

Title: Introduction

Text:

So once you come to IITB, your address will read something like this:

Room # __, Hostel __

IIT Bombay,

Powai Mumbai

— 400076

Hostel life at IIT Bombay is quite an integral part of your stay here. Although for some of you, it might seem a little difficult to adjust to at first, you will soon fall in love with your new home. You can find some more information in the section on Hostels.

As the hostels are within the campus, your entire life will be usually contained in the campus itself with the occasional outings in search of good food or treats. Consequently, the campus is designed to address all of your needs, be it your daily necessities or your health. We also have a couple of guest houses you can avail of (probably) in case you have someone coming over to visit.

We hope these pages answer some of your questions and give you a basic picture of the hostel life. We look forward to having you amongst us and hope that you look forward to it too.

For more information, you can contact:

Pratham Kapure

General Secretary, Hostel Affairs

(GSHA) Indian Institute of Technology,

Bombay gsecha@iitb.ac.in

Here is a video showing the beautiful campus of our institute

Title: IDP

Text:

IIT Bombay offers an interesting opportunity under the Interdisciplinary Dual Degree Programme. Students interested in pursuing a Master's in a department different from their undergraduate parent department can avail themselves of the option of doing so towards the end of their 3rd year.

All BS, Btech, or Dual Degree students can convert from their 4-year undergraduate degree into a 5-year Undergraduate + Masters degree. IDP is offered in several departments and centers including Data Science (under CMInDS), Systems and Controls, Digital Health (under Koita Centre for Digital Health), and Management (under Shailesh J Mehta School of Management) to name a few. The CPI cutoffs for the coveted IDP programs are usually high; this truly goes to show the importance of CPI in your institute life. For further details regarding the program, its eligibility criteria, and application process, you can visit the following links -

<https://www.iitb.ac.in/newacadhome/GuidelinesDDDprg.pdf>
<https://www.iitb.ac.in/newacadhome/IDDDPProcessGuidelines.pdf>

Title: In & Around the Campus

Text:

Throughout your course here in IITB, you might need various stuff from everyday items like toothpaste and soap to books for subjects. Often you would also want to detach yourself from your hectic schedule and go visit a restaurant or watch a movie. It is therefore a good idea to familiarize yourself with the various shops and places within the campus and outside it.

Stationery and Xerox

Every Hostel has a Xerox shop which is normally well-equipped to handle basic stationery needs. If you don't find something in your hostel, you should most probably find it in the neighboring hostel. Hostel 12 shop is the best stocked, in that regard. Most hostel xerox shops start at around 10 am and close by 9 pm. Hostel 5 shop is open till a little later (10 pm). If you are closer to the academic area, you can visit the shop in the Main Building on the ground floor, right opposite the library for notebooks, lab coats, bags, lab files, xerox, printouts, and most other stationery items. During midsems and endsems, xerox shop timings for some hostels are extended.

Books

For buying books, we have a shop called Book World on campus on the ground floor of the Gulmohar Building where you can get discounts on

course-related books. Alternatively, go to the “Popular Book Store” at YP Gate. You can also buy second-hand books from the Jay Ambe bookshop in the lane right opposite Main Gate, next to Mahavir. He also accepts books back at the end of the semester at half the price at which they were bought.

Daily needs

For the most basic of amenities such as toothpaste, toothbrush, pens, soaps, and other such items (which one should use daily), one can go to the hostel Xerox shop itself. Another alternative would be the Hostel 12/18 shops which stock almost everything one would need and more- from slippers to stationery to biscuits and towels. One can also go to Haiko or D-Mart in the Hiranandani Complex for these. Alternatively, the shopping complex at the Y-Point Gate can also take care of most of your needs. The YP market has a post office, a dry cleaner a tailor, and a barber as well, just in case.

Banks and ATMs

Two major banks operate inside IITB: Canara Bank and SBI. The Canara bank branch is located on the first floor of the Gulmohar building. There are two Canara Bank ATMs inside the campus. One is located on the ground floor of the Gulmohar building, while the other is located opposite hostel 7. There are two SBI ATMs as well. One is located between Hostel 5 and Tansa, while the other is right outside the main gate. On the orientation day, both banks set up temporary stalls in the lecture hall complex to ensure a smooth and hassle-free opening of accounts. Debit cards are provided on the spot as well.

Restaurants and Eateries

Hostel Canteens: Every hostel has its canteen, which is for most people, the go-to place for inexpensive food. Whether for a quick meal, a refreshing soft drink, or a coffee when you’re up studying late, hostel canteens are the way to go! Most hostels have night canteens, with some excellent food.

Eateries within the institute:

Gulmohar Restaurant and Café: Tasty food, reasonable prices and right-next-door!

Academic area: The KReSIT canteen is popular for a quick samosa-chai. Besides this, several departments have canteens of their own, like the Electrical, Civil and Chemical Engineering Buildings. There is also a staff canteen located next to the library.

Laxmi: Vegetarian restaurant right outside the Main Gate.

Hiranandani: The posh neighborhood of Hiranandani located just down the road from IIT-B offers a plethora of options for eating out. When on a budget, head to the Galleria food court. KFC, MOD, Subway, Pizza Hut, Papa Johns, Starbucks – you name it, it's here. Several fine-dining restaurants are also there for you to explore. Head over to Naturals, Baskin Robbins, Theobroma, Cocoberry or Haagen Dazs for dessert.

Institute Eateries

From lunch thali to pizzas, you will find plenty of options around campus. Hiranandani is situated at a walking distance from IIT Bombay. It boasts some fantastic coffee shops, vegetarian restaurants, bars, and cafes. If you want to enjoy a sumptuous dinner, you can find lots of places around. You can enjoy an evening walk by the Powai lake and head here for a fun-filled evening. Apart from this there are lot of eateries inside out campus as well, few of them being :-

Gulmohar:

Our very own campus restaurant, Gullu is famed for its relaxedness. This restaurant is located on the second floor of the Canara Bank building, which is incidentally called the Gulmohar building by most. The food is surprisingly good here and the prices are very reasonable. It is open only for lunch and dinner while the cafeteria on the ground floor is open all day long.

KRESIT Canteen:

This small but sufficient canteen serves the most amazing chutney, which goes really well with the hot and spicy samosas. It also has idlis and vadas on its menu. Try some when you get a chance.

Dominos :

Located in SAC Parking lot, Dominos brings exotic, spicy, cheesilicious pizzas. Dominos will serve you well with free delivery on campus. Be ready to have a cheese burst pizza in no more than 30 minutes.

Phone: 1800 208 1234

Menu link: m.dominos.co.in

Chaayos :

Chaayos near Hostel 5 is the go-to spot in our college, offering a cozy ambiance and a diverse tea menu. From classic masala chai to innovative blends, it caters to every tea lover's palate. The cafe's customizable options and friendly staff make each visit a personalized and delightful experience.

Whether you're studying or catching up with friends, Chaayos is the perfect retreat for a comforting cup of tea.

Staff Canteen:

It is near the security office in the Main Building. The staff canteen serves meals and snacks and is one of the few places you will get a VadaPav in insti.

Fruit-Juice Shop and Boiled Corns Shop:

Located near the entrance of Old SAC, serves fresh juices of all seasonal fruits and Boiled corn at a reasonable rate. Elec/Chemical/IDC Department Canteens: They provide you with the much-needed chai and bitings between exhausting lectures. The Chemical Department Canteen (aka CHeA canteen) is the biggest amongst the three.

Cafe 92:

Cafeteria is now open the whole day on our campus with the help of Alumni funds. It has varieties of food in its menu. Ranging from snacks like Croissant to dishes like Biryani with raita, Cafe 92 provides well served food near the SOM department.

Also, There are Messes for daily fooding : There are 16 mess across the campus and each one is providing you with 4 meals a day or. Breakfast, lunch, snacks, dinner. Each meal is unlimited and trust me You will find it very hard more often to taste all 4 every single day.

Mumbai offers plenty to the enthusiastic foodie, there are several great places to eat out. Best explored on your own, though we'll get you started with some names: Barbeque Nation, Café Madras, Pizza By the Bay and Bademiya are well worth visiting.

Doorstep Delivery
Square Pizza : 022-3312 6250

Subway : 022-25700034

Laxmi : 022-25770171

Monginis : 022-25788257

Faaso's : 022-30932023

For almost anything else, you always have Justdial! Just call 08888888888 and state your request. Feel free to explore Zomato and NearFox for recommendations for food and travel!

Entertainment

Cinema: Want to catch a movie on the big screen? There are several cinema halls nearby like PVR(Nirma 1 Lifestyle, Mulund), Cinepolis(Neptune Magnet Mall, Bhandup), Inox(R-City Mall, Ghatkopar) and Carnival Huma(Kanjurmarg).

Sports: Catch the spectacle Indian Cricket Team or Mumbai Indians playing at the Wankhede. Besides cricket, almost every sport has a regional team in Mumbai, including football, hockey, kho-kho and volleyball. Head to the stadium to catch the action live!

Theatre and Music: Mumbai has a vibrant theatre and music culture. For plays, Prithvi is the place to be, and it offers discounts for students on Tuesdays and Wednesdays. Keep your eyes and ears open for the next big event, and you may just be able to catch the next Coldplay concert.

Theme Parks: In Mumbai, there are a number of good amusement and water parks such as Water Kingdom, Snow World and Essel World. Adlabs Imagica and AquaMagica may be a little further away and more expensive than the others, but they rank among the best theme parks in the country.

Gaming Arcades: Several malls have arcade gaming zones and bowling like the R-City Mall, Ghatkopar. Hakone(Hiranandani) offers opportunities for Go-Karting and Paintball.

Shopping: There are a number of malls in Mumbai, big and small, where you can buy just about any brands you may want. Dadar, CST and Bandra are great places for some value-for-money shopping.

Trekking and Nature: Join a trek with the Adventure Club! For relaxing in nature, check out the Karnala bird sanctuary (beyond Panvel) and the Sanjay Gandhi National Park(Borivali)

Sightseeing in Mumbai: Gateway of India, Marine Drive, Haji Ali, Elephanta Caves – just a few of the many things to see in Mumbai. Otherwise you can take the evening off, and watch the sunset at the beach while sipping naariyal paani.

you may want to attend.

Public Transport @ IITB

Cycling: One may say that they are a popular mode of transportation considering the number of cycles parked outside the hostels. However, their frequency of use often decays exponentially. But it is entirely up to you! Cycling is a quick, eco-friendly and fun way to get from point to point in the institute. Remember that maintenance of your cycle is crucial, especially in Mumbai's rainy weather. There are two cycle repair shops on campus, one at the Market Gate and the other next to H5. A sturdy lock is also a good investment.

Walking: Alumni often reminisce about the good times they had walking to the lecture halls, amongst good company and pristine greenery. It may not always be possible, but when you have the luxury of time, make the most of it!

Auto-rickshaws: Auto-rickshaws are fairly common in the institute and are used for traveling both within and outside the institute. There have been issues of rickshaws refusing to go to destinations outside, though there have been measures taken to curb this.

E-Shuttle: With a seating capacity of nearly 10-12 students, E-shuttles are a popular choice for most students as they run the entire distance between the residential and academic area, charging a nominal fee of INR 10 per ride.

Taxis: Whether while traveling in a group, or when needing a drop to the airport, Uber and Ola have made traveling in comfort easy and economical.

Title: Onboarding

Text: Orientations

This page mentions the absolute essentials that you need to bring/or do once onboarded.

All students would assemble in the Convocation Hall for an orientation programme aimed at introducing them to IIT Bombay. All institute functionaries would be present there to greet you and welcome you to the campus!

Registration

On day 1, students are supposed to bring documents specified on their admission

letter. Once the document verification is done on the first day, registration for courses is done in different slots. Students are segregated according to their department and the process of online registration is carried out.

Fee Payment

As far as fee payment is concerned, incoming students are advised to open a bank account in either SBI or Canara Bank, Powai. The fee can be paid online using net banking.

Shifting to your room

There would be a notice board with some lists to inform you where you need to shift with your roommate's name mentioned. Usually, female students are allotted Hostel 16C and male students are allotted Hostel 16A, 16B and hostel 1. However, this might be subject to change and you will be informed of exact details upon arrival.

IIT Bombay Hospital

All students are entitled to free treatment at the IITB Hospital. The students are first supposed to submit a few documents containing their previous medical record and their vaccination record. If one hasn't been administered with the specified vaccinations, the institute has regular vaccination drives where one can get this done. On submission of the documents, students will get a file which they can use whenever they need to access treatment at the Hospital.

Meeting Your Institute Student Mentor

At IIT Bombay, we have a well-established and helpful mechanism of respected and accomplished senior students in their fourth or fifth-year of study guiding the first-year students through their formative years here. Together they constitute the ISMP (Institute Student Mentor Program) team and the mentors help the first-year students make a smooth transition from life at home to life at the Institute. It is highly advised for you to meet the mentor assigned to you when you arrive on campus for the orientation. They will help clear all queries that you and your parents might have and would be there to assist you throughout your first-year!

Cell Phone Connections

There will be multiple temporary stalls inside the institute for the first few days of the session, otherwise, Airtel and Vodafone connections are easily available at the Main Gate. Reliance has a store in Hiranandani as well. Vodafone has a store near the Delphi Building. For more information on recharge etc, please visit in and around campus.

Exploring the Institute

There are many places to go around the insti, including the Boathouse, Sameer Hill, Lakeside, etc. We don't want to give away too many of these here for curiosity's sake. We hope you explore the beautiful campus yourself or ask your mentor to help with a tour! :)

Title: Our Objective

Text:

Student Mentor Programme (SMP), is a program within IIT Bombay, with the primary objective of enabling constructive and positive interaction, guidance and mentorship of junior students by senior students. We aim at providing a reliable and comprehensive support system to the student community to motivate them to excel in both academic and non-academic fields, and to make the most of their life at IIT Bombay.

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Title:

Curriculum

Text:

The undergraduate curriculum at IIT Bombay is modelled after the curricula of the best universities in the world, and is truly one of the most exciting and versatile in India. It blends flexibility with academic rigor, allowing students to take up courses of their own choice, both within and outside their departments, apart from completing a certain minimum requirement of “core” courses.

Here at IITB, the academic year is divided into two semesters, each lasting about 16 weeks. Each semester, you have to complete a certain number of credits/courses. Based on your performance, you are assigned a grade at the end of each course. The weighted average of your grade points for all the courses in a particular semester gives your Semester Performance Index (SPI). The weighted average of these SPIs gives your Cumulative Performance Index (CPI). CPI gives an overall impression of your academic performance and plays an important role in course/project allotment in later semesters, not to mention internships and placements.

A word of caution: The institute expects a minimum attendance requirement from the students (80%) for the courses. If a student does not meet this specific requirement, the professor is fully within their rights to award them an ‘DX’ grade, in which case one will have to repeat the course. So do make it a point to be regular in all courses.

In case a student is unable to achieve the minimum cut-off marks in a particular course, they receive an FF grade and are required to give a re-exam that tests their basic understanding of the course. In case they fail this exam, they receive an FR grade and if they pass it, they can receive a maximum of DD (4) grade.

Exceptional performance in a course can even earn you the highly valued AP grade in that course. Awarded rarely to less than 1% of the class strength, it is a feather in a cap worth striving for.

The B.Tech students have the option of completing a certain number of these elective courses in their own department and earn a ‘B.Tech. with Honors’ degree. Honor courses give a better idea about your subject and discipline.

The most exciting part of the system, for any student interested in exploring interests outside their department, is the concept of Minors and IDDDP. Starting from third semester, you will be allowed to take up courses in any discipline that you might happen to be interested in (say, Electrical Engineering or Biology) through their Minor courses. You can earn a Minor in a specific discipline by doing a fixed number of extra courses in that discipline. Be warned that registration for Minor courses, particularly in ‘popular’ departments, is very competitive, with a seat-cap on all courses. If you are serious about your Minor ambitions, then be on your toes and maintain a good CPI right through your degree programme!

If you want to pursue a Master’s level worth of education in another discipline, IIT Bombay also allows you to pursue the IDDDP option to get an MTech/MS degree in your desired department, with an extra year of thesis and course work post your BTech/BS degree’s four years. In case you want to do the same thing within your BTech/BS department, you can do so under the regular Dual Degree Programme. The IDDDP option is a highly exclusive one as well, and shortlisting is done on the basis of your academic credentials including previous research interest and CPI, among others.

Finally, if you happen to have any backlog(s), you will have to repeat (and this time around, hopefully pass) the course(s).

Title: Hostel Culture

Text:
Hostel Allocation

Room allotment for first year students are done in following manner:

For Boys - They will be allotted 2 wings of hostel 16. On each floor, there are three subsections (also called wings!) - each wing has 6 rooms, each of which will be shared by 2 students.

For Girls - A separate wing of Hostel 16 (Hostel 16 C) is allotted to girls, again on a twin sharing basis.

You get the room right when you reach IIT Bombay (on the day of registrations i.e . 31st July 2023), after arriving and noting down your details in the hostel warden's office.

Basic Amenities

Each room has a pair of beds, tables, chairs, ceiling fans, tube lights, cupboards and are equipped with 24x7 high speed internet connectivity. There are 2 washrooms per 6 rooms with 24x 7 running water (both hot and cold). Each Hostel has a mess (dining hall), a computer room, a gym, a TV, sports grounds and indoor games like Table Tennis, Carrom, Chess, the equipment for which can be availed against your ID Card. Also, stationery and xerox shops are present in Hostel 15 and 16 for fulfilling basic requirements.

Hostel/Room Change

The procedure of shifting rooms basically goes through the warden of the hostel through a written application citing the reasons for the change. It will be a great experience to have a new guy as a roommate which will eventually help you in making new friends which you'll cherish for your life. Though, definitely if both of you agree, it will make things easier.

Rules for visitors

Parents are not allowed to stay in the hostels without prior permission from the Hostel Coordinating Unit (HCU). Till 10 PM, female visitors to boys hostels and boys wings and male visitors to girls hostel and girls wing in Hostel 16 are allowed, after entering details in a register kept with the security at the hostel entrance and after depositing the host's I-Card. After 10PM, entry is restricted only to the common areas — Mess, Lounge and Canteen.

Hostel Activities

There are a plethora of activities that go around in the hostel which makes life fun.

Lot of intra hostel events and competitions (among your hostel inmates) or practice for inter hostel (with other hostels) competitions in sports and cultural activities take place all year round. Also, a variety of festivals like Lohri, Holi, Ganesh Chaturthi, Janmashtami, Dussehra, Diwali etc. are celebrated in the hostels, along with flag hoisting on Republic Day and Independence Day, keeping the atmosphere in the hostels vibrant and full of life all year round. Do participate in whatever interests you, of course after having devoted enough time to academics. It helps in breaking the ice and socializing with your batchmates and seniors.

Hostel Council

The hostel council is divided into Cultural (Cult), Maintenance (Maint), Mess and

Sports. Each of these councils is headed by Hostel Councillors (or Cos - generally third year students or thirdies) with Hostel Secretaries (Secys - second year students or sophies) assisting them in the administration of the hostels. All cultural programs and activities are the responsibility of the Cult Council; likewise all sports events are managed by the Sports Council. The Mess Council looks after mess and canteen while the Maint Council ensures proper working of the common areas and the hostel maintenance. All the councils are supervised by the Hostel General Secretary (GSec - a fourthie or fifthie = big daddies). To oversee hostel funds and the Student Council, every hostel has a Hall Manager and a Warden and to assist them, there are Warden Nominees. Every hostel also has an Alumni Secretary to maintain cordial relations with the hostel alumni. Computer Secretary (Comp Secy) takes care of the Computer Room and Internet connection problems while Technical Secretary (Tech Secy) manages the Technical Events at hostel and institute level. More details on the specific functions of each council member would be conveyed to you once you reach here

Hostel Spirit and Wing Culture

This is the best part of the whole year. With time, all hostel residents become part of one big family. For nothing else but the sense of belonging, you are expected to support and cheer for your hostel and other residents in inter hostel events (this includes hooting for your hostel during the fresh man orientation programmes for various clubs, of which you will come to know in due time :P). Blocks of some 10-15 rooms constitute a wing in each hostel and your wingmates (wingies) will be your immediate support group in more ways than one. We cherish the time we have spent with our wingies and we hope you do so too. Your wingies might be people from very diverse backgrounds but do not let that hinder interaction in any way. In fact, use it to your advantage. You would go with your wingies on intra hostel volley and cricket matches, treats (birthdays, crack acads, mentor's placement et al), treks, tours, hang-outs etc all the time. At the same time, socialize with other hostellers - batchmates and seniors alike - all the time. Also, ragging, simply, is a strict no no! Strict actions (expulsion from IITB) are taken against those found guilty.

Title: CPI Calculation

Text:

Calculation of SPI and CPI

Suppose in a given semester a student has taken four courses having credits

C1, C2, C3 and C4 and grade points in those courses are G1, G2, G3 and G4 respectively. Then,

$$\begin{aligned} \text{SPI} &= (C1 \times G1 + C2 \times G2 + C3 \times G3 + C4 \times G4) / (C1 + C2 + C3 + C4) \text{ CPI} \\ &= (\text{SP}) \end{aligned}$$

$I_1 \times \text{Credits in semester1} + \text{SPI2} \times \text{Credits in semester2} + \dots) / (\text{Total credits})$

For example, if in a given semester a student has taken four courses having credits 6, 6, 8, and 6 and grade points in those courses are 10, 9, 8, 6 respectively. Then, SPI = $(6 \times 10 + 6 \times 9 + 8 \times 8 + 8 \times 6) / (6 + 6 + 8 + 6) = 7.62$

If the student has an SPI of 7.62 in the 1st semester worth (say) 32 credits and 8.2 in the next semester worth 36 credits, CPI (at the end of 2nd semester) = $(7.62 \times 32 + 8.2 \times 36) / (32 + 36) = 7.93$

Do note that all semesters have more or less equal credit weightage, so it is important to do well throughout, and not just in final exams, in order to maintain a good CPI.

Grading

The system of grading here, in most courses, is relative. The highest grade (worth 10 points) is set according to the highest score obtained in the class, and proportionately, grades are allotted to all students. Grading, in integral values out of 10 is done based on the student's performance throughout the semester and goes from 10 to 4 (AA-10, AB-9, BB-8, BC-7, CC-6, CD-5, DD-4).

Detailed rules can be found in the 'Rules and Regulations' booklet which you will receive subsequently. Parents and students are requested to go through and understand it carefully.

Title: Frequently Asked

Questions Text:

Title: Branch Change

Text:

Update: The option for branch change has been removed for the academic year 2023-24. Please refer to this video and this page to know more about the branches at IITB and make an informed choice.

Title: Introduction

Text:

There is a high probability that you have spent the last two or three years appreciating the beauty of physics, chemistry and math and toiling over a hoard of problems meant to drive concepts in. Your entry to IIT Bombay marks a paradigm shift in the way you view academics. Academics form a central aspect of your life at IIT Bombay. Here, you are provided with a basic structure to understand your major and you get to mould your curriculum and churn the maximum out of it. You could choose to explore a breadth of courses from various streams and provide a unique perspective to your major, or you can dive to the depth of the field and become the authority in it. You can contribute to the vast body of theoretical knowledge or bridge the chasm between theory and real world applications. The faculty members here strive to expose you to the latest technological developments in the world and engage in tackling all kinds of problems. While they are going to grade you on courses, they are also open to any projects you initiate and will always be willing to discuss your ideas. The experience of studying with the best minds of the country, steps up the challenge a notch .It is all about how you use the resources innovatively and carve a niche for yourself.

For more information you can contact:

Ayush Dahale

General Secretary Academic Affairs

(GSAA) IIT Bombay

Email: gsecaaug@iitb.ac.in

Title: Semester - Exchange

Text:

‘Just clear the JEE once, you’ll have fun forever’ might be a little exaggerated but if marvelling at the Eiffel Tower or basking in the breath-taking exuberance of Times Square in New York or just lying on the ground watching the Northern Lights is your idea of fun, you can surely do that here.

IIT Bombay provides you with a once-in-a-lifetime opportunity to study abroad at universities across the globe while you’re still a student here. The institute has partnerships with a multitude of universities as part of which you can spend up to two semesters there taking up courses which you would otherwise have to finish at IIT Bombay. Another advantage? You don’t need to pay the humongous tuition fees at the foreign university!

Apart from these numerous benefits, one notable advantage lies in the opportunity to explore a wide range of courses that would otherwise be inaccessible (and conveniently label them as electives). For instance, you can delve into challenging scientific disciplines offered in the United States or immerse yourself in the captivating world of Liberal Arts and Finance courses throughout Europe. Engaging in a research project also expands your knowledge base. Additionally, the interactive teaching methodology adds an element of enjoyment to the learning experience.

Semester exchanges are often a life changing experience, and the perfect way to immerse yourself into a completely different culture. You get to live as a local in a new country for four months and party like you’ve never done before. Besides this, the fact that you now have friends all over the world who introduce you to their own cultures is one of the major reasons students opt to go for exchanges.

For more information you can contact:

Shirsh Sawarna

Institute Secretary | International

Relations IIT Bombay

Email: isecir@iitb.ac.in

Blog : <https://exchangeblogiitb.wordpress.com>

Title: Our Objective

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mary objective of enabling constructive and positive interaction, guidance and mentorship of junior students by senior students. We aim at providing a reliable and comprehensive support system to the student community to motivate them to excel in both academic and non-academic fields, and to make the most of their life at IIT Bombay.

Title: Accommodation Available

Text:

It is true that the guest houses at IIT Bombay are extremely pocket-friendly and are known for their cozy atmosphere, but booking needs to be done quite in advance as they are rarely available and the procedure for the same is also pretty long!

Note: For first year students coming to campus with their parents/guardians, guesthouse and hostel booking is not allowed during the orientation period. You are requested to find accommodation for your parents/ family members/guardians off-campus during that time.

For Incoming batch of UG 2023-24 (during the orientation period):

Hotels/Guesthouses near the campus

Here's a coveted list of hotels around the institute that are known for their good service and student-friendly rates. Check them out:

(Within 6km of IIT Bombay)

Powai Dormitory
Shahana Guest House
Hotel Blue Ocean
Veridical Hospitality
Hotel Golden Tulipz
Mumbai Holiday
Home
Qubestay Airport Capsule Hotel & Hostel
Hotel Spring Hill Powai
Oxford hotel
The United Hotel
Hotel Royal
Orbit

(Within 10km of IIT Bombay)

New Ram Niwas Lodging
House Imperial Guest House
Hotel Raj Jog
Ganesh Palace Pvt.
Ltd. Jasneel Hotels Pvt
Ltd Pravasi
Neo Lodge
New Haven Guest House
Hotel Subhash
Platinum Bhagat Singh Apartment
Hotel Sahar International
Hotel Imperial Palace

Disclaimer: This is not an official list or sponsored list released by IIT Bombay. It is something that students at IIT Bombay have collected over the years.

There are quite a few options for guest accommodation in and around IIT Bom

bay:

For first-year students (after orientations) and all other

students: IIT Bombay Guest House

If you are planning to book someone for an overnight stay at IIT, here's what you should know:

IIT Bombay has 2 Guest Houses :

- 1) Jal Vihar (the Old Guest House)
- 2) Van Vihar (the New Guest House)

The rooms in both are equally luxurious with AC rooms, a TV, Internet Connection, attached Toilets et al. Rooms are for two but unless there is a rush, can be booked for one.

Please visit this website to access all information regarding the same:
<http://guesthouse.iitb.ac.in/index.html>

Hostel Room Booking

Since the Guest Houses have limited capacity and IIT Bombay hosts many dignitaries from time to time, rooms can also be booked in Hostels. However, in hostel rooms, you have to make arrangements for mattresses and other basic things on your own. Mattresses might be available for rent with the Hall Manager. We suggest you look around in your wing and you might find someone who can lend you extra mattresses if you plan on hosting someone here.

Charges

The charges for the room (without mattress) per night for parents are Rs. 100/-

- while for other guests are Rs.

300/- Booking

For booking, forms are available with the Hostel Coordinating Unit (HCU) in the Main Building (MB) or you may email hcu.office@iitb.ac.in. Take the copy of the approved form from the HCU to the Hall Manager of the allotted hostel and you are done. You may later collect the key from the Hall Manager office a day prior to the arrival of guests. In emergency situations also, guests can stay in the hostel rooms after entry in the Guest Register kept with the security at hostel entrance. The formalities can be completed on the next working day.

Note:

The HCU or Hall Manager office is open from 9am to 5pm (with lunch break from 12-2pm) except on weekends and holidays. On Saturdays, the office is usually open in the first half. Plan accordingly. During the orientation period, neither of these might be available due to rush. It is advisable to make alternate arrangements.

Text:

The student community at IITB is an active and thriving one. The development an

d management of all student activities comes under the purview of Students' Gymkhana. It is instrumental in identifying student issues and promoting discussion on them. It functions as the office for all elections and nominations of students for gymkhana activities. There are several student bodies that work under the aegis of the Gymkhana.

Title: Introduction

Text:

To be updated by GSAA, check here after a while For more information you can contact:

Ayush Dahale

General Secretary Academic Affairs

(GSAA) IIT Bombay

Email: gsecaaug@iitb.ac.in

Title: Gymkhana

Text:

The student community at IITB is an active and thriving one. The development a

nd management of all student activities comes under the purview of Students' Gymkhana. It is instrumental in identifying student issues and promoting discussion on them. It functions as the office for all elections and nominations of students for gymkhana activities. There are several student bodies that work under the aegis of the Gymkhana.

Title: Our Objective

Text:

Student Mentor Programme (SMP), is a program within IIT Bombay, with the primary objective of enabling constructive and positive interaction, guidance and mentorship of junior students by senior students. We aim at providing a reliable and comprehensive support system to the student community to motivate them to excel in both academic and non-academic fields, and to make the most of their life at IIT Bombay.

Title: Departments

Text:

A short introduction to various departments, Department Activities and Alumni

This site is meant for you, the future entrants into the IITs, to get an idea of what the different branches actually do and what engineering/sciences really involve. We, the students of IIT Bombay, have prepared this material describing the programmes offered at IIT Bombay based on our experience here. The description of each programme is focused on how it is

structured at IIT Bombay and the nature of similar programmes offered at other colleges might be different. To get an in-depth description of all the departments and programmes, do check out the individual websites of each IIT.

Please note that this information is NOT officially endorsed by IIT Bombay and me

rely represents the opinions of the students who have contributed to it.

If you have any doubts, please feel free to post your questions at the bottom of the respective department pages. If you have any other general questions you can post them here.

Humble Appeal : Many students have fallen bait to the practice of blindly following the cutoffs of the previous years and have ended up disliking the branch that they choose. We hope YOU, the future IITian will make judicious use of this initiative and make an informed choice!

