

Ordinances

Doctor of Philosophy



**Madan Mohan Malaviya
University of Technology
Gorakhpur-273010 (UP), India**

APPROVED BY

Academic Council in its meeting held on 28.10.2023.

The Board of Management in its meeting held on _____

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1. SHORT TITLE AND COMMENCEMENT

- (a) These Ordinances may be called the Madan Mohan Malaviya University of Technology, Gorakhpur PhD Ordinances, 2024.
- (b) It shall come into force from the session July 2023-2024.

2. DEFINITIONS

- (a) "Academic Year" An academic year, for scheduling and managing various activities of scholars, is defined from 1st July to 30th June.
- (b) "Applicant" shall mean an individual who applies for admission to the Ph.D. programme of the Madan Mohan Malaviya University of Technology, Gorakhpur (hereafter referred to as MMMUT) on a prescribed application form as notified in the University prospectus.
- (c) "BoS" shall mean the Board of Studies of a Department of the University.
- (d) "Course Work" shall mean courses of study prescribed by the Research Advisory Committee through the Supervisor to be undertaken by a student registered for the Ph.D. Degree.
- (e) "Degree" shall mean the Doctor of Philosophy (Ph.D.) of the Madan Mohan Malaviya University of Technology, Gorakhpur.
- (f) "Faculty Member" shall mean Assistant Professor/ Associate Professor/ Professor of the MMMUT, including re-employed Professor, Visiting Professor, Emeritus Professor, Adjunct Professor, Professor of Eminence, Honorary Faculty/Professor, etc.
- (g) "QIP" shall mean the "Quality Improvement Programme" of AICTE. Through this scheme, the scholars admitted to the Ph.D. programme shall be referred to as QIP Scholars.
- (h) "DRC" shall mean the Departmental Research Committee
- (i) "Registration Period" shall mean the length of the period commencing with the date of provisional registration at the University till the completion of the Ph.D. programme.
- (j) "Research Scholar" shall mean a person registered for the Ph.D. programme of the University.
- (k) "Sponsored Research Scholar" shall mean a person sponsored by the Government or Private Research & Development Organizations, Public Sector Undertakings, Industries, and educational institutions of reputation, which has a Memorandum of Understanding with the University, registered for the Ph.D. programme devoting full time for completing the degree requirements.

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(l) "Supervisor" shall mean a Faculty Member of the Madan Mohan Malaviya University of Technology Gorakhpur approved to supervise the research/academic work of the Research Scholar or as an additional Supervisor(s).

(m) "University" shall mean the Madan Mohan Malaviya University of Technology, Gorakhpur

(n) "URF" shall mean the University Research Fellow of the University.

3. GENERAL GUIDELINES – The programme leading to the degree of Doctor of Philosophy (Ph.D.) shall be conducted by all the Departments of the University with the following general provisions:

3.1 A Research Scholar shall be required to complete all the requirements for the award of the Ph.D. degree within a period specified in these Regulations.

3.2 The minimum qualifications for admission to the Ph.D. programme shall be as per Clause 5

3.3 A Research Scholar registered for the Ph.D. programme shall be required to comply a minimum registration period requirement, as laid down in Clause 12.

3.4 A Research Scholar shall be required to earn the prescribed credits through relevant courses with at a 7.0 Cumulative Grade Point Average and carry out his/her research work as per Clause-13.

3.5 A Research Scholar shall be registered provisionally in the Ph.D. programme when joining.

3.6 The University shall not conduct the Ph.D. programme through distance education mode.

3.7 After confirmation of registration, a Research Scholar may be allowed to pursue part of his/her research at any other Research & Development Organization/National laboratory of repute/ any other University within the country or abroad, provided adequate research facilities in the respective research area are available at such places, with the approval of the Board of Research Studies. The said Research & Development Organization/National laboratories of repute/ any other University, within the country or abroad shall be designated as the second workplace for the Research Scholar.

3.8 After confirmation of Ph.D. registration, if the Research Scholar gets employed in any organization, he/she shall be allowed to continue with the research programme without fellowship provided he/she undertakes to devote sufficient time in the University beyond office hours or on weekends. This provision can be exercised

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only with due recommendation of the Research Advisory Committee and approval of the Board of Research Studies. Furthermore, he/she shall have to fulfil all other requirements as per these Regulations.

3.9 The award of the Ph.D. Degree shall be made to a successful Research Scholar following these Regulations of the Madan Mohan Malaviya University of Technology Gorakhpur.

3.10 In addition to the research work, all Research Scholars with university fellowship have to undertake teaching assistantship in the form of Practical classes/Tutorials to the extent of 4-6 hours per week along with other duties like Internships/Checking of assignments/ Invigilation duties, etc. as assigned to them from time to time.

4. COMPOSITION AND FUNCTIONS OF VARIOUS COMMITTEES

There shall be the following Research Council, Board of Research Studies. Seat Allocation Committee and Research Advisory Committee to conduct and supervise the Ph.D. programmes, namely: -

4.1 RESEARCH COUNCIL

There shall be a Research Council to lay down the broad policy guidelines pertaining to Ph.D. programme in the University. The Research Council shall ensure uniform implementation of the Regulations and provide advice on procedural and related matters pertaining to Ph.D. programme(s) in the University. A minimum of 50% of the total members shall constitute the quorum necessary for holding the meeting. The Research Council meetings shall normally be held at least twice a year or more, depending on the urgency of individual cases. In case of urgency meeting of the council can be called by Dean Research & Development and Professional Practices but the decision taken will be effective only after the final approval of Vice-chancellor. The committee shall comprise.

- (i) Vice-chancellor : Chairman
- (ii) All Deans
- (iii) All Head of Department
- (iv) Controller of Examination

4.2 DEPARTMENTAL RESEARCH COMMITTEE (DRC)

- (a) The Doctoral Research Committee (DRC) for research scholars shall be appointed within a month from the date of his/her first registration for one year. The Composition of DRC is as follows:



1	Dean, Research & Development and Professional Practices or Other Dean/Professor to be nominated by the Vice- Chancellor	Chairman
2	Head of the concerned Department	Convener
3	Outside subject expert of the relevant area from the panel approved by the Vice-Chancellor	Member
4	Supervisor(s) of the concerned student	Member
5	Two faculty members from the concerned department having PhD degree recommended by concerned Head and approved by Dean Research and Development and Professional Practices.	Member

In case of the person is the ex-officio capacity in DRC at sl. No 1 and 3 happen to be the supervisor of the candidate then convener shall get the alternate senior faculty member to be nominated at his/her place by the Vice-chancellor. The experts for all the research scholars will be common and minimum one expert in the DRC is mandatory.

