



MAHATMA GANDHI UNIVERSITY

NALGONDA – 508254

(Accredited with 'B' Grade NAAC)

Ph.D. Rules and Regulations

(Applicable to the candidates admitted during the academic years 2019-2020, 2020-21 and 2021-22)

1. The Degree of Doctor of Philosophy (Ph.D.) shall be conferred by Mahatma Gandhi University in the Faculties of Commerce & Business Management, Arts & Social Sciences, Sciences, Engineering & Technology and also in such other faculties as may be notified in future, in accordance with the provisions of these rules and regulations in current or amended form, and subject to the conditions laid down herein.

2. Procedure for admission into Ph.D.

2.1 Eligibility Criteria:

In all the Faculties a candidate is eligible for registration/ admission into Ph. D. programme in a subject, if he/she

- 2.1.1 has obtained Master's degree (in the concerned or allied subject as listed below) or Professional degree declared equivalent to the Master's degree by the Academic Senate of Mahatma Gandhi University with at least 55% marks in aggregate or its equivalent Grade (under Cumulative Grade Point Average (CGPA) grading system) or an equivalent recognized degree from a foreign educational institution. Further, a relaxation of 5% of marks, from 55% to 50% or an equivalent relaxation of grade for the candidates belonging to SC/ ST/ Differently abled candidates will be given.

For the Academic Years 2019-20, 2020-2021, and 2021-22, Mahatma Gandhi University, Nalgonda, is offering Ph.D. programmes in the following Subjects:

Subject	Allied Subjects
Biochemistry	M.Sc./M.Phil./Ph.D. in Chemistry/Micro Biology/Genetics/Life Sciences/Biological Sciences/Agriculture Biochemistry/Pharmacy/Biotechnology/Applied Nutrition/Veterinary Science/Forensic Science.
Biotechnology	M.Sc./M.Phil./M.E./M.Tech. in Botany/Zoology/Genetics/Microbiology/Bio-Sciences/Life Sciences/Agricultural Sciences/Plant Sciences/Animal Sciences/Environmental Botany/Veterinary Sciences/Forensic Science/Environmental Sciences/Marine Biology /Pharmacy/M.D. and M.S (Medical faculty)
Business Management	PG in Commerce/Economics/Psychology/Statistics
Chemistry	M.Sc. in Biochemistry/Chemical Technology, (M.Tech.)/M.Sc. Forensic Science/Pharmacy (M.Pharma)
Commerce	PG in Business Management

Computer Science & Informatics	M.C.A./M.Tech. (Computer Science/IT/Software Engg.)
Economics	M.A. (Applied Economics)/M.A/M.Sc. (Econometrics), M.Sc. (Statistics).
Mathematics	M.Sc. Applied Mathematics/Mathematics with Computer Sciences/Statistics/Applied Statistics.

and

- 2.1.2 Shall have qualified the NET/SLET/SET examination or awarded M. Phil. in the concerned subject in regular mode from the University recognized by UGC.
- 2.1.3 The candidates awarded a research fellowship through a national level test conducted by the organisations such as UGC/CSIR/ICAR etc. or by national level research organisations (such as INSPIRE fellowship by DST) or any other similar fellowships and teacher fellowship applicants subject to clearance by the Dean, C.D.C., MGU.

NOTE:

If the results of Post Graduate Degree are declared in the form of grades/ credits/ cumulative grade points in their marks cards / transcripts, such grades/ points shall be converted into percentage of marks to assess the minimum eligibility criteria).

