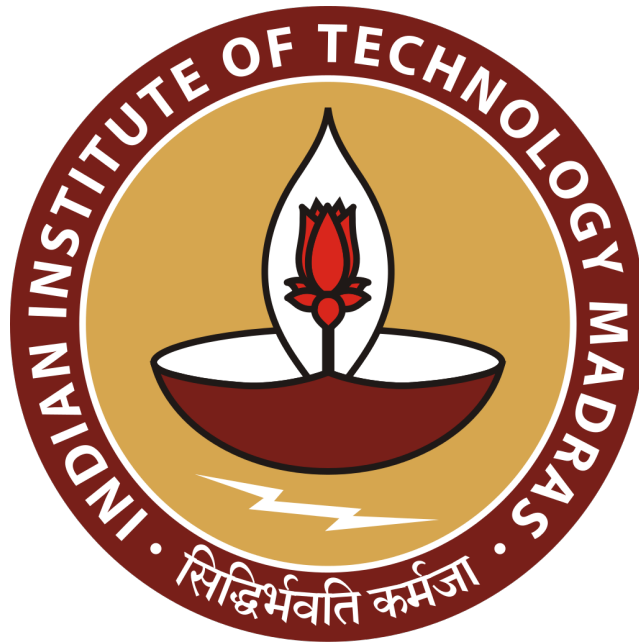


# MS ORDINANCES AND REGULATIONS

Revised upto the 306<sup>th</sup> Meeting of the Senate



Indian Institute of Technology Madras

Chennai – 600036

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## NOMENCLATURE

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AICTE	All India Council of Technical Education
CFTI	Centrally Funded Technical Institute (as declared by MoE) HTRA
CGPA	Cumulative Grade Point Average
CSIR	Council of Scientific and Industrial Research
DC	Doctoral Committee for PhD scholars
DST	Department of Science and Technology in India
GTC	General Test Committee for MS scholars
HTRA	Half-time Research Assistantship awarded by IITM
HoD	Head of the Department
IC&SR	Center for Industrial Consultancy & Sponsored Research at IITM
IIM	An Indian Institute of Management under MoE, India
IISc	Indian Institute of Science, Bengaluru
IIT	An Indian Institute of Technology under MoE, India
IITM	Indian Institute of Technology Madras
JRF	Junior Research Fellowship
MoU	Memorandum of Understanding
PG	Postgraduate degree
QIP	Quality Improvement Program of AICTE
R&D	Research and Development
RKA	Registration Kept Alive
UG	Undergraduate degree
UGC	University Grants Commission

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## DEGREES

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Ph.D	Doctor of Philosophy <ul style="list-style-type: none"> <li>• Regular Ph.D for those joining after a Master's degree</li> <li>• Direct admission to M.S.+Ph.D. in Engineering/ Management for those joining after BE/ BTech</li> <li>• Upgraded Ph.D in Engineering/ Management for those upgrading from MS or M.Tech</li> </ul>
M.S.	'Master of Science' or 'Master of Science by Research' in Engineering/Technology/Management
43 M.S.(Entrepreunership)	Master of Science by Research (Entrepreneurship)
M.S(Applied Research)	Master of Science (Applied Research)
M.E	Master of Engineering (2 year programme)
M.Tech.	Master of Technology (2 year programme)
M.Sc	Master of Science (2 year programme in sciences)
M.A	Master of Arts (2 year programme)
M.B.A	Master of Business Administration (2 year programme)
B.E	Bachelor of Engineering (4 year programme)
B.Tech	Bachelor of Technology (4 year programme)

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## EXAMINATIONS

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GATE	Graduate Aptitude Test in Engineering administered by IISc/ IITs
CSIR-NET	National Eligibility Test administered by CSIR for award of JRF in Physical, Chemical,Mathematical, Earth Atmospheric Ocean & Planetary and Life Sciences
44 UGC-NET	National Eligibility Test administered by UGC for JRF award in Humanities, Social Sciences, Environmental Sciences, Forensic Science, Computer Science & Applications, Electronic Science.
CAT	Common Admission Test administered by IIMs Graduate Management Admission Council (GMAC)
TOEFL	Test Of English as Foreign Language administered by ETS

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# ORDINANCES AND REGULATIONS

## MS ORDINANCES

45 MS-O.1 A candidate who has qualified for the award of the Bachelor's degree in engineer-  
46 ing/technology from a recognized institute or university in a discipline as prescribed in  
47 the regulations of the Senate is eligible to apply for the Master of Science by Research  
48 (M.S) programme in engineering/entrepreneurship/management of this Institute.

49 MS-O.2 A candidate who has qualified for the award of the M.Sc degree in basic sciences  
50 from a recognized institute or university or a Master's degree in certain areas ap-  
51 proved by the Senate is also eligible to apply for the MS programme in engineer-  
52 ing/entrepreneurship/management of this Institute.

53 MS-O.3 The award of the MS degree shall be in accordance with the regulations of the Senate of  
54 this Institute.

## MS REGULATIONS

### 55 MS-R.1 CATEGORIES OF ADMISSION

56 Candidates will be admitted to the M.S programme of the Indian Institute of Technology Madras  
57 (IITM) in engineering/entrepreneurship/management under one of the following categories.

