

Chaudhary Charan Singh University, Meerut

M.Phil./Ph.D. DEGREE ORDINANCES, 2016
(Adopted by Executive Council on vide Resolution No.....)

(In suppression of CCSU..... ordinance 2013)

In exercise of the powers conferred by sub – section (3) of Section 52 of the Uttar Pradesh State Universities Act, 1973 (President's Act No. 10 of 1973), as re-enacted and amended by the Uttar Pradesh Universities (Re-enactment and Amendment) Act, 1974 (U.P. Act No. 29 of 1974) and in supercession of all the previous Ordinances on the subject, the Executive Council hereby makes the following Ordinances in order to regulate the minimum standard and procedures for award of Ph.D. degree in consonance with the University Grants Commission (Minimum Standards and Procedure For Award of M.Phil./Ph.D. Degrees) Regulations, 2016.

1.0 The M.Phil./Ph.D. Ordinances

- 1.1 The Ordinance may be called "The Chaudhary Charan Singh University Meerut, M.Phil / Ph.D. Degree Ordinances, 2016."
- 1.2 The Ordinances shall come into force from the session 2016-2017.

2.0 Eligibility Criteria for Admission

2.1. M.Phil. Programme:

- 2.1.1 Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, 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) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 2.1.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be 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, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

2.2. Ph.D. programme :

- 2.2.1 Master's Degree holders satisfying the criteria stipulated under Clause 2.1.1 above.

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- 2.2.2 Candidates who have passed the M.Phil. 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 M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be 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.
- 2.2.3 A person whose M.Phil. dissertation has been evaluated and is found successful may be admitted to the Ph.D. programme of the same Institution;
- 2.2.4 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

3.0 Duration of the Programme:

- 3.1 M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters /one year and a maximum of two years, under special permission from the Vice-Chancellor on the recommendation of the supervisor/Head.
- 3.2 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- 3.3 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statutes/Ordinances of the University.
- 3.4 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil and 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. as per Government rules.

4.0 Procedure for admission:

- 4.1 The University shall admit M.Phil/Ph.D. students through an Entrance Test conducted at the level of University
- 4.2 The University shall decide on an annual basis through their academic bodies a predetermined and manageable number of M.Phil. and/or Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio, laboratory, library and such other facilities;
- 4.3 The University will notify well in advance on the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) 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) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates.
- 4.4 The University will adhere to the National/State-level reservation policy, as applicable.

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- 4.5 The admission shall be based on the criteria notified by the Institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.
- 4.6 The University shall admit candidates by a two stage process through:
- 4.6.1 An Entrance Test shall be held with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centres, if any, also to be notified well in advance) at the level of the University.
- 4.6.2 An interaction to be organized by the University when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.
- 4.7 The interaction shall also consider the following aspects, viz. whether:
- 4.7.1 the candidate possesses the competence for the proposed research;
- 4.7.2 the research work can be suitably undertaken at the Institution/College;
- 4.7.3 the proposed area of research can contribute to new/additional knowledge.
- 4.8 The University shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on regular basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

