



**CHHATTISGARH SWAMI VIVEKANAND TECHNICAL UNIVERSITY  
BHILAI**

**Ordinance No. 10  
(Under Section 38)**

**Modified Ordinance for Doctor of Philosophy (wef ...08/12/2020..)**

**Preamble**

Modified Ordinance for Award of Ph.D. Degree (Full Time & Part Time basis), Chhattisgarh Swami Vivekanand Technical University 2019 are framed in suppression of Chhattisgarh Swami Vivekanand Technical University, Bhilai, Ordinance No. 10 (Under Section 38) implemented in accordance with the UGC(Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations 2016 notified in The Gazette of India- Extra Ordinary {no. 28,Part III-Section 4, for the week July11- July17, 2009] on May 5th 2016 vide File/Letter No.F.1-2/2009(EC/PS) V(I) Vol. II – in exercise of the powers conferred by clauses (f) and (g) of subsection (1) of Section 26 of University Grants Commission Act 1956 (3 of 1956).

1. The degree of Doctor of Philosophy (Ph.D.) may be granted in any discipline belonging to any Faculty of Chhattisgarh Swami Vivekanand Technical University (hereinafter: University), in which Post-Graduate studies and/or research is available at the University or at its affiliated Colleges/Institutions that are recognized as Research Centers by the University.

**2. Constitution of Departmental Research Committee (DRC)**

All academic matters related to Ph.D. degree shall be processed by a Departmental Research Committee (hereinafter: DRC) consisting of the following:

1	<i>Head of the School/Department, for UTD or Principal/Director for affiliated Colleges/ Institutions of the University</i>	<i>Chairman</i>
2	<i>Head of the concerned department for affiliated college/institution provided that the Head of the department holds a Doctorate degree in the relevant discipline</i>	<i>Member</i>
3	<i>Two faculty members from the UTD/Research Center/any other Institute who are recognized Ph.D. Supervisors</i>	<i>Members</i>
4	<i>One member nominated by the Kulpati/Vice Chancellor</i>	<i>Member</i>

Three (03) members including the Chairman will form the quorum.

**3.0 Eligibility for registration for degree of Doctor of Philosophy**

The following candidates are eligible to seek admission in the Ph.D. program:

- 3.1** Master's degree / M.Phil. holders with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the Master's degree shall be eligible for Ph.D.
- 3.2** Minimum qualification for admission to the first year Ph.D. in Engineering Stream shall be M.E./M.Tech. in appropriate branch with at least 60% marks aggregate or its equivalent CGPA from any recognized university/institutions/technical university/Deemed University or any other qualification as recommended by UGC/AICTE for a particular course.
- 3.3** Candidates possessing a degree considered equivalent to Master's / M.Phil. of an Indian Institution, from a Foreign Educational Institution recognized or authorized by an authority, established or incorporated under a law in its home country or any other standard statutory authority in their country, shall be eligible for admission to Ph.D. program.
- 3.4** A relaxation of 5% marks for 55% to 50% or an equivalent relaxation of grade maybe allowed for those belonging to SC/ST/OBC (non-creamy layer) /differently-abled and other categories of candidates as per the decision of the commission from time to time.

**4.0 Procedure for Registration**

- 4.1** The selection for admission to Ph.D. degree programme will be done through an Entrance Test conducted by the University followed by personal interview of the candidate. The Entrance Test will be conducted at the University level once in a year (however looking into the number of applications the frequency of holding the Entrance Test may be increased to Twice in a year).
- 4.2** The number of Ph.D. scholars, to be admitted to each subject of study at the University Teaching Departments and duly approved research centers, shall be decided based on number of available research Supervisors and other academic as well as physical facilities available, in accordance with the norms regarding the scholar-teacher ratio, laboratory, library and such other facilities.
- 4.3** The University shall notify every year, well in advance, in the website and through advertisement (in at least two national news papers, of which at least one shall be in the regional language), the number of seats for admission, subject/discipline-wise distribution

of available seats, criteria for admission, procedure for admission, examination centre(s) and date(s) of entrance test(s) and all relevant information for the benefit of candidates.

- 4.4** Admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by UGC and other statutory bodies concerned, and taking into account the reservation policy of the State Government/University applicable to SC/ST/OBC (non-creamy layer)/differently-abled and other categories as decided by the State Government/University from time to time.

Candidates eligible for registration to Ph.D. shall be decided by two stage process – Entrance Test and Interview/Viva-voce.

