

## Ordinance of Doctor of Philosophy(Ph.D)

(2012 onwards)

### **Title:**

1. The Degree of Doctor of Philosophy (Ph.D.) may be granted in any Institute of the University.
2. Subject to general guidance of the Academic Council and general control of the Dean/Director of the Institute concerned, research studies for Ph.D. shall be organized by the Research Degree Committee of the concerned Institute/Department.

### **Eligibility:**

3. (a) A candidate for admission to the course of Ph.D. must have obtained any one of the following academic qualifications in the subject chosen for research or a subject allied thereto [the alliance to be decided by the Research Degree Committee (RDC)].
  - (i) At least 55% marks or equivalent grade at the Master's Degree level (SC/ST will be given relaxation of 5% marks). For Engineering subjects the eligibility shall be 60% (SC/ST will be given relaxation of 5% marks).
  - (ii) At least 50% marks at the Master's Degree level followed by the degree of M. Phil.
  - (iii) At least 50% marks at the Master's Degree level and at least three years 'full time' teaching experience in recognized College/University/ Departments/Institutes; or professionals from State/Central Service/Public Sector undertakings and senior executives from Corporate and Autonomous bodies with minimum 3 years experience in managerial capacity.

(b) It will be the responsibility of the candidate to ensure his/her eligibility and fulfillment of such other conditions as may be prescribed for admission/registration under the rules and regulations of the University. The registration to Ph.D. will be subject to availability of seats and experts for guidance/supervision in the area of research. Merely qualifying the entrance test will not *ipsofacto* entitle a candidate to get himself/herself registered for Ph.D. in the Department/Institute concerned.

(c) Every candidate enrolled for research programme leading to the degree of Doctor of Philosophy shall be required to pursue his/her research work for at least four Semester (two years) either at Mangalayatan University or at any other Institute, recognized by the University for the purpose(Appendix).

#### **Application for Ph.D.**

4.1 The University will notify at the University website and also advertise every year tentative number of seats subject-wise available for registration to Ph.D. course in response to which the candidates shall apply for admission/registration in the prescribed form available with the Registrar, Mangalayatan University, Beswan, Aligarh on prescribed payment.

4.2 The applicant shall mention the topic of his/her proposed research and enclose a statement of any work that he/she may have done on the subject/topic. Eight copies of the synopsis giving plan of research, purpose of study, tools, methodology, hypothesis, select bibliography, etc. should be submitted with the application form.

4.3 The application shall be submitted to the office of the Dean concerned as per the schedule to be notified by the University from time to time.

4.4 \*Ph.D program in all the Institutes of the university shall be full time/part time. The minimum eligibility for the program shall be the same as laid down by the UGC. Members of faculty and staff who are eligible and interested in pursuing Ph.D from Mangalayatan University may also apply.

The duration of Ph.D. for regular candidates shall be minimum 02 years and maximum 05 years and for part time candidates it will be minimum 03 years and maximum 06 years.

Out of the total duration of the Ph.D., there will be course work for one semester. During this semester the part time students have to stay on the campus.

**\*Amendment made in Ordinance w.e.f. 23.07.2010**

## Research Degree Committee

- 5.1 The Research Degree Committee for each Institute/Department shall consist of:
- (i) Dean/Director/Head of the Institute concerned - Chairperson
  - (ii) HOD of Department, if any,
  - (iii) One Professor from the Institute/Department (to be nominated by the Vice-Chancellor for two years)
  - (iv) Supervisor(s) of the Researcher,
  - (v) One subject expert from outside to be nominated by the Vice-Chancellor for two years.
- 5.2 At least one meeting of the Research Degree Committee should be held in a year.
- 5.3 The quorum of the Research Degree Committee shall be three.

## Entrance Test and Interview

- 6.1 The Institute/Department will hold an Entrance test for Admission to Ph.D. every year on the date decided by the University for the candidates who are not exempted from the Entrance Test in terms of Clause 6.7
- 6.2 The Scheme of the Entrance Test and Interview will be as follows:
- |                                     |   |                         |
|-------------------------------------|---|-------------------------|
| Written paper Subject-related       | : | Two Hours               |
| Maximum Marks                       | : | 75                      |
| Interview on research interest/area | : | 25 marks(25-30 minutes) |
- 6.3 The medium of entrance test shall be English except in case of language. However, in exceptional cases, the University may allow the medium entrance test as Hindi.
- 6.4 The conduct of entrance test and its evaluation, and interview will be organized by the Dean/Director concerned in consultation with the Research Degree Committee.

6.5 The admission/registration will be made on the basis of relative merit drawn by taking into account the Academic Qualifications/Entrance Test/Interview/Experience of research in the concerned subject.