5.0 Common Eligibility Test (CET) for Ph.D.

- 5.1 University or its affiliated & associated colleges/institutes shall Not conduct Ph.D. programmes through distance education mode.
- 5.2 The University shall admit Ph.D. students only through an entrance test named as "Common Eligibility Test for Ph.D." (CET):
- 5.3 A candidate for admission to the Ph.D. degree shall apply to the University for CET on a prescribed form. For candidates from exempt categories separate application form may be prescribed by the University.
- 5.4 The syllabus of the CET will be the same as prescribed for NET/JRF examinations conducted by the University Grants Commission/ Council of Scientific and Industrial Research/Indian Council of Agricultural Research which may be seen from their websites.
- 5.5 A written test shall be based on questions with short answers, containing two questions papers –
- 5.5.1 First paper will contain multiple – choice objective type 100 questions with short answers of 100 marks of two hours' duration and will be for assessing general awareness, academic aptitude and subject proficiency.
- 5.5.2 The Second paper will contain 200 questions of 200 marks of three hours' duration for assessing subject expertise, research aptitude and Subject Knowledge.
- 5.5.3 There shall be no negative marking.
- 5.6 The Test fee including Application Form, prescribed for different categories for CET shall be as determined by the University.
- 5.7 There shall be minimum qualifying marks for the test, i.e. 50 percent marks on the aggregate but minimum 40 percent marks separately in each paper:
Provided that a relaxation of 5 percent marks (on the aggregate and in each, paper as well) will be provided to the candidates belonging to the Scheduled Caste/Scheduled Tribes/Differently-abled (Physically and visually differently – abled) :

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- Provided further that the average percentage of marks shall not be rounded – off to the next higher interger.
- 5.8 Based on the marks obtained in the entrance test, category wise merit list shall be prepared and the category wise result of the successful candidates will be displayed on the website of the University.
- 5.9 A category wise Merit Score Certificate will be awarded to the candidate and will be valid for next two years from the date of issue.
- 5.10 The successful candidates may apply for registration to Ph.D. programme to the University within two years.

6.0 Exemptions from the Entrance Test

- 6.1 The following categories of candidates shall be exempted from the CET for admission to Ph.D. programme-
- 6.1.1 Regular teachers of the University or a College affiliated/associated to the University who have completed their probation period successfully,
- ✓ 6.1.2 International students (including NRIs) which shall be subject to the general rules framed by the Government of India from time to time and as applicable to the University with regard to the admission, fees etc.
- ✓ 6.1.3 All candidates selected by the UGC/CSIR/ICAR or other central regulatory bodies for their fellowships, subject to the validity norms of the respective fellowship. Meeting of the Research Degree Committee for the registration of candidates in category 6.1.2, 6.1.3 and 6.1.5 may be held before Pre-Ph.D. course work.
- 6.1.4 Candidates who have GATÉ Score of not less than 75% or 95 percentile or rank up to 100.
- ✓ 6.1.5 Candidates who have completed M.Phil and were admitted through entrance test of the University. (M.Phil - 55%) same
- 6.1.6 Serving Army, Navy and Airforce Officers and officers of Para-military forces and civil services of not less than 15 years of service.
- 6.1.7 Candidates who have qualified National Eligibility Test (NET) of UGC/CSIR/ICAR.
- 6.2 The categories of candidates exempted from the eligibility test (CET) will be given preference over the candidates qualifying through CET. A Candidate shall ordinarily be permitted to work for the Ph.D. degree in the subject in which he/she holds Master's degree :
- Provided that in no case the candidates from exempted category shall be granted admission on more than 50 percent seats available in the respective subject. Remaining 50 percent seats in respective subjects shall be filled by the candidates qualifying CET conducted by the University.

7.0 Allocation of Research Supervisor:

- 7.1 Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/ college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.
- 7.2 Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- 7.3 Only a full time regular teacher of the University/College can act as a supervisor.

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- 7.3.1 Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the University from other related institutions with the approval of the DRC (Department Research Committee). External supervisors are not allowed.
- 7.3.2 Provided also that a retired teacher of the University or its affiliated/ associated/ constituent college, may be permitted to remain as supervisor of his/her Ph.D. student during the remaining tenure of Ph.D. studentship of the student (s) already registered with him/her. If the research scholar is unable to submit the thesis within the regular studentship period, the change of supervisor may be considered as per provisions:
- 7.3.3 Provided further that in very special circumstances, the retired teachers of the University and affiliated/associated colleges upto the age of 65 years may also be approved as supervisors by the Academic Council, but the number of such research scholars shall not exceed two.
- 7.4 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department Research Committee concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interaction.
- 7.5 The Vice Chancellor in consultation with the Deans of the Faculties may approve a list of qualified supervisors in accordance with the aforesaid Ordinances and may add or delete names accordingly.
- 7.6 A supervisor shall not be allowed to supervise a candidate who is his/her relative whether by blood or by marriage.
Explanation- In this Ordinances "relative" means the relations provided in the Explanation to Section 20 of the U.P. State Universities Act, 1973.
- 7.7 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor can guide up to a maximum of four (4) Ph.D. scholars.
- 7.8 No change of supervisor shall ordinarily be allowed, but in special circumstances on the written request of the candidate, the Head of the Department may forward and recommend the application to DRC (Department Research Committee) on the grounds that the research work of the candidate will suffer for specific reasons.
In such cases, the DRC (Department Research Committee) may recommend a change of supervisor to the Vice-Chancellor, who may allow change of the supervisor.

