



# **MADURAI KAMARAJ UNIVERSITY**

(University With Potential For Excellence)

**MADURAI**

## **MODIFIED Ph.D. REGULATIONS**

Effective from 1, January, 2009

## **MODIFIED Ph.D. REGULATIONS**

Effective from **1.1.2009**

### **Preamble:**

Higher education and research constitute the backbone of the University system. Universities create the qualified manpower to meet the demand of the industries. Further improving quality of education has become essential to meet the stiff international and domestic competition. Thus, the research carried out in the university departments and recognized research centres should be of high standard and competitive at the international level. The publications of the Universities are an important index of productivity. It is not sufficient that research laboratories are well established and good enough alone. The manpower involved is an important component of this system, leading to effective delivery. Unless otherwise there is an ideal, healthier, intellectual atmosphere, the efforts may not yield the desired result. The psychological well being of the teachers and the students are important factors. All these depend on an ideal working condition and optimal utilization of available resources.

In India, like the west, most of the research funding agencies expect the institution to carry on the research once the grant has been sanctioned: they expect a speedy delivery. It is a mutual trust with the funding agencies and the Universities that the funds are periodically released and it is obligatory that the university follows the stipulations by the funding agencies and reciprocate in good faith. Upon sanction, many agencies expect the host institution to advance and get the money reimbursed periodically. Unless otherwise there is an effective machinery to maintain the accounts, make the claims, send the UC and settle the accounts, the progress of the research as a whole is jeopardized.

A major hurdle in the university system is the existing centralized system of management. UGC brought in the School concept to overcome this hurdle, though it is less implemented. Our university has approved autonomy schools and all schools are functioning reasonably well. Nonetheless, the administrative system struggles to cope up with the growing demands and expectations. For example, utilization of individual research grants from national agencies is a major problem in the university. Thus, not only the rules and regulations for Ph.D., needs to be 'modernized' and revised but the whole supporting machinery such as Research fellowships claiming and disbursing section shall also be revamped to support research: The concerned and related sections shall be automated with modern provisions and paperless, e-administration. The fiscal policy of administering research shall thus be revised and implemented as suggested in section II.

The overall aim of this exercise is in consonance with the policy that the Universities become more of a research institution and affiliated colleges takes up the responsibility of post-graduate teaching and research in the long run. Certain colleges with good infrastructure for research may transform in future in to PG Colleges with research, may be a prelude to solitary University status as in the west.

### **OVERALL RECOMMENDATIONS OF Board of Research Studies**

#### **Instruction for Administration:**

These revised regulations shall come into effect from 1st January 2009:

Those who have completed the minimum period of research shall also present a colloquium along with the seminar conditions stipulated in the earlier version.

All application formats shall be revised fitting to the revised regulations and placed in the website for the candidates to retrieve and make use of them.

Any student with a Master Degree from any recognized University by UGC or AIU within or outside India shall be eligible to register for Ph.D. degree. Other University candidates shall produce the recognition Certificate for their Master degree from this University.

Where ever 'Photocopy' or 'Xerox' documents are indicated, it shall be changed to 'attested Photocopy or Xerox'.

Where ever, 'research committee' is mentioned these shall be read as 'Board of Research Studies'.

The ambiguities in the examination and award processes in the earlier document shall be eliminated as indicated in the specific regulations referred thereon.

The fee structure is applicable to all the existing and new students from 1<sup>st</sup> January 2009.

Periodical update of research activities and related statistics shall be placed in the university website.

For better visibility of our research activities, each school / department / research institution / research centre/ colleges shall be asked to provide information on their webpages describing about their research activities and research areas of interest so that these shall be quoted and displayed in the University website and give link to their website.

The Research fellowships claiming and disbursing section shall be revamped towards an efficient communication and delivery to encourage research in the university: it shall be automated with modern provisions. The fiscal policy of administering research shall thus be revised and implemented as given below in section II.

Matters pertinent to Research and higher studies in this University shall come under the purview of Dean (Research) section: This has become essential for an effective implementation of higher education at par with international standards. It is thus proposed:

a. Dean (Research) shall be in-charge of the Ph.D. Programme of the university; both Ph.D. section and S&F section pertaining to Ph.D. Scholars.

b. Admission, fellowships, refilling the fellowships & vacancies, timely disbursement of fellowship and making timely claims to various funding agencies are the responsibilities of the section, guided by Dean (Research).

c. All letters, reports, Research applications and documents pertinent to Research and Research Scholarship and Fellowship shall be routed through Dean (Research)

d. All routine matters of Ph.D. admission, payments of fees etc., shall be executed by the Dean (Research).

e. A database be created and a separate computer network facility with internet connection shall be established at the Research Section.

f. A system manager cum operator with an assistant shall be instituted towards the purpose. The clerical assistants shall be adequately trained to handle these state of the art facilities.

g. A strong room be erected to deposit important documents such as Original certificates of the students, diplomas, degrees etc. This shall be either a central safe custody or provided to the section itself. This shall work under Dean Research.

h. This provision will facilitate maintenance of inventory, providing statistics, periodical reminder of examiners, receipts and payments, reconciliation, claim of dues from funding agencies and students and related matters.

i. A Sub Committee of Board of Research Studies (SCBORS) shall be constituted with a total of five members. This committee will include Dean (Research) and four members to be identified by the Vice-Chancellor from BORS members. The Sub Committee shall make decisions on matters relating to Recognition of Guideship, Ph.D. Registration, Recognition of Centres of Ph.D. Research and other matters and make the recommendation.

j. Board of Research Studies shall meet periodically once in three to six months or as and when required by the University.

## **SECTION II**

### **Research: S&F Section:**

The section shall be fully automated and integrated with the Ph.D. section. This is feasible by establishing by a computer network for the purpose. The LAN shall be integrated with the University network system so that Dean Research, Finance Section, Registrar Section, VC section and others shall act in tandem for an effective delivery.

A database shall be created and put to use towards the purpose.

Dean Research shall be empowered with routine decisions making powers such as sending letters/ reminders to examiners viva-voce etc(Research), Tuition fees, correspondence with funding agencies for fellowship, payment of fellowships, etc (S&F).

A Sub Committee of Board of Research Studies (SCBORS) shall be constituted with a total of five members. This committee will include Dean (Research) and four members to be identified by the Vice-Chancellor among the BORS members. The Sub Committee shall make decisions on matters relating to Recognition of Guideship, Ph.D. Registration, Recognition of Centres of Ph.D. Research and other matters and make the recommendation.

Once the sanction has been received from the funding agency for research fellowship, the fellowship shall deemed to have started. University shall advance fellowship from its own funds as per the budget sanctioned, and get it reimbursed once the actual money is received.

The research scholars receiving grants from various agencies may be paid during the first week of every month, to their respective bank accounts provided the students have had received definite sanction letter from the sponsor/ funding agency.

