



Office of Alumni Affairs & International Relations
Indian Institute of Technology Kharagpur
Kharagpur – 721 302



Date: 20.05.2024

Ref: 2224/2024/OIR

Subj: Approval for authorization as signatory of Individual Student Agreements of the Joint Doctoral Programmes with International Partner Institutes


Joint Doctoral Programme between IITKGP and the international partner Institute requires Individual Student Agreement (**Flag 1**) to be signed by competent authorities of both the Institute when a student is selected to participate in the programme. In the past, the Individual Student Agreement has been signed by the by the Associate Dean IR & R as the competent authority from IITKGP (**Flag 2**).

In view of the above, a blanket approval request is being placed to the committee members as well as Dean OR & AA to accord necessary permissions to Associate Dean AA & IR as a signatory of such papers/documents.

Enclosures:

1. Individual Student Agreement templates
2. Sample of the Collaborative Doctoral Agreement signed by Associate Dean IR in 2023.


Junior Assistant



Assistant Registrar


Associate Dean AA & IR


Dean FoEA


Dean FoS


Dean BTBS


Dean OR&AA


Director


IR Executive

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AGREEMENT FOR JOINTLY AWARDED DOCTOR OF PHILOSOPHY (PhD)

SCHEDULE: GRADUATE RESEARCHER AGREEMENT

RECITALS

The University of Melbourne and IIT Kharagpur wish to establish a joint PhD framework (Program) for [Name of Graduate Researcher] under this Graduate Researcher Agreement in accordance with the Agreement for Jointly Awarded Doctor of Philosophy (PhD) signed by the parties dated 29-04-2020 ('Head Agreement').

The purpose of this Graduate Researcher Agreement is to confirm the agreed arrangements for this Graduate Researcher's jointly awarded Doctor of Philosophy (PhD).

Graduate Researchers should refer to the detailed guidelines in **Attachment 1** for further information.

Policy regulations:

The University of Melbourne:

- Graduate Research Training Policy (MPF1321): <https://policy.unimelb.edu.au/MPF1321>;
- Health and Safety Policy (MPF1205): <https://policy.unimelb.edu.au/MPF1205>;
- Enrolment and Timetabling Policy (MPF1294): <https://policy.unimelb.edu.au/MPF1294>

IIT Kharagpur:

- <https://erp.iitkgp.ac.in/IITKGPAApplications/admfile/2019201Information.pdf>

1. GRADUATE RESEARCHER DETAILS

Graduate Researcher identification numbers University of Melbourne (Student ID) IIT Kharagpur institution ID

Family name Given name(s)

Date of birth

Email address

Mobile /cell telephone

2. UNIVERSITY DETAILS

Unless otherwise indicated below the Home Institution is the Party at which the Graduate Researcher first enrolls.

The Home Institution will be:

The Host Institution will be:

The following persons have been designated as the **principal supervisors**, and will be responsible for providing primary supervision of the Graduate Researcher from their respective institution

	Home institution	Host institution
Principal supervisors (name and title)		
Faculty and School/ Department		
Email address		

AGREEMENT FOR JOINTLY AWARDED DOCTOR OF PHILOSOPHY (PhD)

Telephone numbers

3. INTERNATIONAL RESEARCH TRAINING GROUPS

Is the Graduate Researcher part of an established International Research Training Group (IRTG) between Melbourne and IIT Kharagpur?

Yes ☐

No ☐

If yes, name of IRTG: **Melbourne India Postgraduate Academy**

4. PROPOSED PROJECT AND SUPERVISION ARRANGEMENTS

Describe the thesis topic that will be undertaken:

The following regulatory approvals will be required in order for the Graduate Researcher to conduct their research at the Home and Host institutions (eg: *ethics approvals, materials handling certifications, health or police checks*):

The Graduate Researcher must complete Melbourne's [Research Integrity Online Training](#) course prior to Confirmation.

The following arrangements will be put in place for the appropriate management and retention of research data generated during the research:

Melbourne and IIT Kharagpur agree to provide a safe environment for the Graduate Researcher for the duration of the Program in accordance with Melbourne's Health and Safety Policy: <https://policy.unimelb.edu.au/MPF1205>

The proposed/recorded date of commencement of joint candidature arrangements is:

Commencement date is the first day that the Graduate Researcher starts work towards the Program. For Graduate Researchers whose Home Institution is IIT Kharagpur, this will be the date when the graduate researcher enrolls at Melbourne.

