THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY, PATIALA
ACADEMIC REGULATIONS (UPDATED JUNE 2024)

1. The provisions, contained in this set of Regulations, govern the policies and procedures on the admission of students, imparting instructions of courses, conducting of examinations and evaluation and certification of students' performance.
2. This set of Regulations, on approval by the Board of Governors, shall supersede all the corresponding earlier set of Regulations of the Institute, with all the amendments thereto, and shall be binding on all students.

   However, the effect of year-to-year (periodic) refinements in the Academic Regulations & Curriculum, on the students admitted in earlier years, shall be dealt with appropriately and carefully, so as to ensure that those students are not subjected to any unfair situation whatsoever, although they are required to conform to these revised set of Regulations and Curriculum, without any undue favour or considerations.
3. Any legal disputes arising from this set of Regulations shall be limited to the legal jurisdiction determined by the location of the Institute and not that of any other parties.
4. All the programs offered by the Institute, either at campus or through off campus shall be governed by these Academic Regulations.
5. Abbreviations used in Regulations:

AGPA	means	Annual Grade Point Average
BE	means	Bachelor of Engineering
BoE	means	Board of Examiners
BoG	means	Board of Governors
BTech	means	Bachelor of Technology
CGPA	means	Cumulative Grade Point Average
CPUM	means	Committee for Prevention of Unfair Means
CoE	means	Controller of Examination
DoAA	means	Dean of Academic Affairs
DoCA	means	Dean of Contemporization and Accreditations
DoRDC	means	Dean of Research & Development Cell
DoSA	means	Dean of Student affairs
DoFA	means	Dean of Faculty Affairs
DSc	means	Doctor of Science
MBA	means	Master of Business Administration
MCA	means	Master of Computer Applications
ME	means	Master of Engineering
MPhil	means	Master of Philosophy
MSc	means	Master of Science
MTech	means	Master of Technology
PG	means	Post-graduate
PhD	means	Doctor of Philosophy
SPGC	means	Senate Post-Graduate Committee
SRC	means	Senate Research Committee
SUGC	means	Senate Under-Graduate Committee
TIET	means	Thapar Institute of Engineering & Technology
UG	means	Under-graduate

PART - C: ACADEMIC REGULATIONS

C-1 MODE OF DELIVERY

TIET, Patiala shall offer the programs in the On-Campus mode in the following programmes.

On-Campus Mode				
(A)	UG Programs			
		Normal Duration	Maximum Duration	Credits Range
	BE/BTech	8 Semesters	12 Semesters	160-175
	BE/BTech under Lateral Entry Scheme	6 Semesters	10 Semesters	120-140
	BA/BBA/BSc (Hon.)	6 Semesters	10 Semesters	140-180
(B)	Master Programs			
	MBA	4 Semesters	8 Semesters	70-90
	MCA	4 Semesters	6 Semesters	75-85
	ME/MTech	4 Semesters (Full Time)	6 Semesters (Regular)	65-75
	MSc	4 Semesters	6 Semesters	75-85
(C)	Dual Degree Programs			
	BE-MBA (Single exit)	7 Semesters + 3 Semesters	10 Semesters+ 4 Semesters	145-155 for BE + 82-90 for MBA
(D)	PhD	Two and half years (Full Time) Three and half years (Part Time)	Five years	
(E)	DSc	Not Applicable		

C-2   SCHEDULES
Details of Regulations are given in the following Schedules:

SCHEDULE C-I REGULATIONS FOR PROGRAMS FOLLOWING SEMESTER SYSTEM

1.1   ADMISSIONS

1.1.1   Eligibility
Admission to any programme in a session will be open to the candidates as per the eligibility criterion approved by the Institute Senate and laid down in the Prospectus/Information Brochure of that session.

1.1.2   Admission Committees for BE/BTech programmes

   i.   Director shall appoint Admission Committees for BE/BTech programmes.
   ii. Powers and duties of the Admission Committees shall be to select the candidates for admission to BE/BTech programmes in accordance with the approved procedure as mentioned in the Prospectus/Information Brochure for admission of the Institute.

1.1.3   Admission Committees for Masters Programs
   i.   There shall be one Committee for each Department/School of the Institute.
   ii. The Admission Committees for these courses shall consist of
      a. Head of the Department/School   Chairperson (Ex-Officio)
      b. PG Coordinator of the Department/School   Member
      c. Senior-most Professor/Associate Professor/Assistant Professor   Member
         in the Department/School
      d. One member from outside the Department/School to be   Member
         nominated by DoAA.
   iii. Respective Heads shall propose the Committee for an academic year. The Committee shall be approved by Director on the recommendations of DoAA.
   iv. Powers and duties of the Committee shall be to select the candidates for admission to these programs in accordance with the approved procedure as mentioned in Prospectus/ Information Brochure for admission of the Institute.
   v.   DoAA shall approve the admission of the candidates on the recommendation of Admission Committee.

1.1.4   Admission Committee for PhD
   i.   There will be one Committee for each Department/School of the Institute.
   ii. The PhD Admission Committee of each Department/School shall consist of
      a. Head of the Department/School   Chairperson (Ex-Officio)
      b. Two Professors   Member(s)
         (In rotation in order of seniority cum specialization)
      c. Two Associate Professors   Member(s)
         (In rotation in order of seniority cum specialization)
      d. Two Assistant Professors   Member(s)
         (In rotation in order of seniority cum specialization)

      e. PhD Coordinator of the Department/School   Member
      f. One member from outside the   Member
         Department/School to be nominated by DoRDC.
      a. External Expert (Optional)   Member
         If department/school opts for an external member, then it must be from IIT/IISc/IISer only.

   iii. Respective Heads shall propose the Committee for an academic year. The Committee shall

be approved by Director on the recommendations of DoRDC.

  iv. Powers and duties of the Committee shall be to select the candidates for admission to PhD programs in accordance with the approved procedure of PhD admission of the Institute as mentioned in prospectus.

  v. The admission of the candidates on the recommendation of Admission Committee shall be approved by DoRDC.

1.1.5 General Information

  i. Unless or otherwise, English shall be medium of instruction/examination.

  ii. Relaxation of 5% marks in qualifying examination will be allowed to the scheduled caste/tribe candidates, wherever a percentage marks in qualifying examination is fixed.

Each academic year will be divided into two regular semesters which includes instructions, the mid semester tests, reading week and the end semester examinations. The structure of the semester shall be as notified by DoAA.

A "Summer Term" will also be conducted in a period immediately after the completion of even semester and before start of the odd semester.

"Auxiliary Exam' shall be conducted after the completion of each semester on the dates notified by DoAA.

  iv. Distribution of seats for different programs of study in the Institute, including reserved category seats, shall be as approved by the BoG from time to time. 15% supernumerary seats shall be available for candidates belonging to foreign national/nonresident Indians.

  v. If the candidates belonging to reserved categories are not sufficient in number, the vacant seats will be offered to candidates in open merit on prorata basis.

  vi. Seats in all the programmes will be filled only on the basis of merit in an entrance test or any other admission criteria as specified in prospectus.

  vii. All the theses/dissertations/reports etc. to be submitted to the Institute for evaluation shall be written in English language only.

  viii. In case of non-fulfillment of academic requirements/unauthorized absence/Indiscipline/ withdrawal on own request, Dean (R & DC) is empowered to strike off the name of the student of PhD programme and DoAA is authorized for all other programs. The appeals, if any, can be made to Chairperson, Senate whose decision shall be final.

1.2 REGISTRATION

  i. Every student will have to register in the courses as per the approved scheme applicable to her/him after satisfying all the requirements (semester fee, no dues etc.) for registration on the date as notified by the DoAA in the academic calendar.

   In cases of late deposit of fee, DoAA is authorized to instruct Finance Officer regarding collection of fee in such cases with fine. DoAA can also waive off the fine after ascertaining the legitimacy of the request.

  ii. A student may be allowed for late registration with late registration fee as per academic calendar.

  iii. A student will be allowed to register for courses, carrying a maximum of 30 credits subject to the condition that maximum of 8 courses per semester can be offered. However, with the permission of Director, TIET, a student may be offered more credits/courses.

  iv. The students having CGPA of less than 4.50 (10-point scale) at a given time during the first four semesters (first two semesters for lateral entry students) of the BE/BTech and MCA programs will not be allowed to register for more than the normal load (number of courses) and credits offered in that semester.

1.3 EXAMINATIONS

  i. The examinations in each semester will be conducted by the office of CoE according to the syllabi prescribed by the Senate. Each course will carry credits as per the approved scheme of courses. A student must take all the courses including the 'project

semester/alternative semester' given in the scheme approved by the Senate.

ii.   The examinations will be held in each semester on dates as per the academic calendar.

iii. In order to be eligible to sit for end semester examinations in course(s) of any semester, a student must have registered for concerned course(s) and must have attended not less than 75% of total classes collectively in lectures, tutorials and practical in concerned course(s) from the date of registration as notified in the academic calendar/prospectus. If a student falls short of the required attendance in lectures + tutorials + practical (total contact hours) in concerned course(s), she/he will automatically be awarded "X" grade in concerned course(s).

DoAA will handle the cases of shortage of attendance and will forward them to BoE for award of 'X' grade.

iv.   The weightage of the end semester examination and other evaluations during the semester in different courses will be as approved by the Senate.

1.4 EVALUATION AND RESULTS

i.   An instructor-in-charge shall be designated by the Heads of Department/School for each course.

For each theory course, the Instructor(s) of the course will set the question paper for all examinations. The instructor(s) along with the tutors, if any, will evaluate the answer books

For the theory component of a course, the instructor-in-charge (assisted by the team of instructors/tutors) will award the marks through continuous evaluation of the students during the semester as well as in the end semester examination.

For the practical (laboratory/design/drawing/workshop) course and the practical component of a course, the marks will be awarded by the instructor-in-charge of the course (assisted by the team of instructors/tutors) through continuous evaluation of the students during the Semester.

Project evaluation committee will do the evaluation of project semester/survey camp/vocational training/seminar/project/capstone project etc. as per the guidelines issued by the Institute from time to time.

The instructor-in-charge will compile all the marks and will award the grades. He/She will upload the grades of a course on the webkiosk within 10 days from the day of conduct of exam of that course and then the BoE will finalize and declare the grades..

ii.   At the end of the semester, the students will be awarded a letter grade in each registered course for the semester depending on the total performance that may consist of mid-semester examinations, quizzes (announced and unannounced), laboratory evaluation, tutorial work, seminars and home assignment and End Semester Examination.

iii. Letter grades will be awarded to the students as indicated below. Each letter grade indicates the level of performance in a course and has a grade point for purposes of computing the CGPA, as given below:

Letter Grade	Performance	Grade Point
A+	Outstanding	10
A	Excellent	10
A$^-$	Very Good	9
B	Good	8
B$^-$	Fair	7
C	Average	6
E	Exposed	2
F	Fail	0

I	Incomplete
X	Inadequate Attendance /Dropped/Unregistered

A+, A, A⁻, B, B⁻, C grades: These grades are the pass grades.

A+ grade shall be awarded in rare cases i.e award of this grade is not mandatory and shall be awarded where performance of the student is exceptional among the students getting A grade. Even the best student of any class needs to be good enough to be awarded the 'A+' grade. BoE shall review all 'A+' grades to be awarded. 'A+' grade shall be awarded only if the class strength is atleast 100.

E, F, X grades: If these grades are awarded in any course then that course shall be termed as backlog course.

E grade: This grade is awarded when a student has attended at least 75% of the lectures, tutorials and practicals (as per the teaching load of the course) and fails in the evaluation process.

F grade is a fail grade and student has to register for that course again when it is offered next. A student, who even having 75% attendance and after appearing in end semester exam scores very low marks shall be awarded 'F' grade.

X grade: This grade is also a fail grade and is awarded as a result of detention(s) on the basis of shortage of attendance. A student, who earns 'X' grade in a course, shall register for that course again when it is offered next semester(s). A student who is allowed to drop a semester shall also be awarded 'X' grade in the courses of dropped semester.

I grade: This grade is awarded when a student is unable to appear in the end semester exam due to medical reasons with valid proof of absence, validated by DoAA. Such students shall be given one chance (in the immediate next auxiliary exam) to clear the 'I' grade, failing which, the student will be awarded zero marks in the End Semester Test and accordingly a grade shall be awarded to him/her. However, if the medical condition of the student still does not allow him/her to appear in the auxiliary exam, he/she may submit the request to DoAA before the conduct of the auxiliary exam and DoAA will be authorized to give one more chance to appear in the next auxiliary exam for 'I' grade.

