



MOTHERHOOD

UNIVERSITY, Roorkee

ENLIGHTENING WORLD

Revised

Doctor of Philosophy (Ph.D.) Ordinance

**Amended as per UGC regulation/notification dated May 5, 2016 and
published in Gazette of India no. 278 dated July 5, 2016)**



**Roorkee-Dehradun Road, Village Karoundi, Post Bhagwanpur, Tehsil
Roorkee, District Haridwar, Uttarakhand-247661**

GENERAL

In exercise of the powers conferred by Uttarakhand Government Act 05 of 2015 under the relevant provision(s) of Act and Statutes of the University, the Doctor of Philosophy (Ph.D.) Ordinance has been amended in order to regulate the minimum standards and procedures for award of Ph.D. degree in conformity with the University Grants Commission (Minimum Standards and Procedure for award of Ph.D. Degree) Regulations-2016, dated 05 May, 2016. This ordinance is promulgated to make provisions for Ph.D. admission in different Faculties of the University.

SHORT TITLE & COMMENCEMENT

1. This ordinance may be called “**The Motherhood University, Roorkee, Doctor of Philosophy (Ph.D.) Degree Ordinance, June, 2017**”.
2. It shall be deemed to have come into force from June-2017.
3. As per the UGC clarification with reference to “Regular Mode”, the University shall not conduct the Ph.D. Programme through distance education mode.

PREAMBLE

Motherhood University, Roorkee offers academic programmes leading to the award of Ph.D. Degree through its various Faculties. The doctoral programme (Ph.D.) is focused on acquiring in depth knowledge and expertise in the research field. The award of Ph.D. degree is in recognition of high academic achievements, independent research and application of knowledge to the solution of technical and scientific problems in various disciplines. The academic programme leading to the Ph.D. degree includes course work and a research thesis. The University also

encourages interdisciplinary research and provides excellent opportunities for such programmes.

The degree of Doctor of Philosophy shall abbreviate as Ph.D. which is granted for research work in areas recognized by various Faculties of the University as well as by the Directorate of Research in the other areas also for which no Faculty has been established but a supervisor from other Faculty can be facilitated by the University due to the interdisciplinary nature of the research.

The degree of Doctor of Philosophy (Ph.D.) shall be awarded to the Scholar, who shall fulfill all the requirements specified in this ordinance, after approval of the Board of Governors on the recommendations of the Academic Council and Board of Management.

1. DEFINITIONS AND NOMENCLATURE

In the Ordinance, unless the context otherwise requires,

- (i) 'University' shall mean Motherhood University, Roorkee.
- (ii) RDC shall mean 'Research Degree Committee'.
- (iii) RAC shall mean 'Research Advisory Committee'.
- (iv) DRCC shall mean 'Departmental Research Co-ordination Committee'.
- (v) 'Chairperson' shall mean the Dean/Principal/HOD of the concerned Faculty.
- (vi) 'Research Supervisor' shall mean any Faculty member of the University who has been recognized by the University to supervise the Research Scholars.

- (vii) 'Research Scholar/Scholar' includes the candidate admitted by the University either under full-time or part-time category.
- (viii) 'Course Work' shall mean theory subjects prescribed for the Scholar to undergo as a part of the Ph.D. Programme to impart the knowledge of research methodology and analytical skills requisite for carrying the research project.
- (ix) Faculty /Department shall mean and include all Faculty instituted by the University in various subjects like Faculty of Agriculture, Faculty of Education, Faculty of Science etc.

