

Approved by Executive Council in its 13th Meeting

Held on 26.03.2018 vide resolution No. 24

Ph.D Ordinance

Chaudhary Ranbir Singh University, Jind

ORDINANCE No. 1 of 2016

Governing the Award of DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

(In accordance with the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016 and to fulfill the mandate under Section 6 (a) (b) and (w) of the University Act)

1. Title, Commencement and Application

- 1.1 The Ordinance shall be called 'Ordinance Governing the Award of Degree of Doctor of Philosophy (Ph.D.)'.
- 1.2 The Ordinance shall be effective from the date of its approval by the Executive Council of the University.
- 1.3 The Ordinance shall be applicable to all post-graduate departments of the University offering/desirous of offering the programme for the award of the Degree of Doctor of Philosophy (Ph.D), subject to the general guidance and control of the Academic Council and other relevant bodies of the University.

2. Intake and Reservation Policy

- 2.1 Each Post-graduate Department competent to offer the programme for award of Degree of Doctor of Philosophy shall decide the intake/number of seats for the programme, on an annual basis, depending upon the availability of research supervisors and other academic and physical facilities, keeping in view the norms regarding the scholar-teacher ratio, prescribed by the University Grants Commission (UGC), laboratory, library and other necessary facilities.
- 2.2 The reservation policy of the Government of Haryana and the Government of India (wherever applicable), as amended from time to time, for admission into Government/Government-aided educational institution, shall be followed by every department offering the programme along with 30% vertical reservation for women candidates belonging to Haryana.

3. Notification for Admission

A handwritten signature in blue ink, followed by a horizontal line and the date '08/02/19' written below it.

The number of seats available shall be notified, 'department-wise and category-wise,' by the University, in advance, in at least two national newspapers, of which at least one shall be in English.

4. Eligibility for Admission

A candidate shall be eligible to seek admission to the Ph.D. programme, if he/she possesses:

- 4.1 A Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in the aggregate, or its equivalent grade 'B' in the UGC's 7-point scale (or an equivalent grade in a point-scale, wherever the grading system is followed), or an equivalent degree from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country, or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 4.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to the SC/ST/BC (non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedure.
- 4.3 The candidates who have cleared the M.Phil. course work, with at least 55% marks in the aggregate or its equivalent grade 'B' in the UGC's 7-point scale (or an equivalent grade in a point-scale wherever grading system is followed) and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to the SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates, as per the decision of the UGC from time to time.
- 4.4 A person whose M.Phil. Dissertation has been evaluated and the viva-voce is pending may be admitted to the Ph.D. programme of this University.

- 4.5 Candidates possessing a Degree considered equivalent to the M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D programme.

Note:-1

For calculating the percentage of marks for the Master's Degree in the case of Education and Physical Education, the marks obtained in B.Ed. + M.Ed, and B.P.Ed or D.P.Ed. + M.P.E.d., as the case, shall be halved.

Note:-2

It shall be the responsibility of the candidate to ensure his/her eligibility and fulfillment of such other condition(s) as may be prescribed for admission in the rules and regulations of the University. Before submission of application form, a candidate is required to ascertain these facts from the concerned department.

5. Procedure of Admission

5.1. Submission of Application

- 5.1.1 A candidate shall apply on the prescribed application form for admission in the Ph.D. programme along with such fee and in the manner specified by the University from time to time.
- 5.1.2 The duly-filled-in application form for the Ph.D. Degree programme in different subjects shall be submitted to the office of the chairperson of the respective department on or before the last date fixed by the University.
- 5.1.3 A candidate in service (Government/Semi-government/Public-Sector Undertakings/ Autonomous bodies or Private firms) shall submit his/her application(s) through his/her employer. If a candidate joins the service after submission of Application Form, he/she shall submit a 'No Objection Certificate' from his/ her employer before his/ her admission for the coursework.

5.2 Conduct of Entrance Examination

- 5.2.1 The University shall conduct an Entrance Test, with qualifying marks as 50% (a relaxation of 5% of marks to be allowed for those belonging to the SC/Differently-abled

and other categories of candidates as per the decision of the UGC/Govt. of Haryana, from time to time).

