

Sardar Patel University

Rules and Regulations for Ph. D. Programme

(Effective from December-2018)



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R. Ph.D. 1. Eligibility Criteria for Recognition as Ph. D. Guide:

- 1.1 Only a full time regular teacher (with qualification, scale and cadre prescribed by UGC) of Sardar Patel University /Constituent College/ /P. G. Centre/College affiliated to Sardar Patel University/ National or state funded research institutions having made an MOU wherein mutual research collaboration is specified with Sardar Patel University, having at least two years of P. G. teaching / research / industrial research or a minimum of four years of experience of teaching at the undergraduate level shall act as a Ph. D. Guide and no external Guide shall be allowed. However, Co- Guide may be allowed in inter-disciplinary areas as per the needs with the approval of the duly constituted Departmental Research Advisory Committee (DRAC).
- 1.2 Any regular Professor of Sardar Patel University / Constituent P. G. Centres of the university / scientists at the professor cadre of National or state funded research institutions having made an MOU wherein mutual research collaboration is specified with Sardar Patel University shall be automatically recognized as Research Guide for Ph. D.
- 1.3 Any regular Associate Professor/Assistant Professor of Sardar Patel University or a Constituent P. G. Centres / Colleges affiliated to the University / National or state funded research institutions having made an MOU wherein mutual research collaboration is specified with Sardar Patel University with a Ph. D. Degree having at least two years of teaching experience and five research publications in the past three years in peer reviewed refereed journals with ISSN listed in the UGC list of journals / books with ISBN (which cannot be from his/her Ph. D. Thesis) are eligible for recognition as Research Guide for Ph. D.
- 1.4 In areas/disciplines where there is no or only a limited number of refereed journals are published, the University may relax the above condition of publications for recognition of a person as Ph. D. Guide with reasons recorded in writing.
- 1.5 A full-time regular teacher (with qualification prescribed by UGC) with at least ten years of teaching/research experience shall be allowed to work independently for Ph. D. degree, if there is no recognised Ph. D. Guide available in the University for a subject area in which he/she desires to do research work for a Ph. D. degree.
- 1.6 At the time of counselling for Ph. D. admission, preference shall be given to a Ph. D. Guide, who has proven research experience through at least two research publications of repute / having applied for a research projects (minor/major) during the last three years, to have allotment of Ph.D. student under his/her guide ship.
- 1.7 A person recognized as a Ph. D. Guide by other UGC recognised universities upon joining this University, shall be automatically recognised as a Ph. D. Guide in this university by making an application for recognition in a prescribed format.

- 1.8 The University shall constitute a Committee for recommending Recognition as Ph. D. Guide with the following as members to evaluate the application with regard to the fulfilment of the above criteria before recommending recognition of a teacher as a Ph. D. Guide: (1) Head of the University P. G. Department concerned (Chairman); (2) Dean of the faculty concerned; (3) Chairman of the Board of Studies; (4) One expert in the relevant subject from other university and (5) Two senior teachers of the related subject in the University P. G. Department/ recognized research centres affiliated to Sardar Patel University who are active researchers. All the members of this committee shall hold a Ph. D. degree and be recognised Ph. D. Guides. This committee shall hold office for three years. It shall meet at least once a year to consider applications for recommending recognition as Ph. D. Guide by deciding on each case individually on merit, taking into account the criteria stated above. A minimum number of 04 members must be present to have the quorum to conduct the meeting.

R. Ph.D. 2. Eligibility Criteria for Admission to Ph. D. Programme:

Any applicant who fulfils the conditions stipulated in these Regulations is eligible to seek admission to the Ph. D. programme:

- 2.1 A Master's degree holder who has secured at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed), or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions shall be eligible to apply for admission to the Ph. D. programme in this University.
- 2.2 Applicants who hold a Postgraduate Degree/Postgraduate Diploma from an approved University/Institutions or a Course recognized by the UGC/AICTE/DEC and MHRD, Government of India and those with a Postgraduate Degree or Postgraduate Diploma or a Professional degree/course like CA/CS/ICWA are considered to be equivalent to an approved master degree programme in concerned subject. However he/she has to appear in the Ph. D. entrance test in the discipline concerned.
- 2.3 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer) /Differently-abled and other categories of candidates as per the rules of UGC from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

- 2.4 A candidate of Sardar Patel University whose M. Phil. dissertation has been evaluated and the viva voce is pending may be permitted to apply to the Ph. D. programme. He/she must submit final notification of M.Phil. degree at the time of counselling.
- 2.5 A candidate who possesses a Degree considered equivalent to M. Phil. Degree of an Indian Institutions, from a Foreign Educational Institutions accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph. D. programme in this University.
- 2.6 There shall be special provision of supernumerary PhD seats not exceeding 10% of the total seats available in a subject, if there are no vacant seats available with the eligible supervisors in the subject concerned, to the in-service teachers for encouraging the faculty members of colleges and universities for getting a PhD degree.