2. ELIGIBILITY

A Scholar shall be eligible for admission to the Ph.D. programme, if s/he possesses:

- Master's Degree or a professional degree declared as equivalent to the Master's degree by the corresponding statutory regulatory body with minimum 55% of marks or equivalent Grade point average (GPA) in the subject concerned for open category 5% relaxation for SC/ST/OBC (non-creamy layer) and differently abled scholars in the subject concerned.
- Or Master's Degree in an allied subject or interdisciplinary subject may also be considered for admission to Ph.D. programme for which no Faculty has been established but a Supervisor from other Faculty can be facilitated by the University due to the interdisciplinary nature of the research.
- Or Foreign National/NRI/PIO shall also be eligible for registration under this programme, subject to the fulfillment of conditions laid down by the University Grants Commission (UGC), Association of Indian Universities

(AIU), New Delhi and the Government of India after verification by the concerned District Police Authorities/ local Intelligence Unit.

Or Foreign Nationals with degrees from their (Foreign) Universities shall obtain and submit equivalence certificate from the Association of Indian Universities (AIU), New Delhi to the effect that their degree is equivalent to the Master's/Bachelor's Degree of the Indian Universities.

If any employed person from Government or Non-Government organization/ College/University wants to seek admission in the doctoral programmes, she/he must have to produce No Objection Certificate (NOC) from the employer to the effect that the duties allotted by the employer shall allow the required time for him/her to pursue the Ph.D. Programme and may be permitted to register on part time basis. However, the Research Scholars shall produce the NOC from the employer certifying the leave for six months from the Institution which is required to complete the course work on full time basis. Notwithstanding anything contained in this ordinance, the eligibility criteria/guidelines prescribed and/or issued by the University Grants Commission (UGC) or any other statutory body from time to time shall also be applicable for registration to the Ph.D. Programme of this University.

3. ADMISSION PROCEDURE AND PROVISIONAL ENROLLMENT

- (a) Only the pre-determined number of Research Scholars shall be admitted to Ph.D. Programme as per the available vacant seats.

- (b) As per the State reservation policy of Uttarakhand, forty percent (40%) seats shall be reserved for the permanent residents of the State of Uttarakhand. If the reserved seats are vacant due to non-availability of eligible Research Scholar, then the said vacant seats may be filled from other scholars from other States.
- (c) 26% rebate will be given to permanent residents for Uttarakhand State only on the tuition fee fixed by the University.
- (d) The University shall invite applications twice in a year, generally in the month of June & December (once in each semester) for admissions to this programme through advertisement.
- (e) The Research Scholar shall apply for admission in the prescribed application form which may be downloaded from the website of the University www.motherhooduniversity.edu.in or obtained from the reception counter of the University and send to: **“The Directorate of Research, Motherhood University, Roorkee-Dehradun Road, Village Karoundi, Post-Bhagwanpur, Tehsil-Roorkee, District-Haridwar, Uttarkhand, Pin-247661, India”** or may directly submit to the Directorate of Research along with all credentials and requisite non- refundable Application Fee. The copy of documents to be attached with the application form shall be:
- Mark sheets of High School/ 10+2/ Diploma with Certificates
 - Mark sheets of all semesters/years of graduation and post-graduation along with degrees
 - Document in favour of any exemption listed in clause 3.1

- Aadhar Card, State Domicile, Caste Certificate in case of any benefit required in particular category
 - Migration Certificate
 - Ten coloured passport size photographs
 - NOC in original obtained from the employer, in case the applicant is employed
 - An affidavit on notarized non-judiciary stamp paper of Rs. 10/- that the information provided by the research scholar in the application form and the documents are correct and true.
- (f) The University shall admit Ph.D. Scholars either through an entrance test called- “Research Aptitude Test (RAT)” for Ph.D. Programme or directly depending upon the terms of exemption from RAT as stated in clause 3.1 but in all cases, the applicant has to register by filling and submitting the application form along with requisite fee.
- (g) The applications received by the Directorate of Research shall be sent to the Controller of Examinations.
- (h) *The Entrance Test Examination shall be* conducted by the Controller of Examinations of the University including the preparation of question papers, issuing admit card, evaluation and declaration of the results.