Allocation of time

For Graduate Researchers whose Home Institution is IIT Kharagpur, the maximum duration of the PhD is 8 years (including the coursework year(s) at IIT Kharagpur).

For Graduate Researchers whose Home Institution is Melbourne, the maximum duration of the PhD is 4 years.

All Graduate Researchers must submit for examination at Melbourne within 4 years of enrolling at Melbourne.

The Graduate Researcher will divide their time between the Home and Host institution and will spend a minimum of 12 months, and a maximum of 24 months, at the Host institution. The expected periods to be spent at each institution are as follows:

Period (Provide proposed dates in dd/mm/yy format)	Location (Home or Host Institution)
From date to	
From date to	
From date to	

AGREEMENT FOR JOINTLY AWARDED DOCTOR OF PHILOSOPHY (PhD)

From date to

From date to

Leave policies affecting candidature

Leave will be granted in accordance with [sections 5.61-5.67](#) of the Melbourne Enrolment and Timetabling Policy (MPF1294).

Leave of absence is a period of non-enrolment that may be granted for reasons such as sickness, family or carer responsibilities, which temporarily hinder the Graduate Researcher's studies.

When leave is approved, the expected thesis submission date and progress review due dates will be adjusted at both institutions.

Note: recreational leave (up to 4 weeks at Melbourne) will not affect the thesis submission date.

The following arrangements will be put in place to ensure effective supervision of the candidate and effective communication between the supervisors at Home and Host institutions (*please include details of the proposed frequency and mode of supervision meetings, and how the outcomes of those meetings will be recorded*):

[Supervisory meetings will be held at least monthly with the Graduate Researcher over video-conference](#)

The following arrangements will be put in place to ensure the Graduate Researcher's progress is reviewed formally on at least an annual basis:

On enrolment at the Home Institution, an Advisory Panel will be formed as per rules of the Home Institution.

- At IIT Kharagpur, the Advisory Panel must be comprised of the supervisor(s), the Department/School/Centre Head, and at least three more faculty members, at least one of whom must not be from the parent Department/School/Centre.
- At Melbourne, the Advisory Panel must be comprised of at least three people including the advisory committee chair and the candidate's supervisors as per the [Graduate Research Training Policy](#).

Upon successful enrolment in the Joint PhD, the Host Institution's supervisor(s) and two more Academics from the Host Institution will be added to the Advisory Panel to make up a **Joint Advisory Panel**.

- The Joint Advisory Panel will include all IIT Kharagpur and Melbourne supervisors.
- The Joint Advisory Panel will meet at least once a year (online mode) to assess the graduate researcher's progress.
- Graduate researchers will be required to submit annual progress reports to both institutions via the Joint Advisory Panel. Progress reviews will be recorded through online forms linked to the student system at Melbourne.

Note: The Joint Advisory Panel will be involved in the examination of the Oral Defence, as set out in section 7.

5. THESIS REQUIREMENTS

The expected format and approximate word length of the thesis is:

The expected format of the thesis is per the [Preparation of Graduate Research Theses Rules](#).

The word length of the thesis will not exceed 100,000 words exclusive of tables, maps, bibliographies and appendices.

The thesis will be written in the following language: English

6. THESIS EXAMINATION

The Examination Board will consist of:

AGREEMENT FOR JOINTLY AWARDED DOCTOR OF PHILOSOPHY (PhD)

- At least two examiners external to, and independent of, all Partners. One of these two external examiners must be resident outside Australia and India.

The following arrangements will govern the selection of examiners and examination of the thesis.

- 6.1 The primary supervisors from both institutions will jointly search for and nominate the potential external and independent examiners as per [section 4.103-4.110](#) of the Melbourne Graduate Research Training Policy. These must be external to all Partners and remain anonymous to the candidate. At least one of these external and independent examiners will be required to participate in the Oral Defence, as set out in section 7, and will cede anonymity at that point.
- 6.2 The Graduate Researcher will submit identical copies of the thesis to each institution in line with each institution's policies and procedures.
- 6.3 The thesis examination will be initiated by the Home Institution and the initial contact and invitations to examiners will be sent by the Home Institution. Once initial contact has been made, each institution will send their relevant forms to the examiners.
- 6.4 The examiners will submit the relevant examiners' assessment form and written report to each institution in line with each institution's requirements.
- 6.5 The Melbourne Chair of Examiners will assess the two external examiners' reports against a scale of recommendations as per [section 5.119-5.129](#) of the Melbourne Graduate Research Training Policy.
- 6.6 The Oral Defence must take place after thesis submission, and before the revised version of the thesis has been resubmitted to each institution. The Oral Defence will run as set out in section 7.
- 6.7 If the candidate is required to make some form of change to the thesis as an outcome of the thesis examination and Oral Defence, identical copies of the revised version of the thesis will be resubmitted to each institution as the final version of the thesis.