58

Category	Remarks
Regular-HTRA	Half-Time Research Assistantship (HTRA) from IITM.
Regular-Fellowship	Funding from outside agencies such as UGC, CSIR, industry etc.
Regular-Project-HTRA	Funding through a project administered by IC&SR at IITM.
Regular-Project-NHTRA	Funding through a project administered by IC&SR at IITM without eligibility for conversion to HTRA.
59 External	Sponsored by and employed in an industry, organization, or institu- tion having R&D facilities and recognized by DST(DSIR) or IITM. Candidates should have at least 2 years of relevant work experience.
Part-time	Should be employed in a reputed industry, organization, or institution located within commutable distance of IITM. Candidates should have at least 2 years of relevant work experience.
Staff	Should be employed as a permanent staff member of IITM with at least 2 years of experience.

60 (a) Scholars registered for any of the Regular categories are considered full-time scholars.

61 (b) For admission under **Regular-HTRA**, **Regular-Fellowship** and the **Regular-Project-HTRA**  
62 category, departments will adopt common shortlisting criteria and have a common merit list.

63 (c) **Project-NHTRA** admissions can happen in two ways:

64 (i) Project staff of IC&SR who have successfully completed two approved courses at IITM  
65 (total credits  $\geq 18$ ) with CGPA  $\geq 7.5$ , and have obtained at least a 'C' grade in each  
66 course can be selected through an interview without having to take a written test. They  
67 can join the programme after gaining at least 6 months experience in a project.

68 (ii) Project staff of IC&SR who have gained at least 6 months experience in a project can be  
69 selected through a written test and interview. This selection will be for project-NHTRA  
70 applicants who do not meet the course requirement criteria.

71 The provisions above are also applicable to project staff working in the IITM research park.

72 **286<sup>th</sup> Senate Res. N<sup>o</sup> 96/2019** **291<sup>st</sup> Senate Res. N<sup>o</sup> 5/2021**

73 (d) A research scholar under the **External** category will carry out his/her research work in his/her  
74 organization under the supervision of a guide at IITM, and a co-guide employed in the orga-  
75 nization. An external scholar employed in the IITM Research Park need not have a co-guide  
76 from his/her organization.

77 (e) **External and part-time** scholars have a minimum residential requirement of one semester.  
78 Part-time scholars will be permitted to undergo course work without the residential requirement,  
79 with the permission of their employer.

80 (f) Scholars admitted under the Regular-HTRA category can move to the Regular-Project-HTRA  
81 category and revert to the Regular-HTRA category, if necessary.

82 (g) Scholars admitted under the Regular-Project-HTRA category can move to the Regular-HTRA  
83 category, provided they have been funded by a project for a duration of at least one year.

84 (h) Scholars admitted under the Project-NHTRA/Part-time/External categories cannot move to the  
85 Regular-HTRA category at any time. **286<sup>th</sup> Senate Res. N<sup>o</sup> 96/2019**

86 (i) Interdisciplinary (ID) M.S programme: Admission of scholars to the ID programme will be  
87 based on an interdisciplinary research proposal, needed as part of the selection procedure  
88 formulated by the IDRП committee. (Please refer to the admission brochure for details of the  
89 areas of research.)

90 (j) The degree for **M.S (Applied Research)** will be Master of Science by Research as awarded  
91 for the regular M.S programme.

92 (k) The medium of instruction and communication for academic research shall be English.

## 93 **MS-R.2 ELIGIBILITY FOR ADMISSION TO THE M.S PROGRAMME**

94 **All the applicants should have a good academic record.**

95 The minimum qualifications for each of the various modes are as follows:

96 **These qualifications should be in relevant areas/disciplines as provided by the respective de-**  
97 **partments in the brochure released with the admission notice.** The brochure will also include  
98 details about inter-disciplinary research areas. Short-listed candidates will be called for a **“test and**  
99 **interview”** or **“interview”** by a selection committee in the respective departments.

100 **MS-R.2.1 Minimum Qualifications for Admission to the M.S programme**

101 Candidates applying for the M.S programme in one of the following areas need to have **any one** of  
 102 the minimum qualifications mentioned in the table below.

Area	Minimum Qualifications	
	Educational Qualifications	Additional Qualifications
<b>Engineering</b>	<p>B.E/ B.Tech/ 4 year online / any recognised 4 year B.sc/ 4 year BS of IITs/ CFTIs /UGC or Master’s degree in a relevant discipline, or equivalent.  <b>301<sup>st</sup> Senate Res. N<sup>o</sup> 5/2023</b></p> <p><b>or</b></p> <p>Associate Membership of the following professional bodies of the discipline, provided they have passed parts A and B of the membership examinations: The Institution of Engineers (India)(Civil, Mechanical, Electrical and Electronics, Electronics and Communications), The Aeronautical Society of India, The Indian Institute of Metals, The Indian Institute of Chemical Engineers, The Institute of Electronics &amp; Telecommunication Engineering and other professional bodies approved by the Senate from time to time.</p> <p><b>or</b></p> <p>4 year online or any recognized 4 year BSc / 4 Year BS of IITs/ CFTIs/ UGC  <b>305<sup>th</sup> Senate Res. N<sup>o</sup> 51/2023</b></p> <p>For Computer Science and Engineering. BSc (Maths/Stats/CS) +MSc (Maths/Stats/CS) holders from any recognized Institute/ University, provided they have a valid GATE score (in CS/MA), or UGC-NET/CSIRNET/ NBHM/Inspire or equivalent qualification tenable for the year of registration, are also eligible.  <b>299<sup>th</sup> Senate Res. N<sup>o</sup> 57/2022</b></p>	<p>Valid GATE score is required for Regular-HTRA, Regular-Fellowship and Regular-Project-HTRA categories, except 4 yr B.S/4 yr B.Sc./B.E/B.Tech from a Centrally Funded Technical Institute (CFTI) with CGPA <math>\geq</math> 8.  <b>301<sup>st</sup> Senate Res. N<sup>o</sup> 5/2023</b></p>