CGPA is the weighted average of all the grades awarded to a student since his/her entry into the Institute up to and including the latest semester and is computed as follows.

$$CGPA = (\sum C_i \, G_i) / (\sum C_i)$$

where C_i is the number of credits assigned to i^{th} course and G_i is the grade point equivalent to the letter grade obtained by the student in the ith course. When a student repeats a course, the new grade will replace the earlier one in the calculation of the CGPA.

While calculating CGPA, I or X grades secured by the student shall not be taken into account.

Formula for conversion of CGPA to percentage of marks is (10 x C.G.P.A).

iv. DoAA will approve registration of students who have backlog course(s) in each semester. However, the student may be allowed to study an equivalent course (against the backlog course), if necessary, with the approval of DoAA. The decision of DoAA with regard to their registration of courses in each semester would be final and binding on such students.

Process to clear Backlogs:

A Student may opt for any of the following option to clear the backlog courses.

  a. The student may register for that course again when it is offered next in subsequent semester(s)

<div align="center">or</div>

  b. The student may register and appear for a single examination i.e auxiliary examination conducted immediately after the end semester exam on a date notified. The student will not have to attend any classes. A course instructor will, however, be designated to conduct the examination and guide the student.

  DoAA shall be empowered to allot courses (backlog of previous semesters) to final year students in which he/she has earned 'E' grade, if it helps them to complete the degree in time.

  Grading in the auxiliary exam shall be done as under:
  - The auxiliary exam shall be treated as re conduct of the end semester exam of that course in just concluded semester.
  - The grades shall be awarded by substituting the end semester marks with the marks secured in auxiliary exam.
  - Candidates appearing with 'E' grade can be awarded 'C' grade as the maximum grade.
  - The cut off limits of the exam conducted in just concluded semester shall be taken into consideration for award of grades.
  - The student will have to pay an examination fee to be notified by DoAA.

  c. The institute will offer remedial classes for slow learners. The remedial classes will be organized by the course coordinator/faculty of the course.

v. Summer Term: In addition to above, the final year students securing 'E' or 'F' or 'X' grade or students admitted in December can be offered maximum of three backlog course(s) in summer term subject to availability of faculty.
During summer term, if found fit, DoAA can allocate maximum of 4 courses to the students. Such relaxation shall be given only in the cases where students are left with 4 backlogs for completion of degree or student is falling short of 7 CGPA and wishes to take improvement exam. Further, DoAA is authorized to take final decision regarding allotment of number of courses to final year students in exceptional cases like where change of status with the declaration of result of final semester, cases where constraints regarding number of backlogs with remaining time left to complete the degree, placement issues etc. If required, subjects can be offered in self-study mode provided the student has earned a pass grade already and has applied for improvement only.

Students can also opt for improvement of CGPA in the summer term. Any student having C/B-/B in a subject shall be allowed to take these subjects for improvement in a semester / summer term subject to availability of faculty. DoAA is authorized to take final decision regarding allotment of courses for improvement. The maximum grade after the improvement can be A-. For Scholarship/Academic prize distribution/Gold medalist (Convocation), only the first attempt earned grade will be considered.

In the summer term, regular classes will be held if the number of students are four or more. The course will be offered as a self-study course if the number of students are less than four. The students with 'F' or X grade will not be allowed to take a course in summer term as a self-study course. An instructor will, however, be appointed and all the components of evaluation will be completed in each case.

The schedule of summer term, the fees to be deposited and other relevant conditions will be subject to the approval of the Chairperson, Senate on the recommendation of DoAA. The decision of Chairperson, Senate in running these courses shall be binding on the students.

vi. Semester examination results will be declared by Registrar's office after the grade finalization by BoE within 15 days of the conduct of the last exam.

At the end of each semester (i.e., after end semester examination) students will be issued a grade card by the Registrar's office indicating the grades secured in each course and the latest CGPA.

Once grades are submitted, any correction thereafter will only be made with the approval of Director on the recommendation of the DoAA.

1.5 PROCEDURE FOR BOARD OF EXAMINERS AND EXAMINATION BOARD

i. This procedure will be applicable to the UG and PG students.

ii. The grading of UG and PG program will be done by the Board of examiners. Board must consist of one external member from outside the department/school. The external member shall be nominated by the Dy Director on the joint recommendation of DoAA and CoE.

iii. DoAA and CoE will be the permanent members of the board whereas all the instructors who are teaching courses to that batch will be the other members of the board.

iv. The minimum passing marks in written examination shall be 35 marks in aggregate. However, BoE is empowered to lower it down on case-to-case basis.

v. In all project based courses (those courses where no formal written examination is conducted (e.g. Project Semester, Summer Training, Engineering Design Project I or II, Dissertation, Seminar, Minor Project etc.) a minimum of 50 marks will be required to pass the course.

vi. In the courses Project Semester, Summer Training, Capstone Project and Dissertations/Thesis, 'Absolute grading' shall be followed with limits as A>= 85 $\quad$ A⁻ >= 80 $\quad$ B>=75 $\quad$ B⁻>=70 C>=50.

vii. Grade 'A+' can be awarded only if the strength of class is ≥ 100.

viii. In case a student scores 80 or more marks in courses where written examination is conducted then he/she shall preferably be awarded 'A' Grade.

ix. Students are entitled to discuss their performance with examiners when they read the answer scripts in the presence of the examiner(s) who may revise the marks if necessary and record on top of the answer script.

x. Examination answer scripts shall be held by examiners for a period of 6 months. This period of 6 months begins on the day of publication of the relevant examination results. Scripts cannot be released to students, but students may read their own scripts in the presence of the relevant examiner as is the existing practice.

1.6 MINIMUM ACADEMIC REQUIREMENT FOR CONTINUING BE/BTech/MCA PROGRAMME

A student will be allowed to continue in the BE/BTech/MCA programme only if,
a. At the end of the first year, she/he
   i. Secures a CGPA of greater than or equal to 3.70.
<div align="center">OR</div>

   ii. Earns* a minimum of 50% of the credits offered in the approved scheme of courses in the first year.
b. At the end of second year, she/he
   i. Secures a CGPA of greater than or equal to 4.50.
<div align="center">OR</div>

   ii. Earns* a minimum of 60% of the credits offered in the approved scheme of courses in the first and second year.

*Only credits of those courses will be considered as earned credits in which the student has earned A+/A/A-/B/B-/C grade.

Important: A student who fails to satisfy both the conditions mentioned in the above paras (i) and (ii) of sub-clause (a) or (b), as the case may be, will be required to leave the Institute. For BE/BTech lateral entry programme, clause (b) will only be applicable.

However, on the request of the student and his/her parent, if TIET may deem fit, can allow the student, at his/her own risk and responsibility, to continue his/her study for a maximum of two semesters by signing an undertaking from him/her and his/her parents. If on completion of this extended period of two semesters, he/she is still not able to fulfill the eligibility criteria, his/her name will be struck off the institute rolls.

1.7 READMISSION IN UG PROGRAMS

If a student takes a readmission in the first year of UG programs in the immediately following year after one year of study at Thapar Institute of Engineering & Technology, Patiala then he/she will start afresh i.e. no credits will be given for all courses in which she/he earned pass grades during the preceding year.

1.8 ADMISSION IN UG PROGRAMME IN THE EVEN SEMESTER OF THE SESSION

The Institute, if may deem fit, can admit students in the even semester of session by conducting its own entrance test and following approved procedure, eligibility criteria as mentioned in the prospectus of that session. The admitted students shall be required to clear all the courses as per the approved scheme of discipline in which admitted. Theory courses i.e. courses without practical component, with course content vetted by the committee constituted by DoAA, shall be offered under the equivalence of subjects scheme to be studied by newly admitted BE students (students of other institutes admitted to second semester through December admission). Under this scheme, such students will appear in the single exam of 100 marks (EST only) in thecourse/courses which satisfy the above laid criteria. The grade in these course/courses shall be awarded on the basis of his score in that test only. They have to appear in such subject(s) in the EST conducted in May or December only and not in Summer term. For subjects with practical components, the students shall have to register for such courses and study as a normal subject only, either in the normal semester or in the summer term.
TIET students who got upgradation through this test, will also have to clear the courses relevant to his/her new stream. They are required to pay the requisite fee as notified by DoAA to clear such courses.

Students (newly admitted or TIET) will have to pay the requisite fee as notified by DoAA to clear such courses.

1.9 TRANSFER OF CREDITS BETWEEN THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY, PATIALA AND OTHER INSTITUTIONS

1.9.1 Facilitation for transfer of credits to other universities/academic institutions

i. Thapar Institute of Engineering & Technology, Patiala, shall facilitate transfer of credits earned by its students to other universities/ academic institutions in India and abroad -
ii. A student of the Institute seeking transfer of credit to other universities/ academic institutions shall submit a written request, on prescribed format, along with the fee prescribed for the purpose, to the Dean (Academic Affairs).
iii. Dean (Academic Affairs)/ Registrar, upon receipt of such request, shall issue a complete transcript of the courses taken by the student in the Institute and shall forward the same along with the application of the student to the universities/ academic institution concerned.

1.9.2 Policy framework, procedure and conditions for accepting transfer of credits from other universities/ academic institutions:

   i. Thapar Institute of Engineering & Technology shall accept transfer of credits earned by a student from the following universities/ academic institution/ research institutions:
     a. Such Indian or Foreign University/ academic institution/ research institution with which Thapar Institute of Engineering & Technology has signed an MOU for student and faculty exchange.
     b. Any accredited university/ academic institution/ research institution - that has been recognized and approved for the purpose of credit transfer by the Academic senate of Thapar Institute of Engineering & Technology.
   ii. Student should apply on prescribed format, along with the prescribed fee for the purpose.
   iii. The equivalence/relevance of the courses, shall be decided by appointing and seeking recommendations of a committee consisting of subject experts, as appointed by Director, under the Chairmanship of Dean (Academic Affairs).
     a. The committee shall consider JEE/10+2 PCM cut off of concerned branch as compared to TIET cut off, in case of under graduate students.
     b. In case of any foreign student coming to TIET, DOAA will constitute a committee to access his/her academic performance.
     c. In case of transfer of students to TIET, a candidate must earn at least 50% credits of the approved scheme of TIET in order to get degree from TIET.
     d. Only the courses in which student has earned Grade B (or equivalent) or higher, should be considered for CGPA calculation.

1.9.3 Exchange program should be initiated at least for a semester and at the most for two years. In case of undergraduate students, transfer of credit will happen only on or before fifth semester of study.

1.9.4 Between all universities that have signed an MoU with Thapar Institute of Engineering & Technology for student exchange, Equivalence of courses being taught at Thapar Institute of Engineering & Technology shall be established beforehand with the courses being taught at other university and approved by Academic Senate.
   i. DoAA should send all cases received to concerned Heads for checking the equivalence. The Heads must submit their observations/ recommendations/ findings to the committee as in subsection (iii) of 1.9.2.
   ii. A database of such equivalent, evaluated and approved basket of courses should be created by all Heads of departments/ school and made available on Institute website.

1.9.5 If student undergoes an exchange program for a semester/ year, between Thapar Institute of Engineering & Technology, Patiala and other university/ academic institution, then it is recommended that the CGPA should be freezed for that semester/ year, only the credits earned should be transferred to the parent institution. The student must earn at least Grade C (or equivalent) in a course, in order it to be considered for credit transfer (or clear the course fully if it was an audit course).

Disclaimer: Mere fulfilling the eligibility conditions does not ensure/guarantee/reserve the rights for the transfer of Credits to happen.

1.10 PROCESS FOR BRANCH UPGRADATION AFTER COMPLETION OF 1ST YEAR (FIRST TWO SEMESTERS)

Students shall be eligible to apply for change of Branch / Programme after completing the first two semesters. The following rules/guidelines will be used for considering applications for change.