The links to various departments of IIT bombay are:

Aerospace Engineering:

https://smp.gymkhana.iitb.ac.in/aerospace_engineering.php

Chemical Engineering:

https://smp.gymkhana.iitb.ac.in/chemical_engineering.php

Chemistry:

<https://smp.gymkhana.iitb.ac.in/chemistry.php>

Civil Engineering: https://smp.gymkhana.iitb.ac.in/civil_engineering.php

Computer Science and Engineering:

<https://smp.gymkhana.iitb.ac.in/cse.php>

Economics:<https://smp.gymkhana.iitb.ac.in/economics.php>

Electrical Engineering:

https://smp.gymkhana.iitb.ac.in/energy_science_and_engineering.php

Energy Science and Engineering:

https://smp.gymkhana.iitb.ac.in/energy_science_and_engineering.php

Engineering Physics:https://smp.gymkhana.iitb.ac.in/engineering_physics.php

Environmental Sciences:

https://smp.gymkhana.iitb.ac.in/environmental_sciences.php

Industrial Design Centre:

<https://smp.gymkhana.iitb.ac.in/idc.php>

Mathematics:

<https://smp.gymkhana.iitb.ac.in/mathematics.php>

Mechanical Engineering:

https://smp.gymkhana.iitb.ac.in/mechanical_engineering.php

Metallurgical Engineering and Materials Science:

<https://smp.gymkhana.iitb.ac.in/mems.php>

Title: Our Objective

Text:

Student Mentor Programme (SMP), is a program within IIT Bombay, with the primary objective of enabling constructive and positive interaction, guidance and mentorship of junior students by senior students. We aim at providing a reliable and comprehensive support system to the student community to motivate them to excel in both academic and non-academic fields, and to make the most of their life at IIT Bombay.

Title: Fee Structure

Text:

[Click here](#) is the website with links to all relevant fee structures. We will be updating the fee structure of the incoming UG new entrants in 2022 as soon as it is available.

For reference, [Click here](#) for the fee structure of the UG new entrants 2021.

Title: Introduction

Text:

Welcome to the website of the Student Mentor Program, IIT Bombay!

The main aim of this website is to acquaint you with the different facets of this college which you might be curious about. We hope this will help in making the difficult choice ahead of you and give you some insight into the culture at IIT Bombay from a student's perspective!

We are the Student Mentor Programme (SMP), a program within IIT Bombay, with the primary objective of enabling constructive and positive interaction, guidance, and mentorship of junior students by senior students. We aim at providing a reliable and comprehensive support system to the student community to motivate them to excel in both academic and non-academic fields and to make the most of their life at IIT Bombay.

This website has a lot of carefully curated information that we believe is relevant to you. Take your time to go through the different sections, we've covered various aspects of life at IITB - from academics to extracurriculars.

Before you begin exploring, we urge you to visit the official website of IIT Bombay which covers important official information for prospective students: [Information for Prospective Students | Indian Institute of Technology Bombay](#)

We hope this website gives you some clarity. In case of any doubts or concerns, feel free to email us on ismp@iitb.ac.in and we will reply to you as soon as possible. Our team is always there to assist you and you can visit this page to access our contact information.

Happy
exploring!

Warm Regards

Shreedhar Malpani | Sanidhya Anand | Vedika
Gupta
Overall Coordinators, Student Mentor Program, IIT Bombay

Title: Gender Cell

Text:

IIT Bombay's Women's Cell has been in existence since 2002. With the enactment of the Institute's policy on sexual harassment, the Cell has been renamed the Gender Cell (GC). In recognition of the Institute's belief that its employees and students have a right to be treated with dignity and respect, the Cell works proactively towards developing a safe and secure environment for employees, and to ensure that all students may gain their education without fear of prejudice, gender bias, hostility or sexual harassment.

The IIT Bombay Gender Cell (GC) inquires into complaints of sexual harassment through its Internal Complaints Committee (GC-ICC). The GC and GC-ICC strive to work towards an egalitarian environment where men and women are afforded equitable treatment and equality of opportunity conducive to their professional growth.

All prospective women students can click [here](#) to know more details.

Title: Letter to Parents

Text:

Dear Parent/Guardian,

Congratulations! The Institute Student Mentorship Program (ISMP) would like to welcome you and your ward to one of the most prestigious institutes in the country, the Indian Institute of Technology Bombay (IITB). As you may know, this institute is the alma-mater to some of the most distinguished personalities, globally. The institute aims, and strives to produce citizens who shall serve for the betterment of the society, country and above all, mankind.

We believe that, as well-informed parents, you should become familiar with both the academic and extra-curricular lifestyle of the students on this campus, and get an idea about the opportunities that your ward will have here, as well as the underlying responsibilities that would be expected of him/her.

Institute Student Mentor Programme (ISMP)

In the Institute, we have a group of credible senior students motivated to help guide the first year students with respect to all aspects of college life. The Institute Student Mentor Programme, aims at providing guidance and help to all the first-year students. The mentors help the new entrants make a smooth transition from their life at home to life on campus. It would be advisable for you to talk to the mentors on the day of the orientation. Moreover, it would be beneficial if you could also stay in touch with mentors during the course of the semester.

A typical academic year at IIT Bombay is divided into two semesters – Autumn Semester (July-November) and Spring Semester (January-May). The curriculum at IIT Bombay is based on the credit system. Each course is allotted credits based on the number of lectures, tutorials, and lab hours per week.

There is a continuous evaluation using quizzes, assignments, mid-semester, and end-semester examinations, and lab work throughout the semester. At the end of each semester, the student gets an SPI (Semester Performance Index) which is an average of the grades in each of the courses he/she had registered for in that semester, weighted with the credits of those courses respectively. CPI (Cumulative Performance Index) is a weighted average of all the SPIs (till date) weighted on the number of total credits each semester.

It is advised that students do not miss classes due to trips home or otherwise. Also, it is important for all students to attend classes during the first week of each semester, except for genuine medical reasons. When medical problems arise, the student is advised to inform the mentor and the professors concerned if he/she is missing classes. Professors might require medical certificates issued or authenticated by the IITB Hospital or other supporting documents in such cases.

Students who enter this institute every year are some of the best students in the country. Due to the competitive environment here, we have often seen students, who have until now always topped their class, find it difficult to obtain grades that meet their expectations. This has often led to students experiencing excessive pressure or students adopting an indifferent attitude which further reduces their academic performance. We hope that you would encourage your ward to put his/ her best foot forward
- put in the best effort from his/her side.

Hostel Life

At this institute, we believe in the overall development of our students. The general

lifestyle of students includes a lot of extracurricular activities in the fields of sports, cultural and technical activities, at intra-hostel, inter-hostel and inter-college events. The environment here is very conducive to growth and our institute has some of the best facilities across all other colleges/institutes in India. So, we encourage students to take up whatever interests them, and we request you to support them in their choices. There is enough time in a normal IIT student's day to fit in both academics and extracurricular activities without much stress. But, at the same time, it is advised that care must be taken to ensure proper time management such that academics are not neglected because of such activities.

Hostels are an integral part of every IIT students' life. The hostels are well equipped with the necessary infrastructure and mess facilities. First-year students stay in double-sharing hostel rooms with their batchmates.

The transition of your ward, from your loving and caring hands to a completely new and competitive environment of IIT, could occasionally cause adjustment problems in the initial period of their stay. Many students find it difficult getting used to a

roommate and hostel life for the first time. Sometimes, cultural, social and language differences further delay the settling in process. As mentors, we help the freshmen have a smooth transition so that this settling-in process is as short as possible and your ward feels comfortable in this new setting quickly.

Financial Help

In case you are worried about the financial expenses, please note that help is available.

Merit-Cum-Means Scholarship, Facility for Free Messing, Named Scholarships and Remission of Fees are some of the ways through which the students in need can be provided with financial help. The details are available at the following link:
<http://www.iitb.ac.in/newacadhome/scholar.jsp>

Information related to scholarships is available here.

Language Help

English is used for all official purposes and is the medium of instruction during classes.

We understand that learning to speak and grasping English might prove to be a challenge for some students. We try to fulfil this need via our British Council program where trained professionals come and teach students the language from its very basics. Apart from that, students enthusiastic to learn English, can also benefit from student-run ELIT Classes which can help your wards improve their English language.

Some important issues

Ragging in any form is strictly banned in the campus. The student should report any such untoward incident to his/her mentor immediately.

We assure you that it will be dealt with confidentiality and with the highest priority. We believe that you will be reassured by the steps that have been taken by the Institute to prevent ragging. Interaction of the freshmen with seniors (other than the appointed mentors) is also regulated during their initial stay, so they get time to adjust. Strict penalties are very much in place, and mentors are always available to resolve any situations promptly. Rest assured, ragging has vanished from the IIT-Bombay campus.

However, it is expected that the freshmen also develop a healthy rapport with their seniors who are amongst the brightest in the country and excel in various activities. In fact, a healthy senior-junior interaction has been the hallmark of this institute and we would like to maintain it in that way.

It is important to note, IIT Bombay considers the health of its students to be of ultimate importance. Considering the current pandemic, IIT Bombay is trying to make sure the onboarding is done smoothly.

IIT Bombay is committed to provide appropriate support to all students in need. We also want to assure you that students will be called to the institute by the administration

only when the institute is deemed safe to return.

We hope that this gives you a fair idea about the life here on campus. This institute offers a wide range of opportunities and we hope that your ward shall have a productive and memorable time in the institute. In case you have any doubts or need to know more about any aspect of the life of a student at IITB, feel free to reach out to us using the information provided on the official Student Mentorship Program (SMP) website or via our official facebook page and we will be happy to answer all your questions.

Best Wishes,

Student Mentorship Program

TitleCulturalls

Text:

So you thought it was all about academics? Wrong! IITB is privileged to have one

of the best cultural (or 'cult') scenes among engineering colleges in India. Apart from hosting Mood Indigo, India's biggest college cultural festival, we have a very active intra-college scene, with genre specific clubs and plenty of hostel and insti-level events all year round. The scene is basically split into 10 genres: Music, Photography & Fine Arts, Speaking/Debating, Literary Arts, Photography & Fine Arts, Dance, Dramatics, Film & Media, Design and Lifestyle.

Follow all the updates here

Webpage: gymkhana.iitb.ac.in/~cultural

Facebook Page : facebook.com/IITBCult

Structure

At the Institute level, the scene is governed by the Institute Cultural Council, headed by the General Secretary of Cultural Affairs. Working with him are 8 Institute Secretaries, for the aforementioned 10 genres. Each secretary is the head of the club(s) under his/her domain. Also, at the hostel level, each hostel has a Cultural Councilor along with a secretary for each of the genres. The incoming freshmen are pre allocated to the hostels they are going into the next year and they represent their senior hosts throughout the year.

Freshizza

The most important cultural event of your first semester here is Freshiezza, the inter-hostel freshmen cultural competition. Usually held in 2 phases over the first semester, Freshiezza is where you battle it out for hostel glory in a host of events from all areas of the culture sphere and explore what the 'cult' has to offer for you. Do participate, if you can, or else at least

come and cheer your hostel on. Stay back that weekend, we guarantee you won't regret it.

Cultural Clubs Literary Arts: Literati

Quizzes, Creative writing, Rebuses, Blogs and Word Games all fall under the reign of Literati. GC Event: General quiz, Mixed Bag GC, Word Games GC, Wolf Pack GC

Connect to Literati:

Dramatics: Fourth Wall

Comedy plays, street plays and mono-acting are the strengths of the club. The spotlight is grabbed by the Annual Theatre Festival and Sophie Production. GC event: Dramatics Main Championship

Connect to Fourth Wall: <https://gymkhana.iitb.ac.in/instiapp//org/fourthwall>

Music: Staccato and Saaz

The clubs for western and Indian music respectively. They conduct large scale musical events and workshops. Watch out for Saaz's Surbahar and Swar Sandhya, and Staccato's Acoustic Dusk and Unplugged. GC event: Goonj

Connect to Staccato:

Connect to Saaz:

Film and Media: Silverscreen

The youngest club on the campus, Silverscreen has already scaled great heights with the introduction of the IIT Bombay Film Festival, showcasing student-made films along with celebrated international movies. We have had the likes of Aamir Khan, Anurag Kashyap, Shekhar Kapoor, Nandita Das and many others who have graced IITB Filmfest. GC Event: Film Making

Connect to Silverscreen: <https://gymkhana.iitb.ac.in/instiapp//org/silverscreen>

Dance: In Sync

Classical, hip-hop, folk or contemporary, In Sync has it all. The Annual InSync Dance Show (AIDS) held in January is a must watch. Probably the largest cultural club of IIT Bombay. GC Event: Gyrations

Connect to In Sync: <https://gymkhana.iitb.ac.in/instiapp//org/insync>

Debating: We-Speak and Vaani

Speak your mind! Panel debates, JAMs, extempore, radioplays... you name it. Host to the IIT Bombay National Debate. GC Event: Debate GC, Jam GC, KavyaSandhya

Connect to We-Speak:

Connect to Vaani:

Photography and Fine Arts - Rang and Pixels

Rang is the Fine Arts Club and Pixels, the photography club conduct competitions and workshops for everything from sponge modelling to comic strip writing to Adobe Photoshop. They showcase the institute talent in the annual exhibition Kaladarshan. GC Event: Photography GC, Fine Arts GC, Wall Painting GC etc

Connect to Rang:

Connect to Pixels:

Design Club

When creativity meets passion, design happens. Design is thoughts given shape; to put together the pieces of a puzzle, not knowing of what would unfold. Have an idea? Give it shape and bring it into existence; scribble it out or express yourself digitally. The Design team came into existence in 2014, with the motive of creating a culture of design in the institute, bringing together aspects from all genres of art. The amazing response we got has encouraged us to go further and expand across the genres, to have infrastructure set aside for enthusiastic people. Designers showcase their talent in Vision, the institute's annual design festival. GC Event: Design GC

Connect to Design Club:

Classical & Folk Arts - Roots

So, 'Roots' -The Classical and Folk Arts Club of IIT Bombay , as its name suggests, aims to replenish the art form- Classical and Folk arts that had taken birth decades before. A place where dance , music and arts can be enjoyed together in a traditional way! Roots provides you all the sugar candies that'll simply tempt you to evolve the classical artist within, be it learning , expressing or listening and viewing the maestros! Roots conducts the biggest classical concerts in insti in the event- Virasat.

Connect to Roots:

Fashion Club – Style Up

Lifestyle Club, IIT Bombay is an initiative of the Institute Cultural Council of IIT Bombay. This club caters to various 'topics' related to 'Lifestyle' of people in IIT Bombay. Everyone from IIT Bombay can be a part of this club as a member, moderator or active follower, without any bar of knowledge, credentials and skills. This is a club of people who want to explore more. Presently the club has Fashion as its major sub-genre, Cuisine and Spirituality would be launched shortly this year. The club gives you an opportunity to be a part of workshops of walking the ramp, photoshoots, designing costumes and also the club would be coming up with Halloween Party for the institute this year.

So, now you have a good idea about the different clubs and the different genres. Too much information? No worries, there will be an orientation (with a fundae session) for each club separately too. Just make it a habit to have a look at the notice-boards daily. For details visit the Cult Homepage.

Connect to Style Up:

Intra College events

Intra-hostel General Championship (GC) events that are held throughout the year decide your hostel's position in the Cultural GC, winning which is very prestigious. Recently, even freshies have been allowed to represent their senior year hostels in GCs. In addition, the cultural council organizes a huge number of open events spread across the year. These events have no restrictions; some, on the contrary, have freshmen reservations.

Inter college events

Every December, IITB hosts India's biggest cult fest, Mood Indigo. MI is a 4 day long cultural extravaganza that sees participation by thousands of students from all over the country. Apart from formal and informal competitions and workshops, it also organizes concerts and performances by international artistes. IITB students attend numerous college cult fests but we

only send official contingents to two, St. Xavier's Malhar (around 15th Aug) in Mumbai and IIM-B's Unmaad (around 29th Jan). Freshies generally attend Unmaad in large numbers.

Performing Arts Festival (PAF)

PAF is also known as the 'Baap of all cultural events'. Typically, three or four hostels (out of fourteen) are grouped together to battle against one another. From script to dance, music to drama, every damn thing is handled by the students. PAF is renowned for its 'Prod work' which involves the making of sets and backdrops. A tremendous mixture of art and cultural skills combined with life sized sets, is what makes PAF an event to remember.

By that time, you will be allotted your 'permanent' hostels and hence will be a good time to make new friends and get acquainted with the hostel culture.

At the end of the academic year, the institute hands out awards to those who have excelled in cultural activities, along with the inter-hostel GC and PAF trophies.

So there you have it. Cult at IITB is truly in a league of its own, so please do grab every opportunity to be a part of it. And remember, never be hesitant to join a club or attend a meeting just because you feel you're not good enough - most of us knew nothing about our current cult interests/passions when we first started out, back in our first years. The institute clubs welcome students of all levels, from noobs to pros.

A mandatory word of caution though: do not sacrifice your academics for the sake of extra-curricular activities; prioritize your interests and allocate your time wisely. That being said, we do hope you enjoy every bit of your 4/5 years here, and hopefully the cultural scene would be a major part of your college lives.

InterIIT Cult

Each and every IIT is different from the other in most of the aspects from the academic valuation to various clubs and their activities. To bridge this gap among all IITs and to enable knowledge sharing and cultural distribution Inter IIT cultural meet was started in 2016 with IIT Bombay organising it for the first time.

IIT Bombay won the overall championship in 2016 and were 1st runner up in 2017

All the club secretaries and club people look forward to participating and competing in this ultimate cultural championship. It is an honor to get a chance to represent IIT Bombay and selections are based on the various auditions conducted across different genres.

The 4th edition of Inter IIT Cultural Meet will be held in December 2019 and it will include competitions covering all the cultural genres.

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Title: Scholarships Available

Text:

Means-Cum-Means Scholarship (MCM)

The parental income is the basis for the 'means' criterion of the scholarship. At present students whose parents annual gross income from all sources for the previous Financial year does not exceed Rs. 5,00,000/-, are eligible to apply for Merit- cum -Means Scholarship.

The student with a CPI of 6.00 and above only are eligible to apply for Merits

-cum Means Scholarship (MCM)

Facilities of Free messing (For SC/ST students only)

All SC/ST students are exempted from the payment of tuition fees. The facilities of free messing will be granted to eligible SC/ST students of B.Tech., Dual Degee (B.Tech. + M.Tech.), B.S. and B.Des. Programme as detailed below. For Dual Degee students, it is available only upto 4th year.

The parental income is the basis for the means criterion of the scholarship. At present, students whose parents' annual gross income from all sources for the previous Financial year does not exceed Rs. 5,00,000 are eligible to apply for the above facilities.

Remission of Fees

Remission of fees will be granted to eligible students of B.Tech, Dual Degee (B.Tech + M.Tech), B.S. and B.Des from 2016 Batch onwards.

The students whose Gross Income of parents for the previous Financial year is not more than Rs. 5,00,000/ per annum (without any standard deduction) are eligible to apply for Rem ission of fees.

The economically backward students are eligible for remission of tuition fee as

follows:

1. Those with a parental income less than Rs. 1 Lakh per annum shall get full

remission of the tuition fees

2. Those with a parental income between Rs.1 Lakh and Rs. 5 Lakhs per ann um shall get remission of 2/3rd of the tuition fees.

Scholarship Given

Income Limit

SC / ST Category Students

Wome

n

Others

Wome

n

Others

Income Upto Rs. 1L

Exemption from payment. of tuition fees
MCM Rs. 40,000 per year
Women merit scholarship of Rs. 10,000 per year

Exemption from payment. of tuition fees
MCM Rs. 40,000 per year.

Exemption from payment. of tuition fees Women merit scholarship
of Rs. 10,000 per year

Free messing
Pocket allowance @ 500 p.m
Exception of payment hostel rent

Exemption from payment. of tuition fees
Free messing
Pocket allowance @ 500 p.m
Exception of payment hostel rent

Income above Rs. 1L to 3L

Exemption from payment. of tuition fees
MCM Rs. 30,000 per year
Women merit scholarship of Rs. 10,000 per year

Exemption from payment. of tuition fees
MCM Rs. 30,000 per year.

Exemption from payment. of tuition fees, Women merit scholarships
of Rs. 10,000 per year

Free messing
Pocket allowance @ 500 p.m
Exception of payment hostel rent

Exemption from payment. of tuition fees
Free messing
Pocket allowance @ 500 p.m
Exception of payment hostel rent

Income above Rs. 3L up to 5L

Exemption from payment. of tuition fees
MCM Rs. 20,000 per year
Women merit scholarship of Rs. 10,000 per year

Exemption from payment. of tuition fees
MCM Rs.20,000 per year.

Exemption from payment of tuition fees, Women merit scholarships of Rs

. 10,000 per year

Free messing
Pocket allowance @ 500 p.m
Exception of payment hostel rent

Exemption from payment of tuition fees

Free messing
Pocket allowance @ 500 p.m
Exception of payment hostel rent

Please Note:

The benefits are available for the standard duration of the program on the registration and satisfactory progress. It will be limited to 25% of the admitted students in each batch.

The pocket allowance is only for 10 months in each academic year.

The tuition fee is waived for SC/ST/PD category students.

In case of any query or clarification, contact the person in charge of UG Scholarship

PS in the Academic Office

(2nd floor, main Building)

Named Scholarship Portal

he Named scholarship

Named Scholarships Office of the Dean Alumni & Corporate Relations managed t

endowed by the alumni of the Institute and other wellwishers. These Scholarships are awarded based on the following eligibility criteria:

Merit Criterion: For new entrants of B.Tech., Dual Degree (B.Tech. + M.Tech.

), B.S. their JEE AIR and B.Des. their UCEED Rank, will be the criterion. In subsequent years, the criterion will be their academic performance during the preceding academic year.

Means Criterion: The parental income is the basis for the ‘means’ criterion of the scholarship. At present students whose parents’ annual gross income from all sources for the previous Financial year does not exceed Rs. 5,00,000/, are eligible to apply for the Merit cum Means Scholarship. For complete information about the scholarships available, please visit this page.

For FAQs about scholarships, Please click [here](#)

In case of any queries, please send an email to acrscholarship@iitb.ac.in.

IT Support Scholarship

The Director, of IIT Bombay in collaboration with the generous alumni of IIT Bombay and the Dean ACR office has come up with a financial support scheme for the economically weak students. This particular financial scheme finances the students to buy a laptop/personal computer and also provides students with a monthly data pack charge. For further details, please refer to this letter to students from the institute.

Loans available

Scholar’s loan (by
SBI)

Does not require mortgage or security

Loan can be in the name of the student or jointly with

parents The interest rate will probably be 6.65% this year.

All the information for SBI Loan can be found
here Vidyalaxmi loans

Family income should be less than 9 lpa

The interest rate can be expected to be about 8.5% pa and sophies can also apply from this year at about 9.24%

Only the interest on the tuition fee, i.e 1 lakh per semester, is paid by

IIT-B up till graduation. If he/she doesn't get placed after graduation, the student gets a year grace period. The loan has to be taken jointly with parents names

Income papers are to be submitted to the academic office in the Main building
g.

13 people applied last year and the reimbursement of money is still pending.

SBF (Student Benevolent Fund)

Family income certificate is required, and mostly given to the students in the second semester (since no CPI can be associated with students in the first semester)

While exceptional cases may be approved, family income should be lesser than 6.5 lpa. (This particular point is only for information, not to be published)

Tuition and the rest of the fees, along with mess advance, included.

Bad performance of a student may lead the Dean to cancel the scholarship 4% interest rate (which might be increased)

If the student has signed an agreement to repay after he/she gets placed; but later opts for more time, he/she has to inform the office.

AP (by IITB-AA)

Financial Aid Programme* - 0% interest rate - By Tata Motors

For UGs and PGs whose annual family income falls below 6.5 lpa, given the student has a cpi > 6

The student can contact the Alumni office through an online portal where they would be given the appropriate link to apply.

Documents required for application - 12th Marksheets, JEE advanced results

, Family income certificate, Parents Residential proof, Parents ID proof

This is followed by an interview with the FAP committee (IIT-B Alumni)

Various kinds of assistance provided include - Tuition and mess fee; Purchasing a laptop; Internship expenses

The repayment is done after placement, with a grace period of 6 months The above can be done by the PGs from their stipends

For further information: Contact IIT Bombay Alumni Association
Alumni Centre, 1st Floor Gulmohar Building, IIT Bombay e-mail: rama.iitbaa@gmail.com Tel: 022-25767086/7019

Title: Technical Affairs

Text:

Broken that toy to see how that spring worked? Unscrewed that FM receiver tryin

g to make sense of how it works? Remember the sense of elation reading 'Hello World' on the screen? You are not alone. From circuit benders to stargazers, we have them all!

Technical Activities (or Tech) will provide you with an opportunity to put the theoretical knowledge gained in classrooms into practical use. Tech@IITB will enthral and excite, and enthuse you to build, to create something of your own. After all, isn't that why most of you are here?

The Tech Scene

The current scene at the institute provides a world of opportunity to excel in wide range of activities, ranging from funded personal projects to collaborative projects with premier institutions like the ISRO. Tech at the institute also involves a more exciting, competitive side including not only the In

stitute Tech GC but also winning participation in various Inter Collegiate Technical Festivals including our very own Techfest.

Events to look out for in freshman year:

XLR8: This is your first hand at tinkering and building something on your own. You get your hands dirty to make a bluetooth operated robotic car for a competition with attractive prizes which is held late in August. But we warn you - the feeling you get in seeing something that you have made actually work is enthralling as hell!

Scratch Day: Dive head first into programming with a fun game building competition held among all fresh men. Scratch is a visual programming language that provides an easy way to start coding even if you haven't done any before. Watch out for pizzas and prizes to be won!

Mathathon: Show off your mathematical prowess; level up as you pass through multiple stages of difficulty in this marathon math problem solving contest. This is the ultimate showdown for all you math lovers.

Bazinga: Go beyond usual problems in physics and maths and put your thinking abilities to test as you answer interesting conceptual questions in this team based quiz contest. If you are a fan of pure thought and imagination, this event is for you.

Line Following Bot competition: Held in the first week of January, it will introduce you to more advanced electronics stuff like control algorithms, microcontrollers and sensors. It is not only a platform to automate but to innovate as well.

Web Designing: Be ready to unleash your creativity and your coding prowess to design awesome website

s. Get a chance to feature on the WnCC website zone this October with your website design.

RC Plane Competition: Held in September and October, this competition involves designing, building and flying a radio-controlled airplane. You will be introduced to the basics of what makes an airplane fly (hint: not magic), including Aerodynamics and Flight Dynamics.

Trip to Giant Metrewave Radio Telescope (GMRT): Watching the night sky and the stars slowly changing position as the earth revolves is a wondrous experience and observing this at GMRT, Pune is a once in a lifetime opportunity. We will be taking more than 10 telescopes so all of you

can learn to handle a telescope and enjoy the night sky. Also, you might get an opportunity to attend lectures of great astrophysicists at NCRA, Pune.

General Astronomy Quiz (August): An open institute quiz where all the astro enthusiasts gather and show case their ‘dexterity’ in the fields of Observational, Theoretical Astronomy. Usually takes place in the first month of the Odd semester, the General Astronomy Quiz comprises of fun, tricky, puzzling questions which require rather simple concepts in Astronomy, Physics but indeed a lot of common sense. Loads of interesting prizes at stake!

Tech Weekend: In the beginning of February, be prepared for some heavy Tech action as a slew of works hops and competitions over a weekend put you in a state of Tech nirvana.

Institute Technical Summer Projects: Over the summers, several freshmen and seniors alike stay back in the Institute for some heavy-duty tech action. It is a platform for you to test your tech mettle and build uber

-cool stuff you have always thought should exist. The Technical Council gives you everything you need to give wings to your dream ideas be it a Humanoid Robot or a Quadcoptor like in movie 3 Idiots. Anythings i s possible!

Summer of Science: SoS is an initiative to help you explore those fields in science that you always wanted to learn, but couldn't, due to lack of proper guidance or resources.

If you have an idea; anything ranging from particles to galaxies, from algebra to geometry, we'll find you a mentor, with sufficient experience on the topic, to guide you on your quest, f or the whole duration of summer. At the end of the summer, you can share your knowledge, via a report w ith the entire scientific community at IITB to learn from.

As with most things MnP, curiosity and enthusiasm are the only pre-requisite

s.

Crime Scene Investigation: The Crime scene where you become the detectives. Show away your investigating skills in the forensics. This is your first encounter with biotechnological application!

Apart from these major events, several others keep going on throughout the year under the different technical clubs mentioned below. The clubs listed below come under the umbrella of th e Institute Technical Council (ITC) called Students' Technical Activities Body (STAB) earlier.

Aeromodelling Club

The Aeromodelling Club is a vibrant Community of aerospace enthusiasts who wi

sh to incite a passion for flying and the science of flying in institute junta, and celebrate more than a century of mankind's advances into the third dimension. By organising a plethora of events ranging from lectures to Workshops and Flying competitions, we hope to see more people understanding, and fascinated by, the wonders of flight.

Biotech Club

The BioTech Club is a student organization that through its events, workshops, talks, and group discussion strives to increase student's level of enthusiasm and knowledge for Biote technology and bioengineering and therefore make a Community of bio-enthusiasts. We Aim to establish a link between Biology and Engineering so that engineers can enjoy biology and contribute towards it.

Electronics and Robotics Club

We are a student club of IIT-B that introduces all the new minds and beginners in IIT to the amazing world of Electronics and Robotics. We also provide a knowledge and resource-sharing platform for an enthusiastic student Community. If you have an idea and are not worried about getting your hands dirty, come to us. We provide whatever you need to help you fuel your imagination. It ain't about what you know but about your will and guts to learn something new.

Energy Club

Energy is all around us, it's everywhere, Ever wondered how your phone is powered all day? or what is it that makes electric cars so efficient? Ever wondered how you can manage your house power consumption, why there are so many types of batteries, how solar cells work, what are green buildings, and how energy policies affect us and the environment?

If you are an energy enthusiast or environment lover or just a curious being, the E energy club welcomes you. We discuss everything from climate to cars, from batteries to economics, from power to policies to possibilities. We conduct lectures, workshops, documentary screenings ,and informal discussions on non-conventional technologies. Come, join us, the future is counting on you.

To know more about us, visit our website <https://enclub.github.io/home/>.

Krittika - The Astronomy Club

IIT Bombay's focal point for amateur astronomers and stargazers, Krittika (ASTRONOMY CLUB, IIT BOMBAY), organizes weekly lectures on various domains of Astronomy, Astrophysics along with observation sessions, organizes observational trips to Observational sites and Planetariums which prove to be a once in a lifetime experience for many. The club boasts of a few telescopes which are used during the observations like comet sightings, messier marathons, etc.

Math & Physics Club

The Maths and Physics Club of IIT Bombay, is a Community to celebrate the sciences we revere in their purest of forms, undiluted, and in all their grandeur.

We cater to stimulate your brains with the best intellectual events, quizzes, symposiums, and lectures & to keep the streak of curiosity level with knowledge by introducing you to labs on and off the campus with exquisite research work and setting you off to build your experimental setups, funded by us. The best fodder to develop oneself is a persistent thought process, our fortnightly group discussion sessions (popularly abbreviated to GDs) and exclusive documentary screenings leave you with ancillary knowledge and questions to let in those science-loving bees in your bonnet. And for those dulled by methodical cakewalk problems, we have a purely conceptual flagship quiz event, Bazinga!, followed by our very own Mathematics Olympiad and Logic General Championship to the delight of connoisseurs of pure reason.

All in all, we are a self-sustaining Community of intellectuals, and students & professor s, across ages and departments, who enjoy sharing knowledge through platforms provided by our club and if you talk Physics and Maths, there is no better place for you than the Maths and Physics Club, IIT Bom bay.

To know more about us, visit our website <http://mnp-club.github.io/>.