- 5.2.2 The syllabus for the entrance test shall consist of: (a) Research Methodology (50%) and (b) Subject-specific (50%). The Entrance Test shall be conducted at the Centre(s) notified in advance by the University. The scheme of the entrance test shall consist of two papers Paper-I: Research Methodology, and Paper-II: Subject-specific.
- 5.2.3. Each paper shall comprise of 50 objective-type questions of one hour each, and a candidate shall have to record answers on OMR sheet supplied to him/her by the University as per the instructions. Each objective-type question shall carry two marks.
- 5.2.4 The medium of the Entrance Test shall be English/Hindi, except in the examination for languages other than English/Hindi.
- 5.2.5 The Controller of Examination shall notify the schedule of the examination in the information brochure of the programme and on the University website.
- 5.2.6 The Controller of Examination, in co-ordination with the chairperson of the department/s, concerned shall conduct the Entrance Test.
- 5.2.7 The University shall declare the result of Entrance Test within a week or within such time period as prescribed by the Vice-Chancellor.
- 5.2.8 There shall be no provision for re-evaluation of the Entrance Test.
- 5.3 Syllabi and Paper Setting for the Entrance Test**
- 5.3.1 The syllabi of the entrance test shall be common for Paper-I, for all the candidates seeking admission to the programme. The syllabi of the same shall be prepared by a committee consisting of Chairpersons of the departments where the Ph.D programme is on offer. The syllabi for the subject-specific paper shall be prepared by the Department concerned. The syllabi for Paper-I and Paper-II (subject-specific) shall be approved by the Academic Council. The syllabi and scheme of examination shall be displayed on the University website by the Controller of Examination.
- 5.3.2 The list of five subject experts with name, address and contact number for Paper-I and Paper-II each shall be decided by a committee of the Deans of all the Faculties and Chairpersons of all the departments, respectively. The same shall be submitted by the Committee to the Controller of Examination in a confidential cover.
- 5.3.3 The Controller of Examination on receipt of the particulars of the subject experts for Paper-I and Paper-II shall contact them to obtain their consent for the paper-setting by

supplying the syllabi and the scheme of the test, along with its keys for the entrance test in a confidential cover.

5.3.4 The paper-setter shall be paid such remuneration as may be approved by the University from time to time.

5.3.5 The Controller of Examination shall ensure printing of sufficient copies the entrance test Paper-I and Paper-II (subject-specific) from the confidential printer in a confidential manner.

5.3.6 The Controller of Examination shall keep the record of the copies of the entrance test Paper-I and Paper-II (both used and unused), along with the record of candidates appeared in the test and their OMR sheets in a confidential manner for atleast one year or such time period as may be prescribed by the Academic Council, from time to time.

5.4 Evaluation of OMR answer sheet

5.4.1 The OMR answer sheets shall be evaluated manually or electronically with prior permission of the Vice-Chancellor.

5.4.2 In case of electronic evaluation of OMR answer sheets, the correctness of evaluation of Paper-I shall be verified by two teachers of a faculty nominated by the Dean, Academic Affairs and the correctness of evaluation of Paper-II shall be verified subject wise, by two teachers of a department nominated by the Chairperson concerned, in a random manner by atleast verifying ten percent of total OMR answer sheets of each paper. The key for the verification shall be provided by the Controller of Examination.

5.4.3 In case of manual evaluation of OMR answer sheets, the Controller of Examination shall assign the duty of manual evaluation to such number of teachers for Paper-I and Paper -II (subject-specific), as may be required.

5.5 Organization of Interview/Viva-Voce

5.5.1 Every Department shall organize interview/viva-voce of the candidates qualifying the entrance test within six weeks of the declaration of result of the entrance test. The Department shall invite candidates, in the order of merit, three times of the total seats available in the Department. (For example, if a Department has 8 seats, 24 candidates who have qualified the written test will be invited in order of merit for interview/ viva-voce).

5.5.2 The date of the interview/viva-voce shall be notified by the Department on its notice board and the University website for information of the qualifying candidates.

5.5.3 The interview/viva-voce of the qualifying candidates shall be conducted by a duly-constituted Department Research Committee (DRC) and a candidate shall appear before the committee with his/her research proposal.

5.5.4 The interview/viva-voce shall be of twenty marks only. It shall also consider the following aspects, viz. whether: (a) the candidate possesses the competence for the proposed research; (b) the research work can be suitably undertaken at the department/institute; (c) the proposed area of research can contribute to new/additional knowledge. The candidates are required to discuss their research interest/area through a presentation before the Department Research Committee.

5.6 Preparation and Display of Merit list

5.6.1 The merit list for admission in Ph.D. out of the total candidates invited for interview/viva-voce shall be prepared by taking into consideration: (a) 50% of marks obtained in the Entrance test; (b) 10% of marks obtained in 10+2; (c) 10% of marks obtained in graduation; (d) 10% of marks obtained in post-graduation (e) marks obtained in the interview/viva-voce.

5.6.2. Notwithstanding anything in the above sub-regulation, the merit list for admission in Ph.D. shall be prepared by granting weightage as follows:

(a) UGC-CSIR Junior Research Fellowship or Teacher Fellowship holder : 10 Marks

OR

UGC-CSIR NET/SLET/GATE : 07 Marks

(b) Having passed the M. Phil. programme with course work recognised by the U.G.C., as per the UGC Regulations (Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree, 2009) : 06 Marks

(c) Having passed the qualifying examination from CRS University, Jind : 04 Marks

5.6.3 Every department shall display the final list of candidates who have been offered admission based on the merit list on its notice board or the university website with instructions to candidates to deposit the admission fee within next five working days. If any seat remains vacant, the second final list of candidates offered admission shall be displayed with instructions to deposit the admission fee within next three working days.

5.7 Admission for the Course Work

5.7.1 The candidates who have been offered the admission shall deposit such admission fee for the Ph.D. programme as may be decided by the University and only after deposit of

the admission fee, a candidate shall be admitted provisionally for the one-semester Course Work initially.

