

SHRI MATA VAISHNO DEVI UNIVERSITY KATRA, J&K

Approved under Section 2(f) & 12(B) of UGC Act 1956



Ordinances Governing Ph.D. Programme at SMVDU

[As approved by the EC in its 16th meeting held on 30th November 2010 & as amended in the
17th EC meeting held on 14th November 2011]

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Preamble

Shri Mata Vaishno Devi University, Katra in the State of Jammu and Kashmir is a highly technical and fully residential university. The academic pattern is similar to those at the Indian Institutes of Technology and the faculty and staff salaries also in the same scale with better perks. The vision of the university is the pursuit of education, scholarship and research at the highest international levels of excellence. Besides providing education and training of excellent quality both at undergraduate and postgraduate levels, one of the objectives of the university is to promote study and research in new and emerging areas, encourage academic interaction of the faculty and students. In order to fulfill this objective, the university has introduced Ph.D. programme leading to a degree of Doctor of Philosophy (Ph.D.) in scientific, technical, economics and management areas.

The award of Ph.D. degree by the university is in recognition of high achievements, independent research and application of scientific knowledge to the solution of social, technical and scientific problems. Creativity, innovation and dedication are the underlying principles of the research work. In order to overcome any deficiency in the fundamental training or proper foundation for advance work, special preliminary or pre-doctoral courses are given by each college/school. Students are advised to consult the particular college/school for research areas of their interest.

General

(A) The admission to pursue the Degree of Philosophy (Ph. D.) is granted at any of the following Colleges of the University.

- (a) College of Management
- (b) College of Engineering
- (c) College of Science
- (d) College of Humanities and Social Sciences

(B) Subject to general guidance of the Academic Council relating conduct of Ph. D. programme, the registration and admission of students to Ph. D. programme will be organized by the College Research Committee which will consist of the following Members:-

1. The Dean of the College
2. The Directors of all the Schools in the College (Members)
3. One Professor from each School of the College (Members)
4. One Associate/ Assistant Professor of College by rotation according to seniority (Member)

The Committee shall elect a Chairman from among its own members who shall hold office for a period of 2 years. The committee may also select a secretary to coordinate the activities of the CRC.

R. 1 Admission Eligibility

A candidate for admission to the Ph.D. programme must have obtained Master's degree with at least 60% marks of this university or any other University established by Law for the time being in force, or any other degree recognized as equivalent thereto in the subject in which the candidate desires to pursue a course of research or in a subject allied thereto. B.Tech students with 70% or above marks in aggregate may also be considered for direct admission to the Ph.D. course.

R. 2 Short Listing

(A) The admission to the degree of Ph. D. is made on the basis of *Entrance Exam followed by interview conducted by the College concerned. However separate provision may be made for those who qualify UGC/CSIR (JRF) Examinations /SLET /GATE / teacher fellowship holder or have passed M.Phil programme for Ph.D entrance test. [**16th EC held on 30th Nov'10.]*

- (B) Admission to the degree of Ph. D. is possible any time in the year with approval of the Dean of the concerned College on the recommendations of the College Research Committee.

R. 3 Categories of Students

The students for Ph. D. programme can be placed under the following categories:-

- a). Full time scholar with or without assistantship.
- b). Full time with UGC/CSIR/DBT/DST research scheme scholarship.
- c). Sponsored by employer or any organization.
- d). Part time scholar (Including University Staff).
- e). Self financing foreign students.

In addition to the general eligibility norms, the sponsored (FT & PT) & PT (Non sponsored) Candidates shall have to comply with the following requirements:-

1. Governments employees or employees of PSU or research establishment or private industries (approved by CRC) with a minimum experience of two years as on date of application will be eligible for consideration as sponsored (FT & PT) & PT (Non-sponsored) candidates.
2. All sponsored candidates (FT & PT) are required to produce a **SPONSORSHIP CERTIFICATE** from their employers on printed letter head to the effect that for the period of his/ her studies for Ph.D., the candidate would be treated on duty with usual salary and allowances and he/she will be fully relieved for the period of study for pursuing his/her studies and that the prescribed fee payable by candidate will be paid by the sponsorer.
3. Part time (Non sponsored) candidates are required to furnish an NOC from their employer along with application for admission stating that the candidate is permitted to pursue Ph.D. program on part time basis and that:
 - a) His/her official duties permit him/her to devote sufficient time for research.
 - b) Facilities for research in the field of study of the candidate are available at the work place.
 - c) He/she will be permitted to reside at the University for a period of not less than 12 months during his/her registration for Ph. D.
 - d) If a candidate seeks admission on the basis of Study Leave granted to him, he/she must produce documentary evidence in support of such leave granted to him for a minimum period of three years.

