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## **Ph.D RULES & REGULATIONS**

## A. Eligibility of Research Scholars and Supervisors

### For Research Scholar

A candidate for admission to the degree of Doctor of Philosophy shall be in the faculties of Arts, Commerce, Education, Fine Arts, Music and Dramatics, Law, Management Studies, Science and Social Science must have obtained the Master's degree (not the diploma or equivalent in the subject of post graduation or any allied subject in which he/she wishes to pursue research) if the candidate secures less than 60% marks at the postgraduate examination but secures a second division at postgraduate as well as at degree level he/she will be eligible for admission to the degree of Philosophy however in exceptional cases relaxation in minimum eligibility condition may be given by the Vice-Chancellor in consultation with the subject expert provided that no candidate shall ordinarily be permitted to register for a degree in a subject different from the one in which he/she has passed his/her qualifying examination however in order to facilitate interdisciplinary research a candidate may apply in allied subject and his/her registration may be considered after approval and in such cases co-supervisor may be appointed if supervisor so desires with necessary justification the co-supervisor also has to be a recognized supervisor of the University.

The candidates have to do their research work under guidance of a supervisor approved by the University and has to submit his research proposal (synopsis) after completion of coursework program.

The candidate and his/her supervisor will keep a regular report about the research work and send the reports to the Research Board of the University time to time.

Failure to submit the thesis in the prescribed period of time, the candidate has to seek permission from the University for the extension of period up to 3 years with yearly fee. Extension may be granted to him on the terms and condition of the University and the University has sole discretion in this regard. On expiry of the period, the registration of the candidate shall automatically stand cancelled.

After the submission of thesis it would be checked initially for its completeness in terms of documents attached. If everything is in place then a letter of submission would be issued and the thesis would be considered as finally submitted and if there is anything lacking then a deficiency letter would be issued as in to complete the deficiencies.

After submission of the final thesis, the research board of the University shall start the pre-evaluation process under which the candidate may be recommended to make necessary amendments, improvements and changes in research work so that the worth of the work may be enhanced to make it more valuable for all concerned.

The evaluation process may take a year from date of thesis submission for completion. The University will declare the result in one year or sooner as the case may be.

Once the student is enrolled in PhD in the University, he shall be entitled to use all the facilities available in the campus like library, e-library, labs,

workshops, assistance or guidance from any of the staff or any other facility such as e-learning, video conferencing.

Every researcher has to get two papers published in reputed journals and attend seminars as a research student of Vinhana University or affiliated by the University or any approved organization/institute.

If any part of the thesis or the thesis submitted as a whole is found copied from any of the previously done research work in any of the university then the enrollment of the candidate will be treated as cancelled automatically.

Every thesis and synopsis submitted will accompany its soft copy to be put on the website to check the authenticity of the work done.

### **For Research Supervisor:**

Whoever degree holder with experience in any institution/industry or in any other field can apply to the Research Board of the University to be an approved supervisor of the University. Retired professors employed on regular basis in private/out institutions may also be recognized as research supervisors.

The research supervisor needs to send the application along with the documents with 100 Mar sheets, 100 e-research, 100 e-appendix, 100 to the Board of Research.

An approved supervisor of the university can have a maximum of 10 scholars and 10 MPhil scholars under his supervision at a given point of time for the research work.

A research supervisor who has no previous experience of research supervision will not be allowed to register with his/her more than 10 research students in the first year from the date of enrolling first scholar under his/her supervision.

He/she shall be fully responsible for conducting the research work of the candidates under his supervision.

Any request by a Ph.D. student relating to the approval of title of thesis, change of topic, extension of time limit for submission of thesis, submission of thesis, etc. is to be forwarded and recommended by the supervisor.

The supervisor has to certify the originality and authenticity of the Ph.D. work of his/her candidate in the form of a certificate which forms a part of the Ph.D. thesis whenever it is submitted. Names and addresses of seven eminent persons to act on panel of examiners are to be suggested by supervisor. These persons should be able to evaluate the thesis and conduct the viva voce examination at Vinchana University, Achari Bari.

He/she shall be liable to send regularly the progress report of the research work of the candidates under his supervision to the Research Board of the university.

In the event of death of the supervisor or in exceptional circumstances a change of supervisor shall be permitted and the period of his/her research work shall be counted for the purpose of the award of the Ph.D. degree.

The arbitration clause of university would be the final procedure to settle any sort of dispute (if any) that arise among the student-supervisor-co-supervisor and the university.