8.0 Course Work :

- 8.1 Each student shall pay prescribed fee for Course Work.
- 8.2 All admitted candidates shall undergo a course-work for a minimum period of one semester of six months as prescribed by the University.
Provided that the candidates who got admission to M.Phil. course of the University through an entrance test and passed the degree with the courses on Research Methodology, recent/current trends in the subject/review of literature shall be exempted from the course-work.
- 8.3 The course work shall be treated as Pre-Ph.D. preparation and include a course on research methodology, quantitative methods and computer application or reviewing of published research in the relevant field. It may also involve reviewing of published research in the relevant field.
- 8.4 The Head of Department shall prepare the time - table for the course work, teaching, continuous evaluation and internal tests shall be conducted under the overall supervision of the concerned Dean of Faculty of the Institute.

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- 8.5 Minimum attendance required to become eligible to appear in the qualifying examination for each paper shall be 75% of all class lectures. In case, a student is short of attendance due to illness, participation in sports, extra – curricular activities etc. the following rules may be applied :-
- 8.5.1 Shortage upto 5% may be condoned by the Convener/Dean.
- 8.5.2 A shortage upto a maximum of 10% may be condoned by the Vice-Chancellor on the specific recommendations of the Convener/Dean. Minimum 65% attendance is required even after such condonation.
- 8.6 The University shall conduct a course work qualifying examination, in general supervision of the HOD. The pass marks in the Course Work (including internal assessment) shall be 50 percent for all students in each paper and in aggregate as well.
- 8.7 If a candidate fails to qualify any paper of the course work examination in first attempt, he/she will be given only one additional chance to appear and qualify the same alongwith the next regular batch.
- 8.8 If necessary, Course Work may be carried out by doctoral candidates in sister Departments/Institutes either within or outside the University.
- 8.9 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

9.0 Constitution and function of RDC (Research Degree Committee)

- 9.1 The synopsis shall be placed before a Research Degree Committee (hereinafter referred to as RDC) which may be separate for each department and shall consist of –
- the Vice-Chancellor as Chairman,
 - the Dean of the faculty concerned,
 - the Head of the Department, as Convener and
 - two experts nominated by the Vice-Chancellor in consultation with the members mentioned at (b) and (c) above for one year. The Vice-Chancellor may invite a person of repute as a member of the Committee.
- 9.2 The Research Degree Committee (RDC) shall arrange for an interaction which may include Presentations, Group Discussions or other modes of appraisal.
- 9.3 The candidates who have successfully completed their course work, shall be required to be present before the RDC for presentation of synopsis. The supervisors may also attend the RDC meeting. The Committee shall satisfy itself that the subject offered is such which can properly be pursued under the guidance of a supervisor and that the candidate possesses the requisite qualifications and the adequate facilities and equipments for work exist at the department/research centre or Institution concerned.
- 9.4 At the time of interaction the candidate is expected to discuss his / her area of research interest in the concerned subject.
- 9.5 The RDC will allocate an appropriate Ph.D. Supervisor for those candidates whose synopsis have been found suitable and recommend them for approval of the Vice-Chancellor.

