



**भारतीय वन्यजीव संस्थान**  
**Wildlife Institute of India**

**Rules and regulations for affiliation  
of candidates with the Wildlife  
Institute of India for Ph.D., M.Phil  
and Masters Degree**



April, 2007

## **1. Background**

- 1.1 The Wildlife Institute of India regularly receives request from students/individuals from universities, institutions and its own alumni from field for an attachment with the Institute to do Ph.D./M. Phil./Masters degree.
- 1.2 Henceforth, all candidates seeking attachments will require to have a formal “Admission to WII”. Candidates admitted to the Institute will be for specific purpose and duration. These can be terminated at anytime.
- 1.3 Any person other than regular research personnel (RA/SRF/JRF/TA) working in WII’s approved research projects or collaborative projects/programmes will require a formal admission to the Wildlife Institute of India. This rule will also be applicable to researchers from DST, CSIR, ICAR and other similar institutions.
- 1.4 The admission will be granted by the Dean, FWS. The Academic Cell will provide necessary support to the admission process.

The admission process will be as follows:

## **2. Eligibility**

- 2.1 Faculty member may agree to supervise theses/dissertation work of external candidates for the award of Ph.D, M.Phil and Masters degree pertaining to the subject/topics related to the wildlife conservation, forest management and environmental management.
- 2.2 Candidate intending to do dissertation with the Institute should send a request letter from the Head of his/her parent institution. This request letter should be addressed to the Dean, FWS, WII along with a copy of the CV stating the purpose and the duration of such attachment. In case the interested candidate has already established contact with a faculty member or Department of the Institute, the request letter may indicate such name(s).
- 2.3 Approval will be obtained on a printed application form which can be obtained free of cost from the Institute’s Academic Cell or download from WII’s website ([www.wii.gov.in](http://www.wii.gov.in)) (Annexure I).

2.4 Duly completed application form with an amount of Rs. 100.00 (Rupees one hundred only) should be submitted to the Academic Cell to get a formal admission. Fee will be deposited in the Finance Section for consideration of application by the Dean, FWS.

### 3. Duration

3.1 Admission will be valid for a specific period. This is mandatory for all type of attachments whether for regular degrees *viz.*, Ph.D., M.Phil or short duration dissertation for Masters degree. Beyond specific period the candidate will have to re-register himself/herself again by depositing Rs.100.00 (Rupees one hundred only).

3.2 Initial duration and the validity of admission will be as follows

Duration	Course/purpose	Renewal	Fee/Amount
1-6 months	Masters degree	Up to 6 months	Rs. 100
1-3 years	M.Phil/PhD	Up to 1 year on annual basis, maximum total six years	Rs. 100

3.3 The admission fee for foreign candidates has been dealt separately in the Section 11.

### 4. Caution Money

4.1 On attachment, the candidate will have to deposit certain amount as refundable caution money. Following is the prescribed amount for different categories:

Duration	Course/purpose	Caution money
1-6 months	Masters degree	Rs. 2,000
1-3 years	M.Phil/Ph.D.	Rs. 5,000

4.2 The caution money will be returned after obtaining a no dues certificate from all concerned sections. Otherwise, necessary deductions from the amount of caution money will be made for outstanding dues of any type.

4.3 The caution money for foreign candidates has been dealt separately in the section 11.

## 5. Access fees

5.1 The candidate will have to pay a non-refundable fee to have the access to various facilities of the Institute. This fee is not applicable while renewing the affiliation.

Duration	Course/purpose	Fees
1-6 months	Masters degree	Rs. 2,000
1-3 years	M.Phil/PhD	Rs. 5,000

5.2 The admission access fee for foreign candidates has been dealt separately in the section 11.

5.3 The candidate will have to pay separately all payable fees to his/her parent institution as per the norms of respective parent institution.

## 6. Access to facilities

6.1 Once the fee is deposited, the candidate will be issued a temporary identity card from the Institute. The candidates will be eligible to have access to computer and GIS facilities, laboratory and library.

6.2 The access to computer and GIS facilities will be subject to the availability of such facility at the prevailing time.

6.3 The cost of laboratory use and specific desired analysis work including Forensic Lab will be charged separately as per the prevailing rates of the concerned Laboratory to be decided by the Institute. The concerned faculty supervisor needs to formulate proposal and raise/ensure availability of funds for such analytical purpose.