The written test (RAT) shall be of 3 hours duration and shall be based on the following format:

FIRST SECTION:

This section will consist of MCQ type questions. (50 marks)

This part shall have the following four components:

- (a) Research Methodology (15 Marks)
- (b) Functional English Language (10 Marks)

(c) Functional Knowledge of Computer (10 Marks)

(d) General Awareness (15 Marks)

NOTE: *There shall be no negative marking for wrong answers.*

SECOND SECTION:

This section will consist of descriptive type (50 marks) questions.

The candidates shall be required to attempt two questions of 25 marks each. In this section of the question paper, a candidate will be asked to write about the Research Methodology, specialization of Research, in which subject s/he wants to carry out the research.

- (i) There shall be minimum qualifying marks for the test, i.e. 50% marks on an aggregate but minimum 40% marks separately in each section, provided that a relaxation of 5% marks (on an aggregate and in each paper as well) will be given to the candidates belonging to Scheduled Castes/ Scheduled Tribes/ OBC (non-creamy layer)/differently abled, provided further that the average percent of marks shall not be rounded-off to the next higher integer.
- (j) The Controller of Examination will get the list of qualified candidates approved by the Vice-Chancellor and send the approved copy to the Directorate of Research.
- (k) Research Aptitude Test (RAT) shall be followed by Personal Interview and Document Verification by the Directorate of Research in which all aforesaid original documents shall be checked and verified and a set of photocopy of those documents shall be submitted by the candidate. After verifying all original documents and submission of the photocopies, the candidate shall be issued Enrollment number. In case of non-

availability of the original documents, no admission will be allowed subject to the discretion of the Vice-Chancellor.

- (l) The list of selected candidates shall be approved by the Vice-Chancellor.
- (m) The Research Scholars shall be allotted a Supervisor by the Directorate of Research with the approval of the Vice-Chancellor.
- (n) The Supervisors will guide and make aware the Research Scholars about the rules and regulations regarding completion of Ph.D.
- (o) The Research Supervisor of the Scholar will finalize the topic of research project.
- (p) After the preparation of synopsis, the Research Supervisor will check it thoroughly and forward it to the Directorate of Research through Chairperson, DRCC for conducting the RDC meeting of the said Research Scholar.
- (q) After receiving the proposal to conduct RDC from Chairperson, DRCC, the Directorate of Research shall get the same approved by the Vice-Chancellor.
- (r) The final date of RDC shall be communicated to the Chairperson, DRCC of the concerned faculty, Research Supervisor and the Research Scholars.
- (s) The RDC meeting shall be conducted by the Directorate of Research on the prescribed date. In case the synopsis is approved by the RDC with minor suggestions, the Research Scholar shall submit two spiral bind copies of the synopsis to the Directorate of Research and in case of major revision and alterations, the research scholar shall submit the revised one within 15 days of the RDC meeting. If the same is not submitted within the prescribed period then the Research Scholar shall have to appear again in next RDC meeting.

- (t) After that, the Directorate of Research shall issue the Registration number to the Research Scholar.

3.1 EXEMPTIONS FROM THE ENTRANCE TEST

The following categories of candidates shall be exempted from the (Research Aptitude Test) RAT for Admission to the Ph.D. Programme but shall be required to submit the application form along with the requisite fee and documents listed in the clause 3(e) and appear directly in document verification and personal interview:

- (a) International Students (including NRIs) who shall be subjected to the general rules framed by the Government of India from time to time and as applicable to the University with regard to the admissions, fee etc.
- (b) All candidates who have qualified UGC (NET-JRF)/CSIR(NET-JRF)/ GATE/ MHRD-Scholarship/Teacher fellowship/SLET etc., subject to the validity norms of the respective fellowships.
- (c) Candidates who have successfully completed their M.Phil from any University recognized by the University Grants Commission (UGC).

4. SUPERVISOR, CO-SUPERVISOR AND INTERDISCIPLINARY RESEARCH

Every Research Scholar registered for the Ph.D. programme shall work under the continuous supervision of his or her Supervisor. The Research Scholar shall remain in the contact of the Supervisors for all queries and updates related to the research work.