WnCC - Web and Coding Club

Web and Coding Club is one of the biggest clubs of IIT Bombay. As a part of the Institute Technical Council, we aim to provide a gateway for the people in our institute to join the coding C ommunity. We create a platform which allows students to gain assistance and mentorship to enhance their coding ability. Our aim is to propagate the enthusiasm for coding in the institute and especially amongst freshmen. We believe that every student here at IITB should have an opportunity to learn how to code and develop a passion for it. The secret of getting ahead is getting started and we aim to provide every stud

ent with the right start.

We conduct sessions and workshops, hold lectures and talks, and even host coding competitions and hackathons. There is something for everyone. Whether you want to learn, participate in hackathons and win big prizes, or prepare for the ACM-ICPC and GSoC, you can do it all here. We have a list of events planned up for the coming year. Keep watching this space to know more.

To know more about us, visit our website <http://www.wncc-iitb.org/>.

We also have an educational wiki, meant to help beginners get started with programming. It's got a large number of tutorials, on various programming topics. All tutorials are hand-tailored by students of IIT Bombay. However, unlike conventional programming tutorials, these take a slightly different approach. Rather than reinventing the wheel, Grundy aims at bringing together a number of online tutorials and resources along with a set of pre-requisites and motivation to learn a programming skill. We also have exhaustive lists of our community resources, projects and GSoC recommendations.

Here's a detailed summary about how the wiki was built. Check it out
here <https://wncc-iitb.org/wiki>

Tinkerers' Lab

A tinkerer is one who enjoys experimenting with machines. If you are a tinkerer who loves to work, who wants limitless hands-on experience or is turned on by machines and technology, this lab is just the right place for you. Tinkerers' Lab was established with the vision to provide hands on experience to help students become innovators so that creative ideas get converted into actual engineering products. It has been equipped with the latest workstations of electrical and mechanical tools including power mechanical machines, electronic test instruments, 3D modelling software, several basic electronic equipment etc. This Lab is open to all students of the Institute, irrespective of their discipline, and is accessible 24x7.

To know more about us, visit our website <https://tinkerers-lab.org/>.

Technovation

Technovation is a unique Innovation Program at IIT Bombay. The term innovation

derives from the Latin *innovatio*, "to renew or change" from (*in-* "into" + *novus*"new"). The program aims at providing you the platform to work on fascinating engineering projects, fully funded and mentored by senior students. It's a unique opportunity for every innovative person out there to leave his mark on the technical scene. Have you ever wondered whether your school could have its own Marauder's Map or have you felt the need for your very own Remembrall? Well we think it is indeed possible and we are working to make that possible. Technovation offers a wide range of challenging and innovation driven projects. Some of the past successful projects are Book Keeping Robot, Parinat (Humanoid).

Exo-Fly

Exofly is a group of specialized students from multiple disciplines working together as a technical team. ExoFly means Exoskeleton for flight. The team aims to foster the development of a safe, quiet, ultra-compact, near VToL personal flying device, which is capable of flying 20 miles in one go. The device is designed to fly at an altitude of ~200 meters from the ground with a cruising speed of ~70 k mph, to accommodate a single person and function safely to fly at all locations all over the globe. The device ought to be lightweight and maneuverable enough with the goal that anybody can fly it around and quiet enough for user and the general population.

UMIC

Unmesh Mashruwala Innovation Cell is a student run team comprised of tech enthusiasts who believe that innovation can help make the world a better place. UMIC is the only team in the institution to work on multiple fronts, from autonomous drones and driverless cars to robowars bots and all terrain vehicles.

UMIC represents IIT Bombay in various national and international competitions. In the past, we have won the Intelligent Ground Vehicle Competition (USA, 2016), ASME Student Design Competition-World Finals (USA, 2017). We also won the best paper award in IARC (2018, China) and secured first position in ASME-SDC Asia-Pacific recently in 2019.

Currently, we have focused our attention on one of the most glittering topics of technological innovation i.e. using artificial intelligence for making fully autonomous car and drones! We are among the 11 top teams out of the original 256 to have received a Mahindra E2O car for Mahindra Rise Driverless Car Challenge. Apart from Rise, we are working on self flying drones for participating in Mission 8 of International Aerial Robotics Competition(IARC).

We look forward to having enthusiastic and smart working people in the team! The only prerequisite is the thirst for doing something that has never been done before!

Please visit our website <http://www.umiciitb.com> for more information.

Advity - The IIT Bombay Student Satellite (Previously, known as Pratham)

IIT Bombay can now boast of the rare privilege of being one of the very few universities worldwide to have successfully launched its own satellite. Christened Pratham, being IIT Bombay's first foray into space technology, the satellite's payload was to produce data on the total electron count in the atmosphere, used for applications like GPS correction. Planned, designed, built and tested exclusively by the students, with guidance from Indian Space Research Organization (ISRO) and IITB faculty, the completely autonomous satellite Pratham took IIT Bombay into the elite space club on 26th September 2016

, when it was launched by ISRO on board the PSLV C-35. The team has now begun the next chapter in the Student Satellite Project of IITB and work has begun on Advity, the second satellite. The team has also built an autonomous groundstation at IIT Bombay for tracking and communicating with satellites. With groundstation workshops, HAM Club and various other related activities, the Project also aims to involve other universities across India and spread the knowledge accumulated by the team over the years as a part of the social goal. The current team looks forward to having curious, industrious and enthusiastic freshmen from the new batch join in the efforts on both Advity and the other satellites to be developed at the institute and also help achieve the social goal of the Project.

IIT Bombay Racing

The IIT Bombay Racing Team builds electric race cars that are the entries of the

Institute in international student competitions like Formula Student, a breeding ground for future race-car engineers, designers and managers. The event is held at the legendary Silverstone Formula 1 race circuit in the UK. The car they have built is not a beast, it's 400 V of sheer elegance, that goes 0-100 before you can finish saying 3.47 seconds. But do you have what it takes to make one

which can make every previous car look like an old jalopy, to build an engineering marvel, a piece of art. Your dream to build a true engineer's car awaits you at IIT Bombay Racing!

You will get to learn technical skills with practical experience to boost your knowledge, in addition to that skills in marketing, sales and project management.

To know more about us, visit our website <http://www.iitbracing.org>!

Team Shunya

The team comprises of students from various disciplines like Energy, Mechanical, Civil, Electrical and Architecture with a vision to sustainably meet the growing demand and need for urban housing in India. The team participates in the Solar Decathlon competition, an international student competition that takes place every two years. The Solar Decathlon challenges 20 collegiate teams to design, build, and operate the most attractive, effective, and energy-efficient solar-powered house. The winner of the competition is the team that best blends affordability, consumer appeal, and design excellence with optimal energy production.

You can find more details at <http://teamshunya.in/home.php>

IIT-B Mars Rover Team

The IITB Mars Rover Team, a part of the Mars Society India (MSI), is a team of space enthusiasts looking to build space grade technologies for future manned missions to Mars. Our primary goal is to build a robust, all terrain and remotely operated rover for Martian exploration.

We are a relatively young tech team, and have been working on rover prototypes for participation into URC (University Rover Challenge), an annual competition held in Utah, USA, since 2014. We are currently building a rover prototype (pic shown below) to perform all the necessary tasks on a Mars mission such as terrain traversing

, astronaut assistance, autonomous navigation and soil sampling & analysis. Apart from this, our rover can have many earthly applications such as in agriculture and defence for unmanned surveillance.

Have a look at <https://iitbmartian.github.io> for further information and latest update

s about the team.

Autonomous Underwater Vehicle

The team works towards participating at AUVSI Robosub Competition, which is held annually in July at San Diego, California. The competition is a platform for students to display their skills in underwater robotics and build a connection with industries working along similar verticals. The competition demands designing and manufacturing of an unmanned autonomous underwater vehicle that can perform predefined tasks. This draws upon expertise of the areas of engineering provided by multifaceted team.

To know more about us, visit our website <http://www.auv-iitb.org>.

Inter College Festivals

There are a lot of local college festivals which are very accessible to freshman teams from the Institute. More details on these will be available through their specific website and through the STAB website. IIT Bombay also has a strong tradition of winning participation at Techfest. Some problems at Techfest are again very accessible to freshman. More details about these are available on the Techfest website and through various sessions held at both the hostel and institute level.

Where to Begin

Apart from Technical Orientation at the start of the year, most clubs and teams will have their individual orientations and beginner level events. Keep an eye out for posters on the Hostel Notice Boards. In addition all the clubs have dedicated web-pages, facebook pages and online discussion boards where activities are discussed in great detail. It would be a great idea to sign up for these. In addition feel free to contact the individual club conveners to help you out with your queries.

Most hostels also have Tech Rooms which are accessible through contact with Technical Secretary. Finally, some of the Institute labs may be made accessible for personal use after contacting the person in-charge.

Another great idea to stay in touch with Tech is to engage yourself in one of the various

arious projects running through the Institute. Apart from these one can also float personal projects which can be coordinated with either UMIC or one of the hobby clubs depending upon the exact idea in question.

Note: Most of the newsgroups are Google groups and it would be a nice idea to sign up for a Google account if you don't have one yet. Here we have barely scratched the surface of the scope of Tech at IITB. More detailed information is readily available on the club web pages and newsgroups.

Title: Media

Text:

The Institute has a very active media scene in terms of Newsletters, Magazines, V

ideo coverage and IITB Radio. While Insight, the media body of IIT Bombay, releases newsletters specifically for freshmen, amongst others, several departments and institute bodies also put out their own newsletters. IIT BBC pioneers the video content scene in the campus, and to cater to those who enjoy radio, we also have the IITB radio.

Newsletters and Magazines

Insight is currently the only active media body in the institute run voluntarily by students. Aawaaz was the media body for Hindi but is now dissolved.

Insight

If you like writing, have a flair for journalism and you want to work on high impact

pieces that usher changes in the institute or simply want to publish a few leisure pieces for light reading and humour you would like to work with the student media body Insight. Insight publishes online content on their website along with offline newsletters which are delivered door to door. Watch out for their Freshmen specific newsletter, started from 2013, which you will be receiving in August!

IIT Bombay Broadcasting Channel

IITBBC is a specific wing of Insight focussing on video coverage of events happening in the institute. If you are interested in real time coverage of news in the institute and working on video editing you should definitely work with IITBBC.

EnSpace

E-Cell publishes a magazine EnSpace which aims to promote entrepreneurial aw

areness through an interesting mix of articles, interviews and informative pieces. You can find the

EnSpace publications here.

Title: Gymkhana

Text:

The student community at IITB is an active and thriving one. The development and management of all student activities comes under the purview of Students' Gymkhana. It is instrumental in identifying student issues and promoting discussion on them. It functions as the office for all elections and nominations of students for gymkhana activities. There are several student bodies that work under the aegis of the Gymkhana.

Text: CAT

Link: https://smp.gymkhana.iitb.ac.in/about_us.php#cat

Text: life at IITB

Link: https://smp.gymkhana.iitb.ac.in/life_intro.php

Text: academics

Link: <https://smp.gymkhana.iitb.ac.in/academics.php>

Text: extracurriculars

Link: https://smp.gymkhana.iitb.ac.in/extra_curricular.php

Text: Information for Prospective Students | Indian Institute of Technology Bombay

Link: <https://www.iitb.ac.in/en/students/information-prospective-students>

Text: Onboarding

Link: https://smp.gymkhana.iitb.ac.in/incoming_things_to_do.php

Text: Accommodation

Link: https://smp.gymkhana.iitb.ac.in/incoming_accomadation.php

Text: Scholarships

Link: https://smp.gymkhana.iitb.ac.in/incoming_scholarships.php

Text: Fee Structure

Link: https://smp.gymkhana.iitb.ac.in/incoming_fee_structure.php

Text: Letter to Parents

Link: https://smp.gymkhana.iitb.ac.in/incoming_letter_to_parents.php

Text: Departments

Link: https://smp.gymkhana.iitb.ac.in/academics_dept.php

Text: FAQs and Query Portal

Link: <https://smp.gymkhana.iitb.ac.in/faq.php>

SECURITY

Security As is befitting an institute of our stature and importance, security at the gates has been very effective. Students may use the Main Gate, YP Gate (or the Market Gate) and the Lake Side Gate to enter/exit the institute and you must necessarily produce your I-Card every time you enter. The security guards can check your bags for alcohol/drugs if they suspect you of carrying it. Make sure you read the Security guidebook on the Hostel Affairs website to understand the limitations and powers of the Security. The Security Office is in the basement of the main building. All lost things can be claimed here. There are also some areas of the institute that are off limits for students at night (lakeside, Sameer Hill) and some parts that are off-limits all the time (beyond the pipeline, Vihar Lake). This is for your own safety; leopards from nearby Sanjay Gandhi National Park have been known to visit these parts of the campus. It's very rare though. That said, students at IITB are actually given a lot of freedom. Anyone can enter or exit his/her hostel and the institute at any time of the day or night. Just make sure you are alert, travel in groups and carry your ID card with you if you leave the institute at night. Fines are imposed by the security system if the guidelines are violated.

Office address : Basement, Main Building, Next to ID-CARD office,

IIT Bombay, Powai, Mumbai - 400076.

INTERCOM - 8989



EMERGENCY SECURITY CONTACTS

QUICK RESPONSE TEAM

QRT (MALE) - 9833338989

QRT (FEMALE) - 9167398598

DUTY OFFICER

MOBILE - 9167398596

INTERCOM - 1112

DUTY INSPECTOR

MOBILE - 9167398597

INTERCOM - 1100

VIGILANCE

MOBILE - 9833337979

MAIN GATE- 2 CONTROL ROOM

INTERCOM - 1122

Transportation at IITB

-There is wide varieties of transportation available in IITB. Firstly the buggies present in the institute are available during the day time. They are total 6 in number as of now and soon increasing.

E bikes are also present in the institute, they will start functioning when the company completely prepares their application.

MYBYK is also there to serve the transport needs of the students. Their are many points where these bikes are available.

You can also book a cab, auto via different online applications like Uber, Ola and Rapido. Autos are also easily available inside the campus.

Cycle shop is also there from which you can purchase new cycles.

Bike is not allowed to students inside the campus.

Public Transport in Mumbai :

The public transport system is highly developed and is used by millions of people every day. The chief modes of transport available in the city are the trains, metro, BEST Buses (AC and non-AC), autos and taxis.

Local Trains:

The Mumbai Suburban Railway colloquially called local trains in Mumbai are by far the cheapest, fastest and most convenient way to get around the city. The Mumbai suburban railways are primarily broken up into 3 lines—the Central, Western and Harbor lines. Refer to Google Maps to see how these lines cover the entire megacity. An important thing you need to know is that there are 2 types of trains—slow and fast. The slow trains stop at all stations, whereas The fast ones don't. The “fast” train stations are marked with a larger font on all railway maps. The nearest station from the campus is ‘Kanjurmarg’. Note that fast trains do not stop here. Tickets—if you find yourself having to travel by train often, you could go to the Travel Smart Card. You could purchase one at any ticket counter by giving a minimal refundable deposit. Also Recently Mumbai Railway has started Local Train Ticket Booking using a Mobile App, saving you from long queues. For that, you can download the App named “UTS” from the Play Store.

Metros :

The Mumbai Metro is the second cheapest rapid transit system serving the city and the broader metropolitan region. The Metros are not as crowded as Mumbai Suburban Railway, colloquially called local trains. The Metro routes are different from the local trains, while it reduces the traffic congestion in some parts of the city some lines are still under construction. The construction of the Mumbai Metro line connecting the IIT Bombay to the network is expected to complete soon. Tickets - you can purchase the ticket at the Metro Station or use PayTM to avoid the long queues.

BEST buses:

The BEST buses generally run for comparatively smaller distances within 2-3 suburbs, though you might consider hopping on to that bus which takes you from one end of Mumbai to the other during the peak hours when the trains are filled chock-a-block.

The Guest House:

Tucked away in the pristinely beautiful campus of one of the most prestigious institutions of India, the Indian Institute of Technology Bombay (IITB), the IIT Bombay Guest House consisting of the Jalvihar, the Vanvihar and a set of Faculty Apartments, remains a pleasant haven for the Institute's guests, whether guests from academia, or the Institute's alumni, or the parents/wards of its students.

Just a short stroll away from the Main Gate, the primary entry to the institute, these restful residences are flanked by green lawns, walkways, and a pond which is home to a lively flock of geese. Great vistas and breathtaking sunsets on the Powai Lake, which borders the Jalvihar Guest House, while Vanvihar, as the name suggests remains ensconced amidst trees, complete the picture perfect charm of the Guest House.

The Campus:

Spread over 550 acres, the Institute is located in the north eastern suburbs of Mumbai and is nestled between the picturesque Powai and Vihar lakes, surrounded by scenic hills and green cover.

Only about an hour and half distance away from the city center, IITB is well connected by buses, local trains and cabs. Facilities on campus include a post office, two banks, a shopping center, playgrounds and swimming pools, eating places, two excellent schools and a well-equipped hospital.

All students and most faculties reside on the campus. Students in the many student hostels and the faculty in residential quarters located within the campus. The peaceful atmosphere of the campus belies the varied and vibrant range of activities that complement its academic life.

DOCTORAL WING FREQUENTLY ASKED QUESTIONS

DOCUMENT VERIFICATION (1ST YEAR)

Q: My degree certificate is not yet arrived from my previous institute, is it okay to verify all the other documents and start the stipend process?

A: No, the degree certificate is a mandatory document, without which the stipend can not be started, regardless of the funding source.

GUIDE RELATED

Q: How do I choose my PhD supervisor?

A: Choosing a supervisor, may depend on your admission category, e.g. a TAP student may already have a supervisor assigned already. A common process is to first look for faculty profiles on the respective department website, identify research interests, then schedule a meeting by sending an email.

Q: Is it mandatory to choose my supervisor from my department itself?

A: This is department dependent. If your department allows a professor from other departments to be the main supervisor, good. Sometimes a department mandates to have a professor from the department to be a co-supervisor. You can confirm this with the respective department office/head.

Q: Do I require co-guide as well? How many?

A: It is not compulsory to have a co-guide, but according to institute rules, a professor can not supervise more than 5 scholars, in which case the main supervisor might suggest you search for a co-guide, or assigns a professor himself.

PLACEMENT

Q: Why is there less number of RnD profiles coming up for hiring?

A: The profiles depend completely on companies' interest. If they have an opening for PhD candidates for the pattern, they might consider them. Also, we get inputs from PhD students each year before the start of placement season regarding which R&D profiles they seek to work for. We contact those companies as well, and if they are interested, they do come.

Placement Blog 2020-21

Q: Why not allow PhD students to attend all sector companies?

A: The restriction is not from the Placement Cell's side but rather from the company's side, which sees much more flexibility in UGs than field-specific PhDs. Nonetheless, the placement cell tries to convince the company to consider the PhD students along with UGs for other profiles.

Q: Why not companies and institutions which are working in R&D be encouraged to work with PhD from the start of their research work?

A: IIT Bombay is working over a similar proposal called IITB Research Park. But it will take at least 5-6 years in setting it up. This is so because there is a formal procedure to do things (considering the formality to be honoured from both companies' side and IITB's side) and has to include the support from academic fraternity (students and faculty) and also other subsidiaries to help us give a concrete shape to the design we might consider.

Q: Why not update us through messages?

A: We have a placement blog which consists of all the necessary information required. Hence regular checks of placement blogs would eliminate the chances of communication gaps.

Q: For PhD students, five slide ppt must be in front of the interviewer for one to understand what they are doing and then only should be followed by a technical interview.

A: Considering the large number of applications each company has to go through to shortlist/select a student, it will not be a good idea to make it compulsory for the recruiter to go through a 5 slide ppt before proceeding with interviews. A small, crisp and to the point resume or SOP should be enough to leave a mark in the mind of the recruiter and later at the start of the interview the student can explain the areas he/she has worked in.

Q: Could placements be conducted twice a year for PhD scholars (something like, in tandem with the convocation)?

A: A placement season is a yearlong event. The interviews start in December and continue in the next semester from January to June.

Q: Why isn't the PhD package different from Bachelors and Masters?

A: Most of the time it is different from bachelor and master students. In those rare cases where it isn't, the placement cell doesn't have any say in it since it's the jurisdiction of the company to decide what package to give to scholars and other students.

Q: Why is the JAF deadline necessary?

A: Company has a timeline for shortlisting candidates from resumes, hence if we don't keep any deadline, the company will ignore the applications received outside their timeframe.

APS

Q: What is a seminar? Is it mandatory to opt for it? What are the credits?

A: A seminar can be considered as a pre-research course, in which you need to select a topic and prepare a report on it, mainly about the existing literature. The course is mandatory to be taken as a part of coursework in the first year and has 4 credits associated with it.

Q: What is APS?

A: APS is an abbreviation for Annual Progress Seminar, in which the researcher has to show the work progress done in the previous year in front of the review committee.

QUALIFIER

Q: What is a qualifier?

A: A qualifier is similar to an interview, in which a scholar has to select two subjects of his choice and appear in front of a panel of faculties, and answer/discusses problems given by the panellists. It is mandatory for the research scholar to pass the qualifier, only after which he is allowed to carry out his research work.

Q: What is the requirement of a qualifier if I have already given an entrance interview?

A: The qualifier is said to test the scholar's ability to discuss and portray the problem given to him, and also check his thinking process and style of delivery. The panellists often ask to describe the given problem as if teaching to a batch of students, in which case the qualifier tests the scholar's ability of presentation as well.

Q: What is the process to execute the qualifier?

A: Typically, there is a qualifier form available in every department, which needs to be filled.

According to the subjects chosen, the office then assigns two professors and a moderator as a panel, which strictly does not include the research-supervisor if already chosen. Then the scholar needs to approach the professors to approve the selected subjects and take their signature, and hand it over to the department office. After doing so, the department schedules the qualifier.

MASTER'S WING FREQUENTLY ASKED QUESTIONS

TA STIPEND

Q: When does a TA student receive a stipend?

A: By 10th of every month.

Q: What documents need to be submitted to get started with the stipend?

A: Bank details need to be uploaded in ASC portal.

Q: What are the requirements for the stipend?

A: The student should have a course work CPI greater than or equal to 6.0.

TAP/RA STIPEND

Q: When does a TAP/RA student receive a stipend?

A: 10th of every month.

Q: What documents need to be submitted to get started with the stipend?

A: Bank details need to be updated in the ASC website.

CONVERSION TO PHD

Q: What are the criteria for converting to PhD?

A: A student pursuing full-time MTech at the institute should fulfil minimum qualification prescribed for admission to any specified PhD programme in the institute and also should have obtained an SPI of 9.0 or above after having registered for full credits of course work in the first semester.

Q: What is the process of PhD conversion?

A: The student shall apply for the change by the end of the first semester through DPGCs/IDPCs/SPGCs who will forward the application to PGAPC along with their recommendation.

Q: When can I apply for PhD conversion?

A: The student should apply for the change over by the end of the first semester.

FELLOWSHIP

Q: What are the fellowships available in IITB? What is the criteria for selection in a particular fellowship? What is the duration and stipend for different fellowships?

A: SCHOLARSHIPS OFFERED BY IITB

COURSE REGISTRATION

Q: Where do I check the status of my course registration?

A: Go to ASC website (<https://asc.iitb.ac.in/acadmenu/>), login and select Academic (left side) -> Registration -> Status

Q: What will happen if I fail to do the course registration in the given time period?

A: There is an extended period within which registration can be done with a fine.

Q: What is the process for course registration?

A: 1. Students have to clear institute and hostel dues before registration.
2. Go to ASC website (<https://asc.iitb.ac.in/acadmenu/>), login and select Academic (left side) -> Registration -> Registration/Adjustment

COURSE

Q: How many courses can I take in a semester?

A: There is no limit as such to the number of courses that can be taken. But the clashing of timeslots may restrict you to a definite number of courses.

Q: Can I withdraw from a course? How?

A: Log in to the ASC portal. Under the Registration tab, there is an option of Course Withdrawl where you can choose the courses you wish to withdraw before a mentioned deadline. After exercising this option on ASC, approval of faculty advisor is required. Student can mail the faculty advisor to approve the request of course withdrawal.

Q: How to extend the course duration from 2yrs to 3yrs?

A: The approval of DPGC and then PGAPEC is required supported by genuine reason by the student.

Q: Is it necessary to take the core course in the same semester?

A: The transcript will reflect FR on not completing the core courses in the required semester. So it is advised to complete the core courses in the same semester. However, you have to complete then the required core courses in the same semester of the next academic year.

Q: What are the minimum credits I need to complete for finishing one semester?

A: The minimum no. of credits for finishing a semester varies for different programmes and departments. Your faculty advisor will inform you about that. Faculty advisor won't approve the registration if you fail to opt for minimum required credits and you will be notified about the same.

FEE

Q: What is the fee structure for M.Tech/MBA/M.Sc./MUDE/MPhil?

A: FEES STRUCTURE

Q: Where do I pay the fee?

A: The option of fee payment is available on the ASC external website.

ASC EXTERNAL

Q: What to do if I fail to pay the fee in the given time?

A: Contact the academic section / dean-ap.

Q: I paid the fee but the status is showing no fees has been paid. What should I do?

A: Wait for a few days. If it still doesn't update, contact the academic office.

DOCUMENT VERIFICATION (1ST YEAR)

Q: Which documents are required for document verification?

A: The required documents will be mentioned in the admissions letter. Also, they will be mentioned in the upload portal.

Q: What should I do if I fail to produce some of my documents?

A: Your admission will stand cancelled.

Q: What should I do if my previous degree exams are pending?

A: Contact Dean-AP.

GUIDE RELATED

Q: Can I change my Guide during MTP?

A: Yes

Q: Can I choose a Guide from other departments?

A: Yes, Discuss with Fac Adv and with the Prof whom you want as your guide. Convey the decision to Proj Incharge and HOD(?). Each student should have a Project Supervisor from the faculty of the parent department.

PLACEMENT

Q: Details about placement

A: PLACEMENT PORTAL IITB

MTP/ MSP

Q: What is the process for Project Topic selection?

A: Dept provides a list of topics; every student decides for one topic, in case of a clash, the student with higher CPI will be given the preference. Students may discuss with their prospective guide if they'd like a project of their own.

Q: Can I see my marks for each stage of the Project?

A: Evaluation of Projects is usually done in 2 stages. After completion of each stage a grade score is allotted. Mode/pattern of evaluation varies among Depts.

INTERNSHIP

Q: Do I need a NOC from my Dept/Institute before applying for an Internship?

A: Yes, for certain internships the NOC needs to be submitted along with the application, for internships through placement cell, NOC can be provided after confirmation.

Q: Can I apply for internships outside the placement cell?

A: Yes

TEAM 2022-23

CLUBS

TECH TEAMS

OTHER BODIES

LABS

PORTALS

WORK REPORT

CONTACT US

WELCOME TO

INSTITUTE TECHNICAL COUNCIL

Innovate . Tinker . Create!

About ITC

The ‘T’ of IIT Bombay is right here

The Institute Technical Council caters to the needs for everything related to tech happening in the institute. Student Tech is one of the pillars of IIT Bombay, which fosters a culture of motivating young minds to pursue innovative ideas. We make sure that your ideas are heard and help you turn these ideas into reality in every way possible.

How to JOIN?

There is no ‘formal’ way to join a club. You can go and participate in activities and events of any club. You will receive information about these via webmail. These activities are organized by the managers and conveners of respective clubs. In order to become a part of the council, you can take part in the recruitments that happen every year. To join the technical teams, you can participate in the respective teams’ year around recruitments. More information will again be shared via webmail.).

Aeromodelling club:

The Aeromodelling Club of IIT Bombay is one of the premier clubs for technical exploration in the institute. It deals with anything that is capable of flight from drones and planes to rockets and boomerangs. It draws participation from over a thousand students across branches for various events and technical activities. The club believes in a hands-on approach to flight and gives members the resources and more importantly the peer group to take any idea sky high.

The flagship event of the club for freshmen is the RC Plane Competition which gives students a hands-on introduction to flight. Here students build and fly their first aeroplanes after learning the fundamentals of flight from club seniors who mentor teams throughout the process. The club also conducts airshows, drone hackathons, water rocket competitions, flying sessions, tech workshops, quizzes and lectures by experts in the aerospace industry throughout the year. The club has seen success at national level aeromodelling competitions over the years like the Boeing Aeromodelling Challenge and is always open to ideas for interesting projects. Over the years it has seen work done on Ion Propulsion, Bionics for flight, VTOL aircraft and high-performance quadcopters. If you find flight fascinating and are excited by challenges the Aeromodelling Club is the place for you.

E-Cell IIT Bombay

The Entrepreneurship Cell (E-Cell) of IIT Bombay has been inspiring Entrepreneurs since 1998 and is Asia's largest student-run entrepreneurship-promoting body as designated by Thomson Reuters.

"E-Cell IIT Bombay helps the hustling startups and young professionals via dynamic workshops, thought-provoking speaker sessions, high-stakes business plan competitions, and numerous other game-changing initiatives throughout the year to create a crucible for innovation. We stand as pillars of support for budding entrepreneurs, providing them with personalized guidance from experienced mentors, crucial funding opportunities, and a robust network that can change the course of their journey forever!"

Origins of E-Cell

The Entrepreneurship Cell, at IIT Bombay was founded in 1998 with the motto of 'Creating Job Creators'. Currently, we are a team of 21 managers, 2 overall Coordinators, and many enthusiastic students studying at IITB, sharing a common mission. The team meets up in an 18x18x14 room, popularly known as the 'E-Cell office' inside the Students Activity Centre (SAC), where the strategy to uplift the flame of startups across the globe originates.

Our Vision

Entrepreneurs have a clear vision. These are the thinkers, innovators, the action takers who change society for a better tomorrow. The vision of E-Cell IIT Bombay is to enable these action-takers to

efficiently traverse their road to an enterprise by giving them exposure, mentorship, network, funding opportunities and wisdom to turn their dreams into reality.

Registration & General

1. What are the dates for Mood Indigo 2022?

The 52nd edition of Mood Indigo will be held from **27th to 30th December**. Gear up for the 4 most awesome days of this year!

2. Why is registration necessary?

Registering on the website will generate a unique MI number for you. This MI number is essential for participation or entry to all the activities going on during Mood Indigo! If you want to register for a competition or accommodation or collect concert passes, you'll need to have an MI number and a college ID. Your MI number is essential to access the best things the festival has to offer.

3. How do I register for MoodI ?

Registration can be done [here](#) by filling in your personal details

4. Why should I give my information in registration?

All the details asked are relevant and are used to keep you updated about events at Mood Indigo. All the information is kept safe.

5. What is my MI number?

You will get a unique ID on your screen after registering. This is your MI number which will be used to identify yourself while attending Mood Indigo. Please note this number.

6. Is it necessary to have an MI number to attend MI?

Yes, it is compulsory.

7. Is the entry free?

The entry has been and will always be free for all college students.

8. What is the artist lineup for Mood Indigo 2022?

Stay tuned to our Official [page](#).

9. What to do after completing the registration?

After registering, you will get an email that will confirm your registration. Definitely keep up with our social media handles and regularly check your mail. After this, all you need to do is attend Mood Indigo :)

10. Can people of any age-group attend Mood Indigo?

No, Only college students are allowed.

11. Are cars allowed inside?

No, vehicles are not allowed.

12. What are the restrictions on entrance and exit of campus during Mood Indigo?

Entrance on campus begins at 7 AM for all participants and visitors on all four days. If you are not attending the concerts, and not availing accommodation, you will be required to leave campus by 4 PM. If you are attending the concerts, and not availing accommodation, you will be required to leave the campus by 10 PM.