The S&F section shall also be responsible for claiming all back logs related to research grants and research fellowships: Dean Research shall perform this duty in a semi-annual basis.

The student shall pay all the fees directly to the university as stipulated in the proposed Ph.D. regulations.

None of the fee paid shall be refundable or transferable to another account/ head. The purpose of payment shall be legibly written on the payment chalan.

## **Revised Ph.D. Regulations:**

### **Ph.D. REGULATIONS**

Applicable to all those who register for Ph.D. from **1st January, 2009**

#### **GENERAL:**

Candidates who have applied for registration for the degree of Doctor of Philosophy shall fulfill the following requirements and all other conditions laid down in this document.

- 1.1. Conduct research in one of the departments of the University (or) in a Recognized Research Department of a college affiliated to the University (or) Research Centre/ Institution recognized by the University for the purpose.
- 1.1(a) All communications shall be routed through proper channel.
- 1.2. Remit all the fees, prescribed by the University, into State Bank of India, Palkalai Nagar Branch, Madurai Kamaraj University, Account No 1: / Swift Address SBININDB454 A/C @ MKUniversity(2235): beneficiary 'The Registrar, Madurai Kamaraj University: A/c. No. 10143135395 "Ph.D."
- 1.2(a) Should have fulfilled all the requirements and also fulfilled all other conditions as stipulated below (as applicable to various categories of candidates).
- 1.3 In the case of an independent candidate, certificates for seminar and colloquium shall be provided by the Coordinator Head of the School/ Dept/ Principal / Head of the institution, where he/ she works.
- 1.4 Any Post graduate degree holder of this or other recognized universities with a work experience of minimum three years shall be eligible for registering for Ph.D., as part time, in this University School/ departments or in any recognized research Centre of this university.

Admission shall be made based on an Entrance Test conducted by the respective research centres/ School/ departments. Evidences to this effect shall be submitted to the university along with the Application for Registration. Candidates with CSIR / UGC / ICMR / ICAR /JRF / SRF shall be admitted for Ph.D. directly. Candidates appointed in Research Projects by a Committee constituted by the University (and drawing research fellowships)

shall be eligible for Ph.D. admission at any time.

## **2. REGISTRATION**

There shall be two types of registration:

- a. Full Time**
- b. Part Time.**

### **2.1 FULL TIME:**

#### **Eligibility:**

Master's Degree of this university or of any other university recognized by the university as equivalent thereto in any discipline with not less than 50% of marks in the aggregate. The candidate shall work as a research scholar for a minimum period of three years in the chosen subject/s which shall relate to the main branch of knowledge of the Master's Degree.

The Candidates may also register for Ph.D in any other discipline if the topic of research is relevant to the discipline but not related to the main branch of knowledge of the Masters degree as certified by the supervisor and the Degree shall be Awarded as Ph.D. (Inter-disciplinary)

#### **Exemptions:**

If the candidate possesses an M.Phil., degree in the subject concerned related to Masters Degree or any other higher research degree he/she is required to work as a research scholar under a supervisor for a period of two years in the case of full time research and three years in the case of part time research. Such candidates shall be exempted from taking the examination in part I Methodology of Research.

### **2.2. PART TIME:**

#### **Eligibility:**

2.2.1. Master's degree of this university or of any other university recognized by the University as equivalent thereto in any subject fulfilling the requirements under 2.2.3. to 2.2.12 as applicable.

A candidate shall work as a part time Ph.D., Scholar in chosen subject(s) that is related to the main branch of knowledge of the Masters Degree. A certificate from the guide to the effect shall be produced along with the application.

**Note :** i) Exemptions to this rule shall apply to subjects whose very nature is interdisciplinary. The concerned guide(s) shall certify to this effect

ii) In the case of Computer Science, candidates with Master's Degree with the prescribed percentage of marks in the subjects of Mathematics, Physics, Information Technology, Electronics & Communication and related subjects in Engineering are also eligible to register for Ph.D.

iii) Wherever research leading to Ph.D. involves interdisciplinary work the candidates shall have two guides of whom at least one of them shall be from the university / university area. Wherever experts are not available within the university/ university area the second guide can be from outside the university area.

iv) In the case of interdisciplinary research the candidates shall have two guides and one of them shall be the primary guide, the other co-guide. The candidate shall produce a certificate to that effect along with the application.

v) All applications for inter-disciplinary research shall be accompanied by certificates from the respective guides that the subject for research is inter-disciplinary.

vi) In the case of inter disciplinary research (full-time and part-time) in the departments of Islamic Studies, Future Studies, Gurunanak Studies, Energy, Environment and Natural Resources, Entrepreneurship Studies, Computer Sciences and Bio-Technology, *Psychology, Philosophy, Yoga and Education* etc. candidates can join for research without a co-guide.

#### **COLLEGE TEACHERS:**

2.2.2. Any teacher with PG degree of the university department or a Teacher in an affiliated college of this university or in an affiliated college of any University in India with a minimum teaching experience of one year (with or without break) in the subject concerned can register himself/herself as a part time research scholar.

**Note:** The term Teacher includes (i) Librarian /Assistant Librarian

ii. Research Assistant/ Resource Person/ Teaching Assistant/ Physical Director/Physical Training Instructor/Part time lecturer / Guest Lecturer other academic non vacation positions in the university/affiliated colleges.

iii. The term 'teaching experience' also means service in the respective academic non vacation positions.

#### **OTHER THAN COLLEGE TEACHERS:**

2.2.3. Any permanent staff in a government office, a recognized factory\*, institution / business\* with a minimum period of three years of administrative experience in the relevant job after obtaining the Master's Degree with a minimum of 50% of marks in the qualifying examination and at the time of registration working in an office/recognized factory/ institution/ business within India.

\* (Staff includes Board of Directors, Proprietor and partners).

#### **Note**

i. Recognized factory means an industrial establishment established and regulated by the Factory Act.

ii. Recognized institution means any institution registered with a Registrar of Societies and has been duly audited by a recognized Auditor for the last three years from the date of application and duly supported by an audit certificate issued by him.

iii. Recognized business means a business organization duly registered with Commercial Tax Department for commercial and sales tax purposes and three years standing in their business duly certified by the Commercial Tax Officer of the Region concerned.

2.2.4. (a) Any staff other than teachers of this university/college affiliated to this university/recognized research centre and obtained Masters Degree with 50% of marks. Such candidates should have a minimum of three years experience after obtaining their Master's Degree.

**Note :** The term staff includes Scientist / Technical Assistant of recognised research centres / Technical Assistant in the library of the university/ affiliated college.

2.2.4. (b) Any serving/served Member of Parliament / Legislative Assembly/ Legislative Council / Local Bodies of Tamilnadu are eligible to register for research with the required qualifications prescribed (with 50% marks in the aggregate in the Master's Degree).

