



**PERIYAR MANIAMMAI INSTITUTE OF
SCIENCE & TECHNOLOGY**

Periyar Nagar, Vallam, Thanjavur - 613403
Tamil Nadu, India

Periyar Maniammai Institute of Science & Technology is committed to imparting quality education, emphasizing the integration of proficiency and human values, along with the ongoing enhancement of educational quality.

Vision Statement:

To be a university of global dynamism with excellence in knowledge and innovation, ensuring social responsibility for creating an egalitarian society.

Mission:

- Offering well-balanced programs with scholarly faculty and state-of-the-art facilities to impart a high level of knowledge.
- Providing student-centered education and fostering their growth in critical thinking, creativity, entrepreneurship, problem-solving, and collaborative work.
- Engaging in progressive and meaningful research with a focus on sustainable development.
- Empowering students to acquire the skills necessary for global competencies.
- Instilling universal values, self-respect, gender equality, dignity, and ethics.

Quality Policy:

To be a leading institution of excellence in education and research, providing professional competence to meet academic, scholastic, and societal needs.

Objectives:

- To provide value-based education with social responsibility and ethics to both urban and underserved rural students.
- To achieve excellence in education and empower students to attain global competence.
- To promote a culture of research and innovation in young minds, fostering academic excellence, and encouraging lifelong learning.
- To engage in specialized areas with a proven ability to make distinctive contributions to the objectives of the higher education system across diverse disciplines.
- To engage in extramural studies, extension programmes, and field outreach activities to contribute to the development of society.

The Motto:

THINK – INNOVATE – TRANSFORM

**PERIYAR MANIAMMAI INSTITUTE OF SCIENCE & TECHNOLOGY
VALLAM, THANJAVUR – 613403**

**ORDINANCES and REGULATIONS - 2024
(Effective from the academic year 2024-2025)**

Ph.D.

ORDINANCES

- O.1 A candidate who has qualified for the award of Master's degree of this Institute or a recognized Institute or University in the discipline as prescribed in the regulations of the Academic Council is eligible to apply for the Ph.D. programme of this Institute.
- O.2 The award of the Ph.D. degree shall be in accordance with the regulations of the Academic Council of this Institute.
- O.3 The eligibility for admission, admission policy and procedure shall be decided from time to time by the Executive Council of the Institute, following guidelines issued by the Academic Council, Periyar Maniammai Institute of Science and Technology.
- O.4 Notwithstanding any that are stated in the regulations, the Academic Council has the right to modify any of those from time to time.

Ph.D. Regulations - 2024

R1. DEFINITIONS AND NOMENCLATURE

- i. **“Institute”** means Periyar Maniammai Institute of Science & Technology (Deemed to be University).
- ii. **“Programme”** means Doctoral Programme leading to awarding of Ph.D.degree in various disciplines.
- iii. **“Dean (Academic Courses)”** means the authority of the Institute who is responsible for all the academic activities of the departments for implementation of relevant rules and regulations.
- iv. **“Director (Academic Research)”** means the authority of the Institute who oversees and coordinates all academic research activities, ensuring the implementation of research policies, promoting research excellence, and facilitating collaboration across departments.
- v. **“Controller of Examinations”** means the authority of the Institute who is responsible for all the activities of the examinations.
- vi. **“HoD”** refers to the Head of the Department where the Ph.D. is registered.
- vii. **“Academic Council”** means the approval granting authority for all academic related activities like framing of academic policies, approval of regulations, courses, syllabus etc.
- viii. **“Research Advisory Board”** refers to the committee constituted by the Institute to approve research-related matters for each department and the Institute as a whole.
- ix. **“Supervisor”** means a faculty member assigned to mentor, guide, and oversee the scholar's research activities, ensuring academic rigor and successful completion of the dissertation.
- x. **“Research Scholar”** refers to an enrolled candidate pursuing original research under the guidance of a supervisor, aimed at contributing new knowledge in a chosen field of expertise.