1.10.1 The eligibility criteria to apply for change of Branch / Programme are

(a) completion of the all the course credits prescribed in the first two semesters, and
(b) no backlog at the end of first year of 4-year BE/BTech. Degree programs, and
(c) Secured a Cumulative Grade Pont Average (CGPA)
- ≥ 7.0 for SC, ST and PH category students
- ≥ 8.5 for General category and other category students

OR

(a) was eligible for admission to branch B at the time of entry to TIET Patiala.
(b) no backlog at the end of first year of 4-year BE/BTech. Degree programs

Methodology: A student will be permitted to change from branch A to branch B against the vacant seats (if any) in branch B, strictly on the basis of merit of CGPA obtained during first year of study here, if strength of branch A does not fall below 90% of its sanctioned strength (equivalently at most 10% students of sanctioned strength of a branch are permitted to leave it). The request of the student will be reconsidered again, strictly in CGPA order, if she/he does not violate this rule due to another student getting transferred to branch A.

1.10.2 Applications from TIET students who satisfy the eligibility criteria are to be considered in the order as given below.

- All students who satisfy the norms with CGPA more than 8.5 (7.0 for SC/ST/PH) are allocated first.
- Students who were eligible for admission to branch B at the time of entry to TIET Patiala are allocated subsequently.

1.10.3 If a student S1 is not permitted to change from branch A to branch B, any other student S2 from any branch with CGPA less than S1 will also not be permitted to change to branch B, even if, a vacancy gets created at the later stage during counselling.

1.10.4 (a) The rules are also applicable for all categories with the concession in eligibility criteria mentioned in rule 1 for SC, ST and PH students.

(b) Every student has a category attribute, which is one of GE, BC, SC, ST or ST.
(c) A vacant seat that is available for allocation is defined to be one of five different types. The types are i) open GE, ii) reserved for BC, iii) reserved for SC, iv) reserved for ST and v) reserved for PH.
(d) The change in branch will be against the vacant seats of that branch only.
(e) A vacant open seat in Branch B, when allocated to a student in branch A belonging to category X, creates a vacant seat in branch A of type "reserved for category X".
(f) A vacant seat of type "reserved seat of category X" is available for reallocation only to students of category X.

1.10.5 All branch transfers can be effected only once at the beginning of the second academic year. No application for change of branch during the subsequent academic years will be entertained.

1.10.6 Students admitted in International Engineering program shall not be allowed to appear in Branch Upgradation process at the end of First Year.

1.10.7 Students who got upgradation, will have to clear the courses relevant to his/her new stream. They will have to pay the requisite fee as notified by DoAA to clear such courses.

1.10.8 Students of branches such as Biotechnology/Biomedical Engg./ Computer Science and Business

Systems where the course scheme is significantly different from the course scheme of other branches, shall not be allowed to appear in this branch upgradation process.

1.11 SPECIFIC REGULATIONS FOR ME/MTech PROGRAMS

1.11.1 All the ME/MTech programme shall be offered in regular mode only.

1.11.2 The student will work for and prepare her/his Dissertation under the supervision of a teacher of the Institute. However, if the DoAA, on the recommendation of the Head of the Department concerned, is satisfied that the facilities for the Dissertation do not exist at the Institute, he may allow the student to do his Dissertation at an alternate Institution and this period will count towards the requirement for the Master's degree, but the student will spend a minimum of one month in the Institute under his supervisor for completing his Dissertation.

The students may also be allowed by DoAA on recommendation of concerned head of department to do second year (3rd & 4th semester) in any Industry/Organisation provided such an arrangement brings in value addition to the profile of students.

1.11.3 On completion, the student will submit the dissertation to the Head of the Department through the supervisor. The dissertation will present an orderly and critical exposition of the existing knowledge of the subject and will embody results of original investigations demonstrating the capacity of the student to do independent research work. While writing the Dissertation, the student will layout clearly the work done by him independently and the sources from which he has obtained other information contained in his dissertation.

1.11.4 The student will submit his Dissertation within the prescribed maximum period but not earlier than in the fourth semester for a regular student. The result of the Dissertation will be declared only after the student has passed in 12 courses and has fulfilled the academic requirements of his seminar/Minor project.
The student will also submit ME/MTech dissertation in electronic form on the DSpace of the Central Library after successful defense.

1.11.5 The absolute grading scheme shall be followed for ME/MTech dissertation evaluation with limits as A>= 85   A$^-$>= 80   B>=75   B$^-$>=70   C>=50

1.11.6 The ME/MTech dissertation shall be evaluated by the committee, approved by DoAA, consisting of the following persons:

One Person nominated by DoAA   -   Chairperson
(from amongst Institute faculty)
One faculty member from cognate area   -   Member
(nominated by Head)
Supervisor(s)   -   Member
One External Expert   -   Member
(nominated by DoAA from the list sent by concerned Head)

After evaluation, the dissertation shall be awarded grades. In case a student gets 'E' grade or 'F' grade, the student has to resubmit the revised dissertation within 6 months and if before submission of revised dissertation, next semester commences then the student is required to pay the full fee of the semester.

1.12 SPECIFIC REGULATIONS FOR POST-GRADUATE DIPLOMA

1.12.1 A student who attains the minimum CGPA of 5.50 after having qualified in 10 courses and leaves studies thereafter will be awarded a post-graduate diploma in engineering in the appropriate branch.

Further, if a student is unable to complete his/her dissertation within the maximum prescribed period of the ME/MTech course, he/she may on request be awarded P.G. diploma in the appropriate branch provided he/she fulfills the requirements for the diploma. **The PG diploma shall be awarded only if the request for award of diploma is given by the student within two years of leaving the Institute.**

While considering eligibility of a student for the award of post-graduate diploma in engineering, best performance in 10 courses will be taken into account.

ACADEMIC REGULATIONS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

1.0 ADMISSION

1.1. A candidate seeking admission to the degree of Doctor of Philosophy must have obtained ME/MTech/MPhil/MCA/MSc/MA/MBA/CA/MCom/ MParma or equivalent degree with minimum CGPA of 6.00 on a 10-point scale or 60% (55% in case of SC/ST/Differently-Abled candidates) marks in aggregate where marks are awarded OR GATE/NET(UGC/CSIR) or equivalent national test qualified.

1.2. Candidates with BE/BTech degree or equivalent with excellent academic record (minimum CGPA of 8.00 on 10-point scale or 80% marks in aggregate) may be considered for admission.

Relaxation in CGPA to 7.00 on a 10-point scale or in marks to 70% for the minimum eligibility conditions may be permitted for candidates with a B.E./B.Tech. degree or equivalent who have a minimum 3 years professional and/or research experience in the area in which the admission is sought. However, candidates admitted with B.E./B.Tech. or equivalent qualification will be admitted for PhD degree after successful completion of eight Masters level courses (minimum credit = 24) as suggested by the PhD Admission Committee of concerned Department/School, within a period of two years from the date of admission. A minimum CGPA of 6.00 on a 10-point scale must be earned in the courses prescribed by the concerned Department/School.

1.3. Part-time studies leading to PhD degree are permitted for TIET employees and employees of other organizations with the prior approval and no-objection certificate from their parent organization. Part-time studies leading to PhD shall also be permitted to persons working in Institutions with which a Memorandum of Understanding has been signed for research purposes. Such a candidate must be in employment at the time of admission and be engaged in professional work in the area to which admission is sought.

1.4. Admission of a PhD candidate in a department/ school other than his/her basic background: Suitability of a candidate is the purview of admission committee, if a candidate qualifies the test and interview then he/she should be allowed to pursue PhD Programme. However, the admission committee may recommend additional courses for the candidate to clear.

1.5. Candidates shall be admitted on the basis of merit of Entrance Test and Interview to be conducted by the Institute. The candidates who secure minimum of 50% (45% for SC/ST) marks in the written exam shall only be called for Interview. During interview, a candidate is required to indicate area of research.

Relaxation for appearing in the Entrance Test will be given by the Institute to those candidates who have qualified NET(UGC/CSIR) or GATE/GPAT in the relevant discipline.

1.6. Applications for admission will be considered by the Admission Committee of the concerned Department/School.

1.7. The number of PhD admissions to be made by each Department/School shall be notified at the start of admission process. All efforts shall be made to maintain 25% SC/ST and 3% physically handicapped category students.

1.8. The Admission committee will recommend course work to be allocated to each selected candidate.

2.0 REGISTRATION

It is mandatory for all the PhD students to register in the concerned Department/School at the start of each semester.

2.1. Every admitted candidate shall have to do course work for a minimum of one semester. The course work shall include at least four courses, namely, a course on research methodology (may include quantitative methods and computer applications) or a course proposed by the Admission Committee (for those who have studied a similar course on Research Methodology at PG level), a professional course (if not offered by any Department/ School, its syllabus to be proposed by the admission committee and approved by DoAA), a course on ethics and misconduct of publication and a seminar (relevant in the area of research). The process of registration in the course work, examination, evaluation and grading shall be same as followed for UG/PG programmes. Every candidate (Regular/Part-time) admitted w.e.f. session 2024-25, shall have to take 36 credits of course work during his/her entire tenure of PhD. However, the student will be allowed to submit the research proposal after successful completion of 12-16 credits of course work. For BE/B.Tech. qualified student this credit requirement is in addition to the one mentioned at 1.2.

Only those candidates who successfully complete the course work of 12-16 credits within one year of admission and with a minimum CGPA of 6.00 on 10.00-point scale will continue their PhD program.

Every candidate will be required to submit research proposal, duly recommended by the supervisor(s), after successful completion of the course work (December 31 shall be taken as date of completion of course work for odd semester and June 30 shall be taken as date of completion for even semester). The minimum time period to submit the research proposal shall be one semester from the date of admission and maximum time allowed to submit the research proposal shall be one year from the date of admission.

Research proposal will be submitted to the concerned Head of the Department/School. In case of non-submission of proposal within one year, DoRDC on the recommendations of the Supervisor and Head of the Department/School may grant an extension for a maximum period of six months.

If the candidate fails to submit the proposal even during the extended period, her/his admission will be cancelled. In case the proposal is rejected by the IRB, the student may resubmit it within next six months starting the date of meeting of IRB failing which her/his admission will be cancelled.

2.2. For supervising a PhD student, faculty/staff members shall not enroll any candidate under his/her supervision having immediate relations i.e. spouse/parents/brothers/sisters and other immediate relatives.

Only such faculty/staff members of the Institute will be proposed as supervisors who hold a PhD or its equivalent degree. If necessary, another supervisor from within or outside the Institute may also be proposed. The maximum number of supervisor(s) for a candidate should not be more than two. However, addition of third supervisor can be done with the permission of Director duly recommended by DoRDC giving specific reasons. In case, the supervisor leaves the Institute, the Doctoral committee should propose the name of another supervisor in consultation with the candidate.

At any given time, a faculty member at TIET will have maximum number of Ph.D. students as per the details below:

1. Professor   - 8
2. Associate Professor – 6
3. Assistant Professor – 4

- The total number of candidates under a faculty member at TIET shall not exceed the number as prescribed above including the candidates under co-supervision.
- The above number includes those under guidance at TIET, and also outside TIET.

2.3. The Research proposal will be considered by the Institute Research Board (IRB) consisting of the following:

i. Chairperson, Board of Studies of Concerned Department/School	Chairperson
ii. One expert recommended by Chairperson, Board of Studies of Concerned Department/School in the cognate area from Deptt/Institute	Member
iii. Supervisor(s)	Member(s)
iv. One nominee of DoRDC in the cognate area from the Institute	Member
v. One expert* from the approved IRB panel of outside experts of concerned Department/School: To be nominated by DoRDC	Member

The quorum for the meeting shall be four members including outside expert.
*The supervisor shall propose names of three experts from the approved panel of outside experts. In case of non-availability of experts in the relevant area of specialization in the approved IRB panel of outside experts, the supervisor may submit an additional list of experts of relevant area through Head of the Department/School to DoRDC.

2.4. The candidate shall be required to make a presentation on the topic of her/his proposed research. The research proposal should have broad objectives, scope and approach of the proposed investigation, facilities required for successful implementation and the significant contribution/advancement likely to be made. The IRB will consider the proposal and decide the viability of the proposal. The exact title, objectives and scope of the research work can be finalized by the doctoral committee at the time of synopsis presentation.

3.0 PROGRESS MONITORING

3.1. A doctoral committee as per the following constitution shall monitor the progress of the student as per guidelines issued by DoRDC from time to time.

i. Chairperson, Board of Studies	Ex-Officio-Chairperson*
ii. Supervisor(s)	Member(s)
iii. Two faculty members in the cognate area from the Department/School	Members
iv. One faculty member from outside the Department/School	Member

3.2. The student shall be required to submit a half-yearly progress report to the Registrar through Doctoral Committee about his/her research work on the prescribed Performa (Annexure-I).

