

**PDPM
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
DESIGN & MANUFACTURING JABALPUR**

SENATE MANUAL

for

GUIDELINES & PROCEDURES

for

**SCHOLARSHIPS, ASSISTANTSHIPS, PRIZES,
MEDALS AND OTHER AWARDS**

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1. GOALS OF AWARDING SCHOLARSHIPS, PRIZES AND MEDALS TO STUDENTS

1.1 In order to financially assist (a) meritorious students coming from weaker economic background, (b) girl students and (c) Scheduled Castes (SC), Scheduled Tribes (ST) and Other Backward Caste (OBC) students, the Institute may award

- (i) Scholarships,
- (ii) Tuition Waivers (Freeships),
- (iii) Book and other Grants,
- (iv) Pocket Allowance,
- (v) Free Basic Messing Facility

and any other facilities from its own funds as per government policies and guidelines applicable at the time of the award.

1.2 In order to promote an outstanding or excellent academic performance, excellence in a given course of the program, excellence in research, social service, games and sports, cultural activities, participation in students counseling, participation and constructive leadership in gymkhana involving all round overall performance, the Institute may award various scholarships, prizes, medals and awards either from its own funds or from funds obtained from other governmental or non-governmental sources.

1.3 In order to promote the study at the postgraduate level, the Institute may award various scholarships/assistantships to its students either from its own funds or from funds obtained from other governmental or non-governmental sources.

1.4 In order to promote research and development in a specified field, the Institute may award various scholarships, prizes and medals to its undergraduate as well as postgraduate students either from its own funds or from funds obtained from other governmental or non-governmental sources.

2. INDICES FOR MERIT, MEANS, OUTSTANDING ACADEMIC PERFORMANCE AND ALL ROUND PERFORMANCE

2.1 Merit

2.1.1 The academic performance of a student in terms of his/her Cumulative Performance Index (CPI), shall be the basis, fully or partly as the case may be, for evaluating the merit of a student for the consideration of an award of scholarship/prize/medal to him/her.

2.1.2 Merit of a student shall normally be evaluated in terms of the reporting CPI, i.e., the CPI rounded-off to the first place of decimal. However, in special cases, the Scholarship, Prizes and Awards Committee of Senate (SPACS) may stipulate grant of the award on the basis of the CPI calculated to a higher place of decimal. The SPACS may also stipulate a different minimum CPI for each award.

2.2 Means

2.2.1 Means of a student shall be evaluated in terms of the maximum income limit of his/her parents as prescribed by the Government from time to time for the purpose of award of a scholarship under the National Scholarship Scheme of the Government of India¹.

¹ At present the Parental income limit is Rs. 2,50,000/- per annum.

- 2.2.2 In the case of salaried individuals, full emoluments including all allowances, honorarium, bonus, special pay, etc. (exclusive of HRA, if any) received in a year shall be taken into account for computing the annual income. No relief for long term savings, contribution to a provident fund, payment of life insurance premium, etc. shall be admissible.
- 2.2.3 In case of non-salaried individuals such as businessmen, land owners/ agriculturists and those that are self-employed, etc., the entire gross income shall be taken into consideration for computing the annual income.
- 2.2.4 While computing the total annual income, the income of both parents from all sources as well as any income in the scholar's name, shall be taken into consideration for evaluating the means of a student. In the case of death/insanity/other incapacity of the parents, the income of the guardian shall be considered for the purpose, subject to production of documentary proof of death/insanity/other incapacity of the parents as well as a guardianship certificate from the Municipal Corporation/Committee or the Revenue Officer.

2.3 Outstanding Academic Performance in any Specific Field

- 2.3.1 Outstanding academic performance in any specified field may be evaluated by examining the reporting CPI and/or specific research/developmental project done, research publications, papers presented in national or international conferences and combinations thereof.
- 2.3.2 The SPACS may seek the advice/recommendation from a special sub-committee of SPACS comprising of faculty from different disciplines in arriving at the criterion for outstanding performance in a specified field.

2.4 All Round Performance

- 2.4.1 All round performance may be considered as the sum total of the performance of a student in academics, research, social service, games and sports, cultural activities, participation in students counseling, participation and constructive leadership of gymkhana.
- 2.4.2 A special committee shall be constituted for evaluating candidates for each award of this nature with the Chairman, Academic Senate or his nominee as its Convener.

