

Indian Institute of Technology
Department of Biochemical Engineering and Biotechnology (DBEB)

Admission to PhD Program (Sem 1, 2020-2021)

July 08, 2020

Dear shortlisted candidate,

Thank you for your interest in the Ph.D. program at Department of Biochemical Engineering and Biotechnology at Indian Institute of Technology Delhi. With reference to your application, you will be interviewed on **July 17, 2020 (Friday) between 09:00 – 18:00** (interview slots will be uploaded on the departmental website latest by July 14, 2020). Please read the instructions carefully. The interview will be conducted **online using MS Teams**. The instructions regarding the interview process are given in detail below:

Selection process

- The students will be selected to the DBEB Ph.D. program through a two-stage interview process.
- The interview will be conducted online through MS Team (see instructions below).
- The candidates are requested to fill the Google form (that will be sent through e-mail) before 12th July 2020.
- Please give a choice of 3 Ph.D. projects offered by the faculty for the upcoming semester (list available @ <http://beb.iitd.ac.in>).
- Please also provide a list of 3 subjects of your choice from your undergraduate and post-graduate studies.
- The first stage of interview will be conducted on July 17, 2020 (Friday) between 09:00 – 18:00. For your time slot, you are requested to visit the departmental website by June 14, 2020).
- The first stage of interview will be based on your knowledge/understanding of undergraduate and post-graduate courses.
- Candidates shortlisted from the stage 1 will be invited for the next round of interview.
- The list of candidates shortlisted from stage 1 will be uploaded on the departmental website on July 20, 2020 (monday) along with the date for stage 2 interview.
- The stage 2 interview will be based on your specialization, thesis, research aptitude and your understanding of the proposed Ph.D. projects.

HOW TO JOIN THE INTERVIEW using MS Teams

In order to join the Ph.D. interview on the scheduled dates, you need to access the Microsoft Teams meeting link mailed to you, as per the time slot allotted to you. Please follow the following steps:

- You do NOT need a Microsoft Account to join the meeting (Please join as GUEST only)
- You can join the meeting through a web-browser. Please use Google Chrome browser or Microsoft Edge] or using The Microsoft Teams app on a smart phone
- Make sure you login with your FULL NAME (the same name as it appears in your application).
- Please login about 10-15 minutes before the time allotted to you.
- Wait in the Lobby till you are let into the interview room. [The app may force you out of the Lobby if your wait time exceeds 15 mins. Don't worry - log in again]
- Keep your video and audio switched on.
- Please show your Photo ID to the camera, when asked at the beginning.
- At the end of the interview wait for the host to let you out of the interview room.

For help on MS Teams:

<https://support.microsoft.com/en-us/office/join-a-meeting-without-a-teams-account-c6efc38f-4e03-4e79-b28f-e65a4c039508>

<https://www.onmsft.com/how-to/no-teams-no-problem-heres-how-to-join-meetings-as-a-guest-in-teams>

Important Instructions for Candidates

- 1) Candidate should login using the Microsoft Teams meeting link sent to their email. You should only login as a GUEST and enter the FULL NAME as given in your application.
- 2) During interview session you should have few blank papers and pen (preferably sketch pen).
- 3) Candidate must have a valid photo-id during the time of interview, and should be shown to the interview board through the web camera.
- 4) **If any candidate is found using unfair means or indulge in any unfair practices during the exam, the interview panel will take appropriate action. [Please make sure that there are no interruptions, moving around, movements away from camera etc.]**

- 5) The interview panel reserves the right to take appropriate decision for the smooth conductance of the interview process.
- 6) Your admission is provisional and the Department reserves the right to have a personal interview any time, if needed.
- 7) Please make sure that you fulfill the shortlisting criteria, as given in the DBEB website (<http://beb.iitd.ac.in>). If not, please do not attend the interview.
- 8) If you fulfill the shortlisting criteria, as given in DBEB department website and your name does not appear in the interview table and willing to appear for interview, please contact: rjain@iitd.ac.in with the subject line “Regard PhD selections”

Shortlisted candidates are compulsorily required to fill up a Google form (that would be circulated by email) before July 12, 2020, to appear for online interview. You are advised to check DBEB website (<http://beb.iitd.ac.in>) on July 16, 2020 for any changes in your time slot.