or Departmental Libraries along with an abstract.

Course Code and Credit Requirements

The first three semesters will consist of core and elective courses specialized in one subject (Biology, Chemistry, Mathematics or Physics). The fourth semester will consist of advanced courses and project work.

The third year will be devoted to a project carrying 30 credits (15 credits per semester). The final (sixth semester) project evaluation also serves as the comprehensive examination for those students wishing to continue in the PhD program. After the successful completion of comprehensive and project work, the student will continue with research leading to the Ph.D. degree.

Course codes

The CORE and elective courses are numbered in the following format,

$$\text{XYZ LSC (LTPC)} \qquad \text{XYZ LSCD (LTPC)}$$

respectively. The numbering may be understood as

XYZ	:	Subject Code
L	:	Level of the course (3, 4 or 5)
S	:	Semester (1 = Varsha, 2 = Vasant)
C (CD)	:	Course number (in a particular subject)
L	:	Lecture hours
T	:	Tutorial hours
P	:	Practical hours
C	:	Credits

Subject Codes (XYZ)

BIO : Biological Sciences   CHY : Chemical Sciences
MAT : Mathematical Sciences   PHY : Physical Sciences

Minimum Credit Requirement

The minimum number of credits required to successfully complete the Integrated PhD programme is 60. Over the first two years, students need to take 300 level or higher level courses. Research work in the fourth semester will constitute six credits and will be graded. CGPA must not be below 6.5. Individual Schools are free to place additional 6 credits requirements.

Schools will also specify how the credits are split between theory and laboratory courses. In the subsequent semesters students need to register for thesis research worth zero credit.

First four semesters

A table outlining the course requirements (sample structure only) for the first four semesters are given below. The total earned credits shown are minimum values. Individual schools may choose to offer extra courses.

First year

SEMESTER 1

Sl. No.	Course	Credits	Core Courses	Electives	Total
1	Core 1	3	This Semester	This Semester	This Semester
2	Core 2	3	15	0	15
3	Core 3	3			
4	Core 4	3	Cumulative	Cumulative	Cumulative
5	Core 5 (Lab/Theory)	3	15	0	15

SEMESTER 2

SL. NO.	COURSE	CREDITS	CORE COURSES	ELECTIVES	TOTAL
1	Core 1	3	This Semester	This Semester	This Semester
2	Core 2	3	15	0	15
3	Core 3	3			
4	Core 4	3	Cumulative	Cumulative	Cumulative
5	Core 5 (Lab/Theory)	3	30	0	30

Second year

SEMESTER 3

SL. NO.	COURSE	CREDITS	CORE COURSES	ELECTIVES	TOTAL
1	Core 1	3	This Semester	This Semester	This Semester
2	Core 2	3	12	3	15
3	Core 3	3			
4	Elective 1	3	Cumulative	Cumulative	Cumulative
5	Core 5 (Lab/Theory)	3	42	3	45

SEMESTER 4

SL. NO.	COURSE	CREDITS	CORE COURSES	ELECTIVES	TOTAL
1	Elective 1	3	This Semester	This Semester	This Semester
2	Elective 2	3	0	15	15
3	Elective 3	3	Cumulative	Cumulative	Cumulative
4	Research work/ Advanced Electives	6	42	18	60

Conduct and Discipline

Code of Conduct

Disciplinary policies of Indian Institute of Science Education and Research Thiruvananthapuram (IISER-TVM) are put in place to ensure a secure academically enriching environment for all members of the community and to promote civility on campus. Students of IISER-TVM are expected to show personal integrity, respect for Institute resources, and respect for others rights, for the values of scholarship and teaching. Students are expected to adhere to the institute rules and regulations. Any violation will be handled according to the rules set forth by the Senate and Board of Governors of IISER-TVM. The administrators of the institute may notify parents/guardians if a student behaves recklessly or his/her academic career is in serious jeopardy.

Any of the following shall constitute violation of the Code of Conduct for students and makes the student liable to disciplinary action by the Institute.

- Lack of courtesy and disorderly conduct or disruptive acts (within or outside Institute premises).
- Any act that compromises the safety/security of individuals or Institutional facilities.
- Wilful damage or unauthorized removal of Institute property.
- Unauthorized access to institutional facilities/records.
- Tampering of data/records (reading, copying or destroying).
- Any act of fraud/misrepresentation/dishonesty.
- Misappropriation of any belongings of fellow students/staff/faculty.
- Adoption of unfair means during examinations or misconduct in research.
- Infringement of personal privacy.
- Ragging in any form.
- Caste/religion/ethnicity/gender/physical disability based discriminatory behaviour/remarks.
- Sexual harassment/assault.