<p><b>Applied Mechanics</b></p>	<p>B.E/B.Tech or Master's degree in a relevant discipline, or equivalent. In addition, applicants with an MBBS degree, having taken mathematics in their +2, and having at least 2 years research/teaching experience are eligible for the sponsored M.S. programme in the area of biomedical engineering.  295<sup>th</sup> Senate Res. No 2/2022</p>	<p>Valid GATE score is required for Regular-HTRA, Regular-Fellowship and Regular-Project-HTRA categories, except 4 yr B.S/4 yr B.Sc./B.E/B.Tech from a Centrally Funded Technical Institute (CFTI) with CGPA <math>\geq</math> 8.  301<sup>st</sup> Senate Res. No 5/2023</p>
<p><b>Engineering Design</b></p>	<p>B.E/B.Tech or Master's degree in Aerospace, Automobile, Biomedical, Civil, Computer Science, Design, Electrical, Electronics, Engineering Design, Engineering Physics, Instrumentation, Industrial Mathematics, Mechanical, Metallurgical, Naval Architecture, Production/Manufacturing Engineering.</p>	<p>Valid GATE score is required for Regular-HTRA, Regular-Fellowship and Regular-Project-HTRA categories, except 4 yr B.S/4 yr B.Sc./B.E/B.Tech from a Centrally Funded Technical Institute (CFTI) with CGPA <math>\geq</math> 8.  301<sup>st</sup> Senate Res. No 5/2023</p>
<p><b>Entrepreneurship</b></p>	<p>B.E/B.Tech or Master's degree in a relevant discipline or equivalent, or any postgraduate degree e.g. M.A. or M.Com.</p>	<p>Valid GATE score is required for Regular-HTRA, Regular-Fellowship and Regular-Project-HTRA categories, except 4 yr B.S/4 yr B.Sc./B.E/B.Tech from a Centrally Funded Technical Institute (CFTI) with CGPA <math>\geq</math> 8.  301<sup>st</sup> Senate Res. No 5/2023</p>



<p><b>Management</b></p>	<p>B.E/B.Tech or Master's degree in a relevant discipline or equivalent, or any postgraduate degree e.g. M.A. or M.Com.</p>	<p>Valid GATE score is required for Regular-HTRA, Regular-Fellowship and Regular-Project-HTRA categories, except 4 yr B.S/4 yr B.Sc./B.E/B.Tech from a Centrally Funded Technical Institute (CFTI) with CGPA <math>\geq</math> 8.  <b>280<sup>th</sup> Senate Res. No 33/2018</b></p> <p>Valid GRE/GMAT eligible only for foreign students' admission without HTRA.</p>
<p><b>Medical Sciences and Technology</b></p>	<p>Bachelor degree in Biomedical, Biotechnology, Biological//Biochemical Sciences, Chemical, Civil, Computer Science, Electrical, Electronics, Engineering Physics, Instrumentation, Mechanical, Mechatronics, Metallurgical, Material Science, Naval Architecture, Production / Manufacturing, Robotics/Automation, BS in Electronic Systems, BS in Data science, or Bachelor degree in Design (Engineering, B.Des), Bachelor of Physiotherapy/Sports Physiotherapy/Sports Science, MBBS/BDS degree.  <b>305<sup>th</sup> Senate Res. No 51/2023</b></p>	<p>Duration of the eligible Bachelor degree programs should not be less than 4 years.</p> <p>Candidates possessing MBBS/BDS degree require a valid NEET PG qualifying score, to apply under the Half-time Teaching/Research Assistantship (HTRA) scheme.</p> <p>GATE Branches Accepted: BT, BM, EE, EC, IN, CS, ME, CE, CH, XL.  <b>305<sup>th</sup> Senate Res. No 51/2023</b></p>
<p><b>Data Science and Artificial Intelligence</b></p>	<p>Any 4 year UG degree of IITs / CFTIs / UGC / AICTE.</p> <p>In case of a 3 year UG degree (such as B.Sc.), an additional Master's degree would be required for eligibility. <b>306<sup>th</sup> Senate Res. No A.14</b></p>	<p>Valid GATE score in any discipline.  <b>306<sup>th</sup> Senate Res. No A.14</b></p>

103 **NOTES**

- 104 (a) The departmental selection committees may set more stringent criteria than the minimum  
105 educational qualifications listed above.