4. *Faculty Members / Staff of the University wishing to pursue Ph.D. shall have to sign a Service Bond [on rupees ten non-judicial stamp paper, duly notarised] pledging to serve the University for a minimum period of 3 years after completion of his / her Ph.D. degree, failing which he / she shall have to pay / reimburse the full amount of salary as received by him / her from the University for the entire Ph.D. course period, along with interest there upon. [**17th EC held on 14th Nov'11.]*

R. 4 Schedule of Admission:-

- (a) The candidates shall apply for admission to the university on the prescribed form stating clearly his qualifications and the subject he proposes to investigate enclosing a statement or any work he might have done in the subject.
- (b) Applications for admission shall be received by the director of the school in the college concerned and shall be submitted to the Dean of the college. After proper scrutiny and *entrance exam followed* by interview for adequate general knowledge of the candidate in his or her special field of study and in consultation with the Professor/Associate Professor/ Assistant Professor in the college, the Dean of the college will satisfy himself that the subject offered is one which can be profitably pursued under the Superintendence of the University and that the candidate possesses the requisite qualifications and equipment and if he is satisfied on these points, he shall recommend the application and the name of supervisor to guide the applicant in his/her work. On such recommendations the College Research Committee, if it deems fit, grant the admission and appoint the supervisor. In every case, the College Research Committee will have disciplinary and general control over research students and their work. [**16th EC held on 30th Nov'10.]
- (c) All admissions to the Ph. D. work shall be provisional and the same shall be confirmed only when the candidate has qualified in the course work and has completed other requirements such as passing written/oral tests etc to be laid down by the CRC.
- ❖ The details of modus operandi of acquisition of background material and of the method of assessment to be followed shall be worked out by the CRC and approved by the Vice Chancellor and Academic Council.
 - ❖ The students shall also be required to give a Seminar on a topic to be decided in consultation with SRC.

- ❖ At the end of six months, the CRC shall assess the progress of the candidate after a comprehensive written/oral exam. If the CRC is satisfied it will recommend confirmation of provisional admission and issue of regular registration number.
- ❖ Provided that if the overall performance of the candidate is not found satisfactory, the candidate shall be required to repeat the same within next six months when his/her performance will be reevaluated. If the performance is again found not satisfactory, the CRC may recommend either a further chance to be given to candidate to improve or a cancellation of provisional admission granted to candidate.
- ❖ Each student will be required to give at least a Seminar and/or demonstration of his/her research work at College level before submission of the Synopsis of the Ph.D. Thesis.
- ❖ Candidate for Ph.D. may be enrolled at beginning of any term in the academic year. Every candidate shall pursue, as a student of the University, a course of research for not less than 2 years in case of full time Scholar & 3 years in the case of part time scholars. No Student shall be permitted to be on the Ph.D. rolls for a period exceeding five years. However, the period may be extended by the Dean as a special case to a maximum of 7 years.
- ❖ Every candidate shall pursue research in the University but he may be permitted by the Vice Chancellor on the recommendations of the Supervisor and the Dean of the College concerned, to be absent from University for ordinarily not more than one term /semester on the ground that it is in the interest of his research that he should work elsewhere:-
- ❖ No full time candidate shall undertake any employment during the period of his study without permission of Vice Chancellor to be granted on the recommendation of the CRC
- ❖ No candidate shall without previous permission of the said authorities join any other course of study or appears at any other exam conducted by the University or a Public Body.
- ❖ A candidate may not, later than one year after his admission, modify the scheme of the subject with the approval of CRC.

R. 5 Admission Fee:

As per existing norms

R. 6 Registration:-

- ❖ Applications for Ph.D. registration, i.e., for entry to a course of study and research leading to Ph.D. degree must be made to Dean of the College on the approved form. The date of registration is normally the date of enrolment in the programme. However, in exceptional cases the date of registration may be preponed by a maximum of 6 months by Dean of the College, if he is convinced that the candidate has spent adequate amount of time on research earlier.

R. 7 Course Work:-

- ❖ Candidates having a B.Tech./MA/M.Sc. or equivalent degree are required to complete minimum 12 credits courses but in the case of candidates having M.Tech. or equivalent degree, they require minimum 6 credit courses.
- ❖ The minimum CGPA requirement for continuation of Ph.D. Degree is 7.5. If the SGPA at the end of first semester is above 7 but less than 7.5, he/she will be asked to take more courses in order to make up the required CGPA. In case the SGPA/CGPA falls below 7.0 he/she will have to discontinue the doctoral programme. Only after successful completion of the CGPA requirements, the candidate will be registered for Ph.D. Degree work and the date of joining the programme will be considered as the date of registration.
- ❖ *It is mandatory to undertake coursework for minimum period of one semester. Such course work must include a course on "Research Methodology", which may include quantitative methods and computer applications. Course work must involve review of published research in the relevant field. [**16th EC held on 30th Nov'10.]*
- ❖ *For part-time Scholars, assignments equivalent to course work [having credits] can also be assigned, which involve at least 16 hrs of work in a week for each assignment. They will have to take a comprehensive exam & viva after submission of assignments. The School shall design the academic structure of these assignments and place it before AC after deliberating on it in its Board of Studies. [**16th EC held on 30th Nov'10.]*

