

MAHATMA GANDHI UNIVERISTY
Revised Regulations for Ph. D Registration and Award of the Degree of
Doctor of Philosophy, 2010/2012

1. Short Title, Application and Commencement.

- i. These revised and updated regulations constitute the Revised Regulations for Ph D Registration and Award of the Degree of Doctor of Philosophy, 2010, incorporating the revisions and amendments made thereto subsequently, and include the revisions made in accordance with the Academic Council resolution of 15.10.2011. These regulations shall be called “Revised Regulations for Ph. D Registration and Award of the Degree of Doctor of Philosophy, 2010/2012”
- ii. These Regulations shall apply to the University Departments of Teaching and Research as well as the approved Research Centres in Affiliated Colleges and other Research Centres recognized by the University for the purpose of research
- iii. These Regulations apply for Ph D registrations granted in and after the July 2010 admissions, though some of the revised provisions pertaining to the modalities of constituting Doctoral Committees and organizing course work take effect only from 2011 and 2012 admissions.

2. Definitions

In these regulations, unless the context otherwise requires

- i. “Act,” “Statutes”, “Ordinance” and “Regulations” mean the Act, Statutes, Ordinance and Regulations respectively of the University.
- ii. “Affiliated College” means a College affiliated to the University in accordance with the provisions of the university Act and Statutes and where instruction is provided in accordance with the provisions of the Statutes, ordinances and regulations.
- iii. “Centre of Research” or “approved Research Centre” means the institution where the University allows a research scholar to carry out research on the subject approved by the University leading to the Ph. D Degree.
- iv. “Department” or School” or “University Department” means the University Department of Teaching and Research established under the statutes or the Inter-School or Inter-University Centres established by the University or the Government of Kerala.
- v. “Doctoral Committee” means a Doctoral Committee constituted in a specific subject either in a University Department or for approved Research Centres.

- vi. “Department Doctoral Committee” means a Doctoral Committee constituted in a Department to scrutinize the application for registration, interview the candidates and make appropriate recommendations to the University regarding matters of research in subjects coming under their purview or in subjects that have been entrusted to them by the University.
- vii. “Research Centre Doctoral Committee” means a Doctoral Committee constituted by the University in specific subjects for approved Research Centres other than the University Departments to scrutinize the applications for registration, interview the candidates and make appropriate recommendations to the University.
- viii. “Fellowship” means a regular monetary assistance, awarded to a research scholar and includes, apart from the scholarships offered by the University, the national Merit Scholarship, and other assistance offered by approved funding agencies such as NCERT, CSIR, ICSSR and UGC.
- ix. “Laws of the University” means the Act, Statutes, Ordinances, Regulations, Rules and Bye-Laws of the University, as the case may be.
- x. “Recognized institution” means an institution defined in subsection (21) of Section 2 of the Act
- xi. “Registration” means registration for Ph.D degree under these regulations.
- xii. “Research Scholar” means any full-time or part-time student duly registered for the Ph. D. degree of the University under these regulations.
- xiii. “Supervising Teacher”, “Research Supervisor” or “Research guide” means a teacher or an expert approved as a qualified guide to supervise research.
- xiv. “University” means the University as defined in the Act.
- xv. “Adjudicators” or “Examiners” means the experts appointed by the University for the evaluation of the thesis.

3. Notification

Notification inviting applications for admission to the Ph D programmes in different disciplines shall be issued along with the notifications for other regular programmes in the University Departments of Teaching and Research every year. July 31 shall be the last date for applying for the programmes.

4. Eligibility for Application

A candidate who has passed the Post-graduate Examination in any discipline of Mahatma Gandhi University or of other Universities recognized as equivalent thereto securing not less than 55% marks in the aggregate shall be eligible to

apply for registration for Ph.D. For SC/ST candidates, the minimum marks required for application is 50% in the aggregate in the Post-graduate Examination. Provided, however, that MBBS, BAMS, BHMS and BDS degree holders who have secured not less than 50% marks for their final examinations shall be eligible for registration for Ph D. Provided further that CA qualified candidates, that is, a person whose name has been entered as a member in the Register maintained either by the Institute of Chartered Accountants of India or by the Institute of Cost and Work Accountants of India shall also be eligible to apply for registration for Ph.D. When the application is made for registration at an approved Research Centre other than the University Departments, the application shall be accompanied by letters of consent from the Head of the Research Centre (The College Principal in the case of an affiliated college centre) where the applicant proposes to work as well as from the Supervising Teacher under whom he/she proposes to work.

