

CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY, KANPUR
DOCTOR OF PHILOSOPHY (Ph.D.) DEGREE ORDINANCE 2021
(Amended as per UGC regulation/notification dated May 5, 2016;
amendments October 16, 2018; August 27, 2018)

CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY KANPUR



Ph.D. Ordinance 2021

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S.No.	Ph.D. ORDINANCE, 2021
1.	SHORT TITLE, APPLICATION AND COMMENCEMENT:
1.01	<p>In exercise of powers conferred by clause (1) of section-52 (3) of the U.P. 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), the Chhatrapati Shahu Ji Maharaj University, Kanpur hereby amends the following Ordinance.</p> <p>This ordinance may be called “Chhatrapati Shahu Ji Maharaj University, Doctor of Philosophy (Ph.D.) Degree Ordinance, 2021”.</p>
1.02	<p>In order to regulate the minimum standards and procedures for award of Ph.D. degree in conformity with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2016, dated 05 May, 2016, and dated 16 October, 2018, the following ordinance is promulgated (amended after ordinance/amendment of 2014, 2016 and 2018) to make provisions for Ph.D. admission leading to the award of the degree in different faculties of the University.</p> <p>This ordinance shall come into effect from 2021 onwards.</p>
1.03	Those candidates who have been registered for Ph.D. before the promulgation of this Ordinance would be governed by the earlier Ordinance issued from time to time under which he/she had been admitted.
2.	ELIGIBILITY CRITERIA FOR ADMISSION TO Ph.D. PROGRAMME:
	Subject to the conditions stipulated in UGC Regulations-2016, the following persons are eligible to seek admission to the Ph.D. programme:
2.01	Candidate for admission to the Ph.D. programme shall have a Master’s degree or a professional degree declared equivalent to the Master’s degree by the corresponding statutory regulatory body in the concerned subject or allied subject (as in PhD information brochure of the particular year) or provided that a candidate holding a Master’s degree in an allied subject may also be considered for admission to Ph.D. degree by the research

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	<p>degree committee (RDC) of the concerned subject, 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 Institute 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.</p> <p>Provided further that the students appearing for final year or final semester of their post-graduate degree examination will also be eligible to appear for the admission process subject to the fulfilment of minimum eligibility criteria in the final result thereof.</p>
2.02	<p>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 category of candidate 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 category mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.</p>
2.03	<p>(i) A candidate shall be permitted to pursue research for the Ph.D. degree in the concerned, or allied subjects (as in PhD information brochure of the particular year) or provided that a candidate holding a Master’s degree in an allied subject may also be considered for admission to Ph.D. degree by the research degree committee (RDC) of the concerned subject.</p> <p>(ii) Provided that the concerned subject in Agricultural Economics - M. Sc. (Ag) in Agricultural Economics or in allied disciplines – Master’s degree in Dairy Economics /Animal Husbandry Economics/ Veterinary Economics/Fisheries Economics would be eligible. M.Com. or M.Sc. (Ag) in Agriculture Economics may be permitted to work for Ph.D. degree in Economics in the Faculty of Art.</p> <p>(iii) Provided further that an M.A. or M.Sc. in Mathematics may be permitted to work for Ph.D. degree in Statistics in the Faculty of Science.</p>

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	<p>(iv) In Faculty of Ayurveda, however, a candidate having M.D. (Ayurveda) degree in the subject concerned or equivalent degree of another University recognized by this University with at least 60% (55% for SC/ST/ Differently- abled candidates) marks shall be eligible for admission to the Ph.D. programme in Ayurveda.</p> <p>(v) In the faculty of Medical Biochemistry, a candidate holding post-graduate degree in the concerned or allied subjects or equivalent degree of another University recognized by this University/having a post graduate degree with at least 60% (55% for SC/ST/ Differently-abled candidates) marks shall be eligible for admission to the Ph.D. programme.</p> <p>(vi) Research on living authors is not permissible.</p>
2.04	As per the provisions of UGC (Minimum Criteria and Procedure for grant of Ph.D degree) (First Amendment) Regulations 2018 dated 27 August 2018 "In the SC / ST / OBC (Non-creamy layer)/Disabled categories despite appropriate relaxation, if the allotted seats remain vacant, then the concerned university will conduct a special admission campaign for that specific category within a month of the completion of the admission process and prepare its own process as well as qualification conditions to ensure that most of the seats in the categories can be filled ".
3.	DURATION OF THE PROGRAMME:
3.01	Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years. This would be called as the Residency period of the Research Scholar. Research Scholar must put regular attendance in the department concerned after the completion of the course work. No candidate would be exempted from the continuous Residency period.
3.02	Vice-Chancellor, on the recommendation of the Supervisor may grant permission to candidate to reside outside for 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 further that such exemption shall not be granted in the first six months after course work.
3.03	In case, a candidate fails to submit his/her thesis within Six years, from date of his/her registration, as mentioned in ordinance 3.01, 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 and his/her registration shall stand cancelled automatically.

