

## **GUIDELINES FOR THE INSTITUTE POSTDOCTORAL FELLOWSHIP (IPDF) AT IIT GUWAHATI**

The institute will admit active researchers, both Indian and Foreign Nationals, as Institute Postdoctoral Fellows (IPDFs). Under this scheme, IPDF will carry out advanced research with the faculty member(s) of IIT Guwahati as mentor (s). A list of eligible mentors will be available in the application portal.

### **ELIGIBILITY**

- PhD degree holders with a first class or equivalent in the preceding degree and having a consistently good academic record.
- Candidates with a PhD degree from IIT Guwahati are **not** eligible.
- From the PhD research work, minimum 2 (Two) research publications in peer-reviewed Journals (published/accepted).
- Not completed 5 years from the date of PhD viva-voce to the IPDF application submission deadline.
- **AGE LIMIT:** The maximum age of the IPDF applicant should be **35 years as** on the date of the deadline for IPDF application submission. It may be relaxed for SC/ST/OBC-NCL/PwD candidates as per GOI norms, i.e., age relaxation in the upper age limit in case of SC/ST is 5 years, OBC-NCL is 3 years, and PwD is 5 years (10 years for SC/ST and 8 years for OBC candidates). Please note that the OBC-NCL or EWS certificate must be a valid, current certificate issued by the appropriate Authority as per GOI norms. Original certificates will be verified during the interview. The upper age limit may be relaxed by 5 years for women. A person who comes under more than one category shall be eligible for only one benefit of relaxation, which shall be considered most beneficial to him/her.
- Both Indian and Foreign nationals are eligible to apply for IPDF. If selected, before joining the Institute, a foreign national candidate will have to obtain the required permission from the concerned authority of the Government of India.
- The application format and other relevant details will be hosted on the Institute's Website.

### **1. IPDF INDUCTION PROCEDURE**

#### **(i) APPLICATION PROCEDURE**

- Each prospective IPDF may apply to a maximum of TWO academic divisions. However, applying to the second one is OPTIONAL.
- Each prospective IPDF has to provide the names of three **(3) Potential Mentors** (on a preference basis) against his/her Research Interest.
- Each prospective IPDF has to provide one research proposal with their application, expressing their motivation, research interest, and expertise.
- The IPDF applicants will submit their application online along with the necessary documents.
  - ✓ The interview will be in **online mode**.

### **2. DURING THE TENURE OF THE IPDF**

- (i) The IPDF will carry out research work under the guidance of the mentor(s) in the concerned Academic Division.
- (ii) The performance of the IPDF will be assessed every six (06) months by the Performance Evaluation Committee (PEC). The extension of IPDF after the first year will be based on the recommendation of PEC, and also based on the availability of funds.

(iii) NO EXTENSION will be given to the IPDF beyond a 2-year tenure at IIT Guwahati.

### **3. TA ASSIGNMENTS TO IPDFs**

- (i) Apart from the research pursued by the IPDF, services of the postdoctoral Fellow will be utilized by the concerned Academic Division up to 8 hours per week for academic assistance, which may include teaching assistantship, handling of tutorials, laboratory work, instrument operation or as deemed fit by the Heads of Academic Divisions.
- (ii) The IPDFs may mentor but not serve as a guide / co-guide for the UG and PG projects along with the faculty.

### **4. BENEFITS TO IPDFs**

The IPDFs are eligible for the following:

- **Fellowship Amount:**

- 1<sup>st</sup> year per month Fellowship will be Rs. 60,000/- + 18% HRA.
- An annual increment of Fellowship of Rs. 5000/- based on satisfactory performance as per the assessment report of the PEC.

- **Contingency Grant:** Rs. 50,000/- per year on a pro-rata basis.

- **Ordinary Leave:**

An IPDF is entitled to a maximum of 24 days of ordinary leave with fellowship in a year, and it can be availed on a pro-rata basis of 2.0 days per completed month of service. A maximum number of unutilized ordinary leaves carried over from one completed year to the next year shall be 15 days.

- **Special Casual Leave:**

The IPDFs will be entitled to 15 days of special casual leave per completed year for participating in national/international conferences/workshops. Unutilized special casual leave shall not be carried over to the next year.

- **Maternity/Paternity Leave:**

Married IPDF is eligible for 180 days of maternity leave or 15 days of paternity leave, as applicable, only once during the entire duration of the IPDF tenure.

- **Accommodation:** No accommodation will be provided to IPDF candidates on campus. However, based on availability, on-campus accommodation may be provided as per the Institute norms.

- **Medical benefits:**

The IPDF shall be entitled to avail OPD facilities at the IIT Guwahati Dispensary only, for which a sum of Rs. 1,250/- per month shall be deducted from the fellowship; this facility shall be applicable to the IPDF only.

### **5. TERMINATION**

- An IPDF shall be able to withdraw from the programme by giving 1 month's notice with due recommendation from the concerned authorities of the Institute.
- Similarly, the Institute may also terminate an IPDF if his/her performance/conduct is found to be unsatisfactory, by giving 1 month's notice.