- Possession of banned substances or dangerous items (illegal drugs, weapons, firearms etc.) that endangers safety of student himself/herself or others.
- Any act that affects the reputation/orderly conduct of the institute.

The Disciplinary Procedure

1. The Student Disciplinary Committee (SDC) of the Institute is constituted under the chairmanship of a faculty member by the Director. Depending on the issues of allegations involved, the Chairman of the SDC may invite additional members, for example the Coordinator of BS-MS/PhD Programme, student's faculty advisor/research supervisor, Deputy Registrar (Academics), to facilitate with the investigation.
2. SDC will investigate the allegations of misdemeanours or violation of the Code of Conduct, without bias. The SDC will subsequently submit a fact-finding report and recommend disciplinary action(s), if any, to the Dean, Student Affairs.
   Complaints related to caste/religion/ethnicity/gender-specific discrimination and sexual harassment will be investigated by an appropriate committee of the Institute and will report directly to the Director.
3. While hearing the disposition of the accused student(s) and witnesses, the Chairman, SDC may invite two senior student observers, from the BS-MS (5th Yr) and PhD/IPhD programmes respectively, to be present with the SDC.
4. The student observers are to be invited by the Chairman, SDC in consultation with the Dean, Student Affairs, from a list of nominees forwarded by the Schools. The list of nominees is valid for a year.
5. The student observers shall withdraw at the conclusion of the above and may submit their remarks (if any) in writing to the Chairman, SDC for consideration.
6. The Chairman, SDC, shall keep records of the entire proceedings of the meetings.
7. All disciplinary actions shall be notified in writing to the concerned students and their parents/guardians by the Office of the Deputy Registrar (Academics).
8. A student who feels aggrieved with the disciplinary action may appeal to the Director. The appeal has to be filed within a period of one month

from the date of intimation of disciplinary action stating clearly the case and explaining his/her position and reason(s) for reconsideration of the decision.

Disciplinary Actions

Violation of the Code of Conduct shall invite disciplinary action, which may include penalties such as, reprimand, fine, suspension/expulsion from the hostel, debarring from examinations, withdrawing/withholding of scholarship/fellowship/benefits or access to institute facilities, withholding of grades and/or degrees and suspension for a certain period or even permanent expulsion from the Institute.

The Senate may withhold recommendation of a student, who is found guilty of a major offence, to the Board of Governors for the award of a degree, even if the student has satisfactorily completed all the academic requirements.

Lack of knowledge of the rules and regulations is not an admissible excuse or defence for misconduct/dishonesty, and shall not be a basis for leniency.

Disciplinary Action for Malpractices in Research:

Students involved in conducting research at IISER-TVM are expected to maintain highest standards of integrity. Any form of unscrupulous conduct will be investigated by competent authorities and could warrant a variety of disciplinary actions, in severe cases cancellation of Ph.D. registration or even cancellation of an awarded Degree at any time.

Research misconduct can take place in many forms, including deliberate interference with the integrity of the work of others, plagiarism, falsification of data, and fabrication of data. In particular, students are expected to observe the practice of acknowledging source(s) of information reproduced in his/her thesis, reports, publications, or seminars.

Plagiarism includes, without citation, the appropriation of other's text, results, or ideas.

Falsification includes actions such as not accurately representing research records or results, manipulating reagents or equipment settings, to produce a preconceived outcome.

Fabrication includes making up data and recording them.

Honour Pledge

1. The student must sign and submit to the Institute the following Honour Pledge at the time of registration in the Varsha semester. The pledge must be counter-signed by the parent/guardian.

   IISER TVM STUDENT HONOUR PLEDGE

   a. I promise, on my honour, that I will conduct myself in the Institute and outside, with decorum and decency befitting the high moral and ethical standards expected of the members of the National Institute, IISER TVM and follow its rules and regulations

   b. I will not engage in ragging. I understand that ragging is unlawful and liable to prosecution by law enforcement authorities of the State besides any disciplinary action the Institute may take which may include dismissal from the Institute.

   c. I will not engage in overt/covert sexual harassment.

   d. I will not resort to any dishonest practice in examinations/assignments.

   e. I will not engage in plagiarism in my writings and will acknowledge the work of other authors according to international practices.

   f. I will follow the Library and Hostel regulations of the Institute.

   g. I understand that violation of this pledge makes me liable to disciplinary action by the Institute.