3.3. If a student is not able to submit the thesis within 6 years for male/ 8 years for female, he/she will have to present two progress monitoring reports in a semester.

In cases of non-receipt of two consecutive progress reports or two consecutive unsatisfactory reports or unethical practices in research committed by the student or misconduct by the student, the doctoral committee, under the chairpersonship of DoRDC, can recommend any action including cancellation of registration.

3.4. At the time of submission of synopsis, as per the requirement, student shall submit the proof of at least one of the following.
For students admitted before July 2018
   • Two SCI Publications (excluding review articles).
For students admitted after July 2018

   • Three SCI Publications (excluding review articles).
   • Two SCI Publications and Two SCOPUS publications (excluding review articles).
   • Two SCI Publications with TIF of atleast 4 (excluding review articles).
   • One patent granted.

Note: Journals which are in SCI shall only be considered. For PhD theses relevant to Social Sciences and Humanities SSCI/AHCI (Thomson Reuter) journals shall also be considered.

4.0 SUBMISSION OF THESIS

4.1. The male student shall submit his thesis to the Registrar within 6 years and female/physically handicapped student shall submit his/her thesis to the Registrar within 8 years but not earlier than 3 years from the date of her/his admission. The student would be expected to work for her/his thesis at the Institute except for visits to other labs/organizations with the approval of the supervisor(s) and concerned Head of the department/School.

4.2. Every student shall ordinarily complete her/his research work within the normal period as provided in the regulations, but in genuine cases of hardship, DoRDC on the recommendations of the doctoral committee may allow extension up to one year.

Provided further that if at the end of extended period, the student is found to have completed a substantial part of his/her thesis or has published research papers in some refereed journals as per section 3.4, the Chairperson, Senate on the recommendation of DoRDC may allow further extension of one year recording detailed and specific reasons as to why this special extension is being allowed.

Registration of a student, who fails to submit his/her thesis within the stipulated period as above or who fails to apply for grant of extension, would automatically stand cancelled. No extension beyond the total period of eight years (for male students) and ten years (for female/physically handicapped students) shall be granted in any case.

4.3. The student shall be required to intimate the DoRDC, through Doctoral Committee, that he/she intends to submit the thesis within three-months' time. She/he is required to give presentation of the research work before submission of the extended abstract (Synopsis) in the presence of the Doctoral Committee. The summary of the abstract should match with the approved research proposal by the IRB. The IRB panel will approve the submission of synopsis subject to completion of objectives. After the presentation, the student shall submit soft copy of the synopsis not more than 10 pages excluding references along with proof of publications and impact factor of journals. The synopsis will then be sent to the proposed examiners for their consents to act as examiners for the thesis by DoRDC.

Soft copy of the thesis shall be submitted by the candidate accompanied with a fee, as approved by BOG, and a report of plagiarism, within 90 days from the date of submission of synopsis unless an extension is granted by DoRDC.

The maximum permissible similarity should not be more than 15 % (excluding self-citations) in the PhD thesis. This must be verified through institute approved software. Similarity report must be signed by the candidate and their supervisor(s).

5.0 EXAMINATION

5.1. The Doctoral Committee shall submit a panel of minimum eight examiners consisting of four examiners from India and four from abroad (indicating full particulars about their designation, area of specialization etc.) in the prescribed format to the Director through DoRDC for the evaluation of the thesis and the Director will appoint two examiners, one from India and one from abroad out of the panel. However, Chairperson, Senate may ask the doctoral committee to include additional name(s) in the panel of examiners.

At least 50% of examiners of the panel should be from the list of references given in the synopsis and the thesis.

Department/School will maintain record of list of examiners proposed by each supervisor(s). Not more than 50% of examiners can be repeated from the immediate previous list of examiners submitted by the supervisor(s).

5.2. The examiners shall be free to seek clarification on any matter from the student's supervisor(s) through DoRDC.

5.3. Each examiner shall state in his report in the prescribed proforma (Proforma attached at

Annexure-II) indicating one of the following,

1. I recommend acceptance of the thesis in its present form.
2. I recommend acceptance of the thesis. I however, would like the candidate to incorporate corrections indicated in the report. Corrected thesis need not be sent to me.
3. I recommend major revision at this stage. Before I send my final recommendation, I want the revised thesis to be sent back to me with suggested modifications.
4. I reject this thesis for reasons set out in detailed report.

5.4. In the event of an examiner making recommendation for the revision/modification of the thesis, the student shall be free to defend her/his point of view through DoRDC, if she/he so desires. However, if the examiner is not satisfied with the student's defense, the student shall be required to carry out necessary revision/modification as suggested by the examiner before her/his case is processed.

5.5. The student, who is required to re-submit the thesis, must do so within one year from the date of receipt of the examiner's comments by the Institute, unless an extension is granted by DoRDC. A re-submitted thesis will be examined by the same examiner who has recommended re-submission unless she/he herself/ himself is unable to do so or declines to do so.

5.6. In the event of one of the examiners recommending the award of the degree and the second examiner recommending rejection of the thesis, the thesis shall be referred to a third examiner to be appointed by the Chairman, Senate from the original panel of examiners. The recommendations of the third examiner shall be final. This procedure shall also be followed if the examiner who has suggested revision/modification rejects the revised thesis.

5.7. The reports of the examiners (excluding the questions suggested for viva-voce) will be opened in a meeting of supervisor(s) under the cChairpersonship of DoRDC within a week of the receipt of the reports from all the examiners. DoRDC will open single PhD thesis report with C grade and immediately share it with the concerned supervisor(s) so that the thesis revision, in the light of comments of examiner, can be expedited.

5.8. In case reports of both examiners are positive, supervisor(s) & DoRDC shall prepare a gist of the reports of the examiners for the consideration of the Director in order to take further decision regarding the conduct of viva-voce.

5.9. The viva-voce examination shall be compulsory for all the students and shall be conducted jointly by Doctoral Committee, and Indian Examiner under Chairmanship of DoRDC/ADoRDC or their nominee. In case Indian examiner is unable to conduct the viva-voce, a set of questions would be obtained from her/him by DoRDC, and viva-voce will be conducted by an examiner to be appointed by the Director.

There shall be an open defense of the Thesis and shall be conducted in the Institute or conducted online by DoRDC/ADoRDC or their nominee.

The report about the performance of the student in the viva-voce shall be recorded in the Performa by the supervisor(s) and the external examiner.

5.10. Depository with UGC: After the successful completion of evaluation process, the candidate shall submit the final thesis to the Institute Library for hosting the same in INFLIBNET.

5.11. Remuneration to be given to the Examiners: As approved by BOG.

6.0 AWARD OF DEGREE

6.1. The Doctoral Committee under the Chairpersonship of DoRDC shall give final recommendations for the award of PhD degree on the basis of examiners' reports along with the gist of reports prepared by the Doctoral Committee. The decision will be reported to the Senate.

6.2. The Registrar shall publish the result and issue provisional degree in accordance with the decision of the Chairperson, Senate.

6.3. The reports of the examiners may, on request, be supplied to the students after the award of degree.

7.0 LEAVE RULES

7.1. The PhD student getting Research/Teaching Associateship through the Institute shall abide by the leave rules as applicable to Institute employees.

There will be no summer/winter vacations for PhD students. Minimum attendance required in each semester is 75% for regular students.

ACADEMIC REGULATIONS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY AT LMTSM

The Doctor of Philosophy (Ph.D.) program offered by the LM Thapar School of Management (LM TSM) at Dera Bassi campus shall be governed by the Academic Regulations made by TSM Senate and approved by Board of Governors (BoG).

1.0 GENERAL:

1.1. The provisions contained in this set of regulations govern the policies and procedures with respect to the admission of students, evaluation and award of Doctor of Philosophy (Ph.D.) degree at LMTSM.

1.2. This set of Regulations, on approval by the Board of Governors, TIET, shall supersede all the corresponding Regulations currently in effect and all the amendments thereto, and shall be binding on all the students who are admitted 2013 onwards. However, the effect of year-to-year (periodic) refinements in the Academic Regulations, on the students admitted in earlier years, shall be dealt with appropriately and carefully, so as to ensure that those students are not subjected to any unfair situation whatsoever, although they are required to conform to the revised set of Regulations, without any undue favor or considerations.

1.3. The Doctoral and Research Program (DRP) Chair will coordinate the doctoral and research programmes at LM TSM.

1.4. Admission to Doctoral programme will be based on the recommendation of the Doctoral Admissions Committee (DAC).

  1.4.1. DAC Members:
      a. DRP Chair
      b. Three faculty members with strong research experience (To be nominated by Director, LMTSM)

      DRP Chair will be the chairman of this committee

1.5. In case of non- availability of Director, LMTSM, and the functions of Director LMTSM shall be performed by Director, TIET.

1.6. Any legal dispute arising from this set of Regulations shall be limited to the legal jurisdiction determined by the location of the University and not that of any other party.

1.7. The PhD program will be offered in two modes. The full-time PhD program is referred to as the PhD (Residential) program and the part-time program for working executives is referred to as the PhD (Executive) program.

2.0 PH.D. ADMISSION

2.1. **Eligibility**

  2.1.1. A candidate seeking admission to the degree of Doctor of Philosophy (Ph.D.) must have obtained a Post-graduate degree or equivalent or four-year professional degree or equivalent or CA, ICWA / ACS or an M. Phil. degree.

  2.1.2. Part-time studies leading to a PhD degree are permitted for professionally employed candidates.

Such a candidate must be in employment at the time of admission and be engaged in professional work in the area to which admission is sought.

2.1.3. The candidates admitted under 2.1.1. will be admitted under PhD (Residential) program and those candidates admitted under 2.1.2 will be admitted under PhD (Executive) program.

2.2. **Admission Process**

2.2.1. Candidate seeking admission to LM TSM's PhD program is required to take Research Aptitude Test and/or 'writing ability' test of LM TSM followed by an Interview.

2.2.2. CAT/GMAT/GRE/GATE/UGC-NET (JRF)/ NMAT/ XAT scores of preceding five years may a l s o be considered in lieu of LMTSM's Research Aptitude Test. However, candidates with post-graduate qualifications, a minimum age of 40 years and demonstrating at least 15 years of senior management experience shall be exempt from the qualifying test. Their selection shall be based on their performance in the 'writing ability ' test and personal interview.

2.2.3. UGC/CSIR (JRF) qualified candidates and candidates with research potential demonstrated through publications or relevant research experience are exempt (on the recommendation of Doctoral Admissions Committee) from the entrance test.

2.3. Ph.D. candidates may be admitted three times every academic year.

2.4. Supervisors can also be taken from outside the LM TSM/TIET provided they are affiliated to LM TSM/TIET in a meaningful way as a visiting faculty, adjunct faculty etc. Each faculty member can be allowed to register a maximum of 6 candidates.

2.5. A candidate can change the status of his registration from full time to part time (or vice versa) only once with the approval of Director, LMTSM on the recommendation of DRP Committee.

2.6. The number of students admitted to the PhD program every year shall be decided by the Doctoral Admissions Committee.

2.7. In case of the Ph.D. applicants with foreign nationality/ NRI status, the following admission guidelines will be followed:

2.7.1. The candidate should have passed the qualifying exam with 60% marks or CGPA of 6.00 on a 10 point scale. However, the marks/ CGPA criteria may be relaxed on case to case basis depending on experience of the candidate and/or University/Academic Institute from where the candidate has passed the qualifying exam. Doctoral Admissions Committee (DAC) is authorized to take a final decision in this regard.

2.7.2. The candidate will be exempted to appear in the Entrance Test and admission will be made on the basis of his/her aggregate marks, evaluation of statement of purpose and personal interview.

2.7.3. The candidate is required to submit copies of the following documents at the time of application:
- Application Form
- Latest copy of CV
- Statement of Purpose
- Post-graduation Degree & DMCs/ Transcript
- Passport copy to confirm residency status & DOB
- One Letter of Recommendation from a previous teacher/supervisor certifying academic/

<div align="center">professional capabilities & citizenship behavior of the candidate</div>

2.7.4. Post-graduation Degree & DMCs/ Transcript and Passport have to be shown in original by the candidate at the time of admission.

3.0 PH.D. COURSEWORK AND RESEARCH PROGRESS MONITORING

3.1. Recommending coursework, periodic evaluation and progress monitoring of doctoral candidates (research scholars) are the responsibility of the Doctoral & Research Program Committee (DRPC).

