

**RAJIV GANDHI CENTRE FOR BIOTECHNOLOGY  
THIRUVANANTHAPURAM, 695014, KERALA STATE, INDIA**



**An Autonomous National Institute for Discovery, Innovation &  
Translation In Biotechnology and Disease Biology**  
Government of India, Ministry of Science & Technology  
Department of Biotechnology.

**Ph.D. Programs 2019**

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## PREFACE

### RGCB: Pushing the frontiers of knowledge

India's engagement with biotechnology, life sciences and medicine is dynamic and constantly evolving. The Rajiv Gandhi Centre for Biotechnology (RGCB) sees itself a key player in this development process. Our research is focused on understanding disease biology and processing this knowledge for better management and therapeutics. The trademark feature of RGCB is the collaborative and interdisciplinary approach we bring to everything we do. This unique facet and the energetic atmosphere of the institute is our success, also creating by itself an ideal and fertile teaching atmosphere for graduate students and postdoctoral trainees. Over the past 10 years, the ability of RGCB in making major contributions to understanding the fundamental mechanisms of disease has been greatly improved by support for our core facilities and research by the Department of Biotechnology, Government of India. We are also unique among other research institutions in the country, working out of three campuses, one concentrating on discovery, the second, an innovation focused research facility and the third a Bio-Nest for translation of research into applications and products.

RGCB prepares individuals who have a deep and genuine interest in discovery science to shape the translation of biotechnology through academic research towards applications for a knowledge economy, business development and science of tomorrow. Previous RGCB PhD's have all done impressive work and received excellent placements. Guided by an expert faculty, a rigorous fundamental science course work and a host of innovative academic programs, the RGCB PhD program is made even richer by its place in Thiruvananthapuram, capital of "Gods own country".



Prof. M. Radhakrishna Pillai  
FRCPATH, PhD, FASc, FNASc, FAMS, FNA  
Director

## 1. Eligibility for Admission to the Ph.D. Program

1. Candidates with a post-graduate degree in Life/Chemical/Agricultural/Environmental/Veterinary/Pharmaceutical/Medical Sciences or with an MCI certified MBBS degree are eligible to apply.
2. Only candidates who have completed their qualifying degree in all respects will be considered.
3. Applicants with UGC/CSIR/ICMR/DBT/DST-INSPIRE fellowships must have a first class in their qualifying examination. These fellowships must be valid **six months** from the date of Advertisement.
4. Applicants, who do not have any fellowship, should have a minimum of **70% mark (CGPA - 7.0)** for the qualifying degree.
5. SC/ST candidates should have a minimum of **55% marks (CGPA-5.5)** for their qualifying degree.
6. A limited number of Institute stipends will be available for those selected candidates without a research fellowship. This conditional financial support will be a subsistence allowance for an **initial period of two years** during which they will be strongly encouraged to seek their own fellowship from external agencies so that the PhD program continues uninterrupted.
7. Upper age limit is 28 years as on the **April 01, 2019**. Age limit will be relaxed for SC/ST candidates as per Government of India Regulations.

## 2. Admission Procedure to the Ph.D. Program

Admission notification will be placed in national newspapers and put on the institute website. ([www.rgcb.res.in](http://www.rgcb.res.in)). Description of the research programs, faculty and highlights of research can be seen at the institute website.

Applications are to be submitted online. Application Fee (Rs. 1000) must be paid online using 'SB Collect' of State Bank of India through the URL given in the Payment Stage. SC/ST candidates are exempted from paying the processing fees. Last date for receiving completed applications is **April 16, 2019**. Incomplete applications or those without processing fees will be rejected. All applicants must bring relevant original certificates, mark sheets on the day of written test.

Candidates shortlisted for written test will be informed through e mail only.

### 3. Selection procedure of Ph.D. Students

All eligible candidates, irrespective of their fellowship status, will have to appear for a qualifying entrance test which will be conducted at RGCB for short listing candidates for the selection interview.

Results of the qualifying test will be announced within one hour and selection interview for shortlisted candidates will begin on the same day.

Applicants qualifying in the written test will be interviewed by a duly constituted selection committee consisting of panel of experts.

The selection committee makes an evaluation of the candidates appearing for the interview based on the following criteria. The distribution of maximum marks for each criterion is given in brackets.

Knowledge in subjects of specialization (40)

General knowledge & awareness, analytical skill, logical & creative thinking (30)

Research Methodology and Instrumentation (20)

Presentation and Communication skills (10)

The minimum cut off mark is to be short-listed is 70%marks in the selection interview.

Names of the candidates shortlisted for further selection procedures, based on their performance at the selection interview, will be displayed on the RGCB notice board and website after completing the interview of all candidates.

