

Annexure 1:

Rules and Regulations governing Research Fellows

1. In case you are already employed or are enjoying some other scholarship/stipend, it will be necessary for you to produce a "no objection certificate" from the present employer or the scholarship/stipend giving authority, as the case may be. You are expected to engage full-time in your PhD programme at TCG CREST.
2. You will be assigned by the Academic Head to a Doctoral Committee (DC) which will monitor all matters related to (a) progress of research work, (b) extension of fellowship and (c) assignment/change of supervisor. You will be required to undergo such courses as are prescribed to you by the DC.
3. Usually, you shall not accept or hold any appointment - paid or otherwise - or receive any emoluments, salary, stipend etc. from any other source during the tenure of the award of the fellowship. You are required to undertake teaching-related assignments in the Institute up to four hours a week, e.g., assisting in tutorials, grading of examination answer-scripts, laboratory demonstration work and invigilation duties.
4. Disciplinary actions will be taken against you if you are indulging in any activity which is detrimental to the Institute or to your research and studies at the Institute.
5. All your research work meant for publication in journals, conference- proceedings and/or books must clearly mention your affiliation with the Institute for Advancing Intelligence (IAI) of (TCG CREST) as a research fellow and also acknowledge support from the relevant external funding agencies, if any.
6. Your admission will be governed by the policies, rules and regulations of the Degree Granting Institute / Degree Granting University (DGI). in case you are not an Indian citizen the governing policies would be that of the Foreign Student policies of DGI.
7. You may need to attend some of the courses at DGI to satisfy the Residence Criterion of DGI. You will have to bear the costs of boarding and lodging at DGI. The expenses incurred towards boarding and lodging will be reimbursed to you at the end of 13 months from joining date.
8. The annual contingency grant may be spent for purchase of books and stationeries, photocopying, thesis typing and binding, thesis registration and submission fee, conference registration fee, presentation of paper in conference, attending workshop, paying DGI examination fees, DGI PhD registration fees, DGI semester enrollment fees, DGI hostel fees, DGI admission fees etc. The unspent balance of contingency grant at the end of a year will not be carried forward to the next year. Your contingency grant will be reimbursed at the end of 13 months on the basis of actual receipts and bills.
9. If your admission and/or registration is cancelled by DGI your research fellowship may be discontinued based on the recommendation/decision of the IAI Administration.
10. Continuation of the Fellowship beyond two years will be contingent upon you getting registered for the Ph.D. degree within two years from the date of joining as a Research Fellow. The total duration of Junior and Senior Research Fellowships together shall not exceed 6 years.

11. Registration for PhD is mandatory within two years from the date of joining as a research fellow. If you do not register yourself within two years from date of joining, then the fellowship will be discontinued upto your registration for PhD. In case your fellowship was discontinued, the fellowship may be resumed after the registration for PhD within five years from the commencement of fellowship subject to satisfactory performance and as recommended by DC.
12. No extension of fellowship is permissible beyond the total tenure of six years.
13. The fellowship is liable to cancellation in case of (a) PhD registration is not completed within two years from date of joining (b) misconduct (c) unsatisfactory progress of research work (d) failure in any examination related to PhD (e) you are found ineligible (f) any false information is furnished by you (g) you are involved with any fraudulent activity.
14. You may be granted leave for a maximum period of thirty days in a year. Unused leave for one year cannot be carried over to the next year. With regard to maternity/paternity leaves, prevailing rules of the Government of India will apply.
15. You must apply for leave to the Head Academic Administration through the supervisor or through the Head of the Vertical / Centre, at least three days in advance, except in case of emergencies. If your attendance to coursework and to the institute is found unsatisfactory your fellowship will be discontinued. Classes will be organised in offline mode. 75% attendance is mandatory.
16. Absence without duly granted leave for a period of more than three days will be treated as an act of misconduct and may lead to disciplinary action. In case of emergency, leave should be applied for at the earliest opportunity.
17. Your tenure at IAI (TCG CREST) will also be governed by PhD ordinances and regulations of DGI.
18. If you leave the PhD programme within six months of joining, you will have to refund all the monies you have received towards fellowship and towards contingency from TCG CREST.