R. 8 Time Limit for Ph.D. Work:-

- ❖ Candidates having a B.Tech. /M.A. /M.Sc. or equivalent degree are required to be registered for a period of not less than three years from the commencement of registration. In exceptional cases, the period may be reduced to 2 years at the recommendation of the Dean. The minimum period of registration for candidates having an M.Tech. or equivalent degree is 2 years for full time scholars & 3 years for part time scholars.
- ❖ A candidate is normally expected to submit his/her thesis within five years from the date of registration. This period may be extended by the Dean as a special case to a maximum of seven years, after which the registration will be cancelled.
- ❖ A full-time candidate may be allowed by the corresponding Dean of the College to convert his/her registration into part-time after completion of at least two years from initial registration or after submission of the synopsis.
- ❖ Full-time Ph.D. scholar with M.Tech. qualification can be permitted to convert their registration from full-time to part-time after one year or after completion of course work and comprehensive examination whichever is later, if they get employed in the University sponsored projects.
- ❖ Full time Ph.D. scholars in the science Departments with M.Sc. qualifications can be permitted to convert their registration from full-time to part-time after two years or after completion of course work, if they get employed in the University sponsored projects. Such conversion will be permissible only if the work is in the projects of the University and not for employment out side. This provision will also be applicable to the Ph.D. scholars having B.Tech. Degree.

R. 9 Thesis Supervisor (s):

- ❖ The supervisors shall be a full-time member of the academic staff of the University. The supervisor(s) shall be appointed within three months of joining the programme. If necessary, the Dean of the College on the recommendations of the supervisor through the CRC may appoint Joint Supervisor(s) not exceeding two from inside or outside the university. Normally, there should not be more than two supervisor(s) for a candidate from within the same school. Appointment of any Joint supervisors would not be permitted after a lapse of eighteen months from the date of registration of the candidate. A co-supervisor may be appointed from the institutions/industry having an MOU with SMVDU or those institutions/industry, which are recognized by the University.

R. 10 Performance Monitoring:-

- ❖ The academic programme of all the Ph.D. candidates in a college / School will be coordinated by the CRC (College Research Committee).
- ❖ The CRC shall meet from time to time and review the progress of each candidate in course work, as well as research, by any means, including oral examination of the candidate, If necessary, and recommend, after due consultation with the supervisor(s), such steps to the candidate as are necessary to improve his performance.
- ❖ Ph.D. research work will be compulsorily given a course number (Doctoral Thesis) for all candidates across the University.
- ❖ The CRC Secretary/ Ph.D. Coordinator will be Coordinating collection of progress reports written and signed by the scholars and forwarded by the supervisors every semester.
- ❖ The CRC may constitute a Student Research Committee consisting of the supervisor and a faculty member from outside the concerned school to monitor the progress of the student.
- ❖ The supervisor(s)/ SRC (Student Research Committee) will evaluate the progress of the student every semester.
- ❖ 'X' grade will be awarded during that semester if the progress is 'satisfactory'.
- ❖ If the progress is 'unsatisfactory', 'U' grade will be awarded. For the first appearance of 'U' grade, a warning would be issued to the candidate by Dean of the College. If his performance does not improve after warning, the fellowship may be withheld.
- ❖ If there are two consecutive 'U's, the registration will stand terminated.
- ❖ Submission of progress report should continue till the thesis is submitted.
- ❖ Like all other courses, the grades for Ph.D. research work will be discussed in the school as per semester schedule.

R. 11 Comprehensive Examination:-

- ❖ After completing the required course work, the student will be required to give a written/oral examination in his/her concerned research area. After passing the written/oral examination (Comprehensive), student will be eligible for doing research.

R. 12 Grant of Leave:-

(a) During Course Work:

- ❖ A full time Ph.D. student, during his/her stay at the Institute will be entitled to leave for 30 days, including leave on medical grounds, per academic year. He/she will not be entitled to mid-semester breaks, summer and winter vacations. He/she, however, may be permitted to avail of leave only up to 15 days during winter vacation at the end of the first semester. Leave beyond 30 days in an academic year may be granted to a Research Scholar in exceptional cases subject to the following conditions:

1. The leave beyond 30 days will be without Assistantship/ Scholarship and
2. Such an extension of up to additional 30 days will be granted only once during the programme of the scholar.

The leave may be granted by the Dean of the college subject to the approval of the Director of the School on the recommendation of the Supervisor; and a proper leave account of each scholar shall be maintained by the College/School/Programme Coordinator concerned.

(b) After Completing the Course Work:

- ❖ A full-time Ph.D. student during his/her stay at the University will be entitled to leave for 30 days per academic year. He/She will not be entitled to mid-semester breaks, summer and winter vacations. In addition, a Ph.D. scholar who has completed his/her course work may be granted leave on medical grounds up to 10 days per academic year.
- ❖ The woman research scholars will be eligible for Maternity Leave with Assistantship for a period not exceeding 135 days once during the tenure of their award.

R. 13 Financial Assistance:-

- ❖ On the availability of assistantship, student can avail the teaching/research assistantship as per rules during the tenure of Ph.D. programme @ Rs.8000/- p.m., for which he/she will be required to render 10 hours of work per week out side his/her normal academic work. In addition, he/she will also be eligible for contingency grant every year as per rules of the University. The assistantship will be awarded only for the first semester of admission and will be renewed for the next semester(s) subject to his/her satisfactory academic performance; minimum SGPA of 7.5 in the preceding semester (if assigned course work during that

semester) and his/her satisfactory performance in the discharge of responsibilities assigned under the Assistantship scheme. The maximum period for which the Assistantship can be drawn is 4 years for Ph.D. programme.