- x. **“Chairperson”** refers to the Chairperson of the Academic Council or Research Advisory Board, who is the Vice Chancellor.
- xii. **“Doctoral Committee”** refers to a panel of experts, including supervisor, internal faculty and an external specialist, responsible for guiding, monitoring, and evaluating the scholar's research progress and dissertation work.
- xiii. **“Course Work”** refers to a set of mandatory academic courses designed to build foundational knowledge and research skills, typically completed by the scholar prior to progressing independent research.
- xiv. **“E-Resources”** means learning materials saved electronically in online storage or cloud platform, which shall be accessed from anywhere and anytime online or shall be accessed offline by downloading the relevant materials.
- xv. **“MOOCs”** means Massive Open Online Courses available at both introductory and advanced levels accessible from **“E-Resources”**.
- xvi. **“AICTE”** means All India Council for Technical Education established at New Delhi.
- xvii. **“UGC”** means University Grants Commission established at New Delhi.

Formation of Research Advisory Board

The Research Advisory Board is constituted for framing the guidelines and for issuance of directions or instructions to carry research work by the scholars efficiently and for monitoring the integrity of the quality of the work. The constitution of the Research Advisory Board is as follows:

No. of Members	Category	Nature
1	Chairperson	Vice Chancellor
1	Member	Dean (Academic Courses)
1	Member	Controller of Examinations
1	Member	Senior Faculty - Nominated by the Vice Chancellor based on seniority by rotation for a period of two years
1	Member	Educationist / Industrialist - Nominated by the Executive Council
1	Member	Academic Expert - Nominated by the Academic Council for a period of two years
1	Member Secretary	Director (Academic Research)

The members nominated for this Board must be approved by the Academic Council and then by the Executive Council.

- This Board shall be vested with powers to monitor the complete activities of each scholar and examine all matters from admission to award of Ph.D. Degree as per regulations stipulated by the Institute.
- This Board shall meet once in a semester and the minutes of the meeting should be brought to the Academic Council for approval / ratification / information as applicable.
- The Board shall be vested with powers to include new norms in addition to the prevailing rules and regulations in accordance with the conduct of comprehensive examination.

- The recommendations of the Board shall be briefed out in the Academic Council by the Director (Academic Research) and subsequently will be discussed in the Executive Council.
- The income and expenditure statement due to Institutional Fee, organizing Doctoral Committee meetings and infrastructural development shall be submitted by Director (Academic Research) to this Board for its approval.

The major roles of Research Advisory Board:

- To make recommendations on strategic and policy matters with respect to research programmes.
- Each member will serve the board for three years unless otherwise stated.
- To make recommendations on the infrastructural development for the research activities proposed by the Faculty / Research Scholars.
- To make recommendations / suggestions on the eligibility criteria for Research Supervisor recognition.
- To scrutinize the eligibility norms of the faculty towards obtaining Supervisor status.
- To make recommendations on the constitution of Doctoral Committees.
- To make recommendations / suggestions on the list of examiners (Indian / Foreign) for thesis evaluation and conduct of *Viva voce* examination confidentially before submitting to the Controller of Examinations.

- To encourage interdepartmental, inter/intra-institutional research activities and establish modalities for preparing and undertaking joint research projects covering more than one knowledge domain, as well as policies for involving external agencies and experts in such projects.
- To fix the norms for sitting fee, hospitality charges and travelling allowance to be provided by the Institute to the members participating in the meetings.

R2. Categories of Admission

Candidates will be admitted to the Ph.D. programme of the Institute under one of the following categories:

- a. Regular full-time scholars with or without Institute fellowship or with project support. For admission to Ph.D. programmes under both the Regular and Project categories, the departments must adopt a common cut-off at the time of calling for interviews and use a common merit list for selection across all categories.
- b. Research Scholars who are faculty or staff members of the Institute.
- c. Research scholars under the external registration programme sponsored by and employed in industry / organization having R & D facilities, national laboratories, reputed Universities / colleges or employed in research / analysis jobs in public sector / private sector / Government.

A research scholar under the external registration programme will normally carry out part or all of his / her research work in the industry / organization / national laboratories / colleges employing the scholar under the supervision of a co-guide also employed in the same organization and a guide at Periyar Maniammai Institute of Science & Technology.

R3. ELIGIBILITY

R3.1 Minimum Educational Qualifications

The minimum educational qualifications for admission to the Ph.D. programme of the Institute are as follows:

R3.2 Ph.D. in Engineering

- a. Candidates with a Master's degree in Engineering / Technology with a good academic record or a Master's degree by Research (M.S. By Research) in Engineering / Technology disciplines, with a good academic record.
- b. Candidates with Master's degree in sciences with a good academic record are eligible for the relevant Engineering discipline and with a valid GATE score or UGC / CSIR-NET or equivalent qualification in the relevant area acceptable for the year of registration.