2.2.5. A teacher with Master's Degree with 50% of marks and with a minimum period of three years of teaching experience (with or without break) in any government / recognized primary/ middle/ high/ higher secondary school/ recognized matriculation school / ICSC school / ISC school / Industrial Training Institute / Polytechnic at the

time of registration working within India. The subject for registration shall be the same as that of the Master's Degree.

- 2.2.6 (a) Any chartered Accountant/ Cost Accountant and Advocate/Company Secretary with Master's Degree and with not less than 50% of marks working within the jurisdiction of this university with minimum period of three years of continuous part-time teaching experience in related subject / subjects by handling classes for a minimum of five hours per week in this university or in a college affiliated to this university. The subject for registration may be the same as that of the professional qualifications in the case of Chartered Accountant / Cost Accountant and Master's Degree in the case of Advocate /Company Secretary.
- 2.2.6 (b) Any Advocate or a Registered Medical Practitioner (duly registered with the respective Registration Council) with Master's Degree with not less than 50% marks in their Master's Degree with 3 years of professional experience.
- 2.2.7 A candidate living in another country shall also be eligible to register as a part time scholar, provided he/she is willing to work for one year (with or without break) in the respective host institution, wherefrom he/ she is registered. They shall be selected provisionally with conditions and after fulfilling all the required conditions he/ she shall register for Ph.D.
- 2.2.8. Medical, Siddha, Unani, Homeopathy and other Indian system of Medicine professional with a PG degree are eligible to register for Ph.D. and carry out research in the university system in the Bio-Medical Subject under the faculty of Science.
- 2.2.9. Any teacher in this university or in an affiliated colleges of this University with 5 years of teaching experience shall be eligible to register for Ph.D. and work independently.
- 2.2.10 Any retired person with a PG degree shall register for Ph.D. programme as a full time/ part time scholar.
- 2.2.11. The one year full time research rule is applicable to all the categories of scholars.
- 2.2.11.(a) *Candidates registered under the category of part-time research may work as full time scholars under the direct guidance of the supervisor. The supervisor shall certify to the effect whether this full time research for a period of one year is necessary for the candidate. If the full time research of one year is necessary for the part time candidate as certified by the supervisor, this period may be staggered up to three or four maximum installments of four or three months each.*
- 2.2.11 (b) Whenever the candidate attends the laboratory / institution for full time research for one year, shall sign in the attendance register of the host department every day and obtain 'certificate(s) of attendance' from the concerned guide, duly endorsed by the Head/Coordinator of the Department / School / Institution as applicable. This shall be attached with the documents at the time of submission of synopsis/ Thesis.
- 2.2.12 All students, irrespective of their categories and subjects, shall be governed by the two seminars, one colloquium protocol and the fee structure indicated.

### **3. Duration of Research :**

*Minimum duration of research is 3 years and the maximum duration is 5 years from the date of registration. The maximum limit shall be extended for one more year, to 6 years, for valid reasons, if recommended by the supervisor. Women candidates can avail further one more year of extension and the maximum duration of research for them is 7 years.*

*A candidate with M.Phil. degree in the subject related to Master's Degree or any other higher research degree is required to work as a research scholar under a guide for a*

*minimum period of 2 years and the maximum period of 4 years, with one year extension to 5 years for valid reasons if recommended by the supervisor. Women candidates with M.Phil. degree, shall work for a minimum period of 2 years and the maximum period of 5 years with one year extension to 6 years for valid reasons if recommended by the supervisor.*

However this limit shall be extended to seven years / eight year for valid reasons if recommended by the guide, by paying appropriate fees. Women candidate can avail one more year extension if certificate is produced for the same.

If a candidate fails to submit the thesis for the Ph.D. degree within the period of seven years/eight years (eight years/nine years for women student) his/her registration shall automatically stand cancelled.

**Exemptions:**

Candidates in Para 2.2.2, under part time as indicated above are required to work for Ph.D., for a minimum period of three years if they possess M.Phil. degree or any other higher research degree in the subject concerned. Such candidates are exempted from taking the examination in Part I Methodology of Research.

**4. PROCEDURE FOR REGISTRATION:**

- 4.1. Application forms can be obtained from the Research Section of the University or downloaded from the University website. All applications for Registration for Ph.D. shall be submitted in the prescribed form on any working day.
- 4.2(a) All applications for full time Ph.D. (except those who come under 4.2.b) registration should produce evidence of having Financial support in the form of scholarship / fellowship from the University/government, quasi-government or government supported organizations/ institutions (such as UGC,CSIR, ICSSR, ICHR, RBI etc.) or from recognized International Agencies (with clearance from the Government of India wherever required) or other recognized organizations approved by the University.

- 4.2(b) All the approved / selected Non-stipendiary research scholars are also eligible to register for full-time Ph.D. degree.
- 4.2(c) All university / recognized research institutions, stipendiary / non-stipendiary / research fellows shall be selected through 'entrance tests' conducted by respective institutions. The institution shall list their expertise in research and shall ask the student to mention their priority in the application form, and conduct the entrance test for all the applicants on the same day. The candidates shall be ranked based on the entrance test and the institution shall allot to various guides based on the rank of the candidates, their preference and the vacancy available with a guide.

This test shall be of objective type for a maximum of 100 marks. 25 marks shall be allotted for English comprehension (for Indian Languages, respective language comprehension). 25 marks shall be allotted for logic and general reasoning. 50 marks shall be allotted to test the candidate's knowledge in the concerned subject/s.

The common entrance test for Non-stipendiary conducted as per the discretion of the respective schools, departments/ research centers shall be notified in all the department notice boards of the institution as and when vacancy arises.

The common entrance test for University Stipendiary shall be conducted as and when vacancy arises by announcing in newspaper or on notice boards.

There is no pass mark and candidates shall be ranked in order of merit for selection.

- 4.3. All applications from those who are employed shall be forwarded through the head of the institution where the applicant is working.

**In addition**

- i. F I P candidates shall produce the letter of approval from the Director of Collegiate Education along with F I P offer letter.
- ii. Teachers working in the Govt. Colleges shall produce Permission Certificate from the Director of Collegiate Education.
- iii. Teachers working in High Schools and Higher Secondary / Primary / Middle / Matriculation schools shall produce the permission letter, issued by the employer and Head of the Institution.
- iv. Teachers in ITI / Polytechnics shall produce the permission letter issued by the employer and Head of the Institution.
- v. Candidates under 2.2.4(b) shall produce evidence to their service in such bodies issued by the Election Officer / Collector as the case may be.
- vi. In all other cases permission letters / certificates issued by the Head of the Government Department / Appointing authority shall be produced.
- vii. Candidates from legal/medical /other professions shall produce Registration Certificates from the respective Registration Councils and employment certificate or work certificate from the employer or letter of request in their official letter head.
- viii. Proof of having paid the prescribed fee -(see fee structure under Regulation 10).

