

Template Study Plan

The study plan should include:

- a.** Name of the partner organisation (background details on the organisation may be required by the Faculty depending upon the nature of the link).
- b.** Full name of the Student (further details about the academic background of the Student may be requested by the Faculty).
- c.** Name and contact details of the main supervisors at each Institution.
- d.** Name and contact details of the co-supervisors reciprocally at each Institution (details on the academic credentials of the supervisor may be required by the Faculty depending upon the nature of the link).
- e.** Name of the Adviser/Tutor for the Student.
- f.** Proposed area of research.
- g.** Length of Jointly Awarded Project (maximum 4 years).
- h.** An estimated period for the literature survey and the design of the Project.
- i.** Information about the Student's researcher training needs and how this will be taken forward to ensure the Student has access to and attends appropriate researcher development opportunities.
- j.** Arrangements for managing supervision including the frequency and approximate timing of visits by the Institution's Main Supervisor to the Student whilst they are away from the Institution, and the role of the Co-supervisor.
- k.** The frequency of visits by the Student to the Institutions over the full period of the degree and the nature of the work carried out during these visits.
- l.** Confirmation that the Supervisor from both Institutions and the Student will be in contact with each other at least once a month.
- m.** Arrangements for access to facilities at Manchester and IIT Kharagpur.
- n.** The nature of the work that will be carried out whilst the Student is at each institution.
- o.** Arrangements for the submission and assessment of annual progress reports and confirmation that the Student will be examined at least annually by an overarching progression panel which include at least two members staff from each Institution.
- p.** Arrangements for ensuring that the progress and review of the Student is managed effectively throughout the entire period of the degree and particularly when the Student is away from the Institution with confirmation that staff and Students have been given full access and training on the Institutions progression monitoring systems.

- q. Arrangements for the writing, submission and examination of the final thesis.
- r. Details of the examination process
- s. Confirmation that a viva will be held at Manchester and/or IIT Kharagpur.

Programme Protocol

1. Recruitment and Admissions

The recruitment process will be jointly managed by the two Institutions and will involve supervisors from both Institutions. To be Determined: preferred way for students to apply. Supervisors from both Institutions will review the applicants and invite candidates to an interview. Interviews would ideally be joint and held via video conference.

Target Student recruitment numbers shall be in line with the Agreement.

Applicants will apply through IIT Kharagpur, completing the application form according to IIT Kharagpur's procedures. Only one application form is required in the initial stages but successful candidates will need to ensure they have completed the application form for both Institutions prior to registering for the Jointly Awarded Project.

Required application documents will include but not limited to:

- Application form of the Institute through which they apply
- Academic Transcripts
- IELTS certificate (no less than 6.5 for non-native English speaker) or TOEFL iBT certificate (no less than 90 for a non-native English speaker).
- 2 recommendation letters (at least)
- CV (including personal statement of academic interests)

Successful candidates will receive a separate offer letter from each Institution but both letters will reference the other Institution.

The language of delivery for every Jointly Awarded Project will be English and the thesis will be written in English. Students need IELTS 6.5 English qualification as a minimum for application. A TOEFL iBT score of 90 (with no less than 20 in each component) is also acceptable. This is a specific requirement for Manchester and will be required for a UK visa.

Students applying for a Jointly Awarded Project through Manchester are required to have a Master degree or extensive research experience in a relevant discipline.

2. Formal Progression

Progression and assessment will be managed via an overarching board/committee so that there is an agreed outcome for each Student. Day to day management of Students will rest with the Institution they are located at during the different stages of their Jointly Awarded Project (i.e. students will be

managed by IIT Kharagpur when they are at IIT Kharagpur and by Manchester when they are in Manchester). There are no requirements for taught courses to be undertaken while at Manchester.

Progression will be monitored and managed jointly between the two Institutions. The Students will need to meet the requirements of both Institutions.

- Manchester – annual review in years 1, 2 and 3.
- IIT Kharagpur –Comprehensive Exam, Registration Seminar, Enhancement Seminar and Synopsis Seminar.

Pastoral support is available at both Institutions. At Manchester each Student has an ‘advisor’ who is part of the supervisory team but provides non-academic, pastoral support. At IIT Kharagpur pastoral support is provided via Chairperson DSC.

3. Supervisors

A joint supervisory team will be established by up to two academic staff autonomously each from respective Institution who share the same academic interests (see also Appendix 3 item 4). The supervisory team will provide academic support throughout the whole training process.

4. Fees and Funding

Fees and Funding for Students participating in Jointly Awarded Projects shall be in accordance with the Agreement.