- 2.2 A candidate satisfying the above eligibility criteria does not guarantee admission into Ph.D. Programme. The Ph.D. admission is subject to the availability of vacancies with the Research Supervisors in the concerned Department, the candidates' academic record, the performance of the candidate in the Ph.D. Admission interview and the Telangana State Govt. reservation policy.
- 2.3 The eligibility for admission of a foreign student who did his/ her P.G. course in a foreign country/ in an Indian University to the Ph.D. programme of Mahatma Gandhi University is decided by the Ph.D. Admission Committee of the concerned Faculty on the basis of the course content (the detailed syllabus) of the candidate in their P.G. Degree. Further he/she shall submit a filled in application form to the Dean of the concerned faculty with a comprehensive research proposal which includes the title of the research proposal, literature survey, objectives, work elements / research methodology and expected results. The Ph.D. Admission Committee shall screen the candidates' eligibility to pursue the Ph.D. programme.
- 2.4 Notwithstanding the eligibility criteria listed above, the University reserves the right to amend / alter from time to time in any one or more faculties.

3 Notification of the vacant seats

- 3.1 The Deans of the Faculties shall notify and display the Department-wise availability of vacant seats that shall be filled up in that academic year before releasing the PhD Admission Notification.
(Vacancy details are annexed herewith)
- 3.2 The University invites the applications for admission through the website.

4 Ph.D. Admission Interview

- 4.1 In response to the University notification, the eligible candidates are required to apply in a prescribed application form along with the prescribed fee to the Dean of the concerned faculty. The received applications will be scrutinized by the Departmental Research Committee with respect to their eligibility.
- 4.2 The shortlisted applications after scrutiny will be further processed for Ph.D. admission/registration by the Ph.D. Admission Committee chaired by Dean of the Faculty.
- 4.3 Ph.D. Admission Committee: The Dean concerned shall constitute the “Ph.D. Admission Committee” for each subject to select the candidates for admission. The Ph.D. Admission Committee shall comprise of the concerned Dean as the Chairperson, the Head of the Department, Chairperson, BoS, and three senior Ph.D. Supervisors from the concerned Department. In case recognized Supervisors are not available in the concerned Department, the Dean may include recognized Supervisors from an allied subject or external subject experts who are recognized supervisors of Mahatma Gandhi University. The Ph.D. Admission Committee shall examine the candidate’s research aptitude, knowledge of the subject, clear understanding of the proposed research problem, suitability of proposed research methodology, research facilities available to the candidate etc. Based on the interview, the Ph.D. Admission Committee would finalize the admission, and allot the Supervisor (also Joint Supervisor wherever applicable) for each candidate.

4.4 Criteria for Merit

The total marks awarded for academic performance, merit in scholastic competence and interview performance are 50 and the division is as follows.

1 Academic Performance (15 Marks)

UG Level: 5 Marks

80% and above: 5 Marks

Less than 80 but up to 70%: 4 Marks

Less than 70 but up to 60%: 3 Marks

Less than 60 but up to 55%: 2 Marks

Less than 55 but up to 50%: 1 Marks

PG Level (10 Marks)

80% and above: 10 Marks

Less than 80 but up to 70%: 8 Marks

Less than 70 but up to 60%: 6 Marks

Less than 60 but up to 55%: 4Marks

Less than 55 but up to 50%: 2Marks

2 Scholastic Competitiveness (20 Marks)

NET: 20 Marks

M.Phil. in regular mode in the concerned subject from a University recognized by UGC/SLET/ SET-TS/AP: 15Marks

In case a candidate is qualified in more than on test, the test having maximum marks is considered for awarding marks.

3. Research Exposure : 5 Marks

Project fellow: 1 mark per year

Research publication in the list of Journals recognized under UGC CARE List: 1 marks per paper

4. Research proposal & Interview performance: 10marks

4.4.1 Reservation of seats in the Ph.D. admission

4.4.1.1 The admission into Ph.D. is in accordance with the reservation policy of the Govt. of Telangana.

4.4.1.2 For the purpose of reservation, the Department is taken as a unit.

4.4.1.3 The Dean of the Faculty notifies the total no. of vacancies for Ph.D. admission in a particular academic year.

4.4.1.4 All students admitted into Ph.D. programme may work either as a full- time research scholar or as a part- time research scholar.