5.7.2 No candidate shall be offered Course work who fails to deposit the annual fee before the prescribed date. The students who deposit the prescribed annual fee before the due date shall be provisionally enrolled for the course work of the programme.

5.7.3 No student shall join or continue any other course of study or appear at any examination after his/ her enrollment in the programme till the submission of the Ph.D. Thesis. The Vice-Chancellor may, however, allow a student to appear in an examination or to attend a course in the University which is conducive to his or her research and is of minor nature, including improvement of any previous result.

5.7.4 Notwithstanding anything contained in these regulations, the provisional enrollment to the course work may be cancelled at any stage if a student is found ineligible for admission to the programme. The full fee paid by him/ her shall be refunded provided that there is no concealment/ non-submission of facts/ document (s) on the part of student.

6. Composition of Department Research Committee

6.1 Each Department shall have a Department Research Committee (DRC) to guide on academic matters related to the Ph.D. programme. The composition of the Committee shall be as follows:-

- | | |
|--|---------------|
| (a) Chairperson of the Department | : Chairperson |
| (b) All the Professors and Associate Professors in the Department | : Member |
| (c) One Assistant Professors in the Department, qualified to be
Research (Ph.D.) Supervisor(s) (by rotation according to seniority) | : Member |
| (d) Two external experts approved by Vice-Chancellor on
the recommendation of Chairperson of Department | : Member |

6.2 Notwithstanding anything contained in the forgoing sub-regulation, all teachers eligible to be Research (Ph.D.) Supervisors shall be members of the committee in case a department has less than eight teachers during an academic session.

6.3 Notwithstanding anything contained in the foregoing sub-regulations, the Teacher-in-charge, if eligible to be Research (Ph.D.) Supervisor, shall convene the meetings of the

committee where no teacher in the department is eligible to be the Chairperson of the Department.

6.4 One-half of the total members of the committee shall form the quorum, provided that no meeting shall be valid without the presence of the Chairperson or his/her representative.

7. Duration of the Programme

7.1 The Ph.D. programme shall be for a minimum duration of three years, including course work, and for a maximum of six years.

7.2 Notwithstanding anything contained in the foregoing sub-regulation, the women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for the Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child-Care Leave once in the entire duration of the Ph.D. programme for up to 240 days.

7.3 Notwithstanding anything contained in the foregoing sub-regulations, in exceptional circumstances like, but not limited to, illness/hospitalization, etc. the Vice-Chancellor may grant extension initially for a period of six months, but not exceeding a total of one year, in addition to the maximum duration of the programme.

8. Coursework for the programme

8.1 There shall be a compulsory Course Work of minimum one-semester duration as a pre-requisite for the confirmation before registration of student enrolled/admitted provisionally to the programme except for those students who are exempted from course work under these regulations. The course work shall consist of one Course on Research Methodology and the remaining two advance level course(s) for preparing the students for Ph.D. programme shall be as prescribed by the faculty on the recommendation of Department Research Committee and Board of Post-graduate Studies and Research of the Department concerned.

8.2 The course on Research Methodology shall cover areas, such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc.

8.3 All the courses prescribed for the Ph.D. course work shall be in conformity with the instructional requirements and shall specify the content, instructional and assessment methods. They shall be duly approved by Academic Council of the University.

8.4 Candidates already holding the M. Phil. degree 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. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the University.

8.5 Attendance for Course Work

8.5.1 Every student enrolled provisionally for the course work shall have to secure at least 75% attendance in each course for appearing in the examination of a course work.

8.5.2 Notwithstanding anything contained in the foregoing sub-regulation, the regular teachers of the University or affiliated colleges shall do Course Work in three capsule programmes of ten-days each for each course at the end of second/ fourth and sixth month of the Course Work.

8.5.3 The Chairperson shall ensure that the teacher concerned has covered the syllabi within the said prescribed period by arranging special classes for such teachers-cum-students.

8.5.4 A student who fails to attend his/ her classes continuously for ten days from the date of commencement of the course work classes or capsule programme, his/ her admission shall be cancelled. His/ her admission may be revived by the Chairperson of the department concerned on his/her request on valid reasons of absence with documentary proof, only once, on the recommendations of the concerned faculty, only in the following week of his/ her absence, with a penalty of Rs. 1000/-.

8.5.5 Notwithstanding anything in the foregoing sub-regulation, the Vice-Chancellor may, in exceptional cases, condone upto 15% attendance in each course/capsule programmes, on the recommendations of Chairperson of the department concerned.

8.5.6 A student may be allowed to carry out course work in a sister department or any national laboratory/national organization, with prior permission of the Vice-Chancellor, on the recommendation of the Department Research Committee and Board of Post-graduate Studies and Research provided that the syllabi and scheme of the course work are similar or equivalent to the course work of parent department/ institute. The student concerned shall submit the documents relating to successful completion of the course work from such laboratory or organization.

8.6 Course Work Examination and Passing Criteria

8.6.1 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC's 7-point scale (or an equivalent grade/CGPA in a point scale, wherever grading system is followed) in the course work in order to be eligible to continue in the programme.