- 4.5** The requirements of entrance test is relaxed for
- i. Candidates with valid score card of UGC/CSIR NET (including JRF) examination, SLET, GATE or GPAT.
  - ii. Candidates possessing M.Phil. degree through a regular programme from a University, a deemed university or any other university incorporated by any law for the time being in force and recognized by the university.
  - iii. Teacher fellowship holder and University/College teachers holding a regular position (regular appointment) and has completed two years of service as teacher in a department of the University/affiliated college/Institution.
  - iv. Scientist of State/National/International Govt. Institutions/R&D Laboratories having at least three (3) years of research experience and relevant publications.
- 4.6** The DRC shall scrutinize the candidate's eligibility for appearing at the entrance test. The validity of the Entrance Test will be for two years and relaxation from entrance test as well.
- 4.7** The qualifying marks for the Entrance Test and Personal Interview will be 50% individually. Candidates exempted from test will be assessed through Personal Interview based on presentation and interaction on area of interest before DRC.
- 4.8** It shall be assessed at the interview/Viva-Voce whether
- (a) the candidate possesses the competence for the proposed research;
  - (b) the research work can be suitably undertaken at the research center;
  - (c) the proposed research can contribute to new/additional knowledge.
- 4.9** The syllabus of the Entrance Test shall consist of questions based on research methodology (50 %) and the subject of study concerned (50%). The qualifying marks for Entrance Test will be 50%.
- 4.10** The modalities of the Entrance Test will be decided by the University.

**Note:** *No TA/DA shall be payable to the candidates appearing at the Personal Interview. In case of postponement of the Personal Interview due to unavoidable reasons, no compensation will be provided to the candidates.*

## 5.0 Procedure for Admission

- 5.1** An eligible candidate must apply for registration for Ph.D. programme of his/her subject on the prescribed form obtainable on payment of prescribed fee. The application shall be evaluated by the DRC of the concerned UTD/School of the University/Affiliated College/Institution.
- 5.2** The DRC will allocate the Supervisor/Co-supervisor with mutual consent of the candidate and Supervisor/Co-supervisor, for an eligible candidates depending on the number of students per Supervisor/Co-Supervisor, the available specialization among the faculty supervisors and the research interest of the student as indicated during personal interview of the student.
- 5.3** Scholars already admitted to Ph. D Course in any recognized university/ institute may be transferred/ admitted, after checking the due equivalency of the status of Ph. D. work on the recommendation of the committee constituted by the Kulpati of the university.

## 6.0 Credit requirements & Course Work

After having been admitted, each Ph.D. student shall be required to undertake course work. The duration of the course shall be two semesters each of six-month duration for all Candidates. The course work must include Research Methodology which may consist of quantitative methods and computer applications.

- 6.1** Each course will be of 4 credits and all students shall complete credit requirements through course work as specified in the Table below:

Se. No.	Qualification possessed by Candidate	Required Credits
1	M.Tech. or Equivalent; or MBA with B. Tech. (for management only)	12
2	M.Sc/MCA/MA or equivalent	16
3	M.Sc/MCA/MA with M.Phil.	12

- 6.2** The course content shall be designed by the Board of Studies (BoS) of the concerned subject/stream. The course work may also involve reviewing of published research works in the relevant field.

All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirements and shall specify content, instructional and assessment methods duly approved by the concerned Board of Studies (BoS) of the University.

- 6.3 The scheme of teaching and examination for the course work will be decided by the University. The contents of the course work specific to the area of research of the candidate are to be proposed by the Supervisor in consultation with the Co-supervisor/s (if any) and approved by Board of Studies (BoS) on recommendation of DRC.
- 6.4 In addition, a candidate shall be required to audit a course on "Communication Skills". However, a student, on recommendations of his/her Supervisor, can be exempted by the DRC from the requirement of auditing the Communication Skills course if it is convinced that the student already has adequate knowledge/exposure of Communication Skills.
- 6.5 The course work shall be treated as pre Ph.D. preparation and it shall include:  
(i) Semester one shall comprise of a course on Research Methodology as a compulsory subject which shall include quantitative methods, and Computer Applications, Research ethics and review of published research in the relevant field, training, and the field work along with other areas found relevant to the discipline concerned and one of the elective suggested by Supervisor/Co-supervisor.  
(ii) In second semester, the candidate has to choose either one or two electives depending on number of credits required with the consent of his/her Supervisor/Co-supervisor. The courses shall be advanced level areas in the subject concerned for enabling the students to acquire deep knowledge for the preparation of Ph.D. degree.

It is expected that full time and part time students will complete their course credit requirements in initial two semesters.

Minor Project and Seminar can also be taken as Subject of credits.

- 6.6 On the recommendation of the Supervisor, the course work related to research area should be carried out by the candidate at the approved Research Center/University. The candidate shall be evaluated at the end of the semester by DRC and one external examiner nominated by Vice-Chancellor. If the candidate is not able to pass the course with minimum 55% marks in aggregate along with at least 40% marks in theory paper of the concerned subject and at least 70% marks in the internal continuous assessment, the candidate has to qualify the related course work in immediate next examinations.
- 6.7 Scholars admitted to the Ph.D. program shall be required to complete the course work prescribed by the Department within two years of his/her admission failing which his/her candidature shall be cancelled.
- 6.8 Scholars already holding M.Phil. degree through regular mode in the relevant subject and admitted to the Ph.D. program and completed the research methodology course work as per norms, may be exempted from course work on recommendations of DRC.

