



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान कोलकाता
Indian Institute of Science Education and Research Kolkata

Welcome to IISER Kolkata

Information Booklet



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Message from the **Director**

Dear Students,

Greetings and a warm welcome to IISER Kolkata!

It is a matter of great joy to welcome you into our academic community. As you begin this new chapter of your educational journey, you are entering an institution that values curiosity and creativity. Each of you brings unique talents and aspirations, and together you will enrich the vibrant culture of learning and discovery that defines IISER Kolkata.

We encourage you to engage wholeheartedly with your studies, participate actively in campus life, and uphold the

values of integrity, respect, and inclusiveness. Your time here will not only shape your academic growth but also prepare you to contribute meaningfully to society and to the advancement of science.

On behalf of the entire IISER Kolkata fraternity, I extend my heartfelt wishes for your continued learning, exploration, and fulfillment. May your journey here at IISER Kolkata be inspiring and transformative.

I warmly welcome you all to IISER Kolkata and wish you an enriching journey of learning, exploration and fulfillment. Thank you !

Prof. Sunil Kumar Khare
Director, IISER Kolkata

Message from the **Deans**



Prof. Rangeet Bhattacharjee
Dean of Academics

Dear Students,

It gives us immense pleasure to welcome you to IISER Kolkata!

You belong to this campus from today. As you begin this new chapter of your life, we are confident that your journey here will be intellectually enriching, personally fulfilling, and filled with memorable experiences and lifelong friendships. IISER Kolkata will offer you not only rigorous academic training and exposure to cutting-edge research, but also numerous opportunities for personal growth, community engagement, creativity, and exploration beyond the classroom.

The Office of the Dean of Academic Affairs, commonly known as the Academic Cell, oversees all academic matters of the Institute—from admission and course registration to academic progression and the awarding of degrees. For academic guidance or concerns, BS-MS students may contact the Institute UGAC Convenor, IPhD students may approach the respective departmental UGAC Convenor, and PhD students may contact the departmental PGAC Convenor. Students may also seek the assistance of the General Secretaries, Academic, of the Students' Affairs Council in presenting academic concerns through the appropriate channels.



Prof. Koushik Dutta
Dean of Students'

The Office of the Dean of Students' Affairs, through the Students' Affairs Section, is committed to supporting student welfare, hostel life, campus activities, and overall well-being. It serves as a vital link among students, faculty members, and the Institute administration, and acts as a central point of contact for student-related support, campus resources, and policy-related queries.

This booklet has been prepared to help you become familiar with academic processes, campus living, emergency contacts, student facilities, support systems, and the Students' Affairs Council. We encourage you to make full use of these resources, participate actively in campus life, and contribute positively to the diverse and vibrant IISER Kolkata community.

We wish you a happy, healthy, and rewarding journey at IISER Kolkata.

Warm regards,
Dean of Academic Affairs
Dean of Students' Affairs
IISER Kolkata

Get Oriented

-  Attend your Scheduled Orientation Events
-  Locate Hostels
-  Locate Academic and Student Affairs Office
-  Locate your Lecture Theatres, Classrooms and Labs
-  Locate the Shops, Cafes and Dining Areas on the Campus
-  Connect your Devices to the Student Wi-Fi
-  Sign up for a Library by using the Institute ID Card
-  Join a Club or Society
-  Top up your Mess Account
-  Secure a Locker, if you need one
-  Find out where to get Support
-  Apply for Disability Service Support if you need to
-  Make Friends

Orientation for New Students

Most of you would be staying away from your families, on a campus, for the first time, when you come to IISER Kolkata. Hostel Life has its thrills, but it also comes with a lot of hiccups and worries at times. A new place, new people, food, culture, rules, all of this can be quite overwhelming. This is why we have an orientation session for you. Some faculty members and senior students will engage with you, and break the ice – expect a lot of fun and introductions! There will be a campus walk, introducing our beautiful campus to you. There will be some games and a lot of camaraderie, provided you are up for it.

Our students engage in a lot of sports and cultural activities throughout the year. At the clubs fair, you will meet the representatives of all the clubs on campus, from cricket to chess, drama to arts, literary to nature, you will find something to engage in for sure. Explore, engage, and share the excitement that your seniors feel in welcoming you!

Timetable for Orientation

Date, Time, Venue and other details will be shared during the Registration Process.

Cricket Ground

Academic Environment and Campus Life

Welcome to Indian Institute of Science Education and Research Kolkata! Here, learning is driven by curiosity, creativity, and a passion for discovery. The institute offers an interactive academic environment where students work closely with faculty, explore ideas across disciplines, and gain hands-on research experience from the early years of their programme. Well-equipped laboratories, modern classrooms, and an excellent library provide the resources needed to support your academic journey.

Spread across 210 acres, the IISER Kolkata campus offers a serene, green and pollution-free environment enriched by trees, flowering plants, open spaces, ponds, and rich biodiversity. It is an ideal setting for academic growth, research, and overall personal development. Beyond academics, the fully residential campus is home to a

diverse and welcoming student community. Student clubs, cultural and sports activities, seminars, workshops, festival, and outreach programmes provide countless opportunities to explore new interests, build lasting friendships, and create a fulfilling campus experience.



R. N. Tagore Auditorium

OVERVIEW OF THE CAMPUS



Students' Monitored Canteen (SMC)

All students of IISER Kolkata may avail themselves of the mess facilities using their Institute ID card and are provided a lower, non-profit rate on all items in the menu, subject to prior activation of their mess accounts. Outsiders, however, must pay in cash or through debit/credit card and are charged extra on all items.

After completing registration with the Institute and receiving the Wi-Fi user ID and password, students are requested to visit the canteen with their ID card and preferably recharge their mess account with an amount of ₹1000–2500 using an ATM/debit/credit card. The recharge may also be done online at <http://studentmess.iiserkol.ac.in>. Until the ID card is

issued, students may purchase food by paying at the cash counter.

The mess follows a prepaid system, where students can recharge their individual accounts online with any desired amount at their convenience during the month.

A mess boarder is charged only for the items they consume, and that too at a lower rate. No amount is charged if they choose to skip a meal.

The mess account gets blocked if the available balance on the card goes below ₹50 and has to be recharged before further use.

The Students' Monitored Canteen takes pride in being a system unique to IISER Kolkata.



Main Canteen

Academic Buildings

AJC Bose Research Complex:

Houses the Departments of Biological Sciences, Chemical Sciences, Physical Sciences, and Earth Sciences, along with laboratories, faculty and departmental offices, Meghnad Saha Lecture Theatre, Asima Chatterjee Lecture Theatre, and refreshment shops.

Lecture Hall Complex (LHC):

Houses DN Wadia Lecture Theatre, A. P. C. Roy Lecture Theatre, classrooms, food court, and faculty/staff lounge.

Department of Computational and Data Sciences Building:

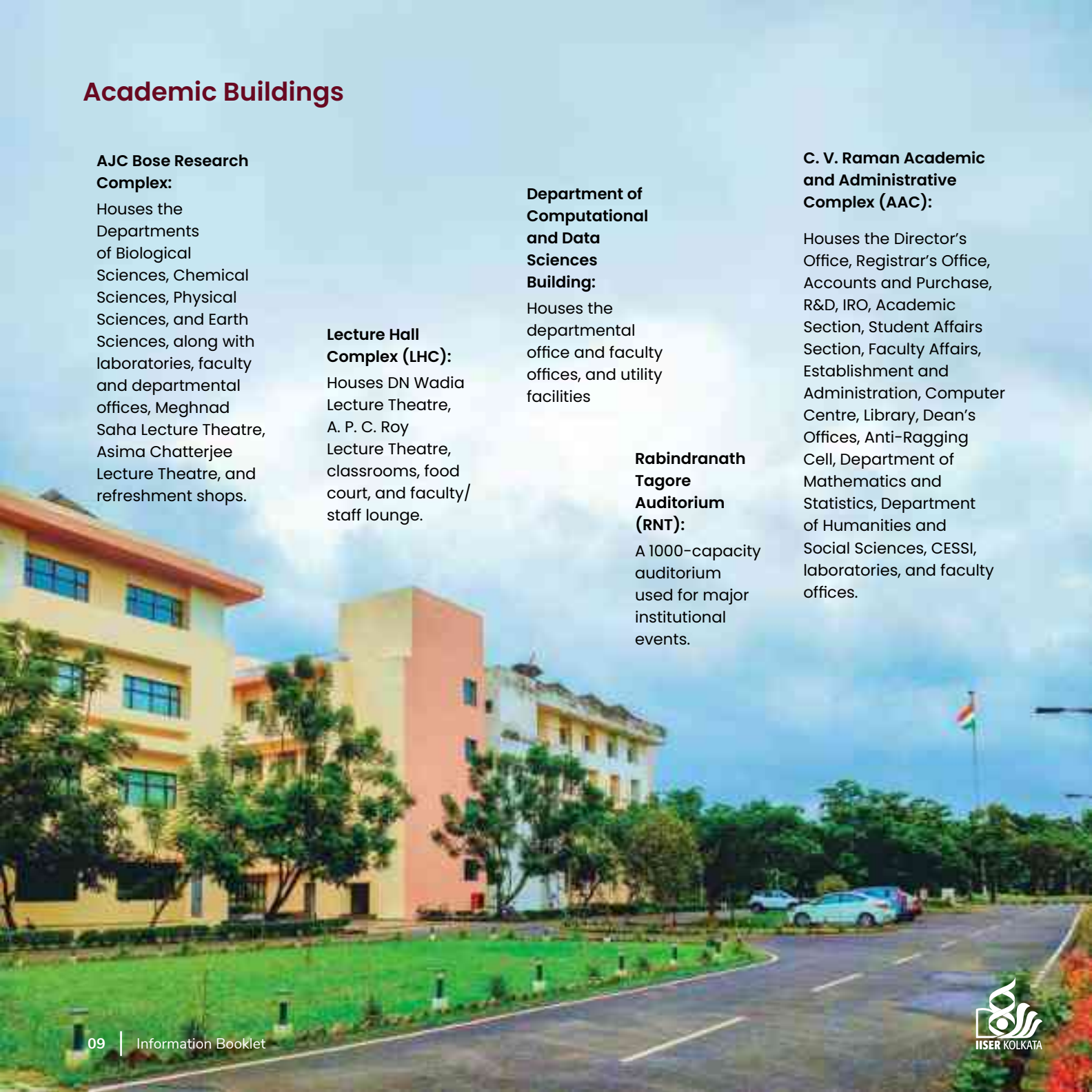
Houses the departmental office and faculty offices, and utility facilities

Rabindranath Tagore Auditorium (RNT):

A 1000-capacity auditorium used for major institutional events.