- 4.4. All Ph.D., registration applications shall be submitted the following enclosures also.

**General:**

- a. Original Master's Degree with Attested copy of the Master's Degree /Provisional Certificate.
- b. Original M.Phil. Degree with Attested copy of the M.Phil., degree in case of M.Phil., degree holders/Provisional Certificate.
- c. Attested copy of the Master's Degree Examination Mark List.

- d. Outline of the proposed research not exceeding 500 words together with the views of the supervisor.
- e. Willingness of supervisor (s)
- f. Recognition certificate, if the qualifying degree is obtained from university other than this University.

**For Full Time Scholars**

- g. Attested Photocopy of award of scholarship / fellowship / financial assistance from the agency / organization / institution.
- h. Attested Photocopy of the fellowship order.
- i. Attested Photocopy of the permission obtained from the Registrar of this university / Principal of the college concerned to join as non-stipendiary Ph.D. scholar.
- j. Joining\_ report as a full-time scholar.
- k. Certificate from the supervisor stating that the subject of research comes under the approved project / scheme in which the candidate is appointed.

**Note :** Items n, o, p, q and r below are applicable for full time scholars.

**For Part Time Scholars :**

- l. Service certificate from the head of the institution in the given format (Appendix / website).
- m. Certificate from the supervisor countersigned by the head of the department of the college / university / institute where the candidate proposes to do research as full time scholar for one year as per regulations. Certificate shall indicate that all facilities will be provided to the candidate to complete the proposed research (Annexure-Format)
- n. Applications complete in all respects received for Ph.D. registration shall be put up for orders. Registration for Ph.D. shall be made and communicated to the candidate.
- o. The date of registration shall be the date of approval by the Vice-chancellor for both full time and part time scholars.
- p. The candidate shall pay the prescribed applicable fees on the given Registration date of every year till the submission. Fee for every year shall be remitted within 30 days of the Registration day of every year.
- q. One year grace period shall be availed by the candidate by paying the penal fees of Rs. 500/-
- r. Even after this period the fee is not paid the Registration shall stand automatically cancelled.

**5. Special Provisions:**

- 5.1(a) If the supervisor is transferred/ appointed to a recognized University / College / research institute he may continue to guide the student if substantial work has been done by the student as certified by the supervisor. If no substantial work has been done, the scholar may ask for a change of supervisor and this may be granted on merits after due consideration by the BORS.
- 5.1(b) If a candidate registered for Ph.D. as part-time scholar is transferred or redeployed to another college / office / institute, he may be permitted to continue his / her research if the subject for research falls within a subject that requires no laboratory work. If the subject involves laboratory work continuance of research shall be based on the recommendations of the guide for the availability and adequacy of laboratory facilities.
- 5.1.(c) *If a College teacher registered for Ph.D, as a part time scholar, is selected under Faculty Development Programme of UGC he or she may be permitted to continue the research as a full time scholar in the Department where the guide works.*
- 5.2 A candidate who has registered as a full time scholar in this university and who subsequently joins as a teacher in this university / in a college affiliated to this university / in an institution recognized by this university for research in the subject concerned may be permitted to convert his registration from full time to part time research. In such cases the candidate shall send a request through the guide for such conversion. However the candidate must complete the minimum period requirement of two /Three / one year full time (in the case of M.Phil. candidate) research and Methodology obligations. One year full time requirements is not necessary for students of arts and humanities.

### **5.3. Cancellation of Registration**

- a) If the academic performance of the student is found not satisfactory to the extent of not accomplishing the objectives of the research programme, action on this count will be taken based on the report of the guide duly endorsed by the Head and Co-ordinator of the school / Head of the research institution / Principal of the College.
- b) If the student fails to submit the thesis within the period of 7 years (eight years for part time and women student) from the date of registration.
- c) If a student wishes to cancel his registration, in request for cancellation be made by the student in writing. Such request is to be forwarded by the guide and the Head and Co-ordinator of the school / Head of the Institution / Principal of the college. The cancellation shall not be retrospective.

The candidate should pay the fees up to date and request for cancellation.

- d) Cancellation will be promptly intimated to the school research institution / college and the guide through proper channel. If the cancellation is effected due to the students request and if the students want to revoke the cancellation on a later date a revoke fee of Rs.10,000/- will be charged.

### **6. Conduct of Methodology Test**

All registered candidates for Ph.D. degree, except those who are specifically exempted under these rules shall take an examination in Part I Methodology of research after 12 to 18 months of research from the date of registration.

This examination shall be conducted by a Committee of three examiners of which the guide is one.

The Committee shall test the candidate's attainment on the methods of research and test his/her ability to continue research in a written examination, followed by oral test.

All the papers connected with the test shall be forwarded to the Registrar with the declaration of results.

In the Minutes of the Meeting, the committee shall categorically declare that the candidate has passed or failed in the Research Methodology Test (Both written and oral) and the candidate may be/may not be permitted to continue his/her further research.

If the candidate fails in Part I Methodology of Research he/ she may appear again after a period of six months from the date of previous test. If he/ she fails second time he/ she shall not be permitted to continue research and his/ her registration shall be cancelled. In such case the fees once paid will not be refunded/ adjusted.

If the methodology test is not held in the due period, the research duration shall be extended as follows:

Methodology Test by	Submission period	
	Full time	Part time
12-18 months	36 months	48 months
19-24	„ 42	„ 54 „
25-30	„ 48	„ 60 „
31-36	„ 54	„ 66 „

### **7. Presentation of Seminars/ Colloquium**

- 7(a) Two research seminars shall be presented by research scholars (full-time, part-time or independent candidates) in the respective School/ dept. of University or recognized research institution/ college. The supervisor and Head and Co-ordinator of the University Schools/ Head of the Department / or the Principal of the college /

Head of the Institution shall issue the requisite notifications of the seminars and certificates to this effect shall be issued by Co-ordinator, Principal or Head of the institution. The certificate in original shall be submitted by the candidate at the time of submission of synopsis.

- 7(b) The third presentation shall be in the form of 'Colloquium' and it shall be presented in the concerned School/ Dept/ Institution, before the submission of synopsis. The regulations in the previous paragraph shall be followed. Colloquium is a consolidated presentation of all the findings that will be included by the candidate in the Ph.D. thesis. This certificate shall also be attached with the documents while submitting the synopsis.
- 7(c) For 'Colloquium', the list of attendees with their Names, Designations, Affiliation and signature shall be obtained and this shall be submitted along with synopsis. This shall be certified by the concerned guide and Co-ordinator of the School and / or Principal of the College / Head of the recognized Research Institution. They shall maintain a copy of all these documents.
- 7.1. The above rule is applicable to all the research scholars registered for Ph.D. The Seminars/Colloquium shall be on the following :
- a) Research problem, objectives, review of literature and methodologies
  - b) Data collection, analysis, tools employed and inferences.
  - c) The entire thesis or any other problem approved by the guide.
- 7.2. The candidate shall request the respective Head of the Department/Co-ordinator of the School in the University or the Research centre through the Supervisor for organizing the seminar/ colloquium.
- 7.3. The Head of the Department / Co-ordinator of the School shall arrange for the seminar/ colloquium, evaluate and send all the reports of the seminar and colloquium, signed by the Supervisor and the Head / Co-ordinator.

