

DUAL DOCTORAL PROGRAM
BETWEEN
**INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR,
INDIA**
AND
THE UNIVERSITY OF MELBOURNE, AUSTRALIA



IIT Kharagpur
India



THE UNIVERSITY OF
MELBOURNE

**AGREEMENT FOR DUAL DOCTORAL PROGRAM:
DOCTOR OF PHILOSOPHY**

between

THE UNIVERSITY OF MELBOURNE

and

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

AGREEMENT FOR DUAL DOCTORAL PROGRAM: DOCTOR OF PHILOSOPHY

THIS AGREEMENT is made on - **19 - 04 - 2018** ("Effective Date")

BETWEEN:

(1) **THE UNIVERSITY OF MELBOURNE, of Grattan Street, Parkville 3010 in the State of Victoria, Australia**, an educational institution established as a body corporate pursuant to the University of Melbourne Act 2009 ("UoM")

And

(2) **INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR**, an educational institution created by an Act of Parliament and having its principal address at Kharagpur – 721 302, in the State of West Bengal, India ("IITKGP"),

in which expression **Institution** shall mean either IITKGP or UOM (as the context requires), **Home Institution** means the Institution in which the DDP Student is first enrolled while **Partner Institution** means the other Institution and **party** means either IITKGP or UOM and **parties** has the corresponding meaning.

WHEREAS:

- (i) On **19 - 04 - 2018** (date) the Parties entered into this Agreement to jointly develop academic and student exchange through a Dual Doctoral Program (DDP) of Doctor of Philosophy (PhD) whereby students who successfully complete the DDP will be awarded a single degree for a single thesis with a testamur/certificate from each Institution which clearly indicates the joint nature of the degree as outlined in Clause 10.
- (ii) For the purposes of this Agreement only, the terms Dual Degree, Dual Doctoral Program or Dual PhD have the meaning outlined in (2)(i) above and in Clause 10.
- (iii) By entering into this Agreement, the Parties agree to offer Dual Doctoral Programs at PhD level in all areas of research in accordance with the terms and conditions set out in this Agreement.
- (iv) This revised Agreement replaces the Agreement for Dual Doctoral Degree Program: Doctor of Philosophy between the University of Melbourne and the Indian Institute of Technology, Kharagpur which was executed by the parties in December 2016.

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. DUAL DOCTORAL PROGRAM STRUCTURE

- 1.1 The Home Institution will admit a student into its Doctor of Philosophy degree in accordance with its rules and regulations for application and selection and will allocate a supervisor to the student. Further details may be found in Annex 2 Section A, however the parties agree that where the details at Annex 2 are inconsistent with their own statutes, regulations, policies and procedures, their own statutes, regulations, policies and procedures will apply to the extent of such inconsistency.
- 1.2 A student admitted to a Doctor of Philosophy degree at the Home Institution will have the option to apply to the Home Institution to participate in the DDP. A supervisor from the Partner Institution shall be identified at this stage and the Supervisor (Home Institution) and Supervisor (Partner Institution) will indicate their in-principle acceptance in writing of their willingness to jointly supervise the applicant, subject to the applicant formally applying and being admitted to the relevant Doctor of Philosophy degree at the Partner Institution. Further details may be found in Annex 2 Sections A and B.
- 1.3 Acceptance into the DDP will not be considered complete until approved by both Institutions. This will involve completing the necessary administrative requirements of both Institutions, including enrolment, relevant forms etc as required by both

institutions. A student who is admitted into the DDP shall be known as a "DDP Student". Further details may be found in Annex 2 Sections A and B.

- 1.4 DDP Students shall be enrolled in the relevant Doctor of Philosophy degree at both the Partner Institution and the Home Institution for the duration of the degree and shall have the same status as a regular international research student when visiting the Partner Institution.
- 1.5 DDP Students must spend at least 12 months at each Institution. Further details may be found in Annex 2 Section C.
- 1.6 DDP Students will be required to obtain and pay for appropriate health insurance whilst located at the Partner Institution.
- 1.7 Supervisors appointed by either Institution must comply with the rules and regulations of both Institutions which relate to the supervision of research students. The relevant policy for UoM can be found at: <https://policy.unimelb.edu.au/MPF1321>
- 1.8 It is important to ensure that DPP Students and faculty involved with the DDP will comply with the regulations of both Institutions as applicable to them, and which both Institutions shall make available. The DPP Students may also be required to make a statement to that effect in the application forms.
- 1.9 If the supervisor from either Institution is unable to carry out the role of a PhD supervisor, then that Institution will assign a substitute supervisor for the DPP Student in accordance with its usual processes.