C. V. Raman Academic and Administrative Complex (AAC):

Houses the Director's Office, Registrar's Office, Accounts and Purchase, R&D, IRO, Academic Section, Student Affairs Section, Faculty Affairs, Establishment and Administration, Computer Centre, Library, Dean's Offices, Anti-Ragging Cell, Department of Mathematics and Statistics, Department of Humanities and Social Sciences, CESSI, laboratories, and faculty offices.



Banking and Shopping Facilities

Indian Overseas Bank operates on campus opposite the Food Court, with its ATM located near RNT Auditorium. An SBI ATM is also available near Gate No. 1, near to the security control room.

Several shops and food outlets are available within the campus to meet the daily needs of students and residents. The LHC has a food stall, while the Food Court near the LHC pond area has shops serving tea, breakfast, lunch, and afternoon snacks. There are two cafés inside the RC/TRC. The canteen basement houses several stationery stores selling educational materials, cakes, drinks, and other essentials. A night canteen operates at Nivedita Hostel. Vending machines are also available in hostels, SAC, and RC.

In addition to all these, 7 No. Gate hosts several shops of different kinds.



Basement Shops



SBI ATM



Food Court and Cafeteria



TRC Cafeteria

Transport

The campus is well connected by public transport from Kalyani and Kolkata. The Institute also provides bus and Bolero services to and from Kalyani Station via Central Park, Kalyani. Details are available on the Institute website.

Hostel Facilities

IISER Kolkata has three main student hostels: Netaji Subhash Chandra Bose Hall, Ishwar Chandra Vidyasagar Hall, and Nivedita Hall. NSCB and Nivedita Hall have both boys' and girls' wings, while ICV Hall is designated for boys only. All incoming 1st year student in the BS-MS programs stays at Nivedita.

Hostel rooms are furnished with basic amenities, including a bed without mattress, table, chair, and almirah. All hostels provide 24×7 water supply, electricity, Wi-Fi connectivity, hot drinking water, geysers, washing machines, refrigerators, and other essential facilities for a comfortable stay.



Guest House Facility

The Institute has two guest houses: one located on campus and another at Salt Lake, Kolkata. These facilities support the IISER Kolkata community in hosting official visitors and guests.

Guest house booking should be initiated well in advance of the guest's arrival. Further details are available on the Institute website.

Visitors' Hostel

IISER Kolkata Campus
Mohanpur - 741 246
Nadia, West Bengal, India

Salt Lake Guest House

DC-35/1, Sector-I
Salt Lake, Kolkata - 700 064, West Bengal, India
Contact No. 3361360000, Extn.: 1600, Extn.: 1174
Email ID: guest.house@iiserkol.ac.in



Safety and Security Measures

The campus has a well-organized 24×7 safety and security system to ensure a secure environment for students, faculty, staff, and residents. Trained security personnel are deployed at entry and exit points, academic buildings, hostels, and other key areas, with regular patrols across the campus.

Access to the campus is monitored, and security staff remain available to provide prompt assistance in case of any emergency or unforeseen situation.

The Institute also has 24×7 fire safety support, with trained personnel, necessary fire safety equipment, and standard safety protocols in place to ensure preparedness and quick response.

Contact Details

Security Control Room (24×7)
IISER Kolkata Security
Contact No.: 9163742593
Extension: 1111 (from an IP phone)

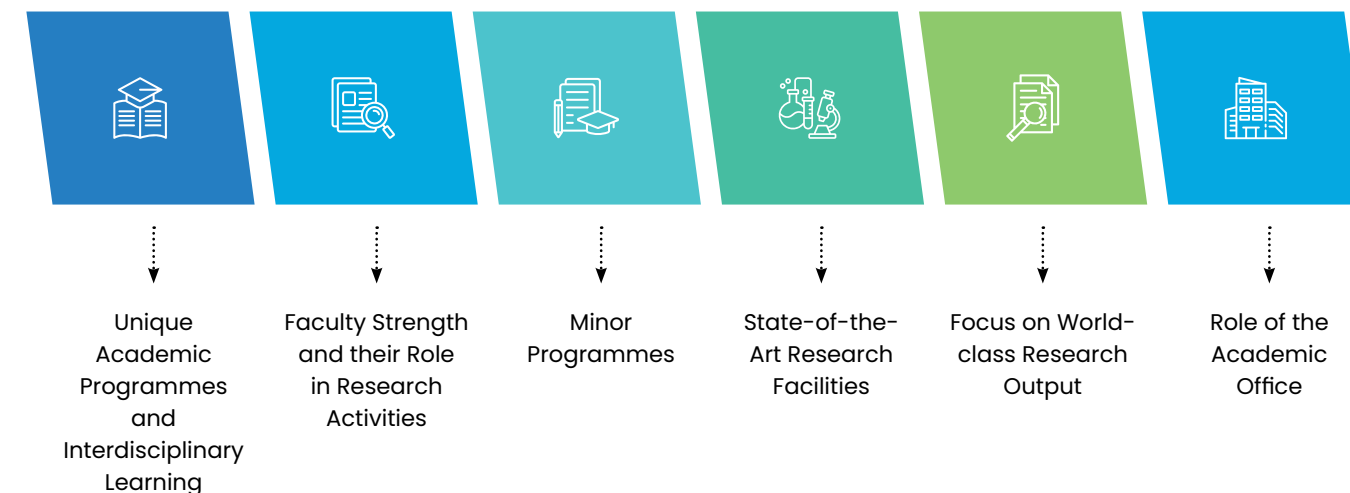
Mr. Kaushal Kumar Sharma
Chief Security Officer
✉ kaushal.sharma@iiserkol.ac.in

☎ 8334907452

Mr. Soumik Bhattacharya
Jr. Assistant
✉ soumik.ja@iiserkol.ac.in

☎ 9749587286

Academics at IISER Kolkata



Unique Academic Programmes and Interdisciplinary Learning at IISER Kolkata

IISER Kolkata was established with a distinctive academic vision: to integrate high-quality science education with frontier research, and to expose students to the excitement of scientific discovery from an early stage. Our academic structure is designed to break the barriers between traditional disciplines and to encourage students to develop both depth in a chosen area and breadth across the sciences. The primary objectives are imparting quality science education and carrying out research in basic and frontier areas of science involving both undergraduate and postgraduate students, in an intellectually vibrant atmosphere. We emphasize is on “borderless and flexible education programmes” with multi-disciplinary and inter-disciplinary curricula.



The Five-Year BS-MS Dual Degree Programme

The flagship undergraduate programme of IISER Kolkata is the Five-Year BS-MS Dual Degree Programme. It combines classroom instruction, laboratory training, electives, projects, and research exposure. The programme is not structured as a conventional single-subject undergraduate degree. Instead, students begin with a broad foundation across the basic sciences and gradually move toward specialization.

In the first year, students are introduced to the major streams of basic science—Biology, Chemistry, Earth Science, Mathematics, and Physics—along with exposure to Computer Science and Humanities. This common foundation helps students discover their interests before choosing a direction of specialization. In the second year, students choose pre-major subjects. In the later years, they select a Major and take advanced core and elective courses. The final year is substantially research-oriented, involving a dissertation, technical project, or specialized training. Together, we strive to attain a balanced training programme involving classroom lessons, project work, and research work, with special attention to interdisciplinary skills. (IISER Kolkata)

Our academic structure also incorporates NEP-aligned flexibility, including credit-based exit options at different levels, leading to earned credentials such as Certificate, Diploma, BS Degree, BS Degree with Research, and the final BS-MS Degree, subject to completion of the relevant academic requirements.

BS-MS Dual Degree Programme in Computational and Data Sciences

A major recent addition is the **BS-MS Dual Degree Programme in Computational and Data Sciences**. This programme reflects the increasing importance

of computation, data analysis, machine learning, simulation, and high-performance computing in modern science. It is an interdisciplinary initiative designed to train students in computational methods while keeping them connected to the natural sciences. It integrates computational methodologies with applications in physics, chemistry, biology, earth sciences, and mathematics.

This programme is especially relevant for students interested in the interface of science, computation, modelling, data, and technology. It aims to produce graduates who can use computational tools to address complex scientific problems and contribute to both academia and industry. The programme structure includes foundational courses in sciences, mathematics, programming, and data science in the first two years; intermediate and advanced computational and interdisciplinary electives in the third and fourth years; and a research-focused fifth year culminating in a thesis.

Postgraduate and Doctoral Programmes

IISER Kolkata also offers a range of postgraduate and research programmes. The Institute offers the following academic programmes: Five-Year BS-MS Dual Degree Programme, BS-MS Dual Degree Programme in Computational and Data Sciences, Master of Science Programme, MS by Research Programme, Integrated PhD Programme, and Doctor of Philosophy Programme. The area covered in these include Biological Sciences, Chemical Sciences, Chemical Biology, Geological Sciences, Mathematical Sciences, Physical Sciences, Sustainability Science, Space Physics, and Computational and Data Sciences, depending on the programme.