5. Mode of Admission

Admission to the Ph D programmes shall be made on the basis of (a) the qualifying degree marks; (b) a written aptitude test; and (c) an interview. However, UGC-CSIR JRF candidates (and awardees of other similar Fellowships, including the KSCST and INSPIRE Fellowships) and UGC Teacher Fellows can be admitted directly into the Ph D programme. They are not required to appear in the written test and shall be accommodated against available seats, provided the Doctoral Committee is satisfied with their performance in the interview. The relative weight for the three components (qualifying marks: written test: interview) for admission in the case of all other candidates, except those who are exempted from the written test under these regulations, shall be: 40:40:20. In the case of those who are exempted from the written test, selection will be on the basis of the candidates' qualifying degree marks and their performance in the interview, the relative weight for the two components being 50:50. M Phil holders in the subject concerned shall be given adequate weightage in the selection. Though the aptitude for research will be an important consideration in selecting the research scholars, due attention shall be paid to the reservation pattern followed in the University while making admissions. This will be subject to the consent and availability of Supervising Teachers.

6. Aptitude Test/ Interview

The University Departments of Teaching and Research shall be responsible for the conduct of the written aptitude tests in the subjects that directly come under their purview as well as in other subjects, if any, that are assigned to them. The written aptitude tests in subjects that are not part of the academic programmes of the Departments shall be conducted directly by the University under the supervision of the University Research Committee/Research Director and the office of the Controller of Examinations. Question papers for the tests in all subjects shall be prepared by experts nominated by the Vice Chancellor. The evaluation of the tests too shall be made by experts in the subject nominated by the Vice Chancellor. Only candidates who acquire 50% marks in the written test shall be called for the interview. The following University Departments shall conduct the research aptitude tests in the subjects indicated:

- (1). **School of Gandhian Thought and Development Studies** (Gandhian Studies, Social Work, Development Studies)
- (2). **School of International Relations** (International Relations, Political Science, Public Administration, Economics)
- (3). **School of Social Sciences** (History, Anthropology, Sociology, Philosophy)
- (4). **School of Letters** (English, Malayalam, Comparative Literature, Theatre Arts, Fine Arts)
- (5). **School of Behavioural Sciences** (Psychology, Special Education, Behavioural Medicine, Rehabilitation Nursing, Disabilities Studies)
- (6). **School of Bio-sciences** (Bio-sciences)
- (7). **School of Chemical Sciences** (Chemistry, Polymer Science/ Engineering)
- (8). **School of Computer Science** (Computer Science)
- (9). **School of Pure and Applied Physics** (Physics, Electronics)
- (10). **School of Environmental Sciences** (Environmental Sciences)
- (11). **School of Pedagogical Sciences** (Education, Educational Psychology)
- (12). **School of Physical Education and Sports Sciences** (Physical Education)
- (13). **School of Management and Business Studies** (Management Studies, Business Administration)
- (14). **School of Indian Legal Thought** (Law)

The following are the subjects in which the University shall make separate arrangements for the conduct of the written aptitude tests:

Library and Information Science, Hindi, Sanskrit, Syriac, Arabic, Botany, Zoology, Pharmacy, Mathematics, Applicable Mathematics, Statistics, Civil Engineering, Mechanical Engineering, Fishery Science, Home Science, Commerce.

Applications for admission to Ph D research in the University Departments shall be made to the Head of the Department concerned. Applications for admission to the approved Research Centres shall be made to the Registrar.