6.4 The access to library will be limited to issue of a maximum of two documents at any time for Ph.D/M.Phil candidates and one document at any time for Masters degree students. Cost of photocopying will have to be borne separately as per the prevailing rate of the Library or Riso room.

6.5 The above payable fee will cover cost of one set of master copy of the thesis/dissertation or user maps of A4 size only, which will be produced during

the course of attachment by using computer, DTP or GIS laboratory facility. However, for additional copy the candidate will have to pay as per the existing rules/norms.

## **7. Accommodation**

7.1 Candidates granted above admission can apply for hostel accommodation separately in the prescribed application form obtained from the Hostel Warden. Hostel accommodation will be provided subject to availability for specific period on usual payment basis. However, preference will be given to the WII approved project personnel. Prevailing rules of hostel will be applicable to the candidates.

7.2 Mess bill and other charges pertaining to the dining hall will have to be paid separately by the candidate.

## **8. Facilitation of field research**

8.1 For the specified and approved field component by the Dean, FWS the WII will facilitate the procurement of necessary permission and other documents and will liaise with the concerned Forest Departments. However, all costs/expenses on travel, lodging and board, and field expenses will have to be borne by the candidate. The candidate himself/herself will ensure availability of funds for such purpose.

8.2 The Institute will facilitate admission to Ph.D degree courses to Universities those have granted affiliation to WII, which is at present available only with Saurashtra University, Rajkot (Gujarat) and FRI Deemed University, Dehra Dun. Candidates will be required to complete all admission/registration procedures at his/her cost and pay all relevant fee amounts directly to the University in consultation with the supervising faculty of the Institute.

8.3 Candidates admitted to WII for above mentioned academic programmes will not be issued any equipment from WII's store, laboratories, computer & GIS facility. However, they will be able to get issued document(s) (books, etc.) as specified

above for each category for the duration adopted by WII's Library. Because of purely temporary basis of affiliation, no equipment either expensive or small will be issued to the candidate

- 8.4 For local travel to and from the Institute, the candidate can use Institute's regular transport services subject to the availability of space/seats. For this purpose, candidates will require to apply separately to concerned authority (Head of Office) through his/her supervising faculty and on prescribed payment basis.
- 8.5 The WII will not be responsible for any casualty/mishap including any type of accident and resultant death or injury to body or any other type of loss of property, etc. to the candidate while staying at WII campus or in field or during tour/transit.
- 8.6 The Institute will provide no medical facility to the above candidates. It is advised that the candidates may obtain their individual insurance (life, accident and medical) to cover any exigencies. No medical bill of the candidate(s) will be reimbursed by the WII.

## **9. Conduct**

- 9.1 The conduct of the candidates in the campus as well as in field should always be orderly and gentlemen like. Candidates should abide by the rules and regulations of the Institute and field organizations at all times.
- 9.2 Candidates will have to give an undertaking in a prescribed format for any loss, damage or mishap happening to the candidate himself/herself while staying at WII campus or field or during tour/transit.
- 9.3 The candidate himself/herself will be responsible for the proper conduct and the admission will be cancelled if the candidate is found to disobey Institute's rules, norms, guidelines, and indulge in any unwarranted activities, which harm WII's reputation. The Director, WII has the right to modify any provision stipulated in the present rules.

## **10. No dues**

- 10.1 On completion of the academic programme/project/attachment term, the candidate will submit at least one copy each of her/his final output (dissertation/theses) to the Institute's library and concerned supervisor(s) without which "no dues" certificate will not be issued.
- 10.2 On successful completion of Ph.D./M.Phil./Masters degree the concerned supervising faculty/Principal Investigator will issue a certificate of work done by the candidate.

## **11. Foreign National seeking admission**

- 11.1 The Institute often receives request from foreign nationals belonging to different institutions, universities and other conservation organizations to do their field work in India for M.Sc./M.Phil/Ph.D. degrees. Such candidates need to correspond in advance with the Dean, FWS, WII and inform their plans of proposed activities/academic programme.
- 11.2 They should submit a letter of request/introduction/recommendation from the competent authority or official of repute belonging to their concerned parent organization stating the purpose and the duration of such requested attachment.
- 11.3 The affiliation will be available for a period of 1 to 6 months for Masters' Degree and 1-3 years for M.Phil/Ph.D., depending on the purpose of their academic affiliation.
- 11.4 The candidate will arrange his/her travel documents and visa. Wherever necessary the WII will act as facilitator only.
- 11.5 Once the Institute has conveyed its approval to the candidate for the proposed admission, the candidate can travel to WII, Dehra Dun on his/her cost. On arrival at the Institute the foreign candidates need to submit the duly filled application form and deposit Rs. 500/- or US\$ 15 for admission.
- 11.6 For admission, approval of the Dean, FWS will be required.