All selected trainees must undergo the mandatory three to four month course work from. At the end of course work each topic will be evaluated either by multiple choice online examination or oral examination. A **maximum of two** attempts only is permitted to pass the course work evaluation. Candidates who are not successful in both attempts will have **to exit the PhD program.**

The Ph.D. Program of RGCB is currently affiliated to the University of Kerala, Manipal University, Mahatma Gandhi University and Kerala University for Health and Allied Sciences (KUHAS) for the award of PhD degrees. The mentor and/or the doctoral committee will decide which University the PhD student is to be registered with.

### 4. Faculty Interaction Process

After successful completion of course work, the candidates will be allowed to visit all

laboratories that have vacancies and interact with concerned faculty. During these interactions, the candidate and the faculty member can have detailed discussions on the proposed research work that the faculty member is interested and his/her philosophy of choosing the topic and guiding a PhD student. Following these discussions, students can choose up to three laboratories for rotation. Each rotation will be up to a period of 14 days.

The candidate will submit the name of up to three faculty members in order of preference to the Director. The faculty member then makes a final choice on the matter. The student and the faculty member will sign a mutual consent letter addressed to Officer in Charge of the PhD program which will be forwarded to the Director, RGCB for final approval. The activation of fellowship will be allowed only after successful completion of course work and joining the laboratory.

## **5. PhD Opportunities for Research Fellows in RGCB R& D Projects and Employees at RGCB**

As a reward for sustained hard work and productivity, research fellows working in various research projects at RGCB will be allowed to register for PhD as per the following guidelines and conditions.

1. The research fellow (or project fellow) must have a postgraduate degree with a minimum of 60% marks aggregate or equivalent. He or she must also meet all eligibility conditions prescribed by the concerned university.
2. The research fellow must have worked in a project at RGCB for a minimum of 18 months.
3. The research fellow must have one peer reviewed research publication as **first or Second author** in peer reviewed non predatory international journal. The work must have been done at RGCB. The candidate must be able to explain and justify his or her contribution to the publication. Applications will be evaluated and decided upon for further processing by an academic committee.
4. The candidate will continue to be eligible for a PhD position in the same laboratory if the paper is published within 12 months of project completion and getting a senior research fellowship or project position.
5. If the publication is a review paper it must include significant data generated from the concerned RGCB laboratory, a matter that will have to be approved by the Director.
6. It will be the responsibility of the PhD mentor and the research fellow to provide for funding for the PhD program including fellowship for the potential PhD student. RGCB management will have no role in this.
7. The research fellow can only do the PhD program with the mentor in whose laboratory/project the fellow works, subject to approved vacancies with the respective

faculty scientist. PhD registration with other RGCB faculty scientists is not permitted except in very exceptional cases with the specific approval of the Director.

8. A three-member committee comprising the Director (or his nominee) another faculty scientist and the mentor will meet with the research fellow before finalizing approval for the PhD registration.
9. Employees in the permanent or non permanent cadre of RGCB will be considered as a separate category and may be permitted to do M.Tech, MPhil or PhD programs. These will be considered as exceptional cases and will have to take prior sanction from the Director, and will be considered as a separate category.
10. The PhD student will have to follow all prescribed academic procedures and institute regulations applicable to RGCB PhD students.
11. The Director reserves the right to take a final decision on the matter.

## 6. Part Time PhD Registration

1. No part-time registration for PhD is allowed.
2. Conversion of fulltime PhD registration to part time will be allowed in deserving cases subject to the candidate has completed three years from date of registration and having one first author publication in a peer reviewed indexed journal.
3. Any student converting to part time PhD registration must submit the thesis within 12 months from date of conversion. RGCB will not forward any PhD thesis not complying with this condition.
4. No re-registration of PhD will be permitted for any student having completed 5 years from date of first PhD registration, without approval from the RGCB Academic committee and Director.

## 7. PhD Course Work Details

The course work will be a combination of didactic lectures, assignments, seminars, Interactive sessions, quiz, and examinations.

The minimum course requirements are 16 credits including both Research Methodology (10 credits) and Applied Biology (6 credits) offered by RGCB.