- 106 (b) For external/part-time/staff categories, the requirement of a valid GATE score or CSIR/UGC  
107 JRF or Lectureship/NBHM/CAT or equivalent qualification is waived.
- 108 (c) The departmental selection committees may consider meritorious candidates from disciplines  
109 other than those listed in the admission brochure, if there is a good match between the educa-  
110 tional/research backgrounds of the candidates and the proposed areas of research.
- 111 (d) All candidates applying for M.S (Entrepreneurship) must submit a proposal, which is their  
112 own idea or apply against a listed idea<sup>1</sup>. A screening committee will evaluate the pro-  
113 posals and shortlist applications to be forwarded to the selection committee for interview.  
114 **292<sup>nd</sup> Senate Res. No 23/2021**

115 **MS-R.2.2 Conversion of B.Tech & Dual-Degree Students of IITM at the end of the 6th**  
116 **semester to the B.Tech + M.S (Entrepreneurship) programme**

- 117 (a) B.Tech. students at the end of their 6th semester can convert to B.Tech. + M.S (Entrepreneur-  
118 ship) programme if they have a CGPA  $\geq$  8.0 or a valid GATE score.
- 119 (b) Dual-degree students at the end of their 6th semester can convert to the B.Tech + M.S (En-  
120 trepreneurship) programme, if they have a CGPA  $\geq$  7.0. For HTRA, the students should have  
121 a CGPA  $\geq$  8.0 or a valid GATE score. The students have to complete the B.Tech requirements  
122 in the parent department.
- 123 (c) The application (including the proposal) has to be routed through the faculty advisor and HoD.  
124 It will be treated as a new admission to the M.S (Entrepreneurship) programme.
- 125 (d) Students who have upgraded to the M.S (Entrepreneurship) programme cannot be further  
126 upgraded to the Ph.D programme. They can revert to the B.Tech. programme after a minimum  
127 period of two years from the date of upgradation, provided they fulfill all B.Tech. requirements.  
128 They can appear in placements only once.

129 **MS-R.3 FOREIGN NATIONALS**

130 Foreign nationals are those with foreign passports, including those who are PIO/OCI card holders.

- 131 (a) Foreign nationals can only register as full-time scholars. They are not eligible to receive HTRA  
132 support.
- 133 (b) Foreign nationals who are PIO/OCI card holders are eligible for admission with the fee pre-  
134 scribed for Indian nationals.
- 135 (c) Foreign nationals with eligible degrees from Indian universities (**MS-R.2**) will be treated on  
136 par with Indian nationals for admission, but with the prescribed fee for foreign nationals.
- 137 (d) Foreign nationals with foreign degrees must meet the minimum educational requirements  
138 equivalent to an Indian degree (**MS-R.2**) in the relevant disciplines. They should have a valid  
139 score in the GMAT/GRE (or equivalent) examination in the relevant discipline.
- 140 (e) Foreign nationals whose medium of instruction in their UG and PG programmes was not  
141 English should satisfy one of the following:

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<sup>1</sup>The ideas for exploitation will be submitted through a call for proposals/projects from faculty members, similar to the process followed in IDRPs submissions.

142 (a) IELTS with a minimum score of 6.5 (overall)

143 (b) TOEFL (internet based) : 80 (overall)

#### 144 **MS-R.4 SELECTION PROCEDURE**

145 Eligible candidates possessing the minimum educational qualifications (as per **MS-R.2**), and satis-  
146 fying additional and possibly stiffer criteria set by the departments, will be called for a “test and  
147 interview” or “interview” by departmental selection committees.

148 For candidates who have obtained their UG/PG degrees more than 10 years earlier (as on the last  
149 date for the receipt of completed applications), a written test will be conducted.

150 Applications of foreign nationals may be considered without a test/interview.

151 Based on the academic record and the performance of the candidates in the test/interview, the  
152 departmental selection committees will recommend suitable candidates to the Chairperson, Senate.

153 Candidates applying to the M.S. (Entrepreneurship) programme will be evaluated by a committee  
154 set-up by the Dean(AR). Candidates found suitable will be recommended by the Dean(AR) to the  
155 Chairperson, Senate. **292<sup>nd</sup> Senate Res. No 23/2021**

#### 156 **MS-R.5 ADMISSION**

157 (a) Candidates whose selection is approved by the Chairperson, Senate will be admitted to the  
158 M.S programme after they pay the prescribed fee.

159 (b) Candidates admitted to the M.S (Entrepreneurship) programme are required to undergo a  
160 common course list including ID5101, ID5102 and/or Incubate from the Gururaj Deshpande  
161 Center. At the end of the coursework, candidates have to submit a feasibility report on the  
162 product(s) proposed to be developed by them at IITM. **292<sup>nd</sup> Senate Res. No 23/2021**

#### 163 **MS-R.6 REGISTRATION**

164 A scholar’s date of joining is the date of registration.

#### 165 **MS-R.7 GUIDES AND CO-GUIDES**

- 166 • To supervise the progress of the scholar, an IITM faculty member shall be nominated as a  
167 guide by the Dean(AR).
- 168 • In addition to the guide, at most one faculty member from IITM may be nominated as a  
169 co-guide.
- 170 • A co-guide from outside IITM may be allowed with the approval of the Chairperson, Senate.

