

• A very warm welcome to our
New PG Students

by

Department of Civil Engineering
Indian Institute of Technology Kanpur



**We welcome you all to become a part
of this family**



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Academic and Administrative Bodies

Academic Bodies

- Senate Postgraduate Committee (SPGC)
- Department Postgraduate Committee (DPGC)

Administrative Bodies

- Dean of Academic Affairs (DoAA)
- Dean of Student Affairs (DoSA)



Department PG Committee (DPGC) Members

Name	Specialization	Email/contact #	Office
Tarun Gupta	HOD	head_ce, 7582	FB 312
Ishank Agarwal	Student member	ishankag, 9198970315	--
Shashwati Sohan Chawre	Student member	shashwati21, 9022991482	--
Anubha Goel	Environmental Engineering	anubha, 7027	FB 319
Balaji Devaraju	Geoinformatics	dbalaji, 2047	PEB-B 104
Prishati Raychowdhury	Geotechnical Engineering	prishati, 6692	FB 330
K.V. Harish	Infrastructure Engg. & Management	kvharish, 6427	FB 334
Suparno Mukhopadhyay	Structural Engineering	suparno, 6886	FB 303
Venkatesan Kanagaraj	Transportation Engineering	venkatk, 2096	MB 604

Type of Programs and Enrolment

Ph. D.

M. Tech.

MS by Research

Dual degrees...

Full-time registered...

Quality Improvement Program (QIP)...

Foreign nationals...

External registration...

Sponsored candidates...

Part-time...

Non-degree student...



Registration

- ❑ A student is required to register each semester which involves:
 - **Submitting a duly approved course program** to be followed in the semester,
 - **Payment of fees** for that semester and clearance of any outstanding dues, and
 - **Signing the registration roll** with the office of the Dean of Students Affairs
- ❑ **Please contact DPGC member of respective group**

Date of registration : **26th July**



Late Registration



- If for any compelling reason, a student is unable to register on the day of registration, he/she will be allowed to register on the day of late registration specified in the academic calendar (which is about one week from the date of registration).
- Late registration fee (Rs. 1000/-) may be waived if there is a genuine, preferably academic, reason.
- Date of late registration : **5th August, 2022 (with late fee of Rs.1000/-)**



Semester Load Requirements

- **A semester load is defined as equivalent of 36 credits** (most courses carry 9 credits, while a few courses may carry 5 or 11 credits)
- The SPGC may permit a student to register for a maximum of **45 credits** or a **minimum of 27 credits**
- A student may withdraw from a maximum of one course, 4 weeks prior to the end semester exam with consent of the instructor in-charge on the recommendation of the DPGC and approval of the SPGC but **the reduced load cannot be less than the minimum semester load.**
- The under-load has to be duly recommended by DPGC.



Adding/Dropping of Courses

- Students have the freedom to choose subjects of their interest even after registration and also drop courses in which they are not performing well.
- Adding and dropping of courses after registration is permitted only if the student's request is endorsed by the instructor of the course that he/she is adding or dropping and is also endorsed by the DPGC
- Adding a course: [Jul 29 – Aug 4, 2022](#)
- Last date for dropping a modular course (1st half): [Sep 2, 2022](#)
- Last date for dropping a regular course : [Oct 21, 2022](#)



Course selection...

- Compulsory courses for M.Tech:

https://www.iitk.ac.in/ce/data/MT_CE_Compulsory_Courses-29-09-21.pdf

- Please contact DPGC member for course selection
- Students must take two out of three modular courses in Mathematics:
 - CE603A: Mathematics for Civil Engineers
 - CE604A: Numerical Methods for Civil Engineers
 - CE605A: Probability & Statistics for Civil Engineers

Course selection...

- Thesis courses : CE699A (M.Tech), CE799A (Ph.D.), CE899 (MSR)
- Seminar courses :
 - M.Tech : CE697A (sem III), CE698A (sem IV)
 - Ph.D. : CE797A , CE798A
(https://www.iitk.ac.in/ce/data/PhD_Seminar.pdf)
- There are four modular courses (for Ph.D. students only). They will not add to the course requirements. Carefully read this:
([https://www.iitk.ac.in/ce/data/Course and Thesis Credits for%20PhD Students.pdf](https://www.iitk.ac.in/ce/data/Course_and_Thesis_Credits_for%20PhD_Students.pdf))
 - CE791A: Literature Search and Review
 - CE792B: Scientific Writing Skills
 - CE793A: Scientific Presentation Skills
 - CE794B: Scientific Data Analysis, Presentation and Interpretation