Applications for admission to Ph D research received in the University Departments before the prescribed date shall be scrutinized by the Doctoral Committee of the School/Department concerned. The Committee shall consist of the Head of the Department as Chairperson and four senior teachers of the Department, who shall be supervising teachers in the subjects coming under the purview of the Department, as members. Though the Department is free to have separate committees for different subjects, it will as far as possible have the same committee to make the selection in related subjects coming under the purview of the Department. The Committee shall interview all eligible candidates, that is, those who are exempted from the written aptitude test as well as those who have qualified in the written aptitude test (i.e. those who obtain a minimum of 50% marks in the written test) and prepare a list of selected candidates for the required number of vacancies in each subject/discipline. During the interview the candidates shall discuss with the Committee their research interests on the basis of their proposed plan of work. Selected candidates shall be tentatively allocated Supervising Teachers by the Department Doctoral Committee on the basis of their interests and performance. The selected candidates shall pay the fees and join the University Department on the dates specified by the Department, pending official issue of registration orders by the University office.

6 (a) Interview – Approved Research Centres

The University shall constitute separate Doctoral Committees in each subject for approved Research Centres. The Research Centre Doctoral Committee shall consist of the Head of the University Department or the University Professor in the subject concerned as the Chairperson and a Professor/Scientist/Expert from outside the University, to be nominated by the Vice Chancellor, as the Subject Expert. The Supervising Teacher who has consented in writing to supervise the applicant shall also be a member of the Committee for that particular applicant. In subjects where there are no Professors in the University, the University shall appoint both the Chairperson and the Subject Expert from outside the University. Only eligible applicants who are exempted from the written aptitude test and applicants who have qualified in the written aptitude test (i.e. those who obtain a minimum of 50% marks in the written test) shall be called for the interview. The candidate will be recommended for registration only if the Doctoral Committee is satisfied with the candidate's research aptitude and the research potential of the topic proposed. The rest of the selection procedure will be as given in clauses 5 and 6 above.

7. Exemption from the Written Test

Apart from JRF candidates and UGC Teacher Fellows, the following categories of candidates are exempted from appearing for the Written Aptitude Test.

- a. M Phil and M.Tech (all disciplines), MD (Medicine) and MS (Medicine) holders in the subject of research concerned.
- b. Regular and permanent teachers from the Government and Aided Colleges affiliated to Mahatma Gandhi University and from the University Departments.
- c. Candidates who have become qualified in the NET/SLET/GATE/GPAT or other Tests conducted by such Government bodies as UGC, CSIR, ICAR, and ICMR.
- d. Scientists from Accredited R&D Institutions
- e. Candidates who hold a valid certificate for having qualified in the Research Aptitude Test conducted by Mahatma Gandhi University.

8. Fellowships:

University Junior Research Fellowships shall be made available to a limited number of candidates registered for Ph D each year. Selection in this regard shall be made on the basis of merit from among the candidates other than UGC Teacher Fellows and holders of JRF and other Fellowships. The University shall determine annually the number of such fellowships on the basis of funds available and notify them separately.

9. Registration for Research:

All candidates admitted to the Ph D programmes of the University shall be registered as full time research scholars, except regular and permanent teachers from the Government and Aided Colleges affiliated to Mahatma Gandhi University and from the University Departments, who shall be granted part-time

registration if they so desire. They shall join the University Department or the Research Centre concerned, as the case may be, on receipt of provisional registration orders issued by the office of the Director of Research/University office dealing with matters concerning research. The registration shall be confirmed on the successful completion of coursework within the first two semesters (extendable by a year in the case of candidates who fail to clear the end-semester examination of the coursework in the first chance). Provided that part-time research scholars (regular and permanent teachers from Government or Aided Colleges affiliated to Mahatma Gandhi University or from the University Departments of Mahatma Gandhi University) shall be permitted to do their coursework in the first four semesters of the programme in accordance with the convenience of the Department/Research Centre (extendable by another year in the case of candidates who fail to clear the end-semester examination of the coursework in the first chance).