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	However, in exceptional circumstances the extension of maximum one year may be granted by the Academic Council only if i) RDC of the candidate is satisfactory, ii) Genuine Medical grounds.
3.04	The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years in maximum duration on his/her request and permission granted by Vice-Chancellor before the expiry of Six Years. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.
4.	PROCEDURE FOR ADMISSION:
4.01	<p>The University shall admit Ph.D. students through an entrance test named as "Chhatrapati Shahu Ji Maharaj University Entrance Test (CSJMU-ET)" for Ph.D degree. Subject to the provisions contained in clause (8) of section 7 of the Uttar Pradesh State Universities Act, 1973, CSJMU-ET shall be conducted in specified subjects/disciplines as approved by the Vice-Chancellor.</p> <p>There shall be a committee constituted by the Vice Chancellor to organize and conduct the written test, evaluate the test results and to decide the cut-off scores for short listing the candidates for interview / presentation for each field and faculty of the University.</p> <p>The dates of written test for respective fields will be announced through the website of the University. The shortlisted candidates eligible for interviews will be informed through website of the university. The University reserves the rights to conduct the entrance process or direct interviews depending upon the number of applications in the particular subject.</p> <p>The marks of the interview shall have a cut-off qualifying to which a candidate may be considered pass in the test. The final merit shall be published for the counselling and admission purpose.</p> <p>Exemptions from the Entrance Test: The following categories of candidates shall be exempted from the Entrance Test for admission to Ph.D. programme:</p>

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(a) 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 regards to the admission, fees etc.

(b) Candidates who have secured grants for research such as fellowship/scholarship/associateship etc. from UGC(JRF) / CSIR(JRF) / GATE-MHRD Scholarship / Teacher Fellowship / DBT/ ICMR/ICAR/DST-INSPIRE fellowship, DST-WoS or equivalent national level fellowship (as identified by RDC). JRF qualified candidates shall be eligible to avail their fellowship(s) from the date of payment of their admission fees, the continuation of the fellowship would depend upon successful completion of the course-work of these candidates.

(c) Serving Army, Navy and Air-force Officers of at least Colonel or equivalent rank with not less than 15 years of service applying for Ph.D. degree in concerned/allied/relevant disciplines.

No Exemption from Entrance Test

i) Permanent Assistant Professors, Associate Professors and Professors having appointment on regular posts in the teaching departments of the University or a government college / government aided college affiliated / associated to the University who have completed their probation successfully would be required to appear in the entrance examination. Weightage of 10% would be given for these candidates.

ii) Full time teachers of the self-financed courses run by the University/affiliated colleges on long term contract with at least three years of teaching experience in the university/college would be required to appear in the entrance examination. Weightage of 10% would be given for these candidates.

iii) GATE, NET, SLET qualified candidates would be required to appear in the entrance examination. Weightage of 10% would be given for these candidates.

Note: In case, number of candidates passing JRF or Entrance examination (final merit) are more than the number of vacancies in a particular subject, their marks in post-Graduation will be taken into account to decide

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	the merit for their admission in Ph.D. programme. The categories for the candidate exempted from Entrance Test will be given preference over the candidates qualifying through Entrance Test.
4.02	For conducting the Ph.D. programme the University shall: <ul style="list-style-type: none"> (i) Decide on an annual basis through academic bodies (Research & Development Cell/Convener Committee) a predetermined and manageable number of 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 (as indicated in Para 5.04), laboratory, library and such other facilities; (ii) Notify well in advance at the University website and the notice for which will also be published in two newspapers, 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.
4.03	The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC with 70% weightage to the Entrance test and 30% weightage to the performance in the interview/viva-voce and other statutory bodies concerned and taking into account the reservation policy of the State Government of Uttar Pradesh from time to time into different Vertical and Horizontal-categories viz. unreserved, reserved for OBC/SC/ST/Differently- Abled/EWS and so classified for each Department/Subject.
4.04	University shall admit candidates by a two-stage process through: <ul style="list-style-type: none"> (1) (i) Qualifying as an Entrance Test which will contain 100/50 multiple-choice objective-type questions of 4 marks each (maximum 400/200 marks) and shall consist of 50% of research methodology and 50% shall be subject specific of two hours' duration for assessing subject expertise, and subject proficiency and subject knowledge. (ii) There shall be negative marking. On each wrong answer, 1 mark will be deducted. (iii) The entrance result shall be prepared by estimating the percentile of marks obtained in entrance test. Percentile score will be used for preparation of the entrance merit list. Top 50 percentile of each subject will

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be called for the interview. Final merit would be prepared based on total marks of the interview and entrance test score for each subject along with weightage wherever applicable. Final result would be declared as percentile for each subject.

(iv) The shortlisted candidates shall appear for interview and presentation before a Screening Committee constituted for respective fields on the date(s) announced through the website of the University. The Screening Committee shall be constituted by the Vice-Chancellor for each field. The candidates based on their overall performance will be categorized as selected or not selected for Pre-Ph.D. coursework. The list will be submitted to the Vice Chancellor for approval. After Approval the list of candidates selected will be announced through the website of the University.

2. Screening Committee: The screening Committee for each field shall consist of the following members:

- (i) An eminent educationist in the concerned area, of the Professor/Associate Professor level from the reputed academic / research Institutions, to be nominated by the Vice Chancellor as the chairperson
- (ii) Deans, Research & Development, in absence of Deans, R&D, a professor nominated by the Vice-Chancellor as member,
- (iii) Convener/member of RDC of the concerned field as Member
- (iv) Three experts of the subject in the concerned area from reputed academic / research Institutions, to be nominated by the Vice Chancellor as Members.

The Vice Chancellor is authorized to amend/modify/constitute the screening committee for interviews of the PhD students who have qualified the entrance examination.

Half of the members of the screening Committee shall form the quorum for the meeting. However, presence of one external expert would be essential in the meeting.

(v) The Entrance Test shall be conducted ordinarily in the University campus but in special circumstances, it may be conducted in Government Degree Colleges/ Government aided degree colleges. The Entrance test centre(s) shall be notified in advance (changes of centres, if any, will also be notified well in advance) to the applicants.