(See rule 7 for the rules governing full-time and part-time research scholars)

4.4.1.5 The admission of students into the Ph.D. programme after the interview by the Ph.D. admission committee is only provisional. The candidate must compulsorily do the one-semester Ph.D. course work that comprises of three theory papers and must pass the pre-Ph.D. Examination conducted by the University.

4.4.2 Part time Ph.D.

To forge collaboration between industry/professional and the University Departments, one seat to each supervisor is allotted as follows, in case the required number of foreign scholars not available under foreign students category. The officials in the following categories are eligible to the Ph.D. admission under this category.

1. Civil Servants working in the Government not below the cadre of Joint Secretary.
2. National/State level Top Public Sector Organizations –working in the rank not less than the Deputy General Manager.
3. Defense Personnel with not below the rank of Wing Commander/Captain (Navy)/Colonel.
4. Private Organization with annual turnover not less than Rs.100 crores and with the position not less than Vice-President.
5. Not less than the rank of Judge of High Court of the State.

The candidates falling in this category shall not be required to qualify any test as given in rule 2.1.2.

5. Research Supervisors

5.1 Each Research Supervisor shall guide not more than six candidates at a time in their Ph.D. programme that includes guiding of candidates who have registered for Ph.D. Degree in other Departments of the University.

5.2 Further, only one foreign student may be allotted to a research supervisor as an additional seat over and above the six mentioned above by the Ph.D. Admission Committee chaired by Dean of the Faculty.

5.3 During an academic year the Ph.D. Admission Committee shall allot not more than two (2) candidates to a research supervisor.

5.4 The Ph.D. admission committee shall ensure that a candidate allotted to a research supervisor is not his/her relative. An undertaking must be taken from the Supervisor and Student.

- 5.5 A vacancy with the supervisor may be considered to have occurred only when a candidate working under him/her submits the thesis OR his/her registration is cancelled.
- 5.6 **Joint Supervisor:** Joint supervision is permitted in interdisciplinary areas of research provided the two supervisors are not from the same Department. In all such cases, both the Supervisors must give their written consent.
- 5.6.1 For candidates registered under a supervisor working in a recognized research centre other than National Research Laboratories, there shall be a Joint Supervisor who may be from the same subject or an allied subject (approved by the University), but is working as a Faculty in Mahatma Gandhi University.
- 5.6.2 For candidates registered with a Supervisor from the University Department, the Joint Supervisor may be from the same subject or allied subject provided he/she is working in a recognized research institution.
- 5.6.3 All matters concerning the allotment of a joint supervisor to a candidate is decided by the Ph.D. Admission committee at the time of admission only.

5.7 Change of Research Supervisor

- 5.7.1 The Supervisor/Joint Supervisor of the candidate once allotted and approved shall not ordinarily be changed. However, the Dean may, after ascertaining the facts, permit change of Supervisor/Joint Supervisor in exceptional circumstances like demise / non-availability of the approved Supervisor/Joint Supervisor for a continuous period of six months or more due to ill health or residence outside India. Such a change in Supervisor/Joint Supervisor is permitted only once. All requests for change of supervisor/Joint Supervisor should originate from the candidate with necessary documentary evidence.
- 5.7.2 The research supervisor, who retires or leaves the University/Institution, as the case may be, shall normally be permitted to guide candidate(s) already registered with him/her.

6. Categories of Ph.D. research scholars

6.1. Full-time Research Scholars

- 6.1.1 Candidates registered Full-Time Research shall work and conduct research on full time basis during the stipulated tenure of the course. Candidates with any national fellowship and teacher candidate with FIP award admitted into Ph.D. must work as full-time scholars.
- 6.1.2 The tenure of the Ph.D. course for a full-time research scholar is four (4) years from the date of joining.
- 6.1.3 A full-time research scholar shall not accept any employment during the tenure of the course. However, any appointment in research/consultancy schemes is not considered as employment for the purpose stated.
- 6.1.4 If an employee of any organization is seeking admission as a full-time research scholar, he/she has to submit, at the time of Ph.D. Admission/registration, a letter from his / her employer to the effect that necessary leave will be granted for the entire duration of the Ph.D. course.
- 6.1.5 **No Hostel Accommodation will be provided to Research Scholars.**