The jointly awarded degree from Melbourne and IIT Kharagpur is a PhD.

7. ORAL DEFENCE

The Oral Defence Examination Board will be assembled by IIT Kharagpur and will consist of:

- At least one of the two examiners external to, and independent of, all Partners, as described in section 6.; AND
- The Joint Advisory Panel, as described in section 4.

The following arrangements will govern the Oral Defence examination process:

The Oral Defence will be conducted in the following language: English

It is expected that the Oral Defence will be conducted at the Home Institution and be attended by the Graduate Researcher and the Oral Defence Examination Board as described below:

	Physically present	Option to join via video-conference
Graduate Researcher	<input checked="" type="checkbox"/>	
Joint Advisory Panel members at Home Institution	<input checked="" type="checkbox"/>	
Joint Advisory Panel members at Host Institution		<input checked="" type="checkbox"/>
At least one of the two external examiners, as described in 6.		<input checked="" type="checkbox"/> *

* If the examiner is located within India, for candidates enrolled with IIT Kharagpur as the Home Institution, then they should be physically present. The external examiner may attend via video conference if they are outside India or unable to travel.

8. FINANCIAL ARRANGEMENTS

AGREEMENT FOR JOINTLY AWARDED DOCTOR OF PHILOSOPHY (PhD)

The following arrangements will apply to any publications arising from the Graduate Researcher's work (*indicate copyright arrangements, anticipated author roles and attributions where co-authored publications are expected and publication access requirements*)

11. UNIVERSITY APPROVALS

INSTITUTION NAME University of Melbourne

IIT Kharagpur

PRINCIPAL SUPERVISORS

Name

Signature

Date

(IF RELEVANT) To confirm whether the Graduate Researcher has been granted a place in an International Research Training Group (IRTG), the Head of Department/Head of School will consult with the IRTG coordinator or academic lead.

Has the Head of Department/Head of School received confirmation from the IRTG coordinator or academic lead that the named Graduate Researcher is being supported as part of the IRTG?

Yes ☐ No ☐

Yes ☐ No ☐

HEAD OF DEPARTMENT / SCHOOL (as appropriate)

Name

Signature

Date

RESPONSIBLE OFFICER AT ENROLLING FACULTY

Name

Position Associate Dean, Research Training

Associate Dean, AA&IR

Signature

Date

12. GRADUATE RESEARCHER ACKNOWLEDGEMENT

The content of this Agreement has been discussed with me, and I acknowledge these conditions will apply in respect to my Program, unless varied by agreement between the Home and Host institutions, and with my knowledge. I acknowledge that progress outcomes will be shared with the relevant administrators at both institutions to ensure all program requirements are met.

Name

Signature

Date

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The third of these is the fact that the system is not in equilibrium with the environment.

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APPENDIX 1

INDIVIDUAL STUDENT AGREEMENT

between

CURTIN UNIVERSITY

and

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

1. Project Student Details	
Family Name	
Given Name	
Country of Citizenship	
Address	
Email	

2. Institutions	
(a) Home Institution	IIT Kharagpur
i. Student no. at Home Institution	
ii. Enrolment Status at Home Institution	
iii. Academic Unit (Faculty/School/Department)	
iv. Supervisor	
Name	
Position	
Full Contact Details	
v. Designated Responsible Officer	
Name	
Position	
Full contact details	
(b) Host Institution	
i. Student no. at Host Institution	
ii. Application Status at Host Institution	
iii. Academic Unit (Faculty/School/Department)	
iv. Supervisor	
Name	
Position	
Full Contact Details	
v. Designated Responsible Officer	
Name	

Collaborative Doctoral Agreement

Position	
Full Contact Details	Email: Phone:

3. Proposed Research	
(a) Proposed Thesis Title	
(b) Research Topic Description (Maximum 2 pages)	Attach separate document
(c) Language of Thesis	English unless otherwise agreed

4. Academic Milestones	
Milestone at IITKGP	Equivalent Milestone at Curtin
Enrolment	Enrolment and Admission*
Comprehensive Exam	
PhD Registration	Milestone 1
Enhancement of Scholarship	Milestone 2
Thesis synopsis presentation	Milestone 3
Thesis submission	
Thesis defence	

*Enrolment dates may differ. IIT home students are likely to enrol at Curtin after their comprehensive exam and two year masters component. Curtin University may consider earlier enrolment for ethics related purposes.