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	<p>(vi) Based on the final merit list, Subject wise/Category wise merit lists will be prepared. The qualified applicants, in order of merit in each subject would be called for Course Work as per the available number of vacant Ph.D. seats. This eligibility pertains to the level of being called for the Course Work only and may not guarantee admission to Ph.D. programme.</p> <p>University shall grant Registration/Admission to the candidate after online/offline presentation for Ph.D. programme on the recommendation of Research Degree Committee (RDC) and its approval by the Vice-Chancellor.</p> <p>The candidate would be required to submit the fee for Ph.D. work (registration/continuation of the registration fee) every year.</p>
4.05	<p>During the interview/viva-voce, the RDC shall also consider the following aspects, whether:</p> <p>(a) The candidate possesses the competence for the proposed research.</p> <p>(b) The research work can be suitably undertaken at the College/University academic Department.</p> <p>(c) The proposed area of research can contribute to new/additional knowledge.</p>
4.06	<p>The University shall maintain the subject-wise list of all Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor and date of registration.</p>
5.	<p>ALLOCATION OF RESEARCH SUPERVISOR:</p>
	<p>Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per Supervisor, etc.</p>
5.01	<p>Any Regular Professor of the University/College with at least five original research publications in refereed journals and any Regular Associate/Assistant Professor of the University/College with a Ph.D. degree and at least two original research publications in refereed journals may be recognized as Research Supervisor.</p> <p>Provided that in area/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.</p>

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	<p>Permanent teachers holding a regular post with a proven track record of research, as evidenced by publications in peer-reviewed journals, working in a Post-graduate department of a Government or Government aided Associated / Affiliated college of the University and fulfilling all the requirements of above clause of this ordinance will be allowed to act as a Ph.D. supervisor.</p> <p>In case of the Science subjects, the supervisor will have to provide evidence for having sufficient laboratory facilities for carrying out the proposed research work. At any given time, to start with, no such teacher will be allowed to take more than two candidates for supervision. However, more than two students/year can be taken by the supervisor depending upon his/her requirement upon permission from the Academic Council.</p> <p>The Vice-Chancellor in consultation with the Research & Development committee/Deans of faculties/Head of University departments or the Director of Institute or committee constituted for the purpose shall approve a list of qualified supervisors in accordance with the aforesaid ordinance and may add or delete names accordingly.</p> <p>A supervisor shall not be allowed to supervise a candidate who is his/her relative whether by blood or by marriage.</p> <p>Explanation- In this ordinance “relative” means the relations provided in the Explanation to section 20 of the U.P. State Universities Act, 1973.</p>
5.02	<p>Only a full-time regular teacher of the concerned University/College can act as a supervisor. The external supervisor is not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same University/College or from other related institutions/college with the approval of the Vice-Chancellor on the recommendation of Research Advisory Committee.</p> <p>Any undergraduate regular full-time teacher with proven record of outstanding research publications and in collaboration/MOU with Central/State institutions of high repute may be considered for co-supervisor/supervisor, provided that the regular teacher concerned fulfills the screening criteria and is recommended by a competent committee constituted for the purpose by the Vice Chancellor. The Vice Chancellor shall approve the list of qualified supervisors in accordance with the aforesaid ordinance and may</p>

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	<p>add or delete names accordingly. Screening criteria for the purpose will be approved by the Academic Council from time to time (Annexure I).</p> <ul style="list-style-type: none"> • The regular approved University/Institution Deemed to be a University/College Supervisor already supervising Ph.D in their current capacity will be deemed to be possessing necessary eligibility, however, the regular approved University/Institution Deemed to be a University/College Supervisor will be allowed to act as Co-Supervisor within last one year of his/her superannuation. • Teacher on consolidated salary who are in long term contract with the University (>5years) with proven record of outstanding research publications may be allowed as Co-supervisors, provided that the teacher concerned fulfills the screening criteria and is recommended by a competent committee constituted for the purpose by the Vice Chancellor and upon special permission from the Vice Chancellor. Screening criteria for the purpose will be approved by the Academic Council from time to time (Annexure I). • DST-INSPIRE FACULTY /RAMLINGASWAMI PDF/UGC Recharge faculty or any other such faculties/scientists in the CSJM University or other Universities are eligible to become co-supervisors upon approval by RDC. • The new supervisors shall be allowed only after recommendation by a competent committee constituted for the purpose by the Vice Chancellor and with the approval of the Vice-Chancellor. Screening criteria for the purpose will be approved by the Academic Council from time to time (Annexure I). • (Non- eligibility) A person, who is registered for a Ph.D. degree shall not be eligible to act as a supervisor in any faculty/field of the University.
<p>5.03</p>	<p>(a) The allocation of the supervisor for a ‘Course Work qualified’ student shall be decided by the Counselling Committee comprising of the Research & Development Committee, Dean/ the Director of Institute/Head of the Department (as the case may be) or Convener. A Supervisor may be called for discussion if required.</p> <p>(b) The allocation of the supervisor for a selected research scholar (course work qualified) shall be decided by the University in a formal manner depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and the research interest of the scholars as indicated by them at the time if interview/viva voce.</p>