## 6.9 Part Time Registration

Candidates, who are working in reputed research organizations, academic Institutes and industries, situated preferably in the close vicinity of CSVТУ, are eligible to apply for admission in "Part-Time" Ph. D. program.

Teachers of affiliated colleges/University Departments/Higher Secondary Schools, candidates appointed as Research Fellows or Research Assistants in Research projects run in the University Departments/Affiliated Colleges /Research Institutes and Scientists working in the Research Institutes, Technical Experts working in Laboratories, members of any professional institutes approved by Government of India, Permanent employees of CSVТУ satisfying the eligibility criteria for admission as stated in ordinance are eligible to apply for part time research and such candidates are to undergo one year regular full time compulsory course work, provided that the applicant should fulfill all the mentioned conditions in the ordinance.

### Eligibility Criteria

- The candidate should be working in an organization which encourages and facilitates research.
- He/She meets the requisite minimum qualification for admission to Ph. D. program of CSVТУ.
- The candidate should have a minimum of two years work experience in related field.
- The candidate should furnish a "consent & No objection certificate" from his/her parent organization in the attached format.

The part time research student shall attend the Research Centre for at least 60 working days in a year (minimum 3 attendances in a month).

- 6.10 All existing academic regulations will be applicable to part-time Ph. D. students, unless specifically mentioned otherwise.

## 7.0 Fees

Registration fee for Ph.D. program is to be paid to the University at the prevalent rates as announced by the University from time to time.

- (a) The fees payable in every six months at the research centre are as follows:  
(i) Tuition fee (ii) Library fee (iii) Laboratory fee (where laboratory work is involved).
- (b) The fees payable only once at the research centre are as follows:  
(i) Library caution money (refundable) (ii) Laboratory caution money (refundable)  
(iii) Identity card fee (iv) Development fee.
- (c) The University Library fee shall be as follows:  
(i) University Library fee (payable every six months)

- (ii) University Library caution money payable once only and refundable.
- (d) The fees mentioned in para (a), (b) and (c) above will be as prescribed by the University from time to time.
- (e) The six monthly fees shall be paid till the student submits his/her Ph.D. thesis.
- (f) The teachers of the University/Affiliated colleges and teachers under the UGC/AICTE teacher fellowship scheme or any other scheme will also be required to pay the fees as per rules.

## 8.0 Research Degree Committee (RDC)

8.1 After successful completion of the Pre-Ph.D. course work, the candidate shall be eligible to submit a synopsis (as per the prescribed format) of his/her proposed research work along with the title of the thesis (in six copies) duly forwarded by the Supervisor/Co-supervisor & the Chairman of the relevant RDC.

8.2 The candidate shall be required to make an oral presentation of the proposed work before the Research Degree Committee (RDC) consisting of the following members:

- i. Kulpati/Vice Chancellor or his nominee.
- ii. Dean of the faculty.
- iii. Head of the University Teaching Department/School of Studies/Institution in the subject.
- iv. Chairman, Board of Studies in the subject.
- v. One external subject expert of the rank of University Professor to be nominated by the Kulpati/Vice Chancellor, ordinarily out of a panel of 5 experts given by the Chairman of the Board of Studies (BoS) concerned. The term of panel shall be co-terminus with the term of Chairman Board of Studies.

*External Expert and two other members will form the quorum.*

### Note:

- i) The Supervisor/Co-supervisor is entitled to be present during the oral presentation of the candidate.
  - ii) No TA and DA shall be payable to the candidate and the Supervisor/Co-supervisor (if any) for attending the RDC meeting.
- 8.3 The meeting of the RDC shall be held in the University office twice in Academic Year, preferably in July and January. The committee shall consider the application of the persons who want to get recognized as Supervisor/Co-supervisor and recommend their eligibility if found as per provisions of this Ordinance.
- The committee shall also provide the list of all the approved Supervisors/Co-supervisors, along with their specialization, proposed by different RDC's from time to time. This list shall be available with the Registrar/Academic Section of the University and on the website of the University.

- 8.4 The committee shall formally recommend for the registration of the candidate for the Ph.D. programme after approving title of the thesis, Synopsis, Supervisor, Co-supervisor/s (if any) and the place of research work. The RDC has the right to suggest revision/alterations (if required) in the synopsis forwarded by the DRC.

On approval by the RDC the candidate shall be registered and enrolled as a student from the date of his/her RDC meeting if the candidate pays his/her Registration, library and laboratory fees within 15 days from date of meeting. The letter of registration shall be issued by the Registrar, and sent to all those concerned. The candidate has to pay the regular tuition, library and laboratory fees every six-month during his/her research tenure.