The **Master of Science Programme** is a two-year programme designed for students who have completed undergraduate studies and seek advanced coursework

with research experience. The programme emphasizes rigorous disciplinary training, contemporary research exposure, and a project component in the second year. It is an immersive and flexible learning experience for competitively selected students, with increased emphasis on coursework and research experience through a project.

The **MS by Research, Integrated PhD, and PhD** programmes strengthen the Institute's research environment. In these programmes, students not only undergo rigorous pedagogical training, they also learn and original research in, interact with active research groups and contribute to scientific knowledge. The presence of undergraduate, master's, integrated doctoral, and doctoral students within the same academic ecosystem creates a layered research culture in which younger students benefit from close contact with advanced students, postdoctoral researchers, and faculty members.

Interdisciplinary Learning as a Core Feature

Interdisciplinary learning at IISER Kolkata is not an add-on; it is built into the academic architecture. Students encounter several disciplines before choosing their Major. They take departmental electives and open electives, and may choose courses from outside their Major discipline subject to programme rules, course availability, prerequisites, and timetable constraints. The Academic Guidelines state that courses are categorized into levels of increasing difficulty, and that students may have core courses, departmental electives, and open electives depending on their programme and semester.

This structure encourages students to connect ideas across fields. For example, a student majoring in Biological Sciences may develop skills in Chemistry, Mathematics, or Data Science; a student in Physical Sciences may take courses that connect to Earth

Sciences, Mathematics, or Computational Sciences; and a student in Computational and Data Sciences may apply algorithms and modelling tools to real scientific systems. The goal is to help students become scientists who can think across disciplinary boundaries, formulate new questions, and use methods from one field to solve problems in another.

Research Orientation

A defining feature of IISER Kolkata's academic environment is the early and sustained exposure to research. The fifth year of the BS-MS programme is substantially devoted to project work and dissertation preparation. Students in the Master's programmes also undertake research projects. Advanced students may work in laboratories or research groups within the Institute and, under approved conditions, may carry out part of their project work in external institutions.

This research-integrated structure helps students move beyond textbook learning. They learn how scientific questions are framed, how experiments or computations are designed, how evidence is evaluated, and how findings are communicated. The result is an academic culture that values curiosity, rigor, independence, and responsible scientific practice.



Faculty Strength and their Role in Research Excellence

The Indian Institute of Science Education and Research Kolkata (IISER Kolkata) has emerged as a premier institution for scientific research and higher education in India. Since its establishment, the Institute has made significant contributions across diverse disciplines, including Physics, Chemistry, Biological Sciences, Mathematics and Statistics, and Earth Sciences, fostering innovation and interdisciplinary research to address contemporary scientific challenges. At present the faculty strength is 130.

IISER Kolkata's faculty members are actively engaged in nationally and internationally funded research projects.

Currently, the Institute is implementing 138 ongoing extramural research projects with a cumulative value of approximately ₹71 crore. Since its inception, the Institute has secured over ₹323 crore through research grants, consultancy projects, and fellowships.

To support advanced research, IISER Kolkata continuously strengthens its state-of-the-art laboratories and scientific infrastructure. These facilities enable cutting-edge investigations across disciplines while creating valuable opportunities for young researchers through project-based positions and research engagements. The Institute also supports faculty members through start-up

grants and matching grant schemes, encouraging the development of independent and innovative research programmes.

This strong research ecosystem has resulted in a distinguished publication record, with faculty members regularly publishing in leading international journals, including Nature, Science, and other high-impact journals. Demonstrating the translational impact of its research, IISER Kolkata has filed 38 patent applications to date.

The Institute also promotes consultancy and industry engagement, encouraging faculty members to apply their expertise to real-world challenges. At present, eight industrial consultancy projects spanning diverse sectors are being undertaken.

Through its vibrant research culture, world-class infrastructure, and unwavering commitment to excellence, IISER Kolkata continues to make meaningful contributions to scientific advancement and technological innovation at both national and global levels.

Minor Programmes at IISER Kolkata

IISER Kolkata provides students, particularly in the BS-MS framework, the opportunity to develop formal academic breadth through Minor options. A Minor is not a replacement for the Major; rather, it is an additional academic recognition that reflects sustained coursework in a second discipline.

As also covered in the Academic Guidelines, a Minor is offered by the major science departments and also by the Department of Computational and Data Sciences and the Department of Humanities and Social Sciences. In the BS-MS structure, students may earn a Minor in a second discipline if they satisfy the relevant credit and course requirements.

Purpose of a Minor

The Minor system gives students a structured way to pursue a serious secondary interest. It recognizes that modern science often grows at the boundaries between disciplines. A student may have a Major in one area but may wish to build substantial competence in another area that complements their academic goals. For instance, a student may combine:

Biological Sciences with Chemistry, Mathematics, or Computational and Data Sciences; Chemical Sciences with Biology, Physics, or Data Science; Physical Sciences with Mathematics, Earth Sciences, or Computational and Data Sciences; Mathematical Sciences with Physics, Computer/Data Science, or another science; Geological Sciences with Chemistry, Physics, Biology, or Data Science; and any appropriate Major with Humanities and Social Sciences, where permitted by the rules.

Such combinations help students prepare for interdisciplinary research areas such as biophysics, chemical biology, climate science, materials science,

mathematical biology, scientific computing, data-driven discovery, environmental science, sustainability studies, science communication, policy, and society-facing science.

Minor Eligibility and Credit Requirement

For the BS-MS programme, students can earn a Minor in a second discipline if they had taken that discipline as a pre-major at Level 2 and earn the required additional credits in that discipline during Levels 3 to 5. The Academic Guidelines mention that the earned Minor is recorded in the degree certificate. Apart from the core science departments, Minors may be earned in Computational and Data Sciences and Humanities and Social Sciences, subject to the relevant rules. For the Minor in Computational and Data Sciences, the Guidelines specify an additional credit requirement through approved CDS electives, Senate-approved DMS courses, or approved NPTEL courses.

There are Academic Guidelines also provide credit thresholds for Minor requirements, with different values depending on batch and programme structure. Students should therefore consult the latest Courses of Study, departmental advisories, and Academic Office notifications before planning their Minor.

How Students should Plan a Minor

Students interested in a Minor should begin planning early. Since Minor requirements involve course choices over multiple semesters, students should consult their departmental UGAC, faculty mentors, and the Academic Office before finalizing electives. They should pay attention to prerequisites, timetable compatibility, credit limits, course availability, and whether a course counts toward the Major, Minor, or open elective requirement.

The Minor pathway is especially useful for students who want to keep future academic options open. It may help them when applying for interdisciplinary PhD programmes, data-intensive research areas, science policy programmes, technology-linked opportunities, or research positions requiring training across fields. However, students should also remember that a Minor requires sustained effort. It should be chosen thoughtfully, not merely as an additional credential.

At IISER Kolkata, a Minor allows students to formally explore a second discipline beyond their Major. It is an academic pathway for students who want both depth and breadth: depth through their Major, and breadth through a coherent set of courses in another field. A Minor may help students connect different areas of science, prepare for interdisciplinary research, and shape a more personalized academic journey.



State-of-the-Art Laboratories and Research Facilities

IISER Kolkata is equipped with world-class research infrastructure that supports cutting-edge scientific investigations across a wide range of disciplines. The Institute has developed a comprehensive ecosystem of advanced laboratories and shared research facilities to foster innovation, interdisciplinary collaboration, and high-impact research.

Researchers at IISER Kolkata have access to state-of-the-art scientific instrumentation, including X-ray Diffraction (XRD) systems, Transmission Electron Microscopy (TEM), Nuclear Magnetic Resonance (NMR) spectroscopy facilities, Confocal Microscopy, Fluorescence Microscopy, and several other sophisticated analytical and characterization tools. These facilities enable researchers to conduct advanced experimental studies and generate high-quality scientific outcomes.

For research involving animal models, the Institute maintains a well-equipped Animal House Facility that operates in compliance with established ethical guidelines and regulatory standards for animal care and experimentation. The facility provides a controlled environment to support biomedical and life science research.

The Institute also hosts a High-Performance Computing (HPC) Facility, which offers researchers access to powerful computational resources for large-scale simulations, data-intensive analyses, modeling, and computational research across various scientific domains.

Through continuous investment in advanced infrastructure and technology, IISER Kolkata provides an enabling environment that empowers researchers to pursue frontier research and contribute to scientific advancements of national and global significance.

Role of the Academic Office

The Academic Office is the central academic administrative unit that supports students, faculty, departments, academic committees, and the Senate in running the academic programmes of IISER Kolkata. It is responsible for implementing academic policies and ensuring that academic processes are carried out smoothly and consistently. The Academic Office implements Senate-approved policies and handles academic matters for both undergraduate and postgraduate students.

For new students, the Academic Office is one of the most important offices to know. It is the place that coordinates many of the formal academic processes that accompany a student from admission to graduation.

Implementation of Academic Policies

The Senate is the statutory academic body that frames and approves academic policies. The Academic Office helps translate these policies into day-to-day processes. This includes communicating rules, maintaining academic procedures, coordinating with departments, and ensuring that students' academic records and requirements are properly managed.

Registration and Semester Enrolment

The Academic Office plays a central role in semester registration. As described in the Academic Guidelines, registration is centrally organized and involves online pre-registration, fee payment, and biometric attendance to complete the process. Students who complete the required steps are enrolled in the Institute's online academic portal.



Students should pay careful attention to registration notices, deadlines, and fee requirements. Failure to register properly can affect course enrolment, academic standing, and access to semester activities.

Academic Calendar and Timetable

The Academic Office prepares the Academic Calendar, which includes important dates such as registration, mid-semester and end-semester examinations, result declaration, breaks, Convocation, and other academic timelines. The Academic Calendar is announced after Senate approval. The Academic Office also prepares the timetable for regular classes and examinations.