R. Ph.D. 3. Duration of Ph. D. Programme:

- 3.1 Full-time Ph. D. Programme shall be for a minimum duration of three years, including course work and a maximum of six years. Part-time Ph. D. Programme shall be for a minimum duration of three and half years including course work and a maximum of seven years.
- 3.2 A fulltime Ph. D. Candidate shall be allowed to submit Ph. D. synopsis after completion of a minimum period of five terms / two and half years and a part time candidate shall be allowed to submit synopsis after completion of six terms / three years. However, submission of thesis shall be allowed as per the minimum duration of the Ph.D. programme specified in R. Ph. D 3.1, and must submit the thesis within one year of submitting the synopsis. Part time students must have at least 90 days per year (including holidays, vacations and off- office hours) of contacts / interactions with the guide and the research group related to research work. A record of the same must be kept at the respective Department and a copy of the same forwarded through the guide shall be appended with the synopsis.
- 3.3 A Ph. D. Candidate with M. Phil. Degree in the same research area shall get a relaxation of one term for submitting synopsis over the period mentioned in R. Ph. D. 3.2. Accordingly one term relaxation shall be given in the minimum duration for Ph.D. mentioned in R. Ph.D. 3.1.
- 3.4 Only one year extension beyond the allowed one year period post submission of the synopsis may be given for the submission of the thesis if recommended by the DRAC and approved by the Vice Chancellor. Beyond which no further extension is permissible in any case.

- 3.5 Women candidates and Persons with Disability (more than 40% disability) may be allowed relaxation of two years for Ph. D. in the maximum duration. In addition, women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph. D. for up to 240 days.

R. Ph.D. 4. Procedure for Admission:

- 4.1 The DRAC for the concerned subject shall admit Ph. D. scholars as per the eligibility criteria for admission to Ph. D programme (R.Ph.D. 2). Admissions shall be offered twice preferably in July/August and December/January every year in available subject discipline.
- 4.2 Applicants who have qualified UGC-NET / NET-JRF / UGC-CSIR NET /GSET /GATE /INSPIRE fellowship/ Teacher fellowship/ have passed M. Phil. (who has been admitted through University Entrance Test) in the respective faculty as per the UGC Rules and Regulations in force shall be exempted from the Ph. D. Entrance Test.
- 4.3 University P. G. Departments/ national or state level research Institutions having made an MOU with the University / P. G. Centres /Colleges affiliated to Sardar Patel University which are allowed to conduct Ph. D. programme shall;
- 4.3.1 Decide on session basis through their DRAC a predetermined and manageable number of Ph. D. scholars to be admitted depending on the number of available Ph. D. Guides and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio, laboratory, library and such other facilities;
- 4.3.2 Notify well in advance on the University website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;
- 4.4 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.
- 4.5 The DRAC of the respective subjects shall admit applicants for admission through a two stage process through;
- 4.5.1 An entrance test at the first stage with qualifying marks as 50%. A relaxation of 5% marks will be given to SC/ST/OBC (non-creamy layer) / differently- abled candidates on production of relevant valid documents. The syllabus of the Entrance Test shall cover (a) research methodology and the contents in the respective subject-discipline; and (b) shall be at par with the NET syllabus / the

syllabus prescribed at the level of Master's degree in the subject-discipline concerned of Sardar Patel University. The syllabus for the Ph. D. entrance test shall be prepared by the DRAC and shall cover the contents of the core courses only offered in the respective subject-discipline at the Master's level at Sardar Patel University. The university shall upload it on the website. The Entrance Test shall be conducted by the university. A certificate shall be issued by the University to the Entrance Test qualified candidates.

4.5.1.1 The Entrance Test shall be of 100 marks and 3 hours duration. The format of the Entrance Test Paper shall be as follows:

Section-I (40 marks: 40 objective type multiple choice questions related to the subject of one mark each).

Section-II (10 marks: 10 objective type questions covering general knowledge in the subject and components of research methodology of one mark each).

Section-III (30 marks; six out of ten questions of five marks each which may include sub-questions also).

Section-IV (20 marks; two out of six questions of ten marks each which may include sub-questions also). The question paper-cum-answer book shall contain questions with adequate space provided under each of the test items for candidates to write answers to the questions.

4.5.1.2 The list of entrance test qualified candidates shall be prepared by the University alphabetically and shall be uploaded on the University website. The fulfilment of this qualification alone shall not be a secured admission to the Ph. D. programme.

4.5.1.3 The eligibility of the candidate who has qualified the Entrance Test is forever. However he/she has to apply for the admission whenever he/she desires.