- (a) A Research Scholar shall be admitted to any one of the Faculty of the University to which the admission

announcements have been made for a given semester. In case the Research Scholar is willing and having aptitude to pursue research of interdisciplinary nature for which the specific Faculty has not been instituted in the University but a full-time Faculty member of other Faculty may be assigned as Supervisor who is competent and willing to guide him or her. The Vice-Chancellor shall have discretion to approve such assignment. S/he may be admitted after taking approval from the Vice-Chancellor.

- (b) A Research Scholar shall normally be admitted for Ph.D. degree in the Faculty in which he/she has passed his/her qualifying examination as stated in clause 2(a). In special cases, a Research Scholar qualifying in any other Faculty, may be permitted for admission to Ph.D. programme for which the specific Faculty or Department has not been instituted in the University but due to the interdisciplinary nature of the research topic and the availability of the Research Supervisor in some other Faculty, the Vice-Chancellor of the University allows the research scholar to be admitted.
- (c) To promote inter-disciplinary approach in research, if any Supervisor has doctoral degree in Psychology, s/he will also be eligible to supervise a Research Scholar in Education having reference to Educational Psychology and Child Psychology. A Co-supervisor having specialization in Psychology can be appointed from outside the University if subject expert is available only in Education.
- For reference: (i) A Faculty member with Ph.D. in Chemistry will be considered eligible for supervising in Medicinal Chemistry, Computational Chemistry, Pharmaceutical Chemistry.

(ii) A Faculty member with Ph.D. in Zoology, Botany will be considered eligible for supervising in Microbiology, Biotechnology, Biochemistry, Human Genetics, Molecular & Cell-Biology, Immunology, Toxicology, Ecology, Environmental Science, Structure Biology, Biomedical Science, Yoga and Science, Yoga & Technology, Food, Nutrition and Technology, Science & Spirituality, Chemistry of Human Behavior, Anthropology etc. S/he can also undertakes to supervise a Research Scholar having masters in Home Science, Anthropology, Education, Public Administration, Political Science etc. who want to pursue a an interdisciplinary research.

If a Research Scholar carries the research in an interdisciplinary topic then the degree will be awarded in the subject of his or her master's degree.

5. ELIGIBILITY CRITERIA FOR Ph.D. SUPERVISOR & CO-SUPERVISOR

- (a) The Directorate of Research with take the list of the Regular Faculty members who would be eligible for supervising the Research Scholars from the Office of the Registrar and get the same approved by the Vice-Chancellor. The seat matrix will be decided accordingly.
- (b) Research Supervisor shall be a full-time and regular Faculty member of the University. A Supervisor shall not exceed the number of Scholars under him/her as stipulated to the position s/he holds. On the requirement raised by the Research Supervisor, a Co-supervisor may be appointed either from the University or other institution with the approval of the Vice-Chancellor. The Research Supervisor will recommend the name of Co-Supervisor after checking the eligibility as per the

norms which would be finalized after approval of the Vice-Chancellor. The eligibility of a Co-supervisor shall be same as the Ph.D. Supervisor.

(c) The maximum number of Research Scholars to be enrolled for Ph.D. under the supervisor at a given point of time for different cadres either singly or jointly shall be as follows :

- (i) A Professor shall not supervise more than eight (08) Research Scholars as a Supervisor and three (03) as a Co-Supervisor.
- (ii) An Associate Professor shall not supervise more than six (06) Scholars as a Supervisor and two (02) as a Co-Supervisor.
- (iii) An Assistant Professor shall not supervise more than four (04) Scholars as a Supervisor and one (01) as a Co-Supervisor.

Note: In a special case, the Vice-Chancellor shall have discretionary powers to increase or decrease the prescribed number of Research Scholars to be supervised by a Faculty Member.