5. Examination / Assessment / Award

Students will submit one thesis to a joint examination panel which will include panel members from Manchester and IIT Kharagpur. The interview panel will meet the requirements for both Parties.

Each thesis needs to be reviewed by two public reviewers and one anonymous reviewer. The public reviewer can be an expert from each Institution and at least one public reviewer will attend the viva.

Process

1. Definition of doctoral research projects

IITKGP and UOM faculty jointly define projects which are approved by both Institutions for listing under the joint doctoral program.

2. Eligibility

For Indian nationals: BTech or MSc/MTech graduates from any IIT with minimum CGPA of 7.5/10. For UK and other nationals: Bachelors or Masters graduates in science, engineering or related fields from a globally reputed university (with QS rank within 500) with minimum first class or equivalent, or minimum GPA of 3.0/4.

3. Application process

Applications are accepted under a separate PhD track by each Institution (“IIT Kharagpur - University of Manchester Joint Doctoral Program”). Application Portal to be maintained by IITKGP. Each applicant chooses one of the offered projects. Both Institutions review the applications. Candidates shortlisted by both Institutions first take a written exam at IIT Kharagpur or Manchester. Those who clear the written exam are interviewed either in Kharagpur or Manchester. Supervisor(s) and other examiners from the partner Institute join by video conferencing. Successful candidates are identified.

4. Admission

Successful candidates are offered admission to the Joint Doctoral Programs. Both Institutions admit the student on or about the same date, assign them roll numbers etc. Doctoral Supervisory Committee (DSC or equivalent) is constituted in each Institution. Each institution admits supervisor(s) from the partner institution in their DSC.

5. Program Duration and time allocated between Institutions

The program is four years long. The time will be allocated as follows:

5.1 Year 1: Spent at IITKGP.

Within one week of admission, Doctoral Committee assigns up to 10 credits of coursework for Masters degree holders and up to 20 credits for Bachelors degree holders. Of these, (i) up to 3 credits for Masters and up to 6 credits for Bachelors degree holders may be U-Manchester courses taken online, including any mandatory course required by U-Manchester, and (ii) depending on background and performance, the DSC may waive one course for Masters and two courses for Bachelors degree holders. The online course taken at U-Manchester will serve as the required “interdisciplinary course” at IIT Kharagpur. For native English speakers, IIT Kharagpur will waive the English for Technical Writing course requirement. Coursework is completed within the first two semesters. Preliminary research activity under joint supervision is initiated in the first year itself. Comprehensive Exam is taken within the first 10 months.

If unsuccessful after two attempts in Comprehensive Exam, or if any course grade is D or lower, then the candidate is asked to leave the program.

For successful candidates, preparation to spend the second and fourth years at UK (visa related paperwork, funding commitment etc.) is completed.

Milestone matching: Comprehensive Exam @Kgp = First year/Continuation @ Manchester

5.2 Year 2: Spent at Manchester.

Research work starts. Supervisor(s) at both ends continually monitor progress. Registration Seminar given in Manchester.

Milestone matching: First annual review @ Manchester = Registration seminar @Kgp

5.3 Year 3.Spent at Kharagpur/Manchester.

Research continues. Supervisor(s) at both ends continually monitor progress. Enhancement Seminar given in Kharagpur.

Milestone matching: Enhancement seminar @Kgp=Second annual review @ Manchester

5.4 Year 4: Spent at Manchester/Kharagpur.

Thesis work is completed. Synopsis seminar is given. Thesis is submitted to both Institutions and sent for examination as per each institution's rules; a) IITKGP sends thesis to Indian and Foreign Examiners. Both examiners submit report. If accepted, defence seminar is conducted as per IITKGP rules in Manchester/Kgp depending on student's location. Otherside attends by video conference. b) Evaluation and closed door defence is conducted at Manchester as per University of Manchester rules.

Milestone matching: Third annual review @ Manchester = Synopsis seminar @Kgp

Open defence @ Manchester = Thesis defence @Kgp

6. Award of degree:

If student successfully defends the thesis as required by each institution, both institutions jointly award the doctoral degree. There will be two parchments - each will prominently mention the joint nature of the work and the partner institute's name.

Student can walk the stage at either or both Institutions.

7. Funding

Tuition: UManchester and IITKGP both waive/absorb their respective tuition fees.

Stipend: IIT Kharagpur awards stipend at the usual rate while the student is resident in its campus and considers top-up/maintenance funding for the duration the student resides in Manchester. University of Manchester will make available competitive scholarship opportunities while the student is in residence at Manchester.

8. Post study work visa: As per prevailing rules of UK and India.