



Indian Institute of Technology Palakkad

Institute Postdoctoral Fellowship

Guidelines for Institute Postdoctoral Fellowship at IIT Palakkad

Eligibility

1. Holders of doctoral degree from any recognized Institute/University are eligible to apply. Preferable age: less than 35 years at the time of applying and relaxable up to 40. There shall be an age relaxation of 5 years for women / transgender / EWS / OBC-NCL / SC / ST / PWD candidates.
2. PhD scholars who have submitted their thesis also are eligible to apply. However, they have to submit the provisional / original degree certificate within 6 months from the date of appointment as an Institute Postdoctoral Fellow. If it is not submitted within the time limit, the appointment will stand canceled or a decision will be taken in consultation with the thesis processing authority.
3. The candidate will have to identify a mentor at IIT Palakkad, get in contact with the mentor, and get his/her consent. In case the candidate would like to propose a collaborative project with more than one mentor from the Institute, the candidate should get mutual consent from all the mentors.

Selection Process

- The Academic section will forward the applications received to BoR (Board of Research) members & Heads of respective Departments.
- If the Department recommends a candidate for the next round of selection, the respective HoD will constitute a selection committee to conduct the interview.
- Selection Committee will consist of the following members:
 - Head of Department (HoD) (Chairperson of the committee)
 - Board of Research (BoR) Member of the Department
 - Subject expert(s) from the department
 - An external expert
 - (Two external experts to be included in case the department does not have an expert other than the mentor).
- The proposed mentor will not be a part of the committee. If the HoD/BoR member is the proposed mentor, then the Dean Academics will nominate the chairperson/member.

- The Selection committee will consider recommendation letters from the proposed mentor and referees.
- Chairperson of the committee will forward the recommendation of the selection committee to the Graduate Research Council (GRC) or an Institute level committee constituted by the Dean Academics after the interview is conducted. The GRC will submit the final recommendation to the Chairman Senate.

Duration of the Fellowship

The duration of the fellowship will be initially for a period of 2 years, extendable for a further period of one more year based on the progress of the postdoctoral fellow. Progress will be assessed by the Performance Assessment Committee (PAC), the details of which are below.

Responsibilities

Apart from quality research work, postdocs will also be encouraged to write funding proposals as per institute rules, and participate in teaching courses (upto a maximum of one course per semester) offered by the Department.

The postdoctoral fellow will have independence to change the course of research in consultation with the Performance Assessment Committee (PAC).

The postdoctoral fellow will be eligible to serve as co-guide for BTech, MTech, MSc and MS projects along with the mentor. In such cases the guidance will automatically end when the postdoctoral fellow leaves the institute.

Any grievances of the postdoctoral fellow and/or the mentor will be handled by the GRC.

Benefits

The postdoctoral fellows are eligible for the following fellowship:

- **Fellowship amount:**

- ❖ For candidates who have submitted thesis - Rs. 58,000/- per month
- ❖ PhD Degree + 1 year of post PhD experience - Rs. 61,000/- per month
- ❖ PhD Degree + 2 or more years of post-PhD experience - Rs. 67,000/- per month

- **Contingency grant:**

A contingency grant of Rs. 1,00,000/- per year will be provided to the postdoctoral fellow for research purposes.

- **Accommodation:**

Suitable hostel / campus accommodation as per IIT Palakkad norms will be provided if requested and available.

- **House Rent Allowance (HRA):**

Postdoctoral fellows residing in hostels shall not be entitled for HRA. If they are not provided accommodation within the campus, they are eligible for HRA as per rules (presently 9% of fellowship amount).

- **Medical Benefits:**

The postdoctoral fellows and their dependents will be entitled for medical benefits as per the IIT Palakkad policy.

- **TA Claim for joining:**

Train fare by II AC from place of residence to IIT Palakkad (by shortest route).

- **Leave:**

Up to 30 days of leave with fellowship in a year. The leave can be availed on a pro rata basis for the duration (on a 6 months basis) of the Fellowship completed.

Performance Assessment Committee (PAC)

A Performance Assessment Committee (PAC) will be constituted within one month of joining the postdoctoral fellow. The performance of the postdoctoral fellow will be assessed by the PAC with the following composition:

- Chairperson - Nominated by Dean Academics
- Mentor/s - Member
- At least two subject experts (including one internal member & one external) -Members

The PAC will meet at the end of each year for the first two years, and then every six months thereafter. However, if required, the PAC may meet more often.

The candidate should present a progress report to PAC detailing the research work carried out and research findings supported by reprints / preprints / manuscripts of the papers published / accepted for publication or communicated/ research reports for this purpose.

Exit/Termination

If the Postdoctoral fellow wishes to leave the program before the end of the tenure, he/she can do so with prior approval of the PAC by giving one month's notice.

The fellowship may be terminated by the Institute if the performance of the fellow is found unsatisfactory by the PAC. For termination, one month's notice will be given to the postdoctoral fellow.

The fellowship can also be terminated if the postdoctoral fellow engages in any unethical practices like plagiarism or other misconduct.

Intellectual property rights

On all IPR related matters, the rules applicable to the regular faculty members of the Institute will apply. Any publication arising out of the work should mention IIT Palakkad.