<b>RESEARCH METHODOLOGY – RM 01 to RM 06 (10 CREDITS)</b>			
(RM 01 to RM 05 is compulsory for all students) (RM 05 is for students whose work requires use of radioactivity and RM 06 is for students who wish to do research involving animals).			
Code	Name of Paper	Credits	Minimum percentage to pass
RM 01	Research Methodology, Ethics in Scientific Research	2	55
RM 02	Quantitative Methods including Bio Statistics	2	55
RM 03	Hands on training in Computational Biology & Bioinformatics	2	55
RM 04	Biochemical and Biophysical techniques	4	55
RM 05	Radiation Safety Certification (to be taken if needed after joining allotted laboratory)		80
RM 06	Animal Handling Certification (to be taken if needed after joining allotted laboratory)		80
<b>APPLIED BIOLOGY- AB 01 and AB 02 (6 CREDITS) (Compulsory for all students)</b>			
AB 01	Current Advances in Genomics	3	55
AB 02	Pathophysiology and Disease Biology	3	55
	LECTURES	Compulsory	
	RGCB JOURNAL CLUB	Compulsory	
	STUDENT SEMINARS	Compulsory	

It is mandatory for all students to undertake PhD coursework prescribed by RGCB and registering in accordance with directions laid down by the Office of Academic Affairs. Students whose PhD work involves use of animal models will be allowed to utilize animal house facilities only after clearing the Laboratory Animal Science Course. At the time of successful completion of the PhD course work program, all the students will be issued with a transcript, which will be useful in their academic career pursuits. The transcript will mention the details of the structured course work that they have completed in RGCB and grades obtained in each of these courses.

The teaching faculty for the curriculum includes RGCB Faculty Scientists as well as distinguished international and national professors.

Course feedback will be obtained in confidence from the students for all courses offered.

## 8. Course Assessment

Course evaluation is based on continuous assessment, in which sessional work and examination (online multiple choice type / oral) contributions will be taken in to consideration. Sessional work consists of class tests/quiz, homework assignments, power-point presentations, etc. Those with a minimum of 80% attendance will only be permitted to appear the examination. Candidate requires a minimum of 55 % each in a paper to pass the examination. A maximum of two attempts only is permitted to pass the course work evaluation. In the case of Certification programs like Animal Handling and Radiation Safety, the pass percentage is 80.

Each course is assigned a total number of credits, which is based on the scientific content and the number of hours of lecture per week.

There are 6 grades, designated A+,A, B+,B,C and D with the corresponding grade points as given in the Table. All except D are passing grades

Grade	Grade Point	%Marks	Remark
A+	9	≥90%	Pass
A	8	80-89%	Pass
B+	7	70-79%	Pass
B	6	60-69%	Pass
C	5	55-59%	Pass
D	4	<55%	Failed

Absence from tests or late submissions of assignments will result in loss of marks. The distribution of marks among the various components will be announced at the beginning of each course work by the faculty-in-charge.

The Grade Point Average (GPA) is based on the grades obtained in a particular course. Cumulative Grade Point average (CGPA) is based on GPA of all courses taken in the course work period. The credit point contribution of each course is the product of the number of credits and the grade points obtained in it. For instance, in a 3-credit course, if the student gets B+ (which corresponds to 7 grade points), then the contribution to the total credit points is equal to  $3 \times 7 = 21$ . To get the CGPA, one adds the credit point contribution so fall the courses taken in the particular semester and divides the total quantity by the total number of credits. The CGPA is similarly calculated; the only difference being that one considers the credit point contributions of all the courses taken in the Ph.D. program. The CGPA is rounded off to the first decimal place. Only the grade is recorded in the transcripts; the marks are retained

internally.

## 9. Examinations for Courses

The timetable of the examinations will be notified in advance through candidate's official Email ID. Question will be asked from whole of the syllabus. The topics which are not covered in the classes are self-study materials, which students have to prepare referring books from the library or present as seminar topics during free hours. The mode of evaluation may be online multiple choice type examination or oral examination. The method of examination will be intimated well in advance.

## 10. Academic Criteria for continuation in Ph.D. Program

A maximum of two attempts per course (Paper) is only permitted to pass the course work evaluation. The GPA / CGPA should not be below 5.5 and if this condition is not satisfied, the student shall leave the Institute.

## 11. Successful completion of Coursework

Successful completion of PhD course work requires a minimum OGPA 5.5 and at least 'C' grade in every course. The course completion certificate will be forwarded to the research supervisor to initiate formation of the Student Research Advisory Committee (SRAC) and PhD Registration with the University. In the case of students who register with Manipal University, separate course work is not needed.

## 12. Course Work Schedule

Description	Details
Period of course work	Three Months
Total number of working days	63 days
Total number of weeks	13 Weeks
Total credits/course	16 credits/ 7 to 8 courses
Class time	09:30 AM to 11:30, 12:00 to 13:00, 14:00 to 16:00
Rotation by each PhD trainee in laboratories where vacancies are reported	Last Month of the Course Work
Total number of days for exams ( 6–8courses)	12-15 Days
Course work PhD Break	10-15 Days

### **13. Student Research Advisory Committee**

After assignment of the Research supervisor/mentor and on completion of course work in the *first semester* a Student Research Advisory Committee (SRAC) comprising 4 members will be formed for each Ph.D. student. The committee will include the research supervisor, a co-mentor/co-chairman, one RGCB faculty and one external subject expert. The Research Supervisor will communicate the names of the members of SRAC for each student to the Office of Academic Affairs from where it will be sent to the RGCB Director for final approval.