R. 14 Attendance Requirements for Assistantship:-

- ❖ A Ph.D. student irrespective of the source of Research Assistantship while pursuing course work, must attend at least 75% of classes in each course in which he/she is registered. In case his/her attendance falls below 75% in any course during a month, he/she will not be paid Assistantship for that month. Further, if his/her attendance again falls short of 75% in any subsequent month in that semester, his/her studentship and Assistantship will be terminated. A research scholar after having completed the course work must attend to his /her research work on all the working days and mark attendance except when he/she is on duly sanctioned leave. The requirement of 75% attendance will apply as above, on daily attendance except in the cases where longer leave has been duly sanctioned within the leave entitlement of the student. For the above purpose, if 75% works out to be a number which is not a whole number, the immediate lower whole number will be treated as the required 75% attendance.

R. 15 Synopsis:-

- ❖ After two years of registration and on the recommendations of the concerned supervisor(s), the candidate can present the synopsis seminar and submit the synopsis (Pre-Ph. D. Thesis) report to Dean of the college after the approval of CRC. The candidate will be required to submit fresh synopsis if more than 9 (nine) months have passed before submission of the thesis.

R. 16 Board of Examiners:-

- ❖ On receipt of the title and synopsis of a thesis, the Dean of the College will appoint a Board of Examiners of each candidate. The Board will consist of one (or two) internal examiner(s), normally the supervisor(s), and two external examiners *one of whom shall be from within India and one maybe from abroad. Both of whom shall be experts in the subject of the thesis.* These external examiners shall be chosen from a list of 6 to 8, to be recommended by the supervisor(s) through the CRC while forwarding the title and synopsis of the thesis. [**16th EC held on 30th Nov'10.]

- ❖ *The University should thoroughly check the credentials of the Examiners proposed by the Dean of the College in consultation with the Supervisor. [**16th EC held on 30th Nov'10.]*
- ❖ Each Examiner will submit a detailed assessment report recommending to the Dean, one of the following courses of action:
 - (a) That the thesis be deemed satisfactory and that the candidate may defend his thesis orally before a committee constituted for the purpose and any members of the faculty and research students who wish to be present.
 - (b) That the candidate may submit a revised thesis after the expiry of a specific period. In the normal circumstances, he may submit the revised thesis within a period of one year from the date of communication in this regard from the Dean of the College. However, in exceptional circumstances, this period may be extended by the Dean of the College by another one year: the total revision time irrespective of the number of revisions allowed will not exceed a period of two years.
 - (c) That the thesis be rejected outright, in the event of disagreement between the external examiners, the Dean may, as a special case, appoint another external examiner, if the merit of the case so demands. The examiner will report independently to the Dean of the college.

R. 17 Thesis Submission:-

- ❖ The thesis shall normally be written in English in the specific format and shall contain a critical account of the candidate's research. It should be characterized by discovery of facts of fresh approach towards interpretation of facts and theories or significant contribution to knowledge of design or development, or a combination of them. It should bear evidence of the candidate's capacity for analysis and judgment and also his ability to carry out independent investigation, design or development. A thesis may be supplemented by published work, if necessary. No part of the thesis or supplementary published work, shall have been submitted for the award of any other degree/Diploma. Normally, three copies of thesis in soft cover have to be submitted in the format prescribed by the University. In case of joint supervision, four copies of the thesis are required to be submitted.
- ❖ A candidate after completion of work shall submit the thesis to the University. A month & a half in advance of submission of thesis, the Supervisor of the candidate shall forward eight copies of the abstract of the thesis including chapter of contents & a brief description of the topics discussed for consideration by the CRC to the

Dean of College under intimation to the Registrar of the University. The Dean of the college shall take immediate action to convene a meeting of the CRC to consider appointment of Examiner. The Supervisor of the thesis will also be called to attend to this meeting if he is not a member of the CRC for consultation in regard to recommending the panel of external examiners who shall be eminent scholars and specialists in the area to which the Thesis relates.

- ❖ The recommendation of the CRC shall be reviewed by the Vice Chancellor and considered by the Academic Council. Three (one internal, one from abroad and the supervisors) examiners out of the panel approved shall be appointed for each thesis.
- ❖ Where a thesis is not submitted within stipulated period as above, the Supervisor shall state the reasons for delay for consideration by the CRC.
- ❖ The Candidate shall not be permitted to submit the thesis for the degree unless his Supervisor is satisfied that the thesis presented is worthy of consideration for award of Ph.D. Degree.
- ❖ Provided that application for submission of thesis shall also be countersigned by the Dean of the College.
- ❖ He/She has completed the minimum period of registration including any extension prescribed by the Dean of the College.
- ❖ He/She has completed the course work requirement as prescribed by the SRC with CGPA not below 7.50 and has also cleared the comprehensive examination.
- ❖ He/She has submitted at least two months previously, the title and a synopsis of the thesis.

