

FACULTY DEVELOPMENT PROGRAM

Terms and Conditions & Admission Eligibility Criteria

For PhD Graduate Assistantship (GA-6 Scheme)

(In lieu of the sanctioned position of Lecturers enrolled as PhD Scholars under the Faculty Development Program)

Effective from Fall 2026 Semester

1. ADMISSION ELIGIBILITY CRITERIA

A candidate under this scheme:

- a. Must be currently employed as a Lab Engineer or Lecturer at any faculty of the GIK Institute, or new/fresh candidate with required qualification under the Faculty Development Program (FDP) model.
- b. Must have obtained at least 60% marks in SSC and FSc (or equivalent qualifications), a minimum CGPA of 2.70 in a relevant 16-year bachelor's degree (BE, BSc, BS, or equivalent), and a minimum CGPA of 3.00 in an MS/ME/M.Phil or equivalent postgraduate degree from institutions recognized by HEC. The Graduate Council may consider relaxation of the above academic eligibility requirements for existing lecturers and laboratory engineers on a case-by-case basis after the submission of an admission application.
- c. Must qualify through the standard GIK Institute PhD admission process, including any required entrance tests, interviews, research proposal evaluation, and departmental assessments as per applicable rules.
- d. Existing Lecturers must enroll within three (3) semesters (tentatively by Fall 2027) of the official program notification. Failure to enroll within this period shall render the individual ineligible for FDP benefits, and their future employment status and contractual arrangements shall be determined by the competent authority in accordance with the Institute's applicable policies. An exception may be recommended by the Dean/HoD to allow a Lab Engineer or Lecturer to continue beyond the prescribed three semesters without enrolling in a PhD program. Such a recommendation must be supported by strong justification and approved by the Graduate Council, which may grant a maximum additional grace period of one semester.
- e. Must submit the final MS/ME degree, official transcript, and all previous academic documents in original at the time of joining. Failure to provide these by the specified date, or failure to meet the eligibility criteria upon verification, shall result in automatic cancellation of admission.
- f. Must submit a preliminary research proposal aligned with the Institute's research priorities and secure the consent of a prospective supervisor from the relevant department.

- g. Admission shall be provisional subject to verification of academic credentials, supervisor availability, meeting all eligibility requirements, and approval by the competent authority.

2. TERMS AND CONDITIONS

2.1 Program Duration and Status

- a. Minimum program duration is 3 years (6 semesters). The scholar shall receive the stipend for a maximum duration of 3 years (6 semesters), including the intervening summer semesters/periods.
- b. The students shall be hired as a “PhD Scholar”. During the study period, the lecturers’ existing grade and contractual status will remain unchanged, and they will be considered full time dedicated faculty members while pursuing their PhD at the GIK Institute.
- c. The scholar must maintain full-time PhD enrollment status, satisfactory academic progress, and active research engagement as per Institute regulations and supervisor directives.

2.2 Stipend, Tuition, and Fees

- a. Stipend: The scholar shall receive a monthly stipend of Rs. 158,722/- (Rupees One Hundred Fifty-Eight Thousand Seven Hundred Twenty-Two only), equivalent to the current minimum salary of the Lecturer cadre. No change in grade or additional monetary benefits shall be granted during the study period.
- b. Tuition Fee Waiver: Full tuition fee shall be waived for the duration of the PhD program under this scheme.
- c. Admission and Processing Fee: At the time of admission, the scholar shall be required to pay all admission processing fees as per existing Institute policy for PhD students, which includes non-refundable and refundable components as applicable. All rules pertaining to admission processing fees shall apply as per existing policy.
- d. No entitlement to CP Fund contributions, annual increments, or any additional institutional benefits (e.g., performance bonuses, overtime, research overhead) shall accrue during the study tenure.

2.3 Workload and Institutional Duties

- a. The scholar shall perform institutional duties to the extent of 20 hours per week. It may include up to 6 credit hours of undergraduate teaching per semester, or equivalent academic activities (e.g., undergrad students’ supervision, curriculum development, conducting/instructing lab sessions, research grant proposal preparation and execution) as approved by the Department/faculty Chair.
- b. Research Output: The scholar is expected to produce publishable research, contribute to lab establishment, and assist the supervisor and the department as part of institutional duties and degree requirements.

- c. Additional duties may include committee membership, departmental administration, and other academic assignments during summer as directed by the Dean or Department Chair.

2.4 Housing and Medical Facilities

- a. Housing: Free single accommodation shall be provided on a shared basis only. No family housing entitlement shall be granted.
- b. Medical: OPD Medical coverage at campus medical Centre shall be limited to the individual scholar only. No medical benefits shall be extended to dependents, spouse, or family members.
- c. Existing lecturers or laboratory engineers shall retain their current housing and medical benefits. However, those occupying single/family accommodation in faculty/staff residential locations shall be subject to a deduction of Rs. 5,000/- per month from their stipend in addition to utilities as per actual consumption.