R3.3 Ph.D. in Sciences and Humanities

Master's degree in sciences or in an eligible discipline (including M.Phil.) with a good academic record or equivalent and having a valid GATE score or UGC / CSIR-NET or equivalent qualification acceptable for the current year in the relevant area.

R3.4 Ph.D. in Management

Master's degree or equivalent in a relevant discipline with a good academic record and qualifying in national level examinations such as JMET / CAT / MAT / GATE / UGC or CSIR / NET / JRF or equivalent or international level post graduate admission examination such as GMAT or equivalent.

Master's degree in Engineering / Technology with a good academic record or a Master's degree by Research in Engineering / Technology in a relevant discipline are exempted from qualifying in National level examinations.

R3.5 Ph.D. in Architecture

- a. Candidates with a Master's degree in Architecture with a good academic record or a Master's degree by Research (M.S. By Research) in Architecture / Town Planning disciplines, with a good academic record.

R3.6 Institute Faculty or Staff members / Research Scholars under External Registration

R3.6.1 For Research Scholars in the above categories, the minimum educational qualifications are the same as prescribed for Research Scholars in R3.2, R3.3, R3.4, and R3.5 for admission to the Ph.D. programme in the respective categories. However, valid GATE score or CSIR / UGC NET/ JRF/ CAT or equivalent qualification as applicable for regular full time research scholars may not be required in these cases.

R3.6.2 The research scholars in the above categories are classified as part-time scholars.

R3.7 Admission Brochure

- The list of eligible disciplines in which the minimum educational qualifications must be obtained will be provided by each department in the Admission Brochure or on the institute's website, and it will be updated from time to time.
- The Department / Selection Committee may find fit to consider meritorious candidates from disciplines other than listed in the Admission Brochure if

there is a good match between the educational / research background of the candidate and the proposed area of research.

- The admission brochure will also include details about inter-disciplinary research areas, which may be pursued by the Research Scholars for the Ph.D. degree and the corresponding eligible disciplines given by the departments.

R4. Selection Procedure

- Eligible candidates possessing the minimum educational qualifications and satisfying additional criteria set by the departments from time to time, will be called for an Interview and / or Test by the Selection Committee of the respective departments.
- Candidates with valid scores in national-level examinations need not take the entrance test and will be called directly for an interview.
- Based on the academic record and the performance of the candidates in the interview and / or test, the Selection Committee will recommend to the Chairperson of the Academic Council, the names of candidates found suitable for admission to the Ph.D. Programme.
- The Institute shall maintain the list of all the Ph.D. registered students on its Website on year-wise basis. The list shall include the name of the registered candidate, topic of his / her research, name of his / her supervisor and co-supervisor if applicable, date of enrollment or registration.

R5. Admission

- Candidates whose selection is approved by the Chairperson, Academic Council will be admitted to the Ph.D. programme after payment of prescribed fees.

- A candidate is not eligible for re-registration for Ph.D. after cancellation of his / her earlier registration for any reason. Based on the merits of the individual case and taking into consideration of any special circumstances, a candidate may be considered for re-registration.

R6. Duration of the Programme

- R6.1** Ph.D. programme shall be for a minimum duration of three years, including the period of course work, and a maximum of five years.
- R6.2** Ph.D. Research Scholars should submit the thesis within 5 years from the date of registration. Extension beyond this period shall be considered by the Research Advisory Board for a period of 2 years based on the recommendations of the Doctoral Committee.
- R6.3** The women candidates shall be provided maternity leave / child care leave once in the entire duration of Ph.D. for upto 8 months.

R7. Choice of Supervisor

- R7.1** Allotment of Research Scholars to guides will be made by the Director (AcademicResearch) in consultation with the Head of the Department taking into consideration the research profile of the department and the preferences of the Research Scholars and guides.
- R7.2** There shall be not more than two guides from the Institute for a Research Scholar. External Supervisors are not allowed. However, a co-supervisor can be allowed in interdisciplinary areas from within or other departments of the institute or from other institutions with the approval of the Research Advisory Board and agreed upon by the consenting institutions.
- R7.3** The allocation of supervisor for the selected research scholar shall be decided by the department concerned depending on the number of scholars per research supervisor.