10. Course Work

Each student, other than regular and permanent teachers from the Government and Aided Colleges affiliated to Mahatma Gandhi University and from the University Departments, who shall be granted part-time registration if they so desire, admitted to the Ph D programme shall be required to undertake course work for a period of one semester within a continuous period of two semesters. The course work shall be organized by the University Departments for students registered at the Departments. Students registered at approved Research Centres shall undergo coursework at their own Centres. If there are no facilities at their Research Centres or if the Centres are not willing to organize coursework for their students, the students can apply for prior permission from the University to join other Research Centres nearby for coursework, for which specific orders shall be issued by the University. Applications for such permission should be accompanied by consent letters from the Heads (College Principals, in the case of affiliated colleges) of the two Centres. The course work shall be worth 12 credits and shall have the following three components:

- (a) A course in Research Methodology (4-credits): There shall be two courses for the students to choose from: one common for the disciplines coming under the science stream and the other common for all the disciplines coming under the non-science stream.
- (b) A course on recent developments in the broad discipline (4 credits)
- (c) A course in the area of research which will include detailed review of the current status of scholarship in the area (4 credits).

The University shall make arrangements for designing course (a) above centrally with the help of experts. Course (b) shall be designed by the Departments in the case of subjects that are taught in the University Departments and by Expert Committees constituted by the University in the case of subjects that are not taught in the University Departments. Course (c) shall be prepared by the Supervising Teacher in consultation with the Doctoral Committee concerned. The Supervising Teacher shall submit a draft syllabus for course (c) within a week of the meeting of the Doctoral Committee. All courses shall be forwarded to the Vice Chancellor for approval through the Research Director who shall monitor the conduct of the coursework for quality assurance both at the University Departments and Research Centres. The Department can choose to ask the Ph D

scholars to do some of the M Phil courses in the Department, if relevant, in place of course (b) above. The courses could be given as lecture courses or seminar courses. The University Department is free to arrange any of the courses forming part of the Ph D course work in the second semester of the Ph D programme. Candidates with M Phil shall be exempted from courses (a) and (b). The course work in their case shall be limited to the third course (course c) of 4 credits. The pattern of evaluation and grading in the Departments will be the same as the pattern of evaluation/grading followed for M Phil programmes under CSS. However, no student who has not acquired a minimum GPA (Grade Point Average) of 5 shall be qualified to continue research. A Ph D candidate in a University Department who fails to acquire the minimum GPA of 5 can avail of another chance to improve his/her GPA by repeating the end-semester exams for the courses to be held a year later. No further chance for improving the evaluation of the course work shall be given. Such candidates cannot continue Ph D research.

10 a. Coursework in approved Research Centres

Approved Research Centres where there are facilities for conducting coursework and which are willing to organize coursework shall be permitted by the University to organize course work. In such cases, the Head of the Institution (Principal in the case of affiliated colleges) concerned shall be responsible for ensuring that a full-semester course work of the prescribed standard and duration has been organized at the Research Centre. (A certificate to this effect is to accompany the candidate's application for end-semester examination.) The syllabi for the courses shall be provided by the University and the end-semester examination shall be conducted by the office of the Controller of Examinations with the support of the office of the Research Director. A common schedule for the end-semester examinations of candidates subject-wise from all Research Centres shall be prepared by the office of the Controller of Examinations in consultation with the University Research Committee/Research Director. Question paper setting and evaluation shall be undertaken by external experts and arrangements for this shall be made by the Controller of Examinations in consultation with the Research Director. Evaluation shall be on the basis of the percentage of marks obtained in the end-semester examination. There shall be single evaluation of the answer script of each course by an external expert from outside the University. The minimum percentage of marks required to qualify in each course shall be 45% marks. No candidate who fails to obtain a minimum of 45% marks in each course separately shall be declared to have completed the coursework successfully. A Ph. D. candidate in an approved Research Centre who fails to acquire the minimum percentage of marks required to qualify in the coursework can avail of another chance to improve his/her marks in the coursework by repeating the end-semester examinations to be held next year. No further chance for improving the evaluation of the course work shall be given. Such candidates cannot continue Ph D research.

11. Place of Research.

Research shall be carried out by a Research Scholar in a University Department or in a Research Centre in an Affiliated College or in an institution recognized as a Research Centre under these regulations.