Academic Performance

- ❑ Letter grades (a 10-point scale system)

A*:10; A: 10; B: 8; C: 6; D: 4; E: 2; F: 0

S: Satisfactory X: Unsatisfactory I: Incomplete

- ❑ A student getting an E or a F grade in a course must repeat (if compulsory) or substitute it by another course (if elective) as suggested by DPGC

- ❑ A student getting a D grade in a course may be allowed to repeat it or substitute it by another course, provided:

- his/her CPI is less than the prescribed minimum and the student is allowed to continue in the program
- In case a course is repeated or substituted, the old grade will also appear on the transcript although it will not be taken into account while computing the CPI/SPI.



Academic Performance

Semester Performance Index (SPI)

$$\text{SPI} = (C_1 G_1 + C_2 G_2 + \dots) / (C_1 + C_2 + \dots)$$

Cumulative Performance Index (CPI)

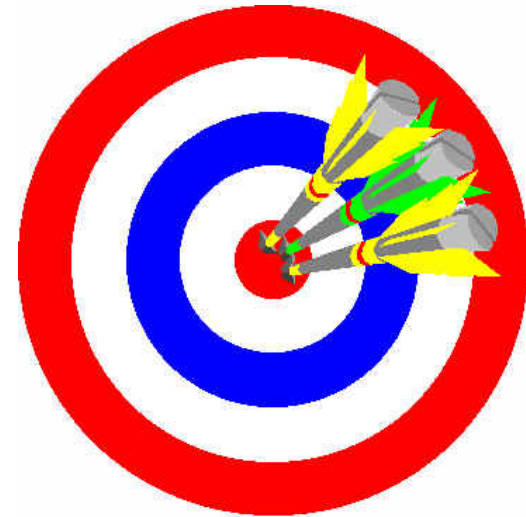
Cumulative performance in all the courses taken



Minimum CPI Requirement

- Ph.D. : 7.0
- M.Tech./ M.S.R. : 6.5

So please be focused



Academic Requirements

Program	Min. Total Credits	Credits Thru' Course (Min.)	Credits Thru' Research (Min.)	Min. Duration	Max. Duration
Ph.D.	144	36	72	4 sem	6 years
Ph.D. (Direct)	216	72	72	6 sem	7 years
M. Tech.	144	72	72	4 sem	4 years
M.S. R.	144	36-45	72	4 sem	5 years



Academic Performance M.Tech/M.S.R

- ❑ A student will normally not be allowed to continue in the M. Tech. / M.S.R. program if:
 - **his/her CPI is below 6.0**
 - **his/her CPI is below 6.5 in two consecutive semesters**
 - he/she obtains two Fs or two Es or one F and one E in the same or different courses
 - he/she accumulates three or more X,s towards thesis grades

- ❑ In the first semester in which the student registers, the minimum SPI may be relaxed to 6.0 and the student may be allowed to continue in the following semester on the recommendations of the DPGC and with the approval of the SPGC)



Academic Performance in Ph.D. Program

- ❑ A student will normally not be allowed to continue in the Ph.D. program
 - **his/her CPI is below 6.5** (below 6.0 in the case of first semester student).
 - **his/her CPI is below 7.0 in two consecutive semesters**
 - he/she obtains two Fs or two Es or one F and one E in the same or different courses.
 - he/she accumulates eight or more X,s towards thesis grades.
 - he/she accumulates six or more X,s towards thesis grades in two consecutive semesters.
 - he/she secures X,s in all the thesis units registered for in two consecutive semesters.
- ❑ A warning will be issued to a Ph.D. student when he/she accumulates two or more X,s



