

## ORDINANCE NO. 12

## DOCTOR OF PHILOSOPHY

(Approved by the Coordination Committee dated 12-8-93 and adopted by the Executive Council at its meeting held on 23-8-93. In force from 23-8-93. In force from 1-9-93)

1. A candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with atleast 55% marks or an equivalent grade or M.Phil. degree of the University, a deemed University or any other University incorporated by any law for the time being in force and recognised by the University.

Provided that a candidate who has atleast 7 years experience of Research/Teaching with atleast 5 papers published in standard research journal, may be permitted to set registered for Ph.D. degree, even if he does not possess 55% marks at masters degree.

2. A candidate must apply for registration for Ph.D. degree of his subject on the prescribed form obtainable on payment of prescribed fee, stating
  - (i) his qualification and experience;
  - (ii) subject in which he/she proposes to work;
  - (iii) the field or topic of research work;
  - (iv) Name of the supervisor (alongwith the name of co-supervisors, if any) under whom he/she wishes to work and the place places at which he/she wishes to carry on investigations together with the consent of the supervisor and co-supervisor if any.

The application must also be accompanied with :

- (a) Registration fee of Rs.400.00
- (b) A certificate from the Head of the University Teaching Department/School of Studies or the Principal of the college affiliated to the University or Head of a Research Institute recognised for the purpose by the University testifying that adequate facilities exist and stating that the Head of the University Teaching Department / School of Studies or the principal or the Head of the Research Institute will, in case the candidate is permitted, allow the candidate to work in his department or college or institution under the supervision of the persons/s mentioned in the application.
- (c) Attested copies of the marksheet / gradesheet of Master's degree examination and M.Phil. degree examination, eligibility and Migration Certificate wherever necessary should be enclosed to the application. Application for registration may be submitted any time during the academic year.

(d) A certificate from the Head of the Institution where he wishes to prosecute his research work, that he has paid the following first instalment fees be enclosed :

- |       |                          |   |
|-------|--------------------------|---|
| (i)   | Tuition fee              | (Rs.300/- for six months)   |
| (ii)  | Library caution fee      | (Rs.120.00 for six months)  |
| (iii) | Library caution money    | As per  |
| (iv)  | Identity card fee        | Rs.10.00  |
| (v)   | Laboratory fee           | Rs.240.00 for six months<br>(for research scholars<br>where laboratory work is<br>involved) |
| (vi)  | Laboratory caution money | Rs. 100.00  |

(e) A certificate from the University Library that he has paid the Library fee alongwith caution money as follows be also enclosed :

- |      |                       |                                     |
|------|-----------------------|-------------------------------------|
| (i)  | Library fee           | (Rs.120/- for six months)           |
| (ii) | Library caution money | Rs.250 once only and<br>refundable. |

Provided that the teachers of the University and teachers under the U.G.C. scheme of teacher fellowship will not be required to pay fees as in para 2-6.

(f) After payment of fees along-with the form of application the candidate will be provisionally be admitted.

Provided that the application is found in order on being scrutinized by a Dean of faculty appointed by the Kulpati.

3. After six months of his application, the candidate shall be eligible to submit a synopsis ( as per Appendix 1 ) of his proposed research mark alongwith the title of thesis ( In seven copies ) duly forwarded by the supervisor and Head Institution where the candidate is working. He shall be required to make an oral presentation of the proposed work before the Research Degree Committee consisting of the following members :

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

External experts and two other members shall form the quorum.

Note : 1. On the request of the supervisor Kulpati may permit him to be present as an observer during the oral presentation of his candidate.

2. No T.A. and D.A. shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.

4. The meeting of Research Degree Committee shall be held in the University office twice a year preferably in February and October. The committee shall recommend the eligibility of the person for the appointment as supervisor / co-supervisor. The Committee shall also prepare a list of approved supervisors / co-supervisors along-with their specializations as per provisions of this Ordinance. This list shall be available with the registrar.