2. DOCTORAL ADVISORY (or Equivalent) COMMITTEE:

- 2.1 A Doctoral Advisory (or Equivalent) Committee (DAC) will be set up jointly for each DDP Student to support and monitor the progress of the DDP Student throughout the candidature until the thesis has been submitted. Further details may be found in Annex 2 Section C.

- 2.2 The DAC will consist of the following members

A	Head of the Department ("HoD")/Chairperson (or nominee of HoD/Chairperson) of the Home Institution [If the HoD happens to be the supervisor of a DPP Student, another senior Professor may be nominated as per rules of the Home institution]	Chairperson
	HoD may nominate Chairperson, if he/she cannot attend the DAC meetings to assess the progress of the DPP Student	
	HoD must be present for comprehensive Exam / Synopsis / Thesis report / Viva voce meetings (thesis defence) of the DPP Student	
B	The supervisors from both the Institutions	Members
C	One faculty member each, of the Departments of both the Institutions to which the supervisors belong, nominated by the respective Chairpersons or nominees following the procedures of the respective Institutions	Members
D	One faculty member each, of allied Departments of both Institutions, nominated by the respective Chairpersons, or nominees following their respective procedures.	Members

- 2.3 The HoD or their nominees are included to ensure compliance with the rules and regulations of the Home Institution.

In case any DAC member goes on leave exceeding one year duration, or resigns or retires from the respective Institution, the respective Chairperson, Senate or nominee will nominate another member following their respective procedures.

- 2.4 The DAC will meet twice a year through video conferencing until the relevant DDP Student's thesis has been submitted in accordance with the rules and regulations of both

Institutions, or the DDP Student withdraws from the DDP or his or her candidature is terminated in accordance with this Agreement.

3. COURSEWORK REQUIREMENTS

- 3.1 The DDP Student will satisfy the academic coursework requirements of the Home Institution. Credit recognition for subjects undertaken by the DDP Student at either Institution is possible and shall be determined by each Institution in line with its policies and procedures and on the basis of advice from the DAC. Further details may be found in Annex 2 Sections B and C.
- 3.2. Non-credit subjects or courses may also be taken with concurrence of the DAC.

4. COMPREHENSIVE EXAMINATION AND CONFIRMATION OF PHD CANDIDATURE

- 4.1 All DDP Students must successfully satisfy the comprehensive examination requirement of IITKGP and confirmation requirement of UoM. Further details may be found in Annex 2 Section C.
- 4.2 If a DDP Student is unable to meet the requirements mentioned in Clause 4.1, he/she will no longer be eligible to continue in the DDP.

5. PROGRESS MEETING / SYNOPSIS / THESIS

DDP Students will normally follow Home Institution's regulations relating to course progress. However, submission of synopsis and submission and evaluation of the thesis will be in line with the requirements of both Institutions.

6. TIME DURATION

- 6.1 As far as possible, the minimum and maximum (if applicable) total duration of each DDP Student's course of study will be governed by the rules of both Institutions. In the event of an inconsistency in the durations, the longer duration will apply.
- 6.2 The DDP Students shall spend a minimum of one year at each Institution and a maximum of two years at the Partner Institution working under the supervision of their supervisors, and taking additional non-award subjects/ courses if required to do so by the DAC.
- 6.3 Each DDP Student will be entitled to the leave benefits (if any) that relate to the Institution at which the DDP Student is physically located when the leave is requested having regard to the leave benefits prescribed by the other Institution.

7. FEES, LIVING ALLOWANCES AND EXPENSES

- 7.1 DDP Students will pay tuition fees to their Home Institution only, throughout the duration of the DDP, including the duration of study at the Partner Institution following the Home Institution fee structure. The tuition fees may be covered by a tuition fee waiver scholarship offered by the Home Institution.
- 7.2 All DDP Students enrolled and supported under this arrangement will be entitled to a living allowance/stipend/scholarship as detailed in Annex 2 Sections B and C1.
- 7.3 At the time of acceptance of a student into the DDP, further arrangements for travel and stipend/living allowance should be confirmed by both Institutions for the student.
- 7.4 If expenses such as travel (including visa costs), stay at the Partner Institution, health insurance etc. have to be borne by the DDP Student, his or her acceptance should be obtained during the admission process. The Home Institution will be responsible for notifying the DDP Student of such information and gaining his/her acceptance.

