



NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH BHUBANESWAR
(An autonomous Institution under Department of Atomic Energy, Govt. of India)

राष्ट्रीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भुवनेश्वर
(परमाणु ऊर्जा विभाग, भारत सरकार का एक स्वायत्त संस्थान)

Procedure for Processing of Mentorship Grant

(For 5-yr Integrated M.Sc. & M.Sc. in CMRP students of NISER)

1. Int. MSc. students in 1st year desirous of doing a Summer Internship should apply in the month of April to the Academic Section, NISER. Int. MSc. students from 2nd year onwards should submit the Summer Internship Proposal form in their respective Schools. All students of the M.Sc. program in Medical and Radiological Physics may apply to the designated authority at the CMRP.

The proposal forms are available on the intranet. (i.e., Intranet/ Forms for M.Sc. students)

2. The students availing the DISHA/DAE scholarship having a CGPA of 6.0 or above and the students availing the INSPIRE scholarship having a GPA of 7.0 or above in their last Academic year are eligible for receiving the Mentorship Grant of ₹20,000/- per annum.
3. The students with a CGPA of less than 6.0 (DISHA/DAE fellowship) and a GPA of less than 7.0 (INSPIRE fellowship) can also carry out the Summer Project. But they shall not be eligible for the Mentorship Grant.
4. A) For students doing projects in NISER, the expenses related to consumable are reimbursed only to the student.

B) For students doing projects in India (i.e., outside NISER), the expenses related to travel, accommodation and consumables are reimbursed to the student.

Please note that no food expenses are reimbursed to the student since the student receives a scholarship during that period.

5. The students of the of the 5-yr Integrated M.Sc. program and those of CMRP for the first two years, may be allowed to carry out a research project in any Institute/University/Laboratory by utilizing the Mentorship Grant.





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If the sponsoring Institute pays any stipend or travel grant, only the difference between the support received from all sources combined and actual expenditure will be reimbursed from the Mentorship Grant.

If the stipend amount is more than ₹20,000/- and the host Institute pays for it, then no Mentorship Grant will be paid to the student from NISER.

6. After completion of the project work under a research supervisor (Mentor/Project Guide), the students should submit the following documents to their respective schools (1st year Int. MSc. students submit the same to the Academic section).
 - a) A brief report outlining the objectives and results of his/her project duly signed by the supervisor.
 - b) The project settlement form is available on the intranet under the heading Forms for M.Sc. students and needs to be submitted along with the original GST bills with the required signature.
 - c) The bills should be produced in original and must be countersigned by the Project Guide and Chairperson of the School. Computer accessories purchased should be entered in the stock register of the Stores and Purchase Section. Any laboratory consumable purchased may be entered in the stock register of the Schools/Stores & Purchase Section (as applicable from time to time).
7. The settlement forms, complete in all respects, should be processed for sanction. A sanction order should be prepared by the respective schools with the signature of the Chairperson of the Schools, and a copy of the said order shall be communicated to the Finance & Accounts Section and the Academic Section.
8. The deadline for submission: The settlement form, complete in all respects with supporting documents, should reach the office of the respective Schools by the last working day in the month of August in the subsequent Academic Year.
9. As per the decision of BOG, students in the final semester of the program are eligible to utilize the Summer Internship grant during winter as the Winter Internship. The Schools should process the settlement forms in the same manner as in the case of Summer Internships.





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10. The minimum duration of the Summer Internship should be 42 days and 30 days for INSPIRE and DISHA/DAE students (Int MSc and Masters in CMRP) respectively.
11. Items purchased by the student will be entered in the Store and Purchase section's stock register and then issued to the student. The student may retain these items after completing the program. Kindle or e-reader devices purchased by the students will be entered in the Store and Purchase section's stock register and subsequently issued to them. Old/damaged devices/parts must be returned to the Store and Purchase section if there is a replacement/re-purchase and unless there is a buyback.
12. Carrying cases/bags/pouches, screen guards, covers, cooling devices, mats/stands, etc., is not allowed. The Internship grant is strictly for Academic purposes.
13. Before purchasing any item, the student must consult with and get the necessary formal approval of the Principal Investigator/Supervisor with whom the student is associated and pursuing the project work. The money will be reimbursed on submission of the GST bills.

Based on the recommendation of the committee and subsequent approval of competent authority, the following purchases for utilization of the Mentorship Grant by the Int. M.Sc. and M.Sc. program students will be adhered to with immediate effect:

1. Purchase of books, chemicals, and consumables relevant to the project.
2. Ordering of reprints/offprints of research papers.
3. For photocopies /color prints/special printing of materials (such as vinyl printing & flex printing etc.).
4. Towards payment of computer time/charges for analysis work.
5. Purchase of computer accessories for storage of scientific data, such as:
6. a. CD/DVD/Optical disks
b. USB, External HDD, or any such e-data storage devices
7. Purchase of stationery and postal charges (cost of stationary and postal expenses cannot exceed 20% of the total Mentorship Grant).
8. Towards meeting TA/accommodation charges (preferably hostel) only for project work in the institution outside NISER Bhubaneswar.





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9. Students are allowed to purchase only one Kindle or e-reader device from the mentorship grant during the whole tenure of the program.
10. The Computer peripherals include the following:
 - a. Keyboard, mouse, Stylus/tablet pens, ear/headphones
 - b. Connector cables (Power/SATA/IDE/LAN/USB/HDMI/VGA, etc.)
 - c. Add-on cards (PCI Express/PCMCIA)
 - d. All port-to-port adapters (USB-VGA/VGA-DP/VGA-HDMI/USB-RJ45)
 - e. Wi-Fi Router/USB Wi-Fi Dongle.
11. Purchase or repair of Internal storage devices (SSD/HDD)
12. Purchase or repair of Internal memory modules /RAM
13. Purchase or repair of Computer Components, Motherboards, SMPS, Monitor/Display

Office Seal



Debasmita Aleng

अध्यक्ष/सह- अध्यक्ष (अकादमिक)
Dean/Assoc. Dean (Academic)

सहायकी अधिकाता / Associate Dean
शैक्षणिक मामले / Academic Affairs

राष्ट्रीय विज्ञान शिक्षा एवं अनुसंधान संस्थान, भुवनेश्वर
National Institute of Science Education & Research, Bhubaneswar
पोस्ट-जटनी, खोर्धा-752050/P.O -Jatni, Khurda-752050

Copy to:

1. All Int. M.Sc. & CMRP students
2. All Faculty members
3. Finance & Account Section
4. Computer Centre
5. Store & Purchase Section
6. Central Library
7. Office copy