The committee shall recommend suitability of the topic of research and the registration of the candidate for the Ph.D. degree. On approval by the RDC the candidate shall be registered and enrolled as a student from the date the Head of the Department / School of Studies / College / Institution forwarded the application or the date on which the candidate deposited the registration fee whichever is later. He will also be required to pay regular tuition, library and laboratory fees (six monthly) during his research tenure.

Provided that if the RDC does not recommend a candidate for registration to Ph.D. degree. The caution money deposited by the candidate shall be refunded.

5. A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his Master's degree.

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

6. A candidate shall pursue his research at the Institution from where his/her application form has been forwarded under section 2(b) of the ordinance.

Provided that a candidate permitted to work in a research establishment recognised by the University shall be required to take atleast one co-supervisor along-with the supervisor; One of them should be the teacher of the University and the other a Teacher/Scientist/Scholar/Director of the Institution where the candidate is actually working.

Provided also a candidate may be permitted to carry out his practical work in a Research Institution / Research Laboratory / Laboratory of a University recognised 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.

7. (a) The person recommended as Supervisor/Co-supervisor to guide the Research Scholar must be :

- (i) A Professor/Reader in a University Teaching Department/School of Studies or a College affiliated to the University possessing either Doctorate degree or has published five research papers in Standard Research Journals.

OR

- (ii) A teacher of a University Teaching Department / School of Studies / Colleges affiliated to the University who has obtained a Doctorate degree in the subject and has published atleast five papers in standard Research Journals and has atleast five year teaching experience after Ph.D. .

- (iii) (a) A Scientist/Scholar/Director working in a research institute / organisation / establishment / laboratory, recognised by the University as a research centre, who has obtained a doctorate degree and published 5 research papers on concerned subject in standard research journals and has 5 years post-doctoral research experience.

(b) The person recommended as Co-supervisor to guide Research Scholar together with Supervisor must be :

A Teacher / Scientist / Director of any University / Research Establishment who has obtained a Doctorate degree, and has published atleast five research papers in standard Research Journals with 5 year post-doctoral research experience.

(c) A recognised supervisor who fails to publish any research paper over a duration of five years shall not be eligible to enroll any new candidate under his supervision.

(1) Provided that the persons who have been recognised as Supervisor / Co-supervisors shall be eligible to supervise even after their superannuation.

(2) Provided also that the teacher who has been recognised as supervisor / Co-supervisor under the repealed ordinance shall continue to be recognised as Supervisor / Co-supervisor.

(3) Provided further that a person who is himself registered for Ph.D. degree of any University shall not be eligible to act as Supervisor / Co-supervisor or member of any committee mentioned in this ordinance.

8. (e) The candidate shall pursue his research at the approved place of research under the supervisor/Co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months and not later than four calendar years from the date of registration. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration and does not apply for extension in time his/her registration shall stand automatically cancelled.

Provided that the period for submission of thesis can be extended by one year by the Kulpati, if he/she applies for extension atleast one month before the expiry of registration period together with a fee of Rs. 300/-. 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 may permit a candidate to get re-registered on the same topic on payment of a re-registration fee of Rs. 500.00. The minimum period of 24 months and attendance shall not apply to such re-registered candidate.

- (b) The candidate possessing M.Phil. degree or a teacher with 5 years teaching experience at the time of registration can submit his/her thesis after 10 months instead of 24 months as provided in see 8(a) of the Ordinance.

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(c)

The candidate shall put in atleast 200 days attendance in the Institution concerned or with the Supervisor.

9. The candidate may be allowed to change the supervisor by the Kulpati, on the recommendation of the committee constituted by the Kulpati for this purpose under special circumstances. No major change in the topic of research will be permitted due to change in supervisor.
10. The University shall obtain every six months a record of attendance, receipt of fees paid and a progress report of the work of the Research Scholar from his supervisor as per Appendix-2. If the progress of work is not found satisfactory in two successive report or no reports are received for a period of one year and the candidate fails to deposite fees, the kulpati may order the removal of the name of the Scholar from the list of those registered for the Ph.D. degree.
11. (a) The candidate shall submit six copies of the summary of the thesis together with a list of research papers published communicated for publication, if any, through his supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.

