



MAULANA AZAD UNIVERSITY, JODHPUR

Established Under Rajasthan State Legislative Act No. 35 of 2013

M.Phil./Ph.D. Regulations

In exercise of the powers conferred by **Rajasthan State Legislative Act No. 35 of 2013**, the Maulana Azad University, Jodhpur, Rajasthan hereby makes the following Regulations:

S. No.	Particulars
1.	INTRODUCTION
	<p>Short Title, Application & Commencement:</p> <p>These regulations may be called the Maulana Azad University, Jodhpur (Regulations for the Conduct and Award of the Degree of Doctor of Philosophy, Ph.D.), Regulations 2016.</p> <p>These are framed on the basis of UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulations, 2009 New Delhi-110002, issued on 1st June 2009 and UGC Regulations 2016 (Indian Gazette Notification No. 278, Extraordinary, Part - III, Section 4, Dated 5 July 2016).</p> <p>They shall apply to every candidate applying for admission/registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.) of this University.</p> <p>They shall come in to force with the passing of the same by the Academic Council of the University. These may be amended/modified/abolished/reframed as and when required by the Academic Council of Maulana Azad University, Jodhpur.</p> <p>Notwithstanding anything contained in any other Rule or Regulation for time being in force, all admissions, registrations, course-works and conferment of Ph.D. Degree shall be guided by these regulations.</p> <p>In case of any kind of disputes arising during implementation of these rules, the decisions of the Academic Council of this University shall be treated as final and abiding to all concerned.</p>
2.	GENERAL
2.1	The President of the University shall appoint a Dean-Research who will be responsible for the overall proper conduct of University's Ph.D. Programme with the help of Deans of all Faculties and respective Research Advisory Committee



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and allocated supervisors.

The Dean(s) of all faculties shall constitute their respective Research Advisory Committee which may be reconstituted from time to time and shall inform about the same in writing to the Dean-Research.

The order of hierarchy of persons (with their ministerial staff) responsible for the conduct of Ph.D. Programme in University shall be:

- I. Dean-Research
- II. Dean of concerned Faculty
- III. Allocated Recognized Supervisor(s) – the Convener of RAC
- IV. Members of concerned Research Advisory Committee (RAC)
- V. Ph.D. Scholar/Candidate/Student

(Dean – Research and the Dean of concerned faculty may also work as Allocated Recognized Supervisors)

There shall be a Research Advisory Committee (RAC) in each faculty.

Constitution of RAC as proposed for each faculty:

1. Convener: Allocated Recognized Supervisor of the Student;
2. Members: Two Senior Faculty Members concerned with the Subject/Broad Subject Area/Discipline/Ph.D. Topic etc., whichever is applicable.

A convener of one RAC may function as a member in another RAC as and when required and vice-versa.

This Committee shall have the following responsibilities:

- a) To review the research proposal and finalize the topic of research;
- 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 to do.
- c) To periodically review and assist in the progress of the research work of the research scholar.

The RAC shall also be responsible for smooth conduct of viva-voce/seminars/presentations etc. (Power Point Presentations) taken by every Ph.D. student for: topic approval, for Pre-Ph.D. exam and any other seminar, repeat seminar, viva etc. as it may consider necessary for maintaining the quality



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of research in the faculty.

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 Institution/College with a copy to the research scholar.

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 Institution/College/University with specific reasons for cancellation of the registration of the research scholar.

Further RAC may call for submission of research papers/abstracts/publications also /literature/proofs of lab work or any other research related material from the Ph.D. candidate/student/scholar duly forwarded by his/her supervisor.

All these functions are to be performed in the faculty itself and RAC shall submit the detailed report of these exams/findings/observations to the Dean-Research as and when applicable.

Some additional functions of the RAC shall be:

1. To consider applications from teachers in the University for recognition as Research Supervisors.
2. To receive and consider applications of candidates for M.Phil./Ph.D. degrees in the faculty.
3. To consider the reports of the supervisor(s) on the work of a candidate for the research work performed.
4. To recommend the award of research scholarships.
5. To recommend names of external examiners/referees for examining thesis of the M.Phil./Ph.D. scholar/student/candidate in consultation with Dean-Research, Dean of the concerned Faculty and the Supervisor(s).
6. To exercise general control over all matters concerned with research work



