

सी. एस. आई. आर. – भारतीय रसायनिक जीवविज्ञान संस्थान  
कोलकाता-७०००३२

**CSIR-Indian Institute of Chemical Biology  
Kolkata: 700032**

**Summer Training/Internship/Dissertation Work:2023**

ग्रीष्मकालीन प्रशिक्षण / इन्टर्नशिप / निबंधकाम कार्यक्रम: २०२३

Eligible students pursuing P.G. Courses (M.Sc/M.Pharm/MTech) from any recognized Indian University/College in the relevant area may submit their application to be considered for pursuing their training at CSIR-IICB.

Applications will be received strictly as per the format given in our website. Academically brilliant eligible candidate may be considered for selection, depending upon the accommodation capacity available with the scientist and fulfillment of required criterion.

Opportunities are also available for short-term trainee/summer-fellows through the sponsored programme from the government agencies such as Academy Summer Fellow (INSA/IAS), INSPIRE, KVPY etc. In such cases, CSIR-IICB will accept application or recommendation from the concerned sponsored agencies. No direct application from the student will be accepted under this category. Selected students from Biotech-RISE programme (programme of W.B Govt, Biotech Department) are also admitted as per admissibility.

Dr. Sanjay Dutta  
Principal Scientist  
Head, Human Resource Group (HRG)  
Academic Affairs Division  
CSIR-Indian Institute of Chemical Biology  
4- Raja S.C. Mullick Road  
P.O . Jadavpur  
Kolkata 700032

**For queries:**

**Email/ई मेल:** [debasree@iicb.res.in](mailto:debasree@iicb.res.in) / [dissertation.iicb@gmail.com](mailto:dissertation.iicb@gmail.com)

**Ph. No. - 03324995702**

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कोलकाता-७०००३२

**CSIR-Indian Institute of Chemical Biology**

**Kolkata – 700032**

**Summer Training / Internship /Dissertation Work (DW) Programme  
for Post-graduate Students : 2023**

**पोस्ट ग्रेजुएट छात्रों के लिये ग्रीष्मकालीन प्रशिक्षण / इन्टर्नशिप /निबंधकाम कार्यक्रम: २०२३**

**Objectives/ उद्देश्य:**

The aim is to let young minds feel the thrill and excitement of science by working on a project requiring application and critical appreciation of scientific principles.

It also aims at active participation in the learning process through experimentation and putting into practice the knowledge acquired in the classrooms. This program provides an opportunity to gain research experience and work closely with a scientist.

**Eligibility /योग्यता:**

- ❖ Student must be pursuing postgraduate courses from a recognized University/ Institute /college in the relevant area.
- ❖ He/ She must have secured at least 60% marks throughout his/ her academic career (From Secondary exam onwards).
- ❖ Training must be essential for the candidate's course curriculum.

**Application procedure/ आवेदन प्रक्रिया:**

Application must include:

- ❖ Bio Data and academic records of the student as per 'APPLICATION FORM' [Form A] provided below.
- ❖ Recommendation Letter (in original) from the Head of the Institution /University/Department. [strictly as per 'SAMPLE RECOMMENDATION LETTER' format provided below]. [Application written by the student without any institutional endorsement will not be considered.]
- ❖ Completed applications along with all necessary documents is required to be sent by post to the address indicated at the end of this notice or may be delivered by hand to the Receiving & Despatch Section, CSIR-IICB, Jadavpur Campus. The envelope containing the required documents is to be superscribed as "SUMMER TRAINING/ DISSERTATION WORK-2023" indicating month & year of recommended training period.

*When to Apply / आवेदन करने का समय:*

**Final applications (in hard copy) must be received by the CSIR-IICB-HRG at least 45 days prior to the commencement of the recommended training.**

**Accommodation/आवास :**

**The selected students have to make their own arrangements for accommodation at Kolkata during their training programme.**

Note:

- ❖ Incomplete and invalid applications in any respect will be summarily rejected & no correspondence in this regard will be entertained.
- ❖ The decisions about the selection will be final and no correspondence will be entertained in this regard.
- ❖ Depending upon the ownership of the college to which the candidate belongs, the training fees varies.
  - No fees will be charged from any Government Academic Institution.
  - The stipulated fees is applicable only for eligible & selected candidates from any non-governmental institutes/colleges/University

**Information/ Contact/सूचना/संपर्क:**

- ❖ Selected trainee will be informed through email and the exact date of joining will be communicated by the concerned accommodating scientist through e-mail.
- ❖ For any further information [except enquiry about selection or status of the application] please email at [debasree@iicb.res.in](mailto:debasree@iicb.res.in) / [dissertation.iicb@gmail.com](mailto:dissertation.iicb@gmail.com) .
- ❖ Guardians/students are requested not to contact the undersigned over phone or by visiting personally regarding their application status or selection.

