



वैज्ञानिक और नवीकृत अनुसंधान अकादमी
ACADEMY OF SCIENTIFIC AND INNOVATIVE RESEARCH
(An Institution of National Importance by an Act of Parliament)

AcSIR Headquarters, CSIR-HRDC Campus, Sector - 19,
Kamla Nehru Nagar, Ghaziabad – 201002, U.P., India

एसीएसआईआर मुख्यालय, सीएसआईआर-एचआरडीसी परिसर,
सेक्टर - 19, कमला नेहरू नगर, गाज़ियाबाद - 201002, उ.प्र., भारत,

No. AcSIR/8/1(1)-2023-4

December 18, 2023

OFFICE MEMORANDUM

Subject: Procedure for change in the Supervisor(s) of the AcSIR PhD students

The Senate at its 31st meeting held on November 01, 2023, adopted the following well-defined regulations, to be considered in addition to the conditions defined at the Clause 10 of AcSIR Ordinances, 2017, for change of PhD supervisor(s) of the students, across all Academic and Associate Academic Centres of AcSIR, as detailed below:

- (i) Any change in the supervisor(s) of a PhD student (change in primary supervisor or change/addition/deletion of a co-supervisor) shall be highly discouraged and allowed only under exceptional circumstances, unless already permitted under the provisions of the existing rules, as defined above (including, *superannuation/resignation of supervisor(s), supervisor(s) proceeding on a long leave (> 6 months) or cease to be AcSIR faculty member, inter-institutional transfer of the student/supervisor(s) etc.*);
- (ii) Unless already permitted under the rules, any change in the PhD Supervisor(s) shall be allowed only once during the entire PhD enrolment tenure of the student;
- (iii) Under exceptional circumstances, any change in the supervisor(s) of a PhD student (unless already permitted under the rules), has to be additionally recommended by the Academic Committee of the institute, where the PhD student is enrolled (apart from the recommendations of the current and proposed supervisor(s)), duly endorsed by the Director of the institute before it is sent to the concerned Deans/AcSIR-HQs. (academics@acsir.res.in) for their consideration. The Academic Committee must record, in writing, the exceptional circumstances based on which such a change in the supervisor(s) is being recommended;
- (iv) Any other cases not being covered by the ambit of the above-mentioned conditions, will be considered by the Chairperson, Senate on a case-to-case basis, on recommendation of the Directorate of Academic Affairs, AcSIR;
- (v) The change in the PhD supervisor(s) shall take effect only after it is approved by the Director, AcSIR and no post-facto approvals will be considered. In case the change in the supervisor(s) is approved, the DAC of the student will have to be reconstituted and the student may have to take new courses, as approved by the reconstituted DAC, keeping in view any change in the area of research/specialization.

The other provisions under the existing rules of “Change in the PhD Supervisor(s)” will continue to remain in-force, unless specified above.



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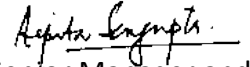
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This order will be applicable from January 01, 2024 and will remain valid till further notice.

Issued with the approval of the Director, AcSIR.



Senior Manager and

Non-Member Secretary to the Senate

Copy to:

- Chairperson, Board of Governors, AcSIR – for kind information
- Vice Chairperson, Board of Governors, AcSIR & DG, CSIR – for kind information
- Chairperson, Senate, AcSIR & Director, AcSIR
- Associate Director, AcSIR
- All Directors of CSIR Institutes and AcSIR Affiliated Institutes – for kind information
- All Deans and Associate Deans, AcSIR
- All AcSIR Coordinators of CSIR Institutes and AcSIR Affiliated Institutes – for information & implementation
- Manager, AcSIR
- All Assistant Managers and Executive Assistants of AcSIR– for records and dissemination of information to all concerned
- Office Copy