R7.4 A research supervisor, who is a Professor, shall be allowed to guide up to 8 candidates at any given point of time. An Associate Professor shall guide up to a maximum of 6 candidates and an Assistant Professor can guide up to 4 scholars at a given point of time.

R7.5 In case of the relocation of a woman research 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 a 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 the research already done.

R8. Eligibility for being guides

The following staff may act as guide for Ph.D. scholars:

- Faculty members of the Institute having a doctoral degree
- Scientific / Design staff of the Institute with a doctoral degree

R8.1 Continuance of retired faculty members / emeritus faculty as guides

- When a faculty member, who has guided a candidate for at least 3 years, retires, he / she will continue to be a guide for a maximum period of 12 months. However, a co-guide who is in service will be appointed if required.
- A faculty member who is to retire within three years may be permitted to become a guide to a new scholar, with another faculty member who is not likely to retire within five years as a co-guide, at the time of registration. Upon retirement, the faculty member will continue to be a co-guide and will

be invited to the Doctoral Committee meetings, Synopsis meeting, and *Viva voce* examination.

- Emeritus Fellows / Emeritus Professors, who hold office at this Institute for a period of 2 years or more, can become co-guides for Scholars along with a guide from the institute, with at least 5 years' service still left at the time of registration of the Scholar.
- In case a faculty member who is a guide goes on leave exceeding one year duration, another faculty member will be identified to become a co-guide of the Research Scholar.
- The induction of new guides after 3 years of registration of a Research Scholar will be considered by the Doctoral Committee and forwarded to the Research Advisory Board for approval.

R9. Recognition of Supervisorship

R9.1 Recognition of Supervisor for guiding research scholars will be accorded by the Research Advisory Board, on application to the Director (Academic Research) through proper channel in a prescribed format.

R9.2 Faculty members seeking supervisor recognition should possess:

- i. A Ph.D. degree in the relevant area of research in which he / she proposes to guide the scholars.
- ii. A minimum of two years research or teaching experience after acquiring Ph.D. degree.
- iii. At least five research publications in indexed journals in case of regular Professor / Associate Professor of the Institution or three research publications in indexed journals in case of regular Assistant Professor (at

least one in Web of Science–SCIE/SSCI/AHCI or PubMed indexed journal article as First Author/Corresponding Author).

R9.3 The applicant should fulfil the above norms i.e. requirement as stated in Clause R9.2 (ii) after the completion of his / her Ph.D. degree.

R10. Doctoral Committee

R10.1 The Head of the Department will intimate to the Director (Academic Research), for each Scholar the area of research, the name(s) of the guide(s) and a panel of experts, indicating their area of specialization for constitution of a Doctoral Committee, within 2 weeks of the date of joining of the Research Scholar. The supervisor should submit a request form in a prescribed format to the HoD to enable the constitution of the Doctoral Committee.

R10.2 The Doctoral Committee shall be constituted as follows:

The Doctoral Committee typically consists of three members, including the supervisor, and if a co-supervisor is present, the committee will have four members.

Sl.No.	Role of the Member	Mode of Selection
1	Supervisor	Approved by Research Advisory Board – Forwarded and recommended by the Head of the Department
2	Internal member	A faculty member from the same / allied department, with research interests similar to the candidate's proposed research area, shall be nominated by the Chairperson of the Academic Council from a panel of names suggested by the Head of the Department.
3	External member	A faculty member from another institution, with research interests similar to the candidate's proposed research area, shall be nominated by the Chairperson of the

		Academic Council from a panel of names suggested by the Head of the Department.
4	Co-supervisor	If applicable

R10.3 In case any member goes on leave exceeding one year duration, or resigns or retires from the Institute, the Chairperson, Academic Council will nominate another member based on the suggestion of the Doctoral Committee.

R10.4 Scientific / Design staff and others who are eligible to guide Ph.D. Scholars may be nominated as members of the Doctoral Committee.

R11. Registration

R11.1 The Doctoral Committee will meet normally within a month of being constituted, where the Research Scholar will make a presentation. The Doctoral Committee will fix / approve the date of registration for the Ph.D. programme, consider the proposed research topic and prescribe or approve the courses of study in this meeting.

R11.2 The minutes of the first DC meeting will be sent to the Director (Academic Research) for the approval of the competent authority.