3.1.1. DRPC Members:
- DRP Chair
- Supervisor of the doctoral student
- Two faculty members from LMTSM with strong research experience.
- A faculty member from LM TSM or from any other department/school of TIET in the cognate area or a faculty member from outside TIET
- DRP Chair will be the chairman of this committee.

3.2. **Ph.D. Course work**

3.2.1. To nurture and develop world class researchers, the major focus areas for doctoral research at LM TSM, besides the functional areas of organization theory, marketing, finance, human resource management, operations, information systems, energy, international business, higher education, are as follows:
   a. Strategy, Sustainability & Society
   b. Behavioral Decision Science
   c. Quantitative Culture Studies
   d. Academic and Corporate Leadership

3.2.2. A comprehensive and rigorous foundation course work has been established at the school. As a part of this course work, the students enrolled for Ph.D. program at the school are required to undertake courses prior to formally initiating their research work. These courses shall be imparted over a period of two years comprising of four semesters.

3.2.3. PhD candidates are required to complete the coursework within the first three years after joining the program. Each candidate has to complete minimum 48 credits of course work. However the candidates admitted on the basis of four-year qualifying degree have to take additional master level courses of 21 credits which they select from the courses offered in Year 1 of MBA Program.

3.2.4. The candidate must score a CGPA of minimum 7. Candidates will be given one more opportunity to improve his/her grades to reach the minimum CGPA.

4.0 SUBMISSION OF PH.D. RESEARCH PROPOSAL AND RESEARCH PROGRESS MONITORING

4.1. Doctoral Research Program (DRP) Committee is entrusted with the responsibility of evaluating the research proposal and research progress monitoring.

4.2. Candidates of PhD (full-time program) must defend their research proposal within 36 (instead of 24) months from the date of admission. A further extension of 6 months may be granted. The candidates can start preparing their research proposal after taking admission and will be allowed to defend it as and when they earn 18 credits (instead of 12) of the Ph.D. course work with a minimum CGPA of 7.0. If the proposal is rejected by the Institute Research Board (IRB), it should be resubmitted within 6 months of date of rejection.

4.3. Candidates of PhD (part-time program) program must defend their research proposal within 36 months from the date of admission. A further extension of 6 months may be granted. The candidates can start preparing their research proposal after taking admission and will be allowed to defend it as and when they earn 18 credits (instead of 12) of the Ph.D. course work with a minimum CGPA of 7.0. If the proposal is rejected by the Institute Research Board (IRB), it should be resubmitted within 6 months of date of rejection.

4.4. December 31 is the date of completion of the odd semester and June 30 is the date of completion for even semester. However, the timings and duration of the semester can be changed with the approval of the Director, LMTSM.

4.5. The candidate shall be required to make a presentation on Research Proposal. The research proposal should have broad objectives, scope and approach of the proposed investigation, facilities required for successful implementation and the significant contribution/advancement likely to be made. The DRP Committee will consider the proposal and decide the viability of the proposal. The exact title, objectives and scope of the research work can be finalized by the DRP Committee at the time of Pre-Ph.D. presentation and before submission of the Ph.D. thesis synopsis.

4.6. If research proposal is rejected by the DRP Committee, the candidate will get two more opportunities to resubmit their revised research proposal within a period of one year.

4.7. DRP Committee will be responsible for reviewing the progress of the doctoral candidate. It is recommended that the supervisor should monitor the progress at least once in two months with the help of members of the research advisory committee. The research advisory committee may include an external faculty or industry expert as associate member.

4.8. Dropping of Semester: A PhD candidate can drop maximum of two semesters. Such candidates will have to pay fee for the dropped semesters.

4.9. Leave rules: The PhD student getting Research/Teaching Associate ship through the Institute shall abide by the leave rules as applicable to University employees.

4.10. The Ph.D. (part-time) scholars need to stay at least five days (maximum in two visits) on the campus in every semester.

5.0 SUBMISSION OF THESIS SYNOPSIS AND PH.D. THESIS EVALUATION/EXAMINATION

5.1. **Submission of Thesis Synopsis**

5.1.1. The doctoral candidate can start the process of submitting the thesis synopsis after a minimum period of 36 months from the date of admission. Maximum time allowable to complete the PhD program is 7 years from the date of admission. Two further extensions of one year each may be granted by the competent authority.

5.1.2. The candidate can proceed for submission of the thesis after completing 48 credit hours of course-work with a CGPA of 8.0 and after having met the publication requirements. If the CGPA requirement is not met, the candidate can take an additional independent study, or take a course again. Approval of the Doctoral Committee on Quality is required.

5.1.3. The candidate needs to fulfill the criteria for number of publications provided in para 5.1.5 and must consider the list of journals in para 5.1.4.

5.1.4. The candidates are required to consider the following four lists of journals for research publications:

    a. **UT Dallas 24 (UTD - 24) Journal list:**
    http://jindal.utdallas.edu/the-utd-top-100-business-school-research_rankings/journals

    b. **Financial Times 45 (FT - 45) Journal list:**
    http://www.ft.com/cms/s/2/3405a512-5cbb-11e1-8f1f-00144feabdc0.html

    c. **Australian Business Deans Council (ABDC) Journal list:**
    https://abdc.edu.au/2019-review/
    (Only A*, A and B journals from this list will be considered)

    d. SSCI journal list 2019
    https://clarivate.com/webofsciencegroup/wpcontent/uploads/sites/2/dlm_uploads/2019/08/JCR_Full_Journal_list140619.pdf

5.1.5. Publication requirements for students admitted before 2019

    a. One paper published/accepted in a journal from any one of the lists mentioned in clause 5.1.4 Journal list of any year starting from the year of admission of the candidate will be considered

<div align="center">***OR***</div>

    b. Two Revise and Resubmit (R&R) (only FT-45 and A* and A of ABDC) papers with thorough review and detailed comments

<div align="center">***OR***</div>

    c. Two full papers in conferences (only the major conferences listed in LMTSM Conference List).

<div align="center">***OR***</div>

    d. Two cases in HBS (Harvard Business School), Ivey or ACRC (Asia Case Research Centre) or ACRJ (Asian Case Research Journal). This is applicable only for students admitted under PhD (Executive) programme.

5.1.6. Publication Requirements for the candidates admitted from the year 2019 onward

    a. One paper accepted in one of the above listed journals (In the case of Australian Business Deans Council (ABDC) journal list ONLY A*, and A journals are considered) (journal list of any year starting from the year of joining of the doctoral candidate will be considered).

<div align="center">OR</div>

    b. Two Revise and Resubmit (R&R) (only FT-50, A*, and A of ABDC) papers with thorough review and detailed comments.

<div align="center">OR</div>

    c. Two conference full papers AND one B in ABDC list /SSCI Journal list (OR) One conference full paper AND two B papers in ABDC list/SSCI journal list. Only the major conferences listed in LMTSM Conference List are permitted. If the conference paper acceptance is based on extended abstract and not based on full paper, the paper will not be considered even if it is presented in a conference from the approved list.

    d. Two cases in HBS (Harvard Business School), and/or Ivey

e. The Director, LMTSM can grant permission for any other research paper publication criteria based on requirement.

5.1.7. PhD candidates admitted before December 31, 2011 have to publish at least one paper in a journal indexed in SSCI/SCI/ABDC lists as a pre-requisite for submission of thesis.

5.1.8. Director, LMTSM and Chairperson, TSM, Senate can modify the publication criteria.

5.1.9. It should be noted that simply meeting the criteria under various sub-clauses of 5.1 will not guarantee candidate's right to submission of the thesis synopsis.

5.1.10. The final decision to allow a Ph.D. candidate to submit their thesis synopsis rests with the DRP Committee.

5.1.11. A thesis synopsis/ draft dissertation submitted by the Ph.D. candidate will be evaluated by the Doctoral & Research Program Committee (DRPC). If this committee is satisfied with the draft, then a **Doctoral Evaluation Committee (DEC)** is constituted for further evaluation of the dissertation.

5.2. **Ph.D. Thesis Evaluation/Examination:**

5.2.1. A **Doctoral Evaluation Committee (DEC)** is always constituted for the purpose of evaluating a specific Ph.D. candidate. This committee comprises of experienced scholars specific to the research area of the candidate. The members of the DEC will be nominated by the Director LMTSM.

DEC Members:
- Up to two Members from outside LM TSM specific to the research area
- A faculty member from LM TSM
- A faculty member from TIET-Patiala
- Supervisor (and co/joint supervisor)

5.2.2. The DEC will have minimum five members and will be chaired by the DRP Chair. Agreement/recommendation of majority of the DEC members is required for recommending for the award of the Ph.D. degree to the candidate by the Institute.

5.2.3. Three copies of the thesis, printed on both sides of the paper and softbound (spiral), be submitted by the candidate to DEC accompanied with a fee, as approved by Board of Governors (BOG), and a certificate from the supervisor(s) in the prescribed format.

5.2.4. The candidate is required to undergo a viva-voce examination (thesis defense) before DEC.

5.2.5. Candidates required resubmitting their theses after revision will be charged full fee as prescribed for submitting the original thesis.

5.2.6. After successful defense of the Viva-Voce Examination and before the notification of the result by the Registrar (TIET, Patiala). The candidate is required to submit one copy of Ph.D. thesis duly corrected in electronic form and two hardbound copies duly corrected and printed on both sides of the paper.

5.2.7. **Depository with UGC:** After the successful completion of evaluation process, the candidate shall submit the final thesis to the University Library for hosting the same in **INFLIBNET**.

6.0 AWARD OF DOCTORATE (PH.D.) DEGREE

6.1. The **Doctoral & Research Program Committee** under the Chairpersonship of DRP Chair shall communicate the final recommendation of DEC to the Registrar (TIET) for the award of Ph.D. degree to the candidate on the basis of examiners' reports along with the gist of reports prepared by the Doctoral Evaluation Committee. The decision will be reported to the Senate of LMTSM.

6.2. The Registrar, TIET shall publish the result and issue a provisional degree in accordance with the decision of the Chairperson, Senate of LMTSM.

6.3. The reports of the examiners may, on request, be supplied to the students after the award of degree.

7.0 COMMUNICATION

All the official communications with respect to doctoral research and Ph.D. program can either be done through traditional paper documents or through electronic media or a combination of both.

GENERAL REGULATIONS

1.1   TUITION FEE AND OTHER DUES FOR THE ADMISSIONS

  i.   The tuition fee and other dues will be as approved by the BoG from time to time and laid down in the Prospectus/Information Brochure of the Institute corresponding to session of admission.

1.2   REQUIREMENT FOR THE AWARD OF DEGREE/

  i.   A student is deemed to have completed the requirements for a programme and is eligible for the award of degree if,

   She/he has earned a CGPA of greater than or equal to 5.00 for UG and MCA programs. The minimum CGPA required for the award of MBA/BE-MBA/MSc/ME/MTech degree is 5.50.

   She/he has satisfied all the rules and regulations.
   She/he has taken all the required courses.
   She/he has deposited all fees due to her/him.
   There is no case of indiscipline pending against her/him.

1.3   CGPA IMPROVEMENT

  i.   Any student having C/B-/B in a subject shall be allowed to take these subjects for improvement in a semester / summer term subject to availability of faculty. DoAA is authorized to take final decision regarding allotment of courses for improvement. The maximum grade after the improvement can be A-. For Scholarship/Academic prize distribution/Gold medalist (Convocation), only the first attempt earned grade will be considered.

  ii.   Students who have graduated from the Institute, can apply for CGPA improvement within 5 years of his/ her graduation. Director, TIET is authorized to give one chance to such students for CGPA improvement.

1.4   ABSENCE /DROPPING OF SEMESTER

  i.   If a student absents from the Institute with due permission of the DoAA (DoRDC for PhD) due to illness, she/he will be permitted to rejoin provided the period of absence does not exceed one semester. If the period of absence is more than one semester or the absence is for reasons other than illness, the case will be referred to the Director by DoAA (DoRDC for PhD) with his recommendations.

  ii.   In case a student absents from the Institute without prior permission, she/he may be permitted to join back with the permission of the Director on payment of the penalty as approved by BOG, in addition to the prescribed fee for the period of absence.

   In no case, the period of unauthorized absence will exceed one semester. If the period of unauthorized absence exceeds one semester, the student's name will be struck off the rolls of the Institute.

   If a student who registers for a semester but attains less than 25% of the total attendance in each registered course will be considered as unauthorized absence.