(b) Doctoral Research Committee (DRC) shall have the following responsibilities.

- (i) To review the research proposal and finalize the topic of research.
- (ii) To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
- (iii) To periodically review and assist in the progress of the research work of the Ph.D. Scholar

(c) The Research Scholar shall appear before the DRC once every six months to make a presentation of the progress of his/her work for evaluation and further guidance. The semester progress reports with the DRC comments and the minutes of the meeting shall be submitted to the office of the Dean, Research and Development and Professional Practices. The observations / recommendations of the DRC shall also be communicated to the Research Scholar.

(d) In case the progress of the Ph.D. scholar is unsatisfactory, the DRC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the DRC may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

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4.3 DEPARTMENTAL Ph.D SELECTION COMMITTEE

- (a) The admission process shall be completed by the Departmental Ph.D. Selection Committee adhering to the Ph.D. regulations.
- (b) The Departmental PhD Selection Committee shall be constituted under the chairmanship of the Head of the department comprising of VC nominee, two faculty members of the department (preferably from different specializations) to be nominated by the Head of concerned department, a representative of the SC/ST/OBC/differently abled category and External Expert.
- (c) The Departmental PhD Selection Committee shall conduct the entire process of admission i.e., conduct of entrance examination and interview, preparation of merit list, list of selected candidates and verification of certificates as per the guidelines issued by Dean Research & Development and Professional Practice.

5. MINIMUM QUALIFICATION CRITERIA FOR ADMISSION

5.1 (a) **Engineering/Technology:** An applicant possessing master's degrees in engineering/technology in the relevant discipline with a first class 60% or equivalent Cumulative Grade Point Average (CGPA) shall be eligible to apply for admission to Ph.D. programme of the University in Engineering/Technology.

(b) **Sciences/ Humanities/ Social Sciences/ Management:** Candidates who possess the master's degree with 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed in respective discipline of Sciences/Humanities/Social Sciences/Management shall be eligible to apply for admission to Ph.D. programme of the University in Sciences/Humanities/Social Sciences/Management streams.

(c) **Direct Ph.D. Program (Full Time)**

- i. The candidates who have completed their final year (eighth semester) of their Bachelor's degree program (or result awaited) and have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed, shall be eligible to apply for direct Ph.D. admission. Such candidates shall be required to follow the regular Ph.D. admission procedure of the University.
- ii. Candidates with MCA degree shall be considered equivalent to four years Bachelor's degree program for admission in Ph.D. and the eligibility shall be as per the details given in clause 5.1 c (i). Such

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candidates shall be required to follow the regular Ph.D. admission procedure of the University.

- iii. For admission after 1st year/2-semester Master's degree program (after a 4-year undergraduate degree) candidate must have at least 55% marks in aggregate or its equivalent grade in a point scale (wherever grading system is followed) in Master's program in relevant discipline. Such candidates shall be required to follow the regular Ph.D. admission procedure of the University.

(d) GATE-qualified candidates admitted to the M.Tech. programme in engineering streams are permitted to enrol for the four-year, M.Tech. + Ph.D.. Dual degree programme of the University. These candidates shall be required to secure a minimum of 7.0 CGPA for the first year to be eligible for admission. Such candidates shall not be required to follow the regular Ph.D. admission procedure of the University. However, they may be issued an offer letter directly. These candidates shall receive their M.Tech. fellowship from AICTE for the first two years. From the third year onwards, they shall be eligible for University Research Fellowship. Further, these Scholars shall also be required to qualify the Pre-Ph.D. courses as described in Clause 13. The Scholars opting for the dual degree programme shall be governed by University guidelines issued from time to time.

- 5.2 In case the equivalence between the percentage of marks and Cumulative Grade Point Average is not defined by the University from where the candidate has obtained the qualifying degree then the most recent University Grants Commission/All India Council for Technical Education equivalence criteria shall be applicable.
- 5.3 The exact eligibility criteria for admission to the various Ph.D. programmes shall be as prescribed by the University from time to time and announced by the University in the "Ph.D. Admission Brochure" each year.
- 5.4 Procedure for applying and essential requirements for the admission to Ph.D. degree programmes under Quality Improvement Programme (QIP) is governed by National QIP Coordination Committee, Ministry of Education (MoE), Government of India and the same shall be adhered to.
- 5.5 There shall be no age limit for admission to Ph.D. programme of the University.

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- 5.6 Academic Council of the University has the power to repeal and/or modify the eligibility criteria and process for admission.

6. RESERVATION/RELAXATION

- 6.1 A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/ Differently Abled, Economically Weaker Section (EWS).
- 6.2 A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.
- 6.3 The reservation policy as prescribed by U.P. State Government or its directions regarding admission from time to time shall be adhered in the admission.
- 6.4 Reservation shall be applicable at the University level.

7. SELECTION PROCEDURE FOR ADMISSION

- 7.1 Admission to the Ph.D. programme will be done twice in a year, i.e., January and July. The online application will be available during the months of November and May every year for admitting the candidates in the two sessions.
- 7.2 Admission to Ph.D. program will be made through a written test and interview. The entrance test shall consist of 100 marks. There will be no negative marking. 50% questions will be based on Research Methodology comprising quantitative methods/computer applications, experimental techniques etc. and 50% questions will be subject specific. The test shall be of three hours. Syllabus for Research Methodology will be common to all departments and domain specific syllabus will be prepared by each department. The admission brochure will contain the detail syllabus for entrance exam.
- 7.3 Candidates securing 50% or above of the average marks of the top 5 candidates shall be eligible to be called for the interview.
- 7.4 A weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce will be given to prepare the merit list.
- 7.5 Based on the selection list recommended by the Departmental PhD Selection Committee, the Head of the Department shall prepare the merit list. However, the registration and further processes shall be carried out by Dean Research & Development and Professional Practices Office. The Dean Research and Professional Practice shall ratify admission and provide provisional registration on perusal of

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records submitted by the Head of the Department. The ultimate responsibility of admission rests only with the Heads of the Departments.

7.6 The candidates who qualify in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests and the candidates with a research fellowship (from funding sources other than the University) identified by the Research Council shall be exempted from the written test. However, they shall have to appear in the interview.