3. FINANCIAL ASSISTANCE FROM INSTITUTE FUNDS

3.1 Merit-cum-Means (MCM) Scholarships for Undergraduate Students

3.1.1 Number of Scholarships

- 3.1.1.1 In order to financially assist meritorious students coming from economically weaker background, the Institute may award Merit-cum-Means scholarships to needy students from its own funds made available by the Ministry of Human Resource & Development (MHRD) for this purpose.
- 3.1.1.2 The total number of MCM scholarships awarded in a given batch shall not exceed 25 % of the students enrolled in that batch of the B Tech program. 20 % of the total number of available MCM Scholarships for each batch shall be reserved for students belonging to the SC/ST categories.

3.1.1.3 MCM Scholarships, if unutilized by any particular batch, may be transferred to another batch. Also, unutilized MCM Scholarships reserved for SC/ST students may be transferred for award to the general category students.

3.1.2 Amount of Scholarship

3.1.2.1 The amount of MCM Scholarship for both general as well as SC/ST category of students shall be as prescribed from time to time by the Ministry of Human Resource & Development (MHRD), and approved by the Board of Governors of the Institute².

² At present the value of the MCM Scholarship for both category of students is Rs 1000/- per month.

3.1.2.2 The award of the MCM Scholarship would also imply granting of Tuition Waiver, i.e. the Freeship.

3.1.3 Submission of Applications for the Award of MCM Scholarship

3.1.3.1 Only those students shall be eligible to apply who satisfy merit criterion (Section 3.1.4.1 or 3.1.4.2) as well as means criterion (Section 2.2.)

3.1.3.2 A holder of any other scholarship from any other source shall not be eligible to apply for the MCM Scholarship unless the same is surrendered.

3.1.3.3 On the commencement of each academic year, the Convener, SPACS shall invite applications for the award of MCM Scholarships from students of all years except those of first year. Students who are eligible for the same shall be required to apply in a prescribed format available with this document as well as on the Institute's website and also from the Academic Section. They would be required to submit completed applications, along with supporting documents prescribed in Annexure I through V of application form, as applicable, before the last date specified in the notice of the Convener, SPACS.

3.1.3.4 Income affidavit for the year, *proceeding the year of application*, of the MCM Scholarship shall be submitted by the parent/guardian of the applicant along with completed application.

3.1.3.5 Applications for the MCM Scholarship from first year students shall be sought at the commencement of the second semester of the programme.

3.1.3.6 In case (a) the circumstances of means for a student have changed for reasons such as the death/ retirement of the earning parent(s) or any other unforeseen reasons and (b) unutilized MCM scholarships are still available, the Convener, SPACS may, at his/her discretion, also accept an application from a student at any time during the academic year. If awarded, in all such cases, the MCM Scholarship shall become tenable from the month in which the circumstance pertaining to means have changed.

3.1.4 Award of MCM Scholarship and its Duration

3.1.4.1 Except for first year students, (i) a minimum reporting CPI of 6.0 for general category students and (ii) a minimum reporting CPI of 5.5 for SC/ST category students, *at the end of the preceding academic year* shall be the essential requirement for the award of MCM Scholarship.

- 3.1.4.2 For first year students, (i) a minimum reporting SPI of 6.0 for general category students and (ii) a minimum reporting SPI of 5.5 for SC/ST students, *at the end of the first semester of the programme* shall be the essential requirement for the award of MCM Scholarship.
- 3.1.4.3 Each renewal of the award of the MCM Scholarship shall require fulfillment of the criteria of merits and means (Section 2.1 and 2.2).
- 3.1.4.4 Fulfillment of merit as well as means criteria does not automatically ensure the award of MCM Scholarship to a given student. In case of more applications being submitted than the available number of scholarships, the award of MCM Scholarships shall depend on liabilities of parents under current social conditions. Thus, depending on the quality and quantity of applications received, the minimum CPI/SPI requirement, as index of merit, may be raised by the SPACS for the set of applications coming from similar social conditions.
- 3.1.4.5 Award of the MCM Scholarships shall be for a period of one year. However, the same may be renewed by SPACS on the submission of a fresh application in the subsequent year.
- 3.1.4.6 The total duration of MCM scholarship to a given student shall not exceed 45 months.
- 3.1.4.5 Students who are on leave for a semester shall not be eligible for receiving the MCM Scholarship, if awarded, during that semester.