9. Scholarship

9.1 A student enrolled for Ph.D. may be awarded scholarship/fellowship by the University/other agencies provisionally and their payment of scholarship/ fellowship shall be released after their cases are recommended by the PGBOS of the department/ institute for registration.

9.2 The University Research Scholarship (URS) shall be awarded to the topper students (s) of final merit list enrolled for Ph.D. course out of the common merit list of the entrance test category only.

9.3 URS/ JRF students enrolled for Ph.D. research work shall be considered for payment of scholarship/fellowship as per concerned rules of Scholarship/ Fellowship and such students shall pursue full-time research in the campus.

9.4 The number of URS shall be atleast one for each department/institute or such as may be prescribed by the Academic Council on the recommendation of the Faculty concerned.

9.5 The terms and conditions of the URS shall be prescribed by the Academic Council on the recommendation of the concerned Department from time to time.

10. Condition of Stay

10.1 Every student admitted to the Ph.D. programme where experimental work in a laboratory is required shall have to stay after registration for a minimum period of two years at Jind or at the Institution recognized by the University for pursuing the research.

10.2 Every student admitted to the Ph.D. programme where experimental work in a laboratory is not required shall have to stay after registration for a minimum period of one year after at Jind or at the institute recognized by the University for pursuing the research.

10.3 The Dean of the Faculty, in exceptional cases, where there is sufficient justification for doing so, may relax the condition of minimum stay at Jind on the recommendation of the supervisor(s), Chairperson of the Department concerned and the Board of Post-graduate Studies and Research.

10.4 A list of Institutions recognized by the University shall be included in Schedule 1 to the Ordinance.

- 10.5 The Academic Council of the University may make an amendment by addition or deletion in the list of institutions under Schedule 1 on the recommendation of the Department Research Committee and the Board of Post-graduate Studies and Research.
- 10.6 The candidate shall certify that he/she has fulfilled the minimum condition of stay for the programme in such form as may be prescribed by the Academic Council of the University.

11. Research Supervisor

- 11.1 The Board of Post-graduate Studies and Research of the concerned Department, on the recommendation of the DRC, may appoint any regular Professor of the University with at least five research publications in refereed journals, and any regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals, as a Research Supervisor.
- Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Academic Council, on the recommendation of Department Research Committee and Board of Post-graduate Studies and Research may relax the above condition for recognition of a person as Research Supervisor, with reasons, to be recorded in writing.
- 11.2 The appointment of Research Supervisor for a selected research scholar shall be decided by the Board of Post-graduate Studies and Research, on the recommendation of the DRC concerned, depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of registration for Ph.D. thesis topic.
- 11.3 Only a full-time regular teacher of the University can act as a Supervisor. No external supervisor shall be allowed. However, a Co-Supervisor can be allowed in inter-disciplinary areas from the same/other department(s) of the same institute or from any other related institution, with the approval of the Research Advisory Committee.
- 11.4 In the case of the topic which is of inter-disciplinary nature, where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the D.R.C. may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/School/Institution, on such terms and conditions as may be specified and agreed upon by the consenting Institutions.

- 11.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.
- 11.6 Notwithstanding anything in the foregoing sub-regulation, the seat with a supervisor shall be considered as vacant from the date of the submission of Ph.D. thesis with the University.
- 11.7 In case of relocation of a woman Ph.D. scholar due to her 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 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 shall, however, give due credit to the parent guide and the institution for the part of research already done.
- 11.8 In such cases where a teacher is retiring or leaving and where Redistribution/Reallocation of the Ph.D. students is required for the above mentioned or any other reason, the Ph. D. students shall be adjusted among the eligible existing teachers of the department by relaxing the norms by the DRC concerned and the Board of Post-graduate Studies and Research of the Department.
- Provided that in such cases where the teacher is going to retire (service of two years or less is remaining), the appointment of a Co-Supervisor on the recommendations of the DRC at the time of registration may be done by the Board of Post-graduate Studies and Research concerned.
- Provided further that in case a Supervisor, under whose guidance a thesis has been prepared in part or in full, ceases to be a teacher of the University, he/she may, subject to his/her availability and on recommendation of the Departmental Research Committee, be allowed to continue guiding the scholar by the Board of Post-graduate Studies and Research as Co-Supervisor of the student concerned.

12. Registration and Approval of Research Topic

- 12.1 The candidates who successfully qualify the course work and the students' exempted from course work shall submit a research proposal in such language in which he/she shall

write ones thesis for approval of the topic of research to be undertaken and its registration within such time period as may be notified by the department.