These reports shall be enclosed along with the synopsis.

**Note:** Independent research candidates/ Teacher candidates from colleges shall present their seminars and colloquium in the Schools/ departments of the respective discipline of the university/ college/ research centre where the supervisor is affiliated.

## **8.Change of Guide**

Change of Supervisor / guide shall not be permitted as a routine. In exceptional cases such change may be permitted provided that:

- i) the Supervisor under whom the candidate has originally registered gives a "No Objection Certificate" and
- ii) that the new supervisor / guide gives a "Certificate of Willingness" to guide the candidate for the remaining period of his research on the same topic.
- iii) In case the "No Objection Certificate" is not obtainable the case shall be considered on its merit.
- iv) The student shall submit a request for such change of guide. After approval the candidate shall continue Ph.D. research with the new supervisor / guide for the remaining period.

## **9. Change of Topic and Change of Title:**

**Change of topic** may be permitted within one year from the date of registration or at the time of methodology examination.

**Note:** Topic refers to specific area of research.

**Change of title**, shall be permitted only once, when the required change is of a minor nature as recommended by the guide. In such cases the research work shall be in the same area. Requisition for a change of title shall be submitted at least three months prior to the submission of the thesis, change of title, recommended by thesis examiners, shall be approved.

**Note :** Topic/Title and Supervisor shall not change at a time.

## 10. FEES PARTICULARS:

### Item - I

Research Fee to be remitted to the University (applicable to all registered students with effect from Jan. 2009)

### Item - II

Research fee to be remitted to the research Institute / University

Arts and Humanities subject (Annual fee)	3000	200
Science subject (Annual fee)	5000	300

- 10.1 No other fees such as overhead charge and caution deposit etc. shall be charged on a non-stipendiary student.
- 10.2 All registered students shall remit the research fee (item I) in Account No. 1 and fee for availing the facilities (item II) shall also be remitted in Account No. 1 by the candidate who has registered in the University.

In case the student has registered in institution other than the university instructions can be obtained from such institution for remittance of fee.

One year grace period shall be availed by the candidate by paying the penal fees of Rs. 500/-

The cancellation shall be revoked by the candidate within another three months dead line by paying a cancellation revoke fee of Rs 10,000/- along with the applicable fees.

Even after this period, if the registration is not continued by paying all the appropriate fees, the registration shall be permanently cancelled.

Thereafter the candidate shall be registered only as the new registration after this date.

The thesis submission fee and Postal Charges are applicable to resubmission of thesis as well.

### **11. Extension of Time for Submission of Thesis:**

maximum duration of research is five and six years for full time and part time students respectively.

However this shall be extended for another two years for valid reasons recommended by the guide, by paying appropriate fees. Women candidate shall avail one year extension for maternity purposes.

If a candidate fails to submit the thesis for the Ph.D. degree within this period of seven years. (Eight years) his / her registration shall automatically stand cancelled.

### **12. Qualifications for Supervisor**

- 12(a) All guides shall be drawn from departments / institutes/ colleges/research centres of this University area with the following qualifications.
- 12(b) A guide shall be an active researcher with a Ph.D. or higher qualification, as evidenced by regular, periodical refereed publications, participation in National and International seminars, Experts committees and related academic activities during the past five years. The publications relating from his/her Ph.D., work shall not be considered as an indication of active research.
- 12(c) A guide shall be from institutions other than our university area as well, in disciplines not available in this university.
- 12.1. All Professors, Readers and Lecturers with a Ph.D. degree working in the University Schools/Departments / Departments of D.D.E. recognized for research and are currently engaged in research with two years of research experience from the date of award of their Ph.D. are eligible.
- 12.2. Teachers of (PG/UG) Departments of affiliated colleges who are currently engaged in research as shown by publication and with the qualifications stipulated in this section are eligible to apply for guideship.
- a) Two years of Research experience after the date of award of Ph.D. Publications of their independent original research work in refereed research journals (other than their Ph.D. work) and having a minimum of 5 years of teaching experience.
- (or)
- b) Having carried out 2 Major or 3 Minor research projects sanctioned by funding agencies like CSIR /DST / DBT / UGC / ICSSR / ICPR / ICIIR / AICTE etc., are eligible to be recognized as guides to guide Part - Time Ph.D. Scholars.
- c) and certified by the Head of the Institution that there are Adequate infrastructure facilities and laboratory to carry out research work and facilities such as internet etc., shall be made available to the prospective guide.

### **12.3. Procedure for Recognition of Guides:**

The request for recognition of guide shall accompany the bio-data, list of research publications of the individuals, Xerox copies of such publications, attested Xerox copies of the award of grants etc., shall be submitted through proper channel

The request may be referred to a subject expert / Chairman of concerned or related Board of Studies. The recognition shall be valid till retirement.

- 12.4. After retirement the guide with evidence of active research as evidenced by publications, research grants, consultancy, specialized teaching programmes, National and International Awards, recognitions, Fellowships, invitations during the last five years, shall request for the extension of the guideship, with a Medical Fitness certificate from Civil Surgeon.

The extension shall be accorded for a five year period term.

Incase, the guide wishes to continue further and is still engaged in active research, the above procedure shall again be followed.

In order to guide a Ph.D. student after 60 Years, a recognized, eligible, in service co-guide of Madurai Kamaraj University shall be willing to be a Co-Guide. The Co-guide should submit a written statement of willingness.

The 'retired' guide shall independently apply to the University, college or Research Institution, for continuation in the department / school as Emeritus Professor or as applicable.

Teacher without active research career, without publications in refereed journals during the past five years or without the permission to continue in the department by the host institution shall not be eligible to avail this extended period of guideship.

### **13. Number of Candidates under a Guide:**

The maximum number of Ph.D. research scholars a guide can accommodate at a time, under the following two categories are as follows:

1. Full time : 6
2. Part Time : 6

The total number in each category may exceed 6 and be exempted on merit of the cases but the total shall not exceed 12 for a guide, at any given time. Once a candidate has submitted the thesis, it shall be reckoned, as the completion of research and the guide shall be eligible to take another candidate in the given category. The co-guideship shall not be counted in this 12.

