



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



PROF G UDAYBHANU
DEAN (ACADEMICS)



DR ANUP KRISHNA PRASAD
ASSOCIATE DEAN
(ACADEMICS-PG)



DR SAUMYA SINGH
ASSOCIATE DEAN
(ACADEMICS-UG)

AREAS OF OPERATION OF OFFICE OF THE DEAN (ACADEMICS)

The Dean Academic is the Principal Officer under the Director who deals with all academic matters of doctoral, postgraduate and undergraduate students, from admission to the Institute to the award of degrees. The Dean Academic is supported by two Associate Deans, Associate Dean Academic – UG, who deals with matters concerning undergraduate students and Associate Dean Academic – PG, who deals with matters concerning doctoral and postgraduate students. The Examination and Examination Section of the Institute functions under the superintendence of the Dean Academic and the two Associate Deans.

The main areas of activities are:

1. Implementing the decisions of the Senate on all academic matters.

2. Coordinating the conduct of Senate and Examination Board Meetings.
3. Admission and Registration of students of all categories
4. Coordinating the conduct of mid semester and end semester examinations.
5. Processing of results of examinations.
6. Approval of Doctoral Scrutiny Committees (DSC) for research scholars.
7. Approval of recommendations of DSC regarding review of performance, continuation of fellowship, enhancement of fellowship, termination of fellowship/registration etc.
8. Approval for conversion of full time PhD to part time PhD.
9. Approval of change of final PhD thesis title.
10. Approval of resignation /withdrawal of registration /admission.
11. Coordinating the evaluation of PhD Thesis
12. Processing and approval of contingency bills, scholarship and fellowship bills of post graduate and doctoral students.
13. Tour approval of Research scholars and postgraduate students.
14. Approval of outstation leave for all categories of students.
15. Processing of applications for fee waiver for students admitted through JEE (advanced).
16. Issue of NOC to students for various purposes, such as Visa applications, endorsement for financial support from external agencies, attending conferences, seminar etc abroad.
17. In general, all matters related academics and examination are dealt by the office of the Dean Academic and the Examination and Academic Sections.

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