

INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD
OFFICE OF THE DEAN (ACADEMIC)

No.IITISM/Senate/21/21.16-1

12 January 2022

NOTIFICATION

To allow PG students to take maximum two consecutive semesters' leave after getting a job or for other valid reasons.

Consequent upon the approval by the Senate in its 21st meeting held on 08 December 2021 under Item No. 21.16, the following provision has been made in the manual under the clause 10.3. (Temporary withdrawal / Semester Leave) of the PG manual w.e.f. Monsoon Semester 2022-23.

As an opportunity to PG students, in case of joining a job, they will be allowed to take semester(s) leave upon their request subject to fulfilment of certain conditions.

The following eligibility criteria, and terms and conditions are to be fulfilled by the students at the time of applying for semester(s) leave as well as at the time of re-joining for completion of the PG program:

A. Eligibility criteria for getting semester(s) leave for joining a job

- a. The PG students will be eligible for taking semester(s) leave only after completion of their first two semesters (three semesters in case of 3-Year M.Sc.Tech.).
- b. All the courses prescribed in the first two semesters (three semesters in case of 3-Year M.Sc.Tech.) in the course structure need to be completed in a single attempt.

B. Terms and conditions at the time of applying for semester(s) leave

1. Semester(s) leave will be permissible on medical ground or any extenuating and exceptional circumstances including joining a job.
2. The maximum permissible period of leave will not be more than two semesters. The total permissible time frame to finish the PG program will be maximum 3 years (4 years in case of 3-Year M.Sc.Tech.) from the date of admission.
3. The granted semester leave will be considered as an **Idle Semester** and the students are required to register as per the norms of the Idle Semester.
4. Student will furnish an **undertaking** by declaring the following:
 - a. If s/he fails to continue her/his academic program after availing the maximum duration of the semester(s) leave then the semester leave application will be considered as a request for permanent withdrawal from the PG program.
 - b. After completion of the maximum duration of semester leave (two semesters) s/he will not make any request for further extension of leave whatever the reason may be. Further, no such requests will be considered by the Institute.


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- c. In case, the student is allowed to take semester(s) leave for joining a job after completion of first two semesters (three semesters in case of 3-Year M.Sc.Tech.), s/he will not be allowed for completion of any academic activities (such as thesis work or online classes) during the leave period.

C. Terms and conditions for continuing the PG Program after availing the semester(s) leave

1. After availing the semester leave (maximum two semesters), the students will submit an application duly endorsed by the DPGC, Convener and the supervisor well in advance before the last date of registration for that particular semester.
2. In any case, the student will not be allowed to register after the last date of registration for a semester.
3. A No-Objection Certificate from the employer, stating that the employee is granted study leave for completion of her/his PG program, will be required to be submitted by the student before registration for the semester.
4. In case of resignation from the job, a Resignation Acceptance Letter / Relieving Letter from the employer will be required to be submitted by the student before registration for the semester.



Dean (Academic)

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