**Address for application submission/आवेदन जमा करने के लिये डाक-पता:**

Dr. Sanjay Dutta  
Principal Scientist  
Head, Human Resource Group (HRG)  
Academic Affairs Division  
CSIR-Indian Institute of Chemical Biology  
4- Raja S.C. Mullick Road,P.O . Jadavpur  
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**CSIR-INDIAN INSTITUTE OF CHEMICAL BIOLOGY**  
KOLKATA – 700 032

**APPLICATION FORM**

Post-graduate Student Programme: Summer Training / Dissertation Work (DW)

1. Name of Applicant \_\_\_\_\_

2. Father's Name \_\_\_\_\_

3. Permanent Address \_\_\_\_\_

4. Address of Communication \_\_\_\_\_

E-Mail \_\_\_\_\_

Phone no. \_\_\_\_\_

5. Pursuing Degree \_\_\_\_\_  
(Indicate Department & Courses)

6. Year of study \_\_\_\_\_

7. College/ Institute /University \_\_\_\_\_

Whether it is a-

a) Non-Government Academic Institution

OR

b) Government Academic Institution

8. Details of training requested:  
Duration (in months): \_\_\_\_\_

Period: From ...../...../..... to ...../...../..... (DD/MM/YY)

9. Date of Birth : ...../...../.....

## 10. Academic Qualifications:

List serially the academic records of all examinations from Secondary/Higher Secondary onwards.

Examination	Name of School/ Board/ University	Year	Subjects	Percentage of marks*	Division/ Class

*\*Marks obtained in grade point, if any, is required to be calculated in terms of percentage.  
Do not attach copies of the mark sheets. Verification of marks will be done at the time of joining.*

Achievements (if any) *State-level Medals, Scholarships, Prizes or any other Award, Distinction or Honor won:*

11. Other Qualifications (if any): \_\_\_\_\_

12. Research Training (if any) : \_\_\_\_\_

13. Name of the accepting CSIR-IICB Scientist (Document of consent to be enclosed)\*

### **Declaration of the student:**

1 . I declare that the information provided in regard to my application for training at CSIR-IICB is true and complete.

2 . It is my responsibility to submit required documents as and when instructed. I shall abide by the rules and regulations during my training period at CSIR-IICB.

3 . (If applicable) I am aware about the fee-structure and willing to pay as per CSIR-IICB guidelines

Date:

\_\_\_\_\_  
Signature of the Student

Place:

\_\_\_\_\_  
Name of the Student (in capital letters)

\*Prior Consent ,if any, given by the accommodating CSIR-IICB scientist is to be enclosed with the application.

**SAMPLE RECOMMENDATION LETTER**  
***(On Institutional Letter Head only, with all Contact details)***

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To  
The Director  
CSIR-Indian Institute of Chemical Biology  
4-Raja S. C. Mullick Road  
Kolkata- 700032

(Kind attn: Head, HRG-Academic Affairs)

Sub: Summer Training /Dissertation/Internship request.

Sir,

Mr/Ms ..... the student of ..... course wishes to undertake dissertation / internship at CSIR-IICB in the R & D area of ..... of CSIR-IICB. He/she requires to do the training for a period of ..... months from ..... to .....

Mr/Ms..... is studying in our university /institute/ college in ..... department and bears good moral characters and conduct.

This is to certify that the dissertation is part of his/her course curriculum and will be evaluated by examiners and shall carry the name of the supervising CSIR-IICB Scientist in the submitted dissertation work.

It is our responsibility to protect the confidentiality of the data presented in the dissertation and shall not be published without the written consent of supervising CSIR-IICB Scientist. The student has been adequately informed to strictly abide by the rules-regulations and discipline of your institution.

Thanking you.

Sincerely

Signature

(Name in full & Date)

*[Letters without signature of the recommending authority or without intended period/dates of project/internship will not be considered.]*

## **Fees Structure-**

The following fee structure & new terms and conditions w.e.f 1st Feb 2021 has been fixed for pursuing Summer Training/PW/DW at CSIR-IICB:

Duration Of Training	Fees Structure
01-02 months	Rs 10,000 per month
03 months	Rs 25,000
04-05 months	Rs 25,000(for first 3 months)+Rs 10,000pm(for remaining months)
06 months	Rs 50,000
07-08 months	Rs 50,000(for first 6 months)+Rs 10,000pm(for remaining months)
09 months	Rs 75,000
10-11 months	Rs 75,000(for first 9 months)+Rs 10,000pm(for remaining months)
12 months	Rs 1,00,000

- 1) No fees will be charged from any Government Academic Institution.
- 2) The stipulated fees as notified above is applicable only for eligible & selected candidates from any non-governmental institutes/colleges/University.

## **The modalities of payment of fees are as follows-**

Selected trainee will be informed through email and the exact date of joining will be communicated by the concerned accommodating scientist through e-mail.

In cases where fees is applicable,selected candidates can make payment by Online Transfer.

(For Payment via online transfer)

Bank Detail (for Electronic Fund Transfer)

Account Name: Indian Institute of Chemical Biology

Name of the Bank: State Bank of India

Name of the Branch : Jadavpur University

Branch Account Number: 30272881915

IFSC Code: SBIN0000093

OR

Click on the "epayments" link provided at bottom of [www.iicb.res.in](http://www.iicb.res.in) page for making online payment

The training fees is non-refundable under any circumstances once paid.

The scanned bank/online receipt must be sent to e-mail id: [debasree@iicb.res.in](mailto:debasree@iicb.res.in) and [dissertation.iicb@gmail.com](mailto:dissertation.iicb@gmail.com) atleast seven (07) days prior to joining date of candidate.

Original receipt shall be deposited at time of joining of the training programme at HRG dept. along with the filled in Enrolment Form (prescribed Enrolment Form will be available from HRG-IICB office)

All documents in original to be shown on the joining day for training programme

Director