6. ALLOCATION OF SUPERVISOR

- (a) The Research Supervisor for a Research Scholar shall be allocated by the Directorate of Research on the basis of seat matrix on getting the same approved by the Vice-Chancellor. Then Directorate of Research will inform about the same to the concerned Research Supervisor and Chairperson, DRCC of the concerned faculty. Afterwards, the Research Scholar shall contact the Supervisor for seeking further guidance and knowing rules and regulations to be followed during the tenure.
- (b) A Research Scholar shall have one Supervisor and may have one or two Co-supervisors but not more than two Co-supervisors in any condition.

- (c) No application to change the Research Supervisor shall ordinarily be granted, but in exceptional cases, when a Research Scholar make an application in writing to the Chairperson, DRCC with due reasons that his/her research work shall suffer on account of migration, retirement, long leave of the Supervisor, or the Supervisor's continuous non-availability to the Scholar or s/he is not willing to guide the Scholar any more, or for any other justified reason then Chairperson, DRCC of concerned Faculty shall forward the application to Directorate of Research who will further forward the same to the Vice-Chancellor of the University for adjudication. The final decision of the Vice-Chancellor in this matter shall be binding over the Research Scholar.
- (d) Likewise if the Research Scholar does not contact or respond to the Supervisor or work as per the instructions given by him or her then s/he may send a report in writing to the Directorate of Research which shall be forwarded to the Vice-Chancellor. The decision taken by the Vice-chancellor shall be final and binding over the Research Scholar.
- (e) If the Research Supervisor leaves the University due to any reason, then **Vice-Chancellor shall have discretionary powers** to allocate a new Research Supervisor to the Research Scholar. Neither the Supervisor nor the Research Scholar shall be allowed to take decision in this matter.
- (f) In case, Research Scholar feels to change the area of research/topic of the approved synopsis with new Research Supervisor, the Research Scholar shall apply to the Directorate of Research and the same shall be placed before the Vice-Chancellor and if approved, the Research Scholar shall be informed.

- (g) It shall be the duty of the Supervisor to ensure that the Research Scholar is aware of this ordinance, regular updates at the website of the University regarding Ph.D. like Academic Calendar, six months progress report and UGC norms as well. No specific and individualized correspondence shall be made in this regard by the Directorate of Research.
- (h) The Supervisor shall be responsible to inform the Research Scholar of the penalties and other consequences s/he may suffer due to any kind of negligence in research work where the admission may be cancelled if s/he fails to follow the rules and regulations as promulgated in this ordinance.

7. DURATION OF THE PROGRAMME

The duration of the Ph.D. programme shall be three years to six years from the date of enrollment and after the Personal interview and verification of original documents, subject to the exceptional cases in which the Research Scholar can complete the programme in two years and six months after approval of the Vice-Chancellor. The Vice-Chancellor shall have discretionary powers to grant permission in exceptional cases.

- (a) If the Research Scholar could not complete the research work within three years, s/he shall be required to seek extension of six months by writing an application to the Directorate of Research along with the requisite fee. The application will be forwarded to the Vice-Chancellor for final approval.

If the Research Scholar could not complete the research work even in six years, the case shall be referred to the Vice-Chancellor for initiating cancellation proceedings. The decision of Vice-Chancellor shall be final and binding over the Research scholar.

- (b) The persons with disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women Research Scholars may be provided up to 240 days Maternity Leave/Child Care Leave once in the entire duration of Ph.D.

8. PLACE OF WORK/RESEARCH

Every Research Scholar shall generally work at University campus. However keeping in view of the nature of the research work, the Research Supervisor may allow the Research Scholar to work/research at some other institution or place.

Provided that the Research Scholar shall submit a certificate from such other institution where s/he carried the research certifying the period for which carried out the research to the Directorate of Research during the pre-submission of thesis. The Research Scholars shall bear all other expenses by themselves towards conduct of the study for their research work.