171 **The minimum educational qualification for a co-guide is Master’s degree in Engineering/  
172 Management/ Sciences/ Humanities and Social Sciences with adequate professional experience  
173 in the relevant field. **298<sup>th</sup> Senate Res. No 44/2022****

174 In addition to the above,

- 175 (a) If the guide from IITM proceeds on leave for more than a year, another faculty member may  
176 be appointed as a co-guide.
- 177 (b) A faculty member, who has guided a candidate for at least 2 years, will continue to be a guide  
178 post-retirement. However, another member, with at least 3 years of service remaining, will be  
179 nominated as a co-guide at the time of the guide's retirement.
- 180 (c) A faculty member retiring within 2 years may be permitted to be a guide for a new scholar.  
181 However, another faculty member with at least 3 years of service remaining will be appointed  
182 as a co-guide when the scholar joins IITM. On retirement, the faculty member will continue  
183 to be a guide.
- 184 (d) The appointment of co-guide, based on the recommendation of the General Test Committee  
185 (GTC), should be made within one year from the date of joining. Requests received after this  
186 will be considered by the Dean(AR) on a case-by-case basis.
- 187 (e) The GTC may recommend change of guide/co-guides or appointment of a co-guide for valid  
188 reasons.
- 189 (f) CSIR/ other Emeritus Fellows / Scientists / Emeritus Professors, currently holding office at  
190 IITM with an appointment period of at least one year, can be a co-guide along with a guide  
191 (who has at least 3 years of service remaining).
- 192 (g) Faculty from other CFTIs/universities or experts from industries with a Master's degree, and  
193 with adequate professional experience in the relevant field may be appointed as a co-guide,  
194 based on the recommendation of the GTC. If the co-guide's organization does not have an  
195 MoU with IITM, he/she shall sign an Intellectual Property Rights (IPR) and Memorandum  
196 of Agreement (MoA). IITM will have no financial obligation to the co-guide. The co-guide  
197 approval by the Dean(AR) will be provisional, subject to his/her appointment as an adjunct  
198 faculty by BoG within 6 months of the provisional approval. The term for such adjunct faculty  
199 will be for 5 years from the date of appointment.

200 The request to appoint a co-guide as adjunct faculty should be sent to the Dean(Admin) along  
201 with the recommendation of the departmental consultative committee (DCC). *Only adjunct*  
202 *faculty of IIT Madras are eligible to serve as co-guide.* 281<sup>st</sup> Senate Res. No 72/2018

- 203 (h) Co-guides of external category scholars from industries need not be adjunct faculty.  
204 281<sup>st</sup> Senate Res. No 72/2018

## 205 MS-R.8 GENERAL TEST COMMITTEE

206 A General Test Committee (GTC) shall be constituted to periodically assess the scholar's progress.

207 The following is the composition of the GTC:

HoD (or his/her nominee)	Chairperson of the GTC
Guide/Co-Guide*	Member(s)
Minimum of 1 departmental faculty member** <hr/> Minimum of 1 faculty member from allied departments/institutions	Members nominated by the Chairperson, Senate (or his/her nominee) from the panel names suggested by the HoD.

\* co-guide is optional

\*\* for the interdisciplinary M.S programme, it is one member from the primary department

209 **For M.S (Entrepreneurship)**

HoD of main guide's department	Chairperson of the GTC
Guide /co-guide*	Member(s)
1-2 members from the Institute 0-1 members from outside the institute	Members nominated by the Chairperson, Senate (or his/her nominee) from the panel names suggested by the HoD, with at least 1 member from the Program Coordination Committee (PCC).

\* co-guide is optional

211 Advisors from industry are encouraged. However, they will not be part of the GTC, unless approved  
 212 by the Dean(AR).

213 **MS-R.8.1 Additional Guidelines for the GTC**

214 If the HoD is the guide, the senior-most professor/previous HoD will be nominated as the Chairperson  
 215 GTC by the Chairperson, Senate (or his/her nominee).

- 216 (1) The Chairperson, GTC must attend the thesis submission approval and the viva-voce meetings.
- 217 (2) If a GTC member goes on leave for more than a year or resigns/retires from IITM, the  
 218 Chairperson, Senate (or his/her nominee) will nominate another member on the suggestion of  
 219 the Chairperson, GTC.
- 220 (3) The GTC members from outside IITM must meet the same eligibility criteria as co-guides  
 221 **MS-R.7.**
- 222 (4) The GTC shall conduct periodic progress review meetings as outlined in **MS-R.10.**
- 223 (5) All the GTC members will be invited for all the meetings related to the scholar.
- 224 (6) All the decisions and recommendations made by the GTC shall be minuted and forwarded to  
 225 the Dean(AR).

## 226 MS-R.9 ENROLLMENT

- 227 • A scholar is required to enrol every semester after paying the requisite fees, until the submission  
228 of the thesis.
- 229 • Enrolment has to be completed by the stipulated date, and should be approved by the HoD.
- 230 • Enrolment will be cancelled if progress is not satisfactory.
- 231 • Scholars belonging to the external category/part-time/RKA, and those who have temporarily  
232 withdrawn, or are on maternity leave, and those on academic duty with prior permission from  
233 the Institute, are eligible to enroll in absentia during the stipulated period after payment of the  
234 requisite fee.