4.5.2 At the second stage, an interview during the counselling for admission shall be arranged by DRAC. The candidate is required to discuss his/her research interest/area through a presentation before DRAC. The Dean of the respective faculty shall be invited during the counselling.

4.5.2.1 The interview during the counselling for admission shall also consider the following aspects, viz. whether: (a) the candidate possesses the competence for the proposed research; (b) the research work can be suitably undertaken at the University P. G. Department/Research Institution/Colleges (c) the proposed area of research can contribute to new/additional knowledge etc.

4.5.2.2 Admissions for Ph. D. shall be finalized after interview during the counselling for admission with the Department Research Advisory Committee, including the research Guide, based on a set of criteria including research area, availability of

vacancy and a Research Guide in a proposed subject area, a good research proposal of minimum one page and presentation.

4.5.2.3 For selection of candidates from the entrance test category, a weightage of 70% to the entrance test and 30% to the performance in the interview/ viva-voce/presentation during the counselling shall be adopted.

- 4.6 In case a candidate seek admission for Ph. D. in a subject other than the one offered by him/her at the Master's degree but in the same faculty, he/she may be admitted to Ph. D. Programme provided the DRAC in the subject with a specially invited expert in the subject area (of the candidate's Master's degree) approves it.
- 4.7 A candidate seeking admission to Ph. D. in a subject falling in a faculty other than the faculty in which he/she had obtained his/her Master's degree may be considered for admission to Ph. D. , provided a Special committee consisting of (a) Deans of the two faculties involved; (b) The DRAC of the subject concerned in which the admission is being sought; (c) proposed Research Guide; and (d) a subject expert appointed by the Vice Chancellor recommends for admission of an applicant who desires to undertake interdisciplinary research leading to Ph. D. In case of candidate having M. Phil degree, the committee shall decide whether he/she would need to do course work or be given exemption from it.
- 4.8 A full time employed candidate will be registered as a part-time Research Scholar upon the production of no-objection certificate from the employer. However, a part-time or temporary employed candidate shall be registered as a Part time scholar through the recommendation of DRAC.
- 4.9 The DRAC in the concerned subject shall submit the list of qualified/short listed candidates along with name of allocated Ph. D. Guides to the university for admission followed by registration within one month from the date of counselling. If the candidate does not join and register for Ph.D after admission without any valid reason, she/he shall forfeit the validity of the entrance test.
- 4.10 The University shall maintain/display the list of all the Ph. D. registered scholars on its website on a year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her Guide, Co-Guide (if any) registration number and date .
- 4.11 No candidate shall be allowed to register simultaneously for any other degree/diploma programme after registering for Ph. D. If, at any point of time, it is found to be otherwise, his/her admission shall *ipso facto* stand cancelled, and all the fees and deposits paid by the candidate shall stand forfeited. The university shall take legal and/or disciplinary action or both, as it may deem fit, in such cases.

- 4.12 After full time registration, if a candidate is employed full time anywhere, his/her registration will be converted to part-time scholar through the recommendation of DRAC.
- 4.13 A part time scholar may be converted to full time scholar; however he/she shall be allowed to submit Synopsis/Thesis as per the rules for part time scholar.
- 4.14 A full-time teacher of this University, or a constituent college of this University, who registers himself/herself for Ph. D. in a University P. G. Department, shall not be required to pay tuition fee for a period of eight terms/semesters. In case he/she needs more time to complete his/her Ph. D. thesis he/she has to pay fees as per the University rules.

R. Ph.D. 5. Special Provisions for Admissions for Select Groups:

A. International Scholars

- 5.1 International scholars shall be exempted from taking the Ph. D. Entrance Test as they cannot be admitted without a valid Research Visa endorsed in favour of a given University as per the guidelines issued by Government of India. The admission letter issued by a given university forms the basis for our embassy/high commission abroad to issue them a valid Research Visa endorsed in favour of such a University for the entire duration of their Ph. D. Programme. It applies also to International students possessing a foreign passport who has obtained a Master degree from any of the UGC recognized Indian Universities.
- 5.2 Any recognized Ph. D. Guide in the subject-discipline in which an International Scholar has applied for admission shall be allowed to take International Scholar applicants against 15% supernumerary seats in addition to the prescribed number of scholars in R. Ph. D. 7.3. on the basis of directive from the Government of India.
- 5.3 No International Scholar offered admission to Ph. D. programme in Sardar Patel University shall be admitted unless he/she has a Research Visa endorsed in favour of this University.
- 5.4 An International Scholar registered for Ph. D. as a part-time scholar in this University who does not reside on the campus shall be required to stay on the campus for at least three months in parts: for ten days to complete the process of admission, and a month each every year for completing course work during the period of his/her research, besides fulfilling the other requirements outlined in these rules. He/she shall present the work done through seminars (in English without any language translator) before the DRAC concerned before submitting his/her thesis. The research scholar's Guide and the Department concerned shall keep a record of his/her attendance and submit the same to the University time to time.

