



**Department of Biosciences and Bioengineering
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Date: November 20, 2020

Subject: Call Letter for ONLINE INTERVIEW for admission into the PhD programme of Department of Biosciences and Bioengineering for December 2020 Session

Dear Applicant,

With reference to your application for admission into the PhD programme of the Department of Biosciences and Bioengineering, IIT Guwahati, you are hereby requested to appear for the **Online Interview** as per the following schedule:

Period of Interview:	December 01 to 06, 2020
Date & Time of Interview:	Exact Date and Time will be informed later through email and will be displayed on the Departmental webpage
Mode of Interview:	Online/ Video Conferencing

Please note the following:

- All candidates must satisfy all eligibility criteria such as Qualifying Degree, Minimum CPI or Percentage of Marks and all other requirements as mentioned in the PhD admission advertisement/ notification.
- Regular & Full Time Category** candidates must satisfy one of the following:
 - Valid GATE Score and must have scored marks greater than or equal to the prescribed GATE Qualifying Cut-Off Marks.
 - Valid CSIR/UGC-NET and must have qualified for **NET-Junior Research Fellowships**.
 - Valid DST-INSPIRE Provisional Fellowship. Note that if you get selected for admission, then you should do the needful to get DST-INSPIRE fellowship Final Offer. In case if you don't get DST-INSPIRE scholarship, then you have to do PhD, without institute scholarship, and in self-financed category only.
 - Having MTech/ ME degree with valid/ invalid GATE qualification.
 - Having BTech/ MSc degree from one of the IITs with a minimum CPI of 8.0.
- Other candidates must satisfy one of the following as applicable:
 - Sponsored & Full Time:** As per advertisement along with sponsorship letter in prescribed format.
 - IITG Project Staff:** As per advertisement along with No Objection Certificate in prescribed format.
 - Employed & Part-time:** As per advertisement along with No Objection Certificate in prescribed format.
 - Self-financed & Full Time/ Part Time:** As per advertisement.
 - Sponsored (External Registration):** As per advertisement along with Sponsorship Letter for External Category Format.

4. If it is found at the time of interview or later that a candidate is not meeting the above-mentioned short-listing criteria or the eligibility criteria such as Qualifying Degree, Minimum CPI or Percentage of Marks and all other requirements as mentioned in the admission advertisement/ notification, then he/she will not be selected for admission (or admission will be cancelled if he/she is selected for admission).
5. If you have appeared in the qualifying degree examination and your results are awaited **OR** if you are going to appear in the subjects/ papers of your qualifying degree examination, then you may appear in the Interview. Please note that, for such candidates, selections shall be provisional. All provisionally selected candidates shall have to produce their original Pass Certificates and Mark Sheets of the Qualifying Degree examination latest by the date mentioned by IIT Guwahati for regularization – failure to which your admissions shall stand automatically cancelled.
6. Travel Expenses (TA) for appearing this ONLINE INTERVIEW will **NOT** be reimbursed to the candidates. It supersedes the earlier notification in this regard for Regular Category Candidates.

Please note the following important points regarding online interview:

1. The list of candidates called for interview with the details of exact date and time of the interview will be informed later through email and will be displayed on the Departmental webpage
2. The details of available research areas and the names of interview panels depending on research areas are given in the Departmental homepage.
3. The interview will be conducted **online through video conference** mode using **Microsoft Teams, Skype and Google Meeting** during December 01 to 06, 2020.
4. The candidates must be ready with the computer with web camera or smart phones installed with the at least one of the above-mentioned video conferencing mode for appearing the online interview.
5. Your device must be equipped with the camera and microphone.
6. You must be ready to connect through above-mentioned video conferencing mode at least 5 minutes before the scheduled time of your interview. At the scheduled time of interview, you will be called by Interview Panel to connect.
7. Also, please keep white paper and pen with you.
8. If a candidate fails to connect the interview panel for appearing interview at the scheduled time of his/her interview, then he/she should contact immediately through email to biooff@iitg.ac.in within 24 hours from the scheduled time of his/her interview. **Otherwise it will be presumed that the candidate is not willing to appear for the interview and will be treated as absent for the interview.**

9. **During November 20 to 25, 2020**, the candidates (who are called for the interview) are requested to enter their details such as mobile phone number, Microsoft Teams id, Skype id and Gmail ids for online interview in the provided **link for the google form**.
10. On **November 27, 2020**, there will be a **dry run (trial run)** for connecting through Microsoft Teams, etc. with the candidates for testing purpose. More details in this regard will be notified in the PhD Admission Webpage of the Department.

For any other announcements, updates and results as well as timely follow-up actions to be taken, the candidates will have to constantly monitor the instructions available in the PhD Admission Webpage of the Department and in the PhD Admission Webpage of the Institute.

For any enquiry, you may contact biooff@iitg.ac.in or the office of the Department of Biosciences and Bioengineering Phone: 0361-258 2250, Fax: 0361-258 2249.

(Prof. Latha Rangan)
Head, Department of Biosciences and Bioengineering

SAMPLE CALL LETTER