8. WITHDRAWAL AND TERMINATION OF CANDIDATURE

- 8.1 The prevailing regulation for withdrawal and termination of candidature at the DDP Student's Home Institution shall normally apply in consultation with the Partner

Institution. Where there is a significant variation in the policies and regulations of the Institutions then the stricter policies and regulations shall apply.

- 8.2 Where a DDP Student's candidature is to be terminated for any approved reason, including unsatisfactory progress, the termination provisions of the Home Institution will apply. The Partner Institution will be notified by the Home Institution of the intention to terminate the candidature. In any event, the DAC will advise the DDP Student on an appropriate course of action to take, which would be in the best interest of the DDP Student.
- 8.3 If it is not possible for the DDP Student to satisfy the requirements of and complete the DDP, the Parties will endeavor to allow that DDP Student, at his/her election, to complete the requirements for a single PhD degree at either the Home or Partner Institution subject to the requirements of the relevant Institution. The Parties agree that such DDP Student will be given credit for all relevant units previously undertaken by the DDP student at the other Institute as part of the DDP in accordance with the policies and protocols of the Institution where the DDP Student will complete the requirements of his/her PhD.

9. THESIS REVIEW REPORTS & VIVA VOCE EXAMINATION

- 9.1 Evaluation of thesis by external examiners and conducting of the final viva-voce examination/defence shall, in general, follow the Home Institution's process and procedures. The Partner Institution may have additional requirements to ensure compliance with its examination policies and regulations. Such requirements should be detailed at the commencement of the PhD and may be waived by mutual agreement of the Parties, however the parties are not required to act in any way which would be in contravention of its own policies or requirements. Further details may be found in Annex 2 Section D.
- 9.2 The language of the thesis will be English and the viva voce examination will be in English.
- 9.3 The thesis/dissertation examination committee shall be appointed with the agreement of both Institutions, and shall be composed by relevant academic members of both Institutions, according to the rules and regulations of the Home Institution. There shall be two external examiners of the thesis appointed who are independent of both Institutions.
- 9.4 The thesis/dissertation shall be presented to each institution abiding by the rules and regulations of each Institution. The Supervisor of the DDP Student in the Partner Institution will participate in the defence, either physically or by synchronous electronic technology.
- 9.5 To successfully complete the DDP, the DDP Student must satisfy the examiners of the thesis including the examiner(s) for the viva voce that the thesis/dissertation is appropriate for the joint award of the degree at each institution. If any revisions are required (major or minor) these will be approved in accordance with the policies and procedures of both institutions.
- 9.6 The Home Institution may request priority to issue the award first, but shall not unreasonably delay the award of the degree by the Partner Institution.

10. AWARD OF DEGREE

Two separate degree certificates will be awarded by the respective Institutions in line with their respective protocols/styles. The wording in each degree certificate must indicate unambiguously that one degree is being awarded jointly with the Partner Institution (by name) for the same thesis. The format of each degree certificate is annexed to this Agreement (Annex 1).

11. STUDENT OBLIGATIONS

- 11.1 DDP Students will be subjected to the statutes, rules, regulations, policies, codes and procedures of the Partner Institution while located in the Partner Institution in addition to those of their Home Institution.
- 11.2 Notwithstanding Clause 8, an Institution may suspend, vary the terms of, or terminate a DDP Student's enrolment for failure to comply with the statutes, rules, regulations, policies, codes and procedures of that Institution or the lawful instructions of officers of that Institution, or for failure to comply with that Institution's conditions of admission, enrolment or examination in the DDP.