5. Proposed Dates	
(a) Commencement of Concurrent Enrolment	
(b) Expected Dates at:	
Note: A minimum of 12 months must be spent at each Institution.	
i. Home Institution	
ii. Host Institution	

6. Financial Commitments	Detail who will provide (Home/Host/Student)	
(a) Scholarship living stipend	Home	Host:
i. Name of Scholarship	Institute Research Assistantship	Institute Funding
ii. Institution providing Scholarship (Home/Host)	Home	Host
iii. Amount		TBD
(b) Tuition Fee		Waived
(c) Health Insurance		Student
(d) Travel		Student
6. Ethics Provisions		
(a) Details of Ethics approvals		
i. Home Institution	Not Available	
ii. Host Institution	TBD	

Collaborative Doctoral Agreement

7. Special Conditions	TBD
8. Name of Award to be Conferred	
i. Home Institution	PhD
ii. Host Institution	PhD
9. Additional Terms and Conditions	This Individual Student Agreement is entered into under the terms of the Collaborative Doctoral Program Agreement (as may be amended from time to time) between the Indian Institute of Technology Kharagpur and Curtin University (Agreement). The Institutions agree to comply with all applicable terms and conditions of the Agreement.

Collaborative Doctoral Agreement

SIGNED BY CANDIDATE:

Name:
Roll Number/ ID
Date:

SIGNED FOR AND ON BEHALF OF:

CURTIN UNIVERSITY

IITKGP

Associate Deputy Vice Chancellor

Dr. Melinda Fitzgerald

Date: ____/____/____

Associate Dean AA&IR

Prof. Debashish Chakravarty

Date: ____/____/____

Supervisor

Date:

Supervisor:

Date:

Individual Student Agreement *(Also referred to as 'Schedule A' or 'Part IV')*

Collaborative Doctoral Project Details

1. Project Student Details	
Family name:	
Given name:	
Country of Citizenship	
Address:	
Email:	

2. Institutions	
Home Institution	
Student ID number (Home Institution)	
Enrolment status (Home Institution)	Enrolment status: Enrolment date:
Academic Unit (Faculty / School / Department)	
Main supervisor	
Name:	
Position:	
Contact details:	Email: Phone:
Designated Responsible Officer	
Name:	
Position:	
Contact details:	Email: Phone:
Host Institution	
Student ID number (Host Institution)	
Application status (Host Institution):	
Academic Unit (Faculty/ School /Department):	
Supervisor:	
Name:	
Position:	
Contact details:	Email: Phone:
Designated Responsible Officer	
Name	Prof Gretchen Benedix
Position	Associate Deputy Vice-Chancellor, Research
Contact Details	Email: ADVC-Research@curtin.edu.au Phone: +61 (08) 9266 1150

3. Proposed Research	
(a) Thesis Title	
(b) Research topic description	<i>Maximum 2 pages must be attached.</i>

4. Proposed Dates	
Commencement of Concurrent Enrolment with Home Institution	Start date:
Host Institution stay	Completion of 12 months at the Host Institution during year 2 or 3 of the concurrent enrolment.
End Date of Concurrent Enrolment with Home Institution	End date:

5. Financial Commitments	Detail who will provide (Home/Host/Student)
<i>Scholarship living stipend</i> Name of Scholarship Institution providing Scholarship (Home/Host) Amount	Home: Host: Curtin will provide a 12-month living stipend for a maximum of 12 months only when the student is studying onshore at Curtin University (Bentley). The Collaborative PHD Research Scholarship Offer will detail all conditions and the current stipend rate.
Tuition Fee	Home: Host: Curtin will provide a tuition fee offset scholarship for a maximum of 4 years.
Health Insurance	Home: Host: Curtin will not provide any health insurance to the student. Students must seek their own independent advice regarding insurance.
Travel	Home: Host: Curtin will not provide any contribution towards travel. Students must seek advice from their home institution.

6. Ethics Provisions	
Details of Ethics approvals	Admission into the Collaborative Doctoral Program is only made on the basis that any prior research undertaken has ethical review within both jurisdictions.
Home Institution	To be applied for (as applicable).
Host Institution	All PhD students must abide by the Research ethics and safety requirements at Curtin.

7. Special Conditions	
*Any Special Conditions added to the Schedule require ROC Commercial Contracts team review.	

8. Name of Award to be Conferred	
i. Home Institution	Doctor of Philosophy (PhD)
ii. Host Institution	Doctor of Philosophy (PhD)

Host Institution Supervisor:

I confirm that the particulars of this Individual Student Agreement are correct and hereby agreed.