R. 18 Thesis Defence:-

- ❖ The oral defence of the thesis shall be conducted by a committee consisting of the internal examiner(s) and one external examiner. If none of the external examiners is available for the conduct of the oral defence, an alternative external examiner shall be appointed by the Dean for this purpose only.

R. 19 Thesis Evaluation:-

The candidate shall supply four bound copies of his thesis which shall comply the following condition:-

- I) It must be a piece of research work, characterized either by the discovery of new facts, or by a fresh interpretation of facts or theories; in either case it should evince

the candidate's capacity for critical examination and judgment. It shall be satisfactory so far as its literary presentation is concerned.

- II) The candidate shall indicate how far the thesis embodied the results of his own research or observations and in what respects his investigations appear to him to advance the study of the subject of the thesis.
- III) The candidate may incorporate in his thesis the contents of any work which he may have published on the subject and shall inform the examiners if he had done so, but he shall not submit as his thesis any work for which a degree has been conferred on him by this or any other University.
- IV) The examiners shall be free to consult each other before submitting their respective reports. They shall also be free to get clarification about the structure of the thesis, sources of data and some general issues directly from the Supervisor or the Joint Supervisors, as the case may be.
- V) The examiners may recommend that the degree be awarded or that the degree be awarded subject to satisfactory Viva-Voce test on issues connected with the thesis or that the thesis be rejected or that the thesis be re-submitted to which effect they may make such suggestions as they deem fit for the improvement of the thesis. In the event of two of the examiners recommending rejection or suggesting improvement of the thesis with a view to its re-submission, the thesis on the recommendation of the Committee of the Academic Council, provided for in Clause 16 here in after, shall be referred to a fourth examiner to be selected by the Vice Chancellor from out of the original panel of examiners. The fourth examiner so appointed shall not be informed of the recommendations of the other three examiners. The recommendation of the fourth examiner shall be final.
- VI) The Viva-Voce test if not already held in the manner as aforesaid provided, shall be conducted before the thesis is finally approved for the award of the degree in accordance with the rules prescribed in this behalf.
- VII) The candidate, who is required to resubmit the thesis, must do so within one year from the date of supply of comments of the examiners to him by the University, unless extension is specially given by the Vice Chancellor on the recommendation of the CRC & Dean of the college.
- VIII) A re-submitted thesis may only be examined by the original Board of examiners unless they or any of them are unable or unwilling to act and may only be resubmitted once.

- IX) The reports of the examiners shall be sent by the Dean of the College to the Director of School concerned, who in consultation with the Supervisor/Joint Supervisors, as the case may be, shall prepare (i) a summary of the reports and submit the same along with the original reports to the Vice Chancellor for his considerations, (ii) a summary of the technical part of the reports of examiners to be made available to the candidate in-case the thesis is either required to be resubmitted or is accepted for the award of the Degree. If the reports of the examiners are not unanimous, the same shall be placed before a Committee of the Academic Council consisting of the Vice Chancellor, Dean of the Colleges, Directors of the Schools, the Supervisor/Joint Supervisors of the candidate concerned and one Professor nominated by the Vice Chancellor.
- X) It shall be the function of the Committee after considering the reports of examiners to make a recommendation to refer a thesis to a fourth examiner in terms of Clause 18 or for acceptance or rejection of a thesis, as the case may be, or require a candidate to revise and resubmit his/her thesis. In case the Committee decided to require a candidate to revise and resubmit the thesis in terms of clause 18, such a decision need not be reported to the Academic Council.

R. 20 Award of Ph.D. Degree:-

- ❖ On the completion of all stages of the examination, the oral Defence committee shall recommend to the Dean one of the following courses of action:
 - (a) That the Degree be awarded.
 - (b) That the candidate should be examined on a further occasion in a manner they shall prescribe.
 - (c) That the degree shall not be awarded. In case (a), the Oral Defence Committee shall also provide to the candidate a list of all corrections and modifications, if any, suggested by the examiners.
- ❖ The degree shall be awarded by the academic council, provided that:
 - (a) The Oral Defence Committee, through the Dean so recommends.
 - (b) The candidate produces a 'no dues certificate' from all concerned in the prescribed form and gets it forwarded along with the report of the Dean and
 - (c) The candidate has submitted two hard cover copies of the thesis, from amongst the same ones submitted by him earlier, after incorporating all necessary corrections and modifications including appropriate IPR notice.

The hard bound copies of the Ph.D. thesis, submitted after the viva-voce examination, must contain the appropriate copyright certificate in the beginning of the thesis, on a separate page on the left side. One of these copies is for College Library and the other one is for the Central Library.

(d) *A Research Scholar needs to publish at least two papers in National/International Journals of repute in order to become eligible for the award of Ph.D degree. One publication in peer review journal or filing for a patent, can be considered against the requirement of publishing in an international journal as a pre-requisite, so as to become eligible for the award of Ph.D Degree. [**16th EC held on 30th Nov'10.]*

❖ The relevant IPR notice to be incorporated in the soft/hard bound thesis, reports, etc. shall be chosen from the following:

(a) The thesis/report etc. for which formal copyright application has NOT been filed should carry the copyright notice as: Shri Mata Vaishno Devi University (SMVDU), 200...[the year of submission of the thesis/report].