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10.0 Synopsis preparation, submission and approval :

- 10.1 Within two months of the commencement of the course work, the candidate will be required to interact with possible supervisors having vacant seats and after two months a Departmental Research Committee will meet to allot the supervisors to the aspiring candidates. Such supervisors will be required to help the candidates prepare the synopsis to be submitted at the end of course work.
- 10.2 In case, the RDC finds that the synopsis is not up-to the mark, it shall make specific suggestions for improving the synopsis. The candidate after making necessary improvements shall re-submit his/her synopsis for approval. The revised synopsis is to be submitted within 30 days from the date of the RDC meeting to the Dean faculty and convener.
- 10.3 In case, the synopsis is rejected, the candidate may submit a new synopsis within two months to be placed before the next meeting of the RDC. No further chance will be given after this submission.

11. DRC (Departmental Research Committee) :

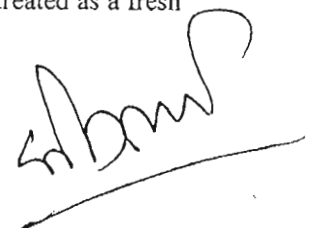
- 11.1 There shall be a Departmental Research Committee for each M.Phil. and Ph.D. scholar. This Committee shall have the following responsibilities:
- 11.1.1 To review the research proposal and finalize the topic of research;
- 11.1.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- 11.1.3 To periodically review and assist in the progress of the research work of the research scholar.
- 11.2 The Departmental Research Committee (DRC) may be separate for each subject and comprise the following:-
- (i) Dean of the Faculty
 - (ii) Head/Course Co-ordinator
 - (iii) One External Expert nominated by the Vice-Chancellor
 - (iv) One Associate Professor and one Assistant Professor nominated by the Vice-Chancellor.
- 11.3 A research scholar shall appear before the Departmental Research Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Departmental Research Committee to the University.
- 11.4 In case the progress of the research scholar is unsatisfactory, the Departmental Research Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Departmental Research Committee may recommend to the University with specific reasons for cancellation of the registration of the research scholar.
- 11.5 The period of a candidate's studentship shall be counted from the date on which he/she has deposited his/her fees before the commencement of the Course Work, as mentioned in Ordinance 6.01.
- 11.6 Continuation of the registration of candidate in the Ph.D. programme shall depend on his/her satisfactory progress and good conduct. The University reserves the right to cancel the registration of any candidate in the event of his/her conduct and progress being found otherwise.