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	<p>in the faculty.</p> <p>7. To arrange for the maintenance of all records related to Research work in the Faculty.</p>
2.2	<p>The Degree of Doctor of Philosophy (Ph.D.) shall be awarded to a candidate on the basis of original literary and research work of merit incorporated in a thesis, recommended by a board of examiners and successfully defended by the candidate during a Viva-Voce.</p>
2.3	<p>The thesis shall demonstrate that the candidate has satisfactory literary/conceptual/technical knowledge of the chosen field of investigation and is capable of doing scholarly work. The result of research embodied in the thesis shall be a contribution to existing knowledge in the selected field of study, either by a discovery of new facts or by a discovery of some new relations between facts already known, or by a critical survey of facts/issues leading to a new interpretation.</p>
2.4	<p>The thesis is to be ordinarily written in English. If a candidate desires to submit a thesis written in Hindi/Regional language or any other language or in a bilingual form, the relevant Research Advisory Committee (RAC) shall consider the case on academic grounds. Further a thesis presented on the investigations in subjects related to Indian / foreign languages may be written in single/multiple languages excluding/including English, whichever required, subject to the approval of Research Advisory Committee (RAC).</p>
2.5	<p>The Ph.D. Programme shall be carried out in the University Faculty/Department or in a Research Organization/Institute recognized by this University for the purpose of research support required like interpretation of data, literature survey, sample analysis etc. If the research schedule requires utilization of such similar facilities outside the jurisdiction of the University, every student may avail such facilities with the permission of the Supervisor. The student / scholar has to submit due attendance for same after approval by his / her supervisor. Due credit may then be given to the scholar for such attendance.</p>
2.6	<p>The Ph.D. Programme shall be pursued by a candidate ordinarily for a minimum</p>



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	<p>period of three years (including course work and related exams, topic approval, literature survey and research work) after his/her provisional admission in this University. However, literature survey carried out by the Ph.D. student prior to the admission in Ph.D. programme may be considered by the concerned Research Advisory Committee if found relevant.</p>
2.7	<p>The fee for registration, tuition, examination and others will be as per the recommendations and approval of Fee Fixation Committee or Board of Management, Maulana Azad University, Jodhpur as decided from time to time.</p>
3.	<p style="text-align: center;">PROCEDURE FOR ADMISSION</p>
3.1	<p>The number of available seats for M. Phil./Ph.D. programme shall be decided in advance for each department and/or every Faculty of the University and shall be notified on the website of the University. The University shall widely advertise the faculty-wise number of available seats for the M. Phil./Ph.D. studies and conduct admissions on a regular basis, the frequency of which shall be determined by the University from time to time in consultation with the concerned departments.</p>
3.2	<p>The Admission to M. Phil./Ph.D. Programme will be made through an entrance test followed by an interview (to be conducted only after selection through entrance test). Such interview may be conducted on the date of announcement of results of entrance test or on date(s) as specified by the concerned Faculty.</p>
3.3	<p>Eligibility criteria for admission to the M.Phil. programme as per UGC 2016 Guidelines:</p> <p>Candidates for admission to the M.Phil. programme shall have 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 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 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</p>



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standards of educational institutions.

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 categories of candidates 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 categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

Eligibility criteria for admission to Ph. D. programme as per UGC 2016

Guidelines:

Subject to the conditions stipulated in UGC Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

1. Master's Degree holders satisfying the criteria stipulated under Clause 2.
2. Candidates who have cleared the M.Phil. course work 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) 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 SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the same Institution; Candidates possessing a Degree considered equivalent to 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



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institutions, shall be eligible for admission to Ph.D. programme.

Admission through M.Phil. Programme: Candidates who have passed M.Phil. programme of this University or other recognized Universities may be admitted directly to Ph.D. programme without the need to take entrance exam after due consultation with members of academic council/RAC/President or any other competent authority of this University. However, such candidates have to face an interview in front of Research Advisory Committee. At the time of interview, every Ph.D. candidate is expected to discuss their research interests/plans in front of the members of concerned Research Advisory Committee (candidates may prepare a Power Point Presentation also for this purpose).

3.4 Additional Guidelines which may be helpful in deciding the eligibility of a candidate for Appearing in M. Phil./Ph.D. Entrance Examination:

- a. Masters (Post-Graduate) Degree [a recognized PG/Masters degree as defined in Gazette notification of UGC (THE GAZETTE OF INDIA, JULY 5, 2014 –ASADHA 14, 1936, PART III-SEC.4)] and this Degree must be issued by a Recognized University whose nomenclature, syllabus and examination scheme is according to the guidelines issued by one/more than one of the INDIAN Government constituted regulatory bodies such as AICTE/PCI/DCI/MCI/MHRD/UGC/MHE etc. established under Central/State Government Acts in relevant discipline(s) like- Arts / Commerce / Science / Pharmacy / Computer Science / Education etc. (whichever is applicable) with a minimum of 55% marks in aggregate secured in post-graduation (A relaxation of 5% marks in aggregate shall be permissible for SC/ST and Physically Handicapped candidates upon due submission of relevant certificates issued by competent authorities).
- b. In case of applicants/candidates holding a Masters (Post-Graduate) Degree from new/less-known/unpopular/doubtful Universities of India or abroad, permission to appear in Ph.D. entrance test will be given after determination of validity of their degree and equivalence of their degree/course curriculum with that of reputed Universities.
- c. Foreign students holding a Masters (Post-Graduate) Degree will be required to



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produce clearance from the government of India and/or other appropriate authorities and must have obtained and are holding study/research visa for appearing in the Ph.D. entrance test. Further permission to appear in M. Phil./Ph.D. entrance test will be given after determination of validity of their degree and equivalence of their degree/course curriculum with that of Indian Universities.

