



**NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH,  
BHUBANESWAR**

**(Academic Affairs Section)**

NISER/ACAD/Ph.D/OO/2019-20/ 131

Date:14/11/2019

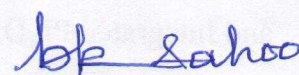
**OFFICE ORDER**

The following guidelines for NISER accommodation (Hostel, B-type etc.) provided to Ph.D and Integrated Ph.D. students are hereby implemented with immediate effect.

- 1) Students, who are allowed to continue in the Ph.D/Integrated Ph.D program as an “Off Campus” candidate subject to satisfying HBNI guidelines, have to vacate NISER accommodation allotted to them. They need to submit “No Dues” clearance in the academic office related to accommodation and students affairs section at the time of leaving the institute, so that necessary office order can be issued in order to continue as an “Off Campus” candidate. Such a student will be exempted from payment of hostel seat rent during each subsequent semester registration.
- 2) Students, who join as Post-Doctoral Fellow, Research Associate etc. outside NISER after submission of Ph.D thesis but before completion of Ph.D thesis defence, need to vacate NISER accommodation and submit “No Dues” form in the academic office (after getting clearance from all related sections) before joining such positions. Occupying NISER accommodation without staying physically shall invite imposition of appropriate penalty by the authorities if it comes to their notice at a later stage.

- 3) A student may be permitted to stay in NISER accommodation provided to him/her for a maximum period of 15 (fifteen) days from the date of completion of his/her Ph.D. thesis defence. The student should submit all required documents along with his/her final thesis in the academic office within this period, which shall then be forwarded to HBNI for award of Ph.D degree. The student must submit "No Dues" form in the academic office after getting clearance from all related sections within 15 days from the date of completion of his/her Ph.D. thesis defence. Certificate for completion of Ph.D thesis defence shall be issued to such a student by academic office only after receiving the "No Dues" form and other required documents along with his/her final thesis. Unauthorized stay in NISER accommodation after the expiry of 15 (fifteen) days from the date of completion of Ph.D. thesis defence shall invite imposition of appropriate penalty by the authority.

This is issued with the approval of the competent authority.



FIC/Dean, Academic

**Copy to:**

1. All Ph.D and Integrated Ph.D students
2. Chairpersons of all schools
3. PGCS Convenors of all schools
4. Chairman, PGCI
5. FIC/Dean, Student Affairs
6. Directorate
7. Registrar, NISER
8. Finance Officer, NISER
9. Chief Warden of hostels
10. Computer Centre — with a request to upload in the intranet