3.2 Institute Assistantships to Postgraduate Students

3.2.1 Institute Assistantship to M Tech Students

- 3.2.1.1 Depending on the number of assistantships available with each discipline, the Institute may award them to meritorious students of the M Tech programme.
- 3.2.1.2 Only those students shall be eligible for receiving the Institute Assistantship who have a valid qualifying Graduate Aptitude Test in Engineering (GATE) Score with them. However, those M Tech students who have done their B Tech from IITs and have secured a graduating CPI > 8.0 on a scale of 10.0, shall be eligible to receive Institute Assistantship without having a valid qualifying GATE Score.
- 3.2.1.3 Amount of the Institute Assistantship for M Tech students shall be as per the directive of the Ministry of Human Resource & Development (MHRD) and may change from time to time³.
 - ³ The current amount of M Tech Assistantship is Rs 8,000/- per month.
- 3.2.1.4 All M Tech Institute Assistantship holders shall be required to assist the Institute by carrying out the specified work assigned to them. The work to be assigned shall be as per guidelines of MHRD and shall be monitored by the Convener PGCS or his/her nominee(s).

3.2.2 Institute Assistantship to PhD Students

- 3.2.2.1 All regular PhD students of the Institute, except those who have been sponsored by their respective organizations, shall be awarded the Institute Assistantship.

- 3.2.2.2 Amount of the Institute Assistantship for PhD students shall be as per the directive of the Ministry of Human Resource & Development (MHRD) and may change from time to time⁴.

⁴The current amount of Assistantship is (a) Rs 18000/- per month for the first two years of the PhD programme having M.E./ M.Tech./ M Des or equivalent as the qualifying degree for admission in the PhD programme. The Assistantship will be increased to Rs 20,000/- per month for the third and the fourth year for the PhD students with satisfactory performance during the first two years of PhD Programme.

- 3.2.2.3 All Ph.D. Institute Assistantship holders shall be required to assist the Institute by carrying out the specified work assigned to them. The work to be assigned shall be as per guidelines of MHRD and shall be monitored by the Convener PGCS or his/her nominee(s).

3.3 Tuition Waiver, i.e. Freeship

- 3.3.1 All undergraduate MCM Scholarship holders shall be entitled to a tuition waiver. They shall, however, be required to pay all other fees such as gymkhana fees, hostel seat rent, etc. as per rules.
- 3.3.2 All undergraduate SC/ST students are awarded the Tuition Waiver. They may, however, be required to pay all other fees such as gymkhana fees, hostel seat rent, etc. as per rules.
- 3.3.3 An additional 10 % of students of each batch of the undergraduate programme, beyond those awarded the MCM Scholarships, may be awarded only Tuition Waiver. The following category of students may be considered eligible for such additional Tuition Waivers:
- Applicants who were eligible for the award of the MCM Scholarship, but could not be awarded the same because of the non-availability of enough number of MCM Scholarships.
 - Under very special conditions, any other student the SPACS considers suitable for the grant of a Tuition Waiver.
- 3.3.4 Except SC/ST students of M Tech or PhD programmes, no postgraduate students are entitled for full Tuition Waiver. The Institute may, however, waive part of the tuition fee for its regular students in different postgraduate programmes.

3.4 Book Grant and other Grants

- 3.4.1 From the funds made available by the Ministry of Social Justice and Empowerment/ Ministry of Tribal Affairs, a selected number of SC/ST students of the B Tech programme, whose parent's total annual income from all sources is within the prescribed maximum limit as per Section 2.2.1, shall be given an annual book grant and other grants⁵.

⁵The current amount of Book Grant is Rs 3,000/- per student per annum or actual whichever is lower.

- 3.4.2 M Tech students and PhD students of the Institute may be provided an annual contingency grant as decided by the Institute administration. However, this will be governed by the guidelines as decided by the institute administration from time to time.

3.5 Boarding and Lodging Grants for Undergraduate SC/ST Students

- 3.5.1 For those SC/ST students of the B Tech programme, whose parents' total annual income from all sources is less than the prescribed upper limit as per Section 2.2.1, the Institute may give boarding and lodging charges to a maximum of (i) 10 Scheduled Castes students and (ii) 5 Scheduled Tribes students per batch awarded by the Ministry of Social Justice and Empowerment and Ministry of Tribal Affairs respectively⁶.