d. For sponsored candidates holding a Masters (Post-Graduate) Degree:

The applicant must have been in continuous service with the sponsoring organization for at least two years at the time of submitting the application form for admission and he/ she must submit a 'No Objection Certificate' from the employer stating that (i) He/ she is on the regular payroll of the organization, (ii) He/ she is permitted to pursue studies on a part-time basis, and (iii) His/ her official duties will permit sufficient time for research. Sponsorship letter (on letterhead of the sponsoring organization) should include an undertaking stating that the period of study of the candidate will be treated as 'on duty' with usual salary/ allowances, and he/ she will be relieved for the period of studies. The candidate should also submit a certificate stating that the research facilities exist in his organization (which can be self-certified). He/ She will be required to reside at the Faculty/Institute for a period of not less than one semester i.e. six months' duration which is mandatory in the first year of Ph.D. Programme.

e. The students holding a Masters (Post-Graduate) Degree, who have additionally cleared UGC / CSIR (JRF) Examinations / NET / SET / SLET / GATE / GPAT /Teacher Fellowship or equivalent examinations, may be exempted from appearing in the M. Phil./Ph.D. entrance test. However University reserves the right to conduct entrance test and/or interview for such candidates.

f. Reservation of seats for SC/ ST/ PWD candidates shall be provided as per Govt. norms applicable from time to time.

g. Full-time candidates with scholarship coming on study leave must show proof of at least 3 years study leave before being allowed to register after the



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selection.

h. In case an eligible degree does not bear the awards in marks percent, the following Conversion Formula will be used to convert CGPA into percentage of marks:

Percentage of Marks = CGPA x 10, on 10-Point Scale.

i. The minimum prescribed percentage will be based on the marks obtained in aggregate of all the years/ semesters of the qualifying examination as per the weightage followed by the concerned University.

j. All Non-GATE/Non-NET/Non-GPAT qualified candidates have to qualify a M. Phil./Ph.D. entrance exam of the University. However, P.G students who were admitted to P.G. Courses on basis of such scores may be exempted from the M. Phil./Ph.D. entrance exam.

k. For admission to M. Phil./Ph.D. Programmes in Pharmacy / Science / Humanities / Management, etc. if the candidate does not have a NET Fellowship (UGC/ CSIR) / GATE/GPAT Score valid for the current year in relevant area, the candidate has to qualify the M. Phil./Ph.D. Entrance Test of the institute.

l. Only the predetermined number of students may be admitted to any M. Phil./Ph.D. programme. As per the provisions of the UGC Regulations, Ph.D. program will not be conducted through distance education mode.

m. If a candidate seeks to be admitted to the Ph.D. degree in a subject other than the one in which he has obtained his Master's or equivalent degree, the Research Advisory Committee concerned shall consider the registration of such a candidate, taking into account the relationships of his chosen topic to the courses he has already done also its inter disciplinary aspects, if any.

n. In such a case of M. Phil./Ph.D. in interdisciplinary subject the supervisor shall be of a department in which synopsis of thesis is submitted and co-supervisor of related department may be appointed by the President in consultation with the supervisor.

o. University may decide to change/amend eligibility criteria time to time depending upon the legal requirements of UGC/State Government/Indian



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	Judiciary.
3.5	<p>Syllabus and Scheme of Examination of the Ph.D. Entrance Test:</p> <p>M.Phil./Ph.D. entrance test shall comprise of one written test (objective type Questions – without negative marking) followed by an interview.</p> <p>An Entrance Test (written) shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific.</p> <p>There will be objective type questions consistent with graduate level (Subject Specific) in entrance test paper. The paper will be of 2-hour duration and carrying 100 marks. There will be no negative marking.</p> <p>The Entrance Test shall be conducted at the Maulana Azad University, Jodhpur.</p> <p>An interview/<i>viva-voce</i> will be organized by the University when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Research Advisory Committee. Interview/<i>viva voce</i> shall also consider the following aspects, viz. whether:</p> <ol style="list-style-type: none">the candidate possesses the competence for the proposed research;the research work can be suitably undertaken at the Faculty/Department/Institution/College/Industry;the proposed area of research can contribute to new/additional knowledge.
3.6	<p>After completion of the process of entrance test and interviews the candidates will be informed about the results and successful applicants/candidates will be provisionally admitted to Ph.D. Programme. Candidates selected for the Ph.D. programme will be enrolled as 'Provisionally Admitted Ph.D. Students' and have to submit/deposit a non- refundable Ph.D. fee (and other fees as / in the manner applicable) before he is registered for the Ph.D. degree. The application for enrolment shall be sent to the University on the prescribed form along with the prescribed fee and the original Master's or equivalent degree and the migration certificate of the University from which he took the Master's or equivalent degree. However, the members of respective Research Advisory Committee in consultation with University authorities reserves the right to deny/cancel/postpone the</p>