R12. Course Work

R12.1 The Doctoral Committee shall prescribe 5 courses by considering the proposed research topic.

R12.2 All courses prescribed for Ph.D. coursework are in conformity with the credit-hour instructional requirement and shall specify content,

instructional, and assessment methods. They are duly approved by the authorized academic bodies.

R12.3 The coursework is considered a prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology, which may cover areas such as quantitative methods, computer applications, research ethics, review of published research in the relevant field, training, fieldwork, etc. Other courses shall be advanced-level courses that prepare students for the Ph.D. degree.

R12.4 The courses on Research Methodologies and Research Ethics are mandatory and must be attended in offline mode at the institute, either as part of a Faculty Development Programme or according to the schedules provided by the institute.

R12.5 The prescribed courses shall be post-graduate level courses of the Institute. Course work subjects may be taken from Core or Elective subjects offered in the institute at PG level / Core or Elective subjects offered in other institutions at PG level / Coursera / IITs' NPTEL with the recommendation of Doctoral Committee. The PG Regulations 2024 are to be followed when scholars attend courses in online mode.

R12.6 Changes in prescribed courses shall be made only by the Doctoral Committee. The Doctoral Committee may prescribe additional courses for a Scholar wherever found necessary.

R12.7 All candidates admitted to the Ph.D. programmes are required to complete the coursework prescribed by the Doctoral Committee during the initial one or two semesters.

R12.8 The credit assigned to the Ph.D. coursework is a minimum of 14 credits and a maximum of 16 credits.

R12.9 On the recommendations of the Doctoral Committee, a candidate shall study one or two courses under the guidance of the supervisor as “Directed Study”.

R12.10 Research Scholar shall submit a registration form for the course work to be completed in the prescribed format to the Director (Academic Research) through the supervisor. The Director (Academic Research) shall forward the same to the Controller of Examinations for further action.

R12.11 A Ph.D. scholar must obtain a minimum of 60% of marks or the equivalent grade on the UGC 7-point scale (or an equivalent grade/CGPA on a point scale where a grading system is followed) in the coursework to be eligible to continue in the programme and submit the dissertation/thesis.

R12.12 The Doctoral Committee may give credit to courses already undergone by a Research Scholar in this Institute or other Institutions, provided they are the same or equivalent to those prescribed, and the performance level of the Scholar in them meets the minimum requirements.

R12.13 Grades

Based on the performance, each student is awarded a final grade at the end of the semester examination in each course. The grades and the corresponding grade points are as follows:

Letter Grade	Grade Significance	Grade Points
O	Outstanding	10
A+	Excellent	9
A	Very Good	8

B+	Good	7
B	Average	6
C	Satisfactory	5

R12.14 Research Scholars shall obtain a minimum CGPA of 7.0 in the courses taken by them subject to a minimum of “B” grade in the prescribed courses. If more than the minimum required courses have been taken, only the courses with the best performance will be considered for computing the CGPA.

R12.15 A student is considered to have completed the subject successfully and earned the credits if he / she secures a grade higher than “C”. Once a course is successfully completed, it cannot be repeated.

R12.16 The Grade Point Average (GPA) will be calculated if the candidate has passed all the courses registered in that Semester. Similarly, Cumulative Grade Point Average (CGPA) will be calculated only if the candidate has passed all the registered courses prescribed by the Doctoral Committee. GPA is the ratio of the sum of the products of the number of credits of the courses (C_i) registered and the grade points scored in those courses (GP_i), taken for all the courses, to the sum of the number of credits of all the courses successfully cleared (n) during the particular semester.

$$GPA = \frac{\sum_i^n C_i * GP_i}{\sum_i^n C_i}$$

On successful completion of the coursework, the CGPA will be calculated in a similar manner as follows, considering all the courses enrolled as prescribed by the Doctoral Committee.

$$CGPA = \frac{\sum_{i=1}^N C_i \times GP_i}{\sum_{i=1}^N C_i}$$

where N is the total number of courses.

R13. Change of Supervisor

R13.1 The research scholar may request the Director (Academic Research) for a change of supervisor after obtaining consent from the current supervisor. In this case, the Doctoral Committee of the research scholar may recommend a change of supervisor or the appointment of a co-supervisor for valid reasons. The recommendations of the Doctoral Committee shall be submitted to the Research Advisory Board for approval.