6.6 There will be no re-evaluation of answers-books for the examination based on Entrance Test.

6.7 The following categories of candidates will be exempted from the entrance test for registration to Ph.D. Course who have:

- (a) passed M. Phil. as a regular and whole time student from a recognized University;
- (b) qualified NET/SLET/GATE/GPAT;
- (c) received fellowship in projects sponsored by a funding agency like (CSIR,UGC,ICSSR,DST,NSC etc.;
- (d) regular teacher with at least 5 years teaching experience in any University or affiliated college/institute;
- (e) judges with at least 5 years experience;
- (f) scientists with 5 years experience working in national laboratories, Institute, Government Scientific Organizations such as Geological Survey of India, Atomic Energy Commission, ICSSR, etc.;
- (g) professionals from State/Central services/ Public Sector undertakings and senior executive from corporate and/or autonomous bodies with minimum 5 years experience in managerial capacity; and
- (h) sponsored foreign students, who may come to India under the ICSSR/ICHR/ICCR/other Academic Exchange Programmes/Fellowships.

### **Admission/Registration**

7.1 The application will be scrutinized and placed before the Research Degree Committee of the Institute/Department to test the applicant through seminar to probe his/her knowledge in the subject, determine his/her suitability, satisfy itself that the subject can be profoundly pursued for research by the applicant under the superintendence of the Institute/Department.

7.2 The Research Degree Committee may approve/reject/modify the topic of research and appoints the supervisor from the University Institute/Department and a Co-Supervisor (Intra-

Departmental/Inter-Departmental/External), if it considers it desirable in a particular case. The reason for recommendation of Co-Supervisor will be recorded in the proceedings. Prior consent of the Co-Supervisor shall be obtained before the Candidate's registration. The cases recommended for admission/registration by the Research Degree Committee will be placed before the Academic Council for consideration and approval.

7.3 The duration of the Ph.D. programme shall be counted from the date of approval of the research topic by the Research Degree Committee(RDC).

7.4 The Research Degree Committee may allow a topic of research to be modified, on some valid reasons, upto 1 year after admission/registration on the recommendation of the supervisor.

7.5 Once admitted/registered, the candidate shall be under the general disciplinary control of the Dean/ Director concerned.

Provided that the Vice-Chancellor shall have the power to cancel the admission/registration of a candidate at any time, after the issue of a due show-cause notice, on disciplinary or any other ground which are considered to be not in consonance with the dignity and behavior of a research scholar or non-payment of Ph.D. fee or Hostel fee or any other dues.

### **Supervisor**

8.1 The person recommended for appointment as supervisor or co-supervisor must be either-

(a) A Faculty member of the University having Ph.D. Degree. Or

(b) Scientific/Design staff of the University with a Ph.D. Degree. Or

(c) When a faculty member, who has guided candidate for at least 3 years, retires, he will be permitted to continue as guide. However, co-guide who is in service will be appointed in addition. Or

(d) A faculty member who is to retire within 3 years may be permitted to become a guide to a new scholar with another faculty member, who is not likely to retire within 5 years as co-guide, at the time of registration itself.

- (e) In case a faculty member who is a guide goes on leave exceeding 1 year duration, another faculty member will be identified to become a co-guide of the research scholar.
- (f) The induction of new guide after 3 years of registration of a research scholar will be considered by the Vice-Chancellor in consultation with Dean/Director of the Institute concerned.
- (g) A retired teacher of the University having 7 years of teaching experience in the subject and /or research project sponsored by the Central or any of the State governments such as (UGC, ICAR, CSIR, CDRI etc.) approved by Executive council of the University.
- (h) A teacher who has already been recognized by the University to act as supervisor under an Ordinance of the University for the time being in force shall be deemed to be qualified under this ordinance;
- (i) A scholar of recognised merit, approved by the Executive Council;  
Provided that a candidate working under a scholar of recognised merit vide clause (i) above shall work at the university campus or the research institution after due approval of the competent authority
- (j) In case where subject expert is not available in – house, an external guide who fulfills the requisite qualifications as per UGC norms and who has registered with the University for research guidance, may be appointed from outside the University. However a co -guide from the University is necessary in this case.

**8.2** Relatives of the candidates supplicating for the Ph.D. Degree shall not be allowed to act as supervisor.

**Explanation of relationship is given below:**

- (a) Two persons are said to be related to each other.
  - (i) if one is lineal ascendant of the other, or
  - (ii) if one was the father's or mother's brother or the grandfather's or grandmother's or sister or the other, or
  - (iii) if the two are brothers and sisters, uncle and nephew or niece, aunt and nephew or niece, or children of brother and sister or of two brothers or of two sisters, or

(iv) if any of the two are husband and wife or if one is related to husband or wife or the other relative in the above manner.