   In no case, the total period of absence shall exceed two semesters during student's stay in the Institute. In that eventuality, the student's name shall be struck off the rolls of the Institute.

  iii.   The total absence/dropping of semester i.e. gap period will be counted towards the total duration of

the Programme permissible under the Regulations.

Any student has to put in equivalent number of additional semesters for the gap period to clear the courses. In no case, she/he will be eligible for award of degree in less than prescribed normal duration of study excluding the gap period. It is further stated that the courses of the gap period shall be available to the student only in the parallel semester(s) of the subsequent semesters.

iv. **Continuation Fee:** Students will be charged continuation fee of Rs 5000/- for the dropped semester(s).

v. Appeal
Notwithstanding the above the Director may, on appeal, relax any of the conditions of in case of extreme hardship, at his discretion. His decision shall be final and binding.

1.5 SCHOLARSHIPS

1.5.1 Scholarship – BE/BTech Students
Following is the list of scholarships given to the BE/BTech students. Criteria, Number of scholarships applicable for a batch, shall be published in the prospectus of the institute. Following are the scholarship details applicable to 2022 admitted batch.

Sr. No.	Name of the Scholarship	Criteria for First Year	Number	Value of Scholarship	Criteria from 2nd year and onwards
1	MERIT SCHOLARSHIPS-I	Aggregate Marks* $\geq$ 95% at 10+2 level. First 50 students irrespective of branch on the basis of AIR of JEE Main -2022.	50	TF + DF waive off	Minimum 8.50 CGPA in all the preceding semester(s) and **should not have any backlog in the year of consideration and must have passed all the courses offered in the semester(s) prior to the year of consideration.**
2	MERIT SCHOLARSHIPS-II	Aggregate Marks* $\geq$ 90% at 10+2 level. Next 60 students irrespective of branch on the basis of AIR of JEE Main -2022.	60	TF waive off	The merit Scholarship-I & II will be awarded on the basis of their AGPA scored in the year of consideration irrespective of marks obtained in 10+2.
3		Aggregate Marks*			AGPA $\geq$ 8.00 **and should not have any backlog in the year of consideration and must have passed all**

	MERIT SCHOLARSHIPS-III	$\geq$ 85% at 10+2 level. First 10% of admitted students (other than over and above intake) in each discipline on the basis of AIR of JEE Main-2022. In case of BTech (Biotechnology) and BTech (Biomedical Engg.), students admitted on the basis of JEE Score/PCM shall only be considered while deciding the total admitted students in these branches. Any fraction will be converted to next whole number e.g. if 10% of admitted students comes 11.2 then 12 scholarships will be given.	240 (approx.)	TF/2 waive off	**the courses offered in the semester(s) prior to the year of consideration.** Student should be in merit of his/her stream on the basis of AGPA in the preceding year. First 10% of on roll students (other than over and above intake) in each discipline. The Merit Scholarship-III will be awarded on the basis of their AGPA scored in the year of consideration irrespective of marks obtained in 10+2.
4	MERIT SCHOLARSHIP IV (A)	Aggregate Marks* $\geq$ 95% at 10+2 level. Top student irrespective of branch (Biotechnology or Biomedical Engg.) on the basis of Institute rank assigned by TIET on the	01	TF + DF waive off	Same as that of MERIT SCHOLARSHIP-I and II

		basis of PCB marks at 10+2.			
5	MERIT SCHOLARSHIP IV (B)	Aggregate Marks* $\geq$ 90% at 10+2 level. Next 01 student irrespective of branch (Biotechnology or Biomedical Engg.) on the basis of Institute rank assigned by TIET on the basis of PCB marks at 10+2.	01	TF waive off	
6	MERIT SCHOLARSHIPS-IV (C)	First 10 % of admitted students (other than over and above intake) in BTech (Biotechnology) and BTech (Biomedical Engg) on the basis of Institute rank assigned by TIET on the basis of PCB marks at 10+2. The students must also have aggregate marks* $\geq$ 85% at 10+2 level. Only the students admitted on the basis of PCB shall be the taken into account for deciding the number of available scholarships. Any fraction will be converted to next whole number e.g. if 10% of admitted students comes 11.2 then 12 scholarships will be given.	03 (approx.)	TF/2	Same as MERIT SCHOLARSHIP III

| 7 | MERIT SCHOLARSHIPS-V

(For Lateral entry students admitted in 2nd year of BE/BTech) | This scholarship shall be awarded on the basis of CGPA obtained in the 3rd semester i.e. CGPA obtained in the first semester of the second year.

Conditions:

1) One scholarship shall be awarded in each discipline.

2) Minimum 5 students must be admitted in the discipline.

3) Minimum CGPA of 8.00 and no backlog. | 12
(approx.) | TF/2 | In 3rd year & 4th year, Lateral entry students will only be eligible for Merit scholarships(I,II,&III) as applicable for BE/BTech students defined at S.No. 1,2 and 3 above in the table. |

*NOTE: -

MERIT SCHOLARSHIPS – I, II and III

*For calculating the aggregate marks for Scholarship, four subjects Physics, Chemistry, Mathematics and English (mandatory subject) shall only be considered. Chemistry may be replaced by Biology, Biotechnology or any other Technical Vocational subject, which was considered at the time of admissions. For calculating the aggregate marks for scholarship in Bio-medical and Biotechnology four subjects Physics, Chemistry, Biology/ Mathematics and English (mandatory subject) shall only be considered.

1.5.2 Scholarship – ME/MTech Students

The candidates admitted in M.E./M.Tech. will be eligible for the scholarship as per the following:

i. Scholarship from AICTE: - Candidates with valid GATE score, will be considered to receive scholarships only if approved and amount released by AICTE or any other funding agency (applicable only for intake approved by AICTE).

ii. Scholarship from TIET: -

Candidates with valid GATE score who are getting scholarship from AICTE or from any other funding agency as mentioned at 'I' above, shall also be eligible for additional scholarship of Rs. 5000/- per month from TIET.

Candidates with valid GATE score who are not getting scholarship from AICTE or from any other

funding agency as mentioned at 'I' above, shall be offered a scholarship of Rs. 12,400/- per month.

ME/MTech Candidates who are not GATE qualified, shall be offered a scholarship of Rs. 10,000/- per month. A minimum 70% (65% for SC/ST) of marks in qualifying degree will be required to avail these scholarships. For continuation of Scholarship in second year, minimum 8.00 CGPA at the end of first year will be required with no backlog.

1.5.3 Scholarship – MSc Students

Three merit scholarships, one each of value of full, half and quarter tuition fee respectively, as prescribed from time to time for general category of M.Sc. students, be awarded to the students in M.Sc. programme wise and year wise. The scholarship will be awarded in the first year (in second semester) on the basis of performance (CGPA obtained) in the 1st semester. The scholarship will be awarded in the 2nd year on the basis of merit i.e. AGPA of 1st year. The eligible students should not have AGPA less than 8.00 and have no back log at the time of award of scholarship.

1.5.4 Scholarship – MCA Students

The scholarship (10% of admitted strength) will be awarded in the first year to MCA students (in second semester) on the basis of performance (CGPA obtained) in the first semester. The scholarship will be awarded in the succeeding years on the basis of merit i.e. AGPA of the preceding year. The eligible students should not have an AGPA less than 8 and should not have any backlog at the time of award of scholarship. The scholarship will be Rs. 40,000 p.a.

1.5.5 Eligibility
   i. Only those students will be eligible for the award of Merit Scholarship who have cleared all the courses prescribed for the year. Students, who have backlog courses during this prescribed year or have dropped semester or have missed courses due to late joining shall not be considered for Scholarships.

   ii. In case of a tie at AGPA, it shall be broken by considering number of A+ grades secured by the students during the period under consideration for calculation of AGPA. If number of A+ grades secured by students are same then tie shall be broken by considering the students' performance on the basis of CGPA. If the CGPA is also same, the tie shall be broken using the percentage of marks obtained by the students in all the courses of last two semesters.

1.5.6 General
   i. DoAA shall announce the award of merit scholarships every year.

   ii. The Merit Scholarship shall be tenable for one academic year.

   iii. Merit Scholarships will be awarded only if the number of students registered in a discipline is at least ten.

   iv. If a student declines the merit scholarship, the same shall be awarded to the next student in the approved list.

   v. A student who has been awarded merit scholarship by the Institute shall not be debarred from stipend or any other financial assistance from the sources other than Thapar Institute of Engineering & Technology, Patiala. However, if the student is awarded any stipend or financial assistance from any other source, he shall immediately communicate the same to DoAA.

1.5.7 Withdrawal
   i. If the recipient of merit scholarship is found guilty of gross misconduct, her/his case after due warning, shall be reported by DoAA for withdrawal of scholarship to the Chairperson, Senate.

1.6   OTHER SCHOLARSHIPS/STIPENDS

i.   The details of other scholarship and stipends offered to the Students are published in the prospectus.

ii.   The limit of parental gross income shall not exceed Rs. 8.00 lacs for merit cum means scholarship.

iii. Depending upon availability, one scholarship each in BE/BTech & ME/MTech, out of the existing scholarships given on merit cum means basis shall be given to 'single girl child'.

iv.   For merit cum means scholarship, the student should not have earned any backlog under year of consideration.

v.   For merit cum means, student must have minimum CGPA of 7.00 to be eligible in subsequent years.

vi.   **The merit cum means shall be awarded on the basis of means/income i.e. the student whose parents' income is the lowest among all the eligible applicants will get first preference.** The right of awarding the merit-cum-means scholarship shall lie with the award committee.

1.7   AWARD OF MEDALS/PRIZES AT THE ANNUAL ACADEMIC PRIZE DISTRIBUTION FUNCTION

i.   Award of Medals/Prizes shall be based on the AGPA earned by the student during the preceding academic year. For the second, third and final year of BE/BTech programme, these will be awarded discipline wise in all the disciplines of the BE/BTech programme on the basis of AGPA of their preceding year. Medals will also be awarded to second year of MCA, MSc/ME/MTech/MBA regular programme in various disciplines on the basis of their AGPA of the preceding year. Students, who earn fail grade in a course(s) in the year of consideration, shall not be given any Medal/Prize.

ii.   The Prize amount be given in place of book shall be:

Prizes	Amount (Rs.)
1st Prize	5,000/-
2nd Prize	3,000/-
3rd Prize	2,000/-

iii. In the eventuality of a tie for award of Medals/prizes in a class/discipline, the tie would be broken by considering number of A+ grades secured by the students during the period under consideration for calculation of AGPA. If number of A+ grades secured by students are same, then tie shall be broken by considering the candidate's performance on the basis of CGPA. In case of a tie at highest CGPA, tie would be broken by considering the candidate's performance on the basis of percentage of marks obtained in all the courses of the last two semesters of the preceding year. If, however, the tie still exists, then it will be broken by considering the percentage of marks obtained in the entry level qualifying examination.

Provided further, that each candidate securing AGPA of 10.00 (10-point scale) and CGPA of 10.00 (10 -point scale) shall be entitled for the award of medal notwithstanding any other provisions as mentioned above.

In any case total number of prizes shall not exceed three/two (as applicable) respectively.

iv.   Medals/Prizes will be awarded only if the number of students registered in a discipline is at least

five.

v. Medals/Prizes shall be awarded only if student has secured AGPA of at least 8.00 on 10-point scale.

1.8 INSTITUTION OF SCHOLARSHIP/MEDALS AND PRIZES

There shall be three categories of the scholarship recommended hereunder at 1.8.1, 1.8.2 & 1.8.3.

1.8.1 Type of scholarships/medals/prizes: To be paid every year The offer for instituting the scholarships/medals/prizes should be addressed to the Director of the Institute.

The Director shall constitute committee consisting of all deans, Registrar and Finance officer. The DoAA shall be the Chairman of the Committee.

The recommendation of the committee based on conditions imposed by donor, profile of donor etc shall be put up to the Director. The recommendations of the committee may be considered by the Director and forwarded to the Board of Governors for its approval. The acceptance of offer in each case would be decided by the BoG.