At the time of registration for PhD with the University, the student shall make a presentation to the SRAC of his/her proposed research work plan consisting of back ground / Introduction of the proposed research work, current status, research gaps, objectives, research methodology in brief, importance and scope of proposed research, research collaboration (if any), human or animal ethics issues, references and milestones with approximate time lines.

The student shall incorporate all suggestions given by the SRAC during the presentation and will submit to the Office of Academic Affairs a written synopsis of his/her proposed research work plan (not exceeding 6 pages) in consultation with the research supervisor for Ph.D. Registration.

All PhD registration applications will be routed from the Office of Academic Affairs to the RGCB Director for final approval

The Office of Academic Affairs shall forward the research work plan of the student to the Research Director/Dean/Registrar of the concerned University for further procedures.

The student will make a presentation on the work progress as well as submit progress report to the SRAC and the Office of Academic Affairs every six months.

The student will implement the suggestions given by members of the SRAC in the future research work plan.

The presence of the external member is mandatory for the annual research review meeting.

### **14. Registration and Duration of the PhD Program**

The student shall follow the guidelines of the University in terms of Registration fee and other norms regarding PhD. thesis submission.

The minimum duration for PhD is 3 years and the maximum **5 years from the date of registration** at RGCB.

## 15. Break in Studies

Research Scholars can be permitted to a break in studies only on medical grounds, on production of a medical certificate issued by the Chief Medical Officer (CMO) of the Institute.

Permission from the Director may be sought through the SRAC as soon as the problem is manifest. The break is for a maximum period of one year.

If prior permission is not obtained, it will be considered as a case of discontinuation and action will be taken to cancel the registration.

PhD students who are permitted a break in studies should pay the application tuition fees and other fees to the University where they have registered, in order to maintain their studentship.

For resumption of studies, a Fitness Certificate issued by the CMO of the Institute is essential.

## 16. Submission of Thesis

A minimum of **one publication** with the student as the first author in peer-reviewed non predatory national or international journals is required for the submission of thesis.

The research scholar has to present **one open work seminar** after three years of research and two journal club presentations within five years at RGCB.

A minimum **80% attendance** is mandatory for openwork presentations and journal club seminars. The Director will forward the thesis to the university only if this criterion is met. Thesis submission of student who does not meet this criterion will be delayed till they obtain 80% attendance by attending additional work/seminar presentations.

The research scholar has to give a colloquium on the research work carried out, three months before the submission of the synopsis of the Ph.D. thesis to the University.

Three weeks in advance to the probable date of submission of the thesis, a synopsis not exceeding four pages is to be submitted by the student, both as hard copy and in electronic format. This would facilitate the finalization of the panel of examiners in advance by the University where the Research Scholar has registered for PhD.

All other University norms will also be followed for submission of the PhD Thesis.

## 17. Thesis Fee

The thesis fee will be as prescribed by the different Universities where the student has

registered for Ph.D. The fee structure prevailing currently in the various Universities should be followed by the students for payments at the time of registration and subsequent years.

## **18. Continuing after submission of Thesis**

With prior approval from the RGCB Director, full-time PhD students can continue research work at the Institute from thesis submission up to the successful completion of the oral examination. A formal request must be made through the Research Supervisor(s) while submitting the thesis. The Laboratory Entry Form duly filled and signed by the mentor should be submitted to Office of Academic Affairs.