6.2 Part-time Ph. D Research Scholars

- 6.2.1 Candidates who are admitted for Ph.D. not as full time research scholars will be designated as part-time research scholars.
- 6.2.2 The tenure of the PhD course for a part-time Research Scholar is five (5) years from the date of joining.
- 6.2.3 Candidates seeking admission as part-time research scholars have to submit employer's permission to pursue Ph.D. course.
- 6.2.4 Candidates seeking admission as part-time research scholars must give an undertaking that he/she would take leave for a minimum of six months (one year in the case candidates from Science Faculty) for attending the classes of the Ph.D. course work during the tenure of the Ph.D. course, and a letter from the employer that the required leave of six months/ one year will be sanctioned for the purpose stated, as additional documents at the time of registration. Without the permission letter from the employer the Ph.D. admission cannot be granted.
- 6.2.5 A candidate is permitted to change his/her status from full-time to part-time research, or vice-versa, for any valid reason and approved by the Dean of the concerned Faculty. In such cases: If the candidate has changed his/her status from full time to part-time for example after 2 years, the remaining tenure of the Ph.D. course for such candidate shall be five (5) years minus the period already spent by him/her as full-time. Similarly if a part-time research scholar changes his/her status to full time ,the remaining tenure of the Ph.D. course for such a candidate shall be (5) years minus the period already spent by him/her as part-time.
- 6.2.6 A candidate who is admitted to Ph.D. course either as full-time or as part-time research scholar shall not join any other course or appear for any other examination leading to a degree (either in regular or distance education stream) of this University or any other University. Any violation of this regulation will automatically lead to the cancellation of his/her admission in Ph.D. course.

7. Ph.D. course work & examination

- 7.1 After provisional admission into the Ph.D. all the registered candidates shall take up the Ph.D. course work in the respective main campus P.G Department of the University for a period of one semester and this is compulsory for both full- time as well as part- time candidates. However, a candidate with M.Phil. Degree done in REGULAR MODE is exempted from the Ph.D. course work and the Pre-Ph.D. examination provided that they have undergone the same course work in M.Phil.
- 7.2 The Ph.D. course work shall comprise of three theory papers
- 7.3 Paper 1: Research Methodology: Common to all the candidates admitted in a Department. (4 Credits). The syllabus of this paper includes the research techniques/ methods of the concerned subject
- 7.4 Paper 2: Broad field of specialization: (4 Credits). The syllabus of this paper includes the current concepts/trends in the concerned specialization of the subject. The broad specializations in a Department shall be restricted to five (5).
- 7.5 Paper 3: Research and Publication Ethics: (2 Credits). The syllabus of this paper includes: Philosophy and Ethics, scientific Conduct, Publication Ethics, Open access publishing, Publication Misconduct, Databases and Research Metrics.
- 7.6 The candidate has to appear for an examination-(the Ph.D. course work examination) in these three papers which have a weightage of 100 marks for papers 1 & 2 and 50 marks for paper 3.

- a) The papers shall have 60 contact hours of classes for papers 1 & 2 and 30 contact hours for paper 3.
 - b) The Faculty for these classes is arranged by the Head of the concerned Department.
- 7.7 Both full-time and part-time research scholars shall attend a minimum of 75% classes in each paper to be eligible to appear for the Pre-Ph.D. examination.
- 7.8 The candidates who could not attend a minimum of 75% of the classes in each of the courses shall not be eligible to appear for the Pre-Ph.D. examination and they have to attend the classes again along with the next batch of students.