12. INTELLECTUAL PROPERTY, INVENTIONS AND INNOVATIONS

- 12.1 All intellectual property held by a party prior to entering into this Agreement or disclosed or introduced in connection with this Agreement and all materials in which such intellectual property is held, disclosed or introduced shall remain the property of the party introducing or disclosing it. However, that party grants the DDP Student and/or the other party a licence to use such intellectual property for any purpose associated with the DDP.
- 12.2 All rights, titles and interests in any studies, reports or materials, graphic or otherwise, prepared by the Home Institution or by the Partner Institution respectively will belong to that Institution and may not be made use of except with that Institution's prior written consent.
- 12.3 Where the Institutions jointly develop intellectual property, inventions and innovations as a result of the research work of the DDP Student working under the supervision of the supervisors, the terms with respect to title and exploitation of such intellectual property, inventions and innovations (including but not limited to trademarks and service marks, copyright, patents, know-how designs and confidential information on the subject of such intellectual property, inventions and innovations) will be negotiated on a case-by-case basis having due regard for each Institution's policies and governance requirements, the nature of the contributions made by both Institutions to the development of such intellectual property, inventions and innovations, and the terms and conditions imposed by any individual funding agencies or grant-making organizations. The general guiding principle for such case-by-case agreements will be that the intellectual property rights created in the course of the DDP will vest in each Institution in equal shares and that each Party may use such jointly-owned intellectual property for internal, non-commercial research and educational purposes. Save as aforesaid, nothing in this agreement shall be construed as a license or transfer or an obligation to enter into any further agreement with respect to intellectual property currently licensed to or belonging to either Institute.
- 12.4 Nothing in this Agreement will inhibit the right of a DDP Student to have their thesis examined and a copy of their thesis lodged in the library of each Institution (including a digital copy).
- 12.5 Notwithstanding anything to the contrary in clause 12.3, each DDP Student shall own the copyright of their thesis.
- 12.6 The provisions of this clause 12 will survive beyond the termination of this Agreement.

13. CONFIDENTIALITY

- 13.1 When receiving confidential information, the receiving party must ensure that all employees, students or agents to whom the confidential information is disclosed are bound to keep the confidential information confidential and not to use the confidential information except for the DDP.
- 13.2 The obligations of confidentiality in this clause 13 do not apply to information which may be required to be disclosed by law, is in the public domain other than by breach of

this agreement, or has been independently developed or obtained by the receiving party.

13.3 Each party agrees that personal information about DDP Students will be collected, managed, held, used, disclosed and transferred in accordance with the relevant privacy laws and policies applicable to that party.

14. AMENDMENTS

This Agreement may be amended and supplemented in writing at any time by the mutual consent of the parties in writing.

15. TERM OF AGREEMENT

15.1 The term of this Agreement will commence on the date the last party executes it. The Agreement shall be in place for a period of five years.

15.2 The Agreement may be extended by the mutual agreement in writing of the parties.

15.3 Either party may terminate this Agreement at any time during the term, by the provision of six (6) months written 'notice of termination' to the other party. Once the 'notice of termination' is issued, no new student will be enrolled under DDP. All students already enrolled under DDP at the time of the issue of notice of termination or at the expiry of this Agreement in accordance with clause 15.1, will be allowed to finish their work as per this Agreement.

15.4 If the Agreement is terminated and if the DDP Student continues his/her candidature either as part of the DDP or as a single PhD degree at one or other of the Institutions, the parties agree that the DDP Student will continue to have access to the background intellectual property and confidential information to the extent necessary for the student to complete the DDP or a PhD at either Institution.

16. AUSTRALIAN GOVERNMENT ESOS ACT AND OBLIGATIONS UNDER THE ESOS ACT

16.1 For the purposes of this clause 16

"CRICOS" means the Commonwealth Register of Institutions and Courses for Overseas Students;

"ESOS Act" means the *Education Services for Overseas Students 2000 (Cth)*;

16.2 The Parties acknowledge that under Australian law, the University of Melbourne is required to be registered on **CRICOS** and to comply with the provisions of the ESOS Act and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007 (**National Code**).

16.3 The University of Melbourne shall provide IITKGP with the following:

- (a) Information regarding course materials, entry requirements, information on visa application and Overseas Student Health Cover;
- (b) The University of Melbourne's CRICOS provider code, which is 00116K ("**CRICOS Provider Code**"); and
- (c) Any other information that may be required from time to time.

16.4 For the purposes of compliance with the ESOS Act and National Code, IITKGP must:

- (a) Distribute the information in the official form provided by the University of Melbourne;

- (b) Ensure that the University of Melbourne's name and CRICOS Provider Code are clearly identified on all material distributed to DDP Students, including electronic forms; and
- (c) Use its best endeavors not to engage in conduct that may cause Melbourne to be in breach of the ESOS Act, including providing DDP Students with inaccurate information about studying at Melbourne

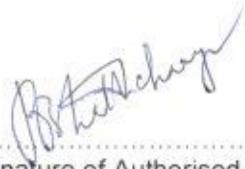
17. The rules of Government of India as applicable for foreign students will be applicable for the visiting students of UoM. Similarly, the rules of the Government of Australia as applicable to international students will be applicable to the Dual Doctoral Program students from IITKGP when located in Australia.