5.5 Except for the special provision made for the admission of International Scholars, all the other rules applicable to Ph. D. Scholars shall also be applicable to the International Scholars of this University.

B. Professionals/Civil Servants:

5.6 In case of professionals from corporate bodies/scientists from National level research institutes funded by Govt. of India or State Govt./civil servant with a minimum of 5 years experience and at least one publication in refereed journal with ISSN /books with ISBN, shall be exempted from the Ph. D. Entrance Test.

5.7 The interview during the counselling for admission to Ph. D. programme shall consist of (i) a research proposal in the area of the research interest submitted and presented before DRAC at the time of interview during counselling for admission.

R. Ph.D. 6. Rate of Honorarium:

6.1 The University shall decide on the honorarium for paper setting and conduct of M.Phil. / Ph. D. Entrance Test from time to time. The honorarium shall be as follows: (i) Paper setting along with solutions: Rs.2000/- for each paper setter; and (ii) Honorarium for coordinator, senior and junior supervisors, assessment, other secretarial work etc. shall be as per the prevailing rules governing university examinations.

6.2 Experts invited from outside Sardar Patel University on various Committees related to the PhD admission, DRAC meetings and for the purpose of granting recognition to teachers as Ph. D. Guides will be paid Rs.2000/- as a sitting allowance and TA/DA as per the University rules.

R. Ph. D. 7. Allocation of Ph. D. Guides:

7.1 The DRAC in the concerned subject shall, in a formal manner, decide on the allotment of a Ph. D. Guide for each of the selected research scholars, depending on the number of scholars per Ph. D. Guide, the available specializations with the Ph. D. Guides, and the research interest of the research scholar as indicated by his/her during counselling-cum-interview session. The allotment of a Ph. D. Guide shall, in no case, be left to the individual scholar or the guide.

7.2 In case of topics of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside the Department may appoint a Research Guide from the Department itself, who shall be known as the Research Guide, and a Co- Guide from outside the Department/Faculty/College/Research Institutions on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges. Co- Guide from outside the University may be appointed provided he/she fulfils all the terms and conditions set for Ph. D Guide of this University.

7.3 A Ph.D Guide who is a Professor shall not guide more than eight (8) Ph. D. scholars; an Associate Professor shall not guide more than six (6) Ph. D. scholars; and an

Assistant Professor shall not guide more than four (4) Ph. D. scholars at any given point of time.

- 7.4 A seat shall be considered to be vacant only after a registered research scholar submits his/her Synopsis for Ph. D.
- 7.5 The DRAC concerned shall take a binding from every Research Guide belonging to any of the Colleges/P. G. Centres/Institutions affiliated to the University at the time of the allocation during the counselling for admission that the candidate allotted to him for the PhD guidance is not a close family relative and he/she would continue to guide the research scholars allotted to him/her if he/she moves to another Institutions. In such cases the Research Guide shall submit to the College/P. G. Centres/ research institutions concerned and the University a binding of this kind in writing and the DRAC concerned shall send this along with the Minutes of the meeting of the committee.
- 7.6. If a Ph. D. Guide leaves the College/P. G. Centres/ research institutions, the Ph. D. Scholar shall be transferred to another Ph. D. guide in same subject discipline of the same College/P. G. Centres/ research institutions. If there is no Ph. D. guide available in the subject concerned in that institution, the DRAC shall transfer the scholar to a guide in the university P. G. Department/another college/Institution. Such transferred scholar shall be counted as super numerary over the total allowed number of Ph D students of the respective category. The issues related to the fee structure in such cases shall be resolved in consultation with the Vice Chancellor.
- 7.7. If a Ph.D. Guide leaves the college and join to university P. G. department /another college / P. G. centre/Institution recognized as per R Ph D 15.3 by the University, the transfer of the scholar to another Ph. D. guide is not required. However, the student shall be transferred to the Guide's present institution on request by the student and guide and recommended by the concerned DRAC. The DRAC's decision on such cases and the issues related to the fee structure shall be approved and resolved by the Vice Chancellor.
- 7.8 No Ph D student shall be allowed to register under a PhD Guide who is having less than two years for his / her superannuation. However he/she can continue to be a co-Guide.
- 7.9 In case a Ph. D. Guide leaves the University/ College/P. G. Centre/Institution due to superannuation / resignation, a research student registered under him/her shall be transferred, through the DRAC, to another Ph. D. guide in preferably same subject having same specialization if the scholar does not submit his/her synopsis within six months from the date of the original guide's departure. However, the original guide shall be allowed to continue as co-guide until such time as the Ph. D. Scholar submits his/her thesis for the Ph. D. degree.