- 8.5 The University shall maintain the list of all the Ph. D. registered students, including name of the registered candidate, topic of his/her research, name of Supervisor/Co-supervisor/s, date of enrolment/registration on its website on year-wise basis.
- 8.6 If the RDC decides that minor/major revision is required in the synopsis and or the oral presentation was also found to be unsatisfactory, then the candidate may be asked to revise the synopsis and or improve upon the oral presentation and reappear at the next meeting of the RDC. If only changes in Synopsis are suggested, the synopsis should be resubmitted after incorporating the changes within 1 month.
- 8.7 If the RDC does not recommend a candidate for registration to Ph.D. programme, the candidate shall be communicated the same by the Registrar. In such case, only the caution money deposited by the candidate shall be refunded.
- 8.8 The medium of instruction and examination shall be English throughout the course of study.

#### 9.0 Subject of Research

A candidate shall ordinarily be permitted to work for Ph.D. degree in the subject in which he/she has obtained his/her Post-graduate degree or the Bachelor degree (as per clause 3).

Provided that research work leading to Ph.D. degree may be encouraged in allied subjects of interdisciplinary nature of the same faculty or of allied faculty. In such cases the candidate may also be permitted to work under one or two Co-supervisors, along with the Supervisor of the University.



**10.0 Place of Research**

A candidate shall pursue his/her research at the institution from where his/her application form has been forwarded by DRC.

Provided that a candidate permitted to work in a research establishment recognized by the University shall be required to take at least one Co-supervisor along with the Supervisor; one of them should be the teacher of the University and the other a Teacher/Scientist/Research Officer/Director of the Institution\* where the candidate is actually working.

\* Includes Institutions and Laboratories run and sponsored by the Union/State Governments or its agencies; and Foreign University/Institution of repute.

Provided also a candidate may be permitted to carry out his/her research/experimental work in a Research Institution/Research Laboratory/Laboratory of a University recognized by the University for the purpose under the supervision of a Scientist/Director/Teacher of the Institution who may or may not be the Co-supervisor of the candidate.

**11.0 Supervisor/Co-supervisor**

**11.1** The person recommended as Supervisor/Co-supervisor to guide the Research Scholar must be:

A Professor in a University Teaching Department/School of Studies with at least five (5) published research papers in UGC Care approved/SCI indexed/ Refreed Journals in Scopus Database.

OR

A Reader/Associate Professor of the University/ a Professor, Associate Professor/Reader in a College/Institution affiliated to the University possessing a Doctorate Degree and has published three (03) research papers in UGC Care approved/SCI indexed/ Refreed Journals in Scopus Database.

Provided that in areas/disciplines where there is no or only a limited number of refereed Journals, the university may relax the above condition for recognition of a person as Research Supervisor/Co-supervisor in consultation with RDC/ Academic Committee/ Council with reasons recorded in writing.

OR

A Lecturer/Assistant Professor of the University Teaching Department/School of Studies/Colleges affiliated to the University who has obtained a Doctorate Degree in the subject and has published at least three (3) Research papers in UGC Care approved/SCI

indexed/ Refereed Journals in Scopus Database and has at least two years of Post Ph.D. experience.

However, in order to encourage research interest among teachers of this category, exemption from two years of Post Ph.D. experience shall be granted to those who have been awarded with research projects of not less than Rs. 5 Lacs from the State (such as CGCOST, etc.)/ National (such as DST, CSIR, UGC, etc.)/ International (such as WHO, Ford Foundation, etc.) Sponsoring Agencies.

OR

A Scientist/ Director not below the rank of a University Lecturer/ Assistant Professor, working in a State or Central Research Institute/ Organization/ Establishment/ Laboratory recognized by the University as a research centre, who has obtained a Doctorate Degree in the subject and published at least three (3) research papers on concerned subject in UGC Care approved/SCI Journals/ in Scopus Database or having at least Two Indian Patents/One International Patent and has five years of experience in the respective field.

- 11.2** Scientists in the regular service in research laboratories of Central/State Government located generally in the geographical jurisdiction of University may also be approved as Research Supervisor/Co Supervisor and the Scientist in Grade-D, Grade-E and Scientist Grade F & G are equated as Assistant Professor, Associate Professor and Professor respectively, exclusively for the purpose of research supervision, subject to fulfillment of other requirements stipulated in these Regulations.
- 11.3** Provided that a recognized Supervisor who fails to publish at least two research papers during last five years in UGC Care approved/SCI Journals/ in Scopus database, shall not be eligible to enroll a new candidate under his/ her supervision.
- 11.4** Provided that the persons who have been recognized as Supervisors/ Co-supervisors shall not be eligible to supervise after their superannuation though they would continue to Supervise already registered candidates with them prior to their superannuation. However, in this case the superannuated faculty, with the permission of the Chairman of DRC, shall have to opt for an additional Co-supervisor, who is in service, from the relevant research center approved by the University.