7.7 Vice Chancellor may accord exemption from screening test to the Academic/Non-Teaching staff of the MMMUT/Govt. of Uttar Pradesh, Public Sector Undertaking, or an industry of high repute etc. considering the merit of each case. Such candidates shall have an experience of 15 years and will be registered as Self-financed mode.

(Approved in the 35th academic council meeting held on March 07, 2024.)

7.8 If, at any time after admission, it is found that a research scholar has not fulfilled all the requirements stipulated in the offer of admission or has committed some fraudulent act at any stage then the University reserves the right to revoke the admission of the research scholar.

8. FOREIGN NATIONALS / OVERSEAS CITIZENSHIP OF INDIA (OCI)

8.1 Foreign nationals/ OCI fulfilling the eligibility criteria may be registered for Ph.D. programme.

8.2 Foreign nationals/OCI shall be exempted from the written test but must appear in the interview in online/physical mode. They may be admitted based on their performance at the interview.

8.3 The medium of instructions shall be English only.

8.4 The admission of foreign nationals/OCI shall be subject to the verification of equivalence of their qualifying degrees from the Association of Indian Universities.

9. CATEGORY OF RESEARCH SCHOLARS

(a) **Full time Research Scholar with University Fellowship:** A research scholar in this category works full-time for his/her Ph.D. He/she will be eligible to receive assistantship/scholarship from the University. Such regular Ph.D. candidates will share limited teaching load in his/her respective department and shall receive fellowship subject to the terms and conditions prescribed by the University under this scheme. All such candidates will have to appear in the entrance test and followed by interview organized by the Department.

(b) **Self-financed:** Self-financed research scholars will support themselves. University will not provide scholarship to such candidates. Under this scheme the University



may admit students who qualify from fellowship/scholarship in sponsoring agencies based on an interview. The University may also admit its PG pursuing students well in advance to Ph.D. program if they have qualified above national level test for the purpose of award of scholarship.

Working Self-employed/non-working candidates can pursue PhD programme under self-financed category without getting any financial assistanship from the university. The final admission to the candidates under this category is based on the performance in the written test and/or interview conducted by the concerned department.

The staff members working as a full time JRF/SRF/RA etc. in sponsored research projects funded by various central/state/other funding agencies to the faculty of the University as Principle investigator (PI)/Coordinator shall be eligible for the admission to Ph.D. programme in this category. They can be admitted by the due permission of the PI and Co-PI (if any) as well as Dean Research & Development and Professional Practices after joining the sponsored research project provided his/her Ph.D. topic is broadly related to the domain of sponsored research project. They are eligible to be admitted in Ph.D program only if they possess either valid score card of national level examination such as GATE, NET etc, or have been found eligible in the Entrance Test conducted by the department for the admission in Ph.D. program. If the project gets completed before the student completes her/his Ph.D., the candidature of research scholar remains unaffected. Such candidates can request for conversion of his/her category to "Full time Research Scholar with University Fellowship" if he/she has published received final acceptance for at least one SCI/SCIE indexed journal paper (minimum impact factor 2) from his/her research work. However, final approval for such conversion will be given by Research Council only.

(Approved in the 35th academic council meeting held on March 07, 2024.)

- (c) **Sponsored:** A research scholar in this category is sponsored by a recognized R&D organization, Academic Institution, Government Organization, or Industry for doing Ph.D. in the University on a full-time basis. The University shall not provide any assistantship/ scholarship to such research scholar and the applicable University fees and expenditure on pursuing research work shall be remitted by the sponsoring organization to the University. Research scholars under this scheme shall be treated as

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full-time research scholars. All such candidates will have to appear in the entrance test and followed by interview organized by the Department.

10. REGISTRATION

- 10.1 After the finalization of the merit list of candidates, the offer letter shall be issued to the selected candidates by the Dean Research & Development and Professional Practices.
- 10.2 Registration at the beginning of each semester on the prescribed dates announced in the Academic Calendar, is mandatory for every research scholar till he/she submits his/her thesis. If a research scholar does not register in a particular semester, her/his research scholarship is liable to be cancelled. Without registration, any academic activity (course/seminar/thesis etc) undergone by a research scholar will not be counted towards the fulfilment of requirements of her/his degree. However, a candidate after submitting his/her thesis may request for leave till final Ph.D. viva voce examination through his/her supervisor and concerned Head. If such leave is sanctioned by competent authority, then the candidate concerned will be exempted from registration till his/her Ph.D. viva voce examination.
- 10.3 The release of fellowships shall start from the date of first registration of the Scholar.
- 10.4 Every research scholar admitted shall have his/her unique registration number. The registration number shall have ten digits. First four digits shall indicate year of admission; next two digits shall indicate his/her department/centre of study, next one digit shall indicate his/her level (Undergraduate, Postgraduate and Ph.D.) and last three digits shall indicate his/her serial number/roll number or as prescribed from time to time. Every research scholar shall be identified by this registration number throughout his stay in the University.
- 10.5 Registration should be carried out by the research scholar himself/herself on stipulated date, but not later than the first week of each semester as late registration upon payment of prescribed late fees as decided from time to time. In any case, registration must be completed before the prescribed last date for registration, failing which he/she will not be registered in that particular session. Such research scholars will have to register in coming next academic session if it is permissible under Clause 12 else his/her research scholarship is liable to be cancelled.

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- 10.6 Research scholars having any kind of outstanding dues to the University or hostel shall be permitted to register only after clearing the outstanding dues.
- 10.7 If a research scholar is unable to submit the thesis by the end of stipulated period, he/she is to get registered in every semester till the submission of the thesis. For every onward registration, he/she has to pay the required fee as prescribed by the University.
- 10.8 A research scholar is not eligible for re-registration for Ph.D. after cancellation of his / her earlier registration.
- 10.9 In-absentia registration may be allowed only in rare cases at the discretion of the Vice-Chancellor of the University in case of serious illness/natural calamities/unavoidable circumstances upon the recommendation of Head of Department.
- 10.10 Any student who concurrently registers for any postgraduate/research degree at another University/College/Organization or undertakes employment in case of full-time candidate and technically not available in this University shall be automatically de-registered from this University. However, this clause will have no effect on the candidature of a candidate if he wants to pursue any program through online mode.