7.10 The university shall, on the recommendation of the DRAC, transfer the scholars registered under a Ph. D. Guide to another Ph. D. Guide in the same subject discipline within six months if the original Ph. D. Guide is unable to provide guidance due to unavoidable circumstances.

R. Ph.D. 8. Matters Related to Fee:

8.1 A research scholar admitted to any of the Ph. D. Programmes in the University shall pay fee as decided by the University from time to time. Failure to pay fee for three consecutive terms shall lead to automatic cancellation of Ph D registration.

8.2 A registered Research Scholar shall submit his/her thesis within stipulated time, failing which he/she has to take extension as per R Ph. D. 3 and he/she shall be required to pay fees up to the time he/she submits his/her thesis along with penalty fee decided by the university as per rules.

8.3 In case of a Ph. D. research scholar failing to submit his/her thesis within the stipulated time after submission of his/her synopsis failing which he/she has to take extension as per R Ph. D. 12.3 and he/she shall be required to pay the term fee with penalty decided by the university as per rules.

8.4 Fees once paid shall not be refunded in any case.

R. Ph.D. 9. Course Work Details:

9.1 Once a research scholar is admitted to Ph. D. programme, he/she shall be required to undertake course work as under:

9.1.1 A four credits Research Methodology course is mandatory for all the research scholars across the faculties as part of their Pre-PhD course work. The course shall include quantitative methods, research ethics, ICT applications and review of published research works etc. The mode of conducting this course shall be notified by the University time to time.

9.1.2. Two other courses each of three credits which include advanced level course materials related to the subject area relevant to the research topics prepared and approved by the DRAC shall be conducted by the respective department/institutes/ affiliated P G center where the student is admitted.

9.2 All courses prescribed for Ph. D. course work shall be approved by concerned academic bodies of the university. Implementation and Assessment of the course work shall be done as per guidelines prescribed by this university for the course work (Appendix - 1).

9.3 Research Scholar has to clear these courses within the first two terms from the date of admission. Women candidates shall be given a relaxation of two more terms in case of maternity.

- 9.4 The DRAC shall maintain proper records of teaching and evaluation. The final results of the course work shall be submitted to the University.
- 9.5 This course work assigned to the candidate, in the university P. G. Department /recognised research institutions where the scholar is admitted or in a sister P. G. Department within the university, shall be duly certified by the DRAC in subject concerned, and shall be treated as equivalent to the Ph. D. Course work.
- 9.6 A Research Scholar has to obtain a minimum of 55% of marks in the course work in order to be eligible to continue the Ph D programme.
- 9.7 Grades in the courses shall be finalized by the DRAC and the final grades shall be communicated to the University. Based on the result submitted by the DRAC, University shall issue a mark sheet of the PhD course work to the candidate.
- 9.8 In case a candidate fails to clear the course works as per R Ph D 9.6, within the stipulated time prescribed by R Ph D 9.3, the concerned DRAC shall give an extension of one more term for the clearance of the course work based on a request letter forwarded through and recommended by the guide. On further failure in clearing the course work, DRAC shall take a decision on the continuance or otherwise of the research scholar and communicate to the University for the approval of the Vice chancellor.
- 9.9 Candidates already holding M. Phil. degree (as per UGC Minimum Standards and Procedures for Awards of M.Phil. Degree) and admitted to the Ph. D. programme shall be exempted from the Ph. D. course work.

R. Ph.D.10. The Departmental Research Advisory Committee (DRAC) and its Functions:

- 10.1 The Departmental Research Advisory Committee (DRAC) shall be constituted by the Head of a University P. G. Department as chairperson and consist of at least three senior members from the university P. G. Department in the subject-discipline concerned with all the members of the committee being recognized Ph. D. Guides and active researchers. External subject expert nominated by the Vice-Chancellor may be invited to the DRAC as and when required.
- 10.2 In case of recognized Research Institutes/Colleges/P. G. Centres affiliated to this University which run exclusively certain programmes not offered in any of the P. G. Departments of the University, the DRAC shall be constituted by the Vice Chancellor consisting of (a) The dean of the concerned faculty (Chairman of the committee); (b) three senior faculty members in the subject concerned and (c) two Heads of the university P. G. Departments.
- 10.3 The DRAC shall have the following responsibilities: (i) admission and allotment of research guides to the qualified students; (ii) to review the research proposals and advice to fine-tune the research proposal; (iii) facilitate the research scholar to develop

the study design and methodology of research and helps to identify/select the course(s) that he/she needs to do; (iv) to conduct and evaluate the respective Ph. D. course work; (v) to review periodically and assist in the progress of the research work of the research scholar and (vi) to implement and monitor the R. Ph. D. rules and regulations in letter and spirit.

