

Guidelines for Institute Post-Doctoral Fellowship (iPDF) at IIT Dharwad

ADVERTISEMENT AND ELIGIBILITY

1. Ph.D degree holders are eligible to apply for the iPDF position. IITDh Ph.D. scholars are not encouraged to apply for Institute PDF.
2. As Postdoctoral Fellowships are purely temporary, benefits that are applicable only to permanent employees of the Institute (e.g., LTC, etc.) will not be applicable to Postdoctoral Fellows.
3. Mere eligibility will not vest any right on any candidate for being called for an interview. The decision of the Institute in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection / interview.
4. The Institute reserves the right to call only the requisite number of candidates for interview after short-listing based on the candidate's qualifications, suitability, experience, requirement, and prevailing policy of the Institute.

APPLICATION PROCESSING & INTERVIEW

5. The **soft copy applications** received by the Department office will be taken forward for shortlisting and calling for interviews at the department level.
6. The candidates applying for iPDF should specify one faculty of the department at the IIT Dharwad with whom he/she wants to work. Candidates must first contact a faculty member in the Institute who is willing to host the candidate. A consent letter or consent email is required from the faculty member as a part of the application package.
7. The department will scrutinize the application of a candidate and if found suitable, the department will constitute a Departmental Evaluation Committee (DEC) and conduct an interview of the candidate which will include an open seminar.

This evaluation will be with respect to:

- I. The strength and the novelty of the proposal.
 - II. The expertise brought in by the applicant to the department's / mentor's research area(s).
 - III. Value addition to the department / applicant.
8. If the applicant is found suitable by DEC, the recommendation will be forwarded to Dean (FW) for further processing.
 9. Candidates found suitable will be offered iPDF by Dean (FW) office for a year with a possibility of maximum two years extension subjected to satisfactory performance of the candidate. The annual performance of the candidate will be evaluated by a performance assessment committee (PAC).
 10. Candidates called for interview are eligible for reimbursement of II AC to and fro by shortest route for the in-person interview.
 11. The **selection** will be done throughout the year. Application will be invited through a rolling advertisement.
 12. While joining as iPDF, the fellow must give a joining **report** to the Dean (FW) office through mentor and Head of the Department.

13. Selected candidates are expected to carry out their research work and other duties at IIT Dharwad only.

14. The iPDFs are eligible for the following:

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| <ul style="list-style-type: none">▪ Fellowship Amount | : | <ul style="list-style-type: none">• Fellowship amount for fresh PhD is Rs. 65000/- + plus HRA as per norms• Fellowship amount for PhD + 1-year exp is Rs. 68000/-• Fellowship amount for PhD + 2-year exp is Rs. 71000/-• Support for one international conference during the entire fellowship term• Support for one national conference per year |
| <ul style="list-style-type: none">▪ Medical benefits / Insurance | : | As applicable to Ph.D scholars |
| <ul style="list-style-type: none">▪ TA Claim for attending interview | : | Train fare by II AC from the nearest railway station to IIT Dharwad (by shortest route). |
| <ul style="list-style-type: none">▪ Leave | | With fellowship not exceeding 30 days in a year for each completed year of the fellowship. The leave can be availed on a prorata basis for the duration (on a 6 months' basis) of the Fellowship completed.

Women Institute Post-Doctoral Fellow are eligible for Maternity Leave as per the institute rules. |

PERFORMANCE ASSESSMENT COMMITTEE (PAC):

The performance of the Post-Doctoral Fellow will be assessed by the **Performance Assessment Committee (PAC)**.

PROGRESS REPORT

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.

TERMINATION

If the Post-Doctoral Fellow wishes to leave the program before the end of the tenure, he/she can do so with prior approval of the PAC giving one month's notice. The fellowship may be **terminated** by the Institute if the performance /conduct of the fellow is unsatisfactory after giving one month's notice to the Post-Doctoral Fellow.