Signature: Date:

Full Name (please print):

Home Institution Supervisor:

I confirm that the particulars of this Individual Student Agreement are correct and hereby agreed.

Signature: Date:

Full Name (please print):

Nominated PhD student:

I confirm that the particulars of this Individual Student Agreement are correct and hereby agreed.

Signature: Date:

Full Name (please print):

Full name (please print): Signed for and on behalf of

CURTIN UNIVERSITY by	IIT KGP by Adean AA&IR.
Signature	Signature
Name:	Name:
Date:	Date:

SCHEDULE: GRADUATE RESEARCHER AGREEMENT

RECITALS

The University of Melbourne and IIT Kharagpur wish to establish a joint PhD framework (Program) for [Name of Graduate Researcher] under this Graduate Researcher Agreement in accordance with the Agreement for Jointly Awarded Doctor of Philosophy (PhD) signed by the parties dated _____ 2020 ('Head Agreement').

The purpose of this Graduate Researcher Agreement is to confirm the agreed arrangements for this Graduate Researcher's jointly awarded Doctor of Philosophy (PhD).

Graduate Researchers should refer to the detailed guidelines in **Attachment 1** for further information.

Policy regulations:

The University of Melbourne:

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- Enrolment and Timetabling Policy (MPF1294): <https://policy.unimelb.edu.au/MPF1294>

IIT Kharagpur:

- <https://erp.iitkgp.ac.in/IITKGPAApplications/admfile/2019201Information.pdf>

1. GRADUATE RESEARCHER DETAILS

Graduate Researcher identification numbers	University of Melbourne (Student ID)	IIT Kharagpur institution ID
Family name	M	Given name(s) Ayyappan
Date of birth	25-06-1994	
Email address	ayyappan.m@kgpian.iitkgp.ac.in	
Mobile /cell telephone	+91 - 7871383464	

2. UNIVERSITY DETAILS

Unless otherwise indicated below the Home Institution is the Party at which the Graduate Researcher first enrolls.

The Home Institution will be: Indian Institute of Technology Kharagpur

The Host Institution will be: The university of Melbourne

The following persons have been designated as the **principal supervisors**, and will be responsible for providing primary supervision of the Graduate Researcher from their respective institution

	Home institution	Host institution
Principal supervisors (name and title)	Dr. Koushik Biswas	Dr. Teofaye Molla
Faculty and School/ Department	Department of Metallurgical and Materials Engineering	Mechanical Engineering
Email address	K_biswas@metal.iitkgp.ac.in	teofaye.molla@unimelb.edu.au
Telephone numbers	+91-322-283244	+61390357721

3. INTERNATIONAL RESEARCH TRAINING GROUPS

Is the Graduate Researcher part of an established International Research Training Group (IRTG) between Melbourne and IIT Kharagpur?

Yes ☐

No ☐

If yes, name of IRTG: Melbourne India Postgraduate Academy

4. PROPOSED PROJECT AND SUPERVISION ARRANGEMENTS

Describe the thesis topic that will be undertaken:

The following regulatory approvals will be required in order for the Graduate Researcher to conduct their research at the Home and Host institutions (eg: ethics approvals, materials handling certifications, health or police checks):

The Graduate Researcher must complete Melbourne's [Research Integrity Online Training](#) course prior to Confirmation.

The following arrangements will be put in place for the appropriate management and retention of research data generated during the research:

Melbourne and IIT Kharagpur agree to provide a safe environment for the Graduate Researcher for the duration of the Program in accordance with Melbourne's Health and Safety Policy: <https://policy.unimelb.edu.au/MPF1205>

The proposed/recorded date of commencement of joint candidature arrangements is:

Commencement date is the first day that the Graduate Researcher starts work towards the Program. For Graduate Researchers whose Home Institution is IIT Kharagpur, this will be the date when the graduate researcher enrolls at Melbourne.

Allocation of time

For Graduate Researchers whose Home Institution is IIT Kharagpur, the maximum duration of the PhD is 8 years (including the coursework year(s) at IIT Kharagpur).

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All Graduate Researchers must submit for examination at Melbourne within 4 years of enrolling at Melbourne.