2.5 Academic Performance and Continuation

- a. Continuation of the assistantship and stipend shall be contingent upon satisfactory academic and research progress, evaluated on a semester-wise basis by the PhD supervisory committee and duly recommended by the concerned Dean.
- b. Satisfactory progress includes maintaining minimum CGPA requirements as per PhD regulations, passing comprehensive/qualifying examinations within the stipulated timeframe, meeting research milestones, and fulfilling the 20-hour weekly workload.
- c. Failure to maintain satisfactory progress may result in probation, suspension, or termination of the assistantship and stipend.

2.6 Extension, Grace Period, and Bench Fee Policy

- a. Stipend Discontinuation: The monthly stipend shall cease after the maximum prescribed duration of 3 years (6 semesters) if the PhD degree is not completed.
- b. Grace Period: Scholars may be permitted to continue their studies without stipend for a short grace period of approximately two (2) semesters, subject to approval by the competent authority and satisfactory justification for the delay.
- c. Bench Fee: Beyond the grace period, a bench fee of Rs. 100,000/- (Rupees One Hundred Thousand only) per semester shall apply until degree completion or program termination, whichever occurs first.

2.7 Post-Completion Obligations and Service Bond

- a. Upon successful completion of the PhD degree and fulfillment of all degree requirements, the scholar shall be eligible to apply for an Assistant Professor position at GIK Institute through the standard hiring procedures, subject to vacancy and merit.

- b. The scholar shall be required to serve GIK Institute for a minimum period of 5 years under a service bond. A deed of agreement shall be executed and submitted at the time of admission, binding the scholar to this service obligation.
- c. Placement into a faculty position after completion shall be subject to existing vacancy, selection criteria, and approval by the Institute's hiring committee. Completion of the degree does not guarantee automatic promotion or appointment to the Assistant Professor cadre.
- d. Scholars who do not secure a faculty position at GIK Institute upon completion shall be relieved of the bonds upon endorsement of the competent authority.

2.8 Premature Exit, Withdrawal, and Penalties

- a. In case of premature exit without completion of the PhD degree, or failure to comply with the deed of agreement, the terms and conditions defined for the GA-3 scheme shall apply.
- b. This includes, but is not limited to, repayment of waived tuition fees, forfeiture of security deposit, and any other financial or legal penalties as prescribed under the GA-3 framework and Institute policy.
- c. Scholars who voluntarily withdraw are dismissed for disciplinary or academic reasons, or fail to complete within the maximum allowable duration shall forfeit all assistantship benefits with immediate effect and shall be liable for any outstanding bench fees or institutional dues.

2.9 General Conditions

- a. All rules and regulations pertaining to admission, enrollment, registration, academic conduct, examination, research ethics, intellectual property, and code of conduct shall be applicable as per the existing policy of GIK Institute.
- b. The scholar must submit a signed undertaking on judicial stamp paper as per the Institute's prescribed specimen at the time of admission, affirming compliance with all terms herein.
- c. This program is effective from the Fall 2026 semester. The Institute reserves the right to amend, suspend, or terminate any provision of this scheme with approval of the competent statutory bodies.
- d. Any dispute arising from the interpretation or implementation of these terms shall be resolved by the Dean's Committee and Director HR, subject to final approval by the Institute's Governing Council.
- e. Monitoring and Evaluation: The Dean's Committee, in coordination with the Pro-Rector (Academic) office, shall evaluate academic progress, workload compliance, and research output on a regular basis to ensure alignment with program objectives.

**Proposed Selection Criteria for PhD Graduate Assistantship
(GA-6 Scheme)**

S. No.	Parameter	Description	Weightage (%)
1	PhD Subject Knowledge Assessment / Admission Test	Written test and/or departmental evaluation to assess advanced discipline-specific knowledge, conceptual understanding, and readiness for doctoral-level study	50
2	Research Aptitude and Research Proposal Evaluation	Assessment of preliminary research proposal including novelty, alignment with departmental priorities, feasibility, and technical soundness, Evaluation of analytical thinking, problem-solving ability, prior research exposure, publications (if any), final MS thesis quality, and innovation potential	15
3	Teaching and Departmental Academic Suitability	Evaluation of teaching ability, laboratory instruction potential, academic engagement, and suitability for assigned departmental duties under GA-6 workload requirements (Presentation)	15
4	Interview Performance	Assessment of communication skills, motivation for PhD studies, clarity of research direction, professional attitude, and overall suitability for the Faculty Development Program	15
5	Relevant Experience, Emotional Maturity, Attitude and Psychological Suitability	Relevant laboratory, teaching, industrial, or research experience and alignment with departmental requirements	05
Total			100

Minimum Qualifying Requirements

- A candidate must secure **at least 70% marks in HEC/GRE** (or equivalent) General Test for further consideration of the process parameters mentioned above
- A candidate must also secure **at least 60% marks in PhD Subject Knowledge Assessment / Admission Test**
- A candidate must obtain a **minimum of 60% aggregate score overall** to be considered for merit ranking.
- Final selection shall be strictly based on **weighted cumulative merit ranking**.
- Admission shall remain **subject to supervisor availability, research proposal approval, and departmental recommendation**.