8. Ph.D. course work Examination and Evaluation of Answer Scripts

- 8.1 The Ph.D. course work Examination shall be conducted for the admitted candidates after one semester Ph.D. course work.
- 8.2 The pattern of the Ph.D. course work syllabus and the pattern of the Pre-Ph.D. examination question paper shall be uniform for all the Faculties.
- 8.3 The medium of examination for the Ph.D. programme work Examination shall be English for all subjects except those in which the official medium of instruction is a language other than English.
- 8.4 The Chairperson, BoS, shall communicate the syllabi to the Controller of Examinations for the purpose of conducting the Pre-PhD examination.
- 8.5 The Chairperson- BoS shall arrange for the evaluation of the answer scripts. The Ph.D course work Examination is of three-hour duration and is for 100 marks per theory paper. Each answer script is assessed by two examiners (one internal Course Teacher and another external examiner). The marks awarded to the answer script shall be the average of these two evaluations, and if the difference in the marks between two evaluations exceeds 20% of the maximum marks, such a script shall be assessed by a third external examiner. The marks awarded to that script shall be the average of two higher marks out of the three evaluations.
- 8.6 The pass marks for Ph.D. programme course work examination in all the Faculties shall be 55 per cent in each paper.
- 8.7 If the candidate does not pass in two consecutive Ph.D. programme course work examinations conducted in the concerned subject, his/her Ph.D. registration shall automatically get cancelled.

For this purpose, the two successive examinations conducted after the admission of the candidate, and for the batch of students to which he/she belongs to, be counted.

9. Progress Reports

- 9.1 After the completion of the Course work and the Ph.D. course work examination, every candidate shall submit half-yearly progress report to the Dean duly forwarded by the Research Supervisor. The half-yearly Progress Report should cover, among others, the aspects such as the review of literature, data collected, techniques developed, progress in research, discussion of the work done including any findings, etc. If necessary, this progress report may be forwarded to the DRC by the dean for further examination.
- 9.2 If a candidate fails to submit two consecutive half-yearly progress reports in time and/or if the progress of the candidate is not satisfactory for two half-year periods, the Department Research Committee shall recommend to the Dean of the faculty for the cancellation of his/her registration in consultation with the concerned Research Supervisor.

10. Seminar presentations

During the tenure of the Ph.D. programme, a Research scholar shall give three seminars where the candidate is registered. The first one, which is designated as “Research Design Seminar” will be a comprehensive literature review of the research topic and the plan of work and is presented after the completion of Ph.D. course work examination. The second one is “Research Progress Seminar” where the candidate presents the progress of his/her research work. The last seminar designated as “Pre-Submission Seminar” is presented by a candidate whose thesis is ready for submission. This seminar deals with the entire Ph.D. work carried out by the scholar and any feedback, comments and suggestions from the participants be included in the final manuscript of the thesis. The draft copy of the thesis must be available during this presentation. After successful completion of pre submission seminar, the Ph.D. student/scholar has to submit the thesis within a period of three months from that date.

For all the above seminars, the Head, Chairperson, BoS and Research Supervisor of the candidate shall certify result of the seminars and these three certificates (Research Design Seminar, Research Progress Seminar and Pre-Submission Seminar) must be enclosed at the time of thesis submission. A minimum of six (6) months gap must be there between any two seminars.

11. Modification of topic of research and the title of Ph.D. Thesis

- 11.1. The Dean may permit the modification in the topic of research, provided the candidate has applied for it within one year from the date of joining or before he/she passed the Pre- PhD. Examination, whichever is earlier. His/her request must be recommended with due justification by the Research Supervisor and the Research Committee of the concerned Department. However, such a modification is permitted only once. Any change in the topic of area of research shall not be permitted after the candidate has passed the Pre PhD examination.
- 11.2. The Dean may permit the modification in the title of the Ph.D. thesis. Candidate’s request must be recommended with due justification by the Research Supervisor and the Research Committee of the concerned Department. However, such a modification is permitted only once.
- 11.3. Candidates seeking the change of topic of research or the title of the thesis have to pay the prescribed fee for each of the above.