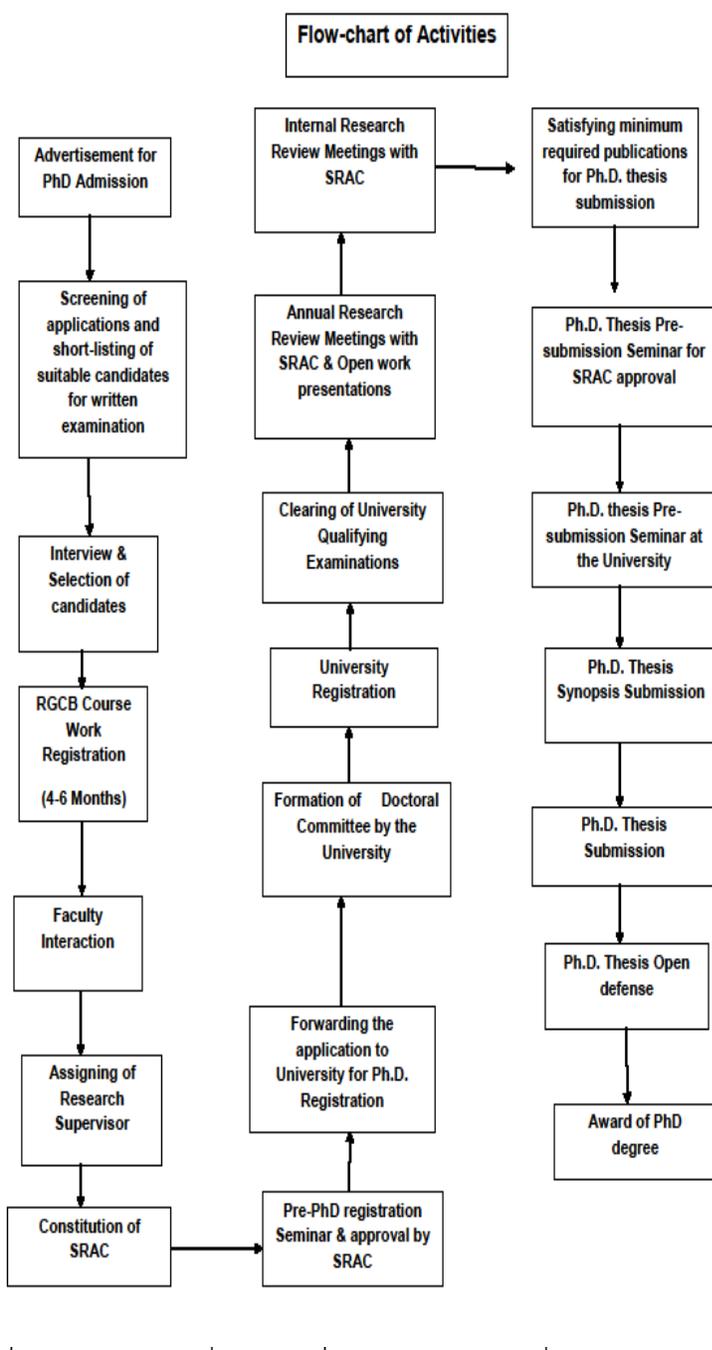
## **19. General Guidelines**

In all matters connected with research work and the prescribed requirements for research degrees, the students are advised to seek guidance from their Research Supervisor(s) and the Office of Academic Affairs.

All data generated in RGCB belongs to the institute and IPR issues will be followed as per the Institute policy.

## **20. Activities-Flowchart**

A flow-chart of major activities/milestones that are required for successful completion of the PhD are shown in the Figure.



## 21. Discipline, Attendance and Leave Rules

Students are expected to dress and to conduct themselves in a proper manner and be fitting the institute.

All forms of ragging are totally prohibited. If any incident of ragging comes to the notice of the authorities, the student will be given an opportunity to explain. If the explanation is not found satisfactory and there is sufficient evidence, the institute will expel him/her from the Institute.

Students are expected to conduct themselves in a manner that provides a safe working environment for women. Sexual harassment of any kind is unacceptable and will attract severe disciplinary action including filing of criminal charges.

Students are required to attend prescribed lectures and other academic activities.

Applications for leave of absence are to be made through the Research Supervisor(s) in the prescribed form of RGCB. Duty leave should be submitted with copy of documents attested by the research guide in advance.

Leave with stipend for maximum period of 30 days in a year in addition to public holiday may be taken by the candidate. However, they are not entitled to any other vacation, such as summer, winter and pooja vacations. Candidates are eligible for maternity/ paternity leave at full rates of the fellowship as per Govt. of India rules.

**Academic Leave:** The Fellow may be allowed academic leave (without fellowship and other emoluments) for a period not exceeding one year during the entire tenure of fellowship.

Applications for leave should be submitted to the Office of Academic Affairs. Any type of absence for more than 7 days should also be notified to the Office of the Director.

All other rules regarding leave will be those prescribed by the authority providing the fellowship to the student and those followed by the Institute will be followed.

## **22. Code of Ethics and Conduct**

At the time of admission, each student is required to sign a prescribed statement accepting the code of ethics and conduct.

If a student commits a breach of the code of conduct, he/she will be asked to leave the Institute and will not be eligible for the following re-admission for a period of three years and will not be issued a grade card or certificate for the courses studied or work carried out

On account of misconduct or unsatisfactory work, the RGCB Director may withdraw the research scholarship at any time and /or decide that the scholarship has to be refunded from the date of the last award.