(b) The thesis/report etc. for which formal copyright application has been filed with the copyright office should carry the copyright notice as: Shri Mata Vaishno Devi University (SMVDU), 200...[the year of submission of the thesis/report]. All rights reserved. Copyright Registration Pending.

(c) The thesis/report etc. for which in-addition to a formal copyright application with the Copyright Office, patent/design application has also been filed with the patent office, should carry the "IPR Notice" as: Shri Mata Vaishno Devi University (SMVDU) 200...[the year of submission of thesis]. All rights reserved IPR filed.

(d) *The university shall submit a soft copy of the thesis to the UGC within a period of 30 days, for hosting the same on INFLIBNET, accessible to all. [**16th EC held on 30th Nov'10.]*

R. 21 APPEAL:

An appeal against cancellation/withdrawal of registration/studentship shall lie to the vice chancellor which may be preferred within 60 days of such cancellation/withdrawal and the decision of the vice chancellor shall be binding and final.

R. 22 SAVING:

In the event of any ambiguity in the interpretation of the provisions contained in the ordinance, the decision/interpretation made by the vice chancellor for clarification of such ambiguity shall be final & binding.

**APPLICATION FORM FOR REGISTRATION AS A CANDIDATE FOR THE AWARD
OF PH.D. DEGREE**

USE CAPITAL LETTERS

1. NAME IN FULL _____
2. REGN. NO. _____
3. DATE OF REGN. _____
4. SCHOOL _____
5. REGISTRATION STATUS : FULL TIME/PART-TIME _____
6. COURSE WORK COMPLETED:

SEMESTER	SESSION	COURSE NO. & TITLE	CREDIT	GRADE	CGPA

7. TOPIC OF RESEARCH _____
DATE _____

SIGNATURE OF THE STUDENT

8. DATE OF APPROVAL OF RESEARCH PLAN BY SRC _____
9. RESEARCH PLAN SUBMITTED BY THE STUDENT AND DULY APPROVED BY THE SRC IS ATTACHED HEREWITH FOR URC'S APPROVAL.

(I) _____
(II) _____

10. **CHAIRMAN, CRC** _____ SIGNATURE (S) OF SUPERVISOR (S)
RECOMMENDATION OF THE UNIVERSITY RESEARCH COMMITTEE (URC)
(I) CERTIFIED THAT THE STUDENT HAS QUALIFIED THE COMPREHENSIVE EXAMINATION.
(II) THE RESEARCH PLAN ATTACHED HEREWITH IS APPROVED.
(III) IT IS RECOMMENDED THAT MR./MS. _____
BE REGISTERED AS A CANDIDATE FOR PH.D. PROGRAMME.

DATE _____ SIGNATURE OF THE DEAN OF COLLEGE

(A&E)

(FOR USE OF EXAMINATION SECTION ONLY)

PARTICULARS OF THE STUDENT HAVE BEEN VERIFIED. THE COMPREHENSIVE EXAMINATION HAS BEEN COMPLETED WITHIN THE PERMISSIBLE TIME LIMIT.

AR (ACADEMICS & EXAMINATION)

SHRI MATA VAISHNO DEVI UNIVERSITY

(JAMMU AND KASHMIR)

POST GRADUATE SECTION (PGS)

PROGRESS REPORT OF PH. D. STUDENT FOR FIRST/SECOND SEMESTER OF SESSION_-----

PART A: TO BE COMPLETED BY THE STUDENT (ALL COLUMNS MUST BE FILLED)

1. Entry Number _____
2. Name of the Student _____
3. Status FT/PT _____
4. Date of Joining _____
5. Date of passing the comprehensive examination _____
6. Name (s) of supervisor (s) _____

S. No.	Name	Designation / School
1.		
2.		
3.		

Progress Report is attached on a separate sheet.

Date : _____

(Signature of Student)

PART B: TO BE FILLED BY THE SUPERVISOR (S)

- My/ our recommendations are given on the enclosed sheet.
- Certified that the Student continues to fulfill the requirements prescribed for Part-time/Sponsored Student (applicable only in the case of part-time and sponsored student).

Date: _____

Signature of Supervisor (s)

PART C: RECOMMENDATIONS OF URC

1. Grade awarded for _____
2. A warning be issued to the candidate for getting U grade (first time)
3. Termination of Registration is recommended on account of his / her getting 'U' grade second time.
4. Termination of Registration is recommended on account of the reason (s) given by the supervisor.

Date: _____

Signature of the Chairperson (CRC)

KINDLY NOTE:

1. This form is to be retained by URC.
2. The above grade is to be sent to the AR (Academics & Examination).
3. Unless recommended otherwise, the student will continue to get assistantship (if already getting).