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	provisional admission of any Ph.D. applicant/candidate. Selected candidates will be asked to attend the prescribed classes of one semester pre-Ph.D. Course Work.
4.	COURSE WORK
	<p>According to the UGC norms:</p> <p>Course Work: Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.</p> <p>The credit assigned to the M.Phil. or Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.</p> <p>The course work shall be treated as prerequisite for M.Phil./Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil./Ph.D. degree.</p> <p>All courses prescribed for M.Phil. and Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.</p> <p>The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee, as stipulated under sub-Clause 8.1 below, of the research scholar.</p> <p>All candidates admitted to the M.Phil. and Ph.D. programmes shall be required to complete the coursework prescribed by the Department during the initial one or two semesters. Candidates already holding 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 Department.</p> <p>Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and</p>



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	<p>the Department and the final grades shall be communicated to the Institution/College.</p> <p>A M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 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 and submit the dissertation/thesis.</p>
5.	Ph.D. TOPIC APPROVAL
5.1	<p>Every Ph.D. candidate/student is required to get his/her proposed Ph.D. topic approved by the Research Advisory Committee of the concerned department/faculty of this University. For this purpose the schedule of events will be decided by the Dean – Research and the Dean of the Concerned Faculty after discussions with the allocated Supervisor.</p>
5.2	<p>The process of topic approval will be completely controlled by the concerned Research Advisory Committee and may be conducted any time:</p> <p>a. During the conduct of Pre-Ph.D. one semester Course Work: In this case the actual research work will start after the successful conduct of course work, passing the exams related to the same and topic approval. However Ph.D. candidate/student/scholar may perform literature survey all the time along with his course work and due credit will be given for this literature survey.</p> <p style="text-align: center;">Or</p> <p>b. After the successful completion of course work and passing the exams related to same. However Ph.D. candidate/student/scholar may perform literature survey all the time along with his course work and due credit will be given for this literature survey.</p>
5.3	<p>The approval process (conducted before Research Advisory Committee constituting not less than three faculty members/subject experts well versed with the concerned field of proposed research work) will be conducted in form of viva and Power Point presentation. The power point presentation must be based on the proposed research work, prepared by the Ph.D. student/candidate/scholar in consultation with his/her allocated</p>



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	<p>supervisor/guide. In case where the Supervisor is not allocated, the University shall ask the Dean of the concerned Faculty to help such Ph.D. Scholar or depute a senior faculty member for this purpose.</p>
5.4	<p>The power point presentation must be accompanied by the duly signed (by scholar/student and supervisor both) a synopsis describing the proposed research work in the manner required by the University. Synopsis is to be submitted in form of 03 hard copies – spiral bound, whose format and general requirements will be provided to the student timely by the Dean /allocated Supervisor of the Faculty concerned.</p>
5.5	<p>The members of the research advisory committee shall ask relevant questions regarding the proposed research work, which the scholar/student has to answer. The members have full right to ask Ph.D. Student/Scholar to submit necessary literature review/print outs of relevant literature etc., as and when deemed suitable, in support of the proposed Research work. They have full right to approve/intervene/object/modify/reject the proposed research work along with the synopsis submitted.</p> <p>All kinds of following observations must be clearly marked/noted by the Research Advisory Committee at proper forms (designed for this purpose) and in the synopsis of Ph.D. Scholar/student:</p> <ol style="list-style-type: none">In case of approval without modification the Ph.D. Scholar will be asked to submit additional three copies of same synopsis, duly signed (by scholar/student and supervisor both).In case of a suggested modifications, such modifications must be incorporated by the Ph.D. Scholar/student in the synopsis and then six fresh modified copies of synopsis, duly signed (by scholar/student and supervisor both) must be submitted.In case of overall rejection of proposed research work, Ph.D. scholar/student has to submit a fresh PPT and three copies of fresh synopsis for approval, ordinarily within a period of next three months. Otherwise the date and time of fresh topic approval process may be intimated by the Research Advisory Committee to the Ph.D.



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	scholar/student.
5.5	The Ph.D. candidate/student can start actual research work (lab work, survey etc.) only after the completion of the process of topic approval and receipt of a letter from concerned Research Advisory Committee mentioning that the proposed topic of research is duly approved. The concerned Research Advisory Committee shall place similar letter of approval with their comments in the main file of the student.
6.	ALLOCATION OF Ph.D. SUPERVISOR(S)
6.1	Allocation of the recognized Ph.D. Supervisor(s) to every Ph.D. candidate can be ascertained by the University - a) At the time of selection of candidate after passing entrance test and interview or b) During the conduct of Course Work or c) During the Process of Topic Approval or d) On a later date, depending on the status of performance of the Ph.D. candidate and recommendations of Research Advisory Committee of concerned Faculty.
6.2	The Ph.D. candidate as well as allocated recognized Supervisor may be asked to sign and submit Undertakings to the Dean of the Concerned Faculty that they are not in any kind of relation (blood or otherwise).
7.	Ph.D. REGISTRATION
7.1	Every 'Provisionally Admitted Ph.D. Student' may apply for registration to the Ph.D. Programme of this University after his/her Topic Approval in the form prescribed for the purpose (addressed to the Registrar), duly forwarded Through the allocated Supervisor and Dean of concerned Faculty.
7.2	Every application for registration in prescribed form shall state the subject or inter-disciplinary field in which the candidate desires to have the degree, chosen area of specialization, the title of the research, the name of the allocated Supervisor as well as the University Department/Faculty where the Ph.D. Programme will be carried out. The application shall be accompanied with the letter issued by RAC mentioning that the proposed topic is duly approved. Six