⁶The scheme, starting from 2007, grants boarding charges of Rs 2,200/- per month or actual whichever is less to students selected for the award.

- 3.5.2 Those students who are not awarded the boarding and lodging facilities under Section 3.5.1 but have their parent's total annual income from all sources less than the prescribed upper limit as per Section 2.2.1, may be awarded the Free Basic Messing facility through funds made available for this purpose either by the Harijan Samaj Kalyan Department of the State Government or by the Ministry of Human Resource & Development. Under this scheme, the bill for basic messing, as applicable for the individual hostel where the concerned students reside, shall be paid by the Institute.

- 3.5.3 Those students who are not awarded the boarding and lodging facilities under Section 3.5.1 but have their parents' total annual income from all sources less than the prescribed upper limit as per Section 2.2.1, may also be given a monthly pocket allowance through separate funds made available by the Harijan Samaj Kalyan Department of the State Government or by the Ministry of Human Resources & Development. The amount of the pocket allowance shall be as per policy of the Government⁷.

⁷At present, the Pocket Allowance is of Rs 250/- per month.

- 3.5.4 All SC/ST students desirous of availing the Free Boarding and Lodging facility, awarded by the Ministry of Social Justice and Empowerment/Ministry of Tribal Affairs, or Free Basic Messing Facility and the Pocket Allowance awarded by the Harijan Samaj Kalyan Department of the State Government or by the Ministry of Human Resource & Development shall be required to submit applications, with the requirements specified in Sections 2.2.2 – 2.2.4, to the Convener SPACS in the beginning of each academic year.

4. INSTITUTE MEDALS AND PRIZES

4.1 Chairman's Gold Medal

- 4.1.1 The Chairman's Gold Medal (CGM), to be presented at the Institute Convocation every year, shall be awarded to the student with the best academic performance in the entire graduating B Tech batch. However, a reporting CPI of 9.0 shall be the minimum requirement for the award of the Chairman's Gold Medal.
- 4.1.2 The best academic performance shall be judged in terms of the reporting CPI. In the event of a tie in terms of the reporting CPI, the CPI shall be computed to the second decimal place in an attempt to break the tie. However, if there is still a tie, the CGM shall be awarded to as many students as are tied. No attempt shall be made to break the tie by computing the CPI to the third places of decimal and so on.
- 4.1.3 The student receiving the award should not have been involved in any act of indiscipline (except warning under clause 3.2.2.1 of SACS manual) during her/his entire academic programme.

4.1.4 The CGM shall be made out of 15 gm of 22 carat gold.

4.2 Director's Gold Medals

4.2.1 Director's Gold Medals (DGMs), to be presented at the Institute Convocation every year, shall be awarded for the best all round performance from among the graduating (a) B Tech batch and (b) M Tech/M Des/PhD students. Students of all disciplines/programme shall be eligible for the award of DGM.

4.2.2 The all-round performance shall be judged by a separate committee appointed by the Chairman Senate. Criteria for short listing the candidates shall be laid down by the committee as per Section 2.4.1. However, a reporting CPI of 8.0 shall be the minimum requirement for the award of the Director's Gold Medal.

4.2.3 The student receiving the award should not have been involved in any act of indiscipline (except warning under clause 3.2.2.1 of SACS manual) during her/his entire academic programme.

4.2.4 The DGMs shall be made out of 15 gm of 18 carat gold.

4.3 D&M Proficiency Gold Medals

4.3.1 Design and Manufacturing Proficiency Gold Medals are awarded at the time of Institute's Convocation for the best cross-disciplinary project from among the graduating BTech students and the best cross-disciplinary thesis from among the graduating MTech / MDes / PhD students. Award of design and manufacturing proficiency gold medal (D&MPGM) is applicable for BTP/PBI or Design and Fabrication projects.

4.3.2 The award of D&M Proficiency Gold Medals shall be decided by the separate committee appointed for this purpose by the Chairman, Academic Senate which will seek applications after finalizing a short listing criterion. After short listing of applications, the committee shall call all the short listed applicants for a presentation/demonstration.

4.3.3 D&M Proficiency Gold Medals may not be awarded if projects/theses submitted for the award are found to have an inadequate cross-disciplinary content.