## 23. Do's and Don'ts: General instructions for PhD students

### “DO's”

- a) Do work independently and manage his/her time effectively. The success of a student's PhD depends entirely on this.
- b) Do treat PhD studies as an intensive training program and take every opportunity to practice and learn new techniques, present data, etc.
- c) Be systematic in your approach, at work, remain devoted and establish a strict work & study routine.
- d) Do interact with your colleagues and help each other wherever possible. This helps them get to know you and vice versa. You will be surprised at the opportunities for interdisciplinary growth.
- e) Do exchange information and ideas with your colleagues for the benefit of everyone. Your colleagues may unintentionally use these ideas without reference to you, but will remember you will be the “Bright Spark”.
- f) Do proofread your proposal carefully or get it done with help from someone else. Spelling and grammar do count, especially in professional research proposals and reports.
- g) Summarize your results as you go. From the beginning, get yourself into the discipline of writing a monthly summary of experiments performed, results and conclusions and include all laboratory book references/ data/ images.
- h) Do constantly seek feedback and ways to improve from your Mentor.
- i) Do volunteer to review research project proposals and manuscripts handed over by your mentor.
- j) Do seek to integrate teaching and outreach with your research. Consider ways to enhance learning within your institution and also to teach practicing professionals and students when appropriate.
- k) Do join local chapters of professional organizations and attend their meetings. Take time to know your local professional community. Invite subject experts with the consent of your mentor to give seminars or guest lectures.
- l) Do observe proper decorum and maintain decent and responsible conduct within the Institution.
- m) Do observe courteous and respectful behavior with Faculty and Staff.
- n) Do read and follow the RGCB Policy on Scientific Integrity and the RGCB Policy on Sexual Harassment.

### DON'TS

- a) Do not leave the responsibility of your research project to others.
- b) Don't leave responsibility to your mentor/supervisor to tell you how to work, what to

read or plan your project. This is your research and so get involved in the work and take responsibility as early as possible.

- c) Do not abandon the research proposal if you are convinced that it is a good one. If you really believe in it, concentrate on improving the proposal.
- d) Do not spend long hours in the laboratory without any real work. Make sure that when you are in the laboratory, you are working and not just hanging around disturbing others.
- e) Do not indulge in acts unbecoming of a PhD Scholar.
- f) Do not be discourteous to anyone in the laboratory or outside.
- g) Do not indulge in long and loud conversations on a mobile phone within the laboratory.
- h) Do not make joint representations in matters of individual interest.
- i) Do not indulge in long and loud conversations on a mobile phone within the laboratory.
- j) Do not join any association or demonstration whose activities are not in line with the interests of the institution.
- k) Do not enter into any private correspondence or stay with foreign diplomats or foreign nationals in India.

### **Ten Commandments for Ph.D. Students (Inspired by Hermann's Laws)**

1. It is YOUR thesis. YOU will have to do it.
2. Your vacation begins only AFTER you defend your thesis.
3. What matters is WHAT is right, not WHO is right.
4. If you think you are right, convince others; they will be happy.
5. Your productivity is directly proportional to effective productive time spent on your work each day.
6. Take data today as if the equipment will break down tomorrow.
7. Make a backup copy of your data within 5 min of acquiring it.
8. Your productivity will initially be low, but expect it to get better with time.
9. You must become a bigger expert in your thesis area than your mentor.
10. Your mentor wants YOU to become famous so that he/she can finally become famous.

## 24. Infrastructure Facilities at RGCB

RGCB has state of the art facilities on par with reputed national and international institutes.  
[www.rgcb.res.in](http://www.rgcb.res.in)

## 25. RGCB Students Awards

RGCB strives to make PhD students well groomed to meet challenges posed by advances in science and highly competitive placements in modern biotechnology R&D institutions. To foster true scientific spirits in our students and make them uncompromisingly productive on par with international standards, RGCB gives its Ph.D. students encouragement and motivation in the form of awards by showcasing their research talents.

### RGCB – M. R. DAS RESEARCH EXCELLENCE AWARD FOR PhD STUDENTS

#### NOTES

1. The M. R. Das Research Excellence Award is given for excellence during RGCB's PhD Program. It carries a cash award of Rupees 25,000, a gold medal and a citation.
2. A duly constituted three member external jury will adjudicate all parameters and award marks out of total of 100. The division of marks is explained below.
3. An applicant scoring over 70% will become eligible for the award.
4. There is no restriction on number of awards in a year.
5. Applicants are to submit their applications duly forwarded by the mentor to the Office of Academic Affairs within 3 months after submission of the PhD thesis to the University.
6. The application format can be downloaded from the RGCB Website.
7. The decision of the jury will be final and no further appeal will be entertained.