## 235 MS-R.10 M.S REQUIREMENTS

236 The requirements for the completion of the M.S are listed below.

Requirements	Expected time frame	Section
0th GTC meeting <sup>\$</sup> 295 <sup>th</sup> Senate Res. N <sup>o</sup> 9/2022	Start of programme	MS-R.11
Course work	Within two semesters	MS-R.11
237 Mid-term review	Within 18 months <sup>#</sup> 295 <sup>th</sup> Senate Res. N <sup>o</sup> 9/2022	
Open seminar	Within 27 months	
Thesis-Submission Approval Meeting 295 <sup>th</sup> Senate Res. N <sup>o</sup> 9/2022	Within 3 months of the open seminar	MS-R.13
M.S viva voce examination, if recommended by the reviewer(s)		MS-R.14

<sup>\$</sup> The 0th GTC meeting can be by email circulation. 295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022

<sup>#</sup> The 1st GTC meeting should be held within the first 18 months. The scholar is expected to propose and defend his/her research plan. HTRA will continue after 18 months (up to 30 months) only upon the recommendation of the GTC. 295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022

- 238 (a) Registered scholars should submit a progress report twice during an academic year to the GTC.  
239 The guide's assessment of the scholar's progress and approval of the Chairperson, GTC is  
240 required for enrolment in the subsequent semester.
- 241 (b) Continuance of registration after 2.5 years will depend on the recommendation of the GTC.
- 242 (c) The open seminar is considered to be a GTC meeting.
- 243 (d) Beyond 2.5 years, progress review meetings by the GTC will be held once every 6 months.
- 244 (e) In addition to the above, the HoD/Dean(AR) may convene a special GTC meeting(s) based on  
245 the request from the scholar/guide, to address any issue(s) with respect to the research progress  
246 of the scholar.

247 **MS-R.11 COURSE WORK**

248 **MS-R.11.1 General Guidelines**

249 (a) A basket of courses with twice the number of required courses will be recommended by  
250 the GTC at the start of the programme. Courses shall be at the post-graduate level at  
251 IITM, and will be prescribed by the GTC in its 0th meeting (possibly via email circulation).

252 295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022

253 (b) Changes in the prescribed courses shall be made only by the GTC.

254 (c) The GTC may approve courses already undergone by the scholar in other institutions towards  
255 meeting the course work requirements of IITM. These courses must be equivalent to those  
256 prescribed, and the scholar's performance in these courses must meet IITM's minimum re-  
257 quirements. *Courses already undergone by the scholar in IITM or other institutions shall not*  
258 *be considered if they were part of the requirements for the award of any other degree/diploma.*

259 (d) Contact courses may be allowed subject to approval of the GTC.

260 (e) All courses successfully cleared by the scholar (i.e., grade C or above) will be considered for  
261 CGPA calculation. To be eligible for the M.S degree, the CGPA  $\geq 7.5$ .

262 295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022

263 **MS-R.11.2 Coursework Requirement for Research Scholars**

Discipline	Minimum Course Work	Minimum Credits
Engineering/Management/ Entrepreneurship	Five courses out of a basket of 10 courses along with ID6020 and ID6021*	45

\* ID6021 is optional, to be decided by the Department as well as GTC

265 (a) The GTC must prescribe a basket of ten courses. The scholar is required to take at least  
266 five courses out of the prescribed basket along with ID6020 and ID6021 (if required by the  
267 department). 295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022

268 (b) Research scholars shall obtain a CGPA  $\geq 7.50$ , subject to a minimum of a "C" grade in each  
269 of the prescribed courses. 295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022

270 (c) All courses successfully cleared by the scholar (i.e., completed with a grade of C or better)  
271 will be considered in the computation of the CGPA. Once a course is successfully completed,  
272 it cannot be repeated.

273 (d) The GTC may reduce the course requirement for B.Tech./dual-degree students upgrading to  
274 B.Tech+M.S (Entrepreneurship) programme.



### 275 MS-R.11.3 Grades and CGPA

276 Based on performance, each scholar is awarded a final grade at the end of the semester in each  
277 subject. The grades and the corresponding grade points are as follows:

278	Grade	S	A	B	C	D	E	U
	Points	10	9	8	7	6	4	0

279 The CGPA will be calculated according to the formula

$$\text{CGPA} = \frac{\sum C \times \text{GP}}{\sum C}$$

280 where  $C$  = credits and  $\text{GP}$  = the grade point obtained for the course. The sum is over all the  
281 successfully completed courses (i.e., those where the grade obtained is 'C' or above).

### 282 MS-R.12 UPGRADATION FROM THE M.S TO THE PH.D PROGRAMME

- 283 (a) Candidates registered for the M.S are eligible for upgradation to the Ph.D programme in the  
284 same department, if they have a  $\text{CGPA} \geq 8$  in the prescribed courses completed (at least three  
285 of the prescribed courses should have been completed).
- 286 (b) Upgrade requests should be submitted within 2 years from the date of joining. For M.S scholars  
287 who have completed 2 years, the request for an upgrade may be considered if at least one journal  
288 paper has been accepted/published.
- 289 (c) After upgrading to the Ph.D programme, an M.S scholar can revert to the M.S programme  
290 after one semester.
- 291 (d) M.S (Entrepreneurship) scholars cannot upgrade to the Ph.D programme.
- 292 (e) M.S scholars who upgrade their registration to the Ph.D programme are bound by the regula-  
293 tions of the Ph.D programme.