- (b) The supervisor shall submit a panel of atleast six names of examiners actively engaged in the concerned area of research not below the rank of Reader of college Professor in a sealed cover to the Registrar.

Provided that the panel of examiners shall be obtained from the Head, University Teaching Department / School of Studies / ~~Chairman, Board of Studies of the subject~~ concerned, in case the candidate is related (\*) to the Supervisor.

- (c) On the receipt of the panel of examiners from the Supervisor and summary from the candidate, the Registrar shall call a meeting of Examination Committee of the subject constituted u/s 44 of the Adhiniyam. The Committee considering the panel submitted by the Supervisor/Head University Teaching Department/School of Studies/Chairman, Board of Studies, prepare a panel of six names to act as examiners.
- (d) The kulpati shall appoint out of the panels submitted by the Supervisor and Examination Committee respectively, two examiners as per provisions of section 44 of the Adhiniyam. The consent of examiners shall be obtained by sending them the summary and list of publications if

Note: Supervisor/Head of the Department/Chairman, Board of Studies as well as Examination Committee can recommend the name(s) of Foreign examiners. In case a Foreign Examiner is appointed by the kulpati and the candidate wishes the thesis to be sent by AIR MAIL he/she have to bear the charges of AIRMAIL.

12. The candidate shall supply three type written/photocopies hardbound of his thesis along-with the following :

- (a) The candidate shall try as far as possible to publish communicate paper(s) for publication in Standard Research Journals. Published/communicated paper(s) be appended.
- (b) The thesis must be accompanied by a declaration from the candidate that the thesis embodies his own work and he/she has worked under the Supervisor at the approved place of work for the required period as per provisions of para 8. of the Ordinance. (Appendix-3)
- (c) The certificate from the Supervisor together with Co-supervisors, if any, that the thesis fulfills the requirements of the Ordinance relating to the Ph.D. degree of the university. (Appendix-4)
- (d) The candidate shall also remit with the thesis Rs.500/- (Rupees Five Hundred) as the examination fee.

- (\*) The term relations shall include father, mother, wife, husband, daughter, son, grand son, grand daughter, brother, sister, nephew, niece, grand nephew/niece, uncle, aunty, son in law, sister in law, father in law, mother in law, first cousin in law etc.
- 13. On receipt of the thesis along with the certificate and fee it shall be sent to the examiners already consented as per para 11 of the Ordinance.
- 14. 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 characterised either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgement.
  - (b) It must be satisfactory in point of language and presentation of the subject matter.
- 15. The examiners shall categorically recommend in the prescribed proforma (Appendix-5) acceptance, revision or rejection of the thesis together with detailed comments on the points spelled out in clause 14 of the Ordinance. The examiner must also give a list of the questions he wishes to be ask at the viva-voce examination.
- 16. (a) The examiners may seek clarification of the subject matter of the thesis from the Supervisor. The provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
  - (b) The kulpati can recall the thesis from an examiner who fails to send the report within three months of the date of despatch of the thesis and appoint another examiner.
- 17. (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 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 examiners by the kulpati without the reports of earlier examiners. The third examiner shall be asked to give his / her opinion and his opinion shall be final.
  - (d) In case both the 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 the 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) who have accepted the thesis for the award of the Ph.D. degree. Provided that the kulpati shall appoint Head, Department / School of Studies or Chairman, Board of Studies of the subject concerned to act as viva-voce examiners, in place of the Supervisor in case the candidate is related to the supervisor.

- (e) The supervisor / Head, University Teaching Department / School of Studies, Chairman, Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiner appointed by kulpati to conduct the viva-voce examination. The date fixed for the viva-voce be informed to the candidate and the Registrar.