This means that students should regularly check Academic Office communications for official information. Informal information from classmates or social media should not be treated as a substitute for official announcements.

Course Coordination and Examination Support

The Academic Office coordinates the conduct of mid-semester and end-semester examinations. It provides attendance sheets, answer scripts, extra sheets, stationery, and related examination support. It also maintains records connected to examinations and grade submission. Both mid-semester and end-semester examinations are centrally conducted by the Academic Office, while instructors remain responsible for question papers, evaluation, and grade submission.

The Academic Office also helps manage situations such as timetable clashes, examination logistics, supplementary examinations, make-up examinations, and grade-related administrative processes, according to approved rules.

Academic Records, Certificates, and Documents

A major responsibility of the Academic Office is maintaining academic records. This includes registration records, course records, grades, transcripts, certificates, memoranda, orders, and other academic documents. The Academic Office also issues or facilitates academic certificates such as CGPA conversion certificates, equivalence certificates, bifurcation certificates, and other documents as per Institute rules.

The Institute also uploads relevant student records to national academic platforms such as DigiLocker/ NAD and the Academic Bank of Credits. Students are expected to have or obtain an APAAR identification number as required.

Communication Link between Students, Departments, and Committees

The Academic Office functions as a communication platform among students, instructors, departments, UGAC, PGAC, and the Senate. It is not only a record-keeping office; it is also a coordinating office that

helps academic decisions move through the correct institutional channels.

For students, this means that many academic requests—such as registration issues, grade-related processes, certificates, course-related administrative queries, due clearance, or programme completion matters—must be routed through the proper academic channels.

Student Progress, Feedback, and Support

The Academic Office is involved in monitoring academic progress, especially where students are performing below expectations. The Guidelines mention processes through which academically weaker students are identified and referred to appropriate academic committees or counselling structures. The Academic Office also plays a role in academic feedback, which is mandatory for students.

The Office works in coordination with departments, faculty mentors, UGAC/PGAC, the Dean of Students' Affairs, and the Mind Care and Wellness Centre when academic performance concerns require support.



Admission, Convocation, and Completion Processes

The Academic Office supports admission processes for academic programmes, except where specified otherwise. It also conducts or coordinates Convocation-related academic processes. At the end of a student's programme, the Office is involved in due clearance, completion records, degree documentation, and release-related procedures.

Students should understand that graduation is not only a matter of completing courses; it also requires formal completion of credit requirements, project requirements where applicable, due clearance, and proper documentation.

Finally ...

The Academic Office is the central point of contact for formal academic matters at IISER Kolkata. It implements Senate-approved academic policies, coordinates registration, prepares academic calendars and timetables, supports examinations, maintains academic records, issues certificates, helps coordinate academic committees, and supports students from admission to graduation. Students are encouraged to read official notices carefully, follow deadlines, and approach the Academic Office through the proper channels whenever they need academic clarification or documentation.

OFFICE OF ACADEMIC AFFAIRS
Academic Office Personnel



Prof. Rangeet Bhattacharyya
Dean of Academic Affairs
✉ doaa@iiserkol.ac.in

Reach out for

- Oversees the planning, implementation, and monitoring of undergraduate, postgraduate programmes, ensuring compliance with Institute regulations and academic standards
- Facilitates the formulation and implementation of academic policies, coordinates meetings of the Senate and its committees, and ensures execution of Senate decisions.
- Coordinates curriculum revision, introduction of new academic programmes, academic calendar, course scheduling, and continuous improvement of teaching and learning processes.



Prof. Bidisha Sinha
Associate Dean of Academic Affairs
✉ adoaa@iiserkol.ac.in

Reach out for

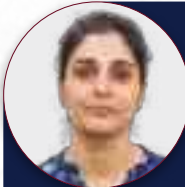
- Oversees the planning, implementation, and monitoring of doctoral programmes ensuring compliance with Institute regulations and academic standards
- Facilitates the formulation and implementation of academic policies for doctoral programmes



Dr. Sushmita Bhattacharjee
Assistant Registrar
✉ ar_acad@iiserkol.ac.in

Reach out for

- Continuous overall administrative support throughout the student lifecycle for all academic programmes of the Institute for National and International Students
- Academic calendar
- Facilitating seamless admissions and academic mobility
- Smooth conduct of examinations
- Issuing necessary memoranda and orders related to academic matters.
- Verification of scholarships and fellowships on Scholarship Portals
- Facilitating educational credential verification
- Student access to digital academic services
- Coordinating student mentoring and counselling in collaboration with the Mind Care and Wellness Centre
- Publicizing national and international internships, fellowships, research scholarships and exchange programmes
- Organizing induction programmes
- Student access to academic infrastructure

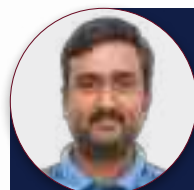


Ms. Saberi Roy Choudhury
Sr. Superintendent
✉ saberi.sen@iiserkol.ac.in

Reach out for

- Course enrolment
- Examination
- Grade-related issues
- Early exit (*under BS-MS Programme*)
- Any general query pertaining to UG-related matters





Mr. Arun Dutta

Junior Assistant (MS)

✉ arun.ds@iiserkol.ac.in

Reach out for

- Generation of Office Orders- Admissions, Scholarships
- Maintaining all records related to PhD Programme
- Annual progress report- Research Scholars
- Thesis Submission
- Scholarship and Fellowship-PhD
- Drafting verification letters
- of graduated or existing PhD students
- Any general query pertaining to PhD-related matters



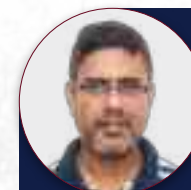
Mr. Supriya Gupta

Junior Assistant (MS)

✉ supriya.gupta@iiserkol.ac.in

Reach out for

- Admission related queries
- All Scholarships -UG and PG
- Generation of Office Orders- Admissions, Scholarships-IPhD(MS)
- Any general query pertaining to IPhD (MS)-related matters



Mr. Srikanta Dutta Bhowmik

Jr. Assistant

✉ sduttabhowmik@iiserkol.ac.in

Reach out for

- Uploading of Marksheet and Certificate to Digilocker and creation APAAR Id for all student
- Thesis submission certificate creation
- Distribution student document for PhD and IPhD students
- New admission related work
- Various document creation for PhD student.
- Issuance of No-dues form and Release order to resigned PhD and IPhD Student
- Address to various student queries related to the IPhD and PhD programme



Mr. Prashant Kumar Roy

Jr. Assistant

✉ prashant.roy@iiserkol.ac.in

Reach out for

- Classroom booking of LHC.
- Intimating extra class bookings to the AV unit for biometric attendance.
- All processes from Enrolment of TA to payment for Teaching Assistantship
- Documentation of leave of students
- Issuance of Transcripts.
- Issuance of NOC to 1st and 2nd year BS-MS students.
- Issuance of No-dues form and Release order to resigned for BS-MS students.
- Issuance of Migration and Character certificate to BS-MS students.
- Drafting verification letters of graduated or existing UG students
- Classroom Maintenance
- Address to various student queries related to the BS-MS academic programme



Nivedita Hostel



Ms. Moumita Das

Jr. Assistant

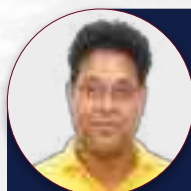
✉ moumita.das@iiserkol.ac.in

Reach out for

- Timetable preparation
- Attendance defaulters'
- Biometric issues,
- Preparing all kind of Certificates (BS-MS, MP, IPHD-MS) except Migration, Conduct certificate and NoC,
- Sending mid sem and end question papers to the Library for student reference
- MP programme related orders
- Uploading approved Supervisors' for final year students of BS-MS, MIIP batch in portal.
- Administering MS Project of BS-MS, MP final batch in the portal.



Administrative Building



Mr. Amar Das

Attendant

Reach out for

- File handling and dispatch of documents to students
- Classroom Biometric attendance



Ms. Anita Chakraborty

Attendant

Reach out for

- File handling and dispatch of documents to students
- Classroom Biometric attendance

Academic Infrastructure

Computer Centre

The Computer Centre at IISER Kolkata provides state-of-the-art computing facilities to support high-quality research and academic work. The campus is connected through a high-speed optical fibre network and is Wi-Fi enabled. The Institute provides 1 Gbps internet bandwidth through the National Knowledge Network.

Facilities include a well-equipped virtual classroom for classes with institutions across India, a Computer Centre with a seating capacity of 75, IP camera-based surveillance at entry gates and strategic locations, and IP telephony-based VoIP SIP phones in offices, laboratories, gates, and security checkpoints.

For high-performance scientific computing, the Institute has an Intel cluster with several terabytes of networked storage, along with high-speed PC workstations in departments. The Institute is also working towards a paperless campus.

The Computer Centre maintains key services including mail, web, LDAP, DNS, gateway, firewall, NFS, VPN, data storage and backup solutions, Institute ERP, in-house Academic ERP, Moodle-based course management system, intranet, internet, and Wi-Fi.



Central Library – Services and Facilities

Established in 2006, the Central Library of IISER Kolkata serves as a key centre for learning, documentation, and academic information support. It caters to the teaching and research needs of students, faculty members, researchers, and staff, especially in the basic sciences.

The library has a rich collection of print and digital resources, including more than 29,500 books and resources, with over 16,500 print books and more than 13,000 e-books. It also provides access to online databases, e-journals, bibliographic databases, archived journal collections, selected print journals, and other scholarly resources.

The library offers an online catalogue, orientation programmes for new students, membership services, consultation support, recommendation facilities for new books and resources, and archives of previous years' question papers.

With its growing collection, digital access, and user-focused services, the Central Library plays an important role in supporting the academic and research environment of IISER Kolkata.