- 12.2 The research proposal submitted by the students shall be placed before the DRC of the concerned department by the chairperson to examine the same for approval of the topic of Ph.D. thesis to be undertaken and its registration.
- 12.3 The DRC shall test the student through seminar to probe his/her knowledge on the research proposal, determine his/her suitability, satisfy itself that the proposal can be profitably pursued for research by the student under the superintendence of the Department/Institute. The presence of the Dean of the Faculty concerned or Dean, Academic Affairs or his/her nominee shall be mandatory in the seminar.
- 12.4 The DRC concerned after close scrutiny shall recommend or suggest changes in the proposal along with the name of Supervisor(s) or joint supervisor (s) allotted to the student to the Board of Post-graduate Studies and Research. The reason for recommendation of Joint Supervisor will be recorded in the proceedings.
- 12.5 The Board of Post-graduate Studies and Research shall approve the topic of the research and the name of research supervisor(s) or joint supervisor (s) as the case may be on the recommendation of DRC concerned and recommend registration of that topic to the academic council of the University.
- 12.6 The date of registration for the programme shall be the date on which the case is recommended by the Board of Post-graduate Studies and Research provided that the Annual fee for Ph.D. course is deposited by such candidate.
- 12.7 Once registered, the student and his/her work and conduct shall be under the general disciplinary control of the Institute /Department. Any legal dispute relating to Ph.D. admission/ registration of student will be subject to Court(s) at Jind or Court(s) having jurisdiction in Jind.
- Provided that the Vice-Chancellor shall have the power to cancel the admission of a student at any time, after the issuance of a show-cause notice, on disciplinary or any other grounds which are considered to be not in consonance with the dignity and behavior of a student or non-payment of hostel or any other dues or any other reason(s).
- 12.8 The registration and scholarship branch of the university shall maintain list of the students registered for the programme along with their topics and year of registration as

well as list of the students awarded Ph.D. degree along with their thesis title and such list shall be uploaded on the university website for information of general public.

13. Research Advisory Committee and its functions

13.1 There shall be a Research Advisory Committee for each registered student consisting of the followings:-

- | | |
|--|----------------------------|
| (a) Dean, Academic Affairs or his/her nominee
(not below the rank of Professor) | : Chairperson (Ex-officio) |
| (b) Research Supervisor (s) | : Member (s) |
| (c) One subject expert | : Member |

13.2 The research expert specified in the above sub-regulation shall be approved by the Dean of the Faculty out of the list submitted by the research supervisor.

13.3 This Committee shall discharge the following responsibilities after the registration of a candidate for the research: (i) to review the research progress; (ii) to guide the research scholar for the research and assist in the progress of the research work of the research scholar.

14.1 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the department/institute with a copy to the research scholar.

14.2 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 Academic Council of the university with consent of the DRC, the Faculty and PGBOS with specific reasons for cancellation of the registration of the research scholar.

15. Submission of Thesis

15.1 No candidate shall be permitted to submit his/her thesis for the Ph.D. degree, unless he/she has pursued research at the University for not less than three years after his/her enrollment/admission to the Ph.D. programme.

15.2 The research scholars must publish at least two research paper related to the research work in a refereed journal with ISSN and make two paper presentations in

conferences/seminars before the submission of the dissertation/thesis for evaluation and produce the evidence of the same in the form of a presentation certificate and/or reprint.

- 15.3 Every Thesis shall be a 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.
- 15.4 The period for submission of Ph.D. Thesis shall be six years which may be extended in exceptional cases, by a maximum of one year, on half yearly extension basis by the Vice-Chancellor on the recommendations of the Supervisor(s) and the Departmental Research Committee.
- 15.5 Notwithstanding anything the candidate may apply for restoration, to the concerned chairperson, citing the proper reason(s) for not seeking extension in time limit and non-submission of thesis after passing of six years, of his/ her registration for Ph.D. with a restoration fee of Rs. 1,000/- within a period of 3 months, Rs. 2,000/- within a period of 6 months, Rs.5,000/- within a period of 1 year provided that his/her application is recommended by the Supervisor, the Departmental Research Committee and allowed by the Vice-Chancellor.
- 15.6 Pre-Thesis Submission Seminar**
- 15.6.1 Prior to the submission of thesis, the student shall present a pre-thesis submission seminar in the Department that shall be open to all faculty members and research students, for getting feedback and comments, which shall be suitably incorporated into the draft thesis under the advice of the supervisor. The notice of Pre-thesis Submission Seminar shall be issued by the Head of the Department under intimation to the Vice-Chancellor.
- 15.6.2 On successful presentation of the Pre-Thesis Submission Seminar, the research scholar is required to submit the thesis within three months from the date of pre-submission seminar, failing which he/she shall have to repeat the pre-submission seminar.
- 15.6.3 The student shall submit a copy of the thesis in the form of a CD/Pen drive/official e-mail to the Library for plagiarism check and he/she shall be eligible for submission on production of satisfactory report of the plagiarism check.
- 15.6.4.1 A candidate shall submit his/her thesis for the Ph.D. degree in the manner prescribed as under:
- (a) The research scholar shall submit four printed/typed soft bound copies of his/her thesis along with the copies of the abstract and the summary, mentioning the name of the

candidate, supervisor, etc., along with two soft copies of the thesis on separate CDs and/or Pen drives. After the award of Ph.D. degree, two copies of the thesis will be sent to the university central library and remaining two copies of the thesis to the department library. One of the soft copy of the thesis on CD/and or Pen drives shall be sent to the Controller of Examinations of the university for sending its electronic copy to INFLIBNET.