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	<p>copies of the synopsis of the proposed research work previously discussed at the time of topic approval and duly counter signed by the Supervisor and Dean must also be submitted.</p>
7.3	<p>Application for registration will be considered by the relevant University Research Board, constituted for this purpose including Dean-Research in consultation with the Honorable President. Its meeting will be held in the presence of the Dean-Research, Dean(s) of the concerned faculties and the allocated Supervisor. On the recommendations of the University Research Board and with due approval of the President, the candidate will be Registered for the Ph.D. Programme.</p>
7.4	<p>A Registration Letter (from the office of the Registrar) will be issued to the Ph.D. candidate/student mentioning the registration no., candidate's name, name of the allocated recognized Supervisor, topic of the proposed research and date of registration.</p> <p>Similarly, each allocated supervisor will be informed (through a letter issued from the office of the Registrar) about the names of Ph.D. Scholars registered with his/her name to pursue M.Phil./Ph.D. research work along with their proposed topics etc.</p>
7.5	<p>The six copies of the synopsis submitted by the student will also be returned to the Ph.D. student/candidate. Following must be attached to each synopsis:</p> <p>One copy of letter of registration, if ready at such time;</p> <p>One copy of the letter issued by RAC mentioning that the proposed topic is duly approved.</p> <p>The Ph.D. candidate/student will deposit these copies in following manner: 1. Dean/Head of concerned Department/Faculty, 2. Student, 3. Supervisor, 4. Dean – Research, 5. Library of the concerned Faculty and 6. Central Library of University.</p>
7.6	<p>In no case the Ph.D. candidate/student or his/her supervisor(s) will be allowed to make any changes in the approved topic, once mentioned in this registration letter/approval letter.</p>
7.7	<p>If any minor/major change in the topic (be it in the form of a minor correction</p>



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	<p>in spelling/word only) is required then the Ph.D. candidate/student shall apply for same through an application addressed to the Dean – Research, which should be written in student’s/candidate’s own handwriting and forwarded by the allocated Supervisor followed by the Dean of concerned Faculty. The applicant must clearly state the reason for the need of change of topic, old topic approved and new topic required to be considered.</p>
7.8	<p>After consultation with the Dean of concerned faculty, supervisor etc., the Dean-Research will forward the application to the Registrar’s office with his/her clear comments to either change the Topic of research as applied or to deny the same.</p> <p style="text-align: center;">Or</p> <p>The Dean – Research may decide to reconstitute a new Research Advisory Committee for conducting a fresh topic approval process for such applicant.</p>
7.9	<p>The office of the registrar shall issue a fresh registration letter in this regard mentioning the changed topic. However the registration no., date of registration etc. shall remain same. The copies of fresh registration letter must be distributed to all concerned as mentioned in point 7.5</p>
7.1 0	<p>In case a candidate applies for Ph.D. registration in a subject other than in which he/she has obtained Master’s Degree, final registration will be decided by the University Research Board after consulting the Research Advisory Committee of the subject in which the candidate desires to be registered for Ph.D. Programme.</p>
7.1 1	<p>If after registration, a change of Supervisor is considered necessary, the candidate may apply to the Dean-Research through an application duly forwarded by the Dean of concerned faculty, mentioning the reason thereof, ordinarily within one year from the date of registration.</p>
7.1 2	<p>The Dean-Research will forward such applications to the Honorable President with his/her recommendations for approval. The Honorable President may allow a change in Supervisor. A letter will be issued by the office of the registrar in this regard and new registration letter mentioning the name of new supervisor will be issued to the candidate. However, the date of</p>



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	registration will remain same (letter would bear both dates – old and new).
7.1 3	In addition to the Supervisor, a Co-Supervisor may also be recommended by the Supervisor at the time of the registration or at a later stage in special cases, where the research work involves study or investigation in more than one subject or area of knowledge and the student needs guidance from an expert in an allied area of knowledge for part of the research work.
7.1 4	In all cases, the registration of a candidate shall remain valid for a period of five years.
7.1 5	In case of failure to submit the final thesis within the stipulated time, a Ph.D. student shall have to apply for re-registration before expiry of the tenure of the existing registration. Ordinarily, a student will be allowed to be re-registered for once only. After re-registration the candidate is allowed to submit his/her thesis within next 2 years from the date of re-registration. The continuity of the research work will, however, be maintained and the candidate will be exempted from other procedural formalities, if completed earlier.
8.	EVALUATION AND ASSESSMENT METHOD
8.1	<p>As per UGC 2016 norms:</p> <p>The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.</p> <p>Upon satisfactory completion of course work, and obtaining the marks/grade, the M.Phil./Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the Institution concerned based on UGC Regulations.</p> <p>Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.</p> <p>M.Phil scholars shall present at least one (1) research paper in a conference/seminar and Ph.D. scholars must publish at least one (1) research</p>



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paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

The Academic Council (or its equivalent body) of the Institution shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/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 Institution where the work was carried out, or to any other Institution.