(b) In clause (a) of this explanation; relationship includes relationship by half or uterine blood as well as by full blood, illegitimate blood relationship as well as legitimate relationship by adoption as well as by blood, and all terms of relationship shall be construed accordingly.

8.3 A lecturer may supervise two, Asstt. Professor-three, Professor-four researchers at a time. However, the Vice-Chancellor may allow two additional candidates to work under a Professor.

8.4 If the Supervisor of a candidate leaves the University before the completion of the research work or is otherwise unable to see the work due to some valid reason(s), the Vice-Chancellor may allow the change of the Supervisor.

8.5 Every Supervisor shall send to the Dean/Director/HoD of the Institute/Department six monthly report of research work done by the research scholar during the said period.

8.6 If the work of research scholar is found unsatisfactory at any stage as reported by the Supervisor, the Research Degree Committee shall give him/her an opportunity to explain his/her position and make suitable recommendations including de-registration. The Academic Council may then cancel the registration.

### **Course Work**

9.1 The candidates shall be required to undertake specified Course Work for a minimum period of one semester which will commence every year from the date notified by the University and will be treated as pre-Ph.D. preparation and shall include a course on Research Methodology which may include quantitative methods and Computer Applications as well as two papers prescribed by Institute/Department (one common paper and one elective paper). It may also involve reviewing of published research in the relevant field. Syllabi and other details for the Course Work test shall be framed by the Research Degree Committee.

9.2 The qualifying marks of the Course Work test shall be 50%. If found necessary, Course Work may be carried out by a candidate in a sister Departments/Institutes in the Faculty or any other University/Organization for which due credit will be given to him/her. Examination and

evaluation of the course work will be conducted by the concerned Institute/Department under the guidance of the Dean/Director Concerned.

**9.3** A Ph.D scholar shall submit an end semester status /progress report through his/her supervisor to PVC(A & F) and also give a presentation regarding the research work carried out by the scholar, during a semester, at the end of a semester

### **Submission of Thesis**

**10.1** Every candidate shall submit his/her thesis within a period of five years, but not before two years from the date of his/her admission/registration. If a candidate fails to submit his/her thesis within a period of five/six years and does not apply for the extension before the expiry of his/her period, his/her admission/registration will stand automatically cancelled. However, the candidate may apply for restoration of his/her admission/registration for Ph.D. with the recommendation of the Supervisor and a restoration fee as may be prescribed by the University from time to time.

**10.2** The period of five/six years for submission of Ph.D. thesis may be extended by a maximum period of two years, on yearly basis by the Vice-Chancellor on the recommendations of the Supervisor and the Research Degree Committee on payment of the requisite fee decided by the University from time to time.

**10.3** Prior to submission of thesis, the student shall make a pre Ph.D. presentation in the Institute/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.

**10.4** The medium of writing thesis and Viva-voce shall be English except when Ph.D. is pursued in any language. However, in exceptional cases, the thesis may be written in Hindi, if allowed by the University.

**10.5** Every thesis shall be piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts. In either case, it shall evince the capacity of the candidate for critical examination and judgment.



The literary presentation of the thesis should be of a high standard i.e. concise, laid out logically and in proper sequence, far from grammatical and typographical errors and referenced properly.

**10.6** The candidate shall be allowed to submit his/her thesis only after he/she has published at least one research paper in a Refereed Journal of reasonable impact factor or he/she may furnish the proof of the same in the form of acceptance letter or the reprint. The research paper should be related to research work reported in the thesis.

**10.7** The candidate shall submit four/five copies of his/her thesis in the prescribed format with a certificate from the supervisor certifying that **the thesis is the original work of the researcher and is fit for submission and evaluation**. The thesis be typed at one & a half space on one side of the page, with proper binding along with a softcopy (CD) of his/her thesis. After finalization of the award of Ph.D. degree, one copy of the thesis will be sent to the University Library, and remaining one copy of the thesis will be sent to the Institute/Department for record.

**10.8** The candidate shall also submit an abstract of the thesis in about 500 words indicating how far the thesis embodies the result of his/her own research or observations and in what respect his/her investigation appears to him/her to advance the study of the subject of his/her thesis. Any original papers published by the candidate and or the dissertations submitted by him for the M.Phil. or Master's degree in the concerned discipline may be submitted as subsidiary or supporting material in favour of the candidature.

Provided that any relevant material from the M.Phil. dissertation may be incorporated in the Ph.D. thesis, but this should be appropriately stated in the prefatory note.

The thesis shall be accompanied by a certificate from the supervisor stating that the thesis embodies the work of the candidate himself and that the candidate worked under him for not less than 2/3 years, the period required, together with a clearance certificate from the Head of the Institute.