18. **DISPUTE RESOLUTION**

Any disputes arising under or in connection with this Agreement which cannot be resolved by amicable discussions between the Parties shall be referred to the President / Director of the respective Parties or their nominees for resolution.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be duly executed on the day and year first above mentioned.

SIGNED for and on behalf of **THE INDIAN
INSTITUTE OF TECHNOLOGY**)
KHARAGPUR)
in the presence of:)



Signature of Authorised Person

Position: Dean, International Relations

.....
Signature of Witness

Name: MEE NAKSHI ARORA

Position: Deputy Director, MIPP

Name:
Professor BAIDURYA BHATTACHARYA

SIGNED for and on behalf of **THE
UNIVERSITY OF MELBOURNE**)
in the presence of:)



Signature of Authorised Officer

Position: Pro Vice-Chancellor (Graduate and International Research)

.....
Signature of Witness

Name: KATE TAYLOR

Position: DIRECTOR,
RESEARCH
STRATEGY.

Name: Professor JUSTIN ZOBEL

The
University of Melbourne



This is to certify that

Stu Dent

was duly admitted to the degree of

Doctor of Philosophy

In the University of Melbourne

Jointly with

Indian Institute of Technology Kharagpur

Date:

Vice-Chancellor

University Secretary

University seal to be inserted here

Indian Institute of Technology Kharagpur



This is to certify that

Stu Dent

was duly admitted to the degree of

Doctor of Philosophy

In Indian Institute of Technology Kharagpur

Jointly with

The University of Melbourne

for the Thesis entitled

“XXX”

Date:

Director

IIT Kharagpur

University seal to be inserted here

ANNEX 2

OPERATIONAL GUIDELINES

Glossary:

- The terms Enrolment, Commencement, Candidature have been used interchangeably
- Advisory Panel, Dissertation Advisory committee (DAC), Doctoral Scrutiny Committee (DSC) have been used interchangeably
- 'Scholarship' and 'Stipend' have been used interchangeably.
- IIT Kharagpur Candidates: students whose Home institution is IIT Kharagpur
- UoM Candidates: students whose Home institution is University of Melbourne
- Participating Institution/IIT means IIT Kharagpur or IIT Kanpur or IIT Madras (as the case may be)
- IITKgp means IIT Kharagpur
- DDP means Dual Doctoral Program between IIT Kharagpur and University of Melbourne

1. MIPA is a Melbourne India Postgraduate Academy developed by a collaboration between the University of Melbourne (UoM) and IIT Kanpur/ IIT Madras/ IIT Kharagpur to deliver a Joint Doctoral Degree Program, wherein students will receive one PhD degree jointly awarded by UoM and one of the three IITs. Each testamur will acknowledge the joint nature of the degree and the names of the relevant partner institutions.
2. The UoM-IIT Kanpur and UoM-IIT Madras program is referred to as JDP (Joint Degree Program).
3. The UoM-IIT Kharagpur program is referred to as DDP (Dual Doctoral Program).
4. MIPA will provide students with an exclusive opportunity to work in both continents during their candidature and earn a joint degree accredited both in India and Australia.
5. Students enrolled in MIPA will work on a project jointly developed by both supervisors and mentored by a joint Advisory Committee consisting of academics from UoM and one of the IITs.
6. Students interested in this joint PhD (DDP) program may apply through one of the participating institutions or the UoM. This institute will serve as home institution for the student throughout the candidature.
7. The maximum duration of PhD will be 8 years for students whose Home Institution is IIT Kharagpur (including the coursework year). However students must submit for examination at UoM within 4 years of commencing at UoM or if the relevant dean approves late submission if delays are due to:
 - (a) compelling and serious research-related reasons beyond the candidates' control, or
 - (b) compelling or unexpected, personal or medical reasons which have arisen during the candidature period, however the funding from UoM will be available within 4 years of commencing at UoM; or
 - (c) otherwise in accordance with UoM policy and procedure.
8. The maximum duration of PhD will be 4 years for students whose Home Institution is UoM, with 3.5 years of scholarship stipend.