The institution of scholarships/medals/prizes shall be done through an agreement between the Institute and the Donor.
- For this, the donor has to donate minimum of Rs 5.00 lacs (Rupees five lacs only).
- The scholarship shall be paid on the basis of interest accrued on the donated amount in a year.
- The scholarship may be equivalent to Full Tuition fee/Half Tuition fee/Quarter Tuition fee/ amount equivalent to interest generated in a year on the donated amount.
- The donor may also specify the name of the programme, discipline, year of study, mode of distribution i.e on the basis of merit or merit-cum-means.
- The donor shall specify the gender of the student.
- Such scholarships shall be reviewed after every 5 years to check the financial viability.
- After approval, these scholarships shall be published in the Prospectus/Information Brochure.
- The minimum amount for acceptance of the donation by Institute for instituting a medal/prize in the name of one person shall not be less than Rs.1.00 lac (Rupees one lac).
- The payment shall be made through bank draft in favor of Thapar Institute of Engineering & Technology payable at Patiala, to be deposited in the Corpus Fund of the Institute.

1.8.2 Type of scholarships/medals/prizes: To be paid as and when on the receipt.

The offer for the scholarships/medals/prizes should be addressed to the Director of the Institute.

The Director shall constitute committee consisting of all Deans, Registrar and Finance officer. The DoAA shall be the Chairman of the Committee.

The recommendation of the committee based on conditions imposed by donor, profile of donor etc shall be put up to the Director. The decision of the Director shall be final. Such scholarships/awards shall not be published in the Prospectus/Information Brochure.

1.8.3 In addition to above, the "Acceptance of Voluntary Donations/Gifts" offered to Thapar Institute of Engineering & Technology. For this, the Chairman Senate has a delegation from the Senate and Board of Governors to accept Voluntary Donations/gifts/corporate sponsorships/funds.

1.8.4 Scholarships / prizes /medals shall be reviewed after every five years. If found economically unviable then Institute shall stop the award of such scholarship / prizes / medals.

1.9 COMMITTEE FOR PREVENTION OF UNFAIR MEANS (CPUM)

i.   Director shall appoint CPUM for each academic year to deal with the cases of alleged misconduct and use of unfair means in all the examinations conducted by the Institute. CPUM shall invariably have one student member.

CPUM will take all necessary steps, as deemed fit, for the prevention of unfair means. Chairperson, CPUM shall issue appropriate instructions (such as e-mails/notices to students, faculty and staff) before the examinations.

As soon as a student is identified by the invigilator or by any authorized person, of having resorted to unfair means his answer book shall be seized. The papers etc. duly signed by the invigilator and superintendent, found in possession of the student shall be tagged with her/his answer book in candidate's presence. The superintendent shall ask the candidate to make a statement in writing, explaining his conduct. In case the candidate refuses to do so, the fact of his refusal shall be recorded by the Superintendent, which should be attested by at least one invigilator on duty. In the case of practical tests/performance tests on PCs the act of using unfair means should be recorded by the invigilator attested by at least one invigilator/witness. Evidence in form of softcopy/Photostat/photograph etc. should be submitted along with the statement of the student.

After completing all above formalities, a fresh answer-book shall be given to the student for completing the examination. After a particular test/examination session is over, these answer-books, (duly marked I and II) shall be sent or delivered separately to CoE along with the report. CPUM shall enquire into the cases of attempt of unfair means in the examinations. It shall submit its recommendations after identifying clearly the category of nature of the offence as listed in Regulations to the CoE for consideration and necessary order.

1.9.1   Categories of Unfair Means and Action to be Taken

Category-I

i.   A student found talking to another student during the examination hours in the examination hall/Area.
ii. If during the examination hours, i.e., after receipt of the question paper and before handing over the Answer-book, a student is found to be talking to a person/student outside the examination hall while going to the urinals etc.
iii. Writing on any piece of paper except the answer-book during the examination.
iv. Changing seat in the examination hall without permission.

The invigilator/authorized person will issue a warning once. If the action is repeated, the answer-book to be cancelled and a fresh answer book to be issued.
Action to be taken: Second answer book to be evaluated.

Category-II

II (a) Found in possession of relevant written or any printed material or notes written on any part of her/his body or clothing or instruments such as electronic diary, set-squares, calculator, scale etc. or having relevant notes written on chair, table, desk or drawing board, mobile phone or any other communication or storage

device (that can be used for help), during the examination but not used in the answer sheet. This is applicable even if the student submits the material voluntarily, on announcement or otherwise, after commencement of examination. However, Material surrendered before commencement of examination shall not attract any penalty. Further, scientific non-programmable calculator can be used in the examinations.

Action to be taken: The student will be awarded 'F' grade in that course. Further the course in which the candidate has been awarded grade 'F', will be offered in the corresponding semester only.

Category-III

If during the examination hours, i.e., after receipt of the question paper and before handing over the answer-book, a student is

i. Found attempting to copy, caught copying or having found copied from any paper, book or notes written on any part of her/his clothing, body or table or desk or instruments like set squares or mobile phone or any other communication or storage device etc.
ii. Found consulting notes or books while outside the examination hall (i.e., in urinals etc.) during examination hours.
iii. Having received help from or given help to another candidate through some written material pertaining to the questions set in the paper concerned or passing on a copy of question set in paper or a solution thereof to any other student.
iv. Guilty of swallowing or destroying the material such as notes or paper found from her/him.
v. Guilty of misconduct in the examination hall/centre or non-compliance with the instructions of the superintendent or any of the invigilators in the examination hall.
vi. If during the examination hours, i.e., after receipt of the question paper and before handing over the answer-book, a student is found tampering with the answer-book
vii. If a student is found tampering awarded marks on an evaluated answer book / found tampering with the evaluated answer-book.

Action to be taken: The student will be awarded 'F' grade in that course and will be debarred to register in the next semester. No fee to be charged for the debarred semester. However, the continuation fee be charged from the candidate. Further the course in which the candidate has been awarded grade 'F', or has been debarred, will be offered in the corresponding semester only.

Category-IV

If a student:

i. Leaves the examination hall / room without delivering answer-book / evaluated answer book or tears it or disposes off.
ii. Communicates with anyone by mobile phone or any other communicable device in the examination centre.
iii. Student found guilty of smuggling in an answer-book, or a continuation sheet, taking out or arranging to send out an answer book or a continuation sheet. Writing deliberately another student's roll number in her/his answer book or a continuation sheet, found in possession of an answer book not her/his own or impersonating another candidate in any examination. Attaching graph or continuation sheet or relevant material written on any extra sheet, to the answer book or evaluated answer book.

iv. Writing an answer book outside the examination hall for another candidate.

v. Use of force/threat/serious misconduct against the supervisory staff/student in the examination centre.

Action to be taken: The student will be awarded 'F' grade in that course and will be debarred to register in the next two semesters. Further the course in which the candidate has been awarded grade 'F', or has been debarred, will be offered in the corresponding semester only.

Category-V

i. Student found to have indulged in the case of academic plagiarism.
   Action to be taken: CPUM shall recommend action after detailed assessment of the case. The punishment in such cases may include
   a. suitable fine and/or repetition of thesis/dissertation / Research paper
   b. expulsion from the Institute.

ii. In addition to the actions mentioned above at Categories-I to IV, the CPUM may also decide to impose a suitable fine on a student. CPUM can also consider punishing a student who was outside the examination hall and was found guilty of helping the student for using unfair means. The period of the examination for the above regulations extends from the time of start of the examination till the final result / marks publication, except for Category V.

iii. While calculating the maximum duration permissible under the regulations, the period of disqualification for use of unfair means may not be counted towards her/his total stay in the Institute and the candidate be allowed the same period which was due to him before his disqualification as per the Institute regulations.

iv. The recommendations of CPUM shall be submitted to CoE. If CoE finds that the recommendations need reconsideration, he may return the case(s) to CPUM for reconsideration. CoE shall take final decision on the cases of recommendation. However, the appeals, if any, against such punishment(s) can be made to Chairperson, Senate whose decision shall be final.

1.10   PROGRAMME OF CONVOCATION

1.10.1 Award of Degrees
   i. The convocation of the Institute will be held on a date as fixed by the President, TIET.

   ii. Registrar shall, from time to time, report to the Senate the names of all such persons who fulfill the requirements prescribed for various degrees of the Institute and have become qualified under the regulations for admission to such degrees. When the Senate has approved the admission of such persons to the degree to which she/he has become qualified for admission, he shall be entitled to be formally admitted to that degree. The date of formal admission to the degree shall be the date on which Convocation is held. However, if the convocation is not held due to unavoidable circumstances it will be the date to be decided by the Senate.

   iii. A candidate who has failed to attend the convocation may obtain her/his degree in absentia by submitting an application in prescribed format to Registrar. On receipt of such application, Registrar shall, after satisfying himself that it is in order, issue the degree to the applicant.

   iv. If the convocation is not held due to unavoidable circumstances within one year from the passing of examination, the degrees may be awarded after completing necessary formalities.

v. Provisional certificate may be issued by Registrar to a candidate, who has fulfilled all the requirements for the award of degree, after obtaining the approval from Chairperson, Senate.

1.10.2 Academic Procession

i. Academic Procession will consist of the Chief Guest, President of the Institute, Chairperson, BoG, Director, Members of the BoG and Senators. Registrar will lead the procession in the following order:

> Registrar
> Senators in two rows
> Deans in two rows
> Members of BoG in two rows
> Deputy Director
> Director
> Chairperson, BoG
> President of the Institute
> Chief Guest

1.10.3 Award of Medals and Prizes

BE/BTech/MBA/MSc/ME (Regular)/MTech (Regular) Courses
The Institute will award medals and prizes during convocation as per details and criteria given below:

i. President Medal*
This medal shall be awarded to the student securing overall highest CGPA in the BE / BTech courses.

ii. Institute Medal**
This medal shall be awarded to the student securing highest CGPA in each discipline at BE/BTech level, MCA and each discipline of MSc/ME(Regular)/MTech (Regular)/MBA.

iii. The student must have graduated in not more than 8 semesters in case of BE/BTech courses, 4 semesters for MCA/MSc/ME/MTech/MBA courses. In other words, the students must have graduated in the normal stipulated duration of the course.

iv. The students must have obtained a minimum CGPA of 8.50 (10.00-point scale).

v. The award shall be decided each year in the month of September from amongst those whose results have been finalized and have qualified for graduation as on 31st August of the academic year.

vi. In case of a tie at highest CGPA, it shall be broken by considering number of A+ grades secured by the students during the whole period of study at the Institute. If number of A+ grades secured by students are also same then tie shall be broken by considering the candidate's performance on the basis of percentage of marks obtained in all the courses offered to them during their stay in the Institute. If, however, the tie still exists, then it will be broken by considering the percentage of marks obtained in the entry level qualifying examination. Thus, only one candidate is expected to qualify for the award of medal in a particular discipline/programme.

vii. Medal will be awarded only if the number of students registered in a discipline is at least five. The particulars of the medals are given below.

  *   By Weight   Gold - 2 grams   Silver - 120 grams

** By Weight   Gold - 500 milligrams   Silver - 60 grams

In addition to the above, the students will be awarded such other Medals as approved by the BOG from time to time.

1.10.4 Programme of Presentation and Citation

    i.   The convocation will be declared open and closed by the President of the Institute.

    ii.   The degrees will be conferred by the Chairperson, Senate. The Medals will be awarded by the President of the Institute.

    iii.   The programme of presentation of award of Degrees and Medals will be as under:

LEVEL	PRESENTATION BY
DSc	Registrar
PhD	DoRDC
MPhil	DoAA
ME/MTech	DoAA
MBA (including BE-MBA)	DLMTSOM
MCA	HCSED
MSc	Respective Heads
BE/BTech	Respective Heads
Awards of Medals & Prizes	DoSA

    iv.   Chairperson, BoG, will sign the scroll containing the record of Degrees.

    v.   Director will read the exhortation.

1.10.5 Academic Costumes/Robes

    i.   In these regulations `Ordinary' academic costume includes a black cap and gown without hood or sash and full academic costume, which includes in addition a hood or sash.

    ii.   Members of the Senate and BoG of the Institute and all those persons who will be receiving their degrees shall wear their full academic costumes in convocation of the Institute.

    iii.   The Chief Guest, Officers and Graduates of the Institute are entitled to wear Academic Costumes as follows:

    A.   Chief Guest's Gown
        Superior maroon velvet with 4" golden lace on front folds, bottom of sleeves. On shoulders with zari work fronts and tufts and zari work on the sleeves with tufts, without monogram, Cambridge style, fully interlined special padding and material, Special Academic Cap of Superior Maroon Velvet with 1" golden lace and with golden tassel, mortar band and with special material.