Academic Requirements

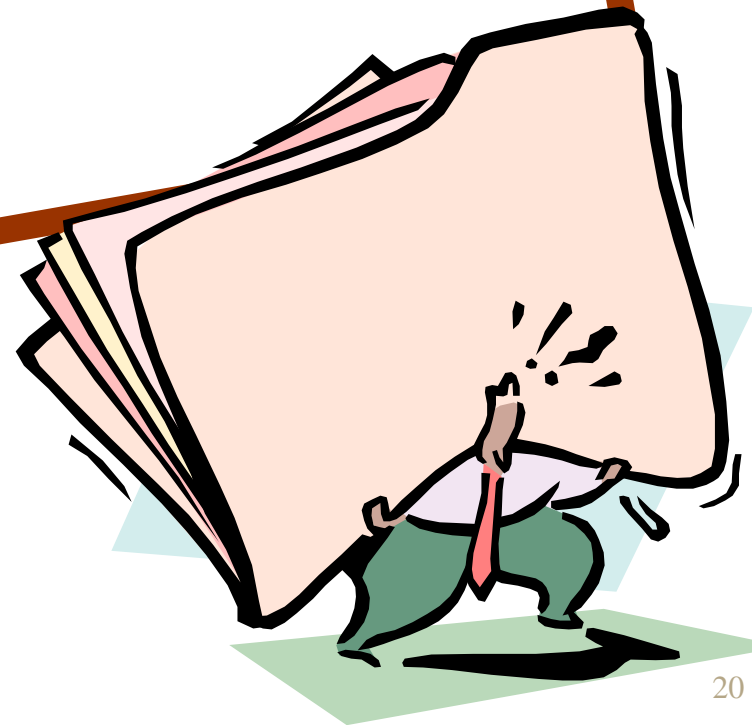
M.Tech. students can take one UG course (permission from DPGC)

Ph.D. students

- Can take UG/PG courses in S/X mode. These courses will count towards semester load requirements, but not academic requirements.
- To take a course in S/X mode, you must register for the course and then inform SPGC in writing (through DPGC) that the course is taken in S/X mode
- Department offers communication skills courses in S/X mode



The students are permitted to audit courses, but such courses shall not be shown either on the registration form or on the grade transcript.



Change of Registration from M.Tech. to Ph.D. Program

- Students registered for the M.Tech. program may be allowed in the beginning of the second/third/fourth/ fifth semester to change their registration to that of the Ph.D. program on the recommendation of DPGC and with the approval of the SPGC
- Provided the CPI is 7.0 or above



Selection of thesis supervisor

M.Tech. : DPGC will ask for your preferences in mid-October

Ph.D. students

- Can choose their thesis supervisors any time up to end of the second semester in their Ph.D. program.
- Student is required to meet all the faculty members in his/her area of specialization
- Submit his/her preferences in a prescribed format to DPGC
- DPGC will assign supervisor based on the inputs in the form

Leaves

1. Personal Leave and Casual Leave
2. Medical leave
3. Maternity leave
4. Semester leave

Details in the PG Manual available on the DOAA website



1. Personal and Casual Leave

- A PG student may take a **maximum 30 days of personal leave in an academic year** (including winter break and mid semester breaks) provided that normally no more than 10 days leave can be taken during a semester. 10 days cap will not be enforced when semesters are not in progress.
- In addition, a student may be allowed **casual leave for up to 6 days per semester** during regular semester and **4 days during summer term**. The casual leave cannot be combined with any other kind of leave, and will not be carried over.
- There will be **no loss of financial assistantship** for students going on vacation or casual leave.



Leave Rules

Absence without Sanctioned Leave

Absence without sanctioned leave will **entail loss of financial assistantship** for the period of absence, and may result in the **termination of the student's program** on the recommendation of the DPGC and approval of SPGC



Attendance

- Attendance is mandatory for all students
- Biometric system of attendance in Varun Lab
- Mark your attendance between 6am to 11pm every day except holidays
- View your attendance through your Pingala account
- If absent, you **MUST apply for appropriate leave** (Please refer to PG Manual)



Financial Assistantship

- Financial assistance in the form of teaching or research assistantships (called as Institute Assistantship - IA).
- A student is expected to devote up to **eight hours per week towards job(s) assigned to him/her.**
- DPGC will assign a TA Advisor whom you should contact
- The **renewal of assistantship** is contingent on the student's satisfactory performance in the academics and in the discharge of assistantship duties.



Facilities/Support for students

- ❑ **Faculty members** are always available to students for any help
- ❑ **Counseling service** to ensure welfare of the students by providing them emotional, academic and financial assistance
- ❑ **English Proficiency Programme**
- ❑ **Foreign Language Programme**
- ❑ **Yoga camps and other meditation techniques**



Sports & other facilities: Gym, Indoor, Outdoor sports



Useful Links

PG Manual : <http://www.iitk.ac.in/doaa/data/pgmanual-02Sep2015.pdf>

PG Forms: <https://www.iitk.ac.in/doaa/spgc-forms>

Ph.D.: <http://www.iitk.ac.in/civil/phd>

M.Tech.: <http://www.iitk.ac.in/civil/m-tech-info>



**We wish an enjoyable and successful stay
at IIT Kanpur**

All the best!