12. Part-time Research

Registration for part-time research shall be granted from the beginning only to regular and permanent teachers from the Government and Aided Colleges affiliated to Mahatma Gandhi University and from the University Departments. All other applicants shall initially be granted full-time registration. The following categories, however, are eligible to apply for conversion of their research to part-time after completing six months or on successful completion of the course work, whichever comes later:

- a) Regular employees working in Government/ Quasi-government institutions
- b) Teachers working in Government and Aided educational institutions in the state.
- c) Teachers working in the institutions run by the University.
- d) Scientists working in accredited R&D institutions and Clinical Psychologists attached to Government/Quasi-government organizations.

13. Other conditions

- a) Persons applying for conversion of their research to part-time shall produce a “No Objection Certificate” from their employers.
- b) Foreign candidates shall be registered for research only if they are on visas issued for research scholars/students and with the necessary clearance from Government of India.
- c) Conversion of research from full-time to part-time shall be granted by the Vice Chancellor on the recommendation of the Supervising Teacher and the Head of the Research Centre.

14. Supervising Teachers

A research student shall work under a recognized supervising teacher who shall invariably be the staff of the institution in which the student is permitted to work.

(1) Supervising Teachers within the University Departments:

Teachers of the University Departments/Schools of Teaching and Research in the University do not require any formal recognition as research guides in order to supervise research in the Schools/Departments concerned. They can undertake research guidance as part of their duty as assigned by the School/Department provided they have the following qualifications:

- a. He/she should be a doctorate degree holder and be in a substantive teaching post of the School/Department.
- b. A Professor/Associate Professor (Reader) of a University department can guide research even if he/she is without a doctorate degree, provided that he/she has ten years of teaching and research experience and ten publications of research papers in refereed journals of national or international standing, or a book brought out by one of the accredited publishers after obtaining post-graduate qualifications.
- c. An Assistant Professor (Lecturer) of a rare specialization in an interdisciplinary subject area can be assigned the duty of research

guidance even if he/she does not possess Ph. D, provided he/she has M.Phil degree and a minimum of five years of research experience with five research papers in refereed journals of national/international standing or a book brought out by one of the accredited publishers.

- d. If he/she is an Assistant Professor (Lecturer) in a Medical subject in a School of Interdisciplinary specialization the degree of the Doctor of Medicine with five research papers in refereed journals of national/international standing or a book brought out by one of the accredited publishers, shall be the minimum qualifications for being the research guide in the area of his/her specialization
- i). In case of (c) and (d) above the research student being supervised will have a co-guide who will be a regular supervising teacher of the School/Department.
- ii). An Assistant Professor (Lecturer) who is doing research for his/her first doctorate degree shall not be permitted to induct candidates for research before the award of his/her doctorate degree.

(2) Supervising Teachers in approved Research Centres:

- i. Only approved college teachers working in Government and Aided Colleges affiliated to Mahatma Gandhi University and scientists in reputed research institutions run by the Government shall be recognized as Supervising Teachers by the Syndicate.
- ii. Only teachers and scientists permanently employed in the colleges/institutions to which the Research Centre is attached shall be recognized as Supervising Teachers.
- iii. To be recognized as a supervising teacher in a particular subject a college teacher must have a Doctorate Degree in the subject concerned obtained from Mahatma Gandhi University or from other Universities recognized by the UGC. He/She shall have a minimum of 2 years of post-doctoral research experience evidenced by research output. He/She must have at least three post-doctoral research publications in his/her subject published in refereed journals of national / international standing.
- iv. A Scientist in the service of a recognized research institution having a Ph. D. degree and in the rank of a University Lecturer and above shall be eligible to apply for recognition as Research Guide. He/she must be permanently employed in this institution and must have a minimum of 5 years teaching/research experience of which two years shall be post-doctoral experience. He/she should further have three post-doctoral research publications on his/her subject published in refereed journals of national/international standing.
- v. In both (i) and (ii) above, the Boards of Studies of the University Department/Schools of study and research shall be the competent body to decide on the standing of the journals coming under the subjects/disciplines concerned. The University shall prepare a list of such standard journals for the purpose in consultation with Department/School/Board of Studies concerned.

vi. The Supervising Teachers who have not been active in the research activities of the Departments/Research Centres continuously for a period of two years shall cease to be the approved research supervisors of the University in the subject concerned.