Campus Facilities

What are the nearest railway stations and airports to reach IIT Bombay?

The IIT Bombay campus is located in Powai, around 10 km from the Mumbai Domestic Airport, around 12 km from Andheri Railway Station and about 2.6 km from the Kanjurmarg railway station. The Campus is well connected by road to each of these three major arrival points. As such, you can readily hire a taxi or an auto-rickshaw from any of these to reach the Campus.

What about the hospital facility?

In case of any emergency, please call the emergency number given on the Registration Booklet

Should I carry some ID proof every time?

You should carry your ID card as well as your registration booklet with the given wrist band all the time, as a security check is regularly done.

How will I get to know about timings and venues for the events during Mood Indigo?

You will be given a registration booklet that will have all the timings of all the events and their venues.

How to find a way to any venue of the event?

To find the location and direction of any venue you can access the “Insti app” of IIT Bombay or just google it on Maps. You will also find a map at various spots to find locations of events.

What are the Facilities at Mood Indigo for the visitors?

The people availing accommodation at Mood Indigo get exclusive hospitality kits, free passes, access to all of the Proshows, and get a chance to experience the nightlife at IIT Bombay. General visitors get free passes to all of the concerts which are distributed during the fest, on a first come first serve basis.

Are there ATMs available inside?

Yes, ATMs are available near 3 major spots - Gulmohar garden, Old swimming pool area, & hostel-5.

What all food options are available during Mood Indigo?

For the very first time, we are launching our own Food Festival where the crowd can connect with food that is one of a kind. You can experience the Food Fest throughout the day and at midnight.

We also have a food court in the Physics Parking Lot operative during the daytime. Crowds can enjoy the food courts present at Gymkhana, which are operative during the concerts.

Competitions

How do I register for Competitions at Mood Indigo?

If you do not have an MI Number, go to the 'Register' tab and fill in your details there to get a MI Number. Then go to the Competitions Genre and register in the required competition. If you already have an MI Number then directly register for the competition by going to Competitions Genre and register in the required competition.

Who can participate in these competitions? Is there any fee involved for registration?

Any college student can take part in these competitions. There is no registration fee for participation.

Are on-spot registrations allowed during the fest?

On-spot registrations may or may not be allowed depending on the number of registered participants. We suggest that you register online as soon as possible to prevent any unforeseen circumstances.

What is an LYP?

LYP stands for Live Your Passion. This is an initiative taken up by Mood Indigo in order to promote and showcase the talent of winners of competitions. Wherever applicable, they have been mentioned in the competition details itself under the Prizes & LYP tab.

Will I get a certificate for participation in competitions during Mood Indigo?

Yes everyone participating will get a digital certificate of participation.

Am I supposed to register for the group competition myself?

If you are the team leader, you must go to the competition you are interested in and create a team and then add the MI Numbers of all your team members. If you are NOT the team leader, ask the team leader to add your MI Number in the team

What is the date, time and venue for these competitions?

The detailed schedule of the competitions will be released later. Stay tuned to our social media handles and regularly check your mail.

Which competitions shall be conducted online this year?

The rules and formats for all the competitions are available [here](#)

CONCERTS & PASSES

Am I eligible to attend a concert?

Anyone having an MI number can attend a concerts, provided they have a pass.

How can I attend concerts?

The concerts are free for all. You just need to collect passes against your college ID at the hospitality desk.

What are the timings of the concert?

7 PM to 10 PM; all 4 days

Can I leave and enter again at the concert using the same pass?

NO

What things are not allowed in the concert?

Cameras, cosmetics, pointed objects like scissors, knives, etc are not allowed. Make sure you bring your friends along, though! There are arrangements inside for water, along with a food court. So there won't be any need to carry water! You cannot carry your own food items. However, you can buy food from food courts inside the concert area.

Can I get passes for my friends by providing their IDs?

No, you will get a pass only on your own ID.

Do I need passes to attend ProShows/Competitions/Informal/Concert Events?

Mood Indigo will provide you with a booklet and a band as soon as you enter the campus which has to be collected from the registration desk at the main gate. This Booklet and band will act as a pass to all the events other than concerts for non-accommodation holders. For accommodation holders, Mood Indigo will provide you with a separate booklet and a band and they will act as a pass to all the events including concerts.

Are the concert passes paid? When and where are passes distributed?

Passes are free and need to be collected from the Hospitality Desk, Student Activity Center (SAC). The distribution of passes begins at 10 AM. The distribution of passes shall be on a first come first serve basis.

I am currently studying at IITB. How do I get a concert pass?

A student of IIT Bombay doesn't need a concert pass for himself/herself. They will get direct entry on producing their IITB ID cards at the entry. IITB students can get an extra(+1) guest pass from Hospitality Desk, Student Activity Center (SAC) from 10 AM issued on their ID card. There will be just one extra guest pass provided per id card produced.

Accommodation & CL

When will the registration for accommodation start?

Registration for accommodation is on-going. You can register at the [ACCOMMODATION PORTAL](#)

What is the procedure for the online payment of accommodation fees?

Once a particular contingent is finalized by the CL and their accommodation is confirmed by Hospitality and PR Heads of the festival, each and every person with confirmed accommodation will be given a link to the payment portal where he/she needs to make the payment online. In case an individual wishes to make online payment of some other people in his/her contingent as well, the option for the same would be available.

What is a Contingent Leader(CL)?

Contingent Leader is the senior student of the college, who is appointed by their college and will lead the contingent from his/her college to Mood Indigo.

What is the job of a contingent Leader?

CL acts as a representative for all accommodation related queries between MI and his/her college, thus conveying all Mood Indigo information to students of his/her college. The CL is also responsible for applying for accommodation on behalf of the college's students. The CL gets a certificate of appreciation from Mood Indigo, IIT Bombay after completion of his/her duties.

How can I become a contingent leader of my college?

In order to be nominated as the CL of your college, you need an official letterhead of your college signed by the director/principal saying that you have been nominated as the Contingent Leader for Mood Indigo 2022. Along with you, names of two other people should also be there who would be the assistant CL. All three of you must mention your MI number along with your name in the letter. Send a scanned copy of the

same to publicrelations@moodi.org , darsh.yadav@moodi.org, divij@moodi.org and coordie.moodi@gmail.com.

When will my accommodation be confirmed?

You first need to register for Mood Indigo and get your MI number. Your accommodation will then be confirmed by the CL in coordination with the Hospitality Heads of the festival. The confirmation for the same will be communicated to the CL timely.

Where will the accommodation be provided?

Accommodation will be provided to boys and girls in well-secured separate residential complexes on and near the campus of IIT Bombay.

Will the team members be given accommodation at the same place?

We will try our best to provide you with this arrangement but no confirmation can be given.

We have no cultural committee to nominate a CL & we are a group of 4-5 friends who want to attend the events. How do we get accommodation?

You should nominate a CL/ACL amongst yourselves, get it approved from the college authorities and then proceed in the same manner.

Does the accommodation fee include the food facility as well?

No. The accommodation charges don't include food. However, there will be food courts operational during Mood Indigo to cater to the food requirements.

What all does the accommodation facilities include?

The accommodation cost includes staying within or near the campus during the festival, direct entry to the concerts without passes, hospitality kits and entry to Afternites.

What would the virtual experience be like?

The integrated platform shall ensure a very engaging and cherishable experience to all attendees.

We are a group of friends not participating in any of the competitions and just coming to MI to have fun. Would we be allowed?

Yes, you can definitely attend MI by registering from your respective colleges. However, for accommodation, you can contact the Heads of Hospitality and Public Relations and request for accommodation. Accommodation would be confirmed strictly subject to availability.

What is the procedure to be followed after we reach IIT Bombay?

You need to come to the Accommodation Desk, Students Activity Centre (SAC) along with your college identity card. You will be allotted your place to stay on campus and given a registration booklet. In the case of a big contingent, a contingent leader needs to present the ID cards of all the people in his contingent at the accommodation desk along with a list of all the people. Accommodation would be strictly on a shared basis.

I am not traveling with my college contingent and will be arriving separately. What should I do?

You need to proceed with the registration in a similar way. Irrespective of your time of arrival, your CL will have to register and ensure complete payment of his/her contingent. As your registration at SAC would have been done by your CL you can then contact him/her and directly arrive at your place of stay.

Abhyuday: <https://www.abhyudaiitb.org/>

About Us

Abhyuday, started in 2014, with a group of socially inclined students who felt the need for a body, which provides opportunities to the students of the institute who wish to work for a better society. With a vision to channelize the youth towards India's social challenges, Abhyuday has established itself as one of the country's largest student run social body in the mere span of 4 years. Our flagship being campaigns, we also conduct year long events like conferences, donation drives, exhibitions and provide social fellowship, internship opportunities to the students of the institute. The 'Social Fest' usually held in January is a two day extravaganza that celebrates the spirit of social good.

For Information of various courses running across different departments and in different semester.
also, for grading statistics and please vist ASC IITB. link: <https://asc.iitb.ac.in/acadmenu/>

External ASC: <https://portal.iitb.ac.in/asc/Login>

Guidelines for Interdisciplinary Dual Degree Programme (IDDDP)

1 Minimum Eligibility Criteria:

- 1.a Undergraduate (UG) students admitted to B.S., B.Tech. and DD (B.Tech. + M.Tech.) programmes can apply for IDDDP at the end of sixth semester.
- 1.b At the end of sixth semester, students must have CPI ≥ 7.5 and should not have any FR/DR/DX/W grade in mandatory courses including NSO/NSS/NCC.
- 1.c Through IDDDP programme, students can apply for all the specializations of Dual Degree (DD) and M.Tech./MBA programmes approved by the Academic Senate of IIT Bombay.
- 1.d Over and above minimum eligibility criteria [a-c], a DUGC/DPGC may enforce additional eligibility and selection criteria [through Academic Senate of IIT Bombay].
- 1.e Students admitted to B.S. programme through Maths Olympiad are not eligible.
- 1.f Refer Annex I for additional details with regard to eligibility criteria by certain Academic units.

2 Procedure

- 2.a Interested and eligible UG students from B.S., B.Tech. and DD (B.Tech. + M.Tech.) programmes should apply using the form (as attached) directly to their respective parent departments at the end of sixth semester and before 15th July of that Calendar year.
- 2.b The application must clearly state the course plans to finish the B.S. / B.Tech. programme by the 8th semester and the intended IDDD specialization by the 10th semester. No additional time will be provided for either one.
- 2.c The completed application of the student must be examined and approved first by the DUGC of the parent academic unit, followed by the DUGC / DPGC [as applicable] by the destination academic unit.
- 2.d The list of the short-listed candidates will be forwarded to Dean, AP by the Convener, DUGC / DPGC of the admitting [destination] departments. An academic unit can also provide a waiting list based on the merit.
- 2.e The final list of selected candidates will be conveyed to the Convener, DUGC of the respective parent academic units and the Convener, DUGC / DPGC of the destination academic units. The final list will also be conveyed to Associate/ Dean, SA for adjustment in hostel accommodation.

3 Rule & Regulations:

- 3.a IDDDP is only for the movement of students from one academic unit to another.
- 3.b A DD specialization / M.Tech. program usually requires the completion of 8 to 9 courses of 6 credits and a DD/M.Tech. project (DDP/MTP) of 74 - 92 credits.
- 3.c IDDDP should also be treated as (b). However, considering (a), IDDDP also allows the completion of only 4 PG level courses (as specified by the concerned academic unit) and the DDP/MTP project to earn a "Dual Degree in xxx Specialization WITHOUT HONORS".
- 3.d An admitting academic unit can prescribe additional courses over and above that required for IDDDP, (with/without HONORS) which may differ depending on the parent academic unit of the incoming student to facilitate introduction considering (a).
- 3.e The DUGC/DPGC of the admitting academic unit must prescribe beforehand and certify the completion of the HONORS requirement.
- 3.f An academic unit can admit at most 2 UG students in each DD/ M.Tech. specialization.
- 3.g The selection and entry of all candidates in IDDDP will remain provisional till the successful completion of B.S./B.Tech. curriculum by the end of 8th semester. The payment of TAship to the selected candidates will remain subject to terms and conditions as applicable to usual DD programs and other rules as applicable from time to time.
- 3.h The roll no. of the selected list of candidates will remain the same.

Following additional criteria are specified by some departments for IDDDP

Department	Eligibility Criteria
SJMSOM	<p>B.Tech/B.S. and Dual Degree (B.Tech+M.Tech) students.</p> <p>1 Students with CPI of 7.0 at the end of their sixth semester and with no backlog in their UG courses can apply for the programme.</p> <p>2 The CPI criteria would be a benchmark and interviews will be conducted as per specialization applied for.</p> <p>3 The fees applicable to IDDDP students will be the same as that applied for the students in 2nd year MBA programme.</p> <p>4 On completion of programme, the students would get B.Tech Degree in parent department and MBA degree in given specialization.</p> <p>5 The students would not be eligible for Minor in Management (SJMSOM)</p>
Environmental Science and Engineering Department	A maximum of two students would be permitted to leave the Department for joining IDDDP programmes.
Systems and Control Engineering	<p>1 The candidate must satisfy the minimum eligibility criteria stipulated by the Academic section.</p> <p>2 A SysCon core faculty member must agree to guide the candidate.</p> <p>3 In any year, a core faculty member can agree to guide (i.e. recommend) at most one candidate applying for the SysCon IDDDP.</p> <p>4 The candidate must have completed any two courses from our list of minor courses within the first six semesters of the B.Tech program and have an average score of at least 7.5 in these two courses. This requirement can be waived if the student has credited some equivalent courses in other departments which in their entirety cover the topics covered in any two SysCon minor courses. The average grade requirement for the equivalent courses is 7.5. The decision about granting the waiver will be taken by the IDPC.</p> <p>In case more than two candidates satisfying all the above requirements apply for the SysCon IDDDP, then the two candidates with the highest CPIs will be recommended for admission.</p>
CMinds	<p>Any IITB BTechs with CPI > 8.0 can opt for the program in their sixth and seventh semester with the approval of the DUGC of the BTech department and DPGC of the M.Tech. department.</p> <p>Dual degree students can be admitted via usual rules of a branch change. He/she must have completed at least two AI and Data Science minor courses (including the soft core or equivalent courses). A DDP guide who is a faculty member associated with the Centre for MI&DS must be identified, and give his/her approval as part of the application process. The final decision will be based on CPI, consent from an associated faculty who agrees to serve as advisor, statement-of-purpose, and/or interviews. The center will make the admission decisions before the start of placements in the seventh semester. A student who chooses to convert to IDDDP in AI and Data Science and thus receives a Masters in AI and Data Science, will not be eligible for a minor in AI and Data Science.</p> <p>Number admitted: In its first year of operation we propose to admit eight* students in the institute TA category and 22 additional students in the RA category. Students in the TA category will support the minor courses offered by the Centre. The students in the RA category will be funded by projects of the faculty with whom the student engages in the year-long project.</p> <p>Curriculum Structure The master's degree requires:</p>

	<ul style="list-style-type: none"> • Completion of at least two AI and Data Science minor courses (including the soft-core or equivalent courses) by 6th semester. For the first year of admission this requirement will be waived. • Completion of 4 PG level courses. Two courses are to be completed in the 4th year, and the remaining two courses in the 5th year; these courses must be from a list of courses approved as electives for Minor/IDDDP in AI and ML by the CMInDS. The elective list includes a wide variety of relevant courses already offered by different departments. These are organized into three baskets: Mathematics, AI and ML, and Applications. The current list of such courses appears in the appendix. • Completion of two stages of the Dual Degree Project as per the standard IDDDP structure <p>The degree offered by the center would be WITHOUT HONORS since we require only four PG-level courses. This is as per Rule 3(c) of institute guidelines on IDDDProgram. However, as per rule 3(d) and 3(e), the MInDS center may prescribe additional pre-requisite courses over and above those discussed above if an incoming student is deemed to require them. These will be determined by the DPGC and informed to the student in advance</p>
Centre for Digital Health	<p>Under-graduate students pursuing a B.Tech. / B.S. / DD (B.Tech. / B.S. + M.Tech. / M.S.) degree in an academic unit at IIT Bombay with CPI > 7.5 at the end of sixth semester can apply. The applications would be screened first at the DUGC of the home academic unit of the applicants and subsequently, by a select academic committee of CDH.</p> <p>The applicant is also required to identify through mutual discussion a faculty member associated with CDH as a supervisor for the dual degree project (DDP). Prior consent from the concerned faculty member is essential for the IDDD application.</p> <p>The final decision will be based on CPI, consent from an associated faculty who agrees to serve as the DDP supervisor, statement-of-purpose, and/or interviews. The center will make the admission decisions before the start of placements in the seventh semester.</p> <p>A student, selected for IDDD in CDH for a masters in "Healthcare Informatics", will not be eligible for a minor degree in Healthcare Informatics.</p> <p>Under-graduate students pursuing a B.Tech. / B.S. / DD (B.Tech. / B.S. + M.Tech. / M.S.) degree at IIT Bombay can pursue additional one year of PG-level courses and a year-long project in the area of Healthcare Informatics to earn a masters' degree in "Healthcare Informatics" along with their B.Tech. / B.S. degree in dual degree mode.</p> <p>Number of students to be admitted : For the AY 2021-22, it is proposed to admit 8 students in the institute TA category and 22 students in the RA category. The students in the RA category will be funded by the research projects of the concerned faculty member with whom the student would engage in the year-long project.</p>
Climate Studies	The Minimum eligibility criteria, Application procedure, Rules & Regulations will remain the same as provided in the UG Rule Book. The department can have a maximum intake of 5 students in an academic year.

Process for Minor Pre-Registration

As per 2.5.1 section of UG Rule Book, **allocation of Minor courses is based on CPI**, subject to course pre-requisites and seat availability. Students must pre-register for minor courses and give their preferences for the various courses being offered in a given semester.

The details about pre-registration process for Minor courses are as follows:

- Students after logging into ASC, can view the list of available Minor courses.
- Student can give preferences for multiple courses and must select the courses that they are interested in. Courses where pre-requisites are not met, will not be allowed for selection and an appropriate message will be shown for the same. On submission of preferences, an auto email confirmation will be sent to the students.
- All allocations will be done, based on CPI. Therefore, students with higher CPI will get preference.
- When a student is allotted a course either during pre-registration or later during the regular registration, he/she will be removed from all queues for lower priority courses.
- After allocation is done on the basis of CPI and seat availability, selected students will be registered for the respective courses. If seats for a course are full, a waitlist of students who have pre-registered for the course is maintained, in decreasing order of CPI.
- For the courses with a waitlist, if a student drops the allotted Minor course then the first student who is in queue will be registered
- Registration for courses (including Minor) will be strictly based on permissible course registration load as per categories defined in UG rulebook. A minor course will not be allotted to a student if at that point, on allocation of the Minor course, the total credits registered by the student exceed the permissible limit. The seat will be allotted to the first student who has not exceeded the permissible credit limit. It is the student's responsibility to make sure that the cap on the total credits is not exceeded during Minor course allocation.
- **NO FIRST COME FIRST SERVE** queue will be maintained unlike previous years.

**Applicable to the B.Tech., B.S., B.Des.,
Dual Degree students admitted from the
Academic Year 2007 - 2008**

Updated: October, 2023

Rules are classified into three separate categories as follows: (I) those which may be implemented within a department by DUGC/DPGC, (ii) those that require a decision at the level of Associate/Dean Academic Programme or UGAPEC/PGAPEC, based on recommendations from the department bodies (iii) those that need to be discussed in the Senate for a decision.

Therefore, rules are colored with one of three colors.

1. The color green indicates that the final authority for rule is the Convener DUGC
2. The color yellow, and underlined means that the final authority is Associate Dean (Academic Programme)/ Dean (Academic Programme)
3. The color yellow, without an underline means that the Convener, UGAPEC is the authority.
4. The color blue means that the final authority is the Senate
5. The rule which is uncolored, is to be implemented strictly

INDEX		
Section	Particulars	Page
	PREFACE	7
1	INTRODUCTION	8
1.1	Organizational Structure for Academic Administration	8
1.2	Academic Calendar	10
2	CURRICULUM / PROGRAMME OF STUDY	10
2.1	Curriculum	10
2.2	Semester – Autumn, Spring, Summer	10
2.3	Course Credit Structure	10
2.3.1	Theory and Laboratory Courses	10
2.3.2	Course Equivalence	11
2.3.3	Seminars	11
2.3.4	Projects	11
2.3.4.1	B.Tech. Projects (BTP –I and BTP-II)	11
2.3.4.2	B.S. Project	11
2.3.4.3	Dual Degree Project (DDP)	11
2.3.4	Non-Credit Requirements	12
2.3.4.1	NCC/NSO/NSS	12
2.4	Minimum Credit Requirements and Planning of Individual Academic Programme	12
2.5	Opportunities for Additional Learning: MINOR, HONOURS, etc.	12
2.5.1	Minor	13
2.5.2	Honours	14
2.5.3	More than one minor for students	14
3	ROLE OF FACULTY ADVISER	14
4	REGISTRATION	15
4.1	Semester-wise Registration	15
4.2	Procedure for Registration	15
4.2.1	Online Registration	15
4.2.2	Late Registration	16
4.2.3	Registration for the first two Semesters (except B.Des.)	16

4.2.4	Registration for third and subsequent Semesters	16
4.3	Registration for Institute Elective Courses	16
4.4	Registration for Non-credit Courses (NCC/NSO/NSS)	16
4.5	Registration for Projects	17
4.5.1	Registration for B.Tech. Projects (BTPs)	17
4.5.2	Registration for Dual Degree Projects (DDPs)	17
4.5.3	Registration for B.S. Projects	17
4.6	Course Adjustment/ Dropping of courses	17
4.7	Dropping of a Semester	18
4.8	Registration for Additional Courses: (Minor, Honours, etc.)	18
4.9	Summer term Course Registration	19
5	SPECIAL FEATURES IN REGISTRATION	20
5.1	Academic Standing	20
5.2	Permissible Registration Load	21
5.3	Carrying Backlogs forward	21
5.4	Audit Course	22
5.5	Registration for Post-Graduate level courses	22
5.6	Guided Study	22
5.7	Self-Study	23
5.8	Course Substitution	23
6	EXAMINATION / ASSESSMENT	23
6.1	Modes of evaluation for theory courses	23
6.2	Modes of evaluation for Laboratory courses	24
6.3	Modes of evaluation for Seminars	24
6.4	Modes of evaluation for Projects	25
6.4.1	B.Tech. Projects	25
6.4.2	Dual Degree Projects	25
6.4.3	B.S. Project	26
6.4.4	Extension Rules for Projects (R&D, BTP, DDP, B.S. projects)	26
6.5	Grading	27
6.6	Valid reasons for semester end make up examination	29

6.7	Academic Malpractice	29
6.8	Semester Performance Index/ Cumulative Performance Index	29
6.8.1	Semester Performance Index (SPI)	29
6.8.2	Cumulative Performance Index (CPI)	30
6.8.3	Semester Grade Report	31
6.8.4	Transcript; Consolidated statement of Academic Performance	31
6.9	Display of In-semester performance	31
6.10	Disclosing the evaluated answer scripts after semester end examination	31
6.11	Answer script retention period	31
6.12	Compensatory time to PwD students	32
7	Registration of NPTEL/ SWAYAM Courses	32
7.1	Credit Equivalence of NPTEL/SWAYAM courses with IIT Bombay courses	32
7.2	Policy for registering/ award of grades for NPTEL/ SWAYAM/ Semester Exchange courses	32
8	CHANGE OF BRANCH	33
9	PERFORMANCE REQUIREMENTS	33
9.1	Award of degree	33
9.2	Award of Medals	34
9.3	Transfer to Academic Rehabilitation Programme (ARP)	35
9.4	Exit Degree option for Undergraduates	35
9.5	Early exit for poorly performing Dual Degree students	37
10	UNDERGRADUATE RESEARCH AWARDS (URA)	38
11	ACADEMIC REHABILITATION PROGRAMME (ARP)	39
12	ALLOWING B. TECH. AND B.S. STUDENTS TO LEAVE AFTER COMPLETING THEIR CREDIT REQUIREMENTS FOR B.TECH./B.S. EARLIER THAN 4 YEARS	39

13	CONVERSION FROM B.TECH. TO DUAL DEGREE (B.TECH.+ M. TECH.) PROGRAMME	39
14	GUIDELINES FOR INTERDISCIPLINARY DUAL DEGREE PROGRAMME (IDDP)	40
15	SPECIAL LEAVE	41
16	PLANNED BREAK FROM STUDIES	41
17	UTILITY	42
18	GLOSSARY	42

PREFACE

The Indian Institute of Technology Bombay (IITB) is one of the Indian Institutes of Technology in the country, set up with the objective of conducting research, imparting education, and training in various fields of Science and Technology. The Institute is now recognized as a leader in science and engineering education worldwide. It has established a firm foundation for education and research with a vision to be the fountainhead of new ideas and innovations in technology and science. The mission of IIT Bombay is to create an ambiance in which new ideas, research and scholarship flourish and from which the leaders and innovators of tomorrow emerge.

IIT Bombay on an average annually admits more than 1000 candidates for the undergraduate programmes (B.Tech./ Dual Degree and B.S.) through the Joint Entrance Examination (JEE), more than 30 candidates for B.Des. Programme through the Undergraduate Common Entrance Exam for Design (UCEED), around 300 candidates for the M.Sc. and the M.Sc. Ph.D. Dual Degree programmes, more than 1000 candidates for postgraduate programmes and around 300 candidates for Ph.D. programmes. IIT Bombay follows a credit-based semester system. There are two semesters in an academic year (Autumn: July- Nov; and Spring: January-April) during which all courses specified for various degree programmes are offered. There is one additional term during summer, called the Summer Term, for summer courses. Students are required to meet specified academic requirements each semester.

This booklet provides comprehensive information on the Rules and Regulations for B.Tech., Dual Degree, B.S. and B.Des. Programmes.

IIT Bombay gives freedom to its various academic units to tailor their academic programmes as per their specific needs, within the frame work of the Rules and Regulations approved by the Senate from time to time. Keeping in view the new technical developments and to allow students some freedom to explore topics of their interest, IIT Bombay revised its Undergraduate Programmes curriculum (w.e.f. the Academic Year 2013). The revised curriculum, provides additional opportunities and flexibility for students to optimize their learning experience. This needs continuous and meticulous planning of the academic profile on the part of each student to fully utilize the opportunities. The students, and parents/ guardians, are therefore, advised in their own interest to get fully familiar with the Academic system of the Institute. Student's attention is brought particularly to the assessment procedures and the specific rules governing the grading system, academic performance requirements etc.

IIT Bombay offers its students best opportunities that are needed to create outstanding scientists and engineers. We hope that you will strive hard to utilize the resources available to fully develop your potential as an engineer/ scientist/ designer /economist/ social scientist.

We wish all our students a very bright future and a successful career.

Dean of Academic Programmes

1. INTRODUCTION

The B.Tech./ Dual Degree/ B.S. programmes consist of courses in basic sciences, humanities and social sciences, engineering and technology and other related topics. The sequence of studies broadly consists of three phases.

The first phase is an intense study of sciences, mathematics and humanities for deeper understanding of concepts than what was done in school.

The second phase is the study of engineering sciences and technical arts (such as workshop, engineering graphics, etc.). This study imparts broad based knowledge in general engineering, and engineering methodologies, and enables the students to appreciate the links between science and engineering. This phase is also, by and large, common across UG programmes, and overlaps with the first phase.

In the third phase, the students are exposed to subjects in their chosen areas of study, designed to train them in the methodologies of analysis of problems and synthesis of solutions. The courses cover the principles governing systems and processes, and develop the ability for physical and analytical modeling, design and development. They are also introduced to engineering practices through laboratory courses, projects, etc., and these vary from discipline to discipline.

In parallel with the third phase, students can strive to broaden their perspectives through atleast two open Institute electives where they can take courses drawn from across the Institute.

B.S. programme students, in addition, work independently on a project in their last two semesters.

Dual Degree students do additional courses to get in-depth knowledge in their chosen disciplines, often with specializations. In addition, they work on a research and development project during their final year.

At various stages of the programme, students are initiated into research methodologies, reading and interpreting research papers, use of engineering and scientific equipments/ instruments, modern computational techniques, writing technical and scientific reports and effective communication.

Apart from the minimum credit requirements for the award of the degree, opportunities exist for supplementing the learning experience by crediting additional courses, in diverse areas. These additional credits, when they are in focused areas, can earn the students' credentials like Minor/ Honors.

The requirements for degree programmes run by the Institute are broadly classified as:

- a) **Institute Requirements** (further divided into Compulsory courses, Elective courses and other requirements).
- b) **Departmental Requirements** (further divided into Compulsory courses, Elective courses and other requirements).

The curriculum for various programmes are available on the Institute website: www.iitb.ac.in

1.1 Organizational Structure for Academic Administration

The academic programmes of the Institute are governed by Rules and Regulations approved by the Senate from time to time. The Senate is a statutory and supreme body that governs all academic matters of the Institute, and the rulings of **Senate Chairperson (Director of The Institute)** are final in regard to all

academic issues. A definite time schedule is set by the Senate for various academic activities, through an Academic Calendar issued at the beginning of each academic year.

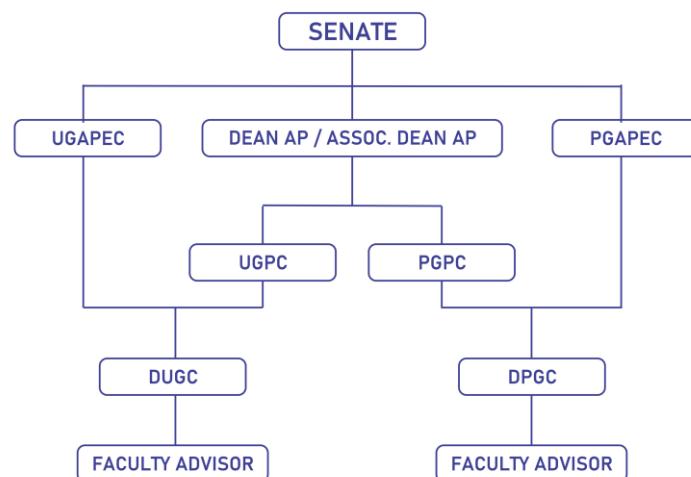
The Senate continuously assesses the academic programmes and makes appropriate revisions/ modifications/ improvements as and when required through two Institute level Senate sub-committees: **The Undergraduate Programmes Committee (UGPC)** for undergraduate programmes and a **Post- Graduate Programmes Committee (PGPC)** for post-graduate programmes. **The Dean of Academic Programmes (Dean, AP)** and the **Associate Dean of Academic Programmes (Associate Dean, AP)** are the **Conveners & Co-conveners** respectively of these committees.

Similarly, the performance and evaluation related issues are monitored by the Senate through two Institute level committees: Undergraduate Academic Performance Evaluation Committee (UGAPEC) and Postgraduate Academic Performance Evaluation Committee (PGAPEC). **Conveners** for these committees are designated from among Senate members. These four committees make recommendations to the Senate and in turn seek/ receive opinions/ recommendations, when required, from the two Department level committees in each department, the Department Undergraduate Committee (DUGC) and the Department Postgraduate Committee (DPGC). The DUGCs and DPGCs handle all academic matters, related to both academic programmes as well as performance of individual student. The Head of the Department is the convener of both these departmental committees. The Senate as well as its sub-committees also have student representatives. **Administrative backup for all academic matters is provided by the Academic Office, with a Joint/ Deputy Registrar (Academic) as in-charge.**

On joining the Institute, each student is assigned a **Faculty Adviser** from his/her Department. Students must consult the Faculty Adviser on any matter relating to their academic performance and the courses they may take in various semesters/ summer terms. The Faculty Adviser guides the students to complete their courses of study for the required degree in a timely manner, while maintaining good academic performance.