*Provided also a recognized Supervisor/Co-supervisor under the repealed ordinance shall continue to be recognized as Supervisor/Co-supervisor.*

(Publication means full research paper only, not any technical note or short paper).

The Co- supervisor can be from outside the jurisdiction of the university as well.

- 11.5** The Supervisor should be a Regular Faculty Member of an affiliated Institute of University (within the University).

The external Supervisors are not allowed. However, Co-supervisor can be allowed with the approval of the RDC on recommendation of DRC in inter-disciplinary areas from any Institute/ Organization/Laboratory within or out of University/ Foreign University with good Academic record having at least 5 publications in UGC Care approved/SCI indexed / Refreed Journals in Scopus Database.

- 11.6** Provided further that a person who is himself registered for Ph.D. degree of the University in the subject shall not be eligible to act as Supervisor/Co-supervisor in the concerned subject or member of the DRC/RDC related to the concerned subject mentioned in this Ordinance.
- 11.7** A full time regular teacher, satisfying all conditions of Ordinance and working in a department of a college/centre affiliated to University which is not a recognized research Centre in his/her discipline, and working as a Research Supervisor at a nearby research Centre of the University in the same discipline, shall be permitted to continue with existing students by appointing a Co-supervisor at the Research Centre.
- 11.8** A Professor as Research Supervisor/Co-supervisor, at any given point of time, shall guide not more than 8 (Eight) Ph.D. scholars. An Associate Professor as Research Supervisor shall guide up to a maximum of 6 (Six) Ph.D. scholars and an Assistant Professor as Research Supervisor shall guide up to a maximum of 4 (Four) Ph.D. scholars. Detailed break-up is shown in table below:

<i>Sl. No.</i>	<i>Designation</i>	<i>Solely</i>	<i>Jointly</i>	<i>Sl. No.</i>	<i>Designation</i>	<i>Solely</i>	<i>Jointly</i>
<i>1</i>	<i>Professor</i>	<i>5</i>	<i>3</i>	<i>2</i>	<i>Associate Professor/Reader</i>	<i>3</i>	<i>3</i>
		<i>4</i>	<i>4</i>			<i>2</i>	<i>4</i>
		<i>3</i>	<i>5</i>			<i>1</i>	<i>5</i>
		<i>2</i>	<i>6</i>		<i>0</i>	<i>6</i>	
		<i>1</i>	<i>7</i>	<i>3</i>	<i>Assistant Professor/Lecturer</i>	<i>2</i>	<i>2</i>
		<i>0</i>	<i>8</i>			<i>1</i>	<i>3</i>
	<i>xxxx</i>	<i>xxxx</i>	<i>0</i>			<i>4</i>	

- 11.9** If a research student under a Research Supervisor submits his/her Ph.D. thesis for adjudication, the date of submission of Ph.D. thesis will be considered as date of occurrence of vacancy under that Research Supervisor in order to avoid delay in granting registration for new research scholar.
- 11.10** In case of a teacher being transferred among colleges under govt./corporate/same management, affiliated to the University, the recognition of the teacher as research guide

at research center shall be continued for the existing candidate. In such cases, a Co-supervisor is to be engaged at the research centre.

**11.11** The research data, in case of **relocation of the woman scholar** for Ph.D. due to marriage or otherwise, shall be allowed to be transferred to the University to which the scholar intends to relocate, provided all the other conditions in this ordinance are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/Supervisor from any funding agency. The scholar shall give due credit to the original Research Supervisor and the institution for the part of research already done.

## **12.0 Research Center**

**12.1** Any Institution/College affiliated to University/Research laboratory of State/ Central Government or Government undertaking may apply for getting the recognition as research center for carrying out Ph.D. Degree programme on depositing the required fees for the same.

**12.2** The teaching department/Center/School of university/affiliated college/institution, organization will be recognized as a Research Center based on the recommendations of a committee formed for this purpose taking care of availability of eligible Research Supervisor, required infrastructure and supporting administrative & research promotion facilities.

**12.3** All teaching/research departments/centers of the University are deemed to be research centers of this University. However, the University will have the right to make surprise visit and if not found updated for the purpose of carrying out research programme, the organization/institution may be de-recognized as a Research Centre.

**12.4** Post-graduate Departments of affiliated Colleges and Research Institutes/laboratories of Central/State Government with at least two Ph.D. qualified teachers/scientists in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under sub-clause 12.5, shall be considered eligible to offer Ph.D. programmes, provided other conditions specified by the University are fulfilled.