A. ELIGIBILITY CRITERIA AND HOW TO APPLY:

A1. For all Candidates:

1. Students must satisfy the entry requirements for PhD at both IIT Kharagpur and the University of Melbourne.
2. Students need to apply independently to each institution. First, they must get admitted and enrolled at the Home Institution and then apply for DDP at the Home and Partner Institutions within the first year of enrolment (candidature) at Home Institution. Application can be made anytime during the year.
3. The Partner Institution will consider the application only for those students who have been approved by the Home Institution for DDP. An additional DDP form will need to be completed as part of this process. This form will outline the agreed specific arrangements for each student's Dual PhD (e.g. dates of location at each institution, names of supervisors, coursework, scholarship arrangements etc.).
4. Students are required to attach (a) a letter of support from the appropriate Dean (International Relations/ Research Training) of the Home Institution, and (b) a letter of support from the Home Institution supervisor(s) and the Partner Institute supervisor(s) with their application to the Partner Institution.

A2. For IIT Kharagpur Candidates:

5. The student must be admitted into the PhD programme at IIT Kharagpur.
6. The student must have a GPA of 8.5/10 or above from a Bachelor's or Master's degree conducted at one of the participating institutions: IIT Kanpur, IIT Kharagpur or IIT Madras. Those students with GPA less than 8.5/10 in Bachelor's or Master's degree conducted at one of the participating institutions, must secure a minimum GPA of 8.5 in the first year of their PhD program in order to be eligible.
7. Students who do not have Bachelor's/Master's degree from a participating Institution, must secure a minimum GPA of 8.5 in the first year of their PhD program in order to be eligible.

A3. For UoM Candidates:

8. The student must be admitted as a PhD student at UoM.
9. The students must have a GPA of 8.5/10 or above from their Bachelor's or Master's degree.

B. SELECTION PROCESS:

B1. For IIT Kharagpur Candidates:

1. The student will be enrolled in a PhD program at IIT Kharagpur with an appropriate scholarship from IIT Kgp.
2. The student will be required to successfully complete the required coursework and comprehensive examination within 12 months of enrolment in PhD at IIT Kharagpur.
3. If successful, the student will receive a PhD offer from UoM under DDP. For students who (a) obtained their Bachelor's and Master's degree from an institution other than one of the participating IITs, or (b) obtained their Bachelor's or Master's or both degrees from one of the participating IITs but had GPA less than 8.5 in all such degrees, the offer will be conditional on achieving a minimum GPA 8.5 in the coursework in their first year of PhD at IIT Kharagpur.

B2. For UoM Candidates:

4. The student will receive PhD candidature and stipend + fee remission offers from UoM.
5. The student will be required to successfully complete the required coursework and deliver the confirmation seminar within 12 months of commencement (enrolment) of PhD at UoM.

6. If successful, the student will receive DDP offer from IIT Kharagpur.

C. CANDIDATURE AND SCHOLARSHIP:

C1. For all candidates:

1. On enrolment for PhD at Home Institution, an Advisory Panel / DSC will be formed as per rules of the Home Institution. Upon successful enrolment in DDP, supervisor(s) and two more Academics from the Partner Institution will be inducted into the Advisory Panel/DAC. The Panel will meet at least twice in a year (online mode) to assess the student's progress.
2. Students will be required to furnish six-monthly progress reports to both institutions via the Advisory Panel.
Students will receive a local stipend scholarship from the institution at which they are physically located during their candidature. The Home Institution may choose to suspend stipend during the absence.
3. Travel support if any will be awarded according to rules of the Home Institution. Tuition and other fees payable during stay at the Partner Institution will be waived by the Partner Institution.
4. DDP Students must spend at least 12 months at each Institution

C2. For IIT Kharagpur Candidates:

5. The student will follow the rules of IIT Kharagpur regarding the coursework. There will be no additional coursework requirement at UoM.
6. The student will complete the comprehensive examination within 12 months of enrolment into PhD program of IIT Kharagpur.
7. The student will spend 12-24 months at UoM depending on the project requirements as determined by the Advisory Committee in consultation with the supervisors from each institution. The maximum duration of UoM stipend for IIT Kharagpur candidates will be 2 years.
8. The student will need to deliver a confirmation seminar within 12 months of commencing at UoM. Registration seminar of IIT Kharagpur will be considered equivalent to confirmation seminar at UoM provided concerned faculty of UoM participate through video conferencing. Internal progress reports will be generated to assess student's standing.
9. The enrolment (commencement) date at UoM will be the date when the student enrolls at UoM after accepting the offer of DDP.
10. Visits to UoM will take place with due approval from IIT Kharagpur. When not resident at UoM, the student will be on approved Study Away from UoM.