### **14. Recognition of Institution:**

Any well established and well organized teaching Institution, Engineering college, Medical institution / Govt. Private, Public, Corporate, etc., in India shall apply for recognition as Centre for carrying out Research studies leading to Ph.D.

There shall be at least two Ph.D. holders with evidence of active research in a subject among the permanent staff of the host institution. These two Ph.D. holders of a given discipline in a department shall have already been recognized as guides by the university. This is mandatory to apply for recognition of research centre.

An inspection commission appointed by the University shall inspect and report on the infrastructure, active research already going on, publications, Internet, and other facilities established already, in the prescribed proforma.

Intending institution shall apply with a Recognition fee of Rs. 10,000/- providing all requisite information.

### **15. Submission of Synopsis:**

- 15.1. Candidate shall submit synopsis submission form (Appendix/ website) which duly signed by the candidate and forwarded by the Head of the Department/ School in the case of the University departments, or by the Principal /Head of the Dept. in the case of college, Head of the Centre/ Institution in which the research was carried out in the case of others.
- 15.2. Five copies of the synopsis of the thesis not more than 10 pages (A4 ), duly signed by the supervisor(s) as hard copy and electronic copy written in a CD, with due label shall be submitted 3 months prior to the submission of the thesis, through proper channel.
- 15.3. The following shall be enclosed along with synopsis submission form.
  - a) Five copies of the synopsis
  - b) Panel of Examiners with E-mail address and Fax No. (6 Indian and 6 Foreign) forwarded by the guide.
- 15.4. Submit a declaration along with the synopsis that he/she shall submit the thesis within two to six months. If not submitted within this period, a fresh synopsis along with a list of examiners shall be submitted with a late fee of Rs. 5000. This provision shall not be valid beyond the stipulated period of 7 year of research study.

#### **15.A. Submission of Thesis:**

15.A1. Candidate shall submit thesis submission form (Appendix/ website) which is duly signed by the candidate and forwarded by the Head of the Department/ School in the case of the University departments, or by the Principal /Head of the Dept. in the case of college, Head of the Centre/ Institution in which the research was carried out in the case of others.

15.A2. Submit a declaration in the relevant format and append the same in the thesis at the required place (Appendix / website).

15.A3. Submit a certificate from the Supervisors in the format provided (Not applicable to independent Ph.D. candidates) (website)in this document wherever 'he' appears it may be taken as 'she'

15.A4. The regulations specifically prohibit any form of plagiarism. If even after the award of Ph.D. or other research degrees if it has been found out that a candidate has plagiarized, his / her degree shall be withdrawn by the University and the candidate shall be permanently debarred from any further registration for research or any degree in this university.

If in the opinion of the University the Supervisor has also abetted such plagiarism he/she shall be disqualified to guide candidates. All the other candidates registered under him/ her shall be transferred to other guide/guides/supervisor(s), at the request/ discretion of the candidates.

15A5 A minimum of one research article(s) of the work of the student as a single author or with a team carried out during the tenure of the research and published in International journals (shall be annexed to the thesis. In case the article is not published, a certificate of acceptance (or) a "in press" certificate from the Publisher of the Journal together with the manuscript be attached compiled with preamble, hypothesis testing and synthesis as a thesis and submitted for the award of the Ph.D. degree.

15A6 The original certificates for the presentation of two research seminars and 'colloquium' shall be attached along with the submission form.

**15A7. In order to promote the use of Tamil language in research, any candidate shall be permitted to submit the thesis in Tamil. This option is not applicable to Language Studies other than Tamil.**

#### **15.B. Instruction for preparation of thesis:**

1. The thesis shall be prepared with DTP facilities.
2. Five copies of thesis in Demy A4 size or Demy A8 size shall be submitted.
3. The thesis shall be printed on both sides with single spacing (running matter) if A8 and 1.5 spacing if A4, in a legible font: the thesis shall not exceed 250 pages. It shall be printed in Indian Art paper, (Demy A-8 size) or in Thick Map Litho (Demy A4 size) or equivalent good quality paper.
4. Three copies of full thesis shall also be submitted in three separate CDs along with the printed version. The CDs shall be exact replica of the printed version of the thesis in a portable document form so that any computer can display the thesis.
5. After the completion of evaluation of the thesis, one copy and/or one CD shall be returned to the parent department library of the research institution and two copies and/ or two CDs in the University General Library (TPM), one for display and another for archive.
6. The correspondences, replies, acceptance of examiners all shall be by faster means of communications such as fax and e-mails. The final evaluation report however shall also be sent as hard copy, signed by the examiner, in addition to the electronic submission.
7. Foreign examiners shall be paid a Honorarium of US \$100/- and Indian examiners a Honorarium of Rs.1,000/- for evaluating the thesis. For conducting the viva-voce an Honorarium of Rs.250/- may be paid to Convener and Examiner.
8. To pay the remuneration by faster means, the examiners particularly the foreign examiners shall be requested to provide their banker's swift address, account numbers and relevant details.

#### **15.C. The thesis shall be submitted with the following particulars and enclosures.**

1. P.G. degree and post - P.G. degree original diploma
2. a) No Due certificates from the department, department library, T.P.M. Library, Co-operative stores, hostel, quarters (for candidates doing Ph.D. research in the departments of this university only).  
b) No due certificate from Research Section for Research Fee.  
c) Research Scholars belonging to the Research centre of colleges / institution shall produce No Due Certificates in all respects from the Principal/Head of the Institution.
3. A certificate from the supervisor countersigned by the Head/ Co-ordinator of the School /department / recognized research centre where the candidate has worked for Ph.D. degree for one year as full time research scholar stating that the candidate has completed one year full time research in his/her department as per requirements.
4. Candidates who have passed the qualifying degrees in any university other than this university have to produce a recognition certificate if not already submitted at the time of Ph.D. registration.

#### **16. EXAMINERS:**

- 16.1. (a) **Along with the submission of synopsis, the supervisor is required to submit a panel of six examiners for the candidate in a sealed cover to the Research Co-ordinator by name. In case the supervisor failed to provide the list of examiners even after two**

***monthly reminders, the Vice Chancellor shall provide the list of examiners in consultation with the relevant subject experts.***

16.1 (b) In the case of candidates doing independent research, the panel of name of examiners shall be obtained from the Head of the Department/ School of the concerned University Faculty. In the absence of a University department in the relevant subject the respective Chairman of the P.G. Board of Studies shall be asked to submit a panel of names.

16.2. ***The Vice Chancellor shall appoint the board of examiners for adjudication of the thesis, consisting of the supervisor as convener and two other external examiners, either both from within India or one of them from outside India from the panel of six examiners suggested by the supervisor.***

***It is to be noted that no close or immediate relative of the candidate or supervisor be suggested / appointed as an examiner.***

**Note :** In the case of examiners within India/ abroad if they have not accepted the offer of examinership within a period of 30 days of sending the communication by e-mail and as hard copy, at least two reminders shall be sent by fax and e-mail. Replies if not received within a total of 45 days, the examiner shall be changed.