All academic issues connected with the B.Tech., Dual degree, B.S. and B.Des. programmes are handled by DUGC, UGAPEC and UGPC. If on any academic matter a student would like to approach this administrative structure, it is always through the DUGC with advice and recommendations from her /his Faculty Adviser.

Organizational structure for Academic Matters



1.2 Academic Calendar

The academic activities of the Institute are regulated by the Academic Calendar approved by the Senate, and released at the beginning of each academic year. It is mandatory for students / faculty to strictly adhere to the academic calendar for completion of academic activities. The Academic Calendar can be seen on the Academic Office website of the Institute:

(<http://www.iitb.ac.in/newacadhome/toacadcalendar.jsp>)

2 CURRICULUM / PROGRAMME OF STUDY

2.1 Curriculum

Every Department has a prescribed course structure which, is known as the Curriculum. It prescribes the courses, labs and other requirements for award of the degree and sets out the nominal sequence semester-wise. It also gives the syllabus and a list of texts and reference books for each course. The Curriculum details are updated every semester and are made available at the Institute website.

2.2 Semester – Autumn, Spring, Summer

The Institute follows a credit based semester system. There are two regular semesters in a year. The semester that begins in July (July to Nov.) is known as the **Autumn Semester** or Semester 1 and the semester that begins in January (Jan. to April/May) is known as the **Spring Semester** or Semester 2. During the summer vacation, i.e., (May-June), a few courses are offered as part of Summer Term (refer Sec. 4.8). These courses can be taken by students as per summer term guidelines.

2.3 Course Credit Structure

In general, a certain quantum of academic work measured in terms of credits is laid down as the requirement for a particular degree. A student earns credits by satisfactorily clearing courses/ other academic activities every semester. The credits associated with a course/ other academic activities are dependent on the number of hours of work expected to be put in by the student per week.

2.3.1 Theory and Laboratory Courses

Courses are broadly classified as *Theory Courses* and *Laboratory Courses*. Theory courses consist of lecture (**L**) and tutorial (**T**) hours, but may have attached practical (**P**) hours in special cases. Laboratory courses consist of practical hours, but may have attached tutorial hours in special cases. Credit (**C**) for a course is obtained by multiplying the number of hours of instruction per week in that course, by two (**2**) for lecture and tutorial hours, and by one (**1**) for laboratory hours i.e. $C = 2 \times L + 2 \times T + P$. A student is expected to spend, on average, one hour every week outside class for every lecture/ tutorial held that week. Two examples of credit calculation are shown below:

Theory Courses				Laboratory Courses			
L	T	P	C	L	T	P	C
2	1	0	6	0	1	3	5

In the Courses of Study, if a theory course is shown as, say, **CE304 Soil Mechanics II: 2 1 0 6**, it means that CE304 is the course code, Soil Mechanics II is the course title and 2 1 0 6 corresponds to L T P C respectively.

Other academic activities consist of a Seminar, Projects, which carry credits and NSO/ NSS/ NCC, in which only a pass (PP) or no-pass (NP) grades are awarded.

2.3.2 Course Equivalence (*Ref: 251st Senate Meeting*):

Addition of course equivalence for core courses will be permitted on approval of DUGC of respective Academic Units.

2.3.3 Seminars

Some departments prescribe a Seminar as a requirement for B.Tech./ B.S./ B.Des. or the Dual Degree. **A Seminar** is a course wherein under the guidance of a faculty member a student is expected to do an in-depth study in a specialized area by doing a survey of published technical literature and understand different aspects of the problem. Finally, the results from literature must be summarized in a written report and presented before a designated committee of faculty members. **Seminars typically carry 3 credits.**

2.3.4 Projects

2.3.4.1 B.Tech. Projects (BTP - I and BTP – II)

Some departments prescribe Project as a requirement for the B.Tech. degree, or as a requirement for Honors (refer Sec.2.5.2), wherein under the guidance of a faculty member a student, in the sixth semester or later, is required to do innovative work with the application of knowledge gained from courses in the earlier years. The student is expected to do a survey of literature in the subject, work out a project plan and carry it out through design, analysis, experimentation etc. These projects (BTPs) may be offered as a single unit of 12 credits (BTP) or as 6 credits of BTP-I followed by BTP-II of 6 credits or 12 credits. (*Ref: 241st Senate Meeting*)

Even when it is not prescribed as a minimum requirement for the degree or when not being interested in Honours, a student can opt to do a BTP as additional learning, if s/he can find suitable supervisor (s) to guide her/him.

2.3.4.2 B.S. Project (*Ref: 240th Senate Meeting*)

Some departments prescribe a B.S. Project as a requirement for the B.S. degree. Such a project is carried out under the guidelines of a faculty member and may carry 6 or more credits as prescribed by the department.

2.3.4.3 Dual Degree Project (DDP)

The Dual Degree Project is a mandatory requirement of the Dual Degree Programmes. The project consists of two stages, spread over fourteen months, normally starting from the summer after the eighth semester and ending with the summer after the tenth semester. These are essentially research and development projects, where a student trains under the guidance of supervisor/ s, in-depth analysis of an engineering problem and attempts synthesis of a solution. Literature survey, problem analysis and problem definition, extensive experimental/ modeling/ computational work and analysis of results

typically form various components of the project work. **A DDP (B.Tech.-M.Tech.) carries a total of 72 credits.**

2.3.4 Non-Credit Requirements

2.3.4.1 NCC / NSO / NSS

One of the three activities, National Cadet Corps (NCC) or National Sports Organization (NSO) or National Service Scheme (NSS) is a mandatory requirement for all students for the award of a degree. These are normally conducted during evenings of week days and are designed to build character and to sensitize the students to social/ national issues. **These activities carry no credits and are evaluated as Pass (PP)/ Not Pass (NP).**

2.4 Minimum Credit Requirements and Planning of Individual Academic Programme (Ref: 233rd Senate Meeting)

Depending on the discipline, **the minimum credits required for the award of a B.Tech. / B.S. / B.Des. degree are between 266 and 282** (till 2021 batch) (though the department component can be differently designed by the departments).

This is nominally divided into Basic Sciences (60 to 62), Engineering Sciences & skills (30), HSS Electives (12), Institute Electives (12), Departmental courses (152 to 168).

The "**B.Tech. + M.Tech. Dual Degree programme**" should have all of the following components over and above the corresponding basic B.Tech. curriculum:

- a) **B.Tech honors credit a minimum of 24 credits that can comprise of either only courses or a combination of courses and a Project. The Project duration can be of two semesters with a maximum of 18 credits.**
- b) **24 credits consisting of four masters level courses.**
- c) **72 credits of a masters' thesis spread over 14 months (e.g. summer between eighth and ninth semester, plus ninth and tenth semesters).** The credits are distributed semester-wise as shown in the Courses of Study bulletin for each department. Courses generally progress in sequences, building competencies and their positioning indicates certain academic maturity on the part of the students. **Some courses do, in addition, specify passing in courses offered earlier in the programmes as pre-requisites.** Students are expected to follow the semester-wise schedule of courses given in the Courses of Study bulletin; they do, however, have freedom to follow alternative schedules to optimize their academic profile with additional courses, keeping the requirements for each course in mind. For students who may have dropped mandatory courses, such rescheduling may even become necessary. Such departures from suggested schedules need to be done very carefully, and always with approval of the Faculty Adviser.

2.5 Opportunities for Additional Learning: MINOR, HONOURS, ETC.:

The B.Tech./ Dual Degree/ B.S. programmes recognize the fact that students' aspirations and the demands of the work place, have become highly diverse. Every student has specific abilities, interests and career goals.

Each programme prescribes the minimum credits and courses that qualify a candidate for the award of the Degree in a particular discipline. The total credits for the B.Tech. Programme, for example, vary between 266-282 (till 2021 batch) depending on the discipline, as mentioned earlier. This approximately converts itself into about four theory courses and one or two laboratory courses or other activities like seminar, project, etc., every semester.

The curriculum is designed to permit B.Tech., B.S. and B.Des. students, who are not identified as academically weak, to optionally take additional courses. The freedom to take about six credits every semester after the first year, permits a student to satisfy her/his interests / abilities and aspirations.

It is expected that all students with reasonably good academic standing, utilize this surplus time for enhancing their academic learning experience, though the initiative is left entirely to them. They can use it to credit an assortment of courses/projects anywhere in the Institute, (subject to requirements of each of these courses being met), to gain a wide exposure. These additional academic accomplishments will find a separate mention in the **transcript (refer Sec.6.8.4)**. They can also credit courses in specific areas which can qualify as a minor/ honours. They may alternatively devote part or all of the additional time for extra- curricular activities (including social work) if they so desire, and gain hands-on administrative/ managerial/ aesthetic skills or sensitivity towards social issues.

Since seats available in such additional courses are often limited and the competition severe, students aspiring to do these additional courses have to maintain high academic standing to register in these courses.

2.5.1 Minor

Minor is an additional credential a student may earn if s/he does 30 credits worth of additional courses in a discipline other than her/his major discipline of B.Tech. degree. All academic units in the Institute offer minors in their disciplines, and will prescribe a specific set of courses and/or projects necessary for earning a minor in that discipline.

A student must pre-register for a minor course which is finally allotted on the basis of highest CPI. S/he accumulates credits by registering for the required courses, and if the requirements for a particular minor are met within the prescribed minimum time limit for the programme, the minor will be awarded.

This will be mentioned in the Degree Certificate as "**Bachelor of Technology in xxx with Minor in yyy.**" This will also be reflected in the transcript, along with the list of courses taken.

Since the number of seats available for each of the courses are often limited, one has to compete for a place in every course. **If 30 credits are not completed for Minor then Minor will not be awarded.** The individual course credits earned, however, will be reflected in the transcript.

For the award of the minor, all requirements towards the basic degree and the minor have to be completed within the stipulated period of the programme one is registered for.

The Senate in its 224th meeting approved the proposal of allowing Dual Degree students to undertake minor courses. These rules were further modified in the 236th meeting of the Senate.

DD students of category I and II can register for minor courses from 2nd year onwards. These students are allowed to take additional courses (within permissible credit limit) in their 9th and 10th Semesters, if needed to complete the minor requirement. (Ref: 239th Senate Meeting)

2.5.2 Honours

Honours is an additional credential a student may earn if s/he opts for the extra 24 credits needed for this in her/his own discipline. The concerned department specifies the set of courses for earning Honours. Honours is not indicative of class.

Students can accumulate credits by registering for Honours courses prescribed by the department. On successful accumulation of 24 credits at the end of the programme, this will be mentioned in the Degree Certificate as "Bachelor of Technology in xxx, with Honours." This will also be reflected in the transcript, along with the list of courses taken.

For the award of the honours to B.Tech. students, all requirements towards the basic degree and the honours have to be completed within the stipulated period of the programme one is registered for.

Dual degrees of B.Tech. and M.Tech. intrinsically demand a deeper expertise in the major discipline of the student, and therefore Dual Degree students are required to complete the requirements for Honours, as prescribed by the department. The requirements for Honours for a Dual Degree student may be different from those prescribed for a B.Tech. student. This requirement is over and above the basic requirements for the B.Tech. degrees as prescribed by each department. The total credit requirement (till 2021 batch) is therefore 266-282 (B.Tech.) + 24 (Honours) + 72 (Project) + 24 (Masters courses).

2.5.3 More than one minor for students (Ref: 259th Senate Meeting)

Students can opt for additional minor/s (i.e. an Honour and a minor, OR if time table permits, two or more minors). Students should discuss this with their faculty advisers, since completing two minors would involve significant overload.

3. ROLE OF THE FACULTY ADVISER

On joining the Institute, a student or a group of students is/are assigned to a Faculty Adviser. The students are expected to consult the Faculty Adviser on any matter relating to their academic performance and the courses they may take in various semesters. The Faculty Adviser guides the students to complete their courses of study for the required degree. For effective utilization of the opportunities for additional academic accomplishments, the planning of an individual's academic journey needs careful consideration, and hence constant consultation with the Faculty Advisers are imperative. The Faculty Adviser is the person whom the parents/ guardians should contact for performance related issues of their wards.

The role of the Faculty Adviser is outlined below:

- i. Guide the students about the rules and regulations governing the courses of study.
- ii. Advise the students to register for courses as per the curriculum and their academic standing.
- iii. Approve the registration of the students.
- iv. Pay special attention to weak students and carefully monitor the performance of students recommended for the slow track option.
- v. Advice students on Course Adjustment / Drop during the Semester within the stipulated time frame given in the Academic calendar.

- vi. Advice students seeking a semester drop about rules and regulations laid down for this purpose and recommend these cases to the UGAPEC through the DUGC, for consideration.
- vii. Consider and recommend to the DUGC, applications for course/ credit requirements for the students for exchange programmes. In addition, the faculty adviser converts the grades from the foreign institute to IIT Bombay as per senate approved rules.
- viii. To ensure that students are not permitted to re-register for courses, which they have already passed.
- ix. Inform students that grades will not be awarded for any academic activity (course/ Lab./ seminar/ project/ non credit requirement etc.) without approved registration.
- x. Strictly warn students that if s/he fails to register during any semester without prior approval, his/her studentship is liable to be cancelled.

4. REGISTRATION

Registration at the beginning of each semester, as per the prescribed dates announced in the Academic Calendar, is mandatory for every student till s/he completes her/ his programme. If a student does not register in a particular semester without prior permission of the UGAPEC, her/his studentship is liable to be cancelled. Students are not permitted to re-register for course/(s), which they have already passed. All students' registration have to be approved by his/ her faculty Adviser. Some courses may also require instructor consent.

4.1 Semester-Wise registration

On joining the Institute, each student is assigned to a Faculty Adviser or an Advisory group (refer Sec.3). The student can register for courses s/he intends to take during a given semester or summer term on the basis of the programme for each discipline as given in the Curriculum and as per the advice given by his/her Faculty Adviser. The Faculty Adviser is expected to discuss with the student his/her academic performance during the previous semester and then decide the number and nature of the courses for which s/he can register during the semester within the framework of the guidelines as approved by the Senate. The Faculty Adviser may advise the student to drop one or more courses/ activities based on his/her academic performance (refer Sec. 5.1). In fact, the Faculty Adviser may even advise a reduced load programme over several semesters for students with poor performance at the end of the first semester/ year.

4.2 Procedure for Registrations

The Institute has an online registration system and the registration is normally done on the first two days of each semester. The registration schedule is announced in the Academic Calendar. In all circumstances, registration must be completed on or before the prescribed last date for registration. Students having outstanding dues to the Institute or a hostel shall not be permitted to register.

4.2.1 Online Registration

The online registration process involves filling up of an online Course Registration Form (CRF) stating the courses and project / seminar etc., that the student proposes to complete during that semester as per the prescribed curriculum. This should be done in consultation with the Faculty Adviser, who finally

approves the registration as per permissible load (refer Sec. 5.2). **Grades will not be awarded for any academic activity (course/ Lab./ seminar/ project/ non credit requirement etc.) without approved registration.**

4.2.2 Late Registration

Only for valid reasons, late registration may be permitted till the date specified in the Academic Calendar, on payment of a late registration fee.

4.2.3 Registration for the first two semesters (except B.Des.)

In each of the first two semesters, courses common to all branches are generally offered. A student is normally required to register for all the courses listed in the curriculum for these two semesters. Students, who are identified as academically weak at the end of first semester, may be prescribed a reduced load (refer Sec. 10).

4.2.4 Registration for third and subsequent semesters

The prescribed credits per semester is given in the course bulletin of the respective academic units. From the third semester onwards, registration is dependent on the academic standing of the student. A student with an academic standing of Category I, II, III and IV may register for additional courses over and above the prescribed credits in the course bulletin with the approval of Faculty Adviser subject to Section 5.2.

4.3 Registration for Institute Elective Courses:

An Institute Elective course can be any credit course across the Institute provided that;

- a. It should not be from the Academic Unit in which the student is registered.
- b. It should not be 'Core' or 'Department Elective' course in the curriculum on the programme in which the student is registered.

An Institute Elective course should be registered in consultation of Faculty Advisor.

4.4 Registration for Non-credit courses (NCC/ NSO / NSS)

Non-credit requirements are assessed as Pass (PP)/ Not Pass (NP) subject to the fulfillment of the minimum requirements of these activities and a minimum of 80% attendance. One of NCC, NSO or NSS, is a mandatory requirement for the award of degree. Students are expected to complete these requirements during the first year (first two semesters). Formal registration for any one of these activities must be done along with other courses, at the beginning in the first two semesters. The choice of the activity will be done on the basis of the aptitude of the student for any one of these activities and will be decided by a committee constituted for the purpose. **Once registered for one of these activities, no change will be permitted at a later stage.**

In addition to the above mandatory requirements, the students are permitted to take NSS/NSO/NCC in subsequent years too, if they have special interest. This will be mentioned in the transcript (refer Sec.6.8.4)

4.5 Registration for Projects

4.5.1 Registration for B.Tech. Projects (BTPs)

Registration for B.Tech. Projects (BTPs) as specified in the curriculum, is similar to that for any other course. The details of allotment of topics, faculty supervisors etc. are specified by the concerned department before the commencement of the semester.

4.5.2 Registration for Dual Degree Projects (DDPs)

- i. The total duration for the DDP is fourteen months. DDP consists of two stages. Credits for Stage I are 30-36 and for stage II are 36 to 42. The information about project registration, presentation/ submission/ assessment and submission of grades is given below:

Project Stage	Registration	Submission/Presentation/Assessment to be completed during the following period	Submission of Grades to the Academic Office on or before
Stage I	Registration for stage I will be done in January (8th Semester)— As per academic calendar	By October Month (9th Semester)— As per academic calendar	October/ November of the same year (9th Semester)— As per academic calendar
(Final) Stage II	Registration for stage II will be carried out along with the grade report for the stage I – As per academic calendar	By June Month (Just after 10th Semester) – As per academic calendar	July of the same year (Just after 10th Semester)— As per academic calendar

- ii. Each Dual Degree student should have a member of the faculty as a supervisor. In addition, Co-supervisor/(s) from the same Department/ other Department / IDP Group/Centre / School may be co-opted by the supervisor with the approval of the DUGC. If the supervisor is not from the same department as the student, a co-supervisor from the Department is necessary.
- iii. Whenever a supervisor leaves the Institute permanently/ temporarily, the DUGC shall make alternative arrangements for guidance during the supervisor's absence.

Requirements for the DDP and the evaluation procedures are given in (refer Sec. 6.4.2)

4.5.3 Registration for B.S. Project (*Ref: 240th Senate Meeting*)

Registration for B.S. Projects as specified in the curriculum, is similar to that for any other course. The details of allotment of topics, faculty supervisors etc. are specified by the concerned department before the commencement of the semester.

4.6 Course Adjustment/ Dropping of courses

- a) The Academic Calendar sets a date, typically one week after the commencement of the semester, for Course Adjustment. On or before this date, a student is permitted to make adjustments

in her/his academic load by addition or deletion of one or more courses, projects etc., provided the total credits do not exceed the bounds (refer Sec. 5.2). Course adjustment has to be done in consultation with the Faculty Adviser.

- b) If in the second or any of the subsequent semesters, a student finds her/his academic load too heavy, s/he may drop some courses in consultation with the Faculty Adviser, provided the minimum credit requirements (18 credits) are fulfilled. The last date for such drops is typically 20-30 days after the end of the mid-semester examination, and is set in the Academic Calendar. It is expected that the results of the mid-semester examination will be known within seven days of the end of the examination.

4.7 Dropping of a Semester:

- a) A student may opt/be advised to drop an entire semester, with prior approval of DUGC/UGAPEC due to the following reasons:
- During a registered semester, if a student finds that s/he is unable to cope up with the studies and/or does not have sufficient exposure to most of the courses registered in that semester due to severe health problem or some other valid reasons beyond her/his control, s/he can opt to drop the entire semester, in consultation with the Faculty Adviser and with permission from the DUGC/UGAPEC.
 - A student may seek a semester drop, due to severe personal health problem, unavoidable family commitments or other valid reasons beyond her/his control, in consultation with the Faculty Adviser and with permission from the DUGC/UGAPEC, prior to the commencement of the semester itself.
- b) In all cases of severe health problems, medical certificate issued by IIT Hospital is essential. If however, the medical certificate is issued by other hospitals/private practitioners, the certificates should be duly authenticated by the CMO, IIT Hospital. In all other cases, requests for dropping the semester should be accompanied by supporting documents as required.
- c) A student will be not permitted to drop a semester after the award of DX/ II grade/(s) and/ or semester end examination.
- d) Such breaks from studies is typically not permitted for a continuous period in excess of one year.
- e) Not registering for any semester before the last date for registration without prior approval of the UGAPEC may result in the UGAPEC recommending dropping that semester. (*Ref: 240th Senate meeting*)
- f) Hostel accommodation and other institutional facilities will not be extended in any semester for which the student has not registered.

4.8 Registration for Additional Courses (Minor, Honors etc.): (*Ref.- 236th Senate Meeting*)

Any student may register for minor or honors courses subject to satisfying the pre-requisites for the respective courses. The number of students permitted for Minor courses is to be specified before the

registration date by the department, and the allocation is done on the basis of CPI. Students are permitted to register for Minor courses only during the pre- registration period .

Note that there is no specific registration for Honours Courses. One accumulates the required credits during the course of the programme and the additional credential is awarded if the criteria set for them are met when the student graduates.

In any semester, a student must register for at least one course component that is specified as the minimum requirement of the degree. Moreover, a student cannot overstay in the programme once the minimum requirements prescribed for the basic degree are completed.

4.9 Summer term Course Registration

Running of courses in summer term and registration of students to these courses must follow the guidelines mentioned below:

- a) The course instructor(s) should be willing to offer the course. The DUGC should recommend offering of such a summer course for consideration and approval of the Dean of Academic Programmes. The course is offered on approval of the Dean of Academic Programmes.
- b) The course should be offered with adequate rigor and in the same manner as a regular semester course is offered. The registration, examination and assessment, course duration and grading should adhere to the timelines in academic calendar. The total number of contact hours for the courses remains the same as that during the regular semesters, and therefore, the courses run at accelerated pace (for example 6 hours of instructions per week is expected for a 3-0-0 course) the Academic Calendar in this connection is strictly followed.
- c) The dropping of a Summer Course is permitted within 7 days from the first lecture of the course. Fee is not refundable.
- d) Re-exam is permitted on the same terms and conditions like that of regular semester courses.
- e) Time slots will be assigned by or communicated to the Academic Office like that of regular semester courses.
- f) A student can take up to a maximum of 24 credits of Mandatory Courses (Core + HSS + Department & Institute Electives) in which s/he has received FR/DX/DR/W grade. However, if a student accumulates two (or more) "FR" in Mandatory Courses and does not find enough courses (totaling up to 24 credits) in a summer term, s/he can take a maximum of two Mandatory Courses in which s/he has NEVER registered. (**Ref: 239th Senate Meeting - effective from Summer term 2019-20).**
- g) Courses requiring pre-requisites need instructor's approval in case the student has not completed the pre-requisites. (**Ref: 239th Senate Meeting - effective from Summer term 2019-20).**
- h) NO restrictions (i.e. #f) will apply after the expiry of the regular programme duration (4 years for B.Tech, B.Des. and B.S., 5 years for DD). (**Ref:239th Senate Meeting - effective from Summer term 2019-20).**

- i) At least 05 students should register for the summer course. The attendance record should be maintained and the minimum of 80% attendance is compulsory. The Instructors may award a "FR" grade to students who fail to adhere to 80% attendance for the summer course.
- j) Courses offered in a summer term will be treated as equivalent to regular semester courses for all accounting purposes.

5. SPECIAL FEATURES IN REGISTRATION

The curriculum has special features that a student must be aware of while registering for courses. These include institute core courses, department core and elective courses, non-departmental courses, minor and honours options. Registration for courses depend on the academic standing of the student, as explained in this section. The registration for backlog courses and audit courses are also explained in this section.

5.1 Academic Standing (*Ref: 236th Senate Meeting*)

Depending on the overall academic performance of a student till date, especially in the two preceding regular semesters (Autumn and Spring) in which the student had registered, the academic standing of the student is decided. A NP (not passed) grade is not counted towards failed courses in the context of determining the academic standing).

Categorization of the academic standing of a student is as follows:

Category I : A student who has CPI at least 8, and no outstanding FR/DX/DR/W grade in a core course.

Category II : CPI less than 8, and no outstanding FR/DX/DR/W grade in a core course.

Category III (*Ref: 241st Senate Meeting*): A student who has at least one outstanding FR/DX/DR/W in core courses and **at most one** FR or DX grade in any other course in two preceding regular registered semesters, subject to having earned at least 18 credits in each of the semesters. These 18 credits may be earned in courses with any TAG.

Category IV (*Ref: 241st Senate Meeting*): A student who has at least one outstanding FR/DX/DR/W in core courses and **more than one** FR or DX grade in any other course in two preceding regular registered semesters, subject to having earned at least 18 credits in each of the semesters. These 18 credits may be earned in courses with any TAG.

Category V: A student who has not earned at least 18 credits (in courses with any TAG) in at least one of the previous two regular registered semesters.

Category VI (ARP): Students who have accumulated FRs/DXs worth 36 credits in core courses.

Note:

- a) Category VI supersedes all other categories.
- b) Students having at most 54 credits left to graduate may register for upto 54 credits on recommendation of the Faculty Adviser/ PIC(ARP) (*Ref: 236th Senate Meeting*)

In such cases where students have returned from semester exchange and the grades are not updated till the time of registration, the performance in the last two completed semesters at IIT Bombay may be considered for the purpose of CPI and Academic Category calculation. The same rule is also applicable in cases of semester drop. (*Ref: 237th Senate Meeting*)

Interim Categories of the students are calculated using the information available 24 hours before registration for the new semester begins. These categories are used for the purpose of registration for the new semester. (*Ref: 248th Senate Meeting*)

5.2 Permissible Registration Load (*Ref: 235th Senate meeting*)

Students are allowed to register as per their academic standing subject to a maximum credit limit as given below:

Academic Standing	Maximum Credits Allowed
Category I	54 credits
Category II, III, IV	48 credits
Category V	30 credits
Category VI (ARP)	24 credits

The Faculty Adviser is the competent authority to approve course registration in all cases.

Every student must register for a minimum of 18 credits each semester. In case a student has completed most of the minimum credit requirements, she/he may register for the remaining courses which are available in that semester, which may be less than 18 credits.

The maximum credits allowed as given above cannot be exceeded under any circumstances. While these are the maximum allowed credits the Faculty Adviser may prescribe lower credits especially for Category III, IV, V and VI.

The Dual Degree project credits will not be counted in case of permissible load. (*Ref: 241st Senate Meeting*)

The current limits on credits (as per the academic category) for registration purposes are applicable only for students who have not yet completed the regular duration of programme for their degree, beyond which the above restriction is waived. (w.e.f. Spring Semester 2020-21)

5.3 Carrying backlogs forward

Attempts are made in the programme to give an early opportunity to register again for courses in which students may have received FR/ W/ DR/ DX grade.

- a The Institute core courses are expected to be offered in both the semesters, so that a student can register for a backlog course in the immediate next semester.
- b For department core courses that are not possible to be offered in both semesters, the Faculty Adviser may advise the students appropriately for dropping the backlog course in favor of some other course in order to avoid a cascading effect in subsequent

semesters. The Faculty Advisers and DUGCs would exercise special care and assist the students in this regard.

- c Students should give priority to clear core courses that are pre-requisites for other courses in subsequent semesters.

5.4 Audit Course

A student wanting just an exposure to a course, without the rigors of obtaining a letter grade, can register a course in 'Audit' mode. A course can be audited provided the course is offered in the semester as a credit course for others, and there is no slot clash. Prior permission of the Instructor is required.

To complete a course in 'Audit' mode, the student has to fulfil the requirement as set by the course instructor, such as submission of assignments and minimum performances in in-semester evaluations. A course, successfully completed in 'Audit' mode, cannot be considered towards the requirement of Minor or Honors.

A student, on successful completion of the requirements of a course in 'Audit' mode, will be eligible for a 'AU' grade. The 'AU' grade carries zero grade point and is not included in SPI/CPI calculations. The 'AU' grade will be shown in the Transcript.

In case a student fails to complete the requirements of a course, registered in 'Audit' mode, instructor will not assign any grade and the student will be de-registered from the course. The same will be deleted from the student's registration, as it will be assumed that the course has been dropped by that student.

For the entire duration of the programme, a UG student can audit maximum TWO courses.

UG students, who are only in Category I and II, will be permitted to 'Audit' a course during a regular semester.

5.5 Registration for Postgraduate level courses (Ref: 235th Senate Meeting)

Undergraduate students may be permitted to register for some postgraduate level courses from fifth semester onwards with permission of the instructor and approval of the Faculty Adviser without any restrictions.

5.6 Guided Study: (Ref: 240th Senate Meeting)

Guided Study is doing courses outside the curriculum in the self-study like mode, during a regular semester. A student belonging to category I may be provided the option of Guided study to acquire proficiency in an area of his/her choice, on recommendation of the Faculty Adviser/ project guide, DUGC and approval of UGAPEC. Guided Study will be available to the extent of a maximum of one course per semester with effect from the third semester, subject to a maximum of four courses in the entire programme. This option is strictly subject to the availability and willingness of the instructor offering the course. Guided Study and URA (refer Sec. 9) will not run concurrently, and the rules that govern permissible registration load apply strictly even for these courses. These courses can be considered towards Minor/ Honors, if so specified by the concerned academic unit. Registration, Examination/ Evaluation and submission of grade etc. in case of guided study will also be governed in the similar way as other courses of the curriculum.

The option of guided study may also be made available, by the UGAPEC, in the following situation, on a case-by-case basis:

Students who miss the 'Departmental Introductory Course' due to a change of branch obtained at the end of First year.

5.7 Self-Study (Ref: 236th Senate Meeting)

Students can take upto two courses as self-study, after the expiry of the regular programme duration (4 years for B.Tech, B.Des, B.S. Programs, 5 years for Dual Degree) after taking necessary approval. This option is only available for completing the mandatory credits.

However, for the self-study option, the following directives will be followed: -

- a) The registration, examination etc. will be as per academic calendar. The evaluation for self-study will be done in the similar way as is done for normal semester course.
- b) Academic standards be rigorously maintained in the self-study mode.

5.8 Course Substitution

In case a student obtains FR/DX grades or drops courses due to valid reason, s/he may like to substitute courses in order to complete the requirements within the stipulated duration. Following is the guideline for course substitution.

- a) Course substitution is not permitted for Core Courses, may it be an institute core course or departmental core course. The student has to re-register the same course and complete them.
- b) An Institute elective course may be substituted by another Institute elective course from the same group.
- c) A departmental elective course may be substituted by another departmental elective course from the same group

6 EXAMINATION / ASSESSMENT

Semester wise performance assessment of every registered student is done through various modes of examinations. These include quizzes, class tests, home assignments, group assignments, viva-voce, mid-semester examination and semester-end examination. The Instructor will announce the modes of evaluation and distribution of weightage for each of the assessments at the beginning of the course.