   Sd/-   Sd/-
   Student   Parent/Guardian

2. The student and his/her parent/guardian should also sign, at the time of admission, the prescribed anti-ragging forms (visit http://iisertvm.ac.in/anti-ragging-initiatives) as per the stipulation of the MoE, Govt. of India.

Library Regulations

1. Library Hours:

   a. Monday to Friday: 9 AM to 10.00 PM   (Break 7.30 PM - 8 PM)
      Weekends and Holidays: 9 AM to 5.30 PM (Break 1 PM - 1.30 PM)
   b. Library remains open on all holidays except during January 26, August 15 & October 2.

2. All registered IntPh.D. students are eligible for membership in the institute library.

3. Int Ph.D. students can borrow a maximum of 4 books at a time for 2 weeks, provided they do not have any overdue book. After completion of 4th semester Int Ph.D. students can borrow 10 books for 60 days. (Some books may have a shorter loan period depending on its demand). Users can borrow/return the books using the self-service kiosk installed in the library.

4. Users must leave their bags and other belongings outside the Library. Only notebooks and papers are allowed inside the library. Borrowed books are allowed to be taken to the library for return/renewal only.

5. Students must carry their identity cards, and it must be produced whenever asked for. Institute identity card, which serves as the library card, is mandatory for borrowing books from the library either through the self-service-kiosk or otherwise.

6. Strict silence to be maintained in the library.

7. Mobile phone conversation, Consumption of food and drinks are strictly prohibited inside the library. Use of mobile phone is permitted for using QR Code based 'M-Library Services' only.

8. Users are encouraged to use the computers kept inside the library for accessing the library catalogue, e-journals, e-books, and academic databases. Laptop can only be used in the designated place in the library.

9. Return of the borrowed book is mandatory before the due date. A fine of Rs.1/- per day per book for the first week of delayed return and Rs.10/- per day per book thereafter will be levied. Books can be renewed once, before the due date, if there is no pending reservation against it. A book may be recalled any time before the due date if it is urgently required by another user. A late fee of Rs.10/- per day per book will be imposed for the noncompliance with the requirement.

10. Reference textbook and borrowable books can be borrowed for overnight reference, half an hour before the closing time of the library and to be returned before 9.30 AM on the next working day. Only one book can be borrowed for overnight reference. A late fee of Rs. 50/- per day per book for the delayed return of such item will be charged. All library payment will be accepted online only, at periodic intervals.

11. Mutilation of books in any form (e.g., underlining, writing on pages, tearing off pages, damaging the binding, etc.) will lead to a hefty fine or even replacement of the book. Before borrowing a book, users should ensure the condition of the book and bring to the notice of the library staff, if any mutilation is found.

12. Users who lose/mutilate library books are liable to replace it with its latest edition along with a penalty of 20% of the total cost of the book. If the book is part of a set or series, they may be called upon to replace the whole set or series. In case the lost book is untraceable in the market or out of print, Institute reserves the right to decide appropriate penalty.

13. Users must return all the books they borrowed before they go on vacation.

14. Users should create an user ID and password in the library portal (https://librarycatalog.iisertvm.ac.in/), to reserve, renew, and to check details of books borrowed by them. This password is required for borrowing books through the Self Service Kiosk. Up to three books can be reserved (hold) at a time. Once the reserved book is available in the library, users will be notified by an auto- generated email.

15. Users should obey copyright regulations while accessing online resources (e-books, e-journals, databases, etc.). Details of the e-resources subscribed by the institute are available at https://www.iisertvm.ac.in/pages/iiser_tvm_library, which can be accessed from any computer, laptop, smartphone, etc., connected to the IISER TVM network.

16. For accessing the online resources from off campus, during vacation, lockdown, or while undertaking the research project in other organisations etc. users may contact the library, for obtaining remote login facility. Remote login facility will be provided subject to availability of slots.

17. Users should obey the library rules and regulations. Violation of rules and any act of misbehaviour will be brought to the notice of the institute authority and will lead to intense disciplinary action.

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