C3. For UoM Candidates:

11. The student will follow the rules of UoM regarding any coursework. There will be no additional coursework requirement at IIT Kharagpur.
12. The student will complete a confirmation seminar within 12 months of commencing at UoM.
13. The student will spend 12-24 months at IIT Kharagpur depending on the project requirements as determined in consultation with the supervisors from each institution. The maximum duration of IIT Kharagpur scholarship for UoM candidates will be 2 years.
14. The student will need to deliver a registration seminar within 12 months of enrolment at IIT Kharagpur. If the confirmation seminar at UoM is held after the student enrolls at IIT Kharagpur under DDP, and is attended by concerned IIT Kharagpur faculty members by video conferencing, it will be considered equivalent to the registration seminar at IITKgp. Otherwise, the student will need to deliver a registration seminar during his/her stay at IIT Kharagpur. Internal progress reports will be generated to assess student's standing.
15. The enrolment (commencement) date at IIT Kharagpur will be the date when the student enrolls at IIT Kharagpur after accepting the offer of DDP.

16. When not resident at UoM and visiting IIT Kharagpur, the student will be on approved Study Away.

D. THESIS SUBMISSION AND EXAMINATION:

D1. For All Candidates:

1. The student must meet the examination requirements of both institutions to be awarded the DDP, including any Oral Examination requirements.
2. The student will submit identical copies of the thesis written in English to both institutions.
3. The thesis will be examined by at least two external examiners.
4. Thesis examiners must:
 - i. be independent of both institutions
 - ii. be of good international standing in the research topic of the thesis
 - iii. be qualified to at least PhD level or have equivalent research experience
 - iv. have previous experience as a supervisor or examiner of a PhD
 - v. be from different institutions.
5. A person is ineligible to serve as an examiner if they:
 - i. have had a formal association with either institution within the past five years and/or during the examination, including employment at the institution in teaching and/or research as either a full-time, part-time or sessional staff member, or in an honorary capacity
 - ii. are a supervisor or advisory committee member of the candidate under examination
 - iii. have had direct involvement with the thesis through reading drafts or discussing the research
 - iv. have directly collaborated in work with the student and/or with the student's supervisors in the last 5 years
 - v. have a real or perceived conflict of interest with the student, the supervisors or the institutions of a personal, professional or commercial nature
6. The thesis and relevant forms will be sent to the examiners by each partner institution. The examiners will return two sets of forms; one to each institution. Each institution will pay the examiners in line with their rules and regulations.
7. The student will resubmit the revised thesis, if necessary, on the basis of examiners comments in consultation with both the supervisors and with the combined approval of the Chair of Examiners at both institutions.
8. In case of grossly conflicting recommendation by the two external examiners, the relevant Deans of the two Institutions will discuss on the future course of action which may include sending it to a third jointly appointed external examiner.
9. If successful, the student will receive two separate degree certificates each of which will acknowledge the joint nature of the degree and will include the name of the partner institution.

D2. For IIT Kharagpur Candidates:

10. Student must give a 'Synopsis Seminar' when the thesis is complete. This will be considered equivalent to the 'Completion Seminar' of UoM. Concerned faculty from the Partner Institution will participate by video conferencing. If accepted by DSC, the thesis will be sent out for review by external examiners.
11. The thesis examination will be initiated by IIT Kharagpur and the initial contact and invitations to examiners will be sent by IIT Kharagpur.
12. The student will undergo an oral examination in line with IIT Kharagpur requirements. Relevant faculty from the Partner Institution will participate by video conferencing.

D3. For UoM Candidates:

13. The student must give a 'Completion Seminar', when the thesis is complete. This will be considered equivalent to the 'Synopsis Seminar' of IITKgp. Relevant faculty from the Partner Institution will participate by video conferencing. If accepted by DAC, the thesis will be sent out for review by external examiners.
14. The thesis examination will be initiated by UoM and the initial contact and invitations to examiners will be sent by UoM.
15. The student will undergo an oral examination at IIT Kharagpur in line with IIT Kharagpur requirements. This is to ensure that the student meets the usual requirements of both institutions to be awarded a Joint PhD. Relevant faculty from UoM will participate by video conferencing.