- 10.5 A committee constituted time to time by the Hon. Vice Chancellor or the DRAC shall set the question paper for the entrance test, provide solutions to the test paper and assess the answer sheets.
- 10.6 If a scholar is scheduled to make a presentation before the committee on issues related to her/his course work or progress or any other matter related to Ph D work, her/his Ph D guide shall be invited if the Committee desires during the time of presentation.
- 10.7 The DRAC will also act as the Departmental Academic Integrity Panel (DAIP) with two adopted members nominated by the Vice Chancellor; i) A senior academician from outside the Department and ii) another person well versed with anti plagiarism tools. The functions of the DAIP will be as per the prevailing UGC guide lines on curbing Plagiarism in higher education.

R. Ph.D. 11. Post-Admission Procedures:

- 11.1 Upon satisfactory completion of course work, and obtaining marks/grade prescribed in these regulations, the Research Scholar shall be required to produce a draft thesis within a reasonable time as per R Ph D-3
- 11.2 A research scholar shall appear before the DRAC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the DRAC to the University with a copy to the research scholar.
- 11.3 In case the progress of the research scholar is unsatisfactory, the DRAC shall record the reasons for the same and suggest corrective measures in consultation with the respective guide. If the research scholar fails to implement these corrective measures within the next term, the DRAC may recommend to the University with specific reasons for the cancellation of the registration of the research scholar.
- 11.4 In case of relocation of a Ph. D. woman scholar due to marriage or otherwise, the research data generated or collected by the candidate shall be allowed to be transferred to the University to which the scholar intends to relocate on mutual agreement signed by the respective guides and endorsed by the concerned heads of the two institutes, provided all the other conditions of these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent Institutions / Guide from any funding agency. The scholar will however give due credit to the parent Guide and the Institute for the part of research work already done and the IPR related to the part of research data shall be owned by the original institute.

R. Ph.D. 12. Submission of Thesis:

- 12.1 The Ph. D. scholar must have at least two (2) research papers (published/ accepted for publication) from the Ph. D. work carried out, of which at least one need to be in refereed journal / journal listed in the UGC recognized research journals with ISSN and make two paper presentations in conferences / seminars based on his/her Ph. D. work and produce evidence for the same in the form of presentation certificates and/or reprints before submission of the thesis for adjudication.
- 12.2 Prior to the submission of the thesis, the scholar shall make a presentation of the work to be included in his/her thesis before the DRAC which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the DRAC.
- 12.3 If a Research Scholar has submitted his/her synopsis, but fails to submit his/her thesis within the maximum stipulated time of one year, then he/she shall apply through the respective guide to the concerned DRAC which may consider it and take appropriate decision with due justification and recommend for just a single term extension. This shall be approved by the Vice Chancellor.
- 12.4 Ph. D. scholars shall write their thesis in English with the only exception being those who are registered for a Ph. D. in subjects like: Gujarati, Hindi, or Sanskrit. However a Ph. D. scholar registered for a Ph. D. in Gujarati, Hindi, or Sanskrit shall necessarily include a summary of the thesis in English.
- 12.5 The thesis shall contain certificate of originality as given in Annexure – A.
- 12.6 The thesis shall be put through plagiarism detection tool and a report sought on it to be put before the respective DRAC for further action so that a decision can be taken on the final submission of the thesis for evaluation. The necessary certificates mentioned in the Guidelines on Plagiarism (Appendix – 2) shall be included in the draft thesis. The policy for the plagiarism will be followed as per the prevailing UGC Guidelines on curbing of Plagiarism.
- 12.7 A Ph. D. Scholar shall submit four copies of the draft thesis to the university within prescribed time limit for evaluation. The draft shall be printed on both sides of the paper and can be submitted in spiral bound form so that the changes / modifications suggested by the referees can be incorporated before submitting the hard bound copies of the thesis. Two hard bound copies of the thesis printed on both sides of the paper along with a soft copy for electronic repository on the INFLIBNET shall be submitted just after the conduct of the Viva Voce examination. University shall issue the notification of the award of Ph. D only after the receipt of hard bound copies along with the soft copy.
- 12.8 The degree of Ph. D. shall not be conferred as an addendum degree.

R. Ph.D. 13. Evaluation and Assessment Methods:

- 13.1 A panel of at least six referees (three from other universities within the state and other three from outside the state or foreign countries) shall be submitted by the Ph. D. Guide to the Board of Studies in respective subject for its approval, the Vice Chancellor will select two external referees (one from the state and one from outside the state) from the panel. The referees shall examine the thesis and submit individual report whether there is a prima facie case for the acceptance or the rejection of the thesis.
- 13.2 The Ph. D. thesis submitted by a research scholar shall be evaluated by his/her Ph. D. Guide and at least two external referees as R. Ph.D. 13.1 above.
- 13.3 If both the external referees consider the thesis unsuitable for the award of the degree, no further process shall be done and the reports shall be placed before the Vice Chancellor for final decision.
- 13.4 In case of difference of opinion between the two external referees, the Vice Chancellor shall appoint a third external referee from the panel of referees of the thesis. If the third external referee reports that the thesis is unsuitable for the award of the degree, his report shall be placed before the Vice Chancellor for a final decision.
- 13.5 If any of the referees has suggested corrections, the candidate shall be required to incorporate it in the final draft of the thesis and need to submit a corrected version of the thesis before / during the viva voce examination.
- 13.6 A work that has been rejected shall be resubmitted with due revision only after a period of six months and subject to the payment of necessary fees.

