

11 Relief from the Post Graduate School

11.1 Temporary Withdrawal from Studies

11.1.1 Temporary withdrawal shall not be allowed in the midst of a trimester under any circumstances except those mentioned in Para 11.1.2 below. The trimester during which such temporary withdrawal is taken, will however be counted as a full trimester.

11.1.2 Temporary withdrawal will be allowed only on the following grounds:

- (i) Illness of self to be supported by medical certificate;
- (ii) Death of parent/guardian or, in the case of married student, the spouse;
- (iii) Temporary withdrawal should be restricted ordinarily to one trimester only, but in the case of illness of the student concerned it may, subject to medical advice, be allowed for two trimesters within the duration of the course;
- (iv) No temporary withdrawal will be allowed for taking up employment.

11.1.3 Such withdrawal shall be permitted only with the prior permission of the Dean and no *ex-post-facto* approval shall be given.

11.1.4 The request for withdrawal shall be recommended by the Chairperson of the student's Advisory Committee and the Professor of the concerned discipline.

11.1.5 The withdrawal shall be permitted subject to the condition that the student shall complete the programme of studies within the maximum period prescribed for completion of studies.

11.1.6 The request shall be sent at least 15 days in advance of the proposed date of withdrawal and the decision on the request shall be communicated

by the Post Graduate School within 10 days of the date of receipt of such request.

11.1.7 The request for temporary withdrawal from Post Graduate School should be accompanied by 'no dues certificates' from all concerned.

11.1.8 During the period of temporary withdrawal, the name of the student shall be kept on the rolls and as such he/she shall be liable to pay fees and other prescribed charges.

- (i) The temporary withdrawal from studies under above rules 11.1.1 to 11.1.8 shall not exceed two trimesters; and
- (ii) No student except departmental students, shall be allowed temporary withdrawal from his/her studies if he/ she has not started his/ her course work.

11.2 Relief before Submission of Thesis

11.2.1 A student may be relieved from the Post Graduate School with the prior permission of the Dean for accepting employment outside or for rejoining duty in the parent department if all the requirements including research work except submission of thesis are completed at the time of applying for relief subject to the following terms and conditions:

- (i) The request for relief shall be submitted in the prescribed proforma (**Annexure XVI**) and shall give details of the progress of the research work, laboratory work, analysis of data and the stage of preparation of thesis.
- (ii) The Chairperson and the Professor concerned shall certify that all the work except the submission of thesis has been completed by the student. If necessary, the Professor may request the Chairperson of the student's Advisory Committee to call a meeting of the

Advisory Committee in which the Professor would be present to satisfy himself about the completion of research work of the student before issuing the certificate under this rule. In case of difference of opinion, the Professor would send the proceedings of the Advisory Committee meeting along with his own recommendations to the Dean for a final decision by the latter.

- (iii) The minimum residential requirement of two and three years for M.Sc./M.Tech. and Ph.D. students, respectively should be fulfilled.
- (iv) Application for the job should have been routed through proper channel and forwarded by the Dean. If the application was sent prior to joining the Post Graduate School, the student shall inform the Dean about this application soon after admission.
- (v) The student shall undertake to pay the prescribed tuition fee from the month of relief till the date of submission of thesis so as to continue on the rolls of the Post Graduate School.
- (vi) The student shall not be entitled to hostel accommodation after relief. However, the Dean may consider the request for accommodation for the limited period, for which the student will be at IARI while actually submitting the thesis and he/she should be on leave from his/her employers.
- (vii) The student can be relieved from the Post Graduate School on his/her request on the completion of his/her research work pending submission of the thesis with a clear

stipulation that he/she should submit his/her thesis within the prescribed period of five years from the date of his/her initial enrollment as M.Sc./M.Tech/Ph.D. student, in which his/her name shall be removed from the rolls of the Post Graduate School.

- (viii) The student shall be relieved from the Post Graduate School only after he/ she delivers the seminar on his/her research and after furnishing a certificate in this regard by his/her Chairperson and Professor concerned.

11.2.2 A departmental part-time student may also be relieved provided he/she has been on the rolls of the Post Graduate School for not less than two academic years,

11.2.3 No student shall leave the Post Graduate School for accepting employment outside or for any other reason, without prior permission or relief and without obtaining relieving certificates before his/her departure. The concerned teaching discipline shall not relieve the student without the permission of the Dean.

11.3 Relief after Submission of Thesis

11.3.1 A student shall be relieved, with the prior permission of the Dean, from the Post Graduate School at his/her own request after the submission of the thesis for accepting employment or for any other purpose.

11.3.2 The name of the student shall remain on the rolls of the Post Graduate School till the date of completion of the final *viva-voce* examination.