Various modes of assessment for theory and laboratory courses along with the recommended relative weightage of various components are given in this section. A large departure from the recommended modes of assessments and weightage will require prior approval from the Dean of Academic Programmes.

6.1 Modes of Evaluation for Theory Courses

- a) Various modes of assessment used for rating students' performance in a theory course include quizzes, class tests, home assignments, group assignments, viva-voce, mid-semester and semester-end examinations. Relative weightage for in-semester evaluations is typically between

50 and 60 per cent. This will consist of one mid-semester exam of two hours duration, of about 25-30 per cent weightage, to be held as per the schedule fixed in the Academic Calendar. Two quizzes or one quiz and one test along with assignments and viva-voce shall make up the rest of the in-semester assessment or as declared by the course instructor at the beginning of the semester. The Instructor may also set aside up to a maximum of 20 per cent of the in-semester marks for attendance and/or class participation. (*Ref: 235th Senate Meeting*) Make-up for any absence from in-semester evaluations like midsem/tests/quizzes will be at the discretion of the Instructor.

- b) The semester end examination will be held as per the Academic Calendar and the weightage for this would be typically 40 to 50 per cent. It is typically of 3 hours duration and covers the full syllabus of the course. The semester- end examination is mandatory. The instructor awards an "II" grade for those students not appearing for the Semester end examination, if they have not been awarded a DX grade for insufficient attendance. Such students are eligible for a semester-end re-examination only on medical grounds/ valid reasons (refer Sec. 6.6) and on production of medical certificate or other supporting documents as the case requires. The application must be submitted to Instructor concerned before the start date of re-exam and online grading window announced in the Academic Calendar. Instructors are expected to conduct the re-exam and upload the grade as per academic calendar.
- c) If a student fails to appear for the re-examination too, the instructor will award "FR" grade again. If the absence in the re exam is due to medical / valid reasons, the student must submit supporting documents as mentioned above, within seven days of the scheduled date of the re-exam, to the Academic Office. UGAPEC will examine such cases and convert the "II" grade into a dropped course status ("DR"). In all other cases the "II" grade will be converted to "FR" grade. In any case the "II" grade will not be continued beyond the commencement of the subsequent semester.

6.2 Modes of Evaluation for Laboratory Courses

The assessment in a laboratory course will be based on turn-to-turn supervision of the student's work, her/his performance in viva-voce examinations and group discussions, the quality of their work as prescribed through laboratory journals and a semester-end test that contains an experiment or a written examination. In-semester work will typically carry 75% and the semester-end test 25% weightage respectively. It is obligatory to maintain a laboratory journal as prescribed by the course instructor. The final examination for laboratory courses will typically be held a week before the final theory examinations. In case of absence from semester-end examination, the same rules as those for theory courses is applicable.

6.3 Modes of Evaluation for Seminars

Seminars are evaluated based on a written report and an oral presentation before a panel of examiners appointed by the DUGC/ coordinator. The supervisor /co-supervisor, when involved, are part of the panel. Grades carrying grade points are awarded as in the case of theory and laboratory courses based on the quality of the report and performance in the presentation. The evaluation of the seminars is completed and the grades submitted to the academic office (one week) before the commencement of the end- semester examination.

6.4 Modes of Evaluation for Projects

As described in section 2, B.Tech project is not an Institute requirement. However, some departments may make it as the department requirement for the degree, and some might make it only as a component of the Honors requirement, whereas for Dual Degree, the project is a required component for the award of degree. As the case may be, the separate modes of assessment are mentioned hereunder.

6.4.1 B.Tech. Project

B.Tech. Project may be offered as one unit as BTP, or two independent units as BTP - I and BTP - II. Wherever it is split into two units, BTP - II builds on BTP - I, and BTP - I becomes a pre-requisite for BTP - II. Departments may prescribe a minimum performance in BTP - I (which may be higher than the pass grade 'DD') for being eligible for BTP - II. BTP - I and BTP - II are separately graded, at the end of the respective semesters.

These projects are supervised, and need regular interaction (at least once a week) with the supervisor. Student has to submit a project report and defend it in front of a panel of examiners. The dates for submission of reports, the dates for presentations, and details of mode of assessment are decided by the individual departments.

6.4.2 Dual Degree Projects

- a) The following is the schedule for the DDP assessments:
 - I. For evaluation of DDP stage-I, the student has to submit a report to the respective department. Evaluation will be done, by a panel appointed by the DUGC/ coordinator, based on the report and (a) either an across the table discussion and viva-voce or (b) seminar presentation. The panel shall consist of the supervisor(s) and atleast one more faculty member, to act as examiners.
 - II. For evaluation of DDP stage-II, the student has to submit the reports to the respective departments on or before one week from the date specified in the Academic Calendar. The evaluation will be done by a Board of Examiners based on the report, and a viva-voce / presentation. Final Grade reports are to be sent by the Department to the Academic Section on completion of the viva-voce, as per the date specified in the Academic Calendar.
- b) The Board of Examiners for DDP assessment is approved by the Convener, DUGC, and will consist of the following: (*Ref.: 159th & 191st Senate Meeting*)

For DDP Stage I

- i Supervisor(s)
- ii One Internal Examiner

For DDP Stage (Final) II

The Final (II) stage assessment will be done by a Board of Examiners appointed by the DPGC/IDPC consisting of the following:

- i Supervisor (s)
- ii Internal Examiner

- iii External Examiner/Additional Internal Examiner in absence of External Examiner, if approved by the Academic Unit/Department
 - iv Chairperson: A Professor/ Associate Professor from another academic unit or a different specialization/ research area. The Academic Unit may decide if a Chairperson is needed for the viva or if one of the Internal Examiners can also act as a Chairperson. In case the Internal Examiner happens to be a Professor/ Associate Professor, he may be designated to also serve as the Chairperson with prior approval of the Convener, DPGC.
- c) **Submission of Electronic form of Dissertation/ Report (Ref: 204th Senate Meeting)** Dissertations/ Report needs to be submitted in electronic form to the Central Library. Due academic approvals of the final version of the Dissertations/ Reports should be obtained from the supervisor(s) prior to finalizing the archival version of the Dissertation/ Report. The student shall submit the prescribed form for submission of dissertation/report to the academic unit/Academic Office, duly signed by the concerned, within ONE month, from the successful completion of the defence. If the copies of dissertation submitted after the due date, a fine of Rs. 5000/- per month from the due date of submission till the date of submission will be levied. (**Amended in the 207th Senate meeting**). The final transcripts/provisional degree certificate/final degree certificate will be issued only after receipt of dissertations/reports.
- d) The minimum passing grade in each stage of the project assessment shall be “DD”.
- e) After registering for DDP (either of the stages), a student should not take up any other assignment (paid or unpaid) before submitting her/his dissertation.
- f) After the Dissertation is assessed, a hard-bound copy of the final Dissertation along with duly completed forms is to be submitted to the Academic office. Soft copies of the Synopsis and the final Dissertation paper are to be submitted to the Central Library.
- g) The project reports need to be submitted 7-15 days before the date of evaluation, but not earlier.

6.4.3 B.S. Project (Ref: 240th Senate Meeting)

On completion of the project, student is required to submit a report and make a presentation to a committee appointed by the department which would award a letter grade.

6.4.4 Extension Rules for Projects (R&D, BTP, DDP, B.S. projects) (Ref. 236th Senate Meeting)

Grades for all registered project based courses have to be uploaded before the last date for grade submission. The evaluation committee may recommend an II grade for unfinished work due to any reason. Also, if a grade is not uploaded by the academic unit by the last date for grade submission, an II grade will be automatically assigned to the student.

In the case of R&D projects, BTP-1, BTP-2, DDP-1 and the first stage of the four year B.S. project and the 5 year integrated M.Sc project, a letter grade to replace the II grade must be submitted to the academic office, at most 20 days after the last date for grade submission of the previous semester. If a letter grade is not received by the academic office in time, the II grade will be automatically converted to an

FR. No further extensions will be permitted on any grounds for these projects. The student may re-register for the project (mandatory for DDP-1) in a subsequent semester in case an FR grade is assigned.

For the final stage of the B.S./M.Sc project and DDP-2, a letter grade to replace the 'II' grade must be submitted to the academic office at most 20 days after the last date for the grade submission. However, the student may apply for an additional extension of at most 15 days (a final deadline of 35 days from the last date for grade submission of the previous semester), with recommendations and an explanation for the delay by the guide, to the DUGC of the concerned academic unit. Post assessment, the grade may then be sent to the academic office through the Convener, DUGC before this date. After this date (35 days from the last date for grade submission for project) the II grade will be automatically converted to an FR grade. The student will then have to re-register for the course in the subsequent semester after payment of fees. No further extensions will be permitted on any grounds for these projects.

The decision on allotment of hostel rooms during such extensions is done independently by the Dean (Student Affairs)/ Hostel Co-ordination Unit.

6.5 Grading

- a) Indian Institute of Technology Bombay follows grading system. Based on the combined performance in all assessments, the student is awarded a letter grade in every course taken by him/her in a particular semester as per the curriculum. These letter grades not only indicate a qualitative assessment of the student's performance but also carry a quantitative (numeric) equivalent called the Grade Point. The letter grades and their equivalent grade point are given below:

Letter Grade	Grade Point
AP	10 (Grade is awarded to students with exceptional performance)
AA	10
AB	9
BB	8
BC	7
CC	6
CD	5
DD	4
FR	0 {Fail and repeat the course/ equivalent course for mandatory courses (except core)}
FF	0 (Fail & Re-examination)
DX	{Credits are not included in CPI. Attendance below 80% - Repeat the course for core course(s)/equivalent course for mandatory courses (except core)}

W	Course Withdrawn
AU	Satisfactory in an Audit course
PP	Passed
NP	Not Passed
II	Incomplete (place holder, gets converted to an appropriate grade after Semester end re-examination, as per applicability)
DR	Dropped (DR is not a grade but only a position holder indicating that the course has been dropped and it has to be cleared in subsequent semesters).

A student passes the course if he/she gets any grade in the range of "AP" to "DD" ("AU" in the case of an audit course, but fails if he/she gets the grade "FR" and/or "DX". "FF", "II" and "DR" are place holders.

- b) The grade "AP" indicates exceptional performance and is awarded only in the Course/(s) in which the number of registered students is more than 50. It should not exceed 2 % of the total strength of the particular theory or lab course. The grade "AP" is not awarded for projects / seminars.
- c) An "FR" grade is awarded in case/(s) where, in the opinion of the instructor (panel of examiners in the case of projects), the performance of the student is below an acceptable threshold in the in-semester and /or end-semester examinations. It may also be awarded for Academic malpractices. Details pertaining to Academic malpractices are available at:
<http://www.iitb.ac.in/newacadhome/punishments201521July.pdf>
- d) (*Ref: 235th Senate Meeting*) 'DX' grade is awarded to students who have inadequate attendance as per following:

IIT Bombay expects one hundred percent (100 %) from its students in all classes. If the attendance of the student, as counted with effect from the first contact hour, falls below eighty percent of the total attendance expected, the instructor may award the student, 'Drop due to inadequate attendance', 'DX' grade in that course. This 'Drop due to inadequate attendance' Grade would, for the purpose of CPI calculation be treated as equivalent to a 'Course Drop' carried out on initiation by the student. In calculating attendance, no specific concession is to be given for lack of attendance on Medical ground. Further, if a student has 80% attendance or more, he/ she cannot be awarded 'Drop due to inadequate attendance. Only exception to this rule is courses where the instructor has declared a prior in the first week that no DX grade will be awarded.
- e) For a student present in the semester-end re-examination, the instructor will award a regular performance grade (AP-FR) depending on the overall performance in the course including the re-examination.
- f) There are, however, a few other academic requirements for the programmes. The following two grades viz., "PP" (Pass) and "NP" (Not pass), will be awarded for NCC/NSO/NSS. No grade points are associated with these grades and performance in these courses is not taken into account in the calculation of the performance indices (SPI, CPI). However, the award of the

degree is subject to obtaining a "PP" (Pass) grade in all such courses. A student will be awarded "PP" (Pass) / "NP" (Not Pass) grade for NCC/ NSO/NSS in each semester provided the minimum requirement of these activities are met during that semester together with 80% minimum attendance, failing which the "NP" (Not Pass) grade will be awarded.

- g) **(Ref: 239th Senate Meeting- effective from End Semester Examinations of the Spring Semester 2019-20).**

"FF" grade can be awarded to UG students by the concerned course instructor. The students will be given only one chance for re-examination in case of FF grade, otherwise the grade will be converted to FR. Re-exam will be conducted for 50 % weightage (or same as the weightage of end-semester exam for the course). Re-exam for students with FF grade will be conducted along with medical re-exam.

The grade will be restricted to "DD" for the re-examination, in case of FF Grade.

h) Course(s) completed by student(s) outside IIT Bombay by means of NPTEL and / or SWAYAM and / or Semester Exchange, following due approval of DUGC/ DPGC, will contribute only towards completion of credits. Grade(s) earned in such courses will not be considered for the SPI/ CPI calculation. The transcript will record such course(s) and the corresponding grade(s) as it is/ they are. (Applicable for NPTEL/ SWAYAM courses from the academic year 2020-2021 onwards and for Semester exchange students for academic year 2021-22 onwards.) **(Ref: 246th Senate Meeting)**

6.6 Valid reasons for semester-end make-up examination (Ref: 240th Senate Meeting)

Following may be considered as valid reasons for semester – end make-up examination:

- a) Serious illness/ accident in the case of the student herself/ himself. Serious illness/ accident/ death of parent/ guardian.

6.7 Academic Malpractice

Academic malpractices are severely dealt with. The details pertaining to Academic malpractices are available at: <http://www.iitb.ac.in/newacadhome/punishments201521July.pdf>

6.8 SPI/CPI

6.8.1 Semester Performance Index (SPI)

The performance of a student in a semester is indicated by a number called Semester Performance Index, SPI. The SPI is the weighted average of the grade points obtained in all the courses registered by the student during the semester. For example, if a student passes five courses (Theory/labs. /Projects/ Seminar etc.) in a semester with credits C1, C2, C3, C4 and C5 and her/his grade points in these courses are g1, g2, g3, g4 and g5 respectively, then her/his SPI is equal to:

$$C1g1 + C2 g2 + C3 g3 + C4 g4 + C5 g5$$

SPI = -----

$$C1 + C2 + C3 + C4 + C5$$

The SPI is calculated to two decimal places. The SPI for any semester will take into consideration the FR grades awarded in that semester. For example, if a student has failed in course 4, the SPI will then be computed as:

$$C1g1 + C2 g2 + C3 g3 + C4 * \text{ZERO} + C5 g5$$

$$\text{SPI} = \frac{C1g1 + C2 g2 + C3 g3 + C4 * \text{ZERO} + C5 g5}{C1 + C2 + C3 + C4 + C5}$$

The courses which do not form the minimum requirement of the degrees will not be considered for calculation of the SPI. Such additional courses undertaken and the grades earned by the student will be shown separately.

The updated SPIs will be shown in the transcript only after the last date of grade submission (course + project) as per the Academic Calendar. Till then, only the SPI till previous completed semesters will be displayed.

6.8.2 Cumulative Performance Index (CPI)

An up to date assessment of the overall performance of a student from the time s/he entered the Institute is obtained by calculating a number called the Cumulative Performance Index, CPI, in a manner similar to the calculation of SPI. The CPI therefore considers all the courses registered by the student, towards the minimum requirement of the degree s/he has enrolled for, since s/he entered the Institute. The CPI is calculated at the end of every semester to two decimal places.

The CPI will reflect the failed status in case of FR grade(s), till the course(s) is/are cleared.

When the course(s) is/are cleared by obtaining a pass grade on subsequent registration(s) the CPI will only reflect the new grade and not the fail grades earned earlier.

Example: Up to semester **r** a student has registered for **n** courses, among which s/he has a “FR” grade in course **i**. The semester grade report at the end of semester **r** therefore will contain a CPI calculated as:

$$C1g1 + C2 g2 + C3 g3 + \dots + Ci * \text{ZERO} + Cn gn$$

$$\text{CPI} = \frac{C1g1 + C2 g2 + C3 g3 + \dots + Ci * \text{ZERO} + Cn gn}{C1 + C2 + C3 + \dots + Ci + \dots + Cn}$$

C1 + C2 + C3 + ... + Ci + ... + Cn

Even if a student has failed in a course more than once, the course will figure only once in the numerator as well as the denominator.

At the end of semester **r+1** s/he has registered for four more courses including the backlog course **i** and has cleared all the courses including the backlog course, the CPI at the end of this semester is calculated as:

$$C1g1 + C2 g2 + C3 g3 + \dots + Ci * gi + \dots + Cn gn$$

$$\text{CPI} = \frac{C1g1 + C2 g2 + C3 g3 + \dots + Ci * gi + \dots + Cn gn}{C1 + C2 + C3 + \dots + Ci + \dots + Cn}$$

The courses which do not form the minimum requirement of the degrees will not be considered for calculation of the basic CPI. These courses will be shown separately.

The updated CPI will be shown in the transcript only after the last date of grade submission (course + project) as per the Academic Calendar. Till then, only the CPI till previous completed semesters will be displayed.

The Transcript will reflect only two CPI i.e. a) CPI Courses and b) CPI – Courses +Project. (*Ref: 241st Senate Meeting*)

6.8.3 Semester Grade Report

The Senate of IIT Bombay in its 221st Meeting considered discontinuation of issue of Semester Grade Cards from Spring Semester 2014-15.

All students are able to see their grades as soon as concerned Course instructor /Faculty member uploads grades on the ASC. Students may use the data from their interface for the purpose of information and conveying to their parents as well.

6.8.4 The Transcript: Consolidated Statement of Academic Performance

Transcript is a consolidated statement of a Academic Performance of a student for all the semesters since joining the programme and is given to a student on successful completion of the programme along with the degree certificate. For those students who have taken multiple attempts to clear a course, the transcript given on successful completion of the programme will record the entire history of the academic performance of a student in all the courses he/she takes as a student in the Institute.

Therefore every course registered by a student and the grades obtained there upon (including FR,DX,W etc.) will be mentioned in the transcript for the courses registered in the Autumn Semester 2016-17 onwards. (*Ref: 225th Senate Meeting*) The transcript will reflect only two CPI i.e. a) CPI Courses and b) CPI-Courses + Project. (*Ref: 241st Senate Meeting*) Additional courses will be shown separately, indicating also the minor / honors, if any, earned by the student. Additional copies of the transcript can be obtained if needed, on request and upon payment of applicable fee.

Students who have not yet completed the programme can obtain an Interim Transcript, if needed, on request and upon payment of applicable fee.

6.9 Display of In-Semester Performance

- a) The in-semester performance of all students is communicated by the instructor to the students before the end-semester examination. Those awarded “DX” grades as described in 6.5 (d) above will be clearly identified in this list.
- b) Based on the in-semester performance, the instructor may also decide and publish a cut-off (based on the average performance of the class), below which the in-semester performance is considered ‘Unsatisfactory’. This will be the basis on which an instructor may declare a “FR” grade even when a student is absent for the end-semester examination on valid grounds.

6. 10 Disclosing the Evaluated Answer scripts after Semester-End Examination

A course instructor will allow students to see the evaluated answer scripts before finalization of grades.

6.11 Answer Script Retention period

Evaluated answer scripts are preserved by the Instructor/ Departmental Office for one semester.

6.12 Compensatory time to PwD students (Ref: 239th Senate Meeting- effective from End Semester examination of the Autumn Semester 2019-20)

Compensatory time is to be provided to all PwD students across the Institute during written examination.

For PwD Students, 'compensatory time' will not be less than 20 minutes per hour of examination for persons who are allowed use of scribe/ reader/ lab assistant. All the candidates with benchmark disability not availing the facility of scribe may be allowed additional time of minimum of one hour for examination of 3 hours duration. In case the duration of the examination is less than an hour, then the duration of additional time will be allowed on pro rata basis. Additional time will not be less than 5 minutes and will be in the multiple of 5".

PwD students must inform the instructors in advance regarding their need for compensatory time during examination.

7. Registration of NPTEL/ SWAYAM Courses:

- (a) A student can take maximum of 12 credits of NPTEL/SWAYAM courses in lieu of departmental elective and Institute elective courses for the regular student (not under ARP), and, (b) a maximum of 24 credits of NPTEL/SWAYAM courses in lieu of any courses including core courses for the students, who are under ARP or in extension years after the approval from DUGC of the parent department towards the partial completion of mandatory academic curriculum.
- (b) A student can take NPTEL/SWAYAM courses as 'Additional Learning' for UG students subject to not exceeding credit limit based on approval of DUGC. (**Ref: 243rd Senate Meeting**)

7.1 Credit Equivalence of NPTEL/SWAYAM courses with IIT Bombay courses (249th Senate Meeting):

- a) 12 Weeks NPTEL/SWAYAM courses would be typically considered equivalent to 6 credits at IIT Bombay. However, in some special cases, DUGC/DPGC/UGC/PGC may consider and approve 12 weeks NPTEL/SWAYAM course(s) equivalent to 8 credits at IIT Bombay.
- b) 8 Weeks NPTEL/SWAYAM courses would be considered equivalent to 4 or 3 credits at IIT Bombay, depending on approval of DUGC/DPGC/UGC/PGC.

7.2 Policy for registering/ award of grades for NPTEL/ SWAYAM/ Semester Exchange courses (Ref. 251st Senate)

- i. Registration for NPTEL/ SWAYAM courses: Students may register for these courses during registration window as per Academic calendar for that semester. Faculty Advisor can approve these registrations in consultation with DUGC.
- ii. Registration for Semester Exchange Courses: Academic Units may register students for these courses as and when student returns from the FRN Institute, as per approval of DUGC.
- iii. Grading- As per Academic calendar for that semester along with other courses.
- iv. If no grades are allotted during the approved window, the course will be removed automatically from the registration of the students on the last date of Academic Activity, so that there will be no issue in calculating SPI/CPI of the student.

8 CHANGE OF BRANCH

The Senate in its 256th meeting has approved the elimination of Branch Change into any of the JOSAA administered branches of admission. This is applicable for the students admitted through JEE (Advanced) 2023 onwards.

However, in 257th meeting of the Senate, it was approved that branch change option be made available to the preparatory students of 2022 batch who upon passing preparatory course will join IIT Bombay in July/ August 2023 by considering the following:

- i. Their branch change option will be exercised in 2024 after completion of the prescribed course credits in the first two semesters.
- ii. No FR/DX/DR/W grades at the end of the first two regular registered semesters.
- iii. NP grade in NOCS shall not be a bar for applying for a branch change.
- iv. NP grade in GC 101 shall not be a bar for applying for a branch change.
- v. The closing CPI (branch change CPI) of each programme/ department of UG 2022 entrants- will be considered as cut-off CPI for preparatory students of 2022 batch for their respective program/department.
- vi. Their branch change CPI will be executed based on their overall CPI.
- vii. These students can apply for the programmes/ departments for a branch change which are available for UG 2023 batch admitted through JEE (Adv.).
- viii. Supernumerary seats will be created in these programme/ department if needed.

Important: The above branch change provision is only available for the preparatory students of 2022 batch who have been entered in IIT Bombay in 2023 after successfully completing preparatory course

9 PERFORMANCE REQUIREMENTS

9.1 Award of Degree

On successful completion of the prescribed requirements for a programme {B.Tech.; B.S.; Dual Degree (B.Tech. and M.Tech.)}, degree will be conferred on a student in an annual convocation of the Institute.

The degree certificate will indicate the relevant branch, and specializations if any, in the engineering or science discipline in which the student has graduated. For example: Bachelor of Technology in Civil Engineering, Master of Science in Chemistry, or Bachelor of Technology in Electrical Engineering and Master of Technology in Electrical Engineering with Specialization in Microelectronics.

In those cases where the student has earned the required credits for an Honors in her/his discipline or a Minor in another discipline within the stipulated time, this will be mentioned in the degree certificate: for example:

1. B.Tech. in Metallurgical Engineering and Materials Science with Minor in Environmental Sciences and Engineering.
2. B.Tech. in Mechanical Engineering with Honors.
3. B.Tech. in Mechanical Engineering with Honors and Minor in Electrical Engineering.
4. B.Tech. in Aerospace Engineering.

For Dual Degree students

5. B.Tech. in Chemical Engineering and M.Tech. in Chemical Engineering with Specialization (if any).
6. B.Tech. In Chemical Engineering with Minor in Electrical Engineering and M.Tech. In Chemical Engineering with Specialization (if any).

Along with the degree certificate, the student will be given a complimentary copy of transcript, giving semester-wise details of all academic accomplishments. The additional courses taken, whether earning a minor/ honors or not, will be separately mentioned in the transcript. If an honors/ minor is earned that will also be mentioned. An overall CPI for all the academic work done by the student will be given. The transcript and the final degree certificate will not mention any class whatsoever; only the CPI/s will be given in the transcript. Honors is not indicative of class.

For conferment of degree, student has to fulfill the following requirements:

- a) The student should have taken and passed all the courses prescribed for the degree under the general institutional and departmental requirements.
- b) The student should have satisfactorily fulfilled other academic requirements such as practical training, NSS/NSO/NCC, work visits, seminar and projects, as specified for the discipline/programme.
- c) The student should have paid all the Institute dues.
- d) The student should have no case of indiscipline pending against him/her.

9.2 Award of Medals

The rules and procedures for the Institute Medals including Department silver medals, PGM (President of India Medal) and Dr. Shankar Dayal Sharma Gold Medal. (**Ref: 229th Senate Meeting**)- to be implemented for award of Medal from 55th Convocation.

- a) Eligibility for award of PGM, IGM and ISM (for UG), shall be highest CPI based on the mandatory courses for B.Tech./B.S. with Honors.
- b) For DD (B.Tech.+M.Tech.), the students of a particular Department shall be competing with the students of 4 year B.Tech. of their Department admitted together. And therefore, their CPI at the end of 4th year shall be taken into consideration.
- c) Tie breaking rule shall be as follows:

- i In case of tie in CPI for the President of India Medal (PGM) & Institute Gold Medal (IGM), the CPI across all courses taken (including additional and minor courses) up to end of 4th year will be used to break the tie.
- ii In case of tie in the CPI for award of Silver Medals equal number of medals will be given.

Guidelines for award of Institute Medals: (Ref: 234th Senate Meeting)

A student will be considered for the medals, if the student has obtained overall CPI 9.0 or above (including MTPs). The grade of "II" on medical ground and/or "W" in a course shall not be the bar.

Following shall be considered a disqualification for award of Medals:

- a) The award of "DX" or "FF" or "FR" grade(s) in a course (of any tag ie. Core, Elective, Additional Learning, etc.)
- b) Extension for final stage MTPs.
- c) Any punishment under DAC/ADAC during the programme. (The names of the proposed medalist be verified from the Dean (Student Affairs) office for any DAC punishment)
- d) A semester drop.

NPTEL/ SWAYAM and or Semester exchange course(s).

a) The students taking up courses outside IIT Bombay by means of NPTEL/ SWAYAM and or Semester exchange shall be eligible for the award of Medals and Prizes. **(Ref: 246th Senate Meeting)**

9.3 Transfer to ARP : (Ref: 240th Senate Meeting)

Given that some of the best talents in the country take admission at this Institute, it is expected that all of them perform very well, and fully utilize the various opportunities provided for their academic advancement. However, in a few cases, students are unable to cope with the studies here. This may often be due to a lack of aptitude or a mismatch between the student's interest and what the programmes provide. Early recognition of this tendency permits corrective action to be taken in time, and the students to pursue their careers elsewhere. **The students with poor Academic performance are transferred to the Academic Rehabilitation programme (ARP)(Ref. Sec 10)**

9.4 Exit Degree option for Undergraduates (Ref: 253rd Senate Meeting)

I) Eligibility Criteria:

1. The students admitted and registered in the regular undergraduate programme, viz. B.Tech., B.S., B.Des., B.Tech.+M.Tech. (DD) shall be eligible for an exit degree, if they fulfill the following criteria:

(A) Minimum 160 credits to be completed as detailed below:

(i) ES 200 and HS 200 (3+3 = 6 Credits); AND

(ii) Minimum Dept. credits = 60 for specialization. OR

(iii) Minimum Science and Engg. credits = 60 without specialization.

(B) Minimum duration of B.Sc. (Engineering) and related exit degrees will be 6 semesters.

Students can apply for an exit degree after 4th semester.

(C) The specialization can only be in the dept. they are registered in at the time of application.

2. The exit degree option is also available to all students who were admitted to the UG Programmes, who have not completed their degree requirements within the stipulated time and have not been terminated.

II) Process to apply:

1. A student can apply for the Exit Degree through prescribed application form (Annexure I) and submit to the Faculty Advisor.

2. Faculty Advisor may recommend the application to the DUGC.

3. DUGC may recommend the application to the UGAPEC Convener.

4. UGAPEC Convener may approve the application.

III) Degree Nomenclature:

1. Exit from B.Tech./Dual Degree (B.Tech. + M.Tech.) is mapped to B.Sc.(Engg.)

A. Example: in case of B.Sc.(Engg.) without specialization

“Bachelor of Science (3-year) in Engineering”

B. Example: in case of B.Sc.(Engg.) with specialization in Electrical Engineering

“Bachelor of Science (3-year) in Electrical Engineering”

2. Exit from B.S. in Chemistry and B.S. in Mathematics is mapped to B.Sc. (3 years)

“Bachelor of Science (3-year) in Chemistry”

or

“Bachelor of Science (3-year) in Mathematics”

3. Exit from B.S. in Economics is mapped to B.A. (3 years)

“Bachelor of Arts (3-year) in Economics”

4. Exit from B.Des. is mapped to B.Des. (3 years)

“Bachelor of Design (3-year)”

IV) Important Notes:

1. The date and month of passing would be the approval of exit degree by the UGAPEC Convener.

2. The students having the exit degree as their last qualification, will not be eligible for applying for M.Tech./ M.Des. Programme in IITB.

3. In case of lapsed registration, students may apply to regularize their semester registrations through DUGC and complete pending credits required for the exit degree.

4. The students are required to pay the continuation fees for the dropped semester(s), if any and clear all pending fees/ dues/ DAC punishments (as applicable).

9.5 Early exit for poorly performing Dual Degree Students

Early exits for poorly performing Dual Degree students is permitted after the ninth semester, if the CPI upto that point is below 5.00. A few students in the Dual Degree Programmes indicate inability/ disinclination to complete the Dual Degree Programme for various reasons and seek an exit with only a B.Tech. Degree. This is also what the supervisors/ faculty advisers recommend based on their observation of the student.

If a given department/ academic unit, through deliberation in the DUGC, finds that a particular student, irrespective of academic performance, is unlikely to complete the requirements of the Dual Degree (B.Tech. + M. Tech.) satisfactorily then it may recommend to the UGAPEC that the student be permitted to exit with only the B. Tech. Degree but with the following mandatory clauses:

- a) The academic requirements of the B. Tech. Degree must be completed.
- b) The student shall exit only after the ninth semester of the programme meaning that there is at least one semester of time penalty imposed for this exit. (this penalty is applicable even to date).
- c) The student shall be awarded only the B. Tech. Degree and not Honours or Minor(s).
- d) The transcript given to the student along with the degree would mention that the student had been admitted to the Dual Degree Programme, but was awarded a B. Tech. Degree as an exit option, due to inability to complete the Dual Degree Programme. The degree would not mention anything of the kind.