Student Life and Institutional Initiatives

The Student Affairs Office is committed to supporting students throughout their journey at the institute by ensuring their well-being, engagement, and overall development.



Hostels

Comfortable on-campus accommodation with essential amenities, providing a safe and vibrant living environment that encourages independence and community living.



Dining Facilities

Nutritious and hygienic meals served in the SMC (Student's Monitored Canteen) to support student's health and wellbeing.



Student Activities

A wide range of technical, cultural, social, literary, and recreational clubs along with student-led events and outreach activities, offering opportunities to explore interests beyond academics.



Student Support Services

Assistance with health and accident insurance, travel support for official events, bonafide and other student certificates, scholarships, financial aid, student welfare initiatives, mess-related services, and recognition through awards and honours.



Sports and Fitness

Excellent sports facilities, gymnasium and regular coaching programmes encourage students to stay active, develop their skills, and participate in inter-institute competitions.



OFFICE OF STUDENT AFFAIRS

Contact Persons



Prof. Koushik Dutta
Dean of Students'

 dosa@iiserkol.ac.in

 9830242960

Reach out for

- Provide overall leadership for student affairs and welfare in the Institute.
- Oversee hostel, sports, cultural, wellness, and student support services.
- Formulate and implement student affairs policies and regulations.
- Promote student well-being, safety, discipline, and an inclusive campus environment.
- Coordinate with academic and administrative units on student-related matters.
- Chair and supervise student affairs committees and related activities.
- Advise the Director on all matters concerning student affairs and campus life.



Prof. Amirul Islam Mallick
Associate Dean of Students' – Hostel

 adosa.hostel@iiserkol.ac.in

 7063281437

Reach out for

- Oversee the overall administration and management of all student hostels.
- Ensure the safety, security, discipline, and well-being of resident students.
- Supervise hostel accommodation, including room allotment, re-allotment, and occupancy management.
- Coordinate with the Institute Works Department (IWD) and other agencies for maintenance and upkeep of hostel infrastructure.
- Formulate, implement, and periodically review hostel rules and policies for effective hostel administration.
- Address and facilitate the timely resolution of hostel-related student grievances.
- Frame, implement, and periodically review hostel rules, policies, and standard operating procedures for effective hostel administration.



Prof. Tushar Kanti Nandi
Associate Dean of Students' – Sports Affairs

 adosa@iiserkol.ac.in

 8697335647

Reach out for

- Oversee the administration and development of sports activities in the Institute.
- Coordinate intra- and inter-institute sports events and competitions.
- Supervise the maintenance and effective utilization of sports facilities.
- Coordinate the selection, training, and participation of Institute sports teams.
- Promote student participation in sports, fitness, and wellness activities.
- Coordinate with coaches, faculty, and student sports bodies for sports management.
- Formulate and periodically review sports policies and guidelines.



Mr. Dibyendu Debnath
Assistant Registrar

 ar_sa@iiserkol.ac.in

 9875523691

Reach out for

- Coordinate the administration of student affairs.
- Support student welfare, discipline, and grievance redressal.
- Coordinate hostel, sports, cultural, and wellness activities.
- Implement student-related policies and regulations.
- Coordinate with academic and administrative departments on student matters.
- Maintain student affairs records and official communications.
- Assist the Dean of Students, Associate Deans and Chief Wardens in student affairs administration.

**Dr. Mettu Vasudev**Physical Education
Instructor mettu.vasudev@
iiserkol.ac.in

70018 96542

Reach out for

- Promotes sports, physical fitness, and overall well-being among students of the Institute.
- Organizes, coordinates, and supervises sports activities, fitness programmes, tournaments, athletic meets, and recreational events.
- Provides coaching and training in various sports and games; identifies, mentors, and supports talented sportspersons.
- Coordinates and facilitates participation of Institute teams in inter-IISER, inter-university, state, national, and other sports competitions.
- Oversees the maintenance, safety, and effective utilization of sports facilities, gymnasiums, playgrounds, and sports equipment.
- Ensures compliance with safety standards and best practices during sports and fitness activities.
- Manages administrative functions related to sports, including procurement of equipment, event organization, and day-to-day operational matters.
- Coordinates with the Dean of Students, Wardens, student bodies, and other Institute units for sports and wellness initiatives.
- Maintains records of sports activities, achievements, participation, inventory, and facility utilization.
- Performs any other duties related to sports, physical education, fitness, student welfare, and institutional development as assigned by the competent authority from time to time.

**Ms. Sharmistha Ghosh**

Office Assistant

 dharghoshsharmi@
iiserkol.ac.in

9875523691

Reach out for

- Semester Registration Fees, Late Registration, Fee Refunds, and WeLearn Portal-related queries.
- Fee Structure Certificates for Education Loans and Student Credit Card Scheme applications.
- PhD Student Fee Waiver applications and related matters.
- Administrative processing of Summer Project, Internship, and Final Year Project applications outside the Institute.
- Issuance of Office Orders, Notifications, and Circulars related to student affairs.
- Guidance and support on student academic and financial administrative procedures.

**Ms. Annie Sunita Kerketta**

Junior Assistant (MS)

 annie.sunita@iiserkol.
ac.in

8873253857

Reach out for

- Bonafide Certificate for any purpose,
- Inspire Certificate,
- Certificate of any specific format,
- Railway Passes related documents,
- Issuance of new ID Card in case of lost/ misplaced/damage etc.,
- Guest House booking,
- Travel booking, flight booking requisitions of departmental guests.
- Booking of Auditorium,
- Classroom booking at LHC for Club activities.
- No Dues Clearance.
- Anti- Ragging Cell related official Work.

**Mr. Sk. Hasanur Rahaman**

Jr. Assistant

 hr.rahaman@iiserkol.
ac.in

9830258375

Reach out for

- Bill processing and settlement for Clubs and Events.
- Alumni Fund-related issues
- SAC club purchase and inventory-related concerns and administrative help.
- Election process and procedures, Nomination submission and related queries, Eligibility verification for contesting elections General support regarding SAC election arrangements
- Student health insurance-related assistance.
- Credit Card/ Educational Loan related matter.

**Mr. Mofijul Mondal**

Attendant (DoSA Office)

 bapi.hostel@iiserkol.
ac.in

8001896869

Reach out for

- For collection of Bonafide Certificates, collection of ID Cards, Collection of any other documents/ Certificates.
- General Query.

Hostel Affairs

Prof. Amirul Islam Mallick
Associate Dean of Students' – Hostel
☎ adosa.hostel@iiserkol.ac.in
✉ 7063281437

Dr. Bheemalingam Chittari
Chief Warden
☎ chiefwarden@iiserkol.ac.in
✉ 7501005044

Dr. Sangita Sen
Associate Chief Warden
☎ acw@iiserkol.ac.in
✉ 6292234060

Dr. Susmita Roy
Girls Warden NSCB
☎ girlswarden.nscb@iiserkol.ac.in
✉ 9875409830

Dr. Shirshendu Chowdhury
Warden (ICV Hall)
☎ warden.icv@iiserkol.ac.in
✉ 8707094004

Dr. Babu Sudhamalla
Warden NSCB Hall-Boys
☎ warden.nscb@iiserkol.ac.in
✉ 9849774961

Dr. Monidipa Das
Girls Warden NH
☎ girlswarden.nh@iiserkol.ac.in
✉ 9679278991

Dr. Sreeramaiah Gangappa
Warden (Nivedita Hall- Boys)
☎ 7619293192
☎ warden.nh@iiserkol.ac.in

Dr. Debananda Roy
Warden Maintenance Mess
☎ awmess.nscb@iiserkol.ac.in
✉ 9046485385

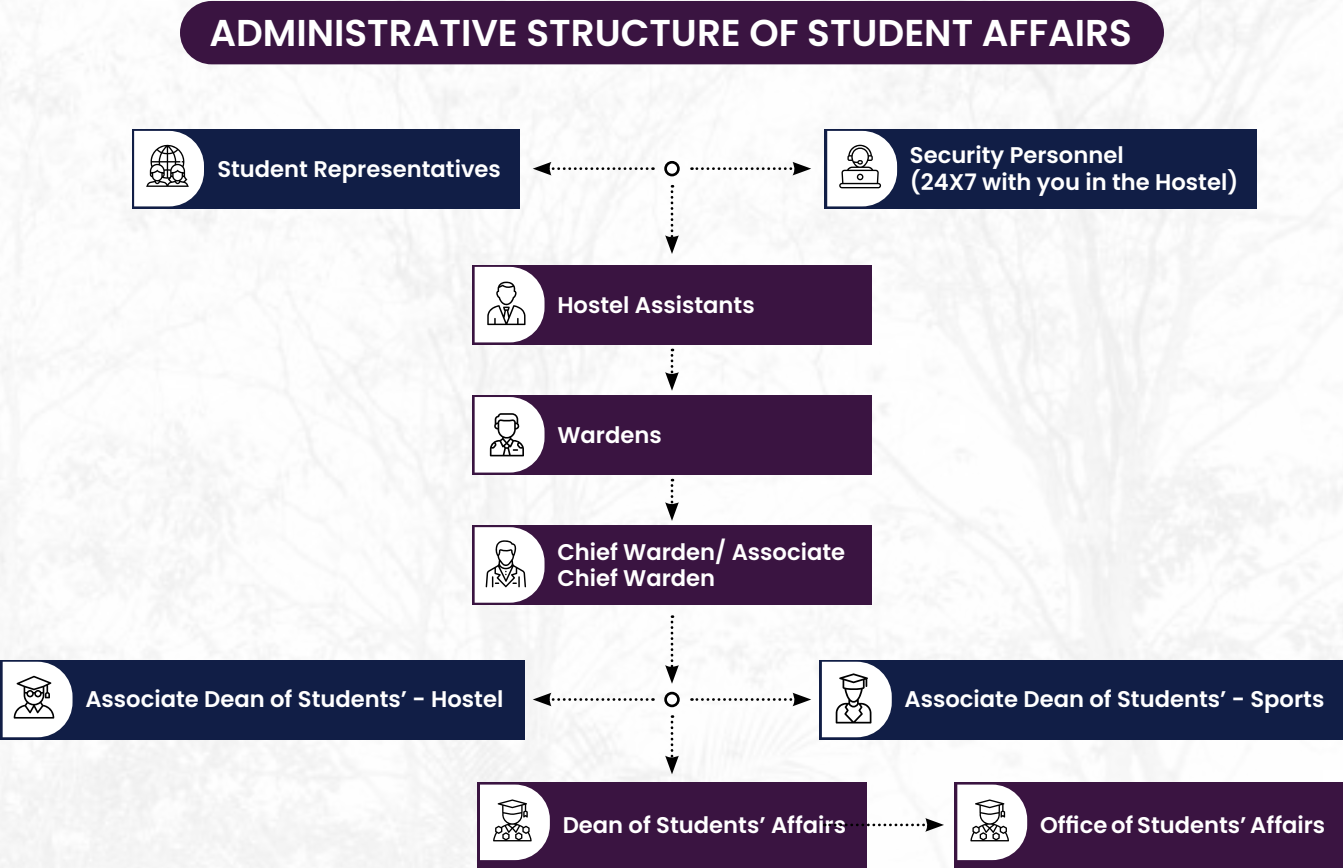
Contact Persons – Hostel Assistants of Warden Offices