The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the Institution/College.

The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, 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.

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 Institution/College, of whom one examiner may be from outside the country. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, 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.

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



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the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If the evaluation report of the external examiner in case of M.Phil. dissertation, or one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend *viva-voce*, the Institution shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners 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 dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. dissertation/ Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

Based on the above mentioned UGC regulations 2016, University decided to adopt following procedure:

Pre-Ph.D. Presentation:

Upon satisfactory completion of course work including research methodology, the Ph.D. Scholar shall undertake research work and produce a draft thesis within a reasonable time, as stipulated by the Faculty and Supervisor concerned.

The attendance of full-time Ph.D. candidates will be governed by the attendance requirements of the Faculty / Department.

Part-time Ph.D. candidates will be required to meet the Supervisor at least once every fortnight throughout the research. Attendance record should be maintained with the supervisor and office of the Faculty / Department.

Further the Ph.D. candidate has to submit at least three progress reports of the research work performed, on a periodic basis to the Research Advisory Committee, after the due approval and signature by the supervisor.

The Supervisor shall keep a record the progress of the candidate. The progress report of the candidate shall be forwarded by the Supervisor and Dean of the concerned faculty and should be attached properly to student's file. The



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	<p>Research Advisory Committee may decide the periodicity of submission of progress report but usually it should be submitted at six monthly intervals. Registration of a research scholar is liable to be cancelled at any time if these consecutive six monthly reports are not satisfactorily submitted or if the candidate has not been making satisfactory progress in his work.</p> <p>Prior to preparation and submission of the main thesis, the student shall prepare a draft thesis (spiral bound) based on the “Manual for Preparation of Ph.D. Thesis” to be provided by concerned Research Advisory Committee. The Ph.D. student/scholar will also take a Pre-Ph.D. presentation in the Department/Faculty in front of Research Advisory Committee. The Pre-Ph.D. presentation may be open to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis wider the advice of the supervisor. If required, the Research Advisory Committee may ask the candidate to reappear at the presentation/seminar.</p>
8.2	<p>Every Ph.D. candidate/student shall publish at least two research papers in referred Journals before the submission of the thesis/monograph for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint.</p>
8.3	<p>Submission of Thesis:</p> <p><i>All of the following procedure of submission must be accompanied by the movement of completed file (in every respect) of the Ph.D. scholar/student among various offices with proper noting each time.</i></p> <p>Upon successful completion of Pre-Ph.D. presentation and final comments of Research Advisory Committee mentioning the approval to submit final thesis, the candidate shall prepare six to seven printed copies of the main thesis. The Ph.D. scholar/candidate must also prepare four copies of spiral bound Summary of the research work duly signed by student and his/her supervisor. The Dean of the concerned Faculty should submit the same to Registrar’s office along with the four copies of main thesis.</p> <p>The submission of main thesis and the summary will be according to following</p>



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pattern:

- a. The Ph.D. candidate/student/scholar will prepare overall **six/seven (in case of presence of co-supervisor)** copies of the thesis.
- b. Candidate will deposit **five** copies of main thesis and **four** copies of summary to the Dean of the concerned Faculty,
- c. Out of the **five** copies of main thesis, **one** copy will be retained by the Dean of the faculty concerned (which is to be deposited later in the library of Faculty after the completion of main viva of Ph.D. Scholar/student),
- d. The remaining **four** copies of main thesis and **four** copies of summary will be submitted to the Dean-Research by the Dean of the faculty,
- e. Dean-Research will deposit **all** of them in Registrar's office (for dispatch to External Examiners) after the satisfactory completion of all formalities of student's file and putting his/her comments,
- f. Dean Research will also return the completed student's file to the Dean of the faculty concerned,
- g. **Sixth** copy of the main thesis will be retained by Ph.D. student/Scholar/Candidate,
- h. **Seventh** copy must be deposited to the Co-Supervisor (if any).

The thesis is to be deposited along with electronic version (CD in pdf. Format). All printed main thesis should be hard bound and each copy must be signed by the candidate (acknowledgement & Ph.D. Scholar's Certificate), by the Supervisor and/or Co-Supervisor (Supervisor's Certificate) and by the Dean of the concerned faculty ('Forwarded by Dean' Certificate).

The candidate shall also deposit Ph.D. thesis evaluation and viva examination fee, as decided upon by the University, along with all prescribed duly filled forms, as well as attested copies of necessary documents at the time of submission of the thesis.

The candidate may also submit in support of the thesis the contents of research work performed.