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	<p>(c) No change of supervisor shall ordinarily be allowed, but in special cases, where the Dean of Faculty/ the Convener/ the Head of the Department is satisfied that the research work of a scholar will suffer, the matter would be placed before the Vice-Chancellor through the Dean, Research & Development, Dean of faculty and the Convener/ the Head of the Department who may allow the change of supervisor. The reasons might be any of the following:</p> <p>(i) On account of migration, retirement, long leave, or for any other reason, the supervisor may not be available to guide the scholar.</p> <p>(ii) As the supervisor is not willing to, or not in a position to supervise the candidate.</p> <p>(iii) due to some extra-ordinarily situation or death of the supervisor necessitating such a change.</p> <p>The Vice-Chancellor/RDC, at its discretion may also decide whether change of supervisor will require fresh registration of the scholar.</p>
5.04	At any given point of time, a Research Supervisor/Co-supervisor who is, a professor, cannot guide more than Eight (8) Ph.D. scholars; an Associate Professor as Research Supervisor/Co-supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistance Professor as Research Supervisor/Co-supervisor can guide up to a maximum of four (4) Ph.D. scholars.
5.05	In case of relocation of a woman Ph.D. scholar due to marriage or otherwise, 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.
6.	<p>COURSE WORK:</p> <p>Credit Requirements, number duration, syllabus, minimum standards for completion, etc.</p>
6.01	The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.
6.02	<p>The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses as follows:</p> <p>(i) The first paper being a compulsory course on research methodology and may include research methodology, quantitative methods, computer applications, research ethics and reviewing of published research in the relevant field and other techniques/methods, specific for the broad subject/ area.</p>

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	(ii) The second paper would include advance level theory and research methods specific to the candidate's chosen research subject/area.
6.03	<p>All course prescribed for Ph.D. course work shall be in conformity with the credit hour instruction requirement and shall specify content, instructional and assessment methods.</p> <p>The course work of one semester shall be treated as a prerequisite for Ph.D. preparation. This Ph.D. course work shall be of 8 credits in total i.e. 4 credits for each paper. 4 credits imply 4 hours of teaching per week for 16 weeks. In other words, a minimum 64 hours of teaching will be conducted for each paper for the Ph.D. course work. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.</p> <p>The pre-Ph.D. courses shall be with regular contact sessions, home assignments, practical sessions wherever applicable, and mid-term tests and end semester theory/practical examination. Courses through NPTEL and SWAYAM may be considered. These courses cannot be substituted by aggregating short-term workshops/symposia etc. attended.</p> <p>In case of unforeseen circumstances for e.g. prevailing COVID-19 Pandemic condition, the scholar may also join the online course as stated above from university/affiliated colleges of the university to carry out lecture and theoretical study but thereafter, he/she will have to appear for the external examination in physical at the designated centre of the university.</p> <p>The Head of Department/Convener/Course Coordinator (as the case may be) for respective subject shall prepare the time-table for the Ph.D. course work, teaching, continuous evaluation and internal tests and shall conduct the same under the overall supervision of the Research & Development Committee.</p> <p>The Vice Chancellor is authorized to amend/approve any online or offline courses conducted by government recognised organizations.</p>
	All candidates admitted to the Ph.D. programme shall be required to complete the course work prescribed by the University during the initial one semester. Successful completion of Ph.D. course work of one semester duration would be binding on all the Ph.D. candidates including exempted categories.

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6.04	<p>Candidates already holding M. Phil. Degree as per UGC regulation 2018 for M.Phil. and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work.</p> <p>"If the candidate has completed his/her Pre-Ph.D. Course Work recognised by any Institution/University and thereafter transferred to any other such university shall not be required to complete his/her Pre Ph.D.-Course work again provided both Institution/University, where the candidate was already enrolled and where the candidate is transferred are recognised by the University Grants Commission (UGC) as per UGC Ph.D. regulation 2016."</p>
6.05	<p>Minimum attendance required to become eligible to appear in the qualifying examination for each paper shall be 75% of all class lectures (separately in theory and practical). In case a student is short of attendance due to illness, participation in sports, extracurricular activities etc., the following rules may be applied:</p> <p>(a) Shortage up to 5% may be condoned by the Dean, (Research) on the specific recommendations of the Convener/Dean/Head/Course Coordinator.</p> <p>(b) A shortage up to a maximum of 10% may be condoned by the Vice-Chancellor on the specific recommendations of the Convener/Dean/Course Coordinator through Dean, Research & Development.</p> <p>However, minimum 60% attendance would be required even after such condonations.</p> <p>The University shall conduct an end semester qualifying examination based on the course work in general supervision of the Registrar or a Person nominated by the Vice-Chancellor. The pass marks in the Course Work shall be 55% or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) for all students separately in both the papers (aggregate in Internal and External combined).</p> <p>If a candidate fails to qualify the course work examination in first attempt, he will be given only one additional chance to clear the course work examination after submitting the requisite fees, along with the next regular batch. In case the candidate fails to clear in this attempt, no further chance to reappear shall be given to him/her.</p>
7.	RESEARCH DEGREE COMMITTEE AND ITS FUNCTIONS:

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7.01

On successful completion of course work, the student shall submit a synopsis for Ph.D. work. The synopsis shall be placed before a Research Degree Committee (hereinafter referred to as the RDC), which will be separate for each subject and shall consist of:

- (a) the Vice-Chancellor as Chairman, or any eminent educationist nominated by the Vice Chancellor can act as the Chairman
- (b) the Deans, Research & Development as members,
- (c) Dean of the faculty or the Director of the Institute or the Head of the Department in the case of the university campus departments or Convener, Board of Studies in the case of affiliated Colleges, as convener or an eminent academician nominated by the Vice Chancellor from the State/Central institution of high repute as member
- (d) two experts nominated by the Vice-Chancellor in consultation with the members preferably of the Central/reputed institutions as members.