10 UNDERGRADUATE RESEARCH AWARDS (URA)

Some students may have an inclination towards research. The Undergraduate Research Awards (URA) is designed for such students. URA will be available at three levels, all of them independent of each other. They will carry codes similar to course codes so that they can be listed in grade reports.

URA01: for preliminary research/ developmental experience

URA02: for B. Tech. Level Research Project.

URA03: for Dual Degree Level Research Project

URA01: This is a recognition of a small research/ developmental effort, successfully completed by a student in the first, second or third year of an undergraduate programme – that is, a B.Tech., B.S. or a Dual Degree Programme. A faculty member must agree to supervise the student for the URA01 project. The student works with this faculty member, with the approval of the DUGC, for four-to-six month duration – including the summer or winter vacations. No formal registration is required with the academic office at this stage. If the faculty member is satisfied with the quantum and quality of work done, at any stage, s/he may recommend the award of URA01 to the student, which will then be listed in the transcript of the student in the semester immediately following the semester in which this award was recommended. No credits are assigned to URA01. URA01 can be awarded only once to a student. The grade for URA01 will be "PP".

URA02: This is to be treated as recognition of truly exceptional work, both in quality and in extent, done in the B.Tech. Project. If the committee evaluating the B.Tech. Project of a B.Tech. student believes that the student has carried out truly exceptional work in the B.Tech. Project and the quantum of work is substantially higher than what is expected, it may recommend that two more faculty members, other than those who already participated in the committee for evaluation, duly chosen by the DUGC, examine the work done and evaluate whether a URA02 can be awarded to the student in addition to the AA grade already given. A joint recommendation must then be made by all: the original committee of evaluation and these two other faculty members that this student be awarded URA02, duly routed through the Convener, DUGC to the Convener, UGAPEC. This award, on approval by the UGAPEC, will be mentioned on the grade report of the student as URA02 carrying six credits and the grade AA. No formal registration is required with the academic office. The advantage to the student would be that his / her CPI would improve, given that these credits are with an AA grade. URA 2 is not available for DD students. Students should have earned minimum of 12 credits in BTP, in order to apply for URA 02 (*Ref: 241st Senate Meeting*)

URA03: These are to be treated as recognition of truly exceptional work, both in quality and in extent, in the Dual Degree Project. If the committee evaluating the Final Stage of the Dual Degree Project of a given Dual Degree student believes that the student has carried out truly exceptional work and the quantum of work is substantially higher than what is expected, it may recommend that two more faculty members, other than those who already participated in the committee for evaluation, duly chosen by the DUGC, examine the work done and evaluate whether a URA03 can be awarded to the student in addition to the AA grade already given. A joint recommendation must then be made by all: the original committee of evaluation and these two other faculty members that this student be awarded URA03, duly routed through the Convener, DUGC to the Convener, UGAPEC. This award, on approval by the UGAPEC, will be mentioned on the grade report of the student as URA03 carrying six credits and the

grade AA. No formal registration is required with the academic office. The advantage to the student would be that his / her CPI would improve, given that these credits are with an AA grade.

11. ACADEMIC REHABILITATION PROGRAMME (ARP)

The Academic Rehabilitation Program (ARP) deals with students with poor performance in academics. It acts as a buffer for such students and provides them with an opportunity to continue in the institute and successfully complete their respective degrees. A student is transferred to ARP on receiving FR/DX grades for at least 36 credits in core courses. A faculty member in each department, called the ARP Faculty Adviser, will assist students of that department to register for courses manually, for a maximum of 24 credits.

A student, who is able to reduce the total number of FR/DX credits to less than 36 as above is transferred back to being a regular student. On failure to exit the ARP after three consecutive semesters in the program, termination of registration from the program may be recommended.

12. ALLOWING B.TECH. & B.S. STUDENTS TO LEAVE AFTER COMPLETING THEIR CREDIT REQUIREMENTS FOR B. TECH. & B.S. PROGRAMME EARLIER THAN 4 YEARS

The Senate in its 224th and 229th meeting approved the proposal of allowing B.Tech. & B.S. students to leave after completing their credit requirements for B.Tech. & B.S. Programme earlier than 4 years on the following terms and conditions :

- a) B.Tech./B.S. students can apply for leaving the Institute at the end of an academic semester provided their credit requirements are met and they have spent atleast three years in the institute.
- b) The Convener, UGAPEC may approve the Credit Completion certificate, which can be given to the students, after clearance of all dues.
- c) These students will be awarded their degree in the ensuing Annual Convocation as scheduled in Academic calendar.
- d) The passing date would be the date UGAPEC approves the results, which will be the date to be mentioned on Transcripts.
- e) The duration of programme would be still mentioned as 4 year B.Tech/ B.S. programme.
- f) Re-registration as a student will not be permitted. These students can register for placement opportunities, but would not get hostel facilities during their placement activities.

13. CONVERSION FROM B.TECH. TO DUAL DEGREE (B.TECH.+M.TECH.) PROGRAMME (Ref: 240th Senate Meeting)

B.Tech. students can apply to convert to the Dual Degree Programme in the same department. Note that rules for such conversion are decided by the DUGC of the parent department and typically include:

- a) A Timeline for application;
- b) Academic Performance (including a CPI cut-off);

- c) Plan to complete the additional courses (total 8) for DD;
- d) Recommendations from the faculty advisor/ guide

Note that students must find out the exact guidelines from their respective departments.

14. GUIDELINES FOR INTERDISCIPLINARY DUAL DEGREE PROGRAMME (IDDDP) (Ref: 240th Senate Meeting)

A. Minimum Eligibility Criteria:

- a) Undergraduate (UG) students admitted to B.S., B.Tech. and DD (B.Tech.+M.Tech.) programmes can apply for IDDDP at the end of sixth semester.
- b) At the end of sixth semester, students must have CPI ≥ 7.5 and should not have any FR/DR/DX/W grade in mandatory courses including NSO/NSS/NCC.
- c) Through IDDD programme, students can apply for all the specializations of Dual Degree (DD) and M.Tech. programmes approved by the Academic Senate of IIT Bombay.
- d) Over and above minimum eligibility criteria [a-c], a DUGC/ DPGC may enforce additional eligibility and selection criteria [through Academic Senate of IIT Bombay].
- e) Students admitted to B.S. programme through Maths Olympiad are not eligible.

B. Procedure:

- a) Interested and eligible UG students from B.S., B.Tech. and DD (B.Tech.+M.Tech.) programmes should apply using the form directly to their respective parent departments at the end of sixth semester and before 15th July of that Calendar year.
- b) The application must clearly state the course plans to finish the B.S. / B.Tech. programme by the 8th semester and the intended IDDD specialization by the 10th semester. No additional time will be provided for either one.
- c) The completed application of the student must be examined and approved first by the DUGC of the parent academic unit, followed by the DUGC / DPGC [as applicable] by the destination academic unit.
- d) The list of the short-listed candidates will be forwarded to Dean, Academic Programmes by the Convenor, DUGC / DPGC of the admitting [destination] departments. An academic unit can also provide a waiting list based on the merit.
- e) The final list of selected candidates will be conveyed to the Convener, DUGC of the respective parent academic units and the Convener, DUGC / DPGC of the destination academic units. The final list will also be conveyed to Associate/ Dean, Student Affairs for adjustment in hostel accommodation.

C. Rules & Regulations:

- a) IDDDP is only for the movement of students from one academic unit to another.
- b) A DD specialization / M.Tech. program usually requires the completion of 8 to 9 courses of 6 credits and a DD/M.Tech. project (DDP/MTP) of 74 - 92 credits.

- c) IDDDP should also be treated as (b). However, considering (a), IDDDP also allows the completion of only 4 PG level courses (as specified by the concerned academic unit) and the DDP/MTP project to earn a "Dual Degree in xxx Specialization WITHOUT HONORS".
- d) An admitting academic unit can prescribe additional courses over and above that required for IDDDP, (with/without HONORS) which may differ depending on the parent academic unit of the incoming student to facilitate introduction considering (a).
- e) The DUGC/DPGC of the admitting academic unit must prescribe beforehand and certify the completion of the HONORS requirement. An academic unit can admit at most 2 UG students in each DD/ M.Tech. specialization.
- f) The selection and entry of all candidates in IDDDP will remain provisional till the successful completion of B.S./B.Tech. curriculum by the end of 8th semester. The payment of TAship to the selected candidates will remain subject to terms and conditions as applicable to usual DD programs and other rules as applicable from time to time.
- g) The roll no. of the selected list of candidates will remain the same.

15. SPECIAL LEAVE

- a) "Special Leave" includes students' participating in Academic activities/ extracurricular activities approved by the Institute. The Head of the academic unit shall be the approving authority, on the recommendation of the Faculty Adviser/ Faculty incharge of the respective activity, in which the student is participating.
- b) Special Leave up to 5 working days (at a stretch or in part) may be sanctioned by the Head of Academic unit excluding mid/end semester examination in accordance with Academic Calendar. Compensation of any missed lab, quiz is at the discretion of respective course instructors.
- c) Application shall be recommended by respective Faculty Adviser on merits and would also need approval from faculty incharge of the activity.

16. PLANNED BREAK FROM STUDIES (Ref: 250th Senate Meeting):

- a) The student is allowed for maximum two semester break during his/ her tenure in continuation. This planned break can be for variety of reasons. The student has to apply for one or two semesters break with a course completion plan in consultation with faculty advisor/ DUGC for consideration of Competent Authority.
- b) A declaration must be submitted by the student with regard to consent/ information of the parents as follows:
 - I have informed my parents and have their consent for semester(s),
 - I have informed my parents and do not have their consent for semester(s) break,
 - I have not informed my parents for semester(s) break

- c) The student should apply for semester break from his/ her fourth semester (second year) onwards. The break will be allowed/ approved after second year. Such approval can be availed by the student before fee payment and registration for a semester. Once the classes have started, the students will not be eligible to apply for a break for that semester.
- d) Approval chain of such semester break - Faculty Advisor – DUGC -- Dean (Academic Programme)/ Convener, UGAPEC.
- e) The student would not be eligible for hostel/ Medical facilities during approved planned break.
- f) In case of approved break, the period of break will not be counted for the prescribed duration of the programme. Hence, s/he will be eligible for the award of minor and honors, if credits requirements are completed in the prescribed duration of the programme excluding approved break.
- g) A letter will be issued to parents in case of approved break, on the address available in the records of the students.
- h) The student is allowed to complete the remaining courses as per his/ her Academic category. The Academic category prior to approved break will be considered for registration after the student re-joins. The Faculty Advisor required to inform the student and parents that s/he not be able to graduate along with his/ her batchmates.

17. UTILITY

- a) Duration of Programme
 - I. Bachelor of Technology (B.Tech.) = Four Years
 - II. Bachelor of Science (B.S.) = Four Years
 - III. Dual Degree (B.Tech. + M.Tech.) = Five Years
- b) The Institute follows grading system on a scale of 10.00, which cannot be converted into any other scale or percentage simply by multiplying or dividing with a factor
- c) The Institute does not award any class or division. However, notionally, the CPI may be multiplied by a factor of 10 to obtain a numerical percentage
- d) The medium of instructions at this Institute is English

18. GLOSSARY

Audit course	: Course taken by a student for exposure only and carries no grade points.
Course Credit	: Multiplying the number of hours of instruction per week in that course, by two (2) for lecture and tutorial hours, and by one (1) for laboratory hours i.e. $C = 2 \times L + 2 \times T + P$

CPI	: Cumulative Performance Index which is obtained by dividing the Cumulative Grade Points by the Cumulative Credits.
Credits Earned	: Sum of credits earned by the student by passing courses registered during the semesters.
CRF	: Course Registration Form
Cumulative Credits	: Sum of the Semester Credits for all the semesters taken together, wherein the credits of a course is not counted if an alternative course has been taken in lieu of it.
Cumulative Grade Points	: Sum of the Semester Grade Points for all the semesters taken together, wherein the credits of a course is not counted if an alternative course has been taken in lieu of it.
DUGC	: Departmental Under-Graduate Committee
FA	: Faculty Adviser
Grade point	: Number equivalent of the letter grades given by 10, 10, 9, 8, 7, 6, 5, 4, corresponding to AP, AA, AB, BB, BC, CC, CD, and DD respectively. FR carries zero grade points. PP, NP, W, DX and AU do not carry any grade points. II is a place holder and gets converted to an appropriate grade after semester end re-examination, as per applicability. DR is just a position holder.
Honors	: A credential earned by a student optionally by earning a total of 24 specified credits in addition to the minimum prescribed for the degree, in her/his parent discipline.
Instructor	: Member of faculty who teaches courses/labs.
Minor	: A credential earned by a student, optionally, by earning a total of 30 specified credits in addition to the minimum prescribed for the degree, in a focused area different from her/his discipline
Registration	: Semester wise enrollment for courses as per the prescribed curriculum.

Semester	: Two semesters in an academic year, approximately of 16 weeks duration each, the first one (Autumn Semester) from July to November and the second one (Spring Semester) from January to April/May.
Semester Credits	: Sum of credits of courses registered by the student in a semester.
Semester Grade Points	: The sum of the product of credits and Grade Points for each course registered by a student in a semester.
Senate	: The Senate is a statutory and supreme body that governs all academic matters of the Institute. The rulings of the Chairperson, Senate is final in regard to all academic matters.
SPI	: Semester Performance Index which is obtained by dividing the Semester Grade Points by the Semester Credits.
Summer Term	: Approximately of 8 weeks duration from May to July.
Transcript	: Consolidated statement of the Academic Performance of a student for all the semesters completed.
UGAPEC	: Under-Graduate Academic Performance Evaluation Committee
UGPC	: Under-Graduate Programmes Committee
URA	: Undergraduate Research Award.

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Frequently Asked Questions (FAQs)

For Institute Scholarships

For UG and M.Sc. programmes



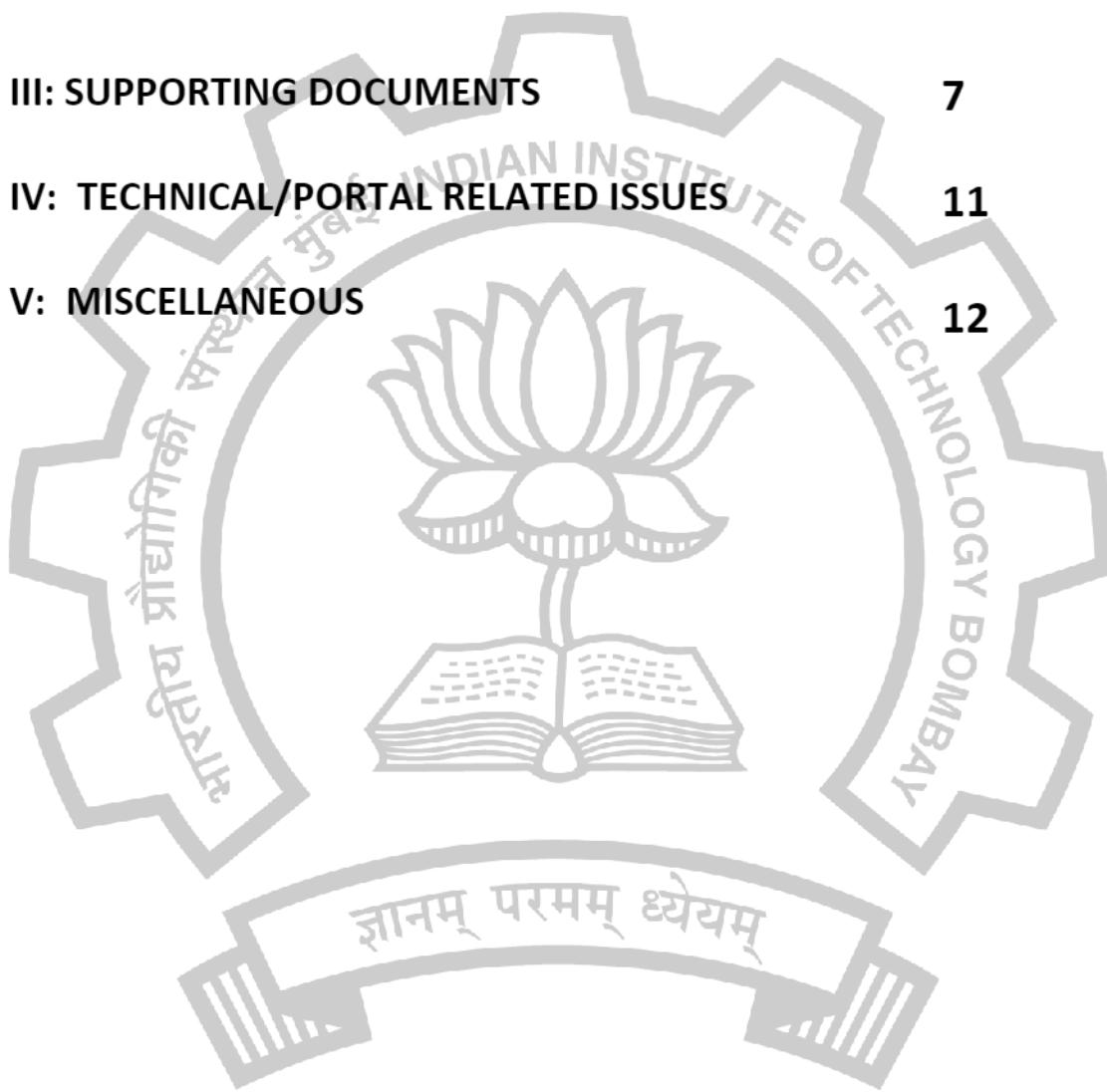
Note: These FAQs contain general information about institute scholarships. For updated/latest information of specific scholarship round, office memorandum of that scholarship round, may kindly be referred. In case of any variance of information in the office memorandum from these FAQs, information in the office memorandum will be considered as final.

Version: 2
Released on 21st June 2021

TABLE OF CONTENTS

English version

SECTION I: ABOUT SCHOLARSHIPS	3
SECTION II: ELIGIBILITY CRITERIA	6
SECTION III: SUPPORTING DOCUMENTS	7
SECTION IV: TECHNICAL/PORTAL RELATED ISSUES	11
SECTION V: MISCELLANEOUS	12



SECTION I: ABOUT SCHOLARSHIPS

- Q I.1) What are different types of scholarships/Remission of fees offered to the Institute's Undergraduate students?**
- A. Following are the scholarships/Remission of fees offered for Undergraduate students:
- I. Institute Merit-cum-Means Scholarship (MCM)
 - II. Facilities of Free Messing (for students from SC/ ST category)
 - III. Remission of fees
 - IV. Women merit scholarship (for eligible women students)
- Q I.2) What are different types of scholarships/Remission of fees offered to the Institute's M.Sc. students?**
- A. Following are the scholarships offered for M.Sc. students:
- I. Institute Merit-cum-Means Scholarship
 - II. Facilities of Free Messing (for students from SC/ ST category)
- Q I.3) Do I need to apply separately for both fee remission and MCM scholarship?**
- A. The student should apply for only one scholarship which is more beneficial to them. **[Provided all eligibility conditions are fulfilled].**
- Q I.4) If I choose merit cum means scholarship among MCM and remission of fees, will my application be rejected, if 25% of quota exceeded?**
- A. No. An appropriate decision will be taken by the Scholarship committee.
- Q I.5) How will I get information about the application deadline & other dates pertaining to institute scholarships?**
- A. Please refer Scholarship calendar available on Academic office website of IIT Bombay. Office memorandum for inviting scholarship application will also be issued and sent on student-notices for every scholarship round.
- Q I.6) How many rounds are there for inviting scholarship applications every year?**
- A. Generally, scholarship applications are invited twice in a year as detailed below:
- i. In Autumn Semester: for entire Academic year i.e. Autumn & Spring semesters.
 - ii. In Spring Semester: for Spring semester only.

Q I.7) If I get Remission of fees for entire Academic year during Autumn semester round, Can I apply for MCM in Spring semester round if my CPI improves?

A. Yes.

Q I.8) Can I receive MCM/Remission of fees/Free Messing, if I am already getting Named scholarship?

A. No.

Q I.9) Can I avail any other scholarship, if I am already in receipt of Institute Scholarship?

A. No. Students cannot avail any other scholarship, if in the receipt of Institute Scholarship.

Q I.10) Can I apply for MCM/Remission of fee/Free Messing for the whole programme?

A. No. Student is required to apply fresh for the MCM/Remission of fee/Free Messing in every Academic year.

Q I.11) If I do not apply for Scholarships/ Remission of Fee in a year, is there any objection to apply for the same in the next year(s) as a new application?

A. No, there is no such objection.

Q I.12) What if MCM/Remission of Fee/Free Messing application also gets approved after I have received the Named scholarship?

A. The MCM/Fee Remission/Free Messing is not approved for the students who are already in receipt of Named scholarship.

Q I.13) Will the refund of tuition fees/hostel room rent for the students who are in receipt of MCM/Remission of Fee/Free Messing as applicable be paid directly to student's bank accounts linked in the ASC portal?

A. Generally, refund of tuition fees/hostel room rent is paid to the students after submission of original fee receipt to the Academic section unless otherwise specified in the office order.

Q I.14) Can a student avail Interest subvention under the Vidyalaxmi scheme along with MCM/Remission of fees?

A. Students can avail only either Interest subventions under the Vidyalaxmi Scheme or MCM/Remission of fees.

Q I.15) Will the students required to pay reduced amount of fees for Spring semester, if awarded with MCM/Remission of fees in Autumn round?

- A. The students can pay the reduced amount of Spring semester fees, if they are awarded with MCM/Remission of fees in Autumn round.

Q I.16) How can I apply for Scholarships?

- A. You can apply for scholarships through Online Portal (ASC).

Q I.17) I missed the deadline. Can I submit an offline application?

- A. No. Applications are not accepted after the scholarship deadline specified in the notification.

Q I.18) Can I submit an offline application within the deadline?

- A. No. Applications are accepted through online portal only by deadline specified in the notification.

Q I.19) How do I know if my application is filed successfully?

- A. Once the information is updated successfully, the student will receive an auto email with the attachment of Scholarship form and income proof submitted by the student. Student can also download it as a PDF. Applicants are required to download and submit the signed form along with self-attested copy of uploaded income proof to the Academic office.

Q I.20) I need a clarification regarding filing an application or documents to be submitted. What should I do?

- A. Kindly check the FAQs available on following link:
<https://www.iitb.ac.in/newacadhome/faqScholar.jsp> and latest Office Memorandum issued by Academic office.

Q I.21) I am in receipt of MCM/Remission of fees/Free Messing in Autumn round. Do I need to apply for the scholarship/Remission of fees in Spring round.

- A. No, the students awarded with MCM/Remission of fees/Free Messing in Autumn round need not to apply again for the same in Spring round. See Q. I.6 for a related aspect.

SECTION II: ELIGIBILITY CRITERIA

Q II.1) What is the eligibility criteria to apply for MCM scholarship?

- A. The students whose Gross Income of parents (both father & mother) for the previous financial year is not more than Rs. 5,00,000/- per annum (without any standard deduction) and CPI of 6.00 & above (for second years onwards) can apply for Merit-cum-Means Scholarship. However, for Autumn round of scholarship, CPI of previous Academic year is considered and for Spring round, CPI of Autumn semester of that Academic year is considered.

Q II.2) Who are eligible to apply for Remission of fees?

- A. UG students whose Gross Income of parents (both father & mother) for the previous financial year is not more than Rs. 5,00,000/- per annum (without any standard deduction) can apply for Remission of fees. Students from PwD/ SC/ST candidates are not required to apply for Remission of fee as they are already in receipt of tuition fee waiver.

Q II.3) Who can apply for Free Messing?

- A. The SC/ST category students whose Gross Income of parents (both father & mother) for the previous financial year is not more than Rs. 5,00,000/- per annum (without any standard deduction) can apply for Free Messing.

Q II.4) Is FR/DR/DX/W grade a bar for award of MCM/Remission of fees/Free messing scholarship?

- A. No.

Q II.5) Which CPI is considered for award of scholarship?

- A. For Autumn round of scholarship, CPI of previous Academic year is considered and for Spring round, CPI of Autumn semester of that Academic year is considered. E.g. for Autumn 2020-21, CPI of Academic year 2019-20 is considered whereas for Spring 2020-21, CPI of Autumn 2020-21 is considered.

SECTION III: SUPPORTING DOCUMENTS

Q III.1) What are the income proof documents that are required to be submitted alongwith scholarship application?

- A. Scholarship application should be submitted alongwith documents specified in EITHER i) or ii) below:
- i. A scanned **self-attested copy** of Parental Income Certificate for the applicable Financial Year issued by a Competent Authority.
 - ii. A scanned **self-attested copy** of ITR acknowledgement alongwith the IT Return of both parents for the applicable financial year.

Q III.2) Which year's income proof need to be submitted?

- A. Income proof against the notification in an academic year should be of preceding financial year. For example: If notification is issued in the Academic Year 2020-21, then the income proof should be for the Financial Year 2019-20.

Q III.3) What is a Parental Income Certificate?

- A. An Income Certificate is a document issued by revenue officer of the States/Union Territories certifying a person's annual income or a person's family income from all sources. The actual authority that issues such a certificate varies from state/UT to state/UT.

Q III.4) Which is the Competent Authority for issuing the income certificate?

- A. Kindly refer to the appendix of the notification inviting scholarship application.

Q III.5) What should be the date of issue and validity of the income certificate?

- A. **Date of Issue:** For an application filed in a certain academic year, the submitted income certificate should be the one issued on or after April 1 of the calendar year in which that academic year begins. For example, for a notification issued in the Academic Year 2020-21, the income certificate should be issued on or after April 1, 2020.

Validity: It should be valid at least till 31st March of the Academic Year in which the notification is issued. For example, for a notification issued in the Academic Year 2020-21, the income certificate should be valid at least till 31st March 2021.

Q III.6) The income certificate that I currently have is issued before April 1 of the calendar year corresponding to start of the Academic year in which I am filing an application and the certificate is valid for the entire financial year. Can I use this for the application?

A. No. For an application filed in a certain academic year, the submitted income certificate should be the one issued on or after April 1 of the calendar year in which that academic year begins. For example, for a notification issued in the Academic Year 2020-21, the income certificate should be issued on or after April 1, 2020.

Q III.7) The Tehsildar issued the income certificate on 05/03/2018. The certificate states that it is valid for three years from the date of issuance. Can it be submitted with the application for the Academic Year 2020-21?

A. No. For the Academic Year 2020-21, the income certificate should be issued on or after 1st April 2020.

Q III.8) I am applying for scholarship for the Academic Year 2020-21 and my income certificate is valid till 14 January 2021. Will it be ok?

A. No. Income certificate should be valid until 31 March 2021.

Q III.9) I am applying for scholarship for the Academic Year 2021-22 and my income certificate was issued in January 2021. Can I use this certificate for the Scholarship of Academic Year 2021-22?

A. No. Income certificate should be issued on or after 1st April 2021, for the scholarship of Academic Year 2021-22.

Q III.10) I am applying for scholarship for the Academic Year 2021-22 and my income certificate was issued in April 2021 with a validity of 6 months, i.e. up to October 2021. Will it be valid?

A. No. Income certificate should be valid until 31 March 2022.

Q III.11) My income certificate was issued in April 2021 with no validity mentioned. Will it be accepted for scholarship for the Academic Year 2021-22?

A. Yes. If income certificate is issued on or after April 1, 2021 with no validity mentioned specifically, then it will be accepted for the notification issued in Academic Year 2021-22 only.

Q III.12) Can the certificate be submitted in an official language of the concerned State / UT?

- A. Students are advised to submit the certificate in English/Hindi. However, in case, student is not able to obtain income certificate in English/Hindi, he can submit income certificate in an official language of the concerned State / UT, however, it should be issued by a competent authority. See Q III.4 for “competent authority”.

Q III.13) What is the difference between the Financial Year and the Assessment Year?

- A. The Assessment Year is the year in which the Income of previous Financial Year is evaluated, taxes are paid and Income tax returns are filed for the previous financial year. For example: In the Assessment Year 2020-21 (1st April 2020 to 31st March 2021), tax returns for the Financial Year 2019-20 (1st April 2019 to 31st March 2020) are filed.

Q III.14) Income tax return acknowledgement and IT return of which assessment year should be submitted?

- A. The Assessment Year should be same as of Academic Year in which the notification is issued. For example: Notification issued for the Academic Year 2020-21 will require the ITR documents bearing the Assessment Year 2020-21.

Q III.15) Is Form 16 a substitute for Income tax return acknowledgement and the original IT return?

- A. No. Form 16 is not the substitute for Income tax return acknowledgement and the original ITR return.

Q III.16) Is the ITR of both parents required?

- A. Income tax return acknowledgement and the original ITR return of both the parents are required to be submitted.

Q III.17) If my one parent is not working/not required to file ITR, can I still opt for the option of ITR documents submission as an income proof?

- A. In such a case, you can submit the following:
- A declaration regarding non-submission of IT documents of non-working/not filing ITR of the parent written on a plain paper with self-attestation.
 - A self-attested copy of ITR Acknowledgement and IT return of the other parent.

Q III.18) I've uploaded the required ITR documents of my father. Since my mother doesn't work, I don't have the ITR of my mother's income. In that case, is it acceptable to upload the ITR documents of only one parent?

- A. Please refer to Q. III.17.

Q III.19) Can I have some information on ITR?

- A. Please refer the following link:

[**Q III.20\) What is ITR acknowledgment?**](https://www1.incometaxindiaefiling.gov.in/main>ListOfITRsAndOtherForms</p></div><div data-bbox=)

- A. Please refer the following link for a sample ITR acknowledgment:

<https://www.incometaxindia.gov.in/forms/income-tax%20rules/2020/acknowledgement.pdf>

Q III.21) What is self-attestation?

- A. Self-attestation of a document refers to self-certifying and endorsing the document. Self-attestation of a document or a declaration means signing on the photocopy of a document or the declaration after going through it carefully.

Q III.22) Whose self-attestation is required for the scholarship application?

- A. Self-attestation is done by the student who is submitting a Scholarship application.

Q III.23) Should all the documents be self-attested?

- A. Self-attestation is mandatory for all the documents to be submitted with scholarship application. Documents submitted without self-attestation are NOT valid.

Q III.24) If my parents have expired, what documents should be produced to receive the Scholarships/Remission of fees?

- A. Student is required to submit an affidavit and self-attested death certificates of both parents. [Pre-printed affidavit format can be obtained from the Academic Section either on email ugscholarships@iitb.ac.in with subject "Require affidavit" or by visiting the section in person]

Q III.25) If one of my parents has expired, what documents should be produced to receive the Scholarships/Remission of fees?

- A. The student is required to submit self-attested copy of the income proof of one parent and a self-attested copy of the death certificate of the other parent.

Q III.26) If my parents are divorced, what documents should be produced to receive the Scholarships/Remission of fees?

- A. These are dealt with on a case-to-case basis by the Scholarship Committee. Please contact the academic office (ugscholarships@iitb.ac.in).

Q III.27) If name on income proof is different from parents name on the ASC?

- A. Parent name of income proof should match with that in the records maintained by ASC. In case of discrepancy, Academic Office should be contacted in an advance for resolving the same.

SECTION IV: TECHNICAL/PORTAL RELATED ISSUES

Q IV.1) Do I need to update bank account details on ASC for Scholarship?

- A. Yes. Students are advised to maintain updated bank account details on ASC.