The Graduate Researcher will divide their time between the Home and Host institution and will spend a minimum of 12 months, and a maximum of 24 months, at the Host institution. The expected periods to be spent at each institution are as follows:

Period (Provide proposed dates in dd/mm/yy format)		Location (Home or Host Institution)
From date	to	
From date	to	
From date	to	
From date	to	
From date	to	

Leave policies affecting candidature

Leave will be granted in accordance with [sections 5.61-5.67](#) of the Melbourne Enrolment and Timetabling Policy (MPF1294).

Leave of absence is a period of non-enrolment that may be granted for reasons such as sickness, family or carer responsibilities, which temporarily hinder the Postgraduate Researcher's studies.

When leave is approved, the expected thesis submission date and progress review due dates will be adjusted at both institutions.

Note: recreational leave (up to 4 weeks at Melbourne) will not affect the thesis submission date.

The following arrangements will be put in place to ensure effective supervision of the candidate and effective communication between the supervisors at Home and Host institutions (*please include details of the proposed frequency and mode of supervision meetings, and how the outcomes of those meetings will be recorded*):

Supervisory meetings will be held at least monthly with the Graduate Researcher over video-conference

The following arrangements will be put in place to ensure the Graduate Researcher's progress is reviewed formally on at least an annual basis:

On enrolment at the Home Institution, an Advisory Panel will be formed as per rules of the Home Institution.

- At IIT Kharagpur, the Advisory Panel must be comprised of the supervisor(s), the Department/School/Centre Head, and at least three more faculty members, at least one of whom must not be from the parent Department/School/Centre.
- At Melbourne, the Advisory Panel must be comprised of at least three people including the advisory committee chair and the candidate's supervisors as per the [Graduate Research Training Policy](#).

Upon successful enrolment in the Joint PhD, the Host Institution's supervisor(s) and two more Academics from the Host Institution will be added to the Advisory Panel to make up a **Joint Advisory Panel**.

- The Joint Advisory Panel will include all IIT Kharagpur and Melbourne supervisors.
- The Joint Advisory Panel will meet at least once a year (online mode) to assess the graduate researcher's progress.
- Graduate researchers will be required to submit annual progress reports to both institutions via the Joint Advisory Panel. Progress reviews will be recorded through online forms linked to the student system at Melbourne.

Note: The Joint Advisory Panel will be involved in the examination of the Oral Defence, as set out in section 7.

5. THESIS REQUIREMENTS

The expected format and approximate word length of the thesis is:

The expected format of the thesis is per the [Preparation of Graduate Research Theses Rules](#).

The word length of the thesis will not exceed 100,000 words exclusive of tables, maps, bibliographies and appendices.

The thesis will be written in the following language: English

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The Examination Board will consist of:

- At least two examiners external to, and independent of, all Partners. One of these two external examiners must be resident outside Australia and India.

The following arrangements will govern the selection of examiners and examination of the thesis.

- 6.1 The primary supervisors from both institutions will jointly search for and nominate the potential external and independent examiners as per [section 4.103-4.110](#) of the Melbourne Graduate Research Training Policy. These must be external to all Partners and remain anonymous to the candidate. At least one of these external and independent examiners will be required to participate in the Oral Defence, as set out in section 7, and will cede anonymity at that point.
- 6.2 The Graduate Researcher will submit identical copies of the thesis to each institution in line with each institution's policies and procedures.
- 6.3 The thesis examination will be initiated by the Home Institution and the initial contact and invitations to examiners will be sent by the Home Institution. Once initial contact has been made, each institution will send their relevant forms to the examiners.
- 6.4 The examiners will submit the relevant examiners' assessment form and written report to each institution in line with each institution's requirements.
- 6.5 The Melbourne Chair of Examiners will assess the two external examiners' reports against a scale of recommendations as per [section 5.119-5.129](#) of the Melbourne Graduate Research Training Policy.
- 6.6 The Oral Defence must take place after thesis submission, and before the revised version of the thesis has been resubmitted to each institution. The Oral Defence will run as set out in section 7.
- 6.7 If the candidate is required to make some form of change to the thesis as an outcome of the thesis examination and Oral Defence, identical copies of the revised version of the thesis will be resubmitted to each institution as the final version of the thesis.

The jointly awarded degree from Melbourne and IIT Kharagpur is a PhD.

7. ORAL DEFENCE

The Oral Defence Examination Board will be assembled by IIT Kharagpur and will consist of:

- At least one of the two examiners external to, and independent of, all Partners, as described in section 6.; AND
- The Joint Advisory Panel, as described in section 4.