9. RESEARCH DEGREE COMMITTEE (RDC)

There shall be a Research Degree Committee (RDC) for carrying out various functions of Ph.D. programme .The constitution of the RDC is as follows:

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|-------|---|----------|
| (i) | The Vice Chancellor or his
Nominee | Chairman |
| (ii) | Registrar | Member |
| (iii) | Dean/ Principal/HOD of
Concerned Faculty | Member |
| (iv) | Supervisor of the Research
Scholar | Member |

- | | | |
|------|-------------------------|----------------------|
| (v) | External Subject Expert | Member |
| (vi) | Director-Research | Member-
Secretary |
- (a) The RDC meeting shall be convened twice in a session after the recommendation of the Supervisor through Chairperson, DRCC of the concerned Faculty to the Directorate of Research. Provided that, a special RDC meeting may be held at any time with the permission of the Vice-Chancellor on the recommendation of Director of Research.
 - (b) Presence of four members of the RDC shall form the quorum for convening the meeting.
 - (c) The minutes of the RDC meetings shall be placed before the Chairman/Vice-Chancellor for his approval.
 - (d) If the Member-Secretary is incapable to attend the meeting due to any reason, s/he shall nominate any person to convene the meeting.

FUNCTIONS AND DUTIES OF THE RESEARCH DEGREE COMMITTEE

- (a) RDC may recommend a Research Scholar possessing an M.Phil degree to continue his/her research work in the same area of research as in M.Phil degree, provided such research has been original and not been carried by any other Scholar of any institution.
- (b) The members of the Research Degree Committee (RDC) shall examine the synopsis of the proposed research work whether the scheme of investigation is likely to give results of sufficient value, or needs some modification or deserves rejection, in below mentioned categories :
 - A. Approved and submitted
 - B. Approved and submitted with minor modification
 - C. Approved and submitted with major modification

D. Rejection

- (c) In RDC meeting the Research Scholar shall present the synopsis through power point presentation. The Registration number will be issued to the Research Scholar only after the final submission of the approved synopsis.

- (d) The Research Scholar shall have to submit the progress reports to the supervisor after every six months. The Supervisor shall forward it to the Directorate of Research.

10. DEPARTMENTAL RESEARCH COORDINATION COMMITTEE (DRCC)

In each Faculty/Department of the University, academic matters related to the Ph.D. programme shall be supervised by a Departmental Research Coordination Committee consisting of the following:

- (i) Dean/Principal/Head of the Department of the Faculty shall be the Chairperson of DRCC
- (ii) All supervisors and the eligible Faculty members shall be the members of DRCC
- (iii) The Convener of DRCC shall be nominated by its Chairperson

These committees shall work in all departments with their names as: DRCC (Pharmaceutical Sciences), DRCC (Education), DRCC (Agriculture), DRCC (Science), DRCC (Arts, Humanities & Social Sciences), DRCC (Commerce & Business Studies) and DRCC (Legal Studies).

FUNCTIONS OF DRCC

DRCC shall perform the following functions:

- (a) To periodically review the progress report of the research work of Research Scholars;
- (b) To cooperate the Directorate of Research by allowing Faculty members to perform as invigilators and to evaluate the answer sheets and submit the awards;
- (c) To forward the recommendation by Supervisor to hold RDC meeting of the Research Scholars to the Directorate of Research;
- (d) The Chairperson of DRCC of all faculties shall attend the meeting of Research Advisory Committee (RAC) whenever conducted.

11. RESEARCH ADVISORY COMMITTEE (RAC)

There shall be a Research Advisory Committee consisting of the following:

- (i) Vice-Chancellor or his nominee shall be the Chairman.
- (ii) All Dean/Principal (HOD only in the absence of the Dean/Principal) shall be the Members of Research Advisory Committee.
- (iii) Director-Research shall be the Member-Secretary.
- (iv) External Experts may be invited as Members after getting approved by the Hon'ble Vice-Chancellor.