12. Extension of Registration

- 12.1 Candidate can seek extension of his/her registration as Ph.D. scholar, one year at a time, (a maximum of two (2) such extensions for a full-time and one (1) such extensions for a part-time scholar) provided that he/she has been continuously engaged in active research, the progress of the research work in the previous years has been satisfactory as certified by the supervisor(s), and that he/she has no dues in the library/department / college / hostel as certified by the concerned authority.
- 12.2 A candidate seeking extension of registration shall submit a written request, along with the progress report of the work done and the prescribed fee, duly recommended by the supervisor(s), the Chairperson, and the Head of the concerned Department in the University. The request must be submitted to the Dean at least two months before the expiry of the registration period, failing which the request for extension is liable for rejection.

12.3 Based on the recommendations of the Supervisor(s), the Chairperson and the Head of the Department, the Dean may extend, not exceeding one year at a time, the Ph.D. registration of a candidate for a maximum period of two (2) years in case of a full-time one (1) years in case of part-time research scholar. The registration of a research scholar whether full time or part- time shall automatically stand cancelled after the expiry of 6 years.

13. Minimum Number of research papers to be published: A Ph.D. Candidate shall publish at least two research papers along with the research supervisor related to his/her Ph.D. work in a UGC CARE listed Research Journals before the submission of thesis for adjudication and produce the evidence of the same in the form of the reprints. These research papers shall be enclosed in the thesis as an Appendix.

14. Cancellation of Ph.D. admission/registration

14.1 The Dean may cancel the registration of Ph.D. scholar, if the candidate fails to satisfy the conditions stipulated in the admission order, within the prescribed period.

14.2 The Dean may cancel the registration of a Ph.D. scholar on the recommendation of the Supervisor and Head of the Department under any one or more of the following circumstances:

14.2.1 Where the progress of the research work has been reported to be unsatisfactory in two consecutive half-yearly reports or when two consecutive progress reports are not submitted.

14.2.2 Where a candidate discontinues his/her research, and/or where he/she has applied for employment without obtaining the written permission of the Dean, or when he/she accepts any appointment without the written consent of the Dean.

14.3 The University may cancel the admission of a research scholar at any time for proven misbehavior or misconduct in the University or elsewhere.

14.4 If a research scholar is found guilty of committing any irregularity, malpractice, plagiarism etc.. in research, his/her result will be withheld / cancelled by the Controller of Examinations, even after the publication of the result.

15. Submission of Ph.D. thesis

15.1 A full-time research scholar is eligible to submit his/her PhD thesis after completing three years of research [and after four (4) years in case of part-time research scholars] from the date of joining orders issued by the concerned authority, and during the validity of the registration (including the extended period, if any) thereafter with the permission of the Dean of the concerned Faculty.

15.2 A research scholar, full-time or part-time, whose registration has expired / cancelled, is not eligible to submit the thesis.

15.3 After the completion of his/her Ph.D. thesis, each candidate is required to submit to the Controller of Examinations, the following along with the prescribed application form.

15.3.1 Four soft bound copies of the thesis incorporating a certificate from the Supervisor to the effect that the thesis is an original work of the candidate and a certificate by the candidate to the effect that the thesis either in part or full does not constitute any part of any thesis/dissertation/monograph submitted by him/her or any other person to this or any other University/Institute. The plagiarism report is mandatory and the similarity index should not more than 10 percent and a certificate to that effect must be enclosed.