### 294 MS-R.13 THESIS AND PANEL OF EXAMINERS

295 The M.S thesis is a detailed report of the scholar's research. **295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022**

- 296 (a) The scholar shall circulate the thesis to the GTC after satisfactory completion of courses,  
297 research and the open seminar. The thesis must be submitted within three months of the open  
298 seminar. The Chairperson, GTC shall then convene a thesis-submission approval meeting. If  
299 approved by the GTC, the thesis should be submitted by following relevant procedures laid  
300 down by the academic section. **295<sup>th</sup> Senate Res. N<sup>o</sup> 9/2022**
- 301 (b) M.S (Entrepreneurship) scholars shall submit only one business development thesis, focusing  
302 on the product/solution specifications(technology survey), market segmentation and other  
303 commercial aspects, validated through a rigorous market survey.
- 304 (c) The Dean(AR) may permit extension of thesis submission time based on valid reasons. De-  
305 pending upon the nature of publication(s) arising out of the research, the GTC may recommend  
306 submission of the thesis as per the following guidelines:



307 (i) The thesis shall be submitted to the HoD, if the research (or part thereof) presented in the  
308 thesis has been published (accepted) as (i) at least one research paper in a refereed journal  
309 of quality acceptable to the GTC, or (ii) at least one full paper in conference proceedings,  
310 which is evaluated by two referees (evidence of the rigour of the refereeing process must  
311 be submitted by the scholar in the form of editor's communication(s)/referee's comments).  
312 The thesis will then be evaluated by one examiner from IITM. The thesis examination  
313 process will be handled by the office of the HoD.

314 (ii) The thesis shall be submitted to the academic section if there is no publication from  
315 the research, or the publication does not meet the criteria given in (i) above. The GTC  
316 will suggest the names and addresses of at least 6 examiners chosen from within India,  
317 including IIT Madras. The Guide may obtain concurrence of the examiners via email  
318 using the thesis abstract and the scholar's list of published works (if any) as inputs to  
319 potential examiners. **295<sup>th</sup> Senate Res. No 9/2022** The thesis will be examined by two  
320 examiners chosen by the Dean(AR).

321 (d) For the M.S (Entrepreneurship) programme, the evaluation must focus on the techno-commercial  
322 aspects of the business, with emphasis on business feasibility, methods applied to perform pri-  
323 mary market research, and estimation of all elements of the business model. The guides and  
324 Chairperson,GTC should find an appropriate set of examiners who are competent to evaluate  
325 the techno-economic merit of the thesis.

326 (e) For the M.S (Applied Research) programme, the GTC can recommend appropriate methods  
327 of review so that the information in the thesis is kept confidential.

## 328 **MS-R.14 THESIS REPORTS AND VIVA**

329 (a) When the thesis evaluation process is handled by the HoD (as per **MS-R.13 (c) (i)**)

330 (i) If the examiner declares the thesis as 'commended', the need for a viva-voce examination  
331 will be decided based on the comments of the examiner(s) and the scholar's response of  
332 these comments. The GTC will conduct the viva-voce.

- 333 • If the performance is satisfactory, the GTC will recommend the award of the M.S  
334 degree after appropriate modifications(if any).
- 335 • If the performance is not satisfactory, the scholar shall reappear for the viva-voce  
336 examination, not earlier than two weeks and not later than six months from the first  
337 examination.
- 338 • If the performance of the research scholar is not satisfactory in the second examina-  
339 tion, the matter will be referred to the Senate for a decision.

340 (ii) If the examiner recommends that the thesis should be resubmitted after revision, the  
341 scholar will be allowed to do so within the time stipulated by the GTC, failing which the  
342 revised thesis will not be accepted, and his/her registration will be cancelled.

343 (iii) If the examiner evaluates the thesis as 'not acceptable', the thesis shall be referred to  
344 another examiner for evaluation.

345 (b) When the thesis evaluation process is handled by the Dean (AR) (as per **MS-R.13 (c) (ii)**)

- 346 (i) If the two examiners declare the thesis as 'commended', the need for a viva-voce exami-  
347 nation will be decided based on the comments of the examiner(s) and scholar's response  
348 to these comments. The GTC will conduct the viva-voce.
- 349 • If the performance is satisfactory, the GTC will recommend the award of the MS  
350 degree after modifications(if any).
  - 351 • If the performance is not satisfactory, the scholar shall reappear for the viva-voce  
352 examination, not earlier than two weeks and not later than six months from the first  
353 examination.
  - 354 • If the performance of the research scholar is not satisfactory in the second examina-  
355 tion, the matter will be referred to the Dean(AR) for a decision.
- 356 (ii) If one or both of the examiners recommend(s) that the thesis should be resubmitted after  
357 revision, the scholar will be allowed to do so within the time stipulated by the GTC, failing  
358 which the revised thesis will not be accepted and his/her registration will be cancelled.
- 359 (iii) If one of the examiners evaluates the thesis as 'not acceptable', the thesis shall be referred  
360 to a third examiner for evaluation.
- 361 (iv) If two examiners evaluate the thesis as 'not acceptable', the thesis will be rejected and the  
362 registration will be cancelled.
- 363 (c) In all other cases not covered by the above regulations, the matter will be referred to the GTC  
364 for consideration and recommendation to the Dean(AR).

#### 365 **MS-R.15 MINIMUM AND MAXIMUM DURATION**

366 The minimum duration of the M.S programme from the date of registration to the date of submission  
367 of thesis shall be 18 months. The minimum residential requirement for the scholars under external  
368 or part-time (not employed in the Institute) registrations is one semester. This requirement is waived  
369 for external scholars who are employed in the IITM Research Park.

370 M.S scholars shall submit the thesis within 2 1/2 years from the date of registration. The GTC may  
371 extend this period up to 1 year for full-time research scholars, with an additional year for research  
372 scholars who are external, part-time, or staff members of the Institute.

373 The registration period of the programme will be extended by the duration of the sanctioned maternity  
374 leave (up to a maximum period of 180 days).

375 The period of medical leave, duly certified by the Institute Hospital, can be considered by Dean(AR)  
376 to extend the registration period of the programme, up to a maximum period of one year.