    B.   President's Gown
        Superior Maroon Velvet with 3" Golden Lace on front folds, bottom of sleeves. On shoulders with zari work fronts and tufts and zari work on the fronts with tufts and on the sleeves with two Institute Monograms, fully interlined with ½" Green strips of silk on front folds and on sleeves. Oxford style. Special Academic cap of superior velvet 1" golden Lace and with Golden Tassel, Mortar band and with

Golden Tassel.

Sash: Maroon Velvet with ½" Golden Lace on the bottom and with golden jhallar.

C. Chairperson's Gown
Pure silk, hand woven, hand spun in Maroon colour with 3" Golden Lace on the front folds, bottom of sleeves, with ½" strip of green silk on the front folds and 3 strips on the sleeves in green silk. Oxford style, with two Institute Monograms, fully interlined and with special padding and material. Cap of superior silk, Hand woven, hand spun, with 1" golden lace. mortar band with golden tassel.

Sash: Pure silk, Hand woven, hand spun in Maroon Colour ½" Golden Lace on the bottom and with Golden jhallar.

D. Director's Gown
Maroon silk with 2" Golden Lace on the front folds, round the neck and on bottom of sleeves, with two strips of ½" wide of green silk on the front folds and 3 strips ½" width of green silk on the sleeves with two Institute Monograms in golden zari work on the fronts with handmade fluting; Oxford style, fully interlined with special padding and material. Academic cap of pure silk in maroon colour with 1" Golden Lace. Mortar band with Golden Tassel.

Sash: Pure silk, hand woven, hand spun in maroon colour ½" golden lace on the bottom and with golden jhaller.

E. Registrar's Gown
Black heavy silk with 2" silver lace on the front folds, round the neck and on bottom of sleeves, bottom of sleeves with ½" wide of green silk on the front folds and two strips ½" wide of green silk on the sleeves with two Institute Monograms in silver zari work with handmade fluting with special padding and material. Cap of black velvet mortar band ½" lace and material.

F. Senate Members Gown
Superior silk in golden yellow colour with lacing of 3" green silk on front folds and with strips of green silk 1" whole on the sleeves with one Institute monogram on the left front with handmade fluting, Oxford style and with special padding and material. For PhDs pure red silk will be used.

Caps of superior golden yellow velvet, Mortar band with 1" wide green silk border with golden yellow border with golden silk tassel. For PhDs red velvet will be used.

G. Deputy Registrars and Assistant Registrars
Whatever they are entitled by virtue of the degrees they hold or if they are non-graduates, black gown only.

FOR BACHELOR'S DEGREE (BE / BTech) STUDENTS
Gown - Black
Hood - White with scarlet lining

FOR MBA DEGREE STUDENTS
Gown - Black
Hood - White with brown lining

FOR ME/MTech/MCA DEGREE STUDENTS
Gown - Black
Hood - White with Orange lining

FOR MSc DEGREE STUDENTS
Gown   -   Black
Hood   -   White with magenta lining

FOR POST GRADUATE DIPLOMA IN ENGINEERING STUDENTS
Gown   -   Black
Hood   -   White with red lining

FOR PhD DEGREE STUDENTS
Gown   -   Black with golden facing
Hood   -   Red and silver grey

iv.   At the convocation, all candidates shall wear the academic costume according to the degree to which they have been admitted in the Institute.

1.11   CONFERMENT OF HONORARY DEGREES

i.   A professor of the Institute or a member of the BoG may suggest the name of a person along with complete biodata for consideration by the Institute for the award of an honorary Degree of Doctor of Science/Doctor of Engineering. Such nominations will be put up to the Chairperson of the Board for consideration. If the Chairperson is satisfied, then he may appoint an expert committee to submit its recommendations in the matter.
ii.   The expert committee may recommend to Senate that an honorary degree of Doctor of Science/Doctor of Engineering be conferred on the person on the ground that he is in their opinion, by reason of eminent position and academic and professional attainments, a fit and proper person for the award. The recommendations of the expert committee may be considered by the Senate and forwarded to the Board. The Board may consider the recommendations of the Senate and forward the same to the President for approval. After the approval of the President is received, the Director as Chairperson of the Senate may confer on such person the honorary Degree so recommended, without requiring him to undergo any examination.
iii. The honorary degree shall be conferred by the Institute either at convocation or in absentia.
iv.   Recipient of Doctor of Science (Honoris Causa)'s Gown
Superior Maroon velvet with 3" Golden lace on with ½" green patti with 1" lace on sleeves and front and Zari work on sleeves and front. Fully interlined marking with material.
Sash: Maroon velvet 6" with two monograms one on each side with golden jhallar and 1" Golden lace on the bottom.
v.   Academic Cap
Superior velvet with 1" Golden lace mortar band and with golden tassel.

1.12   AWARD OF DEGREE BEFORE CONVOCATION

Degrees could be awarded to BE/BTech students before convocation on payment of fee of ₹2,000/ + applicable taxes (if any).

DoAA shall look into all academic problems of the students, other than those affecting the Institute rules and Regulations framed from time to time.

THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY, PATIALA

HALF YEARLY PROGRESS REPORT OF RESEARCH WORK FOR Ph.D STUDENTS

Department/School_____ REGN No._____ (Regular/Part-time)   DATE_____

1	Name of the student (in block letters)	
2	Period of the Report	
3	Title of Research Proposal	
4	Date of IRB meeting:	4 (a) Date of admission:
5	Extension availed, if any	
6	Publications during the period under report (a list may be attached separately)	
A	Title of Paper/article/Conference	
B	Name of Journal/Conference (a list may be enclosed)	
7	Teaching work, if any, done during the period under report	
A	PG level	
B	UG level	
	Place_____ Date_____	Signature of the student
8	Brief comments, along with signatures, of the Members of the Doctoral Committee	

Quantum of Progress w.r.t. Previous review in % (Last Semester + This Semester = Total)

Overall Performance: Satisfactory/Not Satisfactory

Chairperson Doctoral Committee

(Detailed report of the progress during the period under report should be attached separately)

Date of report submission in the Department/School_____

(To be filled by the Academic Section)
Date of receipt in the Academic section _____

Discrepancies, if any: _____

Dean (Research and Sponsored Projects)   Deputy Registrar (Academic)

THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY

Post Box No. 32, PATIALA - 147 004 (INDIA)

Report of the Thesis Examiner for the award of PhD Degree

1.	Name of the student	
2.	Department/School	
3.	Title of the thesis	
4.	(a) Date of submission of the thesis (originally)	
	(b) Revised submission	

5.   Recommendation of the examiner

Detailed remarks corresponding to your recommendations as per options A, B, C or D may be given on the separate sheet. Please tick any one of the following four options and strike out the remaining three.

A.   The thesis is satisfactory for the award of the PhD Degree.

B.   The thesis is approved for the award of PhD Degree subject to the clarifications sought hereafter.

C.   The candidate is allowed to resubmit her/his thesis in a revised form, as per suggestions made.

D.   The thesis is rejected.

Signature of the Examiner

THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY, PATIALA

Declared u/s 3 of UGC act, 1956 vide Notification No. F-9-12/84-U.3 of GoI
Proforma to be filled by each proposed Supervisor for guidance of PhD thesis.
(To be attached with IRB proposal)

A) To be filled in by the candidate   Date of Admission: _____

Name of the candidate_____ Regn. No._____

Department _____ CGPA secured on successful completion of course work _____

Title of the PhD Thesis (Proposed) _____

_____

Address for correspondence _____

_____

Telephone: _____ Mobile: _____ E-mail: _____

(Signature of the candidate)

B) To be filled by the Supervisor from TIET

Name	Designation	Deptt/School	Total No. of PhD students under guidance at TIET (Including this applicant)		Total No. of PhD students under guidance outside TIET	
				No.		No.
			Individually guided		Individually guided	
			Shared with 1 other supervisor		Shared with 1 other supervisor	
			Shared with 2 other supervisors		Shared with 2 other supervisors	

(Signature) Supervisor   (Signature) Head of concerned Deptt./School

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C) To be filled in by the Supervisor from other institution

Name	Designation	Name of the Institution	Address for correspondence	Contact No (including STD code)
				Mobile
				Off
				Res
				Email

"I agree to supervise the above candidate for PhD programme"

(Signature)

We have no objection if Professor/Dr. _____ of our Institute is involved in the supervisory work of the above candidate pursuing his doctoral research at Thapar Institute of Engineering & Technology, Patiala.

Date_____   (Signature of the competent authority with seal)

Registrar/DR(Academic)

Comments of Dean, RSP

THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY, PATIALA
Declared u/s 3 of UGC act, 1956 vide Notification No. F-9-12/84-U.3 of GoI
(Formerly Thapar Institute of Engineering and Technology, Patiala)

Dean(R&SP)

Dated: _____

Sub: Constitution of Institute Research Board.

Mr./Ms. _____ Regn. No. _____ was admitted to PhD Programme in the Deptt./School of_____ from the _____Semester of the Session_____. He/She has successfully completed course work with CGPA_____ and submitted a Research Proposal as required under Clause 2.1 of schedule C-II of the Academic Regulations of the Degree of Doctor of Philosophy. According to Clause 2.3 of the Academic Regulations, this proposal is to be considered by the Institute Research Board (IRB) consisting of the following:

1.   Chairman, Board of Studies of the concerned Deptt. /School.   Chairperson

2   One nominee of the DoRDC in the cognate area from the Institute.   Member

3.   One expert recommended by Chairman Board of
       Studies of concerned Deptt. /School in the cognate   Member
       area from the Deptt. /School.

4.   One Expert from the approved IRB panel of outside experts
        of concerned Department/School   to be nominated by the DoRDC   Member

5.   Supervisor(s)   Member(s)

A list of 3 outside experts proposed by the supervisor from the duly approved panel by the Senate is attached herewith.

i)   One expert recommended by Chairman, Board of Studies
      of the concerned Deptt./School in the cognate area from the _____ Deptt/School.

ii)   One nominee of the DoRDC in the cognate area from the Institute   _____

iii) One expert from the approved IRB panel of Outside Experts of the concerned

      Deptt/School to be nominated by the DoRDC.   _____

The DoRDC may, therefore, approve the names of the members so that Institute Research Board is constituted for the above candidate.

HEAD OF THE DEPTT/
SCHOOL CONCERNED

Annexure 1.1

Transfer of credits to other universities/academic institutions:

Application Fee: ₹ 5,000/-

Application form for Transfer of credits from Thapar Institute of Engineering & Technology to other universities/academic institutions

Name: _____

Father's Name: _____

Roll No.: _____

Branch, year and degree of study: _____

Current CGPA: _____

Details of the place to which Transfer of Credit is applied

Address of University/Institution: _____

Branch, year and degree of study: _____

Documents required: _____

Details of Fee paid: _____

Fee amount: _____

Draft/Cheque/Online transaction details: _____

Annexure 2.1

Accepting transfer of credits from other universities/academic institutions to Thapar Institute of Engineering & Technology

Application Fee: ₹ 5,000/-

Application form for Accepting transfer of credits from other universities/academic institutions to Thapar Institute of Engineering & Technology

Name: _____

Father's Name: _____

Roll No.: _____

Branch, year and degree of study: _____

Address of University/Institution: _____

Current CGPA/percentage of marks: _____

   (Attested copy of grade cards/mark sheets to be attached)

Branch, year and degree of study to which Transfer of Credit is applied: _____

Details of Fee paid: _____

Fee amount: _____

Draft/Cheque/Online transaction details: _____

Recommendations of Evaluation Committee:

   Recommended/Not Recommended:

   Reasons:

Approval of Dean (Academic Affairs):   **Approved/Not approved**

Senate Observations:

In case of (semester) exchange, what minimum grade should student earn for TIET accept? C or B

In case of a transfer (of student) whether all course cleared with B grade at least be counted, or only credits be transferred?

Total number of transfer's to TIET (in an academic year) should be up to the number of vacant seats?

Table-1: Remuneration/Fee/Penalty applicable in the Institute

Sr. No.	Item	Amount
1.	Penalty for dropping a semester without permission	₹ 5,000/- in addition to the prescribed fee for the period of absence.
2.	PhD thesis submission fee	₹ 5,000/-

3.	Remuneration for PhD thesis Evaluation
	   i. Indian Examiner
	   ii. Foreign Examiner
	   iii. Honorarium for conduct of Viva-Voce
		
		₹ 6,000/-
		US $300/-
		₹ 5,000/-