SHRI MATA VAISHNO DEVI UNIVERSITY

(JAMMU AND KASHMIR)

PROGRESS REPORT OF PH. D. STUDENT FOR FIRST/SECOND SEMESTER OF SESSION -----

Entry Number _____ Name _____

Topic of Research: _____

1. Status of course work / Grades obtained : _____

1.1 SGPA at the end of Current semester (if applicable): _____

1.2 CGPA in course work at the end of the current semester / : _____

Semester in which completed course work

2. Status of experimental / Theoretical / Modelling work (Attach duly signed separate sheet)

3. Publications (if any)

4. Any other information

Date:

Signature of Student

RECOMMENDATIONS OF SUPERVISORS (S): (Please √ the relevant column)

a). Performance is satisfactory

Performance is Unsatisfactory

OR

Termination of registration is recommended because of _____

b). Registration beyond 5 years is recommended on account of _____

Date:

Signature of Supervisor (s)

Signature of Director of School

Signature of Dean of College

SHRI MATA VAISHNO DEVI UNIVERSITY
(JAMMU AND KASHMIR)
APPLICATION FORM FOR APPOINTMENT OF SUPERVISOR (S)

USE CAPITAL LETTERS

- A. 1. NAME OF THE STUDENT _____
 2. REGN. NO. _____
 3. DATE OF JOINING _____ 4. SCHOOL _____
 5. REGISTRATION STATUS : FULL TIME/PART-TIME _____
 TOTAL NO OF COURSES TO BE COMPLETED _____

DATE _____

SIGNATURE OF THE STUDENT

B.

1. PROPOSED AREA OF RESEARCH _____
 2. PARTICULARS OF PROPOSED SUPERVISOR (S)
 JUSTIFICATION BE GIVEN ON A SEPARATE SHEET IF THERE ARE MORE THAN TWO
 SUPERVISOR (S)

NAME	DESIGNATION	EMP. CODE	SCHOOL

DATE:

SIGNATURE (S) OF SUPERVISOR (S)

C. RECOMMENDATION OF THE UNIVERSITY RESEARCH COMMITTEE (URC)

THE URC RECOMMENDS THE REGISTRATION OF MR./MS. _____ AS A
 FULL-TIME/PART-TIME STUDENT WITH EFFECT FROM _____ AND ALSO
 RECOMMENDS THE APPOINTMENT OF SUPERVISOR (S) AS INDICATED ABOVE.

DATE _____

SIGNATURE OF CHAIRMAN, URC

(A&E)

 (FOR USE OF EXAMINATION SECTION ONLY)

**PARTICULARS OF THE STUDENT HAVE BEEN VERIFIED. SUBMITTED FOR APPROVAL OF
 THE VICE CHANCELLOR**

AR (ACADEMICS & EXAMINATION)

REGISTRAR

SIGNATURE OF THE VICE CHANCELLOR

SHRI MATA VAISHNO DEVI UNIVERSITY
 (JAMMU AND KASHMIR)
Academic & Examination Section
Synopsis of the Thesis and Appointment of Examiners

Name of the Candidate _____ Status FT/PT _____
 Registration No. _____ School _____
 Date of Registration _____
 Title of the Thesis:

Supervisor (s) 1 _____ 2 _____ 3 _____
 With address _____

 Employee code _____

I/We recommend the following names for appointment as examiners:

A) Proposed Examiners from Abroad

1. Name _____
 Designation _____
 Address _____

 Pin/Zip _____ Country _____
 Telephone No. _____ Country Code _____ City Code _____
 Fax No. _____ Country Code _____ City Code _____
 Email _____
 Field of Specialization _____

2. Name _____
 Designation _____
 Address _____

 Pin/Zip _____ Country _____
 Telephone No. _____ Country Code _____ City Code _____
 Fax No. _____ Country Code _____ City Code _____
 Email _____
 Field of Specialization _____

3. Name _____
Designation _____
Address _____

Pin/Zip _____ Country _____
Telephone No. _____ Country Code _____ City Code _____
Fax No. _____ Country Code _____ City Code _____
Email _____
Field of Specialization _____

4. Name _____
Designation _____
Address _____

Pin/Zip _____ Country _____
Telephone No. _____ Country Code _____ City Code _____
Fax No. _____ Country Code _____ City Code _____
Email _____
Field of Specialization _____

B) Proposed examiners from India

1. Name _____
Designation _____
Address _____

Pin/Zip _____ Country _____
Telephone No. _____ Country Code _____ City Code _____
Fax No. _____ Country Code _____ City Code _____
Email _____
Field of Specialization _____

2. Name _____
Designation _____
Address _____

Pin/Zip _____ Country _____
Telephone No. _____ Country Code _____ City Code _____
Fax No. _____ Country Code _____ City Code _____
Email _____
Field of Specialization _____

3. Name _____

Designation _____

Address _____

Pin/Zip _____ Country _____

Telephone No. _____ Country Code _____ City Code _____

Fax No. _____ Country Code _____ City Code _____

Email _____

Field of Specialization _____

4. Name _____

Designation _____

Address _____

Pin/Zip _____ Country _____

Telephone No. _____ Country Code _____ City Code _____

Fax No. _____ Country Code _____ City Code _____

Email _____

Field of Specialization _____

- a) I/We certify that the examiners proposed are actively engaged in the filed of work of the thesis and are eligible as per university norms.
- b) The candidate had delivered the pre-Ph. D. seminar on _____ (date). His/Her work has reached the standard that he/she can submit the Ph. D. Thesis.