- 15.3.2 A Demand Draft drawn in favour of the Controller of Examinations for an amount of Rs. 10,000/-.
- 15.3.3 Memorandum of marks of Pre-Ph.D. Examination and copy of the PG and UG Degrees.
- 15.3.4 A reprint of the papers published or accepted for publication in a UGC CARE listed Journal as enclosures in the thesis.
- 15.3.5 A copy of the letter of admission/extension/change of title/etc. to the Ph.D. programme along with a proof of having paid the prescribed fees and satisfied all conditions stipulated at the time of admission.
- 15.3.6 A copy of the permission letter for change of title/ topic/ supervisor.
- 15.3.7 Certification from the Head of the Department, and Chairperson, BoS and the Research Supervisor, that the candidate has i) presented the three seminars during the tenure of the Ph.D. work and ii) that he/she conducted research work in an institution recognized for the purpose by the University, and iii) about the leave particulars in case of part-time Research Scholar.
- 15.3.8 No Dues Certificates from the Chief Warden, Principal of the concerned Campus college, Head of the concerned Department and the Librarian of the Department Seminar and University Librarian.
- 15.4 A thesis submitted for adjudication shall conform to the following specifications:
- 15.4.1 It must be typed on both sides of A4 size paper using font “Times New Roman”, font size 12 with 1.5 line spacing. For drawings and maps, these restrictions do not apply. Binding should conform to the norms fixed by the University Library.
- 15.4.2 The Research Supervisor of the candidate shall submit 6 copies of the synopsis of the thesis along with a panel of 12 examiners (10 copies) in a cover marked “confidential” to the Chairperson, Board of Studies at least three months before the actual submission of the Ph.D. thesis. Chairperson, BoS shall take the approval of the members of the BoS for panel of examiners suggested by the supervisor.
- 15.4.3 Out of the panel of 12 examiners, 9 are to be identified from outside the Telangana/AP state, and not more than one from the same institution/ 3 from the same state. The panel of names is to be submitted with all particulars, like complete address, e-mail ID, telephone number in the prescribed proforma.
- 15.4.4 The Chairperson, Board of Studies, shall then forward the approved panel of 12 names along with the 6 copies of the Synopsis for further action to the Controller of Examinations within a fortnight.
- 15.4.5 Ph.D. Supervisors recognized by Mahatma Gandhi University and persons related to the candidate shall not be included in the panel of Examiners.
- 15.4.6 In case a candidate does not submit the thesis within 6 months from the date of approval of the panel, the panel lapses and a new panel has to be suggested.

16. **Ph.D. thesis evaluation/adjudication**

- 16.1 Three independent Examiners/Referees appointed for the purpose by the Vice Chancellor shall do the Evaluation/Adjudication of the thesis.
- 16.2 The Controller of Examinations, while communicating the appointment to the Examiner, shall send a copy of the synopsis of the thesis and seek his/her willingness to adjudicate it based on the synopsis submitted. After obtaining the consent of the Examiner, a copy of the

thesis will be sent with a request to submit his/her report in a prescribed format. The format consists of three parts. Part-1: A Detailed Evaluation, Part-2: A Detailed Report mentioning the strengths and weaknesses of the thesis, and Part-3: A Final Recommendation.

16.3 A candidate needs to score a minimum of 50 per cent of the points in Part-1 to be eligible for the viva-voce examination. As a final recommendation, the examiner is to state in clear/unequivocal terms whether, in his/her opinion,

16.3.1.1. The thesis can be accepted for the award of the Ph.D. degree in its present form.

16.3.1.2. The thesis be accepted subject to revision/corrections suggested and be verified by research Supervisor.

16.3.1.3. The thesis be revised and resubmitted.

16.3.1.4. The thesis is rejected.

After all the 3 reports are received, a decision is to be taken for the conduct of a viva-voce examination before the award of the Ph.D. degree, as per the following guidelines.

16.3.2.1. If the reports of all the three examiners are favorable (i.e. accepting the thesis as it is), the candidate is permitted to take the Ph.D. viva-voce Examination.

16.3.2.2. If anyone/two of the examiners suggest a revision, the thesis shall be revised accordingly and resubmitted for approval to the same examiner(s).

16.3.2.3. If two or all the three examiners reject the thesis, it will be rejected for the award of Ph.D. degree, and the registration of the candidate shall stand cancelled.

16.3.2.4. If any one of the examiners rejects the thesis, the thesis shall be sent to another examiner from the existing panel of examiners approved by the Vice Chancellor. If this examiner also rejects the thesis the thesis is considered rejected and the registration of the candidate shall stand cancelled.