Note: Members mentioned at (b) and (c) above for one year.

- (e) Dy. Registrar/ Asst. Registrar as Secretary

The Vice-Chancellor may invite a person of repute as additional member of the Committee.

The RDC of a subject will normally meet twice in each academic session at regular intervals.

- (c) Half of the members of the RDC shall form the quorum for the meeting.
- (d) The minutes/reports of the RDC meetings shall be placed before the Vice Chancellor for approval.
- (e) If the Dean, R&D is unable to attend a meeting, the Associate Dean shall carry forward the RDC meeting. If convener is also not present then member nominated by rest of the members after approval from the Vice Chancellor shall conduct RDC meeting.

The Research Degree Committee (RDC) shall arrange for an online/offline interview/viva-voce which shall include Presentations on the research interest/area. During the interview/viva-voce the RDC shall also consider the following aspects, whether:

- (a) The candidate possesses the competence for the proposed research.
- (b) The research work can be suitably undertaken at the College/University academic Department.
- (c) The proposed area of research can contribute to new/additional knowledge.

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	<p>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 the necessary improvements shall re-submit his/her revised synopsis for approval within 30 days. The revised synopsis would to be placed before the next meeting of the RDC. If RDC is satisfied, it shall recommend the application to the Vice- Chancellor for permission being granted to the candidate for Registration in the Ph.D. Programme.</p> <p>In case, the synopsis is rejected, the candidate may submit the new synopsis within two months to be placed before the next meeting of the RDC. No further chance will be given after this re-consideration and then RDC may recommend for cancellation of registration.</p>
8.	RESEARCH ADVISORY COMMITTEE AND ITS FUNCTIONS:
8.01	<p>There shall be a Research Advisory Committee, or an equivalent body comprising of the coordinator nominated by the Vice-Chancellor as the Chairman, Convener and one subject expert nominated by the Vice-Chancellor for each subject. This Committee shall have the following responsibilities:</p> <p>(a) To review the research proposal and finalize the topic of research</p> <p>(b) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have do.</p> <p>(c) To periodically review, assist in the progress of the research work of the research scholar.</p>
8.02	<p>The candidate shall be required to submit a progress report every six months to the University through Supervisor from the date of Ph.D. registration. A research scholar shall appear online/offline before the Research Degree Committee/Research Advisory Committee once in a year after approval of his/her synopsis to make a presentation of the progress of his/her work for evaluation and further guidance. The six-monthly progress reports shall be submitted to the RDC/RAC for evaluation and remarks/comments.</p> <p>In case, where a candidate fails to submit his/her progress report on time, those cases would be decided by the Vice Chancellor in consultation with RDC.</p>
8.03	<p>In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the University specifying reasons for cancellation of the registration of the research scholar.</p>

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9.	EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS/CREDITS FOR AWARD OF THE DEGREE, ETC:
9.01	After approval of RDC, the Ph.D. scholar shall be required to undertake research work and produce a draft thesis within a reasonable time, as stipulated by this ordinance.
9.02	Prior to the submission of the thesis, the scholar shall make an online/offline pre-Ph.D. presentation in the University before the Research Advisory Committee of the subject concerned which shall also be open to all Faculty members and other research scholars. The feed-back and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the Research Supervisor. The supervisor shall provide a certificate to this effect.
9.03	<p>The research scholar shall publish at least two (2) research papers (at least one in UGC Care journal) and present at least two (2) research papers in conferences/seminars related to his/her approved synopsis before the submission of the thesis for evaluation and produce evidence for the same in the form of reprints and/or paper presentation certificates which would be presented to RDC/RAC and recommended if satisfactory.</p> <p>(i) When the thesis is ready for submission, the scholar shall report through his/her supervisor stating therein that the thesis is on the point of completion.</p> <p>Such a report be received at least one month before the completion of the thesis.</p>
9.04	<p>The Academic Council (or its equivalent body) of the University shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submission for evaluation, the 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 University/Institution where the work was carried out, or to any other University/Institution.</p> <p>(i) The medium of expression of every thesis shall be either English or Hindi (written in Devanagri Script) except in the case of subjects connected with any of the oriental language where the thesis may at the option of the candidate, be presented in that language.</p>

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(ii) The research scholar shall submit four printed or type written copies of his/her thesis, and soft copy in PDF format (Summary, approved synopsis and Ph.D thesis) in a pen drive along with the four copies of summary and approved synopsis. Published Paper(s)/Abstracts in journals and certificates of Seminar/Conference/Symposia presentations out of the research work must be appended in the thesis.

The thesis shall be presented in accordance with the following specifications:

- (a) The paper used for printing shall be of A-4 size.
- (b) Printing shall be in a standardized form on both the sides of the paper and in 1.5 cm spacing.
- (c) A margin of about 2.5 cm shall be on all sides excluding the margin required for binding.
- (d) The cover and back cover should be of cardboard/sheet of reasonable thickness.
- (e) The Title of the thesis, subject, Name of the candidate, degree, Name of the Supervisor, place of research with seal and the month and year of submission shall be printed on the Title page and the front cover.
- (f) The spine of the thesis should mention Ph.D. Thesis on the top, Subject, Name of the Candidate, Title and Month & Year.