15. Number of candidates under a Supervising Teacher:

i. A Supervising Teacher shall not have, at any given point of time, more than eight Ph.D. scholars working under him/her. However, in the case of the Supervising Teachers in the University Departments, the Doctoral Committee can allot Teacher Fellows under the TFS of the UGC, JRF holders, SC/ST candidates or foreign scholars irrespective of the ceiling of eight, but the total number of research scholars shall not exceed ten under such a supervising teacher.

ii. A Supervising Teacher shall not guide any of his close relatives (spouses, parents, children, brother, sister, first cousins, nephew, nieces, uncles, aunts and in-laws) as research scholars.

16. Allocation of Supervising Teachers:

The allocation of the Supervising Teacher for a selected candidate shall be decided by the Doctoral Committee in a formal manner in the interview. The allocation will depend on such factors as the specialization of the supervisors and the research interest of the candidate. The Doctoral Committee can consider allocating a co-guide to a candidate in addition to the Supervising Teacher.

17. Change of the Supervising Teacher:

Normally, a change of the Supervising Teacher is not allowed. However, in the event of death of the supervising teacher or when a supervising teacher leaves the Department either permanently or on long leave or in exceptional cases warranting a change of Supervising Teacher, the scholar shall be allowed to change the Supervising Teacher by the Syndicate based on the recommendations of the Supervising Teacher/s concerned and the Doctoral Committee. In other cases the change will be decided by the Academic Council.

18. Recognition of Institutions as Research Centres.

(i) It shall be competent for the Syndicate to recognize any institution engaged in research or specialized studies as a recognized research centre of the University in accordance with the following provisions.

a. An institution seeking recognition of the university shall conform to the standards, aims, and objectives of the University and its programmes of teaching and research.

b. The institution seeking recognition shall be reputed academic/scientific institution or an affiliated college with PG departments in the subject concerned. No institution shall be recognized as a research centre if the subject disciplines or interdisciplinary areas in which it seeks recognition do not fall under any of faculties mentioned in the statutes.

c. The institution seeking recognition shall be housed in its own building with all facilities for research. It should also be running an academic programme of quality in the subject concerned that could be deemed to be a feeder programme for Ph. D research.

d. It must have on the staff of the institution at least 2 doctorate degree holders who satisfy the eligibility conditions for being recognized as Supervising Teachers under these regulations.

e. The institution shall have its own library, laboratory, equipment and exhibition materials conforming to the standard of good research centre. The library shall have at least 10000 original books (text books/popular books shall not be counted) useful for researchers in the discipline/area of research concerned. It must also have subscribed to at least 10 journals of national and international standard. Internet facilities are essential.

f. The institution shall show evidence of active research carried out in the Centre in the form of research output of quality.

g. The institution should possess sufficient infrastructural facilities, including qualified faculty support, for organizing Ph. D. coursework in the subject concerned.

(ii) Application for recognition as Research Centres shall be made in the prescribed form with the prescribed fee.

(iii) The University may, if it is satisfied that the application is in order, appoint Inspection Commission to verify the physical and academic facilities available at the institution.

(iv) The Syndicate may cause periodic inspections to be made of the Research Centres to ascertain whether the terms and conditions imposed on the institutions at the time of granting recognition are fulfilled. The Syndicate may, by order, withdraw recognition of such institutions either for non-fulfillment of conditions or for finding them unfit for continued recognition.

19. Doctoral Committee

The Doctoral Committee shall constantly monitor the progress of the research student. The Supervising Teacher allocated to a candidate shall be invited to all the meetings of the Doctoral Committee that consider issues relating to the performance and progress of the candidate.

20. Director of Research

There shall be an honorary Director of Research in the University with office support for coordinating the administration of research in the University. The Director shall coordinate between the University Departments and the Centres of Research as well as the different sections in the University office dealing with matters of Ph D research, including thesis evaluation. The Director is to be nominated from among the University Professors by the Vice Chancellor for a period of three years.