The following arrangements will govern the Oral Defence examination process:

The Oral Defence will be conducted in the following language: English

It is expected that the Oral Defence will be conducted at the Home Institution and be attended by the Graduate Researcher and the Oral Defence Examination Board as described below:

	Physically present	Option to join via video-conference
Graduate Researcher	<input checked="" type="checkbox"/>	
Joint Advisory Panel members at Home Institution	<input checked="" type="checkbox"/>	
Joint Advisory Panel members at Host Institution		<input checked="" type="checkbox"/>
At least one of the two external examiners, as described in 6.		<input checked="" type="checkbox"/> *

* If the examiner is located within India, for candidates enrolled with IIT Kharagpur as the Home Institution, then they should be physically present. The external examiner may attend via video conference if they are outside India or unable to travel.

8. FINANCIAL ARRANGEMENTS

The following financial arrangements will apply to this Graduate Researcher's Program:

Institution:	Home	Host
Tuition fee remission waiver:	Full fee remission	Full fee remission

Living stipend (scholarship):	Base scholarship rate when candidate is located at Home Institution	Base scholarship rate when candidate is located at Host Institution
Note: The maximum duration of the scholarship paid by the Host Institution will be 2 years.		
Travel costs of the Graduate Researcher:	As required (minimum one return airfare)	None
Insurance costs of the Graduate Researcher (health, travel):	As required	As required, when candidate is located at Host Institution
Travel costs of the supervisors, as they apply to the supervision of the Graduate Researcher:	As required, for Home-based supervisor	As required, for Host-based supervisor
Honoraria for external examiners:	As per usual standard	As per usual standard
Technology costs associated with the Oral defence (e.g. video/teleconference):	As required	As required
Travel costs associated with the Oral Defence for the:	*IIT Kharagpur will pay the travel cost for one external examiner to attend the Oral Defence, if the examiner is located within India, for candidates enrolled with IITKgp as the Home Institution. The external examiner may attend via video conference if they are outside India or unable to travel.	
a. Graduate Researcher	None	None
b. Supervisors	None	None
c. External examiners	*	*

9. INTELLECTUAL PROPERTY ARRANGEMENTS

(IF RELEVANT) This research is conducted under a funding / third-party agreement that places the following conditions upon ownership and /or communication of the research:

Confidentiality requirements:

Dissemination of the research findings, including access to the thesis *(note whether these restrictions are worldwide or apply to specific jurisdictions only)*:

Intellectual Property generated in the project (excluding the Graduate Researcher's thesis):

Background Intellectual Property made available by the third party:

Intellectual Property rights in the research project will vest in accordance with the position set out at clause 6.3 of the Head Agreement unless otherwise indicated below or as separately agreed in writing by the parties.

10. AUTHORSHIP AND THESIS ACCESS ARRANGEMENTS

Copyright and access arrangements to the Graduate Researcher's thesis will be governed by the position set out clause 6.1 of the Head Agreement unless otherwise indicated below:

The following arrangements will apply to any publications arising from the Graduate Researcher's work *(indicate copyright arrangements, anticipated author roles and attributions where co-authored publications are expected and publication access requirements)*

11. UNIVERSITY APPROVALS

INSTITUTION NAME University of Melbourne

IIT Kharagpur

PRINCIPAL SUPERVISORS

Name

Signature

Date

KOUSHIK BISWAS Professor
Dept. of Metallurgical and Materials Engg.
Indian Institute of Technology Kharagpur
13.12.2022

(IF RELEVANT) To confirm whether the Graduate Researcher has been granted a place in an International Research Training Group (IRTG), the Head of Department/Head of School will consult with the IRTG coordinator or academic lead.

Has the Head of Department/Head of School received confirmation from the IRTG coordinator or academic lead that the named Graduate Researcher is being supported as part of the IRTG?

Yes ☐ No ☐

Yes ☐ No ☐

HEAD OF DEPARTMENT / SCHOOL (as appropriate)

Name

KARABI DAS

Signature

Karabi Das

Date

13.12.2022

अध्यक्ष / Chairperson
सूक्ष्म विज्ञान एवं प्रौद्योगिकी विद्यालय
School of Nano Science & Technology
भारतीय प्रौद्योगिकी संस्थान खड़गपुर
Indian Institute of Technology Kharagpur

RESPONSIBLE OFFICER AT ENROLLING FACULTY

Name

Position

Associate Dean, Research Training

Signature

Date

GOUTAM CHAKRABORTY
Associate Dean (Innovation Relations
and Ranking)
14-02-2023

12. GRADUATE RESEARCHER ACKNOWLEDGEMENT

The content of this Agreement has been discussed with me, and I acknowledge these conditions will apply in respect to my Program, unless varied by agreement between the Home and Host institutions, and with my knowledge. I acknowledge that progress outcomes will be shared with the relevant administrators at both institutions to ensure all program requirements are met.