#### CONDITIONS

1. **Time Limit:** The PhD thesis must have been submitted within 5 years from date of PhD registration with the University.
2. **Contemporary importance and relevance of PhD thesis:** an extended abstract of not more than 2000 words to be provided that explains with the following headings: (i) background to the problem, (ii) working hypothesis, (iii) methodology used, (iv) results in brief, (v) conclusions and (vi) application and/or innovations derived from the study **(Total of 30 marks).**
3. **Peer-reviewed publications (Total of 50 marks):**

The following conditions will apply to all applicants

- i. Publications in predatory journals will not be considered
- ii. A minimum of two publications of direct relevance to the PhD work and where the applicant is the first/joint first author.
- iii. The jury can consider a single outstanding publication where applicant is first/joint first author in lieu of the standard two publications
- iv. The jury can also consider (along with a second paper) one publication involving large multi- center studies such as GWAS/large scale genomics/clinical/epidemiological/molecular epidemiological studies, a publication where applicant is among the first three authors and the topic of the paper is of direct relevance to the PhD work.
- v. Two granted Indian patents or one granted International patent may be considered by the jury as equivalent to the conditions stated in (ii) and (iii) and (iv). The Jury will judge relevance of the patent and its significance.
- vi. The applicant must provide a detailed description of their exact role in any coauthored publication (iv) or patent application (v).
- vii. The jury will decide on the quality and marks for the above four conditions.

4. **International Fellowships** granted for short term training in international research laboratories during the course of PhD work (**Total of 10 marks**)

5. **Best Paper/Poster Awards** at National or International Conference presentations organized by registered national and international societies or equivalent during the course of PhD work (**Total of 10 marks**). Jury will decide on the standing and quality of the conference/seminar.

## **RGCB MERIT AWARD OF THE YEAR**

This will be a competitive awards granted to the best presentation of research work at an annual competition every year. The award will be a certificate and a cash prize of Rupees 20,000/- based on the evaluation of oral presentations given by senior Ph.D. students of the Institute by an independent evaluation committee. The presentation will be for 20 minutes followed by a 10- minute discussion. Ph.D. Students, who have completed three or more years from the date of registration, will be eligible. The evaluation committee will include distinguished panel of scientists. No RGCB faculty will be on the committee. There will be one merit award. However the committee may recommend an additional certificate of commendation. Those who do not win the award in first attempt can apply in the subsequent sessions. Only one award will be given to a student during his/her Ph.D. program.

**Application for Awards can be downloaded from the website of RGCB.**

## **26. RGCB Hostel Rules and Regulations**

### **1. ADMINISTRATION**

- a) The Wardens will be officers in charge of the hostel and appointed from among the members RGCB scientific staff.
- b) Warden's and or RGCB Administration's decision will be final in the interpretation of rules and in all matters connected with Hostel.

### **2. ADMISSION**

- a) Admission to RGCB hostels is restricted to Research Associates, PhD students and Research Fellows of RGCB.
- b) Application not in proper form will be rejected.
- c) The Warden will have the right to refuse admission without assigning reasons.

### **3. CAUTION DEPOSIT**

Each student on admission should pay Rs.5, 000/- as caution deposit. This amount will be refunded only at the time of his/her leaving the hostel after adjusting for any liabilities on account of damage to property of the hostel. The original receipt should be produced to get the money back. This amount may be subject to change from time to time.

### **4. ALLOTMENT OF ROOMS**

- d) Rooms will be allotted at discretion of the Warden. No request for change of rooms in the middle of the year will be entertained unless it is a request for mutual change.
- e) Shared accommodation (two per room) will be provided to PhD students and Research Fellows/Project personnel in the RGCB Hostel.
- f) RGCB Men's Hostel may function at rented properties outside the main campus. Here again, shared accommodation (two per room) will be provided.
- g) There will be two categories of hostel fees.
- h) All shared accommodation will be charged at a uniform rate of Rs 3,200/- per month for Junior Research Fellows or equivalent (for first two years) and Rs 3,600/- for Senior Research Fellows or equivalent (from 3rd to 5th year).
- i) For any project personnel receiving monthly stipend of up to Rs 10,000/- a discounted hostel fee will be decided by the Director.

- j) The maximum tenure for hostel accommodation will be five years from date of joining RGCB or until termination of the research fellowship/project, whichever is earlier.
- k) Accommodation in the hostel for PhD students after five years from joining the institute will be only subject to availability of rooms. Rent will be at the same charges as applicable to regular senior PhD students (i.e. Rs.3,600/- per month). This facility will be made available only on a month-to-month basis and requires special sanction from the Director.
- l) Some rooms will be set-aside for Post-Doctoral Fellows or equivalent. These will be single accommodation rooms (either in the main campus or rented property) and will be charged at a rate of Rs 7,000/- per month. Should they share the room, it will be charged at Rs 3,600/- per month.