**12.5** Post-graduate Departments of affiliated Colleges and Research Institutes/laboratories of Central/State Government with adequate facilities for research as mentioned below shall be allowed to offer Ph.D. programs:

- (a) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the University with provision for adequate space

per research scholar along with computer facilities and essential licensed software if relevant to the discipline.

- (b) Earmarked library resources including latest books, International & National Journals of relevant field (at least 5), e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/Library for reading, writing and storing study and research materials.
- (c) Colleges may have access to required facilities of the neighboring Institutions/Colleges /R & D Laboratories.
- (d) Research Centers granted approval by the University prior to the date of effect of this ordinance, shall be permitted to remain as the research center and to retain the research scholars who have applied for their registration prior to date of commencement of this ordinance in force and continue their registration.

**12.6** Permission for the Research Center shall be for a maximum of 3 Years. If the Institute/Organization is interested to continue the research center, it shall have to reapply for fresh permission in the prescribed format, along with previous progress report, at least One (01) month before the expiry of registration period together with the fee as prescribed by the University.

### **13.0 Duration of Ph.D. Work**

- (a) The candidate shall pursue his/her research at the approved research center under the Supervisor/Co-supervisor/s on the approved subject and topic.

**Full Time Candidate:** The candidate shall be permitted to submit his/her thesis not earlier than 36 months including course work and not later than six calendar years from the date of registration.

**Part Time Candidate:** The candidate shall be permitted to submit his/her thesis not earlier than 48 months including course work and not later than seven calendar years from the date of registration.

In case a candidate does not submit his/her thesis within Six (06) Calendar years (Full Time Candidate) & Seven (07) Calendar Years (Part Time Candidate), from the date of registration and does not apply for extension on time, his/her registration shall stand automatically cancelled. Provided that the period for submission of thesis can be extended by One (01) Year by the Kulpati/Vice Chancellor, if he/she applies for extension within one month after the expiry of registration period together with the prescribed fee. In case the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled.

Provided also that Kulpati/Vice Chancellor may permit a candidate to get re-registered on the same topic on payment of the prescribed re-registration fee. The minimum period of 36 months and attendance shall not apply to such re-registered candidate.

- (b) A minimum of 75% of attendance is to be maintained by a Full Time Candidate except in the cases where longer leave has been duly sanctioned within the leave entitlement of the candidate. The Part Time candidate shall put in at least 60 days of attendance per year (at least 3 days in a month) excluding attendance he/she will earn during the course work, in the Institution/Research Center and he/she shall be required to submit certificate of his periodic availability at the research center from his Employer to justify his/her attendance.
- (c) The Women candidates and 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 candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M. Phil./Ph. D. for up to 240 days.

#### **14.0 Change of Supervisor/ Change of Topic/ Change of Title**

- 14.1 The candidate may be allowed to change the topic, title or the Supervisor/s by applying to the Kulpati/Vice Chancellor for this purpose under special circumstances. No major change in the topic of research will be permitted due to change in Supervisor.
- 14.2 The application, for change of topic or title, in the prescribed format, after getting it endorsed by Supervisor/Co-supervisor, should be submitted by candidate to Chairman, DRC. The topic or title approved by DRC should appear on the final Thesis.
- 14.3 For change of Supervisor, the candidate should apply in standard format (can be taken from website) along with the letters of No Objection from both, old and proposed Supervisor/s, bio-data of new Supervisor and relevant documents.
- 14.4 After commencement of research work, if the sole Supervisor leaves the University, a Co-supervisor shall be appointed from the approved list with the University. The original Supervisor shall continue as his/ her main Supervisor of the research work.

#### **15.0 Six-monthly progress Report**

The candidate shall submit every six months a record of attendance, receipt of fees paid and progress report of the work through his/ her Supervisor in the prescribed format. If the progress of work is not found to be satisfactory in two successive reports or no report is received for a period of one year or the candidate fails to deposit the prescribed fees,

the Kulpati/Vice Chancellor may order for cancellation of Registration of the research scholar on recommendation of related committee.