The thesis shall comply the following conditions:

- (i) It must be a piece of research work characterized either by the discovery of new facts or theories. In either case it should reflect the candidate's capacity for critical examination and sound judgment. The candidate shall communicate, how far the thesis embodies the result of candidate's own observations and in what respects his investigations may advance knowledge in the subject.
- (ii) It shall be satisfactory so far as its literary presentation is concerned and must be in a form suitable for publication.
- (iii) The thesis shall have a Self-declaration certificate from the research scholar and a certificate from the Supervisor/Co-Supervisor:
 - (a) That the thesis embodies the work of the candidate himself/herself.
 - (b) That the candidate worked under him/her for the period required as stipulated by this ordinance.
 - (c) That he/she has put in the required attendance in the department during that period.
 - (d) To the originality of the work.
 - (e) Vouching that there is no plagiarism

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	<p>(f) The work has not been submitted for the award of any other degree/diploma of the same University where the work was carried out or to any other University/Institution.</p> <p>(iv) The candidate shall also remit, the fees for Ph.D. degree as decided by the Finance Committee.</p> <p>(v) Evaluation Report of his/her Research Supervisor in a sealed envelope.</p>
9.05	THESIS EXAMINATION
9.05.1.	<p>The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the University/College of whom one examiner may be from outside the country appointed by the Vice-Chancellor. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Supervisor/Head of Department/Convener/Vice Chancellor's nominee and at least one of the two external examiners appointed by the Vice-Chancellor, 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.</p> <p>1. Thesis Evaluation by External Examiners</p> <p>(i) Appointment of Examiners The appointment of thesis examiners shall be made in the following manner:</p> <p>(ii) Head of Department/The convener and supervisor of the subject concerned shall recommend a panel of not less than four National Repute external examiners of Professor level along with their respective e-mail address, postal address, fax and contact number. In this panel at least one/two Professors should be outside the country.</p> <p>(iii) In the case, the thesis is submitted under the guidance of the convener of the board of studies concerned, he/she will be asked to suggest one panel of four names of National Repute external experts of Professor level in the capacity of supervisor only.</p> <p>(iv) The supervisor(s) shall provide a panel in given format of four (4) experts. The experts should have at least supervised two Ph.D's.</p> <p>(v) Dean, Research & Development in consultation with concerned RDC should prepare a panel in given format of four (4) experts.</p>

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The experts should have at least supervised two Ph.D's.

(ii) On receipt of the panel; the Dean, R&D, in consultation with respective RDC convener/members of the subject (Excluding Supervisor), shall shortlist the panels of examiners preferably from the panel provided by the Head/Convener, in case suitable examiner is not obtained, panel of Dean and Supervisor may be used for examiners. RDC Convener/Members will have the power to modify the list of examiners if required.

(iii) The final panel will be sent to the Vice-Chancellor where he/she shall with his/her discretion appoint two examiners to whom the thesis will be sent for evaluation.

2. Process of Evaluation of the Thesis

A copy of the Research Summary shall be sent online to both the external examiners for their consent. In case any examiner expresses his/her inability to evaluate, the Vice Chancellor will appoint alternate examiner from any of the three panels (Head/convener's panel, R&D and RDC Committee panel and supervisor's panel).

The final synopsis and summary shall be sent online to both the examiners for their consent for evaluation and after their consent thesis shall be sent to the examiner. A maximum of two months' time shall be given to the examiners for submitting the evaluation report. Thereafter, two successive reminders in an interval of one week will be sent to the examiner. On receiving no response from them the Vice-Chancellor may appoint alternate examiner(s).

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9.05.2.

Evaluation Report

The examiners shall specifically report on the prescribed Proforma, whether the thesis fulfils the requirements of the clause 9.03. They shall clearly recommend one of the following:

[A] The thesis is commended and the degree may be awarded subject to the candidate's furnishing satisfactory clarification to queries during the Public Viva-Voce examination. OR

[B] The thesis is commended and the degree may be awarded subject to the condition that the corrections/modifications suggested are carried out in the thesis and duly certified by the supervisor/convener before the Public Viva-Voce examination. OR

[C] The thesis needs to be resubmitted after Revision for revaluation. OR

[D] The thesis is not commended and the degree may not be awarded.

A. Processing of Evaluation Reports

(i) If both the external examiners approve the thesis (clause 9.05.2. [A]), the Viva-Voce examination will be conducted as per provisions of clause 9.7.

(ii) If one external examiner approves the thesis as submitted (clause 9.05.2. [A]), and the other external examiner recommends minor revisions (clause 9.05.2 [B]), or both the external examiners recommend minor revisions (clause 9.05.2 [B]); the comments of the examiner recommending revisions shall be sent to the supervisor(s) and to the candidate without disclosing identity of the thesis examiners for the necessary clarifications / comments and revisions.

The candidate is required to incorporate the suggested revisions and submit the revised thesis and a response sheet to the University indicating point by point how the suggested revisions have been responded/incorporated. The revisions and response sheet are required to have the endorsements of the supervisor(s). Upon receipt of the response and revised thesis, the Viva-Voce examination will be conducted.

The examiner's comments, candidate's response sheet and the revised thesis shall be placed before the Viva Voce examination board.

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(iii) If one external examiner recommends minor revisions (clause 9.05.2. [B]), and the other external examiner recommends major revisions (clause 9.05.2. [C]), or both the external examiners recommend major revision (clause 9.05.2. [C]); comments of both the examiners shall be sent to the supervisor(s) and to the candidate without disclosing identity of the thesis examiners for the necessary clarifications/comments and revisions. The candidate is required to incorporate the suggested revisions and submit the revised thesis and a response sheet to the University indicating point by point how the suggested revisions have been responded to and incorporated into the thesis. The revisions and response sheets are required to have the endorsements of the supervisor(s).