- (b) The typing/printing of thesis should be done on both sides of the paper (instead of the single-side printing), on A-4 size paper, in font size 12" in Times New Roman font with line-spacing 2. For other details, the research scholar shall adhere to the style sheet/manual (APA, MLA, etc.) as prescribed by the department concerned, from time to time.
- (c) The student shall also submit a summary of the Thesis in about 500 words indicating how far the Thesis embodies the result of his or her own research or observations and in what respect his or her investigation appears to him or her to advance the study of the subject of his or her Thesis.
- (d) The title page of Ph.D. thesis would be in the Colour prescribed by the Department/School concerned.
- (e) Thesis shall be accompanied by a declaration from the candidate countersigned by the Supervisor and Head of the Department in the following format:
 Declaration: This is to certify that the material embodied in the present work, entitled "---
 -----", is based on my original research work. It has not been submitted, in part or full, for any other diploma or degree of any University/Institution Deemed to be University and College/Institution of National Importance. References from other works have been duly cited at the relevant places. (Signature of the Candidate with date)
 (Countersigned by Supervisor and Head of the Department with date)
- (f) Except in the case of languages, the thesis shall be submitted in English.

16. Evaluation of Thesis

- 16.1 The Ph.D. thesis submitted by a research scholar shall be evaluated by at least three Research Supervisor and at least two external examiners, who are not in employment of the University, of whom atleast two examiners shall be from outside the State/Country.
- 16.2 The Vice-Chancellor shall appoint three external examiners out of the panel of six experts recommended by the DRC and the Board of Post-graduate Studies and Research

with at least two examiners from outside the State /Country for the evaluation of the thesis. The panel of examiners shall be proposed by the research supervisor.

16.3 The specialists recommended as examiners shall be either Professors or persons of eminence or persons holding equal status and their specialization shall be relevant to the topic of the Thesis.

16.4 Each Examiner, after examining the thesis, shall submit a report to the Controller of Examination (COE) containing a clear recommendation whether, in his/her opinion:

- (a) The thesis be accepted and the viva-voce of the candidate may be conducted; or
- (b) The thesis be referred back to the candidate for revision and re-submission; or
- (c) The thesis be rejected.

16.5 The evaluator(s) shall state reasons for approval or resubmission or rejection of the Thesis. If he or she recommends resubmission, he or she shall specifically indicate what modifications a student is required to incorporate in the Thesis. The examiner for the thesis shall also indicate in his/ her 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.

16.6 The examiner shall not recommend that the viva-voce be held unless he/she is satisfied,

- (a) That the thesis constitutes a contribution to knowledge, characterized either by reinterpretation of known facts or development of new knowledge and/or techniques and,
- (b) That the methodology pursued by the candidate is sound, and that its literary presentation is satisfactory.

16.7 In case an examiner fails to send the evaluation report within two months from the dispatch of the thesis, The Controller of Examination may send it to another examiner after obtaining approval of the Vice-Chancellor.

16.8 After the external examiners have unanimously recommended that the viva-voce examination of the candidate be held, the Controller of Examinations shall accordingly refer it to the Head of the Department to prepare a summary report in consultation with the supervisor(s) concerned for conduct of viva-voce.

16.9 In case the Controller of Examinations finds that the external examiners of the thesis have not recommended unanimously that the viva-voce examination of the candidate be held, then he/she shall place the report of the examiners before the Vice-Chancellor for further directions.

16.10 In case the recommendation of two external examiner is positive and that of the third is negative, the Controller of Examinations shall recommend to the Vice-Chancellor for the appointment of a fourth external examiner, one not in the service of the University and/or on the Board of Studies of the department to evaluate the thesis and act according to the recommendation of the fourth external examiner.

16.11 A recommendation is not to be considered negative if a revision is recommended and this revised thesis is accepted by the examiner.

Provided further, if the thesis after revision is not accepted by the examiner, the original and the revised version of the thesis shall be sent to the fourth external examiner and the version approved by the fourth external examiner shall be considered to be final.

16.12 Notwithstanding anything a thesis shall not earn a degree unless there are three positive recommendations, including that of the Research Supervisor.

17. Viva-Voce

17.1 On satisfactory evaluation of the report, the student shall undergo a viva voce, which shall be openly defended by the candidate.

17.2 The student shall have to present himself/herself for the viva-voce examination when fixed by the University failing which he shall be declared ineligible for the award of Degree. However, in case the student is unable to attend the viva-voce on the fixed date for any unavoidable reason, the Controller of Examinations, on a request by the student in writing, along with a fee of Rs. 1000/- can allow one-time postponement of the date, upto a maximum period of three months from the date previously fixed by the University, failing which the student shall be declared ineligible for the award of Degree. In case the examiner has turned up for viva-voce of the said student on the fixed date, the total expenditure on TA/DA and honorarium shall be paid by the student upto the next rounding figure of Rs. 100/-.