R14. Progress Report

R14.1 The supervisor has to review the research proposal and finalize the topic of research.

R14.2 The supervisor shall guide the research scholar in developing the study design and research methodology, and in identifying the course(s) that the scholar may need to take, before forwarding the same to the Doctoral Committee for its suggestions and recommendations.

R14.3 The supervisor has to periodically review and assist in the progress of the research work of the research scholar.

R14.4 The research scholar shall submit a written progress report in a required format for every six months. The report should be forwarded through the

supervisor to the Head of the Department for consideration of the Doctoral Committee.

- R14.5** The minutes of the Doctoral Committee, including its suggestions and recommendations, along with the progress report(s) submitted by the scholars, should be forwarded to the Director (Academic Research) for further processing.
- R14.6** The progress made by the Research Scholar shall be reviewed by the Doctoral Committee once a year for the first 3 years and every six months thereafter.
- R14.7** Continuance of registration and award / continuance of scholarship / Research Assistantship will be based on the recommendation of the Doctoral Committee.
- R14.8** In case of Research Scholars under external registration, the Doctoral Committee will pay particular attention to the quantum of effort put in by the Scholars towards doctoral studies and progress.
- R14.9** Inadequacy of effort / progress can be a reason for cancellation of registration.

R15. Comprehensive Examination

- R15.1** Every Ph.D. scholar shall take and perform satisfactorily in the Comprehensive Examination in his / her Department.
- R15.2** The Comprehensive Examination shall be conducted by a Comprehensive Examination Committee of the department, consisting of the scholar's Doctoral Committee members and at least two additional members: one faculty member from the institute and an external expert from industry or

another institution, both nominated by the Chairperson of the Academic Council.

- R15.3** If the performance of a research scholar in the Comprehensive Examination is not satisfactory on the first attempt, he / she will be given one more opportunity to appear for the Comprehensive Examination within six months of the initial attempt.
- R15.4** The registration of a Research Scholar who fails to complete successfully the Comprehensive Examination in both attempts will be cancelled.
- R15.5** The objective of the Comprehensive Examination is to test the general capability of the research scholar and the breadth of his / her knowledge in his / her discipline and areas related to his / her field of research.
- R15.6** The Comprehensive Examination will usually consist of a written test and oral examination or only oral examination.
- R15.7** The Comprehensive Examination Committee shall intimate to the Research Scholar sufficiently in advance the scope of the Comprehensive Examination, so as to enable the Scholar to prepare adequately for it.
- R15.8** The research scholars are normally expected to complete successfully the Comprehensive Examination within a year after his / her registration in the Ph.D. programme and in any case not later than three semesters after his / her registration in the Ph.D. programme.

R16. Enrollment

- R16.1** All Research Scholars who are in residence and whose registration is still in force, are required to enroll in person each semester on the stipulated date till their submission of thesis after payment of the requisite fees.

Those not in residence may pre-enroll in absentia during the stipulated period after payment of the requisite fees. The enrollment will be completed only after successful completion of progress meeting during the semester. The enrollment will be cancelled if the progress is not satisfactory.

R17. Minimum Residential Requirement

R17.1 For scholars pursuing full-time research, the minimum period required to be at the institute to carry out study and research, from the date of registration for the Ph.D. programme to the date of submission of the Ph.D. thesis, shall be 24 months.

R17.2 The minimum residential requirement for Ph.D. scholars under external registration and for research scholars not employed by the institute is from the commencement of the courses on Research Methodologies and Research Ethics until their completion, which is a maximum period of two weeks or as per the schedules provided by the institute.

R17.3 This is to ensure that those courses are studied in offline mode mandatorily and 100 percent attendance is expected.

R18. Relief from Ph.D. programme to take up job

R18.1 Ph.D. Scholars who got a job offer can get relief from the programme, while keeping their registration alive on payment of the requisite fees every semester, on the following condition:

- Scholars who take up jobs will be relieved on their request, based on the recommendations of Doctoral Committee, if they have completed their comprehensive examination.

R18.2 The renewal of their registration for every year / semester however, will be considered only if the Doctoral Committee finds his / her progress to be satisfactory and recommends continuance of registration.

R19. Withdrawal from the programme

R19.1 A Scholar may be permitted by the Director (Academic Research) to withdraw from the programme for a semester or longer for reasons of ill health or other valid grounds duly recommended by the Doctoral Committee.