#### 16.0 Submission of Summary of Thesis

- (a) Prior to submission of the thesis, the candidate shall make a pre-Ph.D. presentation at the University premises before the DRC that may be open to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the Supervisor.
- (b) The candidate shall submit Six copies of the summary of the thesis together with a list of at least two (2) research papers published or accepted for publication in the UGC Care approved/SCI journals/ in Scopus Indexed database *along with report of Plagiarism* through his/her Supervisor to the Registrar about two months prior to the anticipated date of submission of the thesis. The Maximum permissible limit of Plagiarism will be specified by University from time to time.
- (c) A maximum of three chances will be given to the research scholar if the percentage of Plagiarism exceeds the approved specified limit. After removing the Plagiarism material, the soft copy of the thesis should be submitted by the research scholar for second or third verification within one (1) month itself along with the related recent report of Plagiarism.
- (d) The Academic Council (or its equivalent body) of the Institution shall evolve a mechanism using well developed software and gadgets to **detect plagiarism** and other forms of academic dishonesty. While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no Plagiarism and that the work has not been submitted for award of any other degree/diploma of the same Institution where the work was carried out, or to any other National or International Institution.
- (e) The Supervisor & Chairman, Board of Studies (BoS) shall submit independently a panel of at least six names of examiners each in a sealed cover to the Registrar (*after getting clearance from committee framed for checking Plagiarism*). The proposed examiners should be actively engaged in the concerned area of research not below the rank of University Associate Professor or College Professor from outside the jurisdiction of the State. Provided that the panel of examiners shall be obtained from a Senior Professor nominated by Kulpati/Vice Chancellor, in case the candidate is related to the Supervisor.
- (f) The term “relations” shall include: Father, Mother, Wife, Husband, Daughter, Son, Grand Son, Grand Daughter, Brother, Sister, Nephew, Niece, Grand Nephew/Niece, Uncle, Aunt, Son-in law, Sister-in law, Father-in-law, First cousin-in-law, etc.

- (g) The Kulpati/Vice Chancellor shall appoint two Examiners from outside the state out of the panels submitted separately by the Supervisor and Chairman, Board of Studies (BoS).
- (h) The consent of the examiners shall be obtained by sending them the extended abstract and list of publications.

**17.0** The candidate shall submit three hard copies of his/her thesis along with soft copy (in form of CD), with the following:

- (a) The candidate shall have to produce evidence of publication of two research papers (or evidence of acceptance for publication) based on this his /her thesis work in UGC Care approved/SCI/Scopus Indexed Journals. Such evidence (reprints of publications or acceptance letter for publication) has to be appended at the end of the thesis.
- (b) The thesis must be accompanied by a declaration from the candidate that the thesis embodies his/her own work and he/she has worked under the Supervisor at the approved Research Center for the required period as per provisions of the Ordinance.
- (c) The certificate from the Supervisor together with Co-supervisor, if any, that the thesis fulfills the requirements of the Ordinance relating to the Ph.D. degree of the University is to be attached.
- (d) The candidate shall also remit with the thesis the prescribed examination fee.
- (e) Submission of Electronic copy of the Thesis/ Dissertation (ETD) is mandatory at the time of submission of the Ph. D. thesis. The University shall submit a soft copy to UGC within a period of fifteen days after the award of the degree, for hosting the same in INFLIBNET, accessible to all Institutions/ Universities.
- (f) The thesis must follow the guidelines of the University for writing the Ph. D. Thesis.
- (g) Thesis should be typed on one side of a page.
- (h) The Final Thesis shall be typeset in English language using standard computer Softwares like MS-word, Latex, etc.

**18.0 Evaluation Procedures following Submission of the Thesis**

On receipt of the thesis along with no dues certificate and required fee, the thesis shall be sent to Two examiners already consented.



- 19.0** The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions.
- (a) It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts or an innovative application in the area of engineering & technology. In either case it should evince the candidate's capacity for critical examination and sound judgment.
  - (b) It must be satisfactory in point of language and presentation of the subject matter.
- 20.0** The examiners shall categorically recommend in the prescribed proforma for acceptance, revision or rejection of the thesis together with detailed comments on the points spelled out in the Ordinance. The individual examiner must also give a list of at least 10 questions he/she wishes to ask at the viva-voce examination.
- 21.0**
- (a) The examiners may seek clarification of the subject matter of the thesis from the Supervisor through the Registrar. The provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
  - (b) The Kulpati/Vice Chancellor can recall the thesis from an examiner who fails to send the report within two months of the date of dispatch of the thesis and appoint another examiner.
- 22.0**
- (a) In case both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision the thesis shall be rejected.
  - (b) If both the examiners recommend for the revision of the thesis the candidate shall be called upon to revise the thesis in the light of the observations of the examiners.
  - (c) If one examiner approves the thesis and the other rejects it or recommends for revision, the thesis shall be sent to the third examiner drawn from the panel of the examiners by Kulpati/Vice Chancellor. The opinion of the third examiner shall be final.
  - (d) In case both the original examiners accept the thesis for the award of the Ph.D. Degree or in the event of it being referred to the third examiner, the third examiner accepts the thesis for the award of Ph.D. degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co-supervisor (if any) and one of the two examiners selected by the Kulpati/Vice Chancellor who has accepted the thesis for the award of the Ph.D. Degree. Provided that the Kulpati/Vice Chancellor shall appoint the Chairman, DRC or Chairman, Board of Studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor in case the candidate is related to the Supervisor.