8.4 Appointment of Examiners/Evaluators:

Following procedure is to be adopted with maintenance of utmost confidentiality



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for every Ph.D. scholar and in no case the Ph.D. Candidate/Student/Scholar be informed about the developments otherwise this may be treated as 'unfair means' and his/her thesis/registration may be cancelled without any prior notice:

- a) The thesis produced by the Ph.D. student shall be evaluated by at least two external examiners/experts. For this purpose the Supervisor of the Ph.D. candidate/student must submit at least five names of external examiners/experts of the concerned subject/field of research (with addresses and phone nos. in a sealed envelope) as a 'panel of experts' to the Registrar office. Out of these suggested external examiners/experts at least one should be from outside the State (Rajasthan). In no case the suggested external examiners/experts be related to the Ph.D. candidate in any manner.
- b) The Registrar office will present the list of names of external examiners/experts (may be termed as 'Panel of Examiners/Experts') to the Honorable President who will suggest a minimum of two names (external examiners/experts) for evaluating the thesis.
- c) Out of the **four** copies of **summary** submitted by the Dean-Research, the Registrar office will send **one** copy of the **summary** to each of the two suggested experts (external examiners) and **third** copy to the supervisor with relevant documents. The supervisor will be the third examiner. The Registrar will send blank Performa for Consent also to all three examiners including Supervisor.
- d) Both External Examiners and the Supervisor will study the summary submitted by the student and based on their observations will send their consent to the Registrar (by post/E.Mail) that they are willing to evaluate the main thesis of the Ph.D. Scholar/Student/Candidate.
- e) Upon receipt of all three consent letters, the registrar shall send the copies of main thesis to each of the two external examiners and also to the supervisor.
- f) Ordinarily a period of three months shall be allowed for evaluating the thesis. If the report of any examiner is not received within a reasonable period, steps may be taken to appoint another examiner.
- g) The examiner shall send the report to the Registrar in prescribed form



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together with additional observations such as he/she deems necessary.

- h) The examiners may express their categorical opinions based on the following points:
- i. That the thesis is an original piece of research work and a contribution to knowledge either from the point of the discovery of new facts or the interpretation of fact or both.
 - ii. That the candidate has given proof of consistent thinking and of critical approach to the problems enunciated by him.
 - iii. That the thesis is satisfactory so far as its literary presentation is concerned.
- i) The examiner shall make a clear recommendation that:
Either (i) The thesis is accepted for the Ph.D. degree.
Or (ii) The thesis be rejected:
Or (iii) The candidate be allowed to present his thesis in a revised form.
- j) When a thesis is unanimously and unconditionally recommended for the Degree by all the examiners, the candidate will be eligible for appearing at the Viva-Voce.
- k) If there is any ambiguity or conditionality in the reports of the examiners, the President may consider the appointment of a third external examiner/expert from the existing Panel of External Examiners/Experts.
- l) In case of non-recommendation by one of the external examiners, the President may consider the appointment of a third external examiner from the existing panel.
- m) On receipt of satisfactory evaluation reports from External Examiners/Experts and from the Supervisor, the office of the Registrar shall send all of the reports to the Dean of the concerned Faculty and ask him/her to arrange for the main viva of the Ph.D. Candidate. The Registrar will also provide the names of the external examiners and the Supervisor to the concerned Dean.
- n) The Dean of the concerned faculty shall call any one of the two External



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	<p>Examiners/Experts and the Supervisor and arrange for a suitable date of Ph.D. viva which is to be defended by the Ph.D. Scholar/Student/Candidate.</p>
8.5	<p>Viva-Voce:</p> <p>The viva-voce test shall be conducted to assess:</p> <p>(i) The candidate's acquaintance with the literature on the subject</p> <p>(ii) Whether the thesis is genuinely the work of the candidate and</p> <p>(iii) Whether the candidate evinces capacity for critical examination and judgment.</p> <p>a) At the Viva-Voce, the candidate shall be examined by the Supervisor and an external examiner/expert as appointed by the Honorable President from the Panel. It is mandatory that the main Ph.D. viva exam be conducted in the Faculty concerned/central auditorium in the presence of following persons:</p> <p>(i) Dean of the concerned faculty or his/her nominee and (ii) One external examiner who evaluated the candidate's thesis and (iii) The Supervisor of the candidate.</p> <p>b) In no case the Ph.D. main viva will be conducted if all or any one of the above mentioned persons are absent.</p> <p>c) It is the responsibility of the Dean of the concerned Faculty that the copies of reports of the all external examiners/experts on the written part of the thesis shall be provided to the examiners conducting the Viva-Voce. The evaluation reports of all present examiners and that of third examiner in absentia must be considered and remarked by all present in viva-voce.</p> <p>d) During viva-voce the candidate shall respond to the suggestions made by the examiners, if any, in writing which will be forwarded by the viva voce examiners to the Registrar along with the viva voce report.</p> <p>e) The examiners of the Viva-Voce shall jointly submit a report (duly forwarded by the Dean of concerned Faculty) to the Dean-Research on the performance of the candidate at the said examination, clearly indicating whether the candidate deserves to be admitted to the Ph.D. Degree. If the candidate fails to satisfy the examiners at the Viva-Voce, the candidate shall be allowed by</p>