## **5. FURNITURE**

Each student will be provided with one cot, one table, one chair and one cupboard. Inmates should not shift the furniture provided to other rooms.

## **6. ELECTRIC LIGHTS & APPLIANCES**

Rooms are provided with electric lights. Student should see that the lights are switched off when they go to sleep or when they leave the room. Otherwise a charge of Rs 50/- each time will be recovered from each occupant of the room irrespective of who was responsible for the neglect. Televisions, washing machines, fridges, microwave ovens, gas stoves and induction cookers provided by RGCB should be used carefully as per the instructions provided. Inmates cannot bring or use any such appliance.

## **7. GUESTS & LEAVING PREMISES**

- a) No student is allowed to bring a guest into the Hostel to stay with him/her without prior permission of the Warden.
- b) The Warden shall have power to refuse permission to introduce the hostel any person as a guest without assigning any reason.
- c) No visitors to the hostel after 7.00 p.m.
- d) There is no regular provision for accommodating guests in the RGCB hostels. Any student wanting to accommodate guests in the hostel has to seek permission of the warden in the prescribed application form. The maximum period a guest can stay in the hostel is two nights. Repeated accommodation of guests is not permitted.
- e) Short-term accommodation in hostels (subject to availability) can be given only to students coming on fellowships from the Indian Science Academies or with specific permission from the Director.

- f) Students staying in both Men's and Ladies hostel who wish to leave the campus overnight have to intimate this in writing or by e-mail to the warden and deposit the room key with security. Failure to do so may result in withdrawal of hostel facilities.
- g) Students staying in the Men's and Ladies hostel have to be in campus before 10.30 pm at the latest. Security has been issued clear guidelines for this. Any exception to this requires previous sanction from the hostel wardens. Failure to do so may result in withdrawal of hostel facilities.

## **8. GENERAL DISCIPLINE**

- a) Hostel inmates should keep the room and surroundings scrupulously clean. Waste matter, discarded rags, papers, etc. should not be thrown about in rooms, corridors, sunshades or premises. Clothes for drying cannot be placed in rooms and corridors and should be placed in the designated space provided for this. The rooms, doors etc should not be disfigured by writing, sticking hand bills, posters etc.
- b) Hostel inmates should behave with restraint and decorum. Shouting, reading aloud and other acts likely to disturb other inmates should be avoided at all times.
- c) A student shall not hand over the keys of his/her room to any other student/person except the Warden or person authorized by him.
- d) No notice shall be put in the Hostel by any student directly unless such permission has been granted by the Warden of respective hostels.
- e) No student or students shall raise or assist others to raise any donation for any cause in the Hostel on any account without prior permission of the authorities.
- f) Hostel inmates are not allowed to remove any article of furniture, fittings, lights, etc belonging to hostel. Any damage to the hostel property shall be reported to the Warden. The cost of the damage will be recovered from the individual concerned. If the person is not traced, the members of the room(s) concerned will be held responsible. In case of wanton damage, in addition to recovery of the cost of repair the Warden might impose a suitable fine.
- g) All correspondence regarding the hostel should be made through the respective Warden.
- h) RGCB will not be responsible for money or goods lost by students or their guests.
- i) Consumption of alcoholic drinks, smoking, other intoxicants and drugs are strictly prohibited inside the hostel. Anyone found doing so would be expelled from the hostel immediately. No enquiry into the matter shall be entertained.
- j) Possession of firearms, daggers, cycle chains, rods, iron rods or any other kind of weapons is strictly prohibited (Arms Acts.). Hostel inmates found in possession of the above will be handed over to the police or expelled from hostel immediately. No inquiry into the matter shall be entertained.
- k) Misconduct or breach of any of these rules of the hostel will render the offender liable to suspension or dismissal from the Hostel.

## 27. Declaration form to be submitted by Ph.D. Students

RAJIVGANDHICENTRE FOR BIOTECHNOLOGY (RGCB)

Thiruvananthapuram

Declaration form to be submitted by Ph.D. students

I, ----- of permanent address-----

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Hereby affirm and certify to the following:

1. I have read, understood and will accordingly follow *in total* all rules and regulations of the RGCB Ph.D. program provided to me as well as all other rules and regulations of RGCB.
2. I agree to attend and complete the prescribed course work for the RGCB Ph.D. program.
3. I also understand and accordingly certify that I will attend and complete the prescribed course work for the RGCB Ph.D. program irrespective of the University where I am registered for Ph.D degree.
4. I also understand and accordingly certify that should I in any way violate any of the above three undertakings or breach in any way rules and regulations of RGCB, my admission to the RGCB Ph.D. program will stand automatically cancelled.

I solemnly affirm and agree to all the above Conditions

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Signature of the student with  
date

-----  
Full name