- 11.7 Foreign candidates including SAARC nationals granted admission will need to deposit refundable caution money of US\$ 100 or its equivalent amount in Indian Rupees.
- 11.8 The foreign candidates need to pay access fees of US\$ 120 or its equivalent in Indian Rupees for SAARC nationals, to use various Institutes facilities as stated in Section 5.
- 11.9 The fee structure for SAARC Nationals will be equivalent to those of Indian Nationals (Rs. 5,000/-).
- 11.10 The candidate will be provided accommodation in WII's Hostel on usual payment basis. This is subject to the availability of room in New or Old hostels.
- 11.11 The candidate needs to submit copies of his travel documents along with the admission form. She/he may have to do liaison with Local Intelligence Unit as per the rules of the Government of India.
- 11.12 In all other respect; the rules and regulations as stipulated in the case of Indian Nationals will also be applicable to visiting foreign nationals.

## **12. Number of seats**

- 12.1 The number of seats may be limited up to 12 candidates per academic year (April-March) seeking affiliation with WII, for Masters' Degree/M.Phil./PhD.

## **13. Saving and repeal of the rule**

- 13.1 The Director, WII reserves the right to modify, alter, delete, amend or add any of the rules or regulations contained herein for the smooth and efficient running of the Institute and may grant affiliation to deserving candidates not specifically covered under these rules and regulations.
- 13.2 The Director, WII is competent to discontinue above attachment/deter candidate to continue in WII's programmes, if he/she is found defaulter in any rules/regulations of the Institute.







## **Admission Form for Ph.D./M.Phil./Masters' Degree**

### **PART I: Personal History Form**

Surname (Family name):			
First Name:			
Date of Birth:		Age:	
Nationality:		Sex:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Passport No.:		Place of Issue:	
Passport Date of Issue:		Passport Expiry Date:	
Home Address:			
Home Telephone No.:			
Home Fax No:			
Home E-mail Address:			
Mobile phone No:			
Ministry/Organization:			
Current position held:			
Name and Address of the parent institution			
Name and designation of the Mentor/Supervisor			
Telephone No.:			
Fax No.:			
Work E-mail Address:			

Web site:	
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**PART II: Nature of affiliation requested with the Institute**

Affiliation requested for	<i>Ph.D. Thesis</i>		<i>M. Phil. Dissertation</i>		<i>Masters Dissertation</i>	
	<i>Library use</i>			<i>Others</i>		
Duration of affiliation	<i>From Date</i>			<i>To Date</i>		
Study topic/theme if any						
Recommending faculty (WII)						

**PART III: Access requested at WII**

Library		Approximate hours/days	
Computer room		Approximate hours/days	
GIS facility		Approximate hours/days	
Analytical laboratory		Approximate hours/days	
Forensic laboratory		Approximate hours/days	
Herbarium		Approximate hours/days	
National Wildlife Database		Approximate hours/days	
ENVIS Centre		Approximate hours/days	
Accommodation required	New Hostel		Old hostel
Duration of stay			

**PART IV: Undertaking**

Undertaking	(a)	<i>All information furnished by me is complete and correct</i>		
	(b)	<i>The WII will not be held responsible for any mishap, damage, loss, injury to me in the campus or during the course of field work.</i>		
	(c)	<i>I understand that the Director, WII has right to cancel my affiliation in case my behavior and conduct are not found satisfactory</i>		
Date of application	Date		Signature	

**PART V: Acceptance**

<i>Mentor faculty at WII</i>		<i>Date</i>			<i>Signature</i>	
Approval of the Dean		<i>Date</i>			<i>Signature</i>	
<b>Copy</b>	<i>Library</i>		<i>Computer &amp; GIS Cell</i>		<i>Laboratory</i>	
	<i>Forensic laboratory</i>		<i>Herbarium</i>		<i>NWD Cell</i>	
	<i>ENVIS Centre</i>		<i>Hostel Warden</i>		<i>Academic Cell</i>	

**PART VI: Details of fees**

Admission fees	Amount	Bank Draft/Cash Receipt Details
Caution Money		
Access fees		
Total amount		