16.3. Substitute examiners not exceeding three shall be decided by the Vice-chancellor at the first instance while constituting the Board of Examiners from the same panel of names suggested by the Supervisor. If any of the examiners in the Board of Examiners declines the offer or no reply is received within 45 days from the date of actual despatch of offer, such examiners may be substituted with the name already decided by the Vice-chancellor.

## **17. Evaluation Process and Award of Degree.**

17.1. The copy of Ph.D. thesis of a candidate shall be despatched through Speed post /Regd. Parcel Post / Courier Services etc. to the Examiners as and when their acceptance is received.

17.2. If the examiner prefers to evaluate on electronic form, CD shall be sent to the examiner or he/she can download it from the Confidential webpage of the University. In the first instance itself the examiner shall be given this option to inform the university accordingly in the acceptance proforma.

17.3. The Examiners shall send their reports in the prescribed form along with separate detailed report on the merits and demerits of the thesis and mention in their report the grading of the thesis as (a) Recommended for award (or) (b) Recommended for award subject to the condition that the candidate furnishes satisfactory clarification to my queries during the public viva-voce examination. (or) (c) Recommended for award subject to the condition that the correction/ modifications suggested by me are carried out in the thesis and duly certified by the guide before the public viva-voce examination. (or) (d) Recommended for revision and resubmission (i) willing to evaluate the revised thesis (ii) Not willing to evaluate the revised thesis. (or) (e) Rejected.

***The two external examiners shall send their individual reports together with their recommendations to the Research Co-ordinator by name with a copy to the supervisor. The examiners may send another copy of the report through email also to the Research Co-ordinator. The supervisor as examiner and convener of the board shall consolidate all the reports of the examiners bringing out the salient points made out in the individual reports and send the same to the Research Co-ordinator.***

The thesis shall be retained by the examiner after completing the evaluation or sent to the General Library of his institution and intimate the University accordingly.

17.4. If any one of the three examiners fails to send the evaluation report on the Ph.D. thesis within, a maximum period of two months from the date of the despatch of the thesis two reminders through post / e-mail and / or fax shall be sent in the third month. Every effort shall be made to obtain the evaluation report by talking to the examiner over the phone.

- 17.5. (a) A thesis shall be accepted for the award of Ph.D. Degree when all the three examiners have recommended the thesis for award with public viva-voce.
- b) The de-identified (Name and address of examiners removed) report shall be sent to the guide concerned and the guide shall consolidate the report and submit to the office. He/She shall be the Convener for conducting the viva-voce. The Vice-Chancellor shall nominate one of Indian Examiner as an External Examiner for Ph.D. Viva-Voce.
- c) The guide shall be appointed as the Convener for conducting the viva-voce. The Vice-Chancellor shall nominate one of Indian Examiner as an External Examiners for conducting Ph.D. Viva-Voce.
- 17.5.2 a) If two examiners rejected, the candidate shall carryout further research for one more year as directed by the examiners and submit the thesis. Fresh panel of three examiners shall be fixed and thesis evaluated.
- b) If two examiners have recommended and one examiner has rejected, the thesis may be referred to the 4th Examiner.
- c) If two examiners have recommended and one examiner recommended for revision, thesis be revised on the lines of the report of the examiner who asked for revision and send the revised thesis to the same examiner for evaluation. If he/she has had accepted to evaluate the revised thesis.
- d) If the examiner is not willing to evaluate the revised version the thesis shall be referred to the 4th examiner, (Indian)
- e) If one examiner has recommended the award and two examiners recommended for revision, the thesis shall be revised on line of the recommendation of the two examiners and to be sent to the same two / or two fresh examiners as applicable (Indian/Foreign as the case may be)

Once the University comes up with the decision as "Revision and Resubmission" of the thesis, the guide/guides shall be requested to direct the student to revise and resubmit the thesis after three months but within a period of one year from the date of Syndicate's approval. Copies of the reports of the examiners shall be made available to the candidate for carrying out the corrections.

A candidate shall be permitted to submit the revised thesis not more than two times. A maximum period allowed is one year for each re-submission. Resubmission fee (Rs. 4,000/-), Postal charges (Rs. 1000/-) and fee for availing the facility (Rs. 3000 or Rs. 5000 as the case may be) shall be charged for re-submission also.

- 17.5.3 a) After the evaluation, one hard copy of thesis and one CD shall be sent to the Library of the concerned school of the University / research Institution / college.
- b) Two copies of the thesis and two CDs shall be sent to the University TPM Library.
- c) A certificate of dispatch shall be presented by the Research section, at the time of final approval and declaration of the thesis.
- 17.6 Public viva-voce examination shall be held in public, at the place of research. The announcement for the Viva-voce shall be made widely, at least one week prior to the Viva-voce, signed by the Chairman of the Viva-voce board. Viva-Voce examination shall be conducted on working day, during working hours. A list of participants attended in the Viva-voce with their designation, qualification, full address with their signature shall be sent along with the report. The chairman of the Viva-Voce board and the chairman (Chair person) of the department in the University/Principal of the college shall be responsible for the conduct of the Viva-Voce and shall certify to that effect.

## **18. Number of Chances**

18.1. A candidate shall be permitted to submit his / her revised thesis not more than two times. A maximum period allowed is one year for each submission. All administrative fees and submission fee are applicable.

18.2. The evaluation process prescribed for the evaluation of the original thesis shall be followed for the evaluation of the revised thesis also.

## **19. Conduct of Public viva - voce:**

*19.1. The Vice-chancellor shall constitute a viva-voce board of two examiners for the conduct of the viva-voce examination and one of them shall be the supervisor and the*

*other shall be a member of the board of examiners. The supervisor shall be the Convener of this board. In case of non availability of the examiner who already valued the thesis, the Vice Chancellor may nominate an examiner of the same subject who did not value the thesis.* The Supervisor and External examiner shall then be requested to fix a date for the viva-voce examination giving at-least 15 days time for the candidate. The viva-voce examination shall be widely published and conducted on a working day, within six months after the constitution of the viva-voce board. The evaluation reports shall be sent to the Supervisor and the candidate along with the information of the viva-voce examination. When the information for public viva-voce examination is sent, the supervisor shall be authorised to organize the public viva-voce for which the faculty members, research scholars, the public and the other experts from this University and other Universities may be invited. A list of attendees with their name, designation, address and signature shall be obtained and sent along with the recommendation. The chairman of the Viva-voce Board and the Chairman / Chairperson of the Department in the universities/Principal of the colleges / Head of recognised Research Institutions shall be responsible for the conduct of the viva-voce and shall certify to this effect.