11. CONVERSION OF PROGRAM

- 11.1 **Conversion from Full Time to Full time external:** Full-time research scholars can leave the University for taking up any teaching or R&D assignment. Such research scholar will be treated as full time external research scholar provided that the organization to which research scholar joins, have research laboratories, R&D facilities and will normally carryout part or all of his/her research work there only under the supervision of a co-guide employed in the same organization and a guide/supervisor of this University approved by the Vice-Chancellor. However, such research scholars will have to complete course work and comprehensive examination successfully in the time stipulated for full time research scholars of the University. Such candidates shall have to get their request recommended by the supervisor(s) and Head of concerned Department and also produce a No Objection Certificate from the Head of the Institution/Organization, which he/she proposes to join. Such candidates will not be entitled for any kind of scholarship /assistantship.

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- 11.2 Full-time research scholars can leave the University for taking up any assignments only after submission of the thesis; failing which their studentship shall be cancelled automatically provided it does not fall under provisions of temporary discontinuance.

12. PROGRAMME DURATION

(Approved in the 35th academic council meeting held on March 07, 2024.)

- 12.1 Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme. However, research scholar is eligible for initial extension of one year extendable up to two years beyond the maximum time period of six (6) years upon his/her request provided he has published/received acceptance of at least one research paper out of his research work in SCI journals or such other reputed and peer reviewed non-paid journals prescribed by the University in each extended year. Such extension shall be granted by the Vice-Chancellor on the recommendation of supervisor(s) and Doctoral Research Committee (DRC). The total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme. Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.
- 12.2 There are two regular semesters in a year. The semester that begins in July (July to November/December) is known as the Odd Semester and the semester that begins in December/January (December/January to May) is known as the Even Semester. Research scholars are supposed to continue their research work throughout the year for its timely completion.
- 12.3 The duration of each Semester will generally be 90 working days or as prescribed by the University from time to time.
- 12.4 A full-time research scholar residential requirement shall be from the first registration till the final submission of the thesis. However, the minimum residential requirement for research scholar under full time category is two years or till successful completion of the course work and comprehensive examination whichever is earlier.
- 12.5 There is no minimum residential requirement for Self-financed research scholars. However, they are supposed to complete the course required up to second Semester. If

all the subjects opted by a Self-financed research scholar during his/her coursework is not from the University, then the minimum residential requirement for the First year will be 30 days in the respective academic year. From the second year onwards, the minimum residential requirement will be 15 days. However, based on the performance, a research scholar may be asked by the DRC to visit 30 days in each academic year. The whole residential duration can be divided into several visits. The supervisor must ensure that the minimum stay period per visit of the students on the campus should be at least one week.

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- 12.6 The PhD candidates admitted under university fellowship shall be given scholarship for three years duration. The DRC/ Research council may recommend the continuation of scholarship for one more year if the candidate publish at least one research paper in SCI/SCIE/SSCI/ABDC Journals (only A category) till 6th semester DRC. However, maximum duration for scholarship will be four years only.

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- 12.7 If a research scholar has completed the minimum required credits and met the minimum research publication requirements as per the university PhD ordinance, he or she may be permitted to present his/her Pre-Thesis PhD presentation after two and half years, subject to the approval by Vice Chancellor. However, the final viva-voice examination will only be conducted after completion of minimum 3 years duration. Additionally, the candidate must deposit the university fees up to 3 years.

- 12.8 Six research performance credits for each additional nonpaid journal publication as well as published patents, shall be given to a candidate beyond the minimum required nonpaid research publications as specified by the university PhD ordinance at the time of thesis submission.

- 12.9 Candidate may be allowed for thesis submission with one nonpaid research publication as specified by the university PhD ordinance along with one patent published.

13. COURSE WORK

- 13.1 Every research scholar should complete four courses of at least 12 credits. Sometimes research scholars do not get relevant courses of his research area in the

University, therefore; research scholars can also opt MOOCS courses from SWAYAM / NPTEL platform after recommendation from the respective supervisor(s), HoD and approved by the University. Such courses should have not been studied by the research scholar in their UG/PG programme.

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- 13.2 There shall be a mandatory course, as prescribed by UGC, on Research Methodology of 4 credits. Additionally, a course on Research and Publication Ethics of 2 credits shall also be mandatory as prescribed by UGC. For remaining credits, Master's level courses of may be earned from subject-specific courses as suggested by the thesis supervisor.
- 13.3 Every Research Scholar shall be required to complete entire course work including Research Methodology and Research and Publication Ethics, preferably in the first semester. However, if a Scholar cannot do so in the first semester in that case, the period for completion of course work may be extended up to the second semester.
- 13.4 The credit point for the MOOCS course will be considered as per the existing guidelines of the University i.e., four-week course will earn 1 credit; similarly, 16-week course will earn 4 credits.
- 13.5 Credit to courses already undergone by a research scholar in this University or other Institutions/ Universities shall not be considered if they were credited for award of any previous degree/diploma.
- 13.6 The evaluation process will be same as that of post graduate level course and details are given in the corresponding section in the ordinances common to all M.Tech./M.Sc/MBA programmes.
- 13.7 In addition to courses of the M.Tech./M.Sc. programme, a department may offer special courses for Ph.D. research scholar during the semester or during summer vacation. If a course is offered in summer vacation, the total number of contact hours and the pattern of examination shall be the same as that for other courses taught during the normal semesters.
- 13.8 A research scholar is considered to have completed a subject successfully and earned the credits if he/she secures a CGPA of 7. The performance of Ph.D. course work of a student will be evaluated in terms of two indices, viz. the Semester Grade Point Average (SGPA) which is the Grade Point Average for a semester, and Cumulative Grade Point Average (CGPA) which is the Grade Point Average for all the completed semesters at any point in time considered cumulatively. It is

computed as follows: If the grades awarded to a student are G1, G2, G3 etc. in courses with corresponding credits C1, C2, C3 etc, the CGPA is given by

$$CGPA = (C1G1+C2G2+C3G3+....)/(C1+C2+C3+....)$$

Grade	Grade Points	Marks (in %)
A ⁺	10	90-100
A	9	80-89
B ⁺	8	70-79
B	7	60-69
C	6	50-59
D	5	40-49
F	4	<40

13.9 The course work must be completed by the end of the first or second semester, and the comprehensive examination should be completed in the second or third semester, but not in the fourth semester.

13.10 Every research scholar will make research proposal presentation before DRC, after the Comprehensive examination. The research scholar will make a pre-presentation before the committee constituted by the department for the better preparation and refinement of the research proposal. He/she is required to submit a synopsis/state-of-the-art of his/her proposed research work in the First DRC.

13.11 The research scholar shall present research progress before DRC at the end of each semester till he/she gets the permission of the Ph.D. thesis submission.