17.3 The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory examination. If the evaluation report of the external examiner, in case of Ph.D. thesis, is unsatisfactory and does not recommend the viva-voce, the University shall send the dissertation/ thesis to another external examiner approved by the Vice-Chancellor out of the approved panel of examiners and the viva-

voce shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also negative, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

- 17.4 The viva-voce, based on, among other things, the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the three external examiners, and shall be open to be attended by the then Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- 17.5 Where the Supervisor is unable to be present within a reasonable time to participate in the viva-voce, the DRC and Board of Post-graduate Studies and Research may recommend another member of the faculty in his/her place.
- 17.6 At the viva-voce, the Viva-Voce Board, consisting of one of the outside examiners and the supervisor shall satisfy itself: (a) that the thesis submitted by the candidate is his/her own work, and (b) That the grasp of the candidate on the field of his/her study is satisfactory.
- 17.7 The Viva-Voce Board may, on the basis of the unanimous opinion of its members, recommend: (a) that the candidate be awarded the Ph.D. degree; (b) that the thesis is suitable/fit for publication in its present form; (c) That the thesis may be published with certain revisions; (d) that the thesis be referred back to the candidate for revision; and (e) that the thesis be rejected and the candidate may not be awarded the Ph.D. Degree.
- 17.8 In case the Viva-Voce Board recommends that the candidate be awarded the Ph.D. degree, the Controller of Examination or the Head of the Department shall recommend to the Vice-Chancellor that the Ph.D. degree may be awarded to the candidate.
- 17.9 The University along with the degree certificate shall also issue a certificate stating that the degree has been awarded in accordance with the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2016 (as amended from time to time).
- 17.10 In case the viva-voce Board recommends that the thesis of the candidate be rejected, the Board of Studies shall direct accordingly.
- 17.11 In case the recommendation of one of the members of the Viva-Voce Board is positive and that of the others negative, the Departmental Research Committee shall refer the case

to the Board of Studies for its consideration and recommendation, and take a decision after considering such recommendation.

17.12 A candidate whose thesis has been referred back by the Viva-Voce Board for revision shall be permitted to re-submit it for the award of the degree not later than one year from the date of intimation of the decision of the University to him/her.

17.13 In an exceptional case, the Academic Council may, on the recommendations of the PGBOS, extend the period by one semester.

17.14 A thesis which has been re-submitted shall normally be examined by the original examiner(s) unless any one of them is, or all of them are, unable or unwilling to act as such, in which case another examiner(s) may be appointed by the Vice-Chancellor on the recommendation of Board of Studies.

17.15 No candidate shall be permitted to re-submit his/her thesis for the award of the Ph.D. degree more than once.

18. Removal of the Name from the Rolls of the University

18.1 The name of a student may be removed from the rolls of the University if he/she: (a) fails to qualify any pre-requisite course within the stipulated duration; (b) fails to pass the course work; (c) Fails to submit the three half-yearly reports consecutively; (d) fails to deposit the registration/annual/continuation fee within the stipulated time; and (e) fails to submit his/her thesis within six years from the date of admission to the Ph.D. programme. Provided that the Vice-Chancellor may, on the recommendation of the DRC and the Board of Post-graduate Studies and Research, grant extension to the scholar to submit the thesis for a maximum period of one year.

18.2 The Board of Post-graduate Studies and Research of the department concerned, on the recommendation of the Departmental Research Committee, may, however, accept the request of a candidate whose name has been removed from the rolls of the University to get re-admitted and become eligible for submission of his/her thesis, provided he/she submits his/her thesis within one year from the date of such re-admission or within maximum seven years of the date of his/her admission, whichever is earlier.

19. Publication of Thesis

If the examiners have recommended that the thesis is suitable / fit for publication, it may be published in the book form by the research scholar. If there is difference of opinion between the examiners regarding the publication of the thesis, the case shall be referred

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to the Committee consisting of the following for consideration and recommendations: a) Dean, Academic Affairs, Convener, (b) Dean, Research, (c) Dean of the faculty concerned, (d) Head of the Department concerned - Members, and (e) Supervisor of the Scholar – Convener. The publication right / copyright shall be of the research scholar.

20. Fee for Ph. D. Programme

20.1 The research scholar shall pay the fee as prescribed by the University, failing which his/her registration shall be cancelled.

20.2 The fee may be charged under the heads like-Course Work fee (for those who are required to complete Course Work); Registration Fee (at the time of registration); Annual Fee/continuation fee (Annual Fee shall be payable within 15 days of registration and annually thereafter); Annual Laboratory fee for the science subjects and other subjects involving laboratory work; Evaluation fee to be charged at the time of submission of Ph.D. thesis; Late fee for delayed payment of annual fee; and any other fees as prescribed by the University.

20.3 The fees shall be subject to changes as decided by the University from time to time.

21. Withdrawal of Degree

Notwithstanding anything in these regulations, the Executive Council, on the recommendation of the Academic Council, shall have the right to withdraw the degree, if plagiarism or duplication or any other form of malpractice is detected at any stage, and to initiate such further action as it deems fit:

Provided that the Vice-Chancellor shall get the complaint in the matter investigated confidentially and after giving the accused an opportunity to explain before making his recommendation on the matter to the Academic Council. There may be no limitation of time for this action of the Academic Council.

22. Depository with INFLIBNET

Following the successful completion of the evaluation process, and before the announcement of the award of the Ph.D. degree(s), the Controller of Examinations of the University shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all.

