

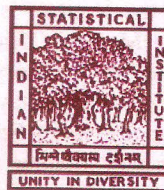
# INDIAN STATISTICAL INSTITUTE

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**PRADIPTA BANDYOPADHYAY**

**Dean of Studies**

203, Barrackpore Trunk Road  
Kolkata 700 108, India

**To:**

**MONALISA PAL**

**Regn. No.: JCSK-CC-0094**

**C6/16, MANGALIK CO-OPERATIVE HOUSING SOCIETY,  
PANCHASAYAR, BAGHAJATIN  
KOLKATA, WEST BENGAL**

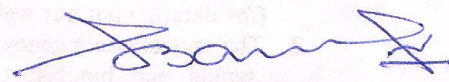
**PIN: 700094,**

**PH: 9831107992**

## Office Order No. DS/JCSK-CC-0094F dated 22 July, 2014

**MONALISA PAL**, REGN. NO. **JCSK-CC-0094** is awarded Junior Research Fellowship in **Computer Science** of Rs.18000 (Rupees Eighteen Thousand only ) per month plus HRA as admissible, in Machine Intelligence Unit (MIU), of **Indian Statistical Institute, Kolkata**, for one year with effect from the date of joining, subject to the **conditions given overleaf**. If the results of his/her qualifying examinations are not yet declared, the fellowship will be awarded provisionally and it will be confirmed on receipt of evidence of passing the qualifying examinations. He/She should report to the ,Head , Machine Intelligence Unit (MIU), Indian Statistical Institute, Kolkata, **as early as possible, but not later than 21 August 2014, failing which the offer of the fellowship will be treated as cancelled.**

Please bring with you clinical test reports of your Blood Sugar (P.P.) and Urine (routine examination) done very recently at Reputed and Standard Clinical Laboratory. Our Medical Officer will examine you and your reports, and will eventually issue Medical Fitness Certificate.

  
(Pradipta Bandyopadhyay)

Copy to: (1) Head, Machine Intelligence Unit (MIU), Kolkata  
(2) Warden, Kolkata  
(3) Library, Kolkata  
(4) Accounts Section, Kolkata  
(5) Dean's Office  
(6) Professor-in-Charge, Computer and Communication Sciences Division  
(7) R.M.O., Kolkata



**A. Conditions for award and continuation of the Junior/Senior Research Fellowship:**

1. Award of a Research Fellowship of the Institute is conditional on meeting the necessary eligibility conditions and being found medically fit by our Medical Officer. In case he/she is already employed or is enjoying some other scholarship/stipend, it will also be necessary to produce a "no objection certificate" from the present employer or the scholarship/stipend, as the case may be.
2. Every authority providing the Research Fellow will be assigned by the Dean to a Research Fellow Advisory Committee (RFAC) which will monitor all matters related to the (a) progress of research work, (b) extension of fellowship and (c) assignment/change of supervisor. A Research Fellow is required to undergo such courses as may be prescribed for him/her by the relevant RFAC.
3. A supervisor will be assigned by the Dean of Studies on recommendation of the RFAC before the end of eighteen months from the date of joining as a Research Fellow. Usually, the thesis supervisor will be a faculty member of the Institute (that is, a scientific worker of the Institute at the rank of a Lecturer or equivalent, and above). In exceptional circumstances, a candidate may be assigned an external Ph.D. thesis supervisor, if the RFAC so recommends, but in all such cases, the Dean of Studies of the Institute will have to assign, on the recommendation of the RFAC, a joint Ph.D. thesis supervisor from among the faculty members of the Institute.
4. The fellowship amount of a Research fellow may be reduced or the fellowship may be completely withdrawn on one month's notice any time during the normal tenure of fellowship if his/her progress in research work is not satisfactory.
5. Usually, a Research Fellow of the Institute shall not accept or hold any appointment - paid or otherwise - or receive any emoluments, salary, stipend etc. from any other source during the tenure of the award. Research Fellows are required to undertake teaching-related assignments in the Institute up to four hours a week, e.g., assisting in tutorials, grading of examination answer-scripts, laboratory demonstration work and invigilation duties.
6. A Research fellow shall present, through his/her supervisor and RFAC, annual report on the progress of his/her work to the Dean of Studies.
7. Disciplinary actions will be taken against a Research Fellow indulging in any activity which is detrimental to the Institute or to his/her research and studies at the Institute.
8. All his/her research work meant for publication in journals, conference- proceedings and/or books must clearly mention his/her affiliation with the Indian Statistical Institute as a research fellow and also acknowledge support from the relevant external funding agencies, if any.

**B. Fellowship, Contingency Grant and House Rent Allowance:**

14. A Research Fellow admitted to the Institute will be designated as a **Junior Research Fellow (JRF)**. On satisfactory completion of two years, he/she will be designated a **Senior Research Fellow (SRF)**. All Research Fellows of the Institute will receive a monthly fellowship and an annual contingency grant, as per the prevailing norms of the Institute. The fellowship will be extended annually if his/her performance is found satisfactory by the RFAC. **Continuation of the Fellowship beyond two years will be contingent upon getting registered for the Ph.D. degree of the Institute within two years from the date of joining as a Research Fellow. The total duration of Junior and Senior Research Fellowships shall not exceed 6 years till the submission of the Ph.D. thesis. After the Ph. D. thesis is submitted, the fellowship may be extended for one year or till the award of the degree ( the date of qualifying the viva-voce examination for defending the Ph. D. thesis will be treated as the date of award of the degree), whichever is earlier.** (for details visit our website <http://www.isical.ac.in/~deanweb/phdrules.html>)
2. The annual contingency grant may be spent for purchase of books and stationeries, photocopying, thesis typing and binding, thesis registration and submission fee, conference registration fee etc. The unspent balance of contingency grant at the end of a year will not be carried forward to the next year.
3. The Institute will try to provide hostel/hostel-type accommodation to its Research Fellows. In case the Institute is unable to provide such accommodation to a Fellow, due to unavailability or other reasons, the Fellow will be entitled to monthly House Rent Allowance (HRA) as per admissible rate. However, as soon as the Institute offers such accommodation to the Fellow, the HRA will cease to be given, irrespective of whether the accommodation offered is accepted by the Fellow or not.
4. A Fellow will have to refund the entire fellowship amount drawn by him/her if he/she resigns or leaves the Institute within three months from the date of acceptance of the fellowship. The letter of resignation should be submitted to the Dean of Studies through the Chair, RFAC at least one month before the date of resignation.
5. **Library** : To use the borrowing and other facilities of the library, a Research Fellow has to pay a refundable security deposit, as per the prevailing rates of the Institute.
6. **Leave** : A Research Fellow may be granted leave for a maximum period of thirty days in a year. Unused leave for one year cannot be carried over to the next year. With regard to maternity/paternity leaves, prevailing rules of the Government of India will apply.