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- (e) The Supervisor, Co-supervisor, Chairman of DRC, Dean of the Concerned Faculty, Chairman of Board of Studies of the subject concerned, as the case may be, shall be communicated the date of the viva voce. The external examiner will be appointed by the Kulpati/Vice Chancellor to conduct the viva-voce examination at the University. Provided in special circumstances, Kulpati/Vice Chancellor may appoint alternate viva-voce examiners if both the examiners are not in a position to conduct the viva-voce examination.
- (f) The date, time and venue of viva-voce examination at the University shall be notified by the Registrar of the University under intimation to the Supervisor, Co-supervisor, the Candidate, Chairman of DRC, Dean of the Concerned Faculty, Chairman (BoS), at least a week in advance. The Supervisor in consultation with external examiner should fix the date of viva-voce examination. At the time of viva-voce examination the board of examiners shall be provided with the reports of the examiners which shall be returned along with the report of viva-voce examination and record of attendance of the examination to the Registrar.
- (g) The candidate shall present the work embodied in the thesis before the board of examiners, members of the faculty, research scholars and other interested persons. After the presentation of the research work the Board shall ask questions together with those questions which have been provided along with the reports of the examiners. Others in the audience can also ask questions and the candidate shall reply only those questions permitted by the external examiner.
- (h) In case the recommendation of the viva-voce examiner differs from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall re-appear at a second viva-voce examination within six months. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected. Such candidates would be required to pay the prescribed additional fee for the second viva-voce. The external examiner for second viva-voce shall be appointed by the Kulpati.
- 23.0** (a) If the examiners recommend that the candidate be asked to revise/improve his/her thesis, the Kulpati/Vice Chancellor shall permit the candidate to resubmit his/her thesis not earlier than six months and not later than eighteen months the period being counted from the date of the issue of order to the candidate. The candidate shall be provided examiner(s) reports without disclosing the names of the examiners to enable him/her to improve the thesis. All the copies of the thesis shall be returned to the candidate.
- (b) In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission, but it shall not be necessary for

him to reproduce any certificate of further attendance at the institution at which he/she carried out the work. The resubmitted three copies of the thesis must make clear mention that it is a revised version.

(c) The thesis shall be got examined as far as possible, by the examiners who recommended the revision.

(d) In case a candidate is asked to revise and one of the examiners recommends again for revision and the other accepts the thesis for award then the thesis shall be sent to the third examiner. If the third examiner rejects or recommends for revision, the thesis shall stand rejected. In case the third examiner accepts for award of Ph. D. degree, then the candidate shall be awarded the Ph. D. degree on completion of successful viva- voce examination.

(e) If the revised thesis required to be revised a second time it shall automatically stand rejected.

24. No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of languages, Research Methodology, Statistics, and Computer Science).
25. The candidate, if so desires, is allowed to publish his/her thesis subject to prior permission of the University. However, such publication shall state on the title page itself that this was a thesis approved for the award of the Ph.D. degree of the University.
26. The University is the owner of the copyright of Ph.D. thesis.
27. After the successful viva-voce, the Vice Chancellor shall have powers to issue Notifications for the award of Ph.D. degree to the candidate and the matter shall be reported to the Executive Council for their approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Institution where the research work was carried out; the third will be returned to the Supervisor.

Award of Degrees to candidates registered for Ph.D. program on or after May 05, 2016 till the date of Notification of these regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degrees) Regulations, 2016.

The University shall issue a Provisional Certificate to each scholar, prior to the actual award of the Degree, to the effect that the Degree has been awarded in accordance with

the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil./Ph.D. Degree) Regulations 2016.

If the M.Phil./Ph.D. Degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned institution for the purpose of determining the equivalence of the degree awarded by the Foreign University.

28. After the declaration of the result, the candidate on payment of prescribed fee may be provided with the copies of the reports of examiners who recommended for the award of the Ph.D. degree on payment of the prescribed fee. The reports will not disclose the identity of the examiners.
29. The candidates who have been already registered for Ph. D. degree under the repealed/previous Ordinance shall continue to be governed by the provision of the repealed/previous Ordinance.
30. The candidates who have applied for registration but have not been registered till this Ordinance comes into force shall be governed by the provisions of this Ordinance.
31. On detection of any irregularity, the University shall take suitable steps to withdraw the degree as per the provisions of the Ordinance & Statute of the University.
32. In all the cases, Kulpati/Vice Chancellor shall have powers to condone the time limit up to six months for valid reasons to be recorded therein for the cases not covered in this Ordinance.
33. The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. Thesis within a period of Six Months from the date of submission of the dissertation/thesis.
34. For the cases not covered in this Ordinance, the UGC Regulations 2016 (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degrees) is to be referred/followed.
35. For specific/ special cases not taken up in this Ordinance, the Kulpati/Vice Chancellor has the power to decide.

**\* Approval accorded on** \_\_\_\_\_ **by Chancellor's office**