## **B. Entrance Test and Admission**

The university admits a limited number of candidates directly to M.Phil. and Ph.D. programs either on the basis of viva voce or written examination and viva voce both as may be decided by university for winter and summer semester in various areas of research.

### **Application are invited during the following periods:-**

Program 1<sup>st</sup> May to 31<sup>st</sup> September (date may be extended) for admission in summer semester

Program 2<sup>nd</sup> Jan to 31<sup>st</sup> February (date may be extended) for admission in winter semester

The procedure for admission shall be laid down from time to time by the Academic Council of the university. The procedure shall include entrance test/interview.

The entrance test may be held online or using any other hi-tech medium as decided by the university.

The interview shall consider whether the candidate possesses the competence for the proposed research and the ability to pursue and complete the research agenda in time.

Candidates with MPhil degree in the subject concerned will be exempted from appearing in the entrance test and interview. However, their place in merit will be ascertained on the basis of marks obtained at MPhil examination in equivalence to the total marks of entrance test and interview.

The candidates shall submit a duly filled online application form with the prescribed fee and such candidates shall be provisionally registered in the Ph.D. program.

### **C. Course work**

A candidate admitted for Ph.D. degree shall have to undertake a course work of 6 months duration.

The syllabus of this course work will be approved by the research board of the university and will be available on the website.

On completion of course work the university will conduct an examination of marks for each subject. Candidate securing minimum pass marks will only be considered eligible for final registration.

#### **D. Research work**

The candidate will submit a research proposal to the university through his/her supervisor in the prescribed format within six months from the date of provisional registration. On expiry of the period the registration of the candidate shall automatically stand cancelled.

On receiving positive report from research board so appointed the final registration will be made and the candidate will pursue his/her research work under the guidance of the supervisor.

The topic of research shall ordinarily not be modified after registration. The supervisor may however recommend a change in the topic if it is subsequently found that a modification is necessary in the interest of research after the recommendation of the research board. The candidate shall be permitted to submit the thesis only one year after the approval of the change of the topic.

#### **E. Evaluation of Thesis and Award of degree**

On completion of research work the scholar shall produce a draft thesis and make a presentation in the department 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 the certificate signed by the supervisor shall have to be submitted along with the final thesis stating that the scholar had made an open presentation and had also incorporated the relevant suggestions made during presentation.

The scholar shall publish two research papers in a referred journal before the submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint to be attached to the thesis.

The language of the thesis shall be either Hindi or English except that for theses submitted in the area of languages such as Sanskrit, Urdu, Punjabi etc.

The thesis must be a piece of research work characterized by the discovery of facts or by fresh approach towards the interpretation of facts or theories on an applied work of great significance. In either case it shall evince the capacity of the candidate for critical examination and independent judgement. It should be satisfactory so far as literary presentation is concerned and must be suitable for publication.

The evaluation of the thesis shall take place in the following manner:

It will be examined by the two external examiners appointed by the University. The examiners shall be requested to submit a report normally within a period of two months of the receipt of the thesis.

ii) If both the examiners unanimously recommend acceptance of the thesis and award of the degree of ~~honours~~ the University shall appoint a Research Board to conduct the viva voce examination. The Research Board shall submit their viva voce report to the University and if the recommendation is found positive, a provisional degree certificate may be issued to the candidate.

iii) In case the Research Board recommends a modification in the thesis, it will be communicated to the candidate by the University and the candidate will be required to modify the thesis as suggested by examiners and resubmit the thesis not before a period of six months. The process of evaluation outlined above will then be followed.

iv) In case one of the external examiners recommends the rejection of the thesis, the thesis shall be sent to a third external examiner and the opinion of the third external examiner shall be final.

v) In case one external examiner recommends a modification while another rejects the thesis, the candidate shall be informed accordingly and asked to resubmit the thesis after a period of six months. The revised and/or modified thesis shall be sent to the same two examiners. If even then, any one of the external examiners recommends further modification or rejection, the thesis will be rejected and the registration shall automatically stand cancelled.

vi) If both the external examiners recommend the rejection of the thesis, it will be rejected and the registration shall automatically stand cancelled.

iii) The period of six months or one year spent in resubmission of the thesis after modification shall be counted from the date on which the candidate is informed about the same and this period shall not be counted to compute the maximum period for submission of thesis i.e. two years from the date of registration.

iii) If a viva voce report is unsatisfactory the viva voce examination shall be normally reheld after period of three months from the date of first viva voce examination on payment of the requisite fee. If the candidate fails to get a satisfactory report in the second viva voce examination the thesis shall be rejected and his/her registration shall automatically stand cancelled.