Name

Signature

Date

Collaborative Doctoral Agreement

APPENDIX 1

INDIVIDUAL STUDENT AGREEMENT

between

CURTIN UNIVERSITY

and

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

1. Project Student Details	
Family Name	Debnath
Given Name	Piyali
Country of Citizenship	India
Address	C/O Apareshe Debnath, AC-268, Barowaritala, Kestopur, P.O.-Kestopur, P.S.-Bagulati, North 24 Parganas, West Bengal-700102, India.
Email	debnath.piyali@kgpian.iitkgp.ac.in ; piyalidebnath163@gmail.com

2. Institutions	
(a) Home Institution	
i. Student no. at Home Institution	22AR91R04
ii. Enrolment Status at Home Institution	Enrolled
iii. Academic Unit (Faculty/School/Department)	Architecture and Regional Planning
iv. Supervisor	
Name	Dr. Prashant Anand
Position	Assistant Professor
Full Contact Details	Email: prashantanand@arp.iitkgp.ac.in Phone: +91-3222-283218
v. Designated Responsible Officer	
Name	Dr. Goutam Chakraborty
Position	Associate Dean, International Relations / Ranking
Full contact details	Email: adeanir@adm.iitkgp.ac.in Phone: +91-3222-282034
(b) Host Institution	
i. Student no. at Host Institution	To be confirmed (TBC)
ii. Application Status at Host Institution	To apply
iii. Academic Unit (Faculty/School/Department)	Faculty of Health Sciences
iv. Supervisor	
Name	Dr. Jaya A. R. Dantas
Position	Dean, International;

Collaborative Doctoral Agreement

	Professor of International Health
Full Contact Details	Email: Jaya.Dantas@curtin.edu.au Phone: +61 8 9266 4151
v. Designated Responsible Officer	
Name	Dr. Melinda Fitzgerald
Position	Associate Deputy Vice-Chancellor - Research
Full Contact Details	Email: Lindy.Fitzgerald@curtin.edu.au

3. Proposed Research	
(a) Proposed Thesis Title	Parametric optimization of facades and its impact on occupants' mental health
(b) Research Topic Description (Maximum 2 pages)	Preliminary Research Proposal attached
(c) Language of Thesis	English

4. Academic Milestones	
Milestone at IITKGP	Equivalent Milestone at Curtin
Enrolment	Enrolment and Admission*
Comprehensive Exam	
PhD Registration	Milestone 1
Enhancement of Scholarship	Milestone 2
Thesis synopsis presentation	Milestone 3
Thesis submission	
Thesis defence	

*Enrolment dates may differ. IIT home students are likely to enrol at Curtin after their comprehensive exam and two year masters component. Curtin University may consider earlier enrolment for ethics related purposes.

5. Proposed Dates	
(a) Commencement of Concurrent Enrolment	July 2023 (Tentative)
(b) Expected Dates at:	
Note: A minimum of 12 months must be spent at each Institution.	
i. Home Institution	June 2023 to January 2024 (Tentative) January 2025 to September 2026 (Tentative)
ii. Host Institution	January 2024 to January 2025 (Tentative)

6. Financial Commitments		Detail who will provide (Home/Host/Student)
(a) Scholarship living stipend	Home:	Host:
i. Name of Scholarship	Institute Research Assistantship	RTP
ii. Institution providing Scholarship (Home/Host)	Home	Host
iii. Amount	INR 31000 per month	
(b) Tuition Fee	INR 2500	Curtin School of Population Health
(c) Health Insurance	Medi Assist Insurance TPA Pvt Ltd.	Student

Collaborative Doctoral Agreement

SIGNED BY CANDIDATE:

Piyali Debnath.

Name: Piyali Debnath

Roll Number/ ID: 22AR91R04

Date: 07/02/2023.

SIGNED FOR AND ON BEHALF OF:

CURTIN UNIVERSITY

IITKGP

Melinda Fitzgerald
Associate Deputy Vice-Chancellor - Research

Dr. Melinda Fitzgerald

Date: 17/3/23

Goutam Chakraborty 27/2/23
Associate Dean IR & R

Dr. Goutam Chakraborty

Date: 17.02.2023

Supervisor

Jaya A. R. Dantas
Dr. Jaya A. R. Dantas

Date: 08.02.2023

Supervisor

Prashant Anand
Dr. Prashant Anand

Date: ,