377 **282<sup>nd</sup> Senate Res. № 101/2018**

#### 378 **MS-R.16 RELIEF FROM THE M.S PROGRAMME TO TAKE UP EMPLOYMENT**

379 A regular full-time scholar who has a job offer can obtain relief from the programme upon recom-  
380 mendation by the GTC, if (s)he has completed the minimum residential requirement of 18 months,  
381 coursework, and the open seminar.

382 The scholar should keep his/her registration alive by paying the requisite fee every semester. Renewal  
383 of the registration each semester is subject to the GTC finding the scholar's progress satisfactory.

## 384 **MS-R.17 WITHDRAWAL FROM THE PROGRAMME**

385 A scholar may be permitted by the Dean(AR) to withdraw from the programme for a semester or  
386 longer for health reasons or any other valid grounds, if duly recommended by the GTC. A scholar  
387 will be permitted to discontinue from the programme only for a maximum continuous period of two  
388 semesters.

## 389 **MS-R.18 CANCELLATION OF REGISTRATION**

- 390 (a) The registration of a research scholar who has not enrolled, or whose progress is not found to  
391 be satisfactory by the GTC is liable to be cancelled.
- 392 (b) The registration of a research scholar who has not submitted his/her thesis before the end of  
393 the maximum permissible period (**MS-R.15**) will be cancelled.

## 394 **MS-R.19 REVERSION OF SCHOLARS UPGRADED FROM THE M.S TO THE PH.D.**

- 395 (a) A scholar may apply for reversion to the M.S programme after one semester from the date of  
396 upgradation.
- 397 (b) If the scholar does not pass the comprehensive examination in two attempts, he/she will  
398 be reverted to the M.S programme. The DC will continue to function as the GTC till the  
399 completion of the requirements for the M.S degree. The scholar must complete the degree  
400 requirements (**MS-R.10**) within one year from the date of reversion.

## 401 **MS-R.20 CONVERSION OF REGULAR/DIRECT M.S + PH.D. REGISTRATION TO** 402 **THE M.S**

403 A scholar directly admitted to the M.S + Ph.D. programme can apply for conversion to the M.S  
404 programme under the same guide, if he/she fulfils all M.S admission criteria for the corresponding  
405 year of selection. This option is not available for Regular Ph.D. scholars.

406 A direct-PhD scholar who did not fulfill the M.S admission criteria for the corresponding year  
407 of selection can revert to the M.S. programme only after 3 years from the date of admission.

408 **298<sup>th</sup> Senate Res. N<sup>o</sup> 44/2022**

409 A Regular/Direct M.S + Ph.D scholar in Engineering/Management who does not pass the compre-  
410 hensive examination in two attempts, may request the DC to convert his/her registration from the  
411 Ph.D. to M.S programme under the same guide. If this option is not exercised, his/her registration  
412 will be cancelled. The DC may recommend conversion of registration for approval by the Senate.

- 413 (a) The DC will continue to function as the GTC till the completion of the M.S requirements.
- 414 (b) The duration of the scholar's M.S programme shall not be more than three years from the date  
415 of first registration in the Ph.D programme.
- 416 (c) In its first meeting following the conversion of registration, the GTC may recommend additional  
417 courses necessary to satisfy the requirements towards the M.S programme.
- 418 (d) The award of HTRA to the scholar will be as per the M.S programme.

419 Under exceptional circumstances, the DC may recommend cases of the regular Ph.D. scholars  
420 who passed the comprehensive examination for conversion to M.S. Program. In such cases,  
421 the DC should send a detailed justification of the circumstances and a strong recommendation  
422 for Dean (AR)'s consideration. This provision is only expected to be used very sparingly,  
423 after every possible avenue to complete the requirements of the PhD research is explored.

424 **298<sup>th</sup> Senate Res. No 44/2022**

#### 425 **MS-R.21 AWARD OF THE M.S DEGREE**

426 Upon satisfactory completion of all requirements and the submission of the final thesis, the scholar  
427 will be awarded a Master of Science by Research degree on the recommendation of the Senate, and  
428 with the approval of the Board of Governors of IITM.

429 For IITM students upgrading from the B.Tech/dual-degree programme to the B.Tech + M.S (En-  
430 trepreneurship) programme, the two degrees will be awarded after successful completion of the  
431 requirements of both the programmes.

432 The award of M.S degrees before the convocation will be considered on request, provided the scholars  
433 have completed all the requirements.

#### 434 **MS-R.22 DISCIPLINE**

435 Every scholar is required to observe disciplined and decorous behaviour both inside and outside the  
436 campus and should not indulge in any activity, which will bring down the prestige of IITM.

437 Any act of indiscipline of a scholar reported to the Dean(AR) will be referred to a Discipline  
438 and Welfare Committee nominated by the Senate. The committee will investigate and recommend  
439 suitable punishment if it finds the charges substantiated. The recommendation of the committee  
440 will be considered by the Board of Academic Research, which will authorize the Dean(AR) to take  
441 appropriate action. The Dean(AR) will report the action taken at the next meeting of the Senate.

442 **Appeal:** The scholar may appeal to the Chairperson, Senate whose decision will be final.

#### 443 **MS-R.23 POWER TO MODIFY**

444 Notwithstanding all that has been stated above, the Senate reserves the right to modify any of the  
445 above regulations.