

Policy for supporting PhD scholars (fulltime basis) pursuing PhD at The Neotia University (Version 2.0)

Introduction:

The Neotia University, part of the illustrious Ambuja Neotia Group, located at Sarisha, Diamond Harbour, South 24 Parganas (which is one of the rural districts of West Bengal) is a UGC approved University under Section 2 (f) of UGC Act of 1956 founded on 3rd day of February 2015 (vide the West Bengal State Government Act XXIII of 2014, assent of the Governor was first published in the Kolkata Gazette, Extraordinary, of 21 January 2015).

The Neotia University is going to introduce a policy to support research scholars (fulltime) pursuing PhD at The Neotia University on a basis through a fellowship and assistance program that will not only help the students with financial support but will also contribute towards the holistic development of the students. Students enrolled in the PhD program will be eligible to apply for assistantship program.

Procedure and Eligibility criteria:

- Candidates must be pursuing their PhD from The Neotia University on a full time basis. Candidates working/ engaged elsewhere/ pursuing PhD on a part time basis will not be considered.
- Application of candidates must be accompanied by NOC/ certificate of endorsement of the supervisor of the candidate.
- *The Candidate has to pass through the Selection Committee*

Nature and duration of engagement:

Candidates may be engaged in their core department or allied department in the following categories:

Sl. no.	Category of Assistantship	Nature of engagement/ preliminary responsibilities
1	Category I engagement	To be engaged on an initial contract of 3 years, which will be extended by another 2 years upon consolidated performance evaluation at the end of first 3 years. Teaching specific theory courses (partial or

		<p>complete) in core department/allied department or School in coordination with designated faculty member.</p> <p>Teaching specific practical courses (partial or complete) in core department/allied department or School in coordination with designated faculty member.</p> <p>May be designated as Teaching Assistant.</p>
2	Category II engagement	<p>To be engaged on an initial contract of 3 years, which will be extended by another 2 years upon consolidated performance evaluation at the end of first 3 years.</p> <p>Operation, handling, maintenance (as well as data analysis) of various analytical instruments within the core department/ allied department or School in coordination with designated faculty in charge.</p> <p>They will be engaged in laboratory-based activities/demonstrations only. They may also assist the other faculty members in their teaching and Lab classes. However, exceptions may only be made subject to the approval from the management.</p> <p>May be designated as Lab Assistant.</p>

Additional engagements:

- Conducting field work/ industry visit/ excursion visit of relevant curriculum for undergraduate and post graduate students
- Invigilation duty during Minor tests and End semester examinations.

Duration of engagement: Maximum 15 hours per week

Period of engagement: The assistantship programs will begin after the enrolment in PhD program and support will be given till submission of PhD thesis. Engagement in the assistantship program is a contractual one (purely on a temporary basis). Engagement of candidates shall be renewed after every two semesters and performance evaluation should be done by a committee (to be constituted by HR) for extension of engagement after every two semesters. The engagement does not guarantee any future engagement by the University in any capacity at any point in the future.

The Engagement will automatically terminate from the assigned category on awarding of PhD.

Financial support:

- Category I: Stipend of *INR 20,000* per month
- Category II: Stipend of *INR 15,000* per month

Power to Amend:

The Management is responsible to determine, discontinue, amend or modify the Policy at its sole discretion. The utility and interpretation of the Policy will be the sole discretion of the management.

Commencement of the Rules:

The policy will be effective from **1st May 2024** and supersedes all policies/rules pertaining to PhD scholars in The Neotia University.