14. COMPREHENSIVE EXAMINATION

14.1 The objective of the Comprehensive Examination (CE) 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. The Comprehensive Examination will usually consist of a written test and/or oral examination. The Comprehensive Examination Committee shall intimate to the research scholar sufficiently in advance so as to enable the research scholar to prepare adequately for it.

Distribution of Marks for Comprehensive Examination (CE)

S.N.	Assessment basis	Marks
1	Breadth of knowledge in the Broad Area of Research/Field	20
2	Critical Analysis & Understanding of Research	10

	Methodologies	
3	Background Knowledge of Specific Research Area	20
4	Understanding of the Issues & Problems related to Pin-Pointed Specific Research Area	20
5	Discussion and Suggestion of Methods and Approaches to the inquiries	20
6	Doctoral Level Comprehension and Writing Skills	10

The evaluation outcome is given below

S.N.	CE Status	Marks Obtained
1.	CE Satisfactory (CES)	50% and above
2.	CE Unsatisfactory (CEU)	Below 50%, candidate has to repeat the CE
3.	CE Fail (CEF)	Below 50% again in second attempt, retake not permitted, registration cancelled

- 14.2** Every Ph.D. scholar shall appear and perform satisfactorily in a Comprehensive Examination in his/her Department. The Comprehensive Examination shall be conducted by a Comprehensive Examination Committee of the Department, consisting of all members of Department possessing Ph.D. qualification and at least two other senior faculty members of the University nominated by the Vice-Chancellor.
- 14.3** If the performance of a research scholar in the Comprehensive Examination in the first attempt is not satisfactory, he/she will be given only one more opportunity to appear for the comprehensive examination within six months of the first attempt. The registration of a research scholar, who fails to successfully complete the Comprehensive Examination in both attempts, will be cancelled.
- 14.4** State-of-Art Presentation of research scholar shall be conducted after successful completion of comprehensive examination. It should outline the planned research work and identify the milestones. Both excessive vagueness, as well as exact description of the work to be done is discouraged at this stage to facilitate focused research work without being constrained.

15. RESEARCH PROGRESS ASSESSMENT

- 15.1 The research progress of each research scholar in every month will be monitored by the supervisor(s), who will assess the performance to be 'Satisfactory' or 'Unsatisfactory' at the end of each semester. For this purpose, each research scholar will be asked to submit a progress report to the supervisor(s) by the dates stipulated in academic calendar.
- 15.2 The supervisor(s) shall forward his/her recommendation regarding the performance of the research scholar to DRC before the beginning of the next semester. The DRC will forward the recommendation to the Dean Research & Development and Professional Practices prescribed by university for necessary action, if any.
- 15.3 Every research scholar shall have to undergo the progress review through DRC every semester which shall evaluate the work progress and evaluate his progress as Satisfactory, Marginal or Unsatisfactory.
- 15.4 The research scholar shall present research progress before DRC at the end of each semester till he/she gets the permission of the Ph.D. thesis submission.
- 15.5 In case of the progress evaluation being the Unsatisfactory for two times consecutively the DRC may recommend for cancellation of the registration of candidate.
- 15.6 The research scholar whose registration has been cancelled due to any reasons shall not be eligible for pursuing any programme from this University.

16. THESIS SUBMISSION

- 16.1 A research scholar will be allowed to make his pre-submission thesis presentation before DRC at any point of time after successful completion of course work, comprehensive examination, state-of-art presentation, minimum required credit points and publications.
- 16.2 Research scholar from Science, Engineering and Management has to publish or produce the evidence in the form of an acceptance letter of at least two non-paid research papers out of his/her research work in SCI/SCIE/SSCI/Web of Science (WoS)/Scopus Indexed journals. Non-paid peer-reviewed journal only for Humanities & Social Science.
- 16.3 Research Scholars from disciplines other than Science and Engineering must publish at least two non-paid research papers in SSCI/ Web of Science (WoS) /ABDC Journals (only A and B category).
- 16.4 He/she should also have the evidence of the presentation of at least one research paper in the national/international conference.

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- 16.5 Review papers/publications shall not be counted as a contribution toward two research papers. However, these may be considered at par with the national/international conferences.
- 16.6 The validation of journal paper (from research work) for pre submission thesis presentation will be done by Dean Research & Development and Professional Practices only as per the norms of PhD ordinances.
- 16.7 This presentation should precisely reflect all aspects of the research work to be included in his/her thesis. The research scholar shall make the pre-submission thesis presentation for internal assessment of quality of research work and grant of permission before his/her constituted DRC.
- 16.8 The DRC will, if it approves the work reported in the presentation, permit the research scholar to submit the thesis and recommend a panel of at least five External Examiners from outside the India and five External Examiners from within India (faculty of IITs/NITs/ reputed Engineering Colleges or Universities/ Professionals from leading Industries/Scientists from central and regional laboratories) of relevant sub-discipline having high research credentials not below the rank of associate professors except from IITs/NITs subject to fulfilling the requirement of clause 18; otherwise, research scholar shall have to go for further work/modifications as suggested by the concerned DRC and repeat the process.
- 16.9 A person working in the same organization(s)/institute(s)/ University where the research scholar is employed cannot, however, be appointed as External Examiner for that research scholar.

S.N.	Status	Remark
1	Pre-submission Thesis Presentation – Approval Positive	Research scholar can submit thesis
2	Pre-submission Thesis Presentation – Approval With Minor Modification	Research scholar has to do modification and repeat the submission process
3	Pre-submission Thesis Presentation – Major Modification	Research scholar has to do modification and repeat the submission process after three months only.

- 16.10 Ph.D. Programme shall be for a minimum duration of six semesters from the date of registration. However, research scholars having more than minimum number of publications from his/her research work in high quality journals can be permitted for

early submission after completion of five semesters only after the approval of competent authority. The research scholar shall, within three months of grant of approval for submission/ acceptance of the pre-submission thesis presentation, can submit three copies of the thesis (soft and loose spiral bound hard version) and extended abstract of the thesis with similarity check (plagiarism) report. The DRC may grant additional time for the thesis submission beyond three months but not more than six months on request from the research scholar for valid reasons.

- 16.11 No part of the thesis or supplementary published work should have been submitted for the award of any other degree or diploma and the certificate to this effect is required in thesis by the candidate and supervisor(s).
- 16.12 The Ph.D. thesis shall be prepared following the general format prescribed by the University and must contain the following copyright certificate in the beginning of the thesis, on a separate page on the left side.