Provided that (looking to the) in special circumstances kulpati may appoint alternate viva-voce examiner, if both the examiners are not in a position to conduct the viva-voce examination.

- (f) The viva-voce examination shall be conducted at the University Teaching Department/School of Studies in the subject or at any place fixed by the University for the purpose. The date, time and place of viva-voce examination shall be notified by the Registrar on the University Notice Board atleast a week in advance. At the time of viva-voce examination the Board of Examiners shall be provided the reports of the examiners which shall be returned along-with the report of viva-voce examination to the Registrar.

- (g) The candidate shall present the work embodied in the thesis before the Board of Examiners, members of faculty, research scholars and other interested persons. After the presentation of the research work the Board shall ask question together with those questions which have been given along-with examiners reports. Others in the audience can also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.

- (h) In case the recommendation of the viva-voce examiners differs from that of the thesis examiner or there is a difference of opinion between the viva-voce examiners, the candidate shall reappear 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 an additional fee of Rs.200.00 for second viva-voce. The external examiner for second viva-voce shall be appointed by the kulpati.



18. If the examiners recommend that the candidate be asked to revise/improve his thesis, the Kulpati shall permit the candidate to resubmit his 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 examiners' reports without disclosing the names of the examiners to enable him/her to improve the thesis. All the copies of the thesis shall also be returned to the candidate.

In case the candidate is allowed to resubmit the thesis he/she will have to pay a fee of Rs.500.00 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.

The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case both the examiners of revised thesis accept the thesis for the award then the candidates shall be awarded the Ph.D. degree on successful viva-voce examination as per provisions of clause 17. of the Ordinance.

In case a candidate is asked to revise that the thesis under clause 17(b) 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. If, he accepts for the award then the candidate shall be awarded the Ph.D. degree on successful viva-voce examination as per provision of clause 17 of the Ordinance.

In case a candidate who has been asked to revise the thesis under clause 17(c) and one of the examiners recommends again for revision and the other accepts the thesis for award then the candidate shall be awarded the Ph.D. degree on successful viva-voce examination as per provision of clause 17 of the Ordinance.

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

19. -Maximum number of research candidates that can be registered and allowed to pursue research work under a supervisor at any particular time shall be six only.

Provided that the candidates registered with the Co-supervisor shall not be counted for the number of candidates under a supervisor.

20. 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, Computer Courses).
21. The thesis shall be published only with the permission of the University and 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.
22. After the viva-voce, the recommendation of the examiners shall be reported to the Executive Council for the award of Ph.D. degree to the candidate. 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.
23. After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of fee of Rs.100/-. The reports will not disclose the identity of the examiners.
24. The candidates who have been already registered for Ph.D. degree under the repealed Ordinance will continue to be governed by the provisions of repealed Ordinance.
- 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.
25. On detection of any irregularity, the University shall take suitable steps to withdraw the degree as per provisions of section 6(12) of the Adhiniyam.

## APPENDIX-1

## PROFORMA FOR SYNOPSIS (Para-3)

1. Title of the thesis
2. Introduction : Giving purpose of research (in about 200 words)
3. A brief review of the work already done in the field.
4. Noteworthy contributions in the field of proposed work.
5. Proposed methodology during the tenure of the research work.
6. Expected outcome of the proposed work.
7. Bibliography in standard format.
8. List of published papers of the candidate.

Signature of the Supervisor

Signature of the Candidate

## APPENDIX-2

## CONFIDENTIAL (PARA 10)

Six monthly progress Report of the Research work done for the period from \_\_\_\_\_ to \_\_\_\_\_ of the Research Scholar.

1. Name of the Research Scholar
2. Subject
3. Topic Registered for Ph.D. Degree
4. Name of the Supervisor

Description of the guidance on the topic

Period with dates the Candidate has been with the guide for research work.

(It may also indicate the date of leave availed by the candidate during the above period.)