19.1(a) In the case of independent candidates the evaluation reports shall be sent to the Head of the School / Department of respective or related faculty or the Chairman, Board of Studies as the case may be. The Head of the Department / Chairman, Board of Studies shall be the Chairman of the Viva-voce Board.

- 19.2. The viva-voce board shall examine the candidate on the basis of the report of the examiners and also the performance of the candidate at the public viva-voce examination and shall report to the University the result of such examination before the final award or rejection.
- 19.3. A candidate who submits a satisfactory thesis but fails to satisfy the viva-voce board may on the recommendations of the board be permitted to submit himself/herself for a viva-voce examination a second time within three months. A candidate who fails to satisfy the viva-voce board for the second time will have his/her thesis finally rejected.
- 19.4. The recommendations of the viva-voce board for the award of Ph.D. degree along with all the evaluation reports with consolidated report shall be placed before the Syndicate for its approval. After the approval of the recommendations of the viva-voce board by the Syndicate, the result shall be declared.
- 19.5. The date of the approval by the Syndicate shall be reckoned as the date of the award of the Ph.D. degree.
- 19.6. In the case of inter-disciplinary research, the Ph.D. degree shall be awarded in the faculty and subject to which his / her Master's degree belongs or The faculty / subject of the first guide

#### **20. Publication of Thesis:**

The thesis shall be published in peer-reviewed journal, unless otherwise the examiners indicated contradictory.

#### **21. Registration for Additional Ph.D. Degree:**

A candidate, if he/she wishes to register for an Additional Ph.D. degree in the University, it could be done so "only" after successful completion and award of the earlier registration. All the conditions apply.

#### **22. Guidelines for conducting Public Viva-voce for Ph.D. Candidates**

Viva-voce for Ph.D. is an examination and therefore it is an official Meeting and an examination.

#### **Notification:**

As soon as the viva-voce Board is ordered by the University, the Convener of the Viva-voce Board in consultation with the other examiner fix a date for the Public Viva-voce. He/She shall (if necessary) in consultation with the Head of the Department fix the venue for the meeting and a public notice be issued to as many departments as possible. Such a notice shall be circulated to all the members of the faculty of the department. A notice shall also be displayed in the department notice board five days in advance to the date of viva-voce examination. A copy of the thesis shall be made available to the public at the Department for perusal at least five days before the date of Viva-voce.

**Conduct of the viva-voce:**

On the day of the viva-voce at the appointed time the Convener shall proceed to the examination hall and introduce the Ph.D. candidate to the audience and his research topic. He shall also introduce himself and introduce the external examiner. He shall also explain the mode of conduct of the Viva-voce examination.

The candidate shall present his thesis within a period of 60 minutes indicating its relevance/importance, methodology, limitations and his fundings/discoveries/ inventions etc.

After the presentation the external examiner shall be given time to raise his questions or the clarifications needed.

Then the Convener shall read the questions raised by the other examiners one by one and seek responses from the candidate. After this the Convener may ask his own questions. Then the audience shall be permitted to ask questions one by one. The total time for questions/clarifications shall be limited to 90 minutes only. When all the questions are answered the Board shall conclude the examination as closed and prepare a report showing the performance of the candidate. The report shall be given/sent along with recommendations to the Registrar the same day duly signed by the members of the Board.

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**23. Transitory provision:**

The Candidates who have registered before 1.1.2009, shall have the option to submit the thesis either in the old or as per the revised regulations.

**MADURAI KAMARAJ UNIVERSITY**  
**Degree of Doctor of Letters (D.Litt). Regulations**  
(Common to the Faculties of Arts, Teaching, Commerce and  
Oriented Learning)

**1. Eligibility :**

A Doctor of Philosophy degree holder of this University or any other University, considered by the Syndicate as equivalent thereto, but working in our University departments/affiliated colleges may present himself for the degree of Doctor of Letters (D.Litt), the highest degree of this University in the faculties of Arts, fine Arts, Teaching, Commerce and Oriented Learning, two years after having qualified for the degree of Ph.D.

**2. Application and Thesis :**

The candidate shall state in this application the special subject upon a knowledge on which he bases his qualification for the Doctorate. Such subject shall be one which relates to the main branch of knowledge chosen for the preliminary Degree. If the thesis submitted has formed in Part the basis for the award of a previous research degree, the candidate shall clearly set forth in a preface or written statement the portion or portions upon which has been based the award of the previous degree. He shall submit with his application four copies of his thesis which shall ordinarily be in the form of published work, or published papers or books, that contain original contribution to the advancement of knowledge

**Note :** A thesis must be on one main theme, and no candidate can submit as a thesis a series of unconnected papers. A series of connected papers can be submitted provided they form one connected theme; and additional papers can be submitted in support of the main thesis only on the understanding that the candidates indicate in the preface the main work or memoir, or thesis upon which he bases his application.

**3. Declaration :**

The thesis shall be accompanied by the declaration signed by the candidate that it has been composed by himself independently, and a certificate that the thesis has not previously formed the basis for the award of any degree other than a Master's degree or Ph.D. degree, Diploma, Associateship Fellowship or other similar title of the thesis has not already been published, it shall be published by the candidate in such manner as the Syndicate shall approve.

**4. Preface and Notes :**

The candidate shall indicate generally, in a preface to his thesis and specially in notes, the sources from which his information is taken and the extent to which he has availed himself of the work of others; he shall also state in what respect his investigations appear to him to tend to the advancement of knowledge or other-wise form a valuable contribution to the literature of the subject dealt with.

**5. Date of Submission of Application and thesis:**

The application and the thesis must be forwarded with the prescribed fee of Rs. 500/- so as to reach the Registrar on any day in the month of January or August and after the lapse of the period mentioned in Regulation 1, supra.

**6. Additional Papers**

The candidate may with thesis, forward printed copies of any original contribution or contributions to the knowledge of his subject or of any cognate subject which may have been published by him independently or cognate and upon which he relied in support of his conditions.

**7. Evaluation of Thesis:**

The thesis, together with any other contributions and papers submitted shall be referred by the Syndicate, for report to a Board of three Examiners. At the discretion of the Board of Examiners, the candidate may be asked to submit to an Oral Examinations provided,

however it shall be competent for the Syndicate, in the case of a Board of Examiners in India, should the first mentioned Board of Examiner consider this necessary prior to coming to a decision. After receipt from the Board or Boards of the report on the thesis and on the Oral Examination, if any, the Syndicate may decide whether the candidate has qualified for the Degree or not.

**Note :** The Board of Examiners shall normally consist of three of experts in the subject concerned from three different countries.

**8. Number of chances:**

A candidate shall not be permitted to submit a thesis, for the Degree on more than two occasions provided, however, it shall be competent for the Syndicate after having taken into consideration to the remarks of the Board of Examiners to permit a candidate to submit a thesis on a third occasion.