Upon receipt of the responses related to both minor and major revisions and the revised thesis from the candidate, both the comments related to minor and major revisions and the corresponding response sheets and the revised thesis will be sent to the examiner recommending for re-evaluation. The subsequent processing will be done after receiving the comments from the examiner. In the event of acceptance of the revised thesis by the external examiner, the Viva-Voce examination will be conducted.

Comments of both the examiners, candidate's response sheets and the revised thesis shall be placed before the Viva Voce examination board. If any one of the two examiners reject the thesis (clause 9.05.2. [D]), and the other recommends (clause 9.05.2. ([A], [B] or [C])), then the thesis shall be sent to a third examiner for re-evaluation. If the report of the third examiner is any one of the 9.05.2. ([A], [B], or [C], then the thesis with the recommendations of both examiners would be processed as given in clauses 9.06 (i),(ii),(iii). However, if the third examiner also rejects the thesis (clause 9.05.2. [D]), the thesis shall be rejected.

(v) If both the external examiners reject the thesis (clause 9.05.2. [D]), the thesis shall be rejected.

(Major Revision of the Thesis)

If a candidate is required to revise the thesis under clause 9.05.2. [C], the Vice Chancellor may permit the candidate to revise his/her thesis and submit to the University in a period not earlier than one month and within Six months from the date of communication to the candidate.

B. Evaluation of Revised Thesis

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The revised thesis shall normally be examined by the old set of examiners provided they agree for re-evaluation. If any one of the examiners reject the thesis, or an examiner does not agree for re-evaluation of the revised thesis, another examiner will be appointed according to the clause 9.05.1 from the panels. The consent of the examiner shall be obtained by sending a copy of the detailed Research Summary. The examiners shall be requested to clearly recommend whether the thesis is approved or rejected.

(g) (Re-submission of Thesis after Rejection)

The candidate shall be informed about the rejection of thesis. In case, the candidate is further interested to continue research work. He/she will submit an application to the Dean, Research & Development through the supervisor for granting permission. On getting permission after approval from the Vice Chancellor from the university the candidate will continue research work taking into consideration of comments and suggestions of all the examiners. The candidate will be allowed to submit his/her thesis.

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9.06	Viva-Voce Examination
	<p>The public viva-voce of the research scholar to defend the thesis shall be conducted at the University Headquarter in online/offline mode, only if the evaluation reports of the external examiners on the thesis are satisfactory and include a specific recommendation for conducting the viva-voce examination.</p> <p>If the evaluation reports of the external examiners are unsatisfactory and does not recommend viva-voce, the University shall send the thesis to another external examiner appointed by the Vice-Chancellor and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.</p> <p>After satisfactory viva-voce, the Examination Committee or Sub-Committee, as the case may be, recommend that the result of the candidate be declared and the result shall be declared accordingly.</p> <p>(a) (Announcement)</p> <p>Once the thesis is accepted (clause 9.05.2 [A] and/or [B]), a Viva-Voce examination for the candidate shall be arranged and corresponding announcements will be made.</p> <p>(b) (Viva-Voce Examination Board)</p> <p>The Board for viva-voce examination (offline / online) shall comprise of:</p> <p>(i) One Indian examiner or both who approved the thesis. If both examiners are not available, the Vice-Chancellor may nominate another Indian examiner from the panel.</p> <p>(ii) One/two members shall be nominated by the Vice-Chancellor from institutions/research establishments of repute.</p> <p>(iii) Shall be conducted by the Supervisor/Head of Department/Convener/Vice Chancellor's nominee 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.</p> <p>(iv) The supervisor(s) (Internal Examiner), in the event where supervisor is no more, the convener of respective subject as internal examiner.</p> <p>(c) (Recommendations)</p>

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	<p>The Viva-Voce Board shall make the final and a clear recommendation whether the candidate</p> <p>(i) be awarded Ph.D. degree, or</p> <p>(ii) be asked to re-appear for a Viva-Voce examination, or</p> <p>(iii) the thesis is rejected.</p> <p>(d) (Re-examination)</p> <p>In case of recommendation of re-examination, the candidate shall be required to re-appear for a Viva-Voce examination before the same Board but not earlier than three months from the date of Viva-Voce examination.</p>
9.07	<p style="text-align: center;">AWARD OF Ph.D. DEGREE</p> <p>(a) The candidate shall be awarded Ph.D. degree with the recommendation of the Academic Council on the report of the board of Viva-Voce examination and the approval of the Executive Council. However, the candidate may be issued a Provisional Degree Certificate if the board of Viva-Voce examination recommends for the award of Ph.D. degree.</p> <p>The award of Ph.D. degree can be withdrawn in case the thesis submitted by the candidate is found to contain false or pirated results, or the candidate has been found to be involved in plagiarism. The procedures of withdrawal of the degree shall be in accordance with the policy of the University in these matters as in force from time to time.</p>
10.	<p>ACADEMIC, ADMINISTRATIVE AND INFRASTRUCTURE REQUIREMENT TO BE FULFILLED BY COLLEGES FOR GETTING RECOGNITION FOR OFFERING Ph.D. PROGRAMME:</p>
10.01	College may be considered eligible to offer Ph.D. programme only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per UGC Regulations.
10.02	Post-graduate Departments of campus/colleges with at least two Ph.D. qualified teachers/other academic staff in the department concerned stipulated under sub-clause 10.03 shall be considered eligible to offer Ph.D. programme. However, in case of absence of at least two Ph.D. qualified teachers, the concerned supervisor should have a co-supervisor for his/her PhD. Candidate.