R. Ph.D. 14. Viva Voce Examination:

- 14.1 If two external referees agree that there is a prima facie case for the award of the degree, the open viva-voce examination of the Ph. D. scholar to defend the thesis shall be conducted by the internal and at least one external referee. The viva Voce will be conducted in medium of English only (even in the case of foreign students with no translator appointed) except for the students who have registered in the subjects such as Hindi, Sanskrit and Gujarati. The referees present at the viva-voce examination shall report jointly to the University whether the thesis be accepted for the award of the degree or not.
- 14.2 The viva-voce programme shall be notified on the departmental notice board and may be circulated to related departments through the Head of the Department.

R. Ph.D. 15 Requirements for offering Ph. D. programme other than the university P. G Departments:

- 15.1 Colleges/Institutions/P. G. Centres affiliated to Sardar Patel University may be considered eligible to offer Ph. D. programme only if they satisfy the availability of

eligible Research Guides, required infrastructure and supporting administrative and research promotion facilities as per the regulations, stipulated under sub-clause 15.3.

15.2 Postgraduate Centres affiliated to Sardar Patel University, Research laboratories of Government of India/State Government with at least two Ph. D. qualified teachers/scientists/ other academic staff in the department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these regulations, stipulated under sub-clause 15.3, shall be considered eligible to offer Ph. D. programme. Recognized P. G. Centres/Institutions should additionally have the necessary recognition by the University as per Sardar Patel University rules (Section 46 I-IV) to offer Ph. D. programme. Once a scholar is admitted with such a Centre/Institution/College, the sole responsibility for providing the necessary research facilities and conduct of the required Pre-Ph.D. course work to the scholar shall lie with the Centre/research Institutions /College which has admitted him/her, and not with the University.

15.3 Recognized P. G. Centres / Research institutions of Government of India or State Government with adequate facilities for research as mentioned below shall be recognized to offer Ph. D. programme:

15.3.1 In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the University with provision for adequate space per research scholar along with computer facilities and essential software.

15.3.2 Necessary library resources including latest books and research journals, e-resources, extended working hours for all disciplines, adequate space for Ph. D. scholars in the Department / library for reading, writing and storage of research data and research materials;

15.3.3 The recognized Centres may also have access to the required facilities of the neighbouring Institutions/Colleges/R&D, National, State level research laboratories/Organizations/ which have the required facilities.

15.3.4 The National/State govt. supported research institutes need to undertake an MOU or an agreement with the University under which the University shall recognize the Ph D programme of such laboratories/institutes.

15.3.5 The MOU shall incorporate the clauses under the prevailing UGC guidelines for maintenance of standards in Higher education institutions such as formation of Research Clusters amongst the Universities / Colleges/Research Institutions within the state for sharing research facilities, human resources, skills and infrastructure to ensure optimal utilization of resources and to create synergies among researchers in the higher education institutions.

R. Ph.D. 16. Provisions Exclusively applicable to the Faculty of Medicine

Note: All provisions for Ph. D. applicable for admission to Ph. D. programme in other faculties, except for the following provisions exclusively applicable to the Faculty of Medicine in this University, shall also be applicable to the Faculty of Medicine.