R19.2 Normally a scholar will be permitted to withdraw from the programme only for a maximum continuous period of two semesters.

R20. Cancellation of Registration

R20.1 The registration of a Research Scholar whose progress is not found to be satisfactory by the Doctoral Committee or who has not enrolled, is liable to be cancelled.

R20.2 The registration of a Research Scholar who has not submitted his / her thesis before the end of the maximum permissible period as in **Clause R6.2** will be cancelled.

R20.3 The registration is liable for cancellation by the Director (Academic Research) if two consecutive six-monthly progress reports are not submitted or not satisfactory.

R20.4 The research scholar wishes to withdraw the course and wishes to cancel his / her registration.

R20.5 In all the above cancellation cases, the feed paid by the research scholar shall not be refunded.

R21. Synopsis of Thesis

- R21.1** The research scholar shall be permitted to submit the synopsis only after obtaining the confirmation of registration i.e., after successful completion of Comprehensive Examination.
- R21.2** On satisfactory completion of the prescribed courses, the comprehensive examination and the research work, the scholar shall submit the requisite copies of the Synopsis of his / her research work in the required format through the supervisor and Head of the Department to the Office of the Director (Academic Research) for consideration of the Doctoral Committee.
- R21.3** Prior to the submission of the synopsis, the scholar is required to present at least two seminars on the topic of their research. The third Doctoral Committee meeting may be held after the scholar has presented the first seminar. The first seminar will typically be presented to the faculty members of the department in the absence of the Doctoral Committee members. The second seminar presentation will be held during the third Doctoral Committee meeting in the presence of the committee members.
- R21.4** The Scholar should have at least 2 research papers in Web of Science–SCI / SCIE/SSCI/AHCI or PubMed/Scopus indexed journal article as First Author in the relevant areas of research either published or accepted for publication.
- R21.5** The Research Scholar shall present the Synopsis before the Doctoral Committee on satisfying the Clauses R21.1 to R21.4. The Doctoral Committee will, if it approves the work reported in the Synopsis, permit the Research Scholar to submit the thesis and recommend a panel of at least eight examiners from other reputed Indian / Foreign institutes or universities.

R22. Submission of Thesis

R22.1 The Research Scholar shall, within three months of acceptance of the Synopsis, submit requisite copies of the thesis and abstract of the thesis as stipulated.

R22.2 The Doctoral Committee may grant additional time beyond three months on request from the Scholar for valid reasons.

R23. Panel of Examiners

R23.1 The thesis shall be referred by the Chairperson, Academic Council to two examiners (one examiner from India and another examiner from reputed foreign universities) chosen from the panel of examiners recommended by the Doctoral Committee at its Synopsis meeting.

R23.2 The examiners must be at the level of Associate Professor or above.

R24. Thesis Evaluation

R24.1 The examiner is expected to send the report on the thesis within two months from the date of receipt of the thesis.

R24.2 In case of undue delay in receiving the thesis report, the Chairperson, Academic Council shall appoint another examiner in his / her place for evaluating the thesis.

R24.3 If one of the two thesis examiners do not commend the thesis, it shall be referred to a third examiner from the panel of examiners for evaluation.

- R24.4** If an examiner suggests resubmission of the thesis, after revision, the Research Scholar will be allowed to resubmit the thesis within the time stipulated by the Doctoral Committee failing which the revised thesis will not be accepted and his / her registration will be cancelled.
- R24.5** If two examiners, after referral to a third examiner, if necessary, report the thesis as not commended, the registration of the Scholar shall stand cancelled.
- R24.6** If reports of two examiners after referral to a third examiner, if necessary, declare the thesis as ‘commended’, the Doctoral Committee in its final meeting will consider the reports and recommend for conduct of *Viva voce* which will be conducted normally not earlier than two weeks from the date of the constitution of the *Viva voce* board. The Doctoral Committee will suggest a panel of at least four expert members out of which one member will be nominated for the *Viva voce* board by the Chairperson of the Academic Council.
- R24.7** In all other cases, not covered by the above Regulations the matter will be referred to the Doctoral Committee for consideration.