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	College should additionally have the necessary recognition by the University with the required infrastructure, supporting administrative and research promotion facilities as per UGC regulation, stipulated under sub-clause 10.03 shall be considered eligible to offer Ph.D. programme.
10.03	College must have the following adequate facilities for research for Ph.D. programme: (i) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the University with provision for adequate space per research scholar along with computer facilities, essential software and uninterrupted power and water supply. (ii) Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/library for reading, working and storing study and research materials. (iii) College may also access the required facilities of the neighbouring Colleges/University Departments or of those Institutions/R&D laboratories/Organizations which have the required facilities and prior MOU with the University for collaborative research work.
11.	PART-TIME PH.D.
11.01	University or its affiliated college/institutes shall not conduct Ph.D. programme through distance education mode.
11.02	Part time Ph.D. will be allowed provided all the conditions mentioned in the extant Ph.D. ordinance are met. A candidate shall be considered as a part-time research scholar if he/she is employed and has submitted a NOC from the Head of the Institution/Organization where he/she is employed. Part-time PhD candidate would be supernumerary, however, Enrolment of only one part-time research candidate will be permitted under an approved supervisor in one year. (a) The part-time Ph.D. programme is available in the faculty of Arts, Commerce, Management, Advance Studies in Social Sciences and Education Training.

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	<p>(b) The candidate shall have to complete Pre-Ph.D. course work of six months (one semester) as a regular candidate and shall appear in and pass the end semester examination.</p> <p>(c) The candidate shall prepare his/her synopsis under the supervision of his/her supervisor in next six months after passing his/her Pre-Ph.D. course work examination as a regular candidate.</p> <p>(d) In case of his/her taking-up a job in an educational institute or research institute, where Ph.D. is must for his/her carrier advancement and candidate registered for Ph.D. degree is unable to continue his/her research work as a regular candidate, he/she may opt Ph.D. degree as a part-time Ph.D. programme.</p> <p>(e) For switch over to part-time Ph.D. programme, the candidate shall have to obtain prior permission from the RDC and approval from the Vice-Chancellor.</p> <p>(f) The part-time research scholar shall stay at the place of research work for a minimum of 6 days per semester (residency period) during each academic year and shall give an undertaking to this effect at the time of registration. Part-time PhD scholar will not be eligible for any fellowship/scholarship from any source.</p> <p>Duration The part-time PhD programme shall be for a minimum duration of four years and maximum of eight years.</p> <p>The final selection for part-time PhD programme shall be based on a CSJMU-ET. There shall be separate list for qualified part-time PhD candidates.</p> <p>Any matter related to part-time PhD/general guidelines for PhD, where the ordinances are silent shall be decided by the Vice Chancellor.</p>
12.	<p>AWARD OF Ph.D. DEGREE PRIOR TO NOTIFICATION OF THESE REGULATIONS:</p>
12.01	<p>Award of degree to candidates registered for the Ph.D. programme on or after July 11, 2009 and July 05, 2016 till the date of Notification of these Regulations (June, 2021) shall be governed by the provisions of the UGC Regulation, 2009/2016 and any subsequent notifications.</p>

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13.	DEPOSITORY WITH INFLIBNET:
13.01	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 the INFLIBNET (Shodhganga portal), accessible to all Institutions/Universities.
13.02	The University shall host another soft copy of the Ph.D. thesis on its website for general viewing.
13.03	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 to the University Grants Commission (minimum standards and Procedure for Award of Ph.D. Degree) Regulations, 2016.
14.	GENERAL RULE:
14.01	Any issue regarding the interpretation of this Ordinance shall be referred to the Vice-Chancellor, whose decision, in his capacity as the Chairman, Academic Council, shall be final and binding on all parties. The Vice-Chancellor may constitute necessary committees pertaining to any specific issue arising out of the present ordinance so as to resolve the issue.
15.	LEAVE RULES FOR REGULAR MODE Ph.D.
15.01	A Ph.D. scholar shall be eligible to avail leave(s) as per the University rules applicable to all other students of the University. He/she shall not be entitled for any inter-semester breaks, winter and summer vacations. However, he/she would be entitled for an additional leave of up to 15 days on medical grounds in an academic year and one (1) special leave in a calendar month during the research work. Only medical leave provisions are cumulative in nature. All such leave would not be reckoned for calculation of minimum requirement of 36 months for submission of Ph.D. thesis and in such a situation, requirement of full 36 months needs to be completed.
15.02	The leave shall be granted by the Head of Department/Director of the Institute on the recommendation of the supervisor.
15.03	Attendance Register for all the Ph.D. students for Ph.D. duration is to be maintained in the office of the department/ Institute under the Head/Director of the Institute/Principal of affiliated colleges.
15.04	Residency period means residing in Research Centre(s) Municipal limits in a continuous manner for the entire duration of the Ph.D. thesis work. Absence due to taking up of a job outside or for any other reason would

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	amount to incomplete tenure of the Residency period. In all such cases specific study leave with permission to complete the Ph.D. work from the employer as well as from the RDC of the subject would be pre-requisite before continuing with the completion of the Residency period requirements. In all such cases, permission can be granted only once for single duration.
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Annexure-I

**ANY CENTRAL/STATE GOVERNMENT ORDER WOULD BE APPLICABLE AS OBTAINED FROM TIME-TO-TIME AFTER
APPROVAL FROM THE VICE-CHANCELLOR**