20 (a). University Research Committee

There shall be a University Research Committee nominated by the Vice Chancellor to advise the University on all matters concerning research. The members of the University Research Committee other than ex-officio members shall hold office for a period of two years from the date of their nomination. The University Research Committee shall consist of:

- (1) Vice Chancellor (Chairman)
- (2) Pro-Vice Chancellor (Vice Chairman)
- (3) Registrar
- (4) Director of Research (Convenor)
- (5) Director, College Development Council
- (6) Two Deans of Faculties
- (7) One Professor of the University Departments/Schools
- (8) One Associate Professor from the University Departments/Schools
- (9) One member of the Syndicate other than Deans of Faculties

21. Progress Report

Supervising Teachers shall send to the University half-yearly reports of progress of the students working under them through the Head of the Research Centre and Doctoral Committee to the Director of Research.

22. Periodical Review of Research Work.

The Doctoral Committee shall periodically review the work of research scholars working in the Departments as well as in the Research Centres. Each Ph D scholar shall be asked to make a 30-minutes to 1-hour presentation of his/her research progress once in every six months. The half-yearly progress report shall be signed by the Supervising Teacher and Head of the Research Centre/ Head of the Department only after such presentations have been made.

23. Privileges of Research Scholars.

Candidates who have been registered as full time research students in the University Departments, and who pay all the fees that are to be paid normally by the Research Scholars of the University Departments, shall be entitled to all the privileges of the University students except those for which special fees are charged. However, they shall cease to enjoy the privileges of the full time students of the University Departments if they convert their research to part time.

24. Leave.

i. A full-time research scholar shall be eligible to avail of not more than thirty days of leave with fellowship (if applicable) in a completed year, in addition to twenty days of casual leave.

ii. In exceptional cases, the Vice- Chancellor may, on grounds which he may consider as sufficient and reasonable, grant two months leave as special leave for a full-time research scholar. This special leave shall be granted to a research

scholar only twice during the entire period of research, provided that, this period of special leave shall not be counted for fellowship.

iii. A female research scholar shall be entitled to 180 days as maternity leave. A student in a Department who seeks to avail of maternity leave for 180 days shall be permitted to appear for the end-semester examinations in the second semester provided she has a minimum of 50% attendance and has cleared all internal assessment assignments. In all other cases, the candidates on maternity leave with shortage of attendance shall attend the coursework with the next batch of students.

iv. Long leave can be granted to full time research scholars for taking up foreign fellowships and other assignments for pursuing studies abroad on topics that are closely related to their areas of research.

25. Period of Research.

i. The minimum period of research required by a candidate for submission of the thesis from the date of registration shall be two years (4 semesters) for M.Phil, M.Ed., M.Sc. (by research), Master of Letters and M.Tech degree holders if the research is in the subject in which the candidate has taken the above qualifying degree. In all other cases, the minimum period of research required is three years (6 semesters) for thesis submission. This is inclusive of the period spent on course work.

ii. The maximum period of research shall, if the period is not specified otherwise, generally be five years (10 semesters) for full-time and eight years (16 semesters) for part-time research. On expiry of this period a candidate's registration will lapse, provided that it shall be competent for the Syndicate to extend the period of registration by a maximum period of one year on the recommendations of the Doctoral Committee and also on payment of a fee for extension. The registration shall automatically lapse after expiry of the maximum period.

26. Confirmation of the Research Topic/ Change of the area of Research

i. A candidate's topic of research/title of the thesis shall be confirmed and approved by the Doctoral Committee at the end of the first or second semester, that is, after the course work has been completed. The details of the confirmed topic of research shall be intimated to the office of the Director of Research by the University Department/ Research Centre.

ii. The Doctoral Committee shall not permit a change in the area of research after it has been confirmed at the end of the second semester. It may, however, consider and approve a candidate's request for a change in the title of the thesis which would not entail any change in the area of research till the end of the second year (fourth semester).

27. Restriction on Employment.

A full-time research scholar shall not engage himself/herself in any other employment except in imparting instruction in an honorary capacity on a topic which forms the subject matter of his research in the institution where he is working.

28. Cancellation of Registration.

The Vice Chancellor may cancel the registration of any research student for unsatisfactory progress or conduct.

The Vice Chancellor may also cancel the registration of full-time research scholars on the recommendations of the supervising teacher for their non attendance at the centre of research beyond the prescribed time limit.