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	<p>the Honorable President to appear again at a Viva-Voce within a period of three months from the date of the first Viva-Voce.</p> <p>f) The report shall include the grounds on which the recommendation is based. The examiner may also indicate questions to be asked from the candidate during the viva-voce test.</p> <p>g) The report of viva-voce must be submitted to the Dean Research along with the completed file of the Ph.D. Candidate/Student duly forwarded by the concerned Dean.</p> <p>h) The Dean-Research shall forward all concerned documents to the Registrar with his/her final comments about the consideration of Ph.D. student for the award of Degree of Ph.D.</p>
9.	AWARD OF PROVISIONAL CERTIFICATE AND DEGREE
9.1	<p>Following Process May Be Adopted:</p> <p>a) The Honorable President, after considering the reports (submitted by Registrar) on the thesis and the viva-Voce, shall recommend to the Academic Council for award of the Ph.D. Degree to the candidate.</p> <p>b) The University shall issue a Provisional Certificate (after the deposition of Provisional Degree fee, Convocation fee, any other fees as applicable, by the candidate) certifying to the effect that the Ph.D. Candidate has qualified for Degree.</p> <p>c) The file of the candidate shall be put in front of members of Academic Council meeting (to be held in same academic year) and the case shall be discussed in presence of selected members of concerned RAC.</p> <p>d) An approval to confer the Degree of Ph.D. in formal manner may then be granted to the candidate in his/her absentia. Appropriate comments may then be forwarded to the Honorable President in this regard.</p> <p>e) A Ph.D. degree may then be conferred on the Ph.D. Candidate under the seal of the University and signed by the Honorable President at the next annual convocation of the University.</p> <p>f) In case a candidate is not awarded the Degree on the basis of reports of the external examiners/evaluators or of the Viva-Voce examiners, the Honorable</p>



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	<p>President on the recommendation of the Research Advisory Committee concerned, may permit the candidate to resubmit the thesis after necessary corrections or modifications after six months but within two years from the date of first viva.</p> <p>g) All copies of the thesis accepted for the Degree of Doctor of Philosophy must be signed by all examiners present. The candidate should get his/her copy duly signed by the External Examiners.</p>
9.2	Abstracts of the thesis of all candidates admitted to the Degree by the University will be published in the University Booklet/Souvenir/News-Letter etc.
10.	DEPOSITORY WITH UGC
	After the successful completion of the evaluation process and announcement of the award of Ph.D., the University shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLEBNET, accessible to all Institutions/Universities.
11.	Allocation of Research Supervisor: Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of M.Phil./Ph.D. scholars permissible per Supervisor, etc.
11.1	According to the UGC Regulations 2016 (Indian Gazette Notification No. 278, Extraordinary, Part - III, Section 4, Dated 5 July 2016) the Maulana Azad University, Jodhpur hereby frames following rules mentioning minimum eligibility criteria for the faculty to be recognized as Research Supervisor for Ph.D. Programme of this University.
11.2	Each Research Advisory Committee of every Faculty of this University shall receive and scrutinize the Supervisor Application forms filled in by the aspirants desiring to become recognized Supervisors of this University. On this basis each RAC shall maintain a list of eligible Research Supervisors. The committee shall send the list(s) and also the subsequent changes/additions along with the relevant information to the Registrar. The registrar shall present these lists for approval before Academic Council of the University.
11.3	After receiving the approved list(s) containing names of eligible research supervisors from Academic Council of the University, the Dean of the concerned Faculty shall arrange to publish this list prominently in the official



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	paper/magazine / website of the Faculty/University for the academic session/year applicable.
11.4	<p>According to the UGC Regulations 2016, following persons are eligible to apply as Supervisors/Co-Supervisors:</p> <ol style="list-style-type: none">Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.Provided that in areas/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.Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College can act as a supervisor. The external supervisors are not allowed. However, Co- Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.The allocation of Research Supervisor for a selected research scholar shall be decided by the Department 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 interview/viva voce.In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department 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/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the



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consenting Institutions/Colleges.

- f. A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.
- g. In case of relocation of an M.Phil./Ph.D. woman 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.

In addition to the above criteria, University may recognize following persons also as research supervisor:

Any regular Professor, Associate/Assistant Professor of the University whose research contributions in relevant field of study are **recognized by the Government of India** by means of honors/awards/felicitations/prizes/honorary degrees etc. conferred upon the person concerned.

12.

RIGHT TO MODIFY/CHANGE/AMEND Ph.D. REGULATIONS

University reserves the right to modify/change/amend these rules and regulations as and when required with due consultation with the Academic Council, Dean-Research, Deans of all Faculties, Research Advisory Committee, Supervisors, Co-Supervisors, Eminent Scholars, Faculty Members etc. in benefit of research fraternity per se and all.