Note:

- (a) If the Member-Secretary is incapable to attend the meeting due to any reason, s/he shall nominate any person to convene the meeting.
- (b) Presence of four members of the RAC shall form the quorum for convening the meeting.

FUNCTIONS OF RAC

- (a) To review the current status of work and progress of the Research Scholars of the Faculties.

- (b) To invite the academicians for the advancement of the knowledge of Faculty members in the field of science education, computer application, use of software and to discuss latest trends in research methodology.
- (c) The decisions regarding rules and regulations of Ph.D. programme taken unanimously in the meeting of RAC will become the part of this ordinance on being approved by the higher authorities.
- (d) RAC shall also plan and motivate the Faculty members to undertake the minor and major research projects from the National and State funding agencies.

12. RESEARCH PERFORMANCE / PROGRESS MONITORING

The progress of each Research Scholar shall be monitored by the Supervisor(s), who will assess the performance to be ‘satisfactory’ or ‘unsatisfactory’. For this purpose, each Research Supervisor shall be required to submit a progress report duly signed by him/her at the interval of six months to the Directorate of Research.

13. COURSE WORK

The Research Scholars shall undergo prescribed course work for a minimum period of one semester (06 months & 12 Credits) in order to strengthen the background in the chosen Faculty/area of research and to develop a sound research temperament. If the Research Scholar has done the course work in M.Phil. and produce the certificate in this regard, s/he shall not be required to do it again.

- (a) If a Research Scholar does not complete the course work and successfully pass its examination, then his candidature in

Ph.D. programme shall stand cancelled by default and no further communication shall be made to him by the Directorate of Research in this matter.

- (b) During the course work, Research Scholar shall have to submit two assignments of each subject to his Research Supervisor. The Research Supervisor will evaluate the assignments and send the marks to the Directorate of Research. The course work shall be considered as complete only after the submission of marks of all four assignments by the Research Supervisor.
- (c) The marks distribution: Internal assessment on the basis of two assignments of each subject: 30 marks (15 marks of each assignment)
External assessment on the basis of theory paper of one subject: 70 marks
- (d) Minimum attendance required to become eligible to appear in the qualifying examination for each paper shall be 75% .
- (e) A Research Scholar shall have to obtain minimum of 55% marks to qualify the course work examinations.

14. PRE SUBMISSION OF THESIS

The Research Scholar must publish two research papers (from the Ph.D. research work only) in peer reviewed refereed journals and make two paper presentations (from the Ph.D. research work only) in conferences/seminars before the Pre-Ph.D. presentation of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and reprints.

- (a) Prior to submission of the thesis, the research scholar shall give a Pre-Ph.D. presentation before a committee comprising of Chairperson, DRCC, nominee of Vice-Chancellor,

Research Supervisor of the Scholar, one external expert, Director of Research (or any other person as his nominee), he/she will present and defend the thesis work for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the Research Supervisor.

(b) Research Scholars are required to submit the following prior to the Pre-Ph.D. presentation through Research Supervisor to the Directorate of Research, which would get it approved by the Vice-Chancellor and confirm the date of pre-Ph.D. presentation to the Research Supervisor:-

1. One copy of spiral bound research summary.
2. One copy of synopsis approved by RDC.
3. One copy of spiral bound thesis.
4. One copy, each of the published research work, and two certificates of participating National/International seminar or conferences from the research work of Ph.D.
5. No dues certificate from Accounts section, Dean of the Faculty, Research Supervisor, Directorate of Research, Central Library etc.
6. Soft or Electronic copy of synopsis, summary, thesis & published research work.
7. Anti-Plagiarism Certificate by a recognized agency or institution.
8. If the Research Scholar has carried research work at any other institutions/laboratories, collected data or performed other similar functions, the Original certificates from such institutions duly signed and stamped by the authorized person of the institution or laboratory mentioning the time period and nature of the work carried shall be submitted to the Research Supervisor. The relevance and authenticity of

the documents shall be decided by the Research Supervisor only who will forward the same to the Directorate of Research.