Mr. Puskar Das
Office Assistant (MS) – NSCB Hall
☎ assistant.nscb@iiserkol.ac.in
✉ 9836133155

Mr. Sudhir Kumar Sharma
Jr. Assistant – ICVS Hall
☎ assistant.icv@iiserkol.ac.in
✉ 9800482770 / 9475030087

Mr. Prosenjit Majumdar
Jr. Assistant – Nivedita Hall
☎ assistant.nh@iiserkol.ac.in
✉ 9614356499

Find below the Flow-chart on interacting on Hostel Administration Structure:



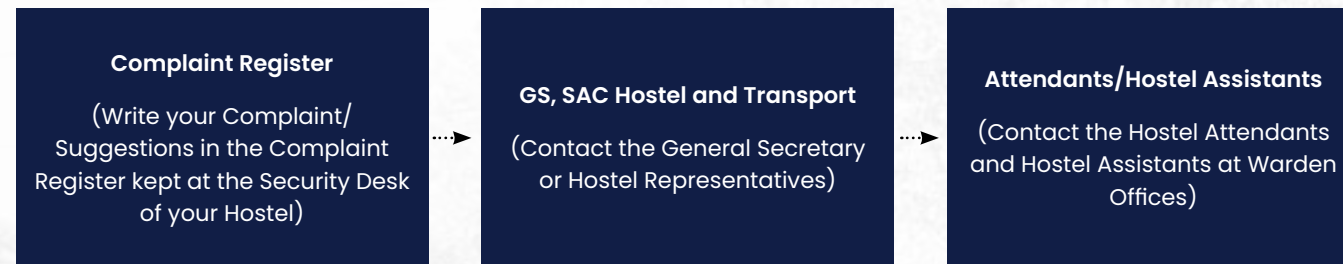
Visiting Hours of Deans at DoSA Office, Room No. 106, AAC Building

Dean of Students'	Associate Dean of Students', Sports	Associate Dean of Students', Hostel
🕒 4:30 PM to 5:30 PM	🕒 12:00 Noon- 12:30 PM	🕒 11:00 AM to 11:30 AM

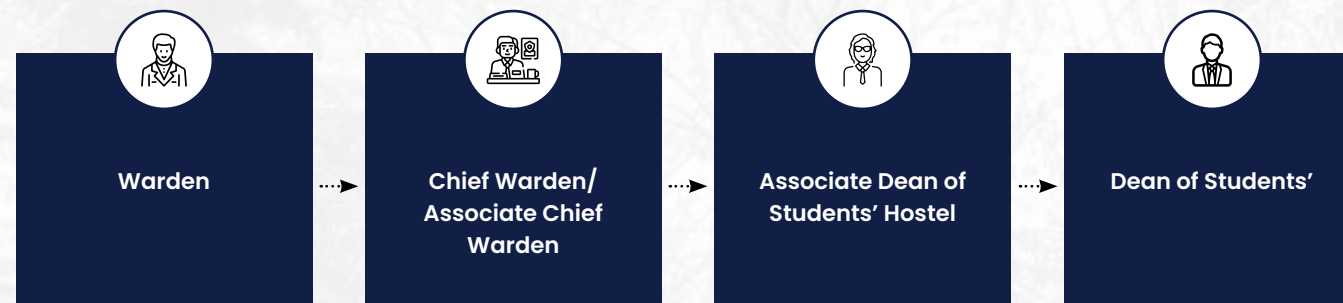
HOSTEL ISSUES

COMPLAINT/SUGGESTIONS MECHANISM

Primary Point of Contact (Tier-1)



Escalation Level (Tier -2)



Use this path for **URGENT** situations if there is **NO RESPONSE** from the Tier-1 Option

EMERGENCY PROTOCOL

During Emergency, obey the decision of the Institute Staff present at the location.

OPEN DOOR POLICY: You are always free to contact the Wardens and Deans
(However, following the above Protocol will help you faster).

Let's work together to make our Hostels a better place for everyone.

STUDENTS' AFFAIRS COUNCIL (SAC):

The essence of the success story of any educational institute lies in the success of its students. An enthusiastic student fraternity coupled with an able student administration forms the base for scaling great heights. We at the Student Affairs Council of IISER-Kolkata look to channelize the energy and vigor of our student community and give voice to their opinion.

SAC –

STUDENTS' AFFAIRS COUNCIL (SAC)

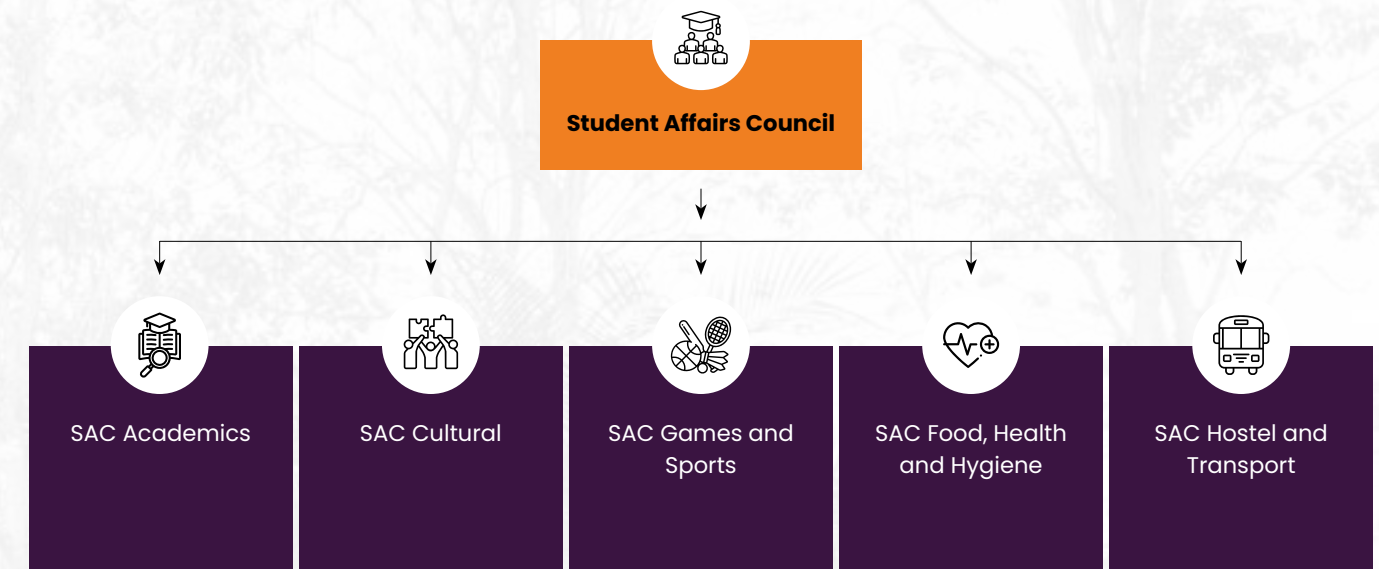
Empowering Students | Building Community | Leading Change

Who they Are

A democratically elected student body representing and serving the IISER Kolkata community.

Their Mission

To ensure student welfare, promote holistic development, and create a vibrant campus environment.





What they Do

- Represent student voices
- Manage clubs & activities
- Organize events & fests
- Improve campus life
- Support student well-being



Their Strength

- Democratic representation
- Inclusive decision-making
- Active student participation
- Strong student-administration collaboration

Be a Part of SAC

Lead. Contribute.
Make a Difference.