4.3.4 The D&M Proficiency Gold Medals shall be made out of 15 gm of 18 carat gold.

4.3.5 In the event of a group being awarded the best cross-disciplinary project, each individual student shall be awarded the medal provided the student satisfies following eligibility criteria for the award.

(a) The students must have at least a CPI of 6.5.

(b) At the time of application, there should not be any backlog of courses for the student.

(c) Student's grade in the project must be A, A+ or S."

4.4 Academic Performance Proficiency Silver Medals

4.4.1 Academic Performance Proficiency Silver Medals shall be awarded at the time of Institute's Convocation for the outstanding academic performance (refer to section number 2.3) to the best graduating student of each discipline of the B Tech program.

- 4.4.2 The recipient(s) of the Chairman's Gold Medal shall be eligible for the award of the Academic Performance Proficiency Medal.
- 4.4.3 The award of a Proficiency Medal may not be made for a particular discipline if the total number of graduating students for that discipline is less than five.
- 4.4.4 The award of a Proficiency Medal may not be made for a particular discipline if the highest CPI among the graduating students of that discipline is less than 8.5.
- 4.4.5 In the event of a tie, in terms of the reporting CPI, the medal shall be awarded to all the students, so tied, with no effort being made to break the tie.
- 4.4.6 Academic Performance Proficiency Medals shall be made out of 15 gm silver.

4.5 IIITDM Proficiency Prizes

IIITDM Proficiency Prizes is normally awarded for (i) the best B Tech project in the graduating BTech batch and (ii) the best thesis from among the graduating MTech./ M.Des./ PhD students in each of the discipline. The recipient(s) of the D&M Proficiency Gold Medals shall be eligible for the award of the IIITDM Proficiency Prizes

- 4.5.1 IIITDM Proficiency Prizes shall be silver medals to be awarded at the time of Institute's Convocation for (i) the best project in the graduating B Tech batch and (ii) the best thesis from the graduating M Tech/ MDes/ PhD students in each of the disciplines. In case a student's program does not belong to any of the discipline, he may apply for any one of the discipline related to his major area of research.
- 4.5.2 The discipline committee constituted for this award for each discipline shall lay the minimum requirements for the award of Proficiency Prize and shall lay the criteria for short listing the applications received.
- 4.5.3 In the event of a group being awarded the best project award, each graduating member of the team shall be awarded the prize.
- 4.5.4 There will be separate prize for the M.Tech, M. Des. and Ph.D. Prize for Ph.D. will be awarded when there is enough competition i.e. 5 or more Ph.D. degree is awarded in that particular year.
- 4.5.5 Proficiency Prizes shall be made out of 15 gm silver."
- 4.5.6 In the event of a group being awarded the best project, each individual student will be awarded the medal provided the student satisfies following eligibility criteria for the award."
 - (a) The students must have at least a CPI of 6.5.
 - (b) At the time of application, there should not be any backlog of courses for the student.
 - (c) Student's grade in the project must be A, A+ or S."

4.6 Director's Silver Medals

- 4.6.1 Director's Silver Medals (DSMs) shall be presented at the time of Institute's Convocation for the outstanding performance in (i) Games & Sports activities and (ii) Cultural activities from among the graduating undergraduate and postgraduate students.
- 4.6.2 The award of DSMs shall be decided by the separate committee appointed for this purpose by the Chairman, Academic Senate. The committee shall lay down the criteria for short listing the candidates before calling them for an interview.
- 4.6.3 Director's Silver Medals shall be made out of 15 gm silver.

4.7 Notional Prizes and Certificates of Merit

- 4.7.1 Notional Prizes and Certificates of Merit shall be awarded to 7 percent of the students of each undergraduate and postgraduate batch for excellent academic performance in an academic year. In the first two years, the 7 percent shall be calculated for the entire B Tech batch, whereas for the third year the award shall be made for each discipline taking into account their respective strengths. For PG student, the 7 percent shall be calculated based on the academic performance of the first two semester of PG program for each discipline taking into account their respective strengths.
- 4.7.2 The Notional Prize may be awarded to a student irrespective of whether he/she is a recipient of any other scholarship or not.
- 4.7.3 The value of the Notional Prize shall be as prescribed from time to time, by the Ministry of Human Resources and Development⁸.
- ⁸The present amount is Rs. 2000/-.
- 4.7.4 In calculating the actual number of awards to be made in any year or for any department, any fraction shall usually be rounded off to the next integer. However, this may not be done in those cases where there is a significant difference in the performance level of the students.
- 4.7.5 The award shall, in principle, be given only on the basis of the annual performance. (By dividing credits earned in two regular semester with total credits for two semester) Further the award may not be made for any department having student strength of less than 5. It may also not be made if the highest CPI for any department is considerably lower than the performance levels at which the award is being made for other departments or minimum CPI limit of 8.5.