### **Evaluation of Thesis**

**11.1** The Board of Studies shall recommend a panel of minimum ten examiners (specialists in the subject and not below the rank of Professor) at least six should be from outside the State/Country. The thesis will be sent to two examiners selected by the Vice-Chancellor from the panel, out of which at least one shall be from outside the State/Country.

**11.2** The evaluator will state categorically whether in his/her opinion:

(a) Thesis should be accepted for the award of Ph.D. Degree

Or

(b) Thesis should be referred back to candidate for presenting it again in revised form;

Or

(c) Thesis should be rejected.

**11.3** The evaluator shall state reasons for acceptance/modification/rejection of the thesis. If the evaluator(s) recommends resubmission, he/she shall specifically indicate what modifications he/she wants that candidate to effect and incorporate in the thesis.

**11.4** If both the examiners recommend the award of Ph.D. Degree, they may also give in their report a set of questions, which they would like to put to the candidate at the time of Viva-voce. The candidate shall be examined through Viva-voce by one of the examiners, to be nominated by the Vice-Chancellor. If both examiners are unable or unwilling to conduct the Viva-voce examination another name will be picked up for the purpose by the Vice-Chancellor from the panel already approved by the Board of Studies.

**11.5** The Viva-voce examination will be held in the concerned Institute/Department. The date, time and the topic of the thesis shall be notified to the faculty member including the Supervisor and the research scholars of the faculty. It will be openly defended by the scholar. The following panel will conduct the viva-voce Examination of a scholar:

- a) Vice Chancellor or his nominee- Chairperson
- b) External Expert (nominated by the Vice-Chancellor)-Member
- c) Supervisor of the scholar-Member
- d) Co-supervisor of the scholar(if any)-Member
- e) Dean/Director/Head of the Institute-Member
- f) Controller of Examination-Member

**11.6** In case any Ph.D. candidate appears for his/her Viva-voce examination but fails in Viva-voce, in such a case the second evaluator may be called for conducting the Viva-voce examination after giving three month's time to the research scholar to prepare himself/herself. The report of the second examiner will be taken as final.

**11.7** On receipt of report from both examiners, the same will be placed before the Vice-Chancellor. If one out of two examiners recommends resubmission with some modifications in the thesis, the said report will be sent to the other examiner for his opinion. If he concurs with the modifications, the candidate shall be asked to modify the thesis and resubmit the same only once, not earlier than three months and not later than two years, after having carried out all the modifications with a certificate from the supervisor that all the modifications have been carried out.

In case, the other examiner disagrees with the modifications, the thesis will be sent to the third examiner to be appointed by the Vice-Chancellor from the original panel already approved. The report of the third examiner shall be final.

**11.8** A thesis resubmitted after modifications shall be examined by the examiners who evaluated the original thesis unless any of them is unable or unwilling to do so in which case substitute(s) shall be appointed from the panel by the Vice-Chancellor. The examiners for the revised thesis will only see whether the objections raised have been met or not. The report of the examiners on resubmitted thesis will be final.

**11.9** In the event that one of the examiners recommends the rejection, the thesis will be sent to the third examiner to be selected by the Vice-Chancellor from the original panel of examiners already approved by the Board of Studies. The recommendation of the third examiner shall be final.

**11.10** In the event that one examiner rejects the thesis and the other recommends resubmission, the thesis shall be rejected and registration of the candidate be cancelled.

**11.11** The examiners shall indicate in their report whether the thesis is fit for publication in its original or modified form. In the latter case, he/she shall make definite suggestions for improvement.

**11.12** The reports of all the examiners shall be placed before the University Research Committee consisting of the Vice-Chancellor, the Dean of the Faculty concerned and Director/HOD of the Institute/Department. It shall be the function of the Committee to consider the reports and to recommend whether:

- (i) The degree be awarded;
- OR
- (ii) The thesis be rejected.

**11.13** The absence of the Dean and/or the Head of the Department at the meeting of the Research Degree Committee shall not vitiate its proceedings. However, the Vice-Chancellor may co-opt an expert in the subject, if he considers it necessary.

#### **Award of Ph.D. Degree**

**12.1** On successful completion of the evaluation process and announcements of award of Ph.D. Degree, the University will submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for posting the same in INFLIBNET, accessible to all Institutions/Universities.

**12.2** A candidate whose thesis is rejected shall not be registered again for Ph.D. degree with the same topic.

#### **Fee:**

**13.1** Fee to be paid by the candidate for each semester shall be as laid down from time to time by the University. The faculty and staff members of Mangalayatan University shall be allowed a concessional of 25% in fee. If a member of faculty and staff leaves the university without completing his Ph.D, he/she will be liable to pay full fee for rest of the period as will be applicable to external researcher at that point of time

**13.2** Fees to be paid by the candidate at the time of evaluation will be as laid down from time to time by the University.