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- 11.7 The candidate shall be required to submit a progress report every six months to the University through Supervisor.
- 11.8 A candidate registered for Ph.D. Degree shall be required to pursue his/her research at the allotted research centre of the University/Institution under the Supervisor and on the subject approved by RDC and must put in at least 180 days' attendance in the department concerned after completion of the Course work:
Provided that the Vice-Chancellor, on the recommendation of the Supervisor, the Head of the Department, and the Dean, may grant permission to candidate to reside outside for the purpose of collection of research material for his/her thesis or doing experimental research work for a total period of not more than one year provided that such exemption shall not be granted in the first six months :
Provided further that the Vice-Chancellor on the recommendation of the Supervisor, the Head of the Department and the Dean may allow a candidate to work at such centers of research within area of its jurisdiction or such research centers of repute outside its jurisdiction with which a Memorandum of Understanding (MoU) has been signed by the University for this purpose and as may be approved by the Academic Council in this behalf in which case the candidate can have a co-supervisor who shall not be below the rank of Professor or scientist of equivalent rank from the research centre concerned.
- 11.9 In special circumstances, a candidate may, not later than one year from the date on which approval was granted to him or next meeting of the RDC, modify the scheme of the topic with the approval of the Vice-Chancellor on the recommendation of the Supervisor, the Head of the Department and the Dean.
- 11.10 In case, a candidate fails to submit his/her thesis within four calendar years, he/she shall cease to be a bonafide student of the University and shall not be entitled to the rights and facilities extended to a regular student :
Provided that Such a candidate may, under special circumstances, be permitted by the Vice-Chancellor, on collective recommendations of the Supervisor, the Head of Department and the Dean of the Faculty concerned, to submit his/her thesis within a maximum period of six years including the four years period of his/her studentship.
- 11.11 A candidate submitting his/her thesis after the expiry of four years period shall have to pay additional fee as prescribed by the University from time to time.
- 11.12 The registration of the candidate who does not submit his/her thesis within six years from the date of his/her studentship shall be deemed to be cancelled automatically.
- 11.13 Prior to submission of the thesis, the student shall make a pre-Ph.D. presentation in the concerned Department that will be open to all faculty members and research students, for getting feed-back and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor. The supervisor shall provide a certificate to this effect.
- 11.14 The research scholar shall publish at least one research paper in refereed journal or in any of the journals approved by the respective department before the submission of the thesis for evaluation and produce evidence for the same in the form of acceptance letter of the reprint.
- 11.15 (a) A scholar may be permitted to make minor modifications in the title of his thesis by the Dean of the Faculty concerned on recommendation from the supervisor and the Head of the Department, but not later than six months before the submission of his/her thesis.
(b) In case of major modifications or Topic change the scholar will be treated as a fresh case and shall not be allowed to submit the thesis before two years.

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- 11.16 A thesis already presented for the Master of Philosophy (M.Phil.) Degree shall not again be accepted for the degree of Doctor of Philosophy. However, some portion of it may be utilized in the Ph.D. thesis. The thesis should make substantive contribution to the discipline concerned, as evinced by discovery of new facts, or a fresh interpretation of facts or theories and should be so certified by the scholar and the supervisor.
- 11.17 (i) After the completion of thesis the Head of Department concerned/convener shall hold a meeting of the Departmental Research Committee, which shall recommend a panel of not less than nine external experts preferably of the level of Professor along with their e-mail addresses, postal addresses and contact numbers of each expert. The Supervisor shall be co-opted as a member of the Departmental Research Committee for this purpose. Out of this panel, atleast three experts shall be appointed by the Vice-Chancellor in accordance with the due procedure to evaluate the thesis. However, The Vice-Chancellor may add some more experts in the above panel. It is to be ensured that atleast one examiner- expert shall be from outside the State. It shall be upto the University to have one examiner from out side the country.
- (ii) Every effort should be made to ensure that the panel of examiners is representative in terms of the University and that not more than one examiner is chosen from one University.
- 11.18 The research scholar shall submit the thesis in three printed or type written, but not published earlier, copies of his/her thesis, and two CDs in PDF format alongwith three copies of summary and approved synopsis. Published matters may also be incorporated mentioning the sources as part of the thesis.
- The medium of expression of every thesis shall be either English or Hindi (written in Devanagari Script) except in the case of subject connected with any of the oriental language where the thesis, may at the option of the candidate, be presented in that language.
- 11.19 The thesis shall comply with the following conditions :-
- (i) It must be a piece of research work characterised either by the discovery of facts or theories. In either case it should reflect the candidate's capacity for critical examination and sound judgment. The candidate shall communicate through a signed declaration, how far the thesis embodies the result of candidate's own observations and in what respect his investigations may advance knowledge in the subject.
- (ii) It shall be satisfactory so far as literary presentation is concerned and must be in a form of suitable publications.
- (iii) The thesis shall be accompanied by a certificate from the supervisor stating:
- (a) that the thesis embodies the work of the candidate himself/herself.
- (b) that the candidate worked under him/her for the period required under Ordinance, and
- (c) that he/she has put in the required attendance in the department during the period.
- (iv) The candidate shall also remit with thesis fees prescribed by the University as the evaluation and viva – voce examination fee for Ph.D. degree.
- 11.20 M.Phil scholars shall present at least one (1) research paper in a conference/seminar and Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for