R25. Viva Voce Examination

- R25.1** The following is the composition of the public *Viva voce* examination board:
- a. Research Supervisor –Convener
 - b. Indian Examiner who evaluated the thesis
 - c. A subject expert nominated by the Vice- Chancellor from the suggested panel of examiners by the Doctoral Committee as representative for foreign examiner

- R25.2** The Doctoral Committee members of the Research Scholar concerned will be invitees to the *Viva voce*.
- R25.3** The *Viva voce* board will examine the Scholar on his / her thesis work and evaluate his / her performance as satisfactory or otherwise.
- R25.4** The *Viva voce* board will ensure that the Scholar answers satisfactorily the questions raised by the thesis examiner(s).
- R25.5** If the report of the *Viva voce* board declares the performance of the Research Scholar not satisfactory, he / she may be asked to reappear for *Viva voce* at a later date (not earlier than a month and not later than six months from the date of the first *Viva voce*).
- R25.6** On the second occasion, the *Viva voce* board will also include the members of the Doctoral Committee.
- R25.7** If the *Viva voce* board on the second occasion also evaluates the performance of the Research Scholar not satisfactory, the matter will be referred to Academic Council for a decision.
- R25.8** The *Viva voce* board may also recommend revision to be made in the final version of the thesis after taking into consideration suggestions of the examiners who evaluated the thesis and the discussion at the *Viva voce*.
- R25.9** The convenor of the *Viva voce* board shall forward the thesis to the Director (Academic Research) certifying that the revisions recommended by the *Viva voce* board, if any, have been incorporated in the copy of the thesis along with the report of the *Viva voce* board.
- R25.10** All the Research Scholars shall submit five copies of the final form of thesis in A5 size and an electronic version in PDF format after the *Viva voce* board recommends the award of the Ph.D. degree.

R25.11 Final version of thesis (soft copy) and scanned copies of declaration and certificate will be uploaded in UGC website (Shodhganga@INFLIBNET) for the benefit of research community around the world.

R26. Award of Ph.D. Degree

R26.1 If the performance of the Research Scholar in the *Viva voce* is satisfactory, he / she will be awarded Ph.D. degree on the recommendation of the Academic Council and with the approval of the Executive Council of the Institute.

R26.2 The award of Ph.D. degrees to the scholars who have completed all the requirements for the award of Ph.D. degree as and when approved by the Academic Council and Executive Council, will be considered on request so as to reduce the period of waiting by Scholars for getting the degrees.

R26.3 Plagiarism of any sort is strictly prohibited. Even after the award of Ph.D. Degree, if it is found that the candidate has indulged in some sort of plagiarism in his / her thesis, his/her degree would be withdrawn by the institution and the candidate will be debarred from any further registration, after the decision being taken by the Research Advisory Board.

R26.4 If it is found that the Supervisor has also abetted the crime, the recognition of the supervisorship would be permanently cancelled and the candidates registered under him/ her will be transferred to other Supervisors in consultation with the scholars, after the decision being taken by the Research Advisory Board.

R27. DISCIPLINE

The Institute reserves the right to cancel the admission of any scholar and ask him / her to discontinue his / her studies at any stage of his / her career on the grounds of

unsatisfactory academic performance or misbehavior and conduct.

R27.1 Every scholar is required to observe discipline and decorous behaviour both inside and outside the Institute and not to indulge in any activity which will tend to bring down the prestige of the institution.

R27.2 Any act of indiscipline of a scholar reported to the Dean (Academic Courses) will be referred to a Discipline and Welfare Committee constituted by the Vice Chancellor. The Committee will enquire into the charges and recommend suitable punishment if the charges are substantiated. The Vice Chancellor will consider the recommendation of the Discipline and Welfare Committee for appropriate action.

R27.3 If a candidate indulges in malpractice including plagiarism, he / she shall be liable for punitive action as prescribed by the institution from time to time.

Appeal: The scholar may go in for appeal to the Chairperson of the Academic Council whose decision will be final.

R28. Special Cases

R28.1 The Academic Council of the Institute reserves the right to revise, amend or change the regulations, syllabus for the courses prescribed by the Doctoral Committee, especially for the courses of “Directed Study”, and the scheme of examinations from time to time if found necessary and shall send the recommendations to the Executive Council for approval.

R28.2 In the event of any clarification in the interpretation of the above regulations, they shall be referred to the Standing Committee (Internal members of the Academic Council). The Standing Committee will offer

suitable interpretation / clarification required for special case on such references and get them ratified in the next meeting of the Academic Council. The decision of the Academic Council is final.