- (c) In case, subject experts suggest some modification in thesis, the Research Scholar shall resubmit the thesis to the Research Supervisor after incorporation of suggested modification within fifteen days. He/she shall forward the corrected thesis to Directorate of Research along with a letter that s/he has verified the suggested corrections.

15. APPOINTMENT OF EXAMINERS AND THESIS EVALUATION

- (a) The Directorate of Research shall recommend two (02) experts qualified to examine the thesis and the Research Supervisor shall recommend three (03) experts to the Directorate of Research. The Directorate of Research shall send the compiled list to the Vice-Chancellor who shall finalize three examiners for thesis evaluation. The Vice-Chancellor may appoint any other examiner not mentioned in the list.
- (b) The external experts shall be required to submit evaluation report of the thesis within forty five days of receiving the same. S/he may take maximum extension of three months with the permission of Vice-Chancellor, thereafter Vice-Chancellor may appoint alternate examiner to evaluate the thesis.
- (c) Each examiner shall recommend detailed comments/suggestions on the research work in the prescribed format, along with a clear recommendation stating one of the following:
 - (i) The thesis is acceptable/ recommended for the award of Ph.D.

(ii) The thesis is acceptable for the award of Ph.D. Degree after Minor technical/ Language corrections as specified in the evaluation report.

Or

(iii) The thesis needs major technical modifications/ corrections as specified in the evaluation report, Research Scholar asked to resubmit thesis in the revised form.

Or

(iv) The thesis is rejected as it does not meet the minimum standards.

(d) If minimum two out of three examiners recommend for the award of the degree, the research scholar shall be allowed to appear for the viva-voce examination.

(e) If two out of three external examiners reject the thesis, it shall be rejected finally and further necessary action will be taken by the Vice-Chancellor cum Chairman, RDC regarding its revision. The final decision of the Vice-Chancellor shall be binding upon the research scholar and the supervisor on revision.

16. VIVA-VOCE EXAMINATION

(a) Once the thesis is recommended for the award of Ph.D. degree, viva-voce examination of the Research Scholar shall be conducted to defend the research work.

(b) The Board for viva-voce shall be comprising of Chairman or his nominee and Member-Secretary of RDC; Chairperson, DRCC of concerned Faculty; Research Supervisor and one External Subject Expert.

Note: If the Member-Secretary, RDC is incapable to attend the meeting due to any reason, s/he shall nominate any person to convene the meeting.

(c) On the basis of the comments of the Subject Expert, the panel of viva-voce examiners shall recommend in writing for the award of degree of Doctor of Philosophy to the Research Scholar in the subject concerned.

Thereafter, the report of board of viva-voce examination shall be placed in the Academic Council and on getting its approval; the Provisional Certificate shall be issued. The said report shall be placed before Board of Governors through Board of Management. On being approved by the Board of Governors, the degree of Doctor of Philosophy shall be awarded to the Research Scholar.

17. WITHDRAWAL OF THE DEGREE

The University reserves all the rights to withdraw the degree or cancellation of registration of the Research Scholar at any time if s/he is found guilty of committing plagiarism or any kind of malpractice.

18. REFUND OF DEPOSITED FEES

In case a Research Scholar is unable to carry the research project due to some personal unavoidable circumstances or his/her Research Supervisor recommends to cancel admission due to indiscipline or any other reason, in writing to Directorate of Research, it would be then forwarded to the Vice-Chancellor. After giving opportunity of hearing to the Research Scholar, the admission shall be cancelled. If the cancellation of admission is recommended before first RDC meeting, 80% of the deposited fee will be refunded while the discretion regarding refunds will be

exercised by the Vice-Chancellor in case the cancellation of admission is recommended after first RDC meeting.

Notwithstanding anything stated in this ordinance, for any issues arising, whether covered or not covered by this ordinance, the Vice-Chancellor shall reserve all rights to take any decision in all concerned matters.