16.4 In the event of any adjudicator's report not received even after 3 months from the date of submission, the thesis may be referred to a fourth Examiner from the same panel for adjudication.

16.5 Minor corrections suggested by the examiner(s) shall be intimated to the Research supervisor of the candidate by the Controller of Examinations before the conduct of the Ph.D. Viva voce examination. These corrections must be incorporated in the thesis and an errata be enclosed in the thesis and shown to the Ph.D. viva voce examiners.

17 **Ph.D. Viva-voce examination:**

17.1 The Ph.D. viva voce examination of the candidate is conducted only after all the three examiners recommend the award of Ph.D. Degree. The Controller of Examinations informs the Chairperson, BoS, to conduct the Ph.D. viva-voce examination by constituting a Board of examiners which is approved by the Vice chancellor.

17.2 The Ph.D. viva-voce examination shall be conducted in the concerned University

Department by a Board of Examiners comprising the following four (4) members:

(a) Chairperson, Board of Studies,

(b) Head of the Department,

(c) One of the thesis adjudicators as external examiners nominated by Vice-chancellor.

(d) The supervisor of the candidate, who shall be the Convener.

17.3 If no eligible faculty member is available in the Department for inclusion in the Board of

Examiners, an external expert may be invited for the purpose.

- 17.4 After the Board of Examiners is constituted for the conduct of viva-voce examination, the Head of the Department shall obtain two copies of the thesis (along with soft copy) and make it available to the members of the Board to enable them to conduct the viva voce examination.
- 17.5 The viva-voce examination is open to the students and faculty of the Department, and to the scientists in the concerned / allied subject. The Chairperson, Board of Studies of the concerned Department, shall display on the notice board the date and time of the Viva- voce examination one week in advance.
- 17.6 The Board of Examiners, who conduct the viva-voce examination shall either recommend for the award of the Ph.D. degree or recommend that the candidate be asked to take the viva-voce a second time giving reasons thereof. The second viva-voce examination shall be conducted by the same set of examiners, and not earlier than three months but not later than six months of the date of the first viva-voce examination. The Dean of the concerned Faculty shall participate in the second viva-voce examination, and record his/her observations and send it directly to the Vice-Chancellor.

18 Declaration of the Ph.D. result:

- 18.1 After the completion of the viva voce examination, the reports of the thesis examiners and the report of the viva voce Board of Examiners shall be immediately sent to the Controller of Examinations in a cover marked “confidential”
- 18.2 After the successful completion of the viva voce examination and incorporating the suggestions made by the Board of Examiners/participants the candidate must now submit Two (2) hard bound copies of the thesis and Two (2) soft copies of the thesis. The hard bound copies shall be made available to all, one in the University General library and the other in the Department Seminar Library. A soft copy of the thesis shall be sent to the UGC, New Delhi within 30 days of award of the Ph.D. degree for hosting the same in INFLIBNET, accessible to all Indian Universities/ Institutions. Another soft copy is for hosting the thesis in the MGU website. The Controller of Examinations declares the Ph.D. result of a candidate only on receipt of Two (2) hard bound copies of the thesis and Two (2) soft copies of the thesis.

Note: All other matters that have not been covered by the rules mentioned above shall be referred to Standing Committee whose decision will be final.

ANNEXURE – I

SUBJECT	Number of Vacancies
Biochemistry	4
Biotechnology	6
Business Management	20
Chemistry	17
Commerce	04
Computer Science & Informatics	02
Economics	03
Mathematics	06

*Vacancies are subject to change.

** Category - I. candidates are those who have been awarded a research fellowship, either through a national level test conducted by national level organisations such as UGC/CSIR/ICAR/ICMR/DBT or by a national level organisations (such as DST- INSPIRE Fellowship) or teacher fellowship applicants subject to clearance by the Dean CDC, MGU. These candidates are admitted directly to the Ph.D. programme. Admissions of category - I candidates will be held throughout the year. Interested candidates are advised to approach the Head of the concerned Department/Dean of the Faculty concerned.

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