5. INSTITUTION OF OTHER SCHOLARSHIPS, PRIZES AND MEDALS

- 5.1 The Institute welcomes starting of new scholarships, prizes and medals for its undergraduate as well as postgraduate students from other governmental and non-governmental sources. However, the purpose of instituting new scholarships, prizes and medals should fulfill the goals for the same as described in Section 1.1 -1.4.
- 5.2 Institution of any new award at the Institute shall require the approval by its Senate. In order to do the same, the proposal from an outside source shall be examined by the Scholarships, Prizes and Awards Committee of the Senate (SPACS). If found suitable, the SPACS shall recommend the same to the Senate by ensuring that the proposal necessarily contains the following information:
- (a) the title of the award,
 - (b) the nature of the award,
 - (c) the time of presentation, and
 - (d) the criteria for selection/eligibility.
- 5.3 Terms and conditions for the award of a new scholarship/prize/medal in the Institute shall be formulated by the Senate. No obligation is to be normally prescribed for awarding any scholarship/prize/medal. This condition may, however, be modified at the discretion of the Senate.

- 5.4 Normally only scholarships may be instituted through an endowment. However, persons or organizations of national or international repute may also institute very prestigious medals and prizes through an endowment. In the event of starting a new award by creating an endowment, the interest to be obtained from the same should at least take care of the current value of the scholarship/prize/medal to be given plus 10% increase in its value every year.
- 5.5 On approval by the Senate, new scholarships and prizes may be awarded in the name/memory of:
- (a) Persons who are/were directly related to the Institute and have/had added to its glory;
 - (b) Industrial concerns or educational trusts of national or international repute.
- 5.6 In exceptional cases, the SPACS may also recommend institution of scholarships funded by sources, excluding individuals, other than those included in Section 5.5.
- 5.7 Recurring scholarships could also be considered in the event of a donor/sponsoring agency of national/international repute is not willing to create an endowment, but desires to finance the scholarship on a yearly basis. In all such cases, the donor/sponsoring agency shall be required to (i) deposit the amount of scholarship for one full year as an advance and (ii) make the commitment to do so for at least five consecutive years of the award.
- 5.8 When instituted by persons who are/were directly related to the Institute and wish to award a scholarship in the memory of their beloved ones, the amount of scholarship shall at least be equal to the value of the Institute Merit-cum-Means, (MCM) scholarship at the time of its institution.
- 5.9 Such proposals would be considered by SPACS only if the donor/sponsoring agency commit to the institute the scholarship for a minimum period of five consecutive years.

6. GENERAL GUIDELINES

- 6.1 All scholarships, medals, etc. are liable to forfeiture/withdrawal partially or fully in case of misconduct or deliberate concealment of material facts by the award winner. A similar action may also be taken if it is found that a student deliberately misguided the Senate Scholarships, Prizes and Awards Committee by giving false information.
- 6.2 A student leaving the Institute on his/her own accord without completing the prescribed program of study may be required to refund the amount of scholarship received by him/her in that academic year.
- 6.3 A student may normally receive only one scholarship/stipend. In case he/she is awarded more than one scholarship/stipend from any outside source, he/she shall be given the option to choose one scholarship or stipend from various alternatives and surrender the other.
- 6.4 No scholarships will be paid for the month subsequent to the one in which the student completes the examination of all prescribed courses.
- 6.5 The Senate is empowered to change the clauses of this manual by giving an advanced notice to this effect to its members.