SAC Building

Current SAC Body

Name	Roll No.	Position	Contact No.	Email ID
SAC GS ACADEMICS				
Abhinandan Yadav	22MS074	SAC GS Academics (BS-MS)	06392757896	sac.hostel@iiserkol.ac.in
Vidhi Bhushan	22MS066	SAC GS Academics (BS-MS)	07651835269	
Soumyadeep Sarkar	23IP008	SAC GS Academics (IP/MP)	07872351451	
Sandeep Yadav	22RS043	SAC GS Academics (PhD)	07988353976	
SAC GS CULTURAL				
Aritra Barua	22MS058	SAC GS Cultural (BS-MS)	09163120930	sac.cult@iiserkol.ac.in
Anubhab Das	22MS136	SAC GS Cultural (BS-MS)	09874757752	
Bishal Hazra	22RS014	SAC GS Cultural (PhD)	07865803866	
SAC GS FOOD HEALTH AND HYGIENE				
Khimavath Srishanth	23MS072	SAC GS Food Health & Hygiene (BS-MS)	08977646212	sac.food@iiserkol.ac.in
Ruben Sandeep Pulickal	23MS104	SAC GS Food Health & Hygiene (BS-MS)	07356452271	
SAC GS GAMES AND SPORTS				
Aviyank Aryan	22MS030	SAC GS Games & Sports (BS-MS)	07764854741	sac.game@iiserkol.ac.in
Agrawal Shyam Dipak	23MS063	SAC GS Games & Sports (BS-MS)	09307795369	
SAC GS HOSTEL AND TRANSPORT				
Ashutosh Jha	23MS179	SAC GS Hostel & Transport (BS-MS)	07297021124	sac.acad@iiserkol.ac.in
Mirza Mohammed Hasnain Baig	22MS137	SAC GS Hostel & Transport (BS-MS)	08457919048	
Sangeetha T	21IP010	SAC GS Hostel & Transport (IP)	08075953256	

Sports, Co-curricular, and Extra-curricular Activities

IISER Kolkata promotes a vibrant and well-rounded campus life by encouraging active participation in sports, cultural activities, and student-led initiatives. The Institute provides dedicated sports infrastructure including a **Football Ground, Cricket Ground, Athletics Ground, Basketball Court, Kho-Kho Ground, Open Gym, Lawn Tennis Court, and Volleyball Court**, supporting a wide range of sporting activities and recreational engagement.



Graduation Tea Party 2024

Beyond academics and research, students can explore diverse interests through an active club culture. Various student clubs organize workshops, performances, competitions, discussions, and interactive events across areas such as drama, music, dance, arts, photography, cinema, literature, coding, astronomy, entrepreneurship, gaming, and nature-related activities.



Open Gymnasium



Swimming Pool

Notable student initiatives include the Literary Club, Music Club, SPIC-MACAY, Aarshi (Dramatics Club), Arts Club, Dance Club, Movie Club, PIXEL Photography Club, Nature Club, and Campus Radio, providing platforms for creativity, leadership, collaboration, and community engagement.

The Institute also actively participates in and hosts major student events such as the **Inter IISER Sports Meet (IISM), Inter IISER Cultural Meet (IICM), and Inquivesta**, fostering teamwork, cultural exchange, and a vibrant campus experience.



Clubs and Societies

There are various clubs run by the student community where students can join and participate in activities based on their interests. The core purpose of these clubs is to provide recreation, promote physical and mental well-being, and enhance communication skills through interaction with diverse groups of people and increased social exposure.

Below is a list of the different Clubs along with brief details about each:

Academic Clubs

- Entrepreneurship Cell
- Placement Cell
- Slash Dot – Coding Club
- E-Cell
- Singularity – Astronomy Club
- Alumni Cell

Cultural Clubs

- Aarshi Club (Drama Club)
- Quiz Club
- Arts Club
- Campus Radio Club
- Nrutya Club (Dance Club)
- Nature Club
- Movie Club
- Music Club
- Literary Club

Games and Sports Clubs

- Athletics Club
- PIXEL – Photography Club
- Badminton Club
- Carrom Club
- Basketball Club
- Gaming Club
- Chess Club
- Kabaddi Club
- Cricket Club
- Kho-Kho Club
- Football Club
- Lawn Tennis Club
- Gym Club
- Rubik Club
- Volleyball Club
- Self-Defence and Yoga Club



Movie Club



Institute Fests and Sports / Cultural Meets

Inquivesta is IISER Kolkata's Science Festival, started in 2011 to ignite curiosity among young minds. It brings together students from schools and colleges across the country through events, seminars, workshops, and activities spanning science, creativity, art, drama, and innovation.

Website: <http://www.inquivesta.iiserkol.ac.in/>



SPIC MACAY stands for the Society for Promotion of Indian Classical Music and Culture Amongst Youth. At IISER Kolkata, it promotes interest in Indian Classical Arts through performances by renowned artists, as well as programmes featuring students trained in classical music, dance, and instrumental traditions.



IISM — Inter-IISER Sports Meet is the Annual Sports Meet of IISERs and other basic science institutes in India. IISER Kolkata hosted the fifth edition, IISM 2016, from 8–13 December 2016.

Website: <http://iism.iiserkol.ac.in/>



IICM — Inter-IISER Cultural Meet is the Annual Cultural Meet of IISERs and basic science institutes in India. It provides a platform for students to showcase their cultural, artistic, and creative talents.

Website: <http://iicm.iiserkol.ac.in/>



Alumni Relations and Placement

The Alumni Cell connects IISER Kolkata with its growing network of accomplished graduates and fosters meaningful interaction between alumni and current students. Alumni of the Institute have excelled in academia, industry, entrepreneurship, and public service.

The Cell organizes alumni meets, guest lectures, mentorship programmes, and networking events that provide students with career guidance, professional exposure, and valuable insights. Every year, the Students' Affairs Office hosts an alumni meet where 4–5 distinguished alumni are felicitated with certificates and cash awards for their achievements and contributions to society.

The Alumni Cell also works closely with the Placement Committee to strengthen corporate connections and improve internship and placement opportunities. It maintains an updated alumni database and keeps former students connected through newsletters, social media, and institutional events.

E-Cell

The Entrepreneurship Cell encourages entrepreneurial thinking among students through talks, workshops, and interactive sessions. Beyond entrepreneurship, it helps students develop essential life skills such as problem-solving, quick thinking, communication, confidence, resilience, and the ability to make the most of opportunities.

RISE

RISE Foundation IISER, the Technology Business Incubator of Indian Institute of Science Education and Research Kolkata, supports deep-tech startups and innovators through incubation, mentoring, funding facilitation, IP guidance, and commercialization support. Established in 2018 as a Section 8 company, it has supported over 50 startups across sectors including biotechnology, healthcare, AI, agriculture, and sustainability under programs such as DST-NIDHI, MeitY GENESIS, and DBT-BIRAC BioNEST. Through industry collaborations and the Kalyani Innovation Network, RISE aims to bridge research and market-ready innovation while strengthening the regional startup ecosystem.

SUPPORT SYSTEMS

Medical Facilities

The Medical Unit at IISER Kolkata functions as a dedicated first-aid dispensary, providing free medical care to students, faculty, staff, and their dependents.

The Institute has tie-ups with reputed hospitals and pharmacies for specialized treatment and advanced medical care. An Apollo Pharmacy inside the Medical Unit provides essential medicines, which the IISER Kolkata community may procure free of cost.

Located close to AIIMS Kalyani, the campus also benefits from access to emergency medical support from its doctors.

Student Health Insurance Policy

Every year, students are provided with a Medical Insurance Policy procured by the Student Affairs Section using the fee collected for this purpose. The Policy provides coverage for hospitalization/IPD treatment as per the policy terms and conditions. Students may contact the Student Affairs Office for guidance.

The Medical Unit remains committed to prompt, compassionate, and comprehensive healthcare for the Institute community.

OPD Timings: Monday to Saturday – 9:00 AM to 1:00 PM
and 4:00 PM to 8:00 PM

Sunday: 2:30 PM to 5:30 PM

Follow the Medical Unit Website for more details.



Medical Section:

Name	Designation	Email ID	Contact No.
Dr. Mayukh Pal	Duty Medical Officer	palmayukh8@iiserkol.ac.in	9433863905
Dr. Nivedita Chakraborty	Duty Medical Officer	dr.nivedita.chakraborty@iiserkol.ac.in	7838643462
Dr. Sakil Ahamed Zamadar	Visiting Medical Officer	sakil.ahamed@iiserkol.ac.in	7449851345
Dr. Shalini Mishra	Visiting Medical Officer	Shalini.mishra@iiserkol.ac.in	8910805560
Mr. Deepak K. Panigrahi	Nursing Assistant	deepak.panigrahi@iiserkol.ac.in	9002232022
Ms. Purabi Mondal	Nursing Assistant	purabi@iiserkol.ac.in	9836249346
Mr. Arvind Kumar Mishra	Physiotherapist	arvind.mishra@iiserkol.ac.in	9918492864
Mr. Debu Das	Attendant	debudas718@iiserkol.ac.in	9088206777
Mr. Nasir Mondal	Ambulance Driver	nashir@iiserkol.ac.in	9836267955
Mr. Debu Halder	Ambulance Driver	debu@iiserkol.ac.in	8145549528
Mr. Jainal Mondal	Ambulance Driver		9038469584

Mind Care and Wellness Centre (MCWC)

The Mind Care and Wellness Centre (MCWC) is dedicated to student welfare and provides emotional, academic, and financial support. It also works to sensitize the campus community on important student-related issues.

The Institute also has a visiting psychiatrist who is available for consultation at the Medical Unit every Wednesday and Saturday from 5:00 PM to 7:00 PM.

YourDOST

IISER Kolkata has signed an MoU with YourDOST, an online chat-based counselling and emotional wellness platform. It provides a convenient, anonymous, and confidential way for students and the campus community to access emotional support. Website: <https://yourdost.com>

Counselling Section:

Name	Designation	Email ID	Contact No.
Prof. Anuradha Bhatt	Dean, Wellness and Welfare and Chair, MCWC	anuradhabhat@iiserkol.ac.in	9748723613
Dr. Pratnu Saha	Psychiatrist	spratnu@gmail.com	9433730959
Mr. Anirban Gupta	Male Counselor	anirbangupta220791@iiserkol.ac.in	9088361483
Ms. Muskan Hossain	Female Counselor	muskan@iiserkol.ac.in	7980462556

Feel free to reach out to your batchmates, senior students, SAC representatives, faculty members, instructors, or the Students' Affairs Section whenever you need help or guidance. You may also directly approach the Counsellors or the visiting Psychiatrist whenever required.