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17. THESIS EVALUATION

- 17.1 The Vice-Chancellor may appoint two examiners from outside University, of which at least one must be from India from the recommended panel, or the panel can be returned back for modification or may add any name to or delete any name from the list recommended by the DRC.
- 17.2 Plagiarism checking of thesis is mandatory and will be carried out by the Dean Research & Development and Professional Practice for ensuring originality of submitted content of thesis. After pre-submission thesis presentation, a soft copy of thesis in word format must be forwarded by supervisor(s) and Head of Department to Examination Cell. The thesis has to be checked by anti-plagiarism software before sending it for evaluation. If any text strings/figures are found to be copied or dubious without proper acknowledgement of the source or the percentage of plagiarism exceeds the approved limit as prescribed by the University from time to time, the thesis has to be thoroughly revised and resubmitted for clearance from plagiarism.
- 17.3 On receipt of requisite copies and extended abstract of the thesis, the Dean Research & Development and Professional Practices of the University will send a formal letter/email to the examiners appointed by Vice-Chancellor for the research scholar along with a copy of the extended abstract requesting for acceptance of being

examiner. After receiving the consent, the thesis will be mailed along with proforma of Examiner's Report and relevant documents to examiner from outside India while hard copy of thesis shall be sent along with relevant documents to the examiner in India by registered post. The complete record of e-mail /postal correspondence shall be maintained by the office of Dean Research and Development and Professional Practices. The Board of Examiners for thesis evaluation will consist of External Examiners, one out of which would be from within India and the other from abroad and supervisor(s). In case of refusal, the second External Examiner appointed by the Vice-Chancellor as per Clause 17.1 will be contacted and so on. If in this process, the list is exhausted, the Dean Research & Development and Professional Practices may ask the DRC to recommend another list.

- 17.4 All correspondence/notifications in regard to thesis evaluation and viva-voce examination of the scholar (except where stated otherwise) shall be done by the Dean Research & Development and Professional Practices of the University. Except for the correspondence with the research scholar or general circulars/notifications, the correspondence shall be maintained confidential.
- 17.5 In the event of non-receipt of the thesis report from any External Examiner within a period of three months from the date of dispatch, the thesis will be sent to next External Examiner appointed by the Vice-Chancellor and so on. Before correspondence with another External Examiner, the original External Examiner must be informed by the Dean Research and Development and Professional Practices about the cancellation of his/her appointment as examiner stating the reason therein.
- 17.6 The reports of both examiners shall be compiled by the Dean Research & Development and Professional Practices and placed before the Vice-Chancellor. There may be four possible situations arising out of the nature of the reports. The steps to be taken appropriate to the circumstances are laid down below.
- (i) The examiners are unanimous in recommending for the award of the Ph.D degree without any modification of the thesis. This is a clear case for going for the final requirement of viva-voce which shall be scheduled and duly notified for open-defence by Dean Research & Development and Professional Practices in consultation with External Examiner from India and Supervisor(s).
 - (ii) The external examiners are unanimous in recommending for the award of the degree but at least one of the examiners has suggested minor modifications

and/or has asked for clarifications. The candidate in that case shall make modifications and provide the clarifications as suggested with the certificate from Supervisor about the compliance of the remarks within a time to be fixed by the Dean Research & Development and Professional Practices. These modifications/clarifications may be sent to the examiner, if so desired by him. After compliance is ascertained, the final requirement of viva-voce shall be scheduled and duly notified for open defence by Dean Research & Development and Professional Practices in consultation with External Examiner from India and Supervisor(s).

- (iii) One of the External Examiners does not recommend the award of the degree and rejects the thesis whereas the other External Examiner recommends the award. The matter shall be referred to DRC which may in such a case either ask the candidate to modify the thesis as suggested within a given time not exceeding six months and send the modified thesis to the same External Examiner again, or, recommend to the Vice-Chancellor for the appointment of another External Examiner and send the thesis to him in its original form as per the prescribed process. The third External Examiner will be provided with copies of the evaluation reports of all the examiners with the names of the examiners deleted. The recommendation of this 'third' examiner, at this stage, shall be taken as final. In case of adverse report of the third examiner the DRC shall consider for directing the candidate to work for six more months and follow the prescribed process of examination of his/her thesis. In case of the recommendation of third examiner for award for Ph.D., the final requirement of viva-voce shall be scheduled and duly notified for open defence by Dean Research & Development and Professional Practices in consultation with external examiner from India and Supervisor(s).
- (iv) Both the External Examiners reject the thesis, and then the student is declared, "fail" and registration cancelled in usual course; however, upon strong recommendation of the Supervisor and Head of Department the Vice-Chancellor may refer the case for thorough review by the DRC which may or may not permit submission of a revised thesis on an additional payment of the prescribed fee, after a suitable time to be fixed by the DRC which shall not be less than one year from the date of grant of permission by Vice-Chancellor on recommendation of DRC within the maximum time period prescribed under

Clause 12.1. The observations and comments of the examiners, if any, shall be given to the Supervisor. In no case should a resubmission of the thesis without modification along the lines of criticism made by the earlier examiners be allowed. The revised thesis shall be referred for examination as per prescribed procedure. The new examiners will be provided with copies of earlier thesis, examiners' reports and details of changes made, in addition to the revised thesis. The examiners need to respond specifically to the observations of the earlier examiners and the changes made by the student before re-submission.

It shall be evaluated as per normal procedure of Thesis Evaluation.

- 17.7 Once the reports of the examiners have been accepted as satisfactory, the candidate will have to defend the thesis before a Viva-Voce Board consisting of all DRC members, Vice Chancellor nominee and an External Examiner from India. The Indian Examiner of the thesis will be invited as an External Examiner for Ph.D. thesis defence. The defence will be open where faculty members and students of the parent as well as other departments will be invited. The evaluation, however, will be done by the Viva-Voce Evaluation Board comprising of (i) External Examiner (ii) Dean Research & Development and Professional Practices (chairman) or any Professor from University to be nominated by Vice Chancellor in the absence of Dean Research & Development and Professional Practices (iii) supervisor (convener) (iv) Head of concerned Department. The evaluation report is to be submitted by Viva-Voce Evaluation Board to the Dean Research & Development and Professional Practices and its outcome could be as given below.