29. Discontinuance of Research.

i. A candidate's leave or absence from the centre beyond the permitted period, or his failure to pay the fees for research or compliance of rules regarding submission of progress reports for two terms or his failure to seek guidance of the supervising teacher for more than a year shall lead to his/her removal from the rolls.

ii. Research students thus removed from the rolls, if they want to continue their work, shall be required to re-register themselves by submitting an application with the proper recommendations of the Doctoral Committee and paying all arrears of fee, the re-admission fee and the fine. In such cases the Vice-Chancellor, on the recommendations of the Supervising teacher and with due justification, can condone the break of research period if he/she so deserves.

iii. Re-registration shall be granted only once and that too, within the maximum period of research permitted. The maximum period of research of such candidate will be same as in the case of others.

30. Deregistration and re-registration.

A Candidate can choose to deregister any time after the completion of the minimum period of research (two or three years, as the case may be) required and before the maximum period of research permitted subject to stipulations vide 25 (2). A candidate seeking deregistration shall apply for the same. A candidate granted deregistration shall be permitted to submit his/her thesis any time within a period of five years from the date of deregistration after he/she has paid the required re-registration fee to be fixed by the University. Such candidates shall be required to satisfy the usual formalities as applicable to them at the time of the submission of the thesis. They shall be required to pay the re-registration fee for a term along with the other fees exacted from the regular research students at the time of the submission of the thesis. The place of a deregistered candidate shall be treated as a vacancy under the supervisor concerned and the Department shall accordingly assign a fresh research scholar against the vacancy.

31. Pre-Ph. D. Presentation:

i. On completion of research and the draft thesis the research scholar shall make a Pre-Ph. D. Presentation on the thesis in the University Department concerned. This shall be open to all faculty members and research students whose feedback

and comments may be considered by the research scholar for suitable incorporation into the draft thesis under the advice of the supervising teacher.

ii. The date for the pre-Ph. D. presentation shall be fixed at the request of the Research scholar by the Supervising Teacher in consultation with the Head of the Department of the institution concerned; and at least 7 days notice along with a 10-page outline of the thesis shall be made available to the faculty members and research students so as to make their participation in the presentation effective.

iii. The Dean of the Faculty shall invariably be invited to the presentation. The Dean, the Head of the Department and the Supervising Teacher shall make a report on the presentation and forward it to the office of the Director of Research. The Director shall issue a certificate regarding the pre-Ph D presentation to the candidate.

iv. In the case of candidates from Research Centres, the office of the Director of Research, on getting the request of the Research Scholar forwarded by the Supervising Teacher, shall make arrangements for the presentation in one of the University Departments.

32. Pre Ph.D. Publications

A research scholar shall publish at least one research paper in a refereed journal before the submission of the thesis for evaluation, and shall forward a copy of the research paper (or acceptance letter, in case the paper is scheduled for publication at a later date) through the Supervising Teacher to the office of the Director of Research.

32. Submission of the Synopsis:

i. On completion of the draft thesis and the Pre-Ph.D. presentation, three months before the date of submission of the proposed thesis for evaluation, the candidate shall submit through the Supervising Teacher twelve copies of the Synopsis of the proposed thesis, in about 1500 words together with the title of the thesis. The Synopsis should be accompanied by the application for the admission to the Ph.D Degree and the fee prescribed for the purpose by the University and shall be sent to the Controller of Examinations.

ii. The application for adjudication of the thesis shall be accompanied by a letter from the Supervising Teacher with the recommendations of the Head of the Department in the case of Departments and of the Supervising Teacher, HOD and the Principal of the College in the case of Centres of Research in Colleges.

iii. Apart from other certificates and documents, the following documents shall also accompany the application for the adjudication of the thesis:

- a) Grade card/ evidence for having qualified in the course work
- b) Certificate from the Director of Research regarding pre-Ph D presentation
- c) Copy of the research paper published in a refereed journal, or the letter of acceptance from a refereed journal, duly certified by the Director of Research

33. Panel of Examiners:

- i. A panel of examiners shall be prepared by the supervising teacher and forwarded to the Controller of Examinations through the Head of the Department/College