Internal Complaints Committee (ICC)

IISER Kolkata has an active Internal Complaints Committee (ICC) constituted under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The Committee works to prevent, prohibit, and redress sexual harassment, while promoting a safe, inclusive, and gender-sensitive environment on campus.

The ICC addresses complaints related to sexual harassment at IISER Kolkata, promotes awareness on gender-related issues and the functioning of the ICC, and works towards maintaining a respectful, safe, and discrimination-free environment. It also ensures that complainants and witnesses are not victimized or discriminated against, and regularly conducts sensitization and awareness programmes for the campus community.

- Complaints may be submitted by email to the Chairperson, ICC, IISER Kolkata, at Email: cash.convener@iiserkol.ac.in
- Email: iiserk.csh@iiserkol.ac.in

Student Grievance Redressal

IISER Kolkata is committed to maintaining a safe, inclusive, and student-friendly academic environment. The Institute has a common Student Grievance Redressal Mechanism to address concerns related to academics, hostels, campus facilities, administration, student welfare, and other Institute-related matters.

Students may submit grievances through the online portal available on the Institute website. The mechanism provides a transparent, confidential, and structured process for timely review and resolution by the concerned authorities.

Students are encouraged to use the portal responsibly and provide clear details while submitting complaints, suggestions, or feedback.





IISER Kolkata Anti-Ragging Measures

As per MHRD and Supreme Court directives, IISER Kolkata follows a Zero Tolerance policy towards ragging. The Institute has no history of ragging; however, students are encouraged to remain aware and report any concern without hesitation.

Details are available at:

<http://www.iiserkol.ac.in/dean-students/anti-ragging>

Anonymous complaints may be submitted at:

<http://www.iiserkol.ac.in/antiragging/>

Members of the Anti-Ragging Vigil Team, including faculty and non-teaching staff, will visit hostels between 9:30 PM and 11:00 PM. Wardens and faculty members of the Anti-Ragging Squad may also visit hostels later at night or at other times. Students are encouraged to interact with them regarding any issue, including ragging.

Immediate points of contact are the Hostel Attendants, Hostel Assistants, and General Secretaries of the Students' Affairs Council.

SC/ST/OBC and Equal Opportunity Cell

The SC/ST/OBC and Equal Opportunity Cell ensures implementation of reservation policies and safeguards the rights, facilities, security, health, inclusion, and empowerment of SC/ST/OBC/PwD students and employees.

Contact Person / Convener- Prof. Sumit Khanra

Email Address: csspc@iiserkol.ac.in

Students may also contact any other member of the Cell for assistance.

Ek Pehal – an initiative of Civic Social Responsibility

Ek Pehal is a student-led initiative of IISER Kolkata dedicated to empowering children from underprivileged and marginalized communities through education, outreach, and community engagement. The initiative aims to help children recognize their strengths and realize their full potential.

Started in 2015 by a small group of master's students, Ek Pehal initially conducted classes near Gate No. 7 for children with limited or irregular access to schooling. With growing support, the classes later moved to the Lecture Hall Complex, and faculty members also joined the teaching efforts. Over time, the initiative expanded to nearby areas such as Dolui, Mohanpur, 7 No., 16 No., Kantabelia, and Ghoragachha.

During the COVID-19 pandemic, Ek Pehal continued its work through ration distribution drives, online classes, and handwritten study materials for more than 100 students.



Its activities include door-to-door teaching, village outreach programmes, science and environmental awareness sessions, on-campus cultural and sports events, and workshops on music, yoga, and self-defence. Ek Pehal also conducts menstrual hygiene awareness drives, clothing donation campaigns, adolescence-related sessions, career guidance, and adult education initiatives.

Through education, celebration, and collective participation, Ek Pehal fosters learning, confidence, and a strong sense of community among students and volunteers.



Whom to Contact

Issues	First Contact	If not resolved
Academic Issues	First, contact the Class Representatives (CRs), Departmental Representatives (DR), as applicable, and SAC GS Academic (sac.acad@).	If not resolved, e-mail to Institute UGAC coordinator (BS-MS 1st and 2nd years), Departmental UGAC coordinators (BS-MS 3rd to 5th years, IPhD 1st and 2nd years, MR 1st and 2nd years), Departmental PGAC coordinators (IPhD 3rd year onwards and all PhD students), as applicable. Copy to CR/DR, SAC Acad, Head of the Department/ Centre, and the DoAA (doaa@) if required.
Hostel Maintenance and Cleanliness Issues	First, contact the Wing Representatives (WRs), SAC GS Hostel (sac.hostel@), Hostel Attendants and Assistants (assistant.nscb@, assistant.icv@, assistant.nh@), for the respective hostels	If not resolved, e-mail to the Warden - warden.nscb@, warden.icv@, warden.nh@ for the respective Hostel. Copy to SAC Hostel, the Hostel Assistant, and the Warden (warden.nscb@, warden.icv@, warden.nh@) for the respective hostel, and the Chief Warden (chiefwarden@) if required.
Hostel Mess, Food, Health, Hygiene, Medical Issues	First, contact the Students' Mess Committee (SMC) - messcommittee@, SAC GS Food, Health, and Hygiene (sac.food@), Mess Manager (messmanager.nscb@, messmanager.icv@, messmanager.nh@) for the respective hostel/mess.	If not resolved, e-mail to the Assistant Warden (Mess) - awmess.nscb@, awmess.icv@, awmess.nh@ for the respective Hostel. Copy to SAC Food, the Hostel Assistant, the Warden (warden.nscb@, warden.icv@, warden.nh@) for the respective hostel, and the Chief Warden (chiefwarden@) if required.
Hostel Accommodation, Disciplinary, and Transport Issues	First, contact the Wing Representatives (WRs), SAC GS Hostel (sac.hostel@), Hostel Attendants and Assistants (assistant.nscb@, assistant.icv@, assistant.nh@), for the respective hostels.	If not resolved, e-mail to the Warden - warden.nscb@, warden.icv@, warden.nh@ for the respective hostel. Copy to SAC Hostel and the Hostel Assistant for the respective hostel, and the Chief Warden (chiefwarden@) if required.

Issues	First Contact	If not resolved
Cultural Activities	First, contact the cultural Club Office bearers, SAC GS Culture (sac.cult@), Office Staff in Students' Affairs Section [Office Assistants/Office Superintendent (os_sa@)/ Assistant Registrar (ar_sa@)].	If not resolved, e-mail to the Chairperson, Cultural Affairs (cult.chair@, cult.vchair@) . Copy to SAC Culture, Assistant Registrar, and the DoSA (dosa@) if required.
Sports Activities	First, contact the sports Club Office bearers, SAC GS Games and Sports (sac.game@), Office Staff in Students' Affairs Section [Office Assistants/Physical Education Instructor (pei_sa@)/ Assistant Registrar (ar_sa@)].	If not resolved, e-mail to the Chairperson, Sports Affairs (game.chair@, game.vchair@) . Copy to SAC Game, Assistant Registrar, and the DoSA (dosa@) if required.
Fees and Scholarships	First, contact the Class Representatives (CRs), Departmental Representatives (DR), as applicable, and SAC GS Academic (sac.acad@).	If not resolved, e-mail to Assistant Registrar (ar_sa@). Copy to CR/DR, DoSA office (dos-office@), SAC Acad, Office Superintendent (os_sa@), and the DoSA (dosa@) if required.



Campus Life and Protocols

Students at IISER Kolkata are expected to maintain discipline and uphold the values of the Institute by following the rules governing academic and residential life. All students must comply with the Ordinance for Student Conduct of IISER Kolkata at all times.

Residents are also required to follow the Hostel Rules and Regulations approved and periodically updated by the Institute's governing bodies. The latest version of these rules, along with detailed hostel policies, is available on the Institute website under "IISER Kolkata Hostel Rules and Regulations."

The Dean of Academic Affairs oversees academic matters related to students, while the Dean of Students' Affairs is responsible for student welfare, extracurricular activities, and overall campus life. The Chief Warden is the primary authority for hostel-related matters and supervises all hostels. Individual hostels are managed by their respective Wardens, who are responsible for the well-being of residents.

For hostel-related concerns, students may approach the student representatives, including SAC GS (Hostel), Hostel Attendants and Assistants, Assistant Wardens, and Wardens. In case of any hostel-related issue or emergency, if the Wardens or Chief Warden are unavailable, the decisions made by security personnel or hostel staff, including Attendants and Assistants, must be followed by all students.

As detailed in the Ordinance, ragging in any form within the IISER Kolkata campus is strictly prohibited. Unauthorized absence from the Institute campus or hostel premises is not permitted. Entry into restricted areas of residential facilities, including hostel rooftops, windows, ledges, and toilets designated for members of the opposite sex, is also strictly prohibited.

Students must sign the hostel register while leaving or entering the campus. In exceptional cases, entries should be made in the Institute gate register. Students are also required to carefully read and stay updated with the guidelines issued by the Dean of Students' Affairs and the Hostel Administration.

All students must strictly follow the hostel leave rules mentioned in the official documents. IISER Kolkata follows a strict zero-tolerance policy towards ragging, and any form of ragging or inappropriate interaction will invite serious disciplinary action. Smoking and consumption of alcohol are strictly prohibited within hostel premises, and violations will attract heavy penalties.

Frequent travel home every weekend is discouraged, as students are expected to remain academically engaged and participate in campus life. Keeping pets or allowing stray animals inside hostel premises is not permitted. In case of illness, students should promptly visit the Institute Medical Centre and may seek help from friends, hostel staff, or hostel authorities whenever needed.

Welcome to a journey of learning, growth, discovery, and endless possibilities. Make the most of every opportunity, build lifelong friendships, and create memories that will stay with you forever.





Indian Institute of Science Education and Research (IISER) Kolkata

Mohanpur, Nadia - 741246

West Bengal, India

Conceptulized and Prepared by Office of Students' Affairs