S.N.	Evaluation Report	Remark
1.	Thesis viva-voce Examination - Satisfactory	Ph.D. degree be awarded by competent authority; however, the Provisional Degree Certificate be issued by Controller of Examination after acceptance and approval of the Evaluation Report of viva-voce Board by the Vice-Chancellor.
2.	Thesis viva-voce Examination- Unsatisfactory	Appear again before the viva-voce Board after elapse of three months as scheduled and notified by Controller of Examination upon recommendation of Supervisor.

- 17.8 On the successful completion of the thesis viva voce examination, the student will submit three copies of the final revised thesis in hard bound form and soft copy of thesis after incorporating suggestions of Viva-Voce Board, if any, which will be archived onto university website and in University Library/ Departmental Library as per the prescribed format.

18 ELIGIBILITY FOR BEING SUPERVISOR

- 18.1 Permanent faculty members (Regular/Faculty Members having fixed tenure recruited under self financed mode) of the University holding doctorate working as Professor/Associate Professor in the University and at least five research publications in peer-reviewed or refereed journals and permanent faculty members and Contractual Faculty Members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university & would be in violation of these Regulations. In compliance to UGC guidelines for the allocation of supervisor(s), following are the permissible number of research scholars per supervisor at any time.

S.N.	Faculty Member	Maximum Number of Research Scholars
1.	Professor	8
2.	Associate Professor	6
3.	Assistant Professor	4

- 18.2 At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 18.1. However, Vice-Chancellor may increase/decrease the number of research scholars under the supervision of a particular cadre of faculty. The department will regulate the number of research scholars with university fellowship (including QIP and other fellowships allotted to the University) that will be assigned to each eligible faculty.
- 18.3 Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 18.1

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- 18.4 Research scholars working as a full time JRF/SRF/RA etc. in sponsored research projects funded by the various central/state/other funding agencies to the faculty of the University as Principal investigator (PI)/Coordinator will be treated as **supernumerary**.
- 18.5 Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation. On retirement, the faculty member will continue to be a supervisor and will be invited to the DRC meetings, pre-submission presentation and the final viva-voce examination related to research scholar enrolled under him.
- 18.6 Continuance of retired faculty members as supervisor.
- (i) When a faculty member, who has guided a research scholar for three years, retires, he will be permitted to continue as Supervisor on his written request, and will be invited for the DRC meetings without any commitment to the University.
 - (ii) However, there will be a regular Co-Supervisor appointed by Head of Department with the approval of Vice Chancellor for taking care of administrative, and to some extent, the research responsibilities of the research scholar.
- 18.7 Emeritus Professors, who hold office at this University for a period of 2 years or more, can become co-supervisor for research scholars along with a principal supervisor from university, with at least 5 years of service still left at the time of registration of the research scholar.
- 18.8 In case a faculty member, who is a supervisor, goes on leave exceeding one year duration or resigns, another faculty member will be identified by the Head of Department and appointed by Vice-Chancellor to become a co-supervisor/supervisor of the research scholar. The eligibility criteria as mentioned in clause 19.1 may be relaxed for such faculty members to become co-supervisor after the approval of Vice-chancellor.
- 18.9 In case a supervisor declines to supervise a research student, another faculty member qualified to be Supervisor and actively engaged in the same area of research, consents to supervise the research student, new Supervisor(s) may be appointed by the Vice-Chancellor on the explicit recommendation of the Head of

Department after thorough examination of the issue. In case, if the reason for decline to supervise by the faculty member is not on the part of research scholar, such faculty member be debarred from being Supervisor in future.

- 18.10 For the research scholars admitted under self-financed category normally carrying out part or all of his/her research work in their respective industry/organization/national laboratories, only Ph.D. degree holder scientist/engineer having minimum five-year experience in relevant area of research at the level of Assistant Professor or higher may be appointed as co-supervisor subject to approval of Vice-Chancellor.

19 ALLOCATION OF Ph.D. SUPERVISOR(S)

- 19.1 Thesis supervisor(s) for a research scholar will be appointed from amongst the faculty members of the University as Supervisor/Co-Supervisor with the approval of Vice-Chancellor. However, the Professors/Associate Professors/Assistant Professor either from the currently NIRF ranked/ NAAC accredited institution not less than B+ Grade/Institution of National importance/Institution registered under National Academic Credit Bank (NAC-BANK) / NBA accredited department/ Government Institutions with whom University is having MoU for academic cooperation or Scientists in equivalent position from R&D units/ Industries may also be permitted to be co-supervisor with the approval of Vice-Chancellor. The supervisor must have PhD degree with at least one year experience of teaching at UG or PG level/R&D units /industries.
- 19.2 Departments will evolve modalities for appointing supervisor(s) keeping in view of the research scholars' aspirations and faculty interest.
- 19.3 No research scholar will be allowed to have more than two supervisors from the University.
- 19.4 Appointment of Co-Supervisor from the university will be done on the recommendation of the principal Supervisor within three months from the date of joining of the research scholars. After this time limit, the Co-Supervisor shall be made with valid reasons and justifications by the DRC of the research scholar.
- 19.5 No change in thesis supervisor(s) will be allowed without the valid reasons and consent of Head of Department.
- 19.6 Generally, no change/addition of Supervisor (s) is/are allowed after the thesis has been submitted for evaluation.

- 19.7 In case there has been change (due to unavoidable reasons)/addition in the Supervisor(s), the thesis will be submitted not earlier than 6 calendar months from the date of such change.
- 19.8 The research scholars admitted under self-financed category can carry out part or all of his/her research work in their respective industry/organization/ national laboratories. For these scholars, there may be one Supervisor from the University and one Co-Supervisor from his/her organization. For the purpose of administrative expediency, the internal supervisor from the University shall be the principal supervisor.
- 19.9 For the research scholars admitted under self-financed category having University itself as the place of work then, the supervisor from university shall be principal supervisor and a co-supervisor from within the same department or other departments/ an external co-supervisor may be added as per the clause 19.4 and 19.10.
- 19.10 For any research scholars, the Vice-chancellor on the recommendation of concerned Head of the Department/DRC may appoint an external supervisor. Appointment of such external supervisor would not be made after eighteen months from the date of registration or the requirement of sponsoring agencies for self-financed/sponsored candidates. However, if appointed he would be designated as co-supervisor of the candidate. In no case total number of supervisor(s) from inside University & outside would be more than three.
20. **ATTENDANCE**
- 20.1 All the full-time research scholars shall be required to sign in attendance register in the department every working day irrespective of whether the research scholar is getting a scholarship or not. An unauthorized absence for more than one month leads to disciplinary action which could be even up to the termination of research studentship from university.
- 20.2 All research scholars under self-financed shall also be required to sign in the attendance register for the stipulated period of minimum residential requirement. An unauthorized absence for more than one month leads to disciplinary action which could be even up to the termination of research studentship from university.
- (Approved in the 35th academic council meeting held on March 07, 2024.)**
- 20.3 A research scholar, except when granted withdrawal by the University must attend to his work on a whole-time basis. The DRC will examine the attendance record of

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research scholars, and if it is found unsatisfactory, will recommend extension of minimum duration for submission of thesis, deregistration, or termination of research scholarship as it thinks fit.