Revision History

1. **As per the agenda item No. "Senate/2012-13/2.08Modification in D & M Proficiency Prizes", the section 4.5 is replaced. The older version was as given below.**
 - 4.5.1 Design and Manufacturing Proficiency Prizes shall be silver medals to be awarded at the time of Institute's Convocation for (i) the best BTech project in the graduating BTech batch and (ii) the best thesis from among the graduating MTech./ MDes./ PhD students in each of the discipline.
 - 4.5.2 Faculty of each discipline shall lay the minimum requirements for the award of D&M Proficiency Prize and shall lay the criteria for short listing the applications received.
 - 4.5.3 In the event of a group being awarded the best project award, each member of the team shall be awarded the prize.
 - 4.5.4 D&M Proficiency Prizes shall be made out of 15 gm silver.
 - 4.5.5 In the event of a group being awarded the best BTech project, each individual student will be awarded the medal provided the student satisfies following eligibility criteria for the award."
 - (a) The students must have at least a CPI of 6.5.
 - (b) At the time of application, there should not be any backlog of courses for the student.
 - (c) Student's grade in the project must be A, A+ or S."

2. **As per the agenda item No. " Senate/2013-14/1.07" Modification in SPACS manual, the section 4.5.3 and 4.7.5 are modified as given below.**

a. Section 4.5.3 should be read in place of

4.5.3 In the event of a group being awarded the best project award, each graduating member of the team shall be awarded the prize. (old)

to

4.5.3 In the event of a group being awarded the best project award, each graduating member of the team shall be awarded the prize, subjected to following eligibility criteria

- (a) The student must have at least a CPI of 6.5.
- (b) At the time of application, there should not be any backlog of courses for the student.
- (c) Student's grade in the project must be A, A+ or S."

b. Section 4.7.5 should be read as

4.7.5 The award shall, in principle, be given only on the basis of the annual performance. Further the award may not be made for any department having student strength of less than 5. It may also not be made if the highest CPI for any department is considerably lower than the performance levels at which the award is being made for other departments or minimum CPI limit of 8.5. (old)

to

4.7.5 The award shall, in principle, be given only on the basis of the annual performance. Further the award may not be made for any discipline/batch having student strength of less than 5. It may also not to be made if the annual performance for any department is considerably lower than the performance levels at which the award is being made for other disciplines/batch. The minimum eligibility criterion for a student's annual performance in any disciplines/batch is that the average SPI for the last two semesters must be equal to or greater than 8.5.

c. Following point is included as Section 4.1.3 and Section 4.2.3 for Director's Gold Medal and Chairman's Gold Medal requirements, respectively.

The student receiving the award should not have been involved in any act of indiscipline (except warning under clause 3.2.2.1 of SACS manual) during her/his entire programme.

d. Following clarification is added in Section 4.5.1 of IIITDM Proficiency Prizes

In case a student's program does not belong to any of the discipline, he can apply for any one of the discipline related to his major area of research.

e. Following requirement is added as Section 4.5.6 of IIITDM Proficiency Prizes

4.5.6 In the event of a group being awarded the best project, each individual student will be awarded the medal provided the student satisfies following eligibility criteria for the award.”

(a) The students must have at least a CPI of 6.5.

(b) At the time of application, there should not be any backlog of courses for the student.

(c) Student’s grade in the project must be A, A+ or S.”

f. 4.7.1 is updated to include postgraduate students as given below.

4.7.1 Notional Prizes and Certificates of Merit shall be awarded to 7 percent of the students of each undergraduate batch for excellent academic performance in an academic year. In the first two years, the 7 percent shall be calculated for the entire B Tech batch, whereas for the third year the award shall be made for each discipline taking into account their respective strengths. (old version)

to

4.7.1 Notional Prizes and Certificates of Merit shall be awarded to 7 percent of the students of each undergraduate and postgraduate batch for excellent academic performance in an academic year. In the first two years, the 7 percent shall be calculated for the entire B Tech batch, whereas for the third year the award shall be made for each discipline taking into account their respective strengths. For PG student, the 7 percent shall be calculated based on the CPI performance of the first two semester of PG program for each discipline taking into account their respective strengths.

g. 4.7.6 is updated as given below

4.7.6 The award shall, in principle, be given only on the basis of the annual performance. Further the award may not be made for any department having student strength of less than 5. It may also not be made if the highest CPI for any department is considerably lower than the performance levels at which the award is being made for other departments or minimum CPI limit of 8.5. (old version)

to

4.7.6 The award shall, in principle, be given only on the basis of the annual performance. (By dividing credits earned in two regular semester with total credits for two semester) Further the award may not be made for any department having student strength of less than 5. It may also not be made if the highest CPI for any department is considerably lower than the performance levels at which the award is being made for other departments or minimum CPI limit of 8.5.