R. Ph.D. 16.1 Eligibility Criteria for Recognition as Ph. D. Supervisor:

- 16.1.1 A faculty member who holds a Ph. D. Degree or MS/MD/DM/MCh (recognized by MCI) in the subject or in a related discipline is eligible to apply for recognition as a Research Supervisor. He/she shall apply for recognition as Research Supervisor for Ph. D. in prescribed format available on the University Website.
- 16.1.2 He/she should have a minimum of five publications in a peer reviewed national/international journal with ISSN (as prescribed by this University/ UGC/MCI); or be a Postgraduate Supervisor with at least Supervised 5 (five) MD/MS theses to his/her credit.
- 16.1.3 For Ph. D. Research proposals from teachers other than the Faculty of Medicine who wish to undertake interdisciplinary research, the Research Advisory Committee shall appoint a Co-Supervisor from the Faculty of Medicine depending on the nature of the Research Proposal.
- 16.1.4 For Ph. D. Research proposals of interdisciplinary nature made by the teachers in paramedical disciplines (Physiotherapy, Nursing, Medical Technology) to the Faculty of Medicine, teachers with Ph. D. /MD/MS/MCh/DM qualification from the related subject/s from the faculty of Medicine, may be appointed as a Ph. D. Supervisor. A Co-Supervisor of the related Medical subject of the Ph. D. Research shall be appointed at the discretion of the Research Advisory Committee even when a recognized Ph. D. Supervisor is available in the said paramedical field, depending on the nature of the Research Proposal.
- 16.1.5 In case of subjects and the Ph. D. Supervisor, coming under the purview of MCI (Medical Council of India, i.e. MD/MS/P. G. Medical Diploma/MSc (Medical), the Ph. D. Supervisor shall have not less than fifteen years teaching experience after obtaining his postgraduate qualification of which the Ph. D. Supervisor must have, not less than ten years postgraduate teaching experience, in MCI recognized Institutions/s. For the other subjects (those not under the purview of MCI i.e. MSc (MLT)/MSc (MT)/MPT and MSc Nursing), the Ph. D. Supervisor shall have not less than 10 years of teaching experience after obtaining Post graduation, of which, the Ph. D. Supervisor must have at least 5 years teaching experience as Post Graduate teacher.

R. Ph.D. 16.2 Eligibility Criteria for admission to Ph. D. Programme:

- 16.2.1 Candidates, who possess MD / MS /P. G. Medical Diploma / MPT / MSc (Medical) / MSc (MLT) / MSc (MT) / MDS and MSc (Nursing), are eligible to apply for Ph. D. under the Faculty of Medicine.
- 16.2.2 Ph. D. shall be awarded in the concerned/Allied subject under the recognized Supervisor. Candidates doing Ph. D. in the Allied Medical subjects like Physiotherapy, Nursing and Medical Technology, the Ph. D. shall be awarded as Ph. D. Physiotherapy/Ph. D. Nursing/Ph. D. Medical Technology, respectively.
- 16.2.3 The period of training for Ph. D. shall not be less than two (2) years for candidates who possess MD/MS and P. G. Medical diploma and shall not be less than three (3)

years for candidates with MSc (Medical)/MSc (MLT)/MSc (MT)/MPT and MSc Nursing.

R. Ph.D. 16.3 Eligibility Criteria for Research Guide:

- 16.3.1 A recognized P. G. Supervisor shall register a P. G. scholar for MD/MS/Diploma as per the latest guidelines of the MCI in vogue. However, he/she shall be allowed to take a maximum of Ph. D. Scholars as follows at any given point in time: (a) Professor – Four (4); (b) Associate Professor – Two (2); and (c) Assistant Professor – One (1)
- 16.3.2 However, for subjects and the Ph. D. Supervisor who do not come under the purview of MCI (Medical Council of India), a P. G. Supervisor may be allowed to register a maximum of Ph. D. Scholars as follows at any given point in time: Professor – Six (6); Associate Professor – Three (3); and Assistant Professor – One (1).
- 16.3.3 A seat shall be considered to be vacant only after a registered research scholar submits his/her Synopsis for Ph. D.

R. Ph.D. 16.4 Departmental Research Advisory Committee and its Functions:

In case of the Faculty of Medicine, the Research Advisory Committee of the Faculty of Medicine shall be constituted of the following members:

- (1) Dean, Faculty of Medicine (Chairperson); (2) Dean/Principal, Medical College; (3) Heads of the concerned Departments; (4) Professor, P G Department of Medical College; and (5) One expert of the relevant subject from outside the Department.

R. Ph.D. 17. Award of Ph. D. Degree and Notification:

- 17.1 The award of degree to candidates registered for the Ph. D. Programme prior to date of these Regulations shall be governed by the provisions of R. Ph. D. rules of the University prevailing at the time of registration.
- 17.2 Prior to the actual award of the degree, the university shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the prevailing UGC Regulations.

R. Ph.D. 18. Depository on the INFLIBNET:

Following successful completion of the evaluation process and before the announcement of the award of the Ph. D. degree, the university shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Universities/Institutions/Colleges.

R. Ph.D. 19. Adjudication of any Conflict:

The decision of the Vice-Chancellor shall be final and binding for all in the interpretation of any provision contained in these rules and regulations.

Certificate

Certified that the work incorporated in this Thesis entitled “_____”
_____” submitted by me comprises the result of independent and original investigations that I carried out. The materials obtained from other sources and used in the thesis have been acknowledged appropriately. The work contained in this thesis has not been submitted for the award of any other degree/diploma anywhere.

Place: _____

Date: _____

Name and Signature of the Research Scholar

Registration No.: _____

Date: _____

Certified that the work mentioned above was carried out under my/our guidance.

Place: _____

Name and Signature of the Guide(s)

Date: _____

Institutional address

Forwarded through the Head/ Chairperson DRACS