- 20.4** A teacher of a course may debar a research scholar from appearing in examination on ground of unsatisfactory attendance. In such case the candidate shall have to repeat the course in future semesters.
- 20.5** The working hours of research scholar is generally permitted to be flexible, but not lower than that of a full-time employee. It is the department's legal and moral responsibility to ensure that proper work environment is made available to the research scholar. The research scholars are encouraged to discuss such issues with their supervisor(s), with HOD and higher authorities.
- 20.6** There is no summer or winter vacation for the research scholars.

21. Ph. D. CREDIT DISTRIBUTION

- 21.1** Ph.D. students can register for minimum 12 credits in first semester to complete the programme. Following shall be the distributions of the semester work:
 First Sem – Course work (Minimum: 12 credits)
 Second Sem – Comprehensive and State of Art
 Third Sem– Research performance
 Fourth Sem – Research performance
 Fifth Sem – Research performance
 Sixth Sem & onwards – Research performance

- 21.2** The code of registered subject in Ph.D programme will be as follows:

- (i) For course work the subject code will be same as that of M.Tech/MSc/PG programme of respective departments.
- (ii) For other thesis related subjects, the code will be named as under

Example:

DME0201(DME- Doctoral of Mechanical Engineering, 02-Second semester, 01- code of Comprehensive)

DME 0302 (DME - Doctoral of Mechanical Engineering, 03-Third semester, 02- code of State of Art)

DME 0403 (DME-Doctoral of Mechanical Engineering, 04-Fourth semester, 03- code of Research Performance)

(Approved in the 35th academic council meeting held on March 07, 2024.)

- 21.3 The Satisfactory/Unsatisfactory for Research Performance, in general, shall be assigned by the DRC and approved by the Hon'ble Vice Chancellor.
- 21.4 The Satisfactory/Unsatisfactory for performance of the first DRC onwards shall be recommended by the DRC committee and approved by the Hon'ble Vice Chancellor.
- 21.5 The research scholar shall appear in DRC after the comprehensive examination.
- 21.6 A research scholar shall be permitted to register for course work only in the first semester. Course work and the comprehensive examination shall not be undertaken in the same semester. The comprehensive examination shall be conducted only after the successful completion of all prescribed course work.

22. TEMPORARY DISCONTINUATION OF COURSE

- 22.1 Discontinuation of the course will not be allowed in the first year of Ph.D registration. However, if a student of other years wishes to temporarily discontinue the course for valid reasons, she/he shall apply through the Head of Department in advance and obtain a written order from the University permitting discontinuance.
- 22.2 A candidate after temporary discontinuance may rejoin the programme only at the commencement of the semester, provided she/he pays the prescribed fees to the University for the discontinuation period also.
- 22.3 The total period of completion of the course reckoned from the commencement of the first semester to which the candidate was admitted shall not in any case exceed the limit prescribed in Clause 12, including of the period of discontinuance.

23. TERMINATION FROM PH.D. PROGRAMME

Registration of a Research student/research scholar shall be cancelled in any one of the following eventualities, after due approval of Vice-Chancellor on recommendation of the Dean Research and Development and Professional Practices prescribed by the University:

- 23.1 If he/she absents himself for a continuous period of four weeks without prior intimation/sanction of leave.
- 23.2 If he/she requests for cancellation of registration from the Ph.D. Programme and the request is duly recommended by the Supervisor/ Head of Department/ Centre.
- 23.3 If he/she fails to renew his/her registration in any semester.

23.4 If his/ her academic and research progress is not as per requirement and the DRC recommends for cancellation in following conditions.

- i) his/her CGPA is below 7 in Ph.D. course work.
- ii) he/she accumulates unsatisfactory research performance in two consecutive semesters.
- iii) If he/she accumulates unsatisfactory research performance in two consecutive semesters, the fellowship shall be discontinued from that semester onwards.

23.5 If all the prescribed courses by Supervisor(s)/DRC are not successfully completed within the stipulated time frame.

23.6 If he/she does not clear the comprehensive examination as stipulated.

23.7 If he/she is found involved in an act of misconduct and/or indiscipline and termination has been recommended by the competent authority.

24. GENERAL ELIGIBILITY FOR THE AWARD OF PH.D. DEGREE

A research scholar shall be declared to be eligible for award of the Ph.D. degree if he/she has

- (i) registered and successfully completed all the required courses and thesis and other requirements of programme as prescribed in this Ordinance or as prescribed by the University from time to time;
- (ii) has no dues to the University, hostels, libraries etc., and
- (iii) No disciplinary action is pending against him/her.

25. LEAVE RULES

Full-time research scholars may be granted leave on submission of application to the Head of the Department concerned through the Supervisor. An application letter must be submitted in advance of the date of commencement of the leave requested.

25.1 A research scholar may be allowed maximum of 30 days leave in an academic calendar year.

25.2 The students going for prescribed training, or any academic work related to their thesis up to maximum of 30 days in an academic calendar, assigned by the Supervisor, approved by the HOD shall be treated as academic leave. Leave for academic work



beyond this duration if needed will be recommended by concerned HOD and same may be approved by the Vice-Chancellor. Such academic leave will not be more than six calendar months for entire duration of Ph.D. programme.

- 25.3 A research scholar may be allowed for medical leave up to a maximum of three month or entire duration of Ph.D. programme.
- 25.4 Female Ph.D. Scholars may be provided Maternity Leave/Childcare Leave for up to 240 days in the entire duration of the Ph.D. programme.
26. **General:** Notwithstanding anything contained in these Regulations, as given above, all criteria, including eligibility criteria/guidelines prescribed and/or issued by All India Council for Technical Education and/or University Grants Commission and/or Board of Management of MMMUT from time to time shall be applicable for Ph.D. programme of the University.
27. **Interpretation** – Any doubt or any other dispute arising about the interpretation of these Regulations or otherwise shall be referred to the Vice chancellor MMMUT, whose decisions shall be final.

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