23. Interpretation and Amendments

The Ordinances may be amended by the Executive Council and the amended Ordinance, if any, shall be applicable to all the students from University. Where this Ordinance remains silent, the decision of the Vice-Chancellor shall be final.

24. Jurisdiction

Any legal dispute arising out of these Regulations between the University and the student concerned shall be subject to jurisdiction of the competent court in district Jind, Haryana.

SCHEDULE-I**List of Universities, Laboratories and Institutions Recognized for Ph. D.**

1. All the Indian Universities, which are Members of the Inter-University Board of India.
2. All C.S.I.R. Laboratories in India.
3. All Laboratories Maintained and Run by the Dept. of Atomic Energy.
4. Indian Association for the Cultivation of Science, Calcutta.
5. Indian Institute of Science Bangalore.
6. All Indian Institute of Technology including Institute of Technology, Banaras Hindu University and Birla Institute of Technology & Science. Pilani.
7. Tata Institute of Fundamental Research, Bombay.
8. All Defence Science Organization Laboratories in India.
9. Indian Institute of Public Administration, New Delhi.
10. Indian School of International Studies, New Delhi.
11. School of African Studies, New Delhi.
12. Vishvesharanand Vedic Research Institute, Hoshiarpur.
13. Institute of Indology, Lucknow Road, New Delhi.
14. Ahimsa Shodh Peeth, Lady Hardinge Road, New Delhi.
15. All Research Labs of Geological Survey of India.
16. All Research Labs of the Oil & Natural Gas Commission.
17. All Research Labs of the Indian Space Research Organization.
18. All Research Labs of the Electronics Commission and Department of Electronics. Govt. of India.
19. Hindustan Steel Ltd., Research Laboratories.
20. Electronics Corporation of India Ltd., Hyderabad.
21. (a) All India Institute of Medical Sciences, New Delhi,
Medical College, Rohtak.
(b) Post-graduate Institute of Medical Education and Research, Chandigarh.
22. National Dairy Research Institute, Karnal.
23. Indian Agriculture Research Institute, Pusa, New Delhi.
24. All Central & State Govt. Forensic Science Laboratories.
25. Technological Institute of Textiles, Bhiwani.
26. The National Council of Educational Research and Training, New Delhi.
27. The Central Institute of Indian Languages.
28. The Indian Statistical Institute, Calcutta.
29. The Institute of Economic Growth, Delhi University, Delhi.
30. All Research Labs of the Indian Council of Medical Research, New Delhi.
31. All Research Labs of the Zoological Survey of India.
32. National Institute of Family Planning, New Delhi.
33. All Research Labs of National Institute of Marine Biology, Panaji, Goa.
34. Delhi Zoological Park, New Delhi-3.

35. Forest Research Institute, Dehradun.
36. All Laboratories Maintained by the Department of Science & Technology, Govt. of India.
37. Bose Institute, Calcutta.
38. Raman Institute, Bangalore.
39. Bharat Heavy Electricals Ltd. Research and Development Laboratories.
40. Ahmedabad Textile Industries Research Association, Ahmedabad.
41. Sri Ram Institute of Industries.
42. Bombay Textiles Institute Research Association, Bombay.
43. Southern Textiles Industries Research Association, Bangalore.
44. Observation of Meteorological Department, Govt. of India.
45. Survey of India.
46. Central Institute of English and foreign Languages, Hyderabad.
47. Institute of Criminology and Forensic Science, Govt. of India, Ministry of Home Affairs, New Delhi.
48. The Central Soil Salinity Research Institute, Karnal.
49. The Wadia Institute of Himalayan Geology, Dehradun.
50. Physical Research Laboratory, Ahmedabad.
51. Sikkim State Archives, Gangtok (Centre of Post-graduate Research in History & Allied Subjects).
52. National Institute of Educational Planning and Administration, Aurobindo Marg, New Delhi.
53. Sarabhai Science Community Centre, Navarang Pura, Ahmedabad.
54. Model Institute of Education & Research, Jammu.
55. Indian Law Institute, New Delhi.
56. All Laboratories Maintained and run by the Indian Council of Agricultural Research.
57. Nuclear Science Centre (NSC) at J.N. University Campus, New Delhi.
58. Inter-University Centre in Astrology & Astrophysics (I.U.C.A.A, at Poona University, Pune).
59. Indian National Scientific Documentation Centre, N. Delhi.
60. Centre for Research in Rural & Industrial Development, Chandigarh.
61. Shri Kundkund Bharti Jain Research Institute, New Delhi.
62. Ranbaxy Laboratories Limited, Gurgaon-122601.
63. Lupin Research Park, Pune-411042 (MH).
64. National Archives of India, New Delhi & All State Archives.
65. Nehru Memorial Museum and Library, Teen Murti, New Delhi.
66. National Library, Calcutta.
67. Oriental Research Institute, Jodhpur.
68. Centre for Advanced Study in History, Aligarh.
69. Jubilant Organosys Ltd; Noida (UP).
70. Ind-Swift Laboratories Ltd, Mohali (Punjab)