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adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

- 11.21 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 dissertation/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 the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.
- 11.22 The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the University. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/ researchers.
- 11.23 In case of relocation of an M.Phil/Ph.D. scholar, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations 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 will however give due credit to the parent guide and the institution for the part of research already done.
- 11.24 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. dissertation/ Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

12. EVALUATION AND ASSESSMENT METHODS

- 12.1 On receipt of the thesis, alongwith the certificate and the fee prescribed, the thesis shall be sent within two weeks to examiners selected for the purpose after receiving their consent.
- 12.2 (i) If the examiners consider the thesis to be of sufficient merit, they may recommend that the thesis be accepted for the award of the degree of Doctor of Philosophy.
- (ii) If the reports of the Examiners are unanimous and positive, the candidate shall be required to undergo a Viva-Voce examination to be conducted by two examiners of whom one shall ordinarily be the supervisor and the other one from amongst the three external examiners appointed by the Vice-Chancellor, who have evaluated the thesis. If the external examiners evaluating the thesis are from outside the country, another external examiner may be specially appointed for the purpose.
- (iv) The Head of the Department shall preside and conduct the proceedings of the Viva-Voce examination, but he/she shall not be a party to the decision.
- (v) In case the supervisor is not available, the Head of the Department himself or any senior teacher of Department, as recommended by the Departmental Research Committee may act as internal examiner.
- (vi) The Viva-Voce examination shall be held at the University Headquarter and will be open to all interested in the subject. where the candidate shall

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be required to present the main findings of his/her thesis and defend the same. After satisfactory Viva-Voce, the University Executive Council may declare the result.

- 12.3 (i) If the majority of examiners recommend that the candidate be asked to improve his/her thesis, the Executive Council/Vice Chancellor may permit the candidate to re-submit his thesis, not earlier than six months and not later than the date to be fixed by the Executive Council/Vice-Chancellor in such cases.
- (ii) In case, a candidate is allowed to re-submit the thesis, he/she shall have to pay a fresh fee prescribed at the time of resubmitting the thesis but it shall not be necessary to produce any certificate e.g. further attendance at the Institution.
- 12.4 (i) If reports of the examiners show a divergence of opinion between the examiners, the Examination Committee or Sub-Committee thereof appointed for the purpose may direct that the reports be exchanged between them, the examiners being requested to submit a joint report, if possible.
- (ii) If there is divergence of opinion even after the exchange of reports, a fourth examiner shall be appointed from the panel of examiners already approved whose decision shall be final:
- Provided that if two examiners recommend the revision of the thesis either originally or after the exchange of reports, the thesis shall be revised and resubmitted. The revised thesis shall ordinarily be examined by the same set of examiners for evaluation after obtaining their consent a fresh.
- Provided further that in case two examiners reject a thesis originally or after the exchange of reports, the thesis shall be finally rejected.
- 12.5 A Printed copy, not used for evaluation and an electronic version on a CD of each accepted thesis shall be lodged with the University Library or Research Centre at which the candidate pursued research where it will be open to public inspections.
- 12.6 The copies of report of examiners of the thesis and viva-voce reports, may be given to the candidate on his written request, only in cases where the thesis has been finally accepted for award of the degree, after award of the degree.

13. DEPOSITORY WITH UGC

- 13.1 Following the successful completion of the evaluation process and conferment of the award of Ph.D., the University shall submit a soft copy of the Ph.D. thesis to the University Grants Commission within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.
- 13.2 The University shall host another softcopy of the Ph.D. thesis on its website for general viewing.
- 13.3 The University, along-with the Degree, shall issue a Provisional Certificate certifying to the effect that the Degree has been awarded in accordance with the provisions of the University Grants Commission (Minimum Standards and Procedure For Award of M.Phil./Ph.D. Degree) Regulations, 2009.

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