Eight (8) Copies of the synopsis are enclosed herewith.

Signature of Supervisor (s) (1) _____
 (2) _____
 (3) _____

Chairman, CRC

Date _____

Recommendation of the URC

Synopsis and panel of examiners approved as per the enclosed copy of the minutes of the URC meeting.

Signature of Chairman, URC _____

Date: _____

Encl: 8 Copies of the Synopsis
To : AR (Academic & Examination)

(For the use of Examination Section only)

The particulars of the candidate have been verified.

He / She has obtained CGPA _____ and has earned _____ Credits in the course work.

Submitted to the Vice Chancellor for the Appointment of Examiners

AR (Academics & Examination)

Registrar

Vice Chancellor

School of _____

Comprehensive Examination and Approval of research Plan

Part A

The Student's Research Committee (SRC) conducted the comprehensive Examination of Mr. / Ms. _____ Registration No. _____
As per the details given below.

Date of written test

Attempt 1 _____

Attempt 2 (if applicable) _____

Date of oral test

Attempt 1 _____

Attempt 2 (if applicable) _____

On the basis of the performance of the student in the examination (both written and oral), SRC recommends award of 'PASS/FAIL' grade to the student in the Comprehensive

Part B (Applicable only if 'Pass' grade is recommended in the Comprehensive Examination).

The student submitted and presented a research plan entitled,

Based on his/her presentation, the SRC recommends that:

- (i) The research plan be **approved** and that the Date of approval of Research Plan be taken as _____
- (ii) The student be asked to re-submit a research plan latest by _____ (date) keeping in view the modifications suggested by SRC (as per details enclosed).
- (iii) The research plan be **not approved**.

School Expert

Expert
Outside School

Chairman (URC)
or his nominee

Supervisor (s)

SIGNATURE OF AR (Academics & Examination)



श्री माता वैष्णो देवी विश्वविद्यालय
SHRI MATA VAISHNO DEVI UNIVERSITY
SUB POST OFFICE KATRA, PIN – 182320,
JAMMU & KASHMIR, INDIA

SMVDU/A&E/Sty/12/

To be filled in by the Examiner

Examination.....Ph.D.....Subject.....Year.....

Title of the thesis/dissertation

Name of the Scholar.....

Date of dispatch of the thesis / dissertation from the University.....

Date of receipt of the thesis / dissertation from the University.....

Date of dispatch of the report to the University.....

Name of the Examiner.....

Address of the Examiner.....

Mob:.....Phone No.....Email.....

Bill Submitted for Rs

NOTE: The Examiner is requested to please take due care to see that the bill is sent complete in all respects as otherwise incompleteness is bound to cause delay in payment of remuneration.

Date:

Signature of the Examiner

Rs.....Paid vide Cheque No.....Dated.....on.....

.....Bank, SMVDU Campus.

Accounts

Report by the Academics & Examination Section

Certified that Dr..... has assessed the Ph.D. Thesis / Dissertation of the candidate and also conducted the Viva – Voce test. The result of the candidate has been declared vide Notification No.....Dated.....

Assistant Registrar



श्री माता वैष्णो देवी विश्वविद्यालय
SHRI MATA VAISHNO DEVI UNIVERSITY
SUB POST OFFICE KATRA, PIN – 182320,
JAMMU & KASHMIR, INDIA

SMVDU/A&E/Sty/12/

CONFIDENTIAL

DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D) EXAMINER'S ASSESMENT REPORT FORM

Note: - The report may kindly be sent to the Academics & Examination Section, Shri Mata Vaishno Devi University Sub post office Katra, Pin – 182320, Jammu & Kashmir, India in a separate sealed cover (not along with the thesis), under Registered Post.

Title of the Thesis.....

Submitted by (Name of the Research Scholar).....Entry No.....

College of.....School of.....

For award of Ph.D Degree in (Subject).....

Please tick the following:

1. The Thesis is a original work not presented earlier by the candidate or anyone else.
2. The Thesis has been presented well.
3. Thesis may be accepted for award of Ph.D degree without any revision. (In case the examiner recommends award of the Ph.D degree, he is requested to attach detailed report on separate sheets).
4. Thesis may be accepted after minor revision. (In case the examiner recommends award of the degree he may kindly state on a separate sheet whether he recommends publication of the Thesis. He may indicate the lines on which the Thesis may be revised/improved/abridged for publication.)
5. In case the examiner recommends rejection of the Thesis, he may kindly state reasons on a separate sheet.
6. The Thesis requires major revision (In case the examiner recommends revision & resubmission of the Thesis, he may kindly state on a separate sheet the reasons & lines along which he recommends revision. These comments will be conveyed to the candidates to enable him/her to revise his/her thesis accordingly.

Yes	No
-----	----

Yes	No
-----	----

Yes	No
-----	----

Yes	No
-----	----

Yes	No
-----	----

Yes	No
-----	----



Any other comment (You may attach extra sheets for your comments):

.....
.....
.....
.....
.....

Date:.....

(Signature of the Examiner)

Name.....

Designation.....

Address.....

Mobile.....

Phone No.....

Email.....

Fax No.....