Q IV.2) What will happen to my application after submission?

- A. The academic section would process your application and decision of the Scholarship committee will be communicated to the students in due course.

Q IV.3) Can I edit/update my application or upload documents after submission?

- A. No. Students are not allowed to edit and update the scholarship form once submitted.

Q IV.4) Whom to contact in case of any difficulty in accessing the scholarship portal for submitting my scholarship application?

- A. Students can contact ASC at asc.help@iitb.ac.in for technical issues.

Q IV.5) I submitted the application on ASC successfully with relevant documents as specified in the office memorandum, yet my name is not there in the office order. What should I do?

A. The students whose application fulfil the criteria, found eligible for the scholarship(s) and approved by the Scholarship committee, are mentioned in the Office order for the release of scholarship. Should an application require additional supporting information/documents, as deemed by the Scholarship committee the student will be communicated accordingly by the Academic office. (This communication will be via an e-mail from ugscholarships@iitb.ac.in to student's IITB official e-mail id.) Those students receiving such a communication are advised to refer that e-mail and act accordingly, if required at the earliest.

Q IV.6) I submitted the application on ASC successfully but did not receive the PDF of my application. What should I do?

A. For such technical issues students are required to contact ASC at asc.help@iitb.ac.in with a cc to ugscholarships@iitb.ac.in

SECTION V: MISCELLANEOUS

Q V.1) My name is not there in the office order, what should I do?

A. Please refer to Q IV.5.

Q V.2) I do not meet the eligibility for any of the scholarships listed in the office memorandum. What are the other financial supports that I can apply for?

A. Financial support other than the scholarships that the student can avail are:

Financial support scheme	Point of contact for details about the scheme
Interest subvention under Vidyalaxmi scheme	Academic section, ugscholarships@iitb.ac.in
Student Benevolent fund	Dean(SA), dean.sa.office@iitb.ac.in
Financial aid programme	https://www.iitbombay.org/page/financial-aid-program
Named scholarship	Dean(ACR), dean.acr.office@iitb.ac.in

Q V.3) Due to some current difficulty, family income has suddenly dropped drastically. Will I now become eligible for a scholarship in the current academic year itself?

- A. Means aspect of the scholarship/Remission of fees in Academic year is based on the parental income for the previous Financial Year. Please refer to Q III.1, Q III.2 for eligibility details.



Procedures for handling acts of academic malpractices by students

April 16, 2015

1 Overview of the procedures

Acts of academic malpractices by students are dealt with at two levels. At the department level, they are handled by a Departmental Academic Disciplinary Action Committee (D-ADAC) and at the institute level, by the Academic Disciplinary Action Committee (ADAC). The D-ADAC deals with acts which attract a maximum disciplinary action of a fail grade (FR or DX). Acts which deserve a more stringent disciplinary action are handled by the ADAC.

An instructor, on discovery of a case of academic malpractice by a student will report it to the Head of the Academic Unit who will refer it to the D-ADAC. The D-ADAC will examine each case and recommend an appropriate disciplinary action, which is forwarded, via the Head, to the Dean (AP) for implementation. The Dean (AP) may approve the recommendation and forward it to the Academic Office for implementation or may forward it to the ADAC for consideration. In cases of serious acts of malpractice, like impersonation, repeat offences by the same student, etc., the D-ADAC forwards the documents through the Head to the Dean (AP)'s office. In such cases, the appropriate disciplinary action is decided by the ADAC. The Dean (AP) will finally forward the decision of the ADAC to the Director for approval.

Remark. The instructor should send such complaints to the Head of the Department which administers the course. For instance, if a student of the Electrical Engineering Department is found cheating in a course run by the Civil Engineering Department being taught by a faculty member from the Mathematics Department then the report should be submitted to the Head of the Civil Engineering Department.

2 Constitution of the D-ADAC

The role of the D-ADAC is played by the DUGC/ DPGC/ IDPC of the academic units. Acts of academic malpractice in undergraduate (postgraduate) courses are handled by the concerned DUGC (DPGC/IDPC, respectively).

3 Constitution of the ADAC

The ADAC is convened by the Dean (AP). Other members are the Associate Dean(AP), Dean(SA)/Associate Dean(SA), Convenor UGAPEC, Convenor PGAPEC, SC/ST/OBC Liaison Officer (as required), SC/ST Faculty Advisor (as required), GSEC(AA) UG and GSEC(AA) PG. At least four faculty members must be present for quorum.

The Head (or a representative) of the Academic Unit which had forwarded the complaint and the Head (or a representative) of the Academic Unit of the student concerned may be invited for discussion and information dissemination. The faculty member(s) who had submitted

the complaint, the student concerned, and other concerned persons may also be invited for discussion. However the invitees will not take part in the deliberations and decision making.

4 Procedures and Guidelines

This section outlines procedures to be followed and provides guidelines for instructors and members of the D-ADAC/ADAC.

4.1 Guidelines for Instructors

On discovery of an act of academic malpractice, the instructor will prepare a report, collect evidence and submit the same to the D-ADAC. The report should contain the following:

1. the roll number and name of the student
2. the course number
3. a report containing a description of the act
4. a description of the evidence collected along with the material evidence to the extent possible.

The instructor submits this report to the Head of the Academic Unit administering the course. The last date for submitting a complaint, in each semester, is one day after the last date for filing grades.

Home Assignments.

The instructor must clearly specify policies regarding collaborations in case of home assignments. If no specific instructions are specified, it will be assumed that all submissions must be individual effort.

If a case of copying in home assignments is confirmed by the D-ADAC, the instructor will be informed and the instructor will award zero marks on the assignment. No other punitive measures will be taken by the instructor. It is the D-ADAC or ADAC which decides other measures. The instructor grades the student purely based on his/her academic performance and communicates the grade to the Academic office/ASC as per normal procedure.

Attendance issues. In case a student is found missing from the class after having submitted attendance, a warning is issued by the instructor to the student for the first occurrence. Only when a second violation is detected should the Instructor report it (both) in the format specified above.

Guidelines for invigilators Upon discovery of an act of indiscipline by a student during an exam, the invigilator should confiscate relevant material like chits, phones, answer papers, etc. A fresh answerbook should be issued to the student and the student should be allowed to resume writing the exam. A detailed note should be prepared as above and submitted to the Head of the Department conducting the course.

4.2 Guidelines for Office Staff

A member of the office staff may be deputed to assist the D-ADAC in discharging its duties. The Head informs this staff member of the complaint and issues a letter to the student informing him/her of the reported case of academic malpractice. The office staff makes a copy of both the report by the instructor and the evidence submitted, contacts the concerned student and gives him/her these copies. The student is given two working days to submit a written response. After these two days, the office intimates the D-ADAC. The office also contacts the Dean(AP)'s office to check for repeat offences.

4.3 Guidelines for the D-ADAC and the ADAC

On receipt of a complaint, the D-ADAC considers the evidence put forward. The D-ADAC may call a meeting with both the instructor and the student, if required. It is the responsibility of the instructor and the student to be present for the meeting at the time given by the D-ADAC.

A meeting of the D-ADAC is then convened to decide on the disciplinary action. The elected student representative in the committee (DUGC/DPGC/IDPC) must be invited to attend the meeting. However, the meeting may be convened even if the student representative is not present. Each D-ADAC meeting must be attended by at least three faculty members. The instructor who submitted the complaint and the student against whom the complaint was made will not be part of the D-ADAC even if he/she happens to be a member of the DUGC/DPGC/IDPC.

After due deliberation, the disciplinary action is decided. The attached document listing suitable disciplinary actions is to be used for this purpose. The main role of the D-ADAC is in sifting through the evidence and establishing the type of malpractice, if any. The final recommendation should be unambiguous. Members not agreeing with the report, may add a dissenting note. In case the evidence is not clear, the benefit of doubt goes to the student.

The recommendation is forwarded via the Head to the Dean(AP) for approval. The Dean(AP) may approve the recommendation, seek clarifications, or submit it to the ADAC if a more stringent measure is warranted. Once approved by the Dean(AP), the report is sent to the Academic Office for implementation. A letter is also issued to the student regarding the implementation of the report with copies to the concerned instructor, the parents of the student, and the Head of the student's department.

The Dean (AP)'s office maintains all documents related to reported cases of academic malpractices. It is the Dean (AP)'s office that flags repeat offenders. On discovery of a case of repeat offence, the relevant documents are forwarded to the ADAC. A repeat offence means that the student has already been found guilty of an offence earlier; it need not be in the same course, or even in the same department.

The D-ADAC sends in its reports at most ten days after the last date for submitting grades, each semester. In case the D-ADAC opines that a more stringent punitive measure is called for, the matter may be referred to the ADAC.

The procedure to be followed by the ADAC is similar to that of the D-ADAC. The Dean(AP) convenes ADAC meetings.

5 Redressal Mechanisms

Students are allowed *one appeal* against the decisions of the D-ADAC and the ADAC. If the case was considered by the D-ADAC then the appeal is forwarded to the ADAC for consideration.

If the case was considered by the ADAC, the appeal is sent to an apex committee consisting of the DD(AIA) (Convenor), DD(FEA), Dean(AIA), Dean(IR), Dean(FA). At least 3 members must be present for quorum. The recommendations of both the ADAC and the Apex Committee are sent to the Director for approval. The Dean(AP) forwards the recommendations/decisions to the Academic Office for implementation.

Disciplinary actions for acts of academic malpractices

April 16, 2015

Disciplinary actions are decided by the D-ADAC or the ADAC depending on the severity of the act of malpractice. Acts which attract a disciplinary action of upto a DX/FR grade are handled by the D-ADAC. Other serious acts of academic malpractice are handled by the ADAC.

1 Impersonation/Forging signatures etc.

1.1 Proxy in attendance/signing for another student/ Leaving the class after giving attendance

- A DX grade is awarded to the student who is caught signing for another student in a course.
- If a student is found missing at the end of the class after having given attendance, a warning is issued by the instructor. If a second violation is detected, an FR grade is awarded to the student.

1.2 Impersonation of a student during exams

The disciplinary action taken against a student who impersonates another student during exams is suspension for one semester.

1.3 Tampering with official documents like grade sheets, medical certificates etc.

An FR grade is awarded to the student registered for the course and the student is suspended for one semester.

1.4 Forging signatures of faculty/staff

The disciplinary action taken against a student found forging signatures of faculty/staff is suspension for one year.

2 Copying in home assignments, programming assignments and laboratory projects

A student found copying in an assignment/laboratory project is given a zero in the assignment/project and is further given a one grade penalty.

The same disciplinary action is taken against both the person copying and the person from whom the material was copied. If it is found that the person who copied obtained the material through nefarious means like hacking etc., the person from whom the material was copied may not be punished.

3 Copying in Examinations

3.1 Communicating with other students during exams

If a student is found verbally communicating with another student during the examination, in the absence of any other evidence except a signed note from the invigilator, the penalty is loss of one grade.

If however there is other evidence, like identical answers in the answerbooks, then the penalty is an FR grade.

If a student is found passing chits/supplements/other unauthorised material to other students the penalty is an FR grade.

3.2 Carrying unauthorised material during exams

If a mobile phone is found in the possession of a student after the exam has begun, the penalty is loss of one grade.

If a student is found using a mobile phone during the exam the penalty is an FR grade.

If a student is found carrying unauthorised material like chits, electronic gadgets like tablets, calculators etc. (other than mobiles), using prohibited facilities like the internet etc., or is found with scribblings on one's body, the penalty is an FR grade. Detection of such material with the student is enough to attract the penalty.

3.3 Detection of copying during evaluation of answerscripts

If during evaluation of answerscripts of an exam, it is detected that a student A has copied from another student B, the disciplinary action taken against both the students is an FR grade.

3.4 Making changes in valued answer books

If it is found that a student has made changes in valued answer books, the student is assigned an FR grade.

3.5 Communicating with others during toilet breaks during exams

The disciplinary action taken against a student who is found using a mobile phone, chits, books and other unauthorised material during toilet breaks, while the exam is in progress, is an FR grade and suspension for one semester.

4 Repeat Offences

Repeat offences should be communicated to the ADAC. The disciplinary action taken against repeat offenders is suspension for one semester.

5 Plagiarism in Internal Reports

Reproducing material from sources like the web, texts, etc., without proper citations in seminar and project reports.

Penalties for reproducing material in seminar reports without proper citation range from a warning (in case the mistake was unintentional) to loss of two grades in the Seminar. For project reports, the minimum penalty is loss of one grade and the maximum penalty is an FR grade.

In more serious cases, like deliberately claiming false results on experiments, falsely claiming original content in a M.Tech/M.Phil/Ph.D. thesis, the case should be referred to the ADAC and the minimum penalty is suspension for a period of one year.

In exceptional cases, the matter is referred to the Apex Committee and the registration may be terminated, with or without an exit degree depending on the severity of the act. For the Ph.D. thesis, if the ADAC finds that the charges are proved, it may forward the matter to the apex committee which may recommend withdrawal of the degree already awarded to the candidate.

6 Indiscipline by students serving as TAs

If a TA is found aiding/abetting students in cheating (who he/she is TAing) by deliberately assigning inflated marks, tampering with the marksheet/answerbooks etc., the disciplinary action taken is suspension for one semester. No stipend is given during this period.

IIT Bombay medical entitlement rules for registered students

Eligibility:

All **undergraduate (UG) and postgraduate (PG) students** of the Institute registered for the Autumn (July-December), and Spring (January to June) are entitled to treatment available at the IITB Hospital while present on campus. The UG and the PG students who graduate during the semester cease to have medical entitlement five days after graduation or the last date of vacating the hostel, as informed by A/Dean.SA.

UG students with academic extensions, either due to medical dropout or due to poor academic performance, will be eligible for medical treatment for additional 02 semesters only if staying on campus.

PG students are entitled to medical treatment only for an additional 01 semester.

PhD scholars entitled to medical benefits can avail of treatment at IITB hospital throughout the year for a **maximum of 06 years or till ten days after PhD viva-voce if staying on campus, whichever is earlier**.

Spouse and children of entitled PhD students can avail IITB hospital outpatient facility. The Spouse and Children of QIP students are entitled to IITB hospital facility and can avail treatment (OPD and IPD). No reimbursement is admissible to them.

Post-doctoral scholars can avail of only the outpatient facility.

All government-employed/company-sponsored students/scholars need to follow the rules as directed by the GOI/company-specific rules.

Rules for Outstation medical benefits :

Presently no outstation medical treatment is admissible to students except accidental treatment.

Reference:

IITB hospital is the primary health care centre for students. When a student needs secondary or tertiary treatment, they will be referred to one of the following empanelled hospitals for treatment (list of hospitals attached)

Second opinion:

On the recommendation of IIT Bombay Hospital, a student may be referred for second opinion/consultation to one of the empanelled hospitals when diagnosis or treatment is not possible at IITB hospital.

Reimbursement:

A student is registered at IITB hospital only when a medical file is issued after verification of the necessary vaccination certificate (see annexure). Such students are eligible for the following medical reimbursement.

- The cost of medicines purchased from the market and pathology/radiology charges incurred in the empanelled facility on the advice of the authorised medical attendant (IITB hospital Medical Officer) is reimbursable according to the institute rules. Note that pre-exposure vaccines are not reimbursable.
- Expenditure incurred for indoor treatment on the advice of the IIT Bombay Hospital in a recognised hospital (See annexure) in the economy/general class of accommodation will be reimbursed by the Institute, **subject to a ceiling of Rs.2.0 lakhs /semester ***. If the student wishes to avail of treatment in a higher class, the difference in cost from the general ward class will have to be borne by the student.

* Emergency surgeries and procedures following transfer from IITB hospital will be reimbursed under the same ceiling. **Elective surgeries and procedures will not be reimbursed.**

There will be no reimbursement for the following treatments for dentistry/infertility/maternity/cosmetology/substance abuse/obesity/joint replacement/organ transplant etc.

The travelling cost incurred for the treatment is not reimbursable.

Settlement of medical claim:

The medical claim should be submitted for settlement against the medical advance within one month of discharge (download forms from www.asc.iitb.ac.in).

OPD bills and in-patient bills, when the medical advance is not taken, should be submitted within six months. The reimbursement claim may be submitted to the medical unit of the administration section. The approximate processing time is up to 45 days from the date of receipt.

Prolonged Treatment:

Treatment of chronic cases or prolonged illnesses requiring special medical treatment for a long period will be the responsibility of the parents/guardian of the student. A prolonged illness is defined as requiring treatment in any hospital for over 30 days. Medical certificates towards this need to be submitted from the treating doctor for resuming academic registration in the institute.

Accidental injury reimbursement:

All the students of the Institute registered for the semester are covered under accidental injury insurance with the following features:

The treatment cost of hospitalisation in the general ward category is covered. Pre-admission and post-admission OPD treatment is not covered. Maximum reimbursement is 2 lakhs/incident. The treatment can be availed anywhere in India, provided it is at the same station where the injury occurred.

If no reference from IITB hospital is available, a certificate of the treating registered medical practitioner should be submitted. The medical certificate should contain the diagnosis period, treatment undertaken and fitness to join/continue academic registration in the institute. As per the current protocol followed, Elective surgery is not reimbursable for students

Medical advance:

Students will be eligible for a medical advance up to Rs. 1 lakh when referred for in-patient treatment in an empanelled hospital. The student/parents/guardian/friend can apply for a medical advance for the hospital where being treated. An email application to the incharge CMO (medicaladvance@iitb.ac.in) can be made with IIT Bombay hospital reference, student

ID and treating hospital's estimate as attachments. On recommendation from the incharge CMO, the mail will be forwarded to the Dean of Student Affairs for approval and payment to the treating hospital.

Note that treatment at a non-empanelled hospital will not be eligible for a medical advance.

Certificate eligibility:

Every student is registered at IITB hospital only when a medical file is issued after verification of the necessary vaccination certificate. Such students are eligible for:

1. Medical certificate for treatment and fitness
2. Swimming fitness certificate for IIT Bombay swimming pool
3. Vaccination certificate for vaccines administered at IITB hospital

Students are not eligible for any other certificate, including the authentication of a treatment certificate issued by a doctor outside the IITB hospital.

Additional Points:

The Dean (SA) is authorised to recommend additional reimbursement of INR 5 Lakhs for an eligible medical claim. Dean. SA is also entrusted with additional financial powers for medical help/emergencies on case to case basis. However, the amount will be considered a loan that a student needs to settle before obtaining the degree.

INDIAN INSTITUTE OF TECHNOLOGY BOMBAY

ACADEMIC OFFICE

2009

**GUIDELINES FOR PREPARATION OF
THESES/DISSERTATIONS/REPORTS**

FOR

**Ph.D./M.Tech./ M.Phil./ M.Des./ M.S./DIIT/B.Tech./
DUAL DEGREE(B.Tech. + M .Tech.) /M.Sc. Students**

Guidelines for preparation of Theses/Dissertations/Reports

Preamble

While utmost attention must be paid to the content of the thesis/dissertation/report (hereinafter called the 'thesis'), which is being submitted in partial fulfillment of the requirements of the respective degree, it is imperative that a standard format be prescribed. The same format shall also be followed in preparation of the final soft copies to be submitted to the Library in future.

1 Organisation of the Thesis/Dissertation/report

This thesis shall be presented in a number of chapters, starting with Introduction and ending with Summary and Conclusions. Each of the other chapters will have a precise title reflecting the contents of the chapter. A chapter can be subdivided into *sections, sub-sections and sub-sub-section* so as to present the content discretely and with due emphasis.

When the work comprises two or more mutually independent investigations, the thesis may be divided into two or more parts, each with an appropriate title. However, the numbering of chapters will be continuous right through, for example Part 1 may comprise Chapters 2-5, Part Two, Chapters 6-9.

1.1 Introduction

The title of **Chapter 1** shall be Introduction. It shall justify and highlight the problem posed, define the topic and explain the aim and scope of the work presented in the thesis. It may also highlight the significant contributions from the investigation.

1.2 Review of Literature

This shall normally form Chapter 2 and shall present a critical appraisal of the previous work published in the literature pertaining to the topic of the investigation. The extent and emphasis of the chapter shall depend on the nature of the investigation.

1.3 Report on the present investigation

The reporting on the investigation shall be presented in one or more chapters with appropriate chapter titles.

- Due importance shall be given to experimental setups, procedures adopted, techniques

- developed, methodologies developed and adopted.
- While important derivations/formulae should normally be presented in the text of these chapters, extensive and long treatments, copious details and tedious information, detailed results in tabular and graphical forms may be presented in Appendices. Representative data in table and figures may, however, be included in appropriate chapters.
 - Figures and tables should be presented immediately following their first mention in the text. Short tables and figures (say, less than half the writing area of the page) should be presented within the text, while large table and figures may be presented on separate pages.
 - Equations should form separate lines with appropriate paragraph separation above and below the equation line, with equation numbers flushed to the right.

1.4 Results and Discussions

This shall form the penultimate chapter of the thesis and shall include a thorough evaluation of the investigation carried out and bring out the contributions from the study. The discussion shall logically lead to inferences and conclusions as well as scope for possible further future work.

1.5 Summary and Conclusions

This will be the final chapter of the thesis. A brief report of the work carried out shall form the first part of the Chapter. Conclusions derived from the logical analysis presented in the Results and Discussions Chapter shall be presented and clearly enumerated, each point stated separately. Scope for future work should be stated lucidly in the last part of the chapter.

1.6 Appendix

Detailed information, lengthy derivations, raw experimental observations etc. are to be presented in the separate appendices, which shall be numbered in Roman Capitals (e.g. “Appendix IV”). Since reference can be drawn to published/unpublished literature in the appendices these should precede the “Literature Cited” section.

1.7 Literature Cited

This should follow the Appendices, if any, otherwise the Summary and Conclusions chapter. The candidates shall follow the style of citation and style of listing in one of the standard journals in the subject area consistently throughout his/her thesis, for example, IEEE in the Department of Electrical Engineering, Materials Transactions in Department of Metallurgical Engineering and Materials Science. However, the names of all the authors along with their initials and the full title of the article/monogram/book etc. have to be given in addition to the journals/publishers, volume, number, pages(s) and year of publication.

Citation from websites should include the names(s) of author(s) (including the initials), full title of the article, website reference and when last accessed. Reference to

personal communications, similarly, shall include the author, title of the communication (if any) and date of receipt.

1.7.1 Publications by the candidate

Articles, technical notes etc. on the topic of the thesis published by the candidate may be separately listed after the literature cited. This may also be included in the contents. The candidates may also include reprints of his/her publications after the literature citation.

1.8 Acknowledgements

The acknowledgments by the candidate shall follow the citation of literature, signed by him/her, with date.

2 THESIS FORMAT

2.1 Paper

2.1.1 Quality

The thesis shall be printed/xeroxed on white bond paper, whiteness 95% or above, weight 70 gram or more per square meter.

2.1.2 Size

The size of the paper shall be standard A 4; height 297 mm, width 210 mm.

2.1.3 Type -Setting, Text Processing and Printing

The text shall be printed employing laserjet or Inkjet printer, the text having been processed using a standard text processor. The standard font shall be Times New Roman of 12 pts with 1.5 line spacing.

2.1.4 Page Format

The Printed Sheets shall have the following written area and margins:

Top Margin	15 mm
Head Height	3 mm
Head Separation	12 mm
Bottom Margin	22 mm
Footer	3 mm
Foot Separation	10 mm
Text Height	245 mm
Text Width	160 mm

When header is not used the top margin shall be 30 mm.

Left and Right Margins

The candidates shall have the options of single or double -sided printing

- Single sided/odd number page (in double sided printing)
Left Margin 30mm
Right Margin 20 mm
- Double sided- even numbered page
Left Margin 20mm
Right Margin 30mm

2.1.5 Pagination

Page numbering in the text of the thesis shall be Hindu-Arabic numerals at the center of the footer. But when the candidate opts for header style the page number shall appear at the right and left top corner for the odd and even number pages, respectively.

Page number “1” for the first page of the Introduction chapter shall not appear in print, only the second page will bear the number “2”.

The subsequent chapters shall begin on a fresh page (fresh odd number page in case of double sided printing). When header style is chosen the first page of each chapter will not have the header and the page number shall be printed at the center of the footer.

Pagination for pages before the Introduction chapter shall be in lower case Roman numerals, e.g., “iv”.

2.1.6 Header

When the header style is chosen, the header can have the Chapter number and Section number (e.g., Chapter 2, Section 3) on even numbered page headers and Chapter title or Section title on the odd numbered page header.

2.1.7 Paragraph format

Vertical space between paragraphs shall be about 2.5 line spacing.

The first line of each paragraph should normally be indented by five characters or 12mm. A candidate may, however, choose not to indent if (s) he has provided sufficient paragraph separation.

A paragraph should normally comprise more than one line. A single line of a paragraph shall not be left at the top or bottom of a page (that is, no windows or orphans should be left)

The word at the right end of the first line of a page or paragraph should, as far as possible, not be hyphenated.

2.2 Chapter and Section Format

2.2.1 Chapter

Each chapter shall begin on a fresh page (odd number page in case of double sided printing) with an additional top margin of about 75mm. Chapter number (in Hindu-Arabic) and title shall be printed at the center of the line in 6mm font size (18pt) in bold face using both upper and lower case (all capitals or small capitals shall not be used). A vertical gap of about 25mm shall be left between the Chapter number and Chapter title lines and between chapter title line and the first paragraph.

2.2.2 Sections and Sub-sections

A chapter can be divided into Sections, Sub-sections and Sub-sub-Sections so as to present different concepts separately. Sections and sub-sections can be numbered using decimal points, e.g. 2.2 for the second section in Chapter 2 and 2.3.4 for the fourth Sub-section in third Section of Chapter 2. Chapters, Sections and Sub-sections shall be included in the contents with page numbers flushed to the right. Further subsections need not be numbered or included in the contents.

The Section and Sub-Section titles along with their numbers in 5 and 4mm (16 and 14 pt) fonts, respectively, in bold face shall be flushed to the left (not centered) with 15 mm space above and below these lines.

In further subdivisions character size of 3 and 3.5 with bold face, small caps, all caps and italics may be used for the titles flushed left or centered. These shall not feature in the contents.

2.2.3 Table / Figure Format

As far as possible tables and figures should be presented in portrait style. Small size table and figures (less than half of writing area of a page) should be incorporated within the text, while larger ones may be presented on separate pages. Table and figures shall be numbered chapter -wise. For example, the fourth figure in chapter 5 will bear the number Figure 5.4 or Fig 5.4

Table number and title will be placed above the table while the figure number and caption will be located below the figure. Reference for Table and Figures reproduced from elsewhere shall be cited in the last and separate line in the table and figure caption, e.g. (after McGregor[12]).

3 Auxiliary Format

3.1 Binding

The evaluation copies of the thesis/dissertation/report may be spiral bound or soft bound. The final hard bound copies to be submitted after the viva-voce examination will be accepted during the submission of thesis/dissertation/report with the following colour specification:

Ph.D. Thesis	Black
M.Tech./M.Phil./M.Des. Dissertation	Grey
DIIT Project Report	Maroon
B.Tech./M.Sc. Project Report	Brown

3.2 Front Covers

The front covers shall contain the following details:

- Full title of thesis in 6 mm 22 point's size font properly centered and positioned at the top.
- Full name of the candidate in 4.5 mm 15 point's size font properly centered at the middle of the page.
- A 40 mm dia replica of the Institute emblem followed by the name of department, name of the Institute and the year of submission, each in a separate line and properly centered and located at the bottom of page.

3.2.1 Lettering

All lettering shall be embossed in gold.

3.2.2 Bound back

The degree, the name of the candidate and the year of submission shall also be embossed on the bound (side) in gold.

3.3 Blank Sheets

In addition to the white sheets (binding requirement) two white sheets shall be put at the beginning and the end of the thesis.

3.4 Title Sheet

This shall be the first printed page of the thesis and shall contain the submission statement: the Thesis/Dissertation/project Report submitted in partial fulfillment of the requirements of the Degree, Ph.D. /M.Tech./M.Des./M.S./DIIT/B.Tech./M.Sc., the name and

Roll No. of the candidate, name(s) of the Supervisor and Co-supervisor (s) (if any), Department, Institute and year of submission.

Sample copy of the 'Title Sheet' is appended (**Specimen 'A'**)

3.5 Dedication Sheet

If the candidate so desires(s) he may dedicate his/her thesis, which statement shall follow the title page. If included, this shall form the page 1 of the auxiliary sheets but shall not have a page number.

3.6 Approval Sheet

In the absence of a dedication sheet this will form the first page and in that case shall not have a page number. Otherwise, this will bear the number two in Roman lower case "ii" at the center of the footer. The top line shall be :

1. **Thesis Approval** for Ph.D.
2. **Dissertation Approval** for M.Tech., M.Phil., M.Des., and M.S.,
3. **Report Approval** for DIIT, B.Tech., and M.Sc. Projects, as the case may be.

The Approval Sheets are to be included only in the hard bound copies which are submitted after the successful Ph.D. viva -voce examination.

A sample copy of the Approval Sheet is appended (**Specimen 'B'**)

3.7 Abstract

The 500 word abstract shall highlight the important features of the thesis/dissertation/report and shall correspond to the electronic version to be submitted to the Library for inclusion in the website. The Abstract in the thesis, however, shall have two more parts, namely, the layout of the thesis giving a brief chapter- wise description of the work and the key words.

3.8 Contents

The contents shall follow the Abstract and shall enlist the titles of the chapters, section and sub-section using decimal notation, as in the text, with corresponding page number against them, flushed to the right.

3.8.1 List of Figures and Tables

Two separate lists of Figure captions and Table titles along with their numbers and corresponding page numbers against them shall follow the Contents.

3.9 Abbreviation Notation and Nomenclature

A complete and comprehensive list of all abbreviations, notations and nomenclature including Greek alphabets with subscripts and superscripts shall be provided after the list of tables and figures.(As far as possible, generally accepted symbols and notation should be used).

Auxiliary page from dedication (if any) to abbreviations shall be numbered using Roman numerals in lower case, while the text starting from the Introduction shall be in Hindu-Arabic. (The first pages in the both the cases shall not bear a page number).

3.10 A Declaration of Academic Honesty and Integrity

A declaration of Academic honesty and integrity is required to be included along with every thesis/dissertation/report after the approval sheet. The format of this declaration is given in **Specimen 'C'** attached.

Specimen 'A': Title Sheet

(Title)

Submitted in partial fulfillment of the requirements

of the degree of

(Doctor of Philosophy/Master of Technology/and so on)

by

(Name of the Student)

(Roll No. _____)

Supervisor (s):



(Name of the Department/School/Interdisciplinary Programme)

INDIAN INSTITUTE OF TECHNOLOGY BOMBAY

(Year)

Specimen `B': Approval Sheet

This thesis/dissertation/report entitled (Title) by (Author Name) is approved for the degree of _____ (Degree details).

Examiners

Supervisor (s)

Chairman

Date : _____

Place : _____

Specimen 'C' – Declaration

I declare that this written submission represents my ideas in my own words and where others' ideas or words have been included, I have adequately cited and referenced the original sources. I also declare that I have adhered to all principles of academic honesty and integrity and have not misrepresented or fabricated or falsified any idea/data/fact/source in my submission. I understand that any violation of the above will be cause for disciplinary action by the Institute and can also evoke penal action from the sources which have thus not been properly cited or from whom proper permission has not been taken when needed.

(Signature)

(Name of the student)

(Roll No.)

Date: _____