Remarks of the supervisor on the work done by the candidate on topic.

Fees paid vide receipt No. \_\_\_\_\_ date \_\_\_\_\_

Signature of the Supervisor

APPENDIX-3

DECLARATION BY THE CANDIDATE (Para 12 b)

I declare that the thesis entitled \_\_\_\_\_

is my own work conducted under the supervision of Dr. \_\_\_\_\_

(Supervisor/Co-supervisor) at \_\_\_\_\_

(Centre) \_\_\_\_\_

approved by Research Degree Committee. I have put in more than 200 days of attendance with the supervisor at the centre.

I further declare that to the best of my knowledge the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University/Deemed University without proper citation.

Signature of the Supervisor

Signature of the Candidate

Signature of Head UTD/Principal

## APPENDIX-4

## CERTIFICATE OF THE SUPERVISOR (Para 12 c)

## CERTIFICATE

This is to certify that the work entitled \_\_\_\_\_  
 \_\_\_\_\_ is a piece of research work done by  
 Shri/Smt./Km. \_\_\_\_\_ under my  
 (our) guidance and supervision for the degree of Doctor of  
 philosophy of \_\_\_\_\_ University \_\_\_\_\_ (M.P.)  
 India. That the candidate has put in an attendance of more  
 than 200 days with me.

To the best of my knowledge and belief the thesis :

- (i) embodies the work of the candidate himself/herself;
- (ii) has duly been completed ;
- (iii) fulfills the requirements of the Ordinance relating to the Ph.D. degree of the University; and
- (iv) is upto the standard both in respect of contents and language for being referred to the examiner.

Signature of Co-supervisor

Signature of the Supervisor

Forwarded \_\_\_\_\_

Signature of Head U.T.D./Principal

## APPENDIX-5

## EXAMINERS REPORT ON PH.D. THESIS

Title of Thesis \_\_\_\_\_

Name of Candidate Shri/Smt./Km. \_\_\_\_\_

Subject \_\_\_\_\_ Faculty \_\_\_\_\_

- |    |  |     |    |
|----|--|-----|----|
| 1. | The thesis is recommended for the award of Ph.D. degree. | Yes | No |
| 2. | The thesis be revised on the Lines detailed below        |     |    |
| 3. | The thesis be rejected                                   |     |    |
- Please specify Yes/No, as the case may be.

## DETAILED - REPORT

( The examiner is requested to give his/her detailed report below on the following points ).

14. (a) It must be a piece of research work characterised either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgement.
- (b) It must be satisfactory in point of language and presentation of the subject matter.

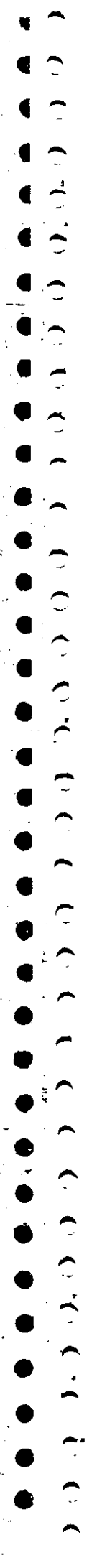
Space for detailed report



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Space for detailed report

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Space for detailed report

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Note: Additional sheet(s) may be attached, if necessary.

Date \_\_\_\_\_

Place \_\_\_\_\_

\_\_\_\_\_  
( Signature of the Examiner )

Full Name & Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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APPENDIX-5A

Question to be asked at the viva-voce test (atleast 10 question).

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Date \_\_\_\_\_

\_\_\_\_\_  
( Signature of Examiner )

APPENDIX-5A

Question to be asked at the viva-voce test (atleast 10 question)

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Date \_\_\_\_\_

\_\_\_\_\_  
( Signature of Examiner )

Space for detailed report

Note: Additional sheet(s) may be attached, if necessary.

Date \_\_\_\_\_

Place \_\_\_\_\_

( Signature of the Examiner )

Full Name & Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_