

MOHANLAL SUKHADIA UNIVERSITY, UDAIPUR

Regulations relating to the award of Ph.D. Degree by thesis

(Humanities, Social Sciences, Commerce, Science, Education, Law & Engineering)

1. General

- (a) The degree of Doctor of Philosophy (विद्यावाचस्पति) shall be abbreviated as Ph.D.
- (b) The degree of Ph.D. shall be approved and granted by the Academic Council on the recommendation of the Post-Graduate Research Board, on original research work in the subject recognised for research by the university

2. Eligibility

- (a) A candidate who holds the Master's degree from any recognized university with at least 55% marks in post-graduate subject is eligible for registration. NET/SLET passed candidates shall be preferred. For Ph.D. in Education, a candidate holding M.Ed. degree with 55% marks will be eligible. A relaxation of 5% marks at PG level to the SC/ST and Handicapped students shall be given for granting Ph.D. registration. A candidate, who has carried out research work under an approved supervisor of this university in an approved Institution/ Department for a minimum period of two years after registration, may submit the thesis for the award of degree of Ph.D.
- (b) A candidate may be permitted for registration in a faculty other than that in which he/she has obtained Master's degree in related or inter-disciplinary area depending upon the nature of research problem. In such cases the Ph.D. degree will be awarded in the faculty in which a candidate has been registered.

3. Supervisor

- (a) Every candidate will have a supervisor approved by the Post-Graduate Research Board of the University. A supervisor may be :
 - (i) A teacher in the university teaching department/ affiliated college with post-graduate department who holds the degree of Ph.D. and five years post-graduate teaching/ research experience (excluding his Ph.D. research period) along with published work in reputed and recognized national/international journals to his credit.

OR

- (ii) An eminent scholar who is recognised as such by the Post Graduate Research Board.
- OR
- (iii) A person employed in an approved institution fulfilling prescribed qualifications in (a-i) above.
- OR
- (iv) A teacher possessing Master's degree with 10 years post-graduate teaching experience and published work to his credit to be evaluated by expert(s) appointed by the Vice-Chancellor.
 - (v) A retired teacher may be permitted to continue to guide Ph.D. students already registered under him/her before retirement provided he/ she resides in Udaipur city. He/she may also be allowed to register with him/her at the most three fresh candidates at any given time. However, if the topic of research involves practical/ laboratory work, a retired teacher may be allowed to register at the most two fresh candidates at any given time by the Head of the Department in consultation with the Departmental Committee.
- (b) A supervisor in the category of a Professor, Associate Professor and Assistant Professor shall be allowed to register under him/her research scholars upto 10, 7 and 5, respectively. The candidates under a supervisor will not exceed the existing limit including the candidates registered in this University.
 - (c) For work involving inter-disciplinary approach, the Post-Graduate Research Board may appoint a Co-Supervisor on the recommendation of the supervisor.
 - (d) In case the supervisor is away from the university or leaves the university, he/she may be permitted to continue to guide students already registered under him/her provided:
 - (i) A Co-Supervisor is appointed in consultation with supervisor concerned.
 - (ii) The student has completed major portion of the research work and is likely to submit the thesis within a year.
 - (iii) Only one candidate may be registered as Co-supervisor under a Supervisor in addition to his/her limit registered candidates.
 - (e) A candidate may be permitted to change the supervisor in consultation with the first supervisor.

- (f) No person will be allowed to guide his/her close relations.* In case, no other member of the department is an approved supervisor, an external expert may be approved as a supervisor, by the Vice-Chancellor out of a panel of three experts submitted by the Departmental Committee through Dean, P.G. Studies.
- (g) A detailed progress report will be called for by the supervisor from the research scholar after every six months and record to this effect will be maintained and forwarded to the Dean, P.G. Studies by him. He / She will also serve a notice to the candidate after three years that a period of only one year is left for submitting the thesis.
- (h) In case of death of supervisor, the new supervisor will be appointed out of approved supervisors from the department concerned, on the request of the candidate.
- (i) An approved supervisor will continue to guide even if he is transferred to a degree college affiliated to this University and also a teacher in a degree college affiliated to this University may be approved as supervisor, provided he fulfils the requirement of a supervisor. However, a supervisor will not be permitted to register any candidate if he is transferred to a college, outside the jurisdiction of this University.

4. Approved Institution

- (a) The approved institution for carrying out Ph.D. work shall be the departments of the university or college/ institutions affiliated to the university recognised for post-graduate study and research in the branch of study concerned.
- (b) During the course of his/her work, a candidate with the approval of the Post Graduate Research Board and on the recommendation of the supervisor may spend not more than one year in an institution, approved for this purpose outside the university in connection with his/her research.
- (c) In regard to subject for which the research facilities are not available within the university, the Post-Graduate Research Board may recognise on individual merit, research institutions or departments of all India character and the teachers or officers employed therein for the purpose of enabling students, teachers of this university to pursue research in such institutes or departments with a view to qualify for the degree of Ph.D.

5. Registration

- (a) A Post Graduate Research Board constitute for each subject as follows :
- | | |
|---|------------------|
| 1. Vice-Chancellor | Chairman |
| 2. Chairman, Faculty concerned | Member |
| 3. Senior most Professor in subject concerned | Member |
| 4. Head of the Department concerned | Member |
| 5. External subject expert | Member |
| 6. Supervisor | Member |
| 7. Dean, P.G. Studies | Member Secretary |

The Board will meet normally in the months of September and March every year. The PG Research Board is empowered to give the approval for recognition of supervisor as well as the centre/department/college/institute of research for Ph.D. etc.

A candidate for Ph.D. degree shall apply to the Dean, Post-Graduate Studies through the University Departmental Committee and Dean of the Constituent Colleges concerned on a prescribed form giving:

- (i) his/her qualification and experience with photocopies of all mark-sheets and certificates duly verified from the original by the Head of the Department/Principal;
 - (ii) subject on which he/she proposes to work for his/her Ph.D. thesis;
 - (iii) the department and institution where he/she proposes to carry out the investigation;
 - (iv) name and designation of the supervisor;
 - (v) eight copies of the duly approved outline of the proposed research work;
 - (vi) a certificate from the supervisor that the facilities for work are available and the number of research scholars already working with him are as per rules.
 - (vii) a certificate of "No Objection" from the employer in case of in-service candidate, or a certificate by the candidate stating that he/she is not employed anywhere duly verified by the supervisor.
- (b) The application of registration complete in all respect will be submitted to the Head of the concerned university department on any working day for onward transmission to Dean, Post-Graduate Studies. The synopsis of the candidate will be thoroughly discussed in the Departmental Committee and after approval by it, shall be forwarded to the Dean, PG Studies.

* The term 'close relation' includes: husband, wife, son, daughter, grand-son, grand-daughter, brother sister, nephew, niece, grand-niece, grand-nephew, uncle, aunt, first cousin, son-in-law, daughter-in law.

- (c) The candidate applying for registration of Ph.D. degree will have to defend the proposed work before the P.G. Research Board. Improvement, alteration and modifications suggested by the board in the synopsis must be incorporated and the revised synopsis be submitted within 2 months to the Dean, P.G. Studies. The revised synopsis will be circulated among the members of the board for their approval. After approval of the synopsis by the PG Research Board, a candidate will be registered by depositing prescribed fee of Rs. 1000/- at the university office.
- (d) If the outline of the proposed research is approved, the Dean, P.G. Studies shall notify the candidate concerned regarding approval of his outline of work and ask him to register in the institution where he plans to work. Candidate shall intimate the date of his/her joining the research through the Supervisor, Head of the Department and Head of the Institution. The Dean, P.G. Studies will also report the registration of the candidate to the P.G. Research Board.
- (e) The date of registration shall be the date when the synopsis is submitted in the office of Dean, PG. The candidate will deposit his/her fee in the college concerned alongwith his/her joining report to be received through proper channel within one months from the date of issue of registration letter. If the candidate does not join the research within one month from the date of issue letter, his/her registration will automatically be cancelled.
- (f) A candidate may be permitted by the Post-Graduate Research Board on the recommendation of the supervisor who has approved the outline, to modify or limit the scope of his /her thesis at least one year prior to the submission of his/her thesis. In case there is a complete change in the topic of research, the candidate will have to put a minimum of two years after the change is approved.
- (g) No candidate registered for the Ph.D. degree shall be allowed to take up any other university examination / course except a part-time diploma / certificate course, the timings of which do not clash with timings of the department in which the candidate is registered for the Ph.D.

6. Language Requirement

The candidate for the degree of Ph.D. shall be required to pass the language test, if any, prescribed by the supervisor.

7. Requirement For submitting Ph.D. Thesis

- (a) The candidate shall pursue the course of study and also pass the language test, if any, prescribed by the supervisor at the time of registration and approved by the

Post-Graduate Research Board before he can be allowed to submit his / her Ph.D. thesis.

- (b) The candidate must have two research papers published/accepted to his credit before submission and also he has to present a pre-submission seminar before the Departmental Committee.
- (c) The minimum period required to submit the Ph.D. thesis is two years from the date of registration provided that the candidate has put in attendance of at least 200 days at the approved institution/department.
- (d) A student migrating to this university during the middle of his research work, due to his supervisor joining this university may be exempted by the Post Graduate Research Board upto maximum of one year or 100 days from the residential requirement without allowing changes in the outline of his proposed research work.
- (e) In case a candidate fails to submit his/her thesis within 4 years, he/she may in special circumstances on the recommendation of the supervisor and duly forwarded by the HOD and Dean, be permitted an extension of one year by the Dean, P.G. Studies on payment of Rs. 500/- at university office. The Vice-Chancellor is authorised to grant an extension upto one more year beyond five years period for submitting the Ph.D. thesis on payment of Rs. 1000/- at university office, after which the registration shall automatically stand cancelled.
- (f) A candidate whose registration for Ph.D. has been cancelled, if he so desires may apply for fresh registration.
- (g) A candidate shall submit through proper channel four printed or typed copies of his Ph.D. thesis, which shall comply with the following conditions :
 - (i) It must be a piece of research work characterized by the discovery of facts or by fresh approach towards the interpretation of facts or theories or 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 also be satisfactory so far as its literary presentation is concerned and must be suitable for publication.
 - (ii) The major portion of the work presented in the thesis is done after registration in this university.

- (h) The Ph.D. thesis can be written either in English or Hindi (written in Devnagari script). When the subject matter of thesis relates to modern Indian language, it may be written in that language.
- i) Candidates submitting the thesis for the University degree is required to follow the following aspects regarding paper size, text layout etc., except in special cases in which Head of the Department is satisfied that it will not be possible to comply with the requirements of these rules :-
- a) Size of the paper should be A4/ quarter, 210mm x 295mm (8.5" x 11.5") except for maps, drawing, graphs on which no restriction is placed.
 - b) The text should be typed leaving a margin of 4 cm on left hand side and 3 cm on right hand side as well as 3 cm at the top and 3 cm at the bottom.
 - c) The text should be typed in 1.5 line spacing using normal typeface / electronic typing/ PC Word processing in 12 font size of Arial/ Times New Roman; Fancy fonts should be avoided for text writing. For scripts other than Roman (Devnagri, Urdu, etc.) comparable font size should be used.
- ii) Likewise, cover layout should also be specified. Affiliation of the supervisor could be added but it should not contain administrative designation like Head of the Department/ Dean of the Faculty, etc.
- iii) Contents and text of the thesis should also be submitted on a CD, with four hard copies. CD is not to be issued and kept under safe custody of the Dean, PG Studies.
- iv) Candidates should submit thesis in the following specific colors on cover page
- | | | |
|-----------------------|---|-------------|
| Faculty of Science | : | Light Blue |
| Faculty of Commerce | : | Cream |
| Faculty of Management | : | Maroon |
| Faculty of Social Sc. | : | Light Green |
| Faculty of Humanities | : | White |
| Faculty of Education | : | Pink |
| Faculty of Law | : | Black |
- v) The format of cover and title page of the thesis for constituent colleges and affiliated colleges will be as per the enclosure B-1 and B-2, respectively.
- vi) The candidate should submit an abstract of the thesis not exceeding 300 words with key words and title page.
- (h) The candidate may also submit any printed contribution or contribution to the advancement of his subject, which he may have published independently or jointly. In the event of his submitting any co-joint work, he shall attach in his thesis a certificate from his supervisor stating fully the share of the work done by the candidate.
- (i) A candidate shall not be permitted to submit in his thesis any work for which a degree has been conferred on him or any other person in this or in any other university.

- (j) Following certificate shall be submitted along with the thesis :
- (i) Certificate of fulfillment of residential requirement by the candidate duly signed by the supervisor. (Appendix - A-2)
 - (ii) 'No Dues Certificate' from the Head of Institution where the research work was done.
 - (iii) A Declaration by the candidate should be given in the thesis.
- (k) A candidate shall deposit the thesis examination fee of Rs. 5000/- (Rupees Five thousand) along with the Ph.D. thesis in the university office.

8. Evaluation of Ph.D. Thesis

- (a) At least two months before the probable date of submission of the thesis, the supervisor shall inform the Dean, Post-Graduate Studies regarding the submission of the thesis, who shall process the request and recommend it to the Vice-Chancellor for appointment of examiners out of the panel of six experts submitted by the supervisor. Out of six examiners, at least three should be university Professors and rest may be Associate Professors.
- (b) A certificate shall be furnished by the supervisor indicating how far the work is the original work of the candidate.
- (c) The examiners shall examine the thesis and shall submit their reports independently within 2 months of the receipt of the same by them. After the examiners have read the thesis they may recommend:
- (i) That the thesis be accepted for the degree of Ph.D.
OR
 - (ii) That the thesis be re-submitted in a revised form
OR
 - (iii) That the thesis be rejected
OR
 - (iv) Any other comments.
- (d) (i) If all the examiners unanimously recommend acceptance of the thesis, viva-voce examination of the candidate shall be arranged as early as possible. The report of the external examiners will be sent to the supervisor well in advance of the viva-voce examination.
- (ii) The viva-voce examination (to be conducted by two examiners including the supervisor) shall be held in all cases which shall be open to the Dean of the Faculty concerned, the teachers of the subject concerned in the university

department and the affiliated colleges and the research scholars in the department concerned, who may attend the viva-voce examination as observers at their own expenses. The observers shall not be entitled to ask any questions.

- (iii) In case both the examiners give a satisfactory report without any serious defect/mistake and recommend award of degree after viva-voce, the same will be approved.

If the performance of the candidate at the viva-voce examination is not satisfactory, he may be permitted to reappear for the viva-voce examination within six months on payment of prescribed fee of Rs. 500/- when an examiner offers some specific comments which need change or modification in the text, it should be done before the viva-voce is held.

- (iv) If there is a divergence of opinion, the report of the examiners will be circulated to one another including the supervisor with a view of bringing unanimity. If unanimity is not achieved, the thesis will be referred to a third examiner out of the panel submitted by the supervisor and the decision of the majority of the three external examiners shall be final.

- (v) If one of the external examiners recommends that the thesis be accepted and the other recommends rejection of the thesis, the thesis shall be referred to a third examiner and the majority opinion of the three external examiners shall be final.

- (vi) A candidate is permitted to resubmit the thesis in a revised form on payment of all the prescribed fees not earlier than six months and not later than two years. The revised thesis shall be referred to those examiners who recommended revision, for their opinion. The concerned examiners shall also be paid prescribed remuneration afresh for evaluating the revised thesis.

- (vii) For a situation not covered by (iv) to (vi) the matter will be referred to the Post-Graduate Research Board.

- (e) The reports on the thesis and the viva-voce examination will be placed by the Dean, Post-Graduate Studies before the Vice-Chancellor for approval and then to the Post-Graduate Research Board.
- (f) No candidate shall be allowed to resubmit the thesis and reappear at the viva-voce examination more than once.
- (g) The report of the examiners may be supplied to the supervisor / candidate concerned on written request after the conferment of the degree by the Board of Management.

Various fees to be charged for Ph.D. registration, thesis examination, etc. are as under:

- | | | |
|--------------------------------------|---|------------|
| 1. Ph.D. Registration fee | : | Rs. 1000/- |
| 2. Extension fee for one year period | : | Rs. 500/- |
| 3. Ph.D. Thesis examination fee | : | Rs. 5000/- |

Format for outline of proposed research work, declaration by the candidate and certificate by the supervisor, thesis title page in English and Hindi are enclosed as A-1,A-2 B-1(in English), B-2(in Hindi) and C. Revised Ph.D. Registration Form is also enclosed. Enclosure format A-1,A-2, B-1, B-2 and C are to be kept with candidate for future use.

Encl : 'A-1'

(Declaration to be given by the Candidate)

DECLARATION

I hereby declare that the work incorporated in the present thesis entitled " _____ " is my own work and is original. This work (in part or in full) has not been submitted to any University for the award of a Degree or a Diploma.

Signature of the Candidate

Encl : 'A - 2'

(Certificate to be given by the Supervisor)

C E R T I F I C A T E

I feel great pleasure in certifying that the thesis entitled "
(Title of thesis) "embodies a record of the results of
investigations carried out by _____(Name of candidate) under
my guidance. I am satisfied with the analysis of data,
interpretation of results and conclusions drawn.

He/She has completed the residential requirement as per rules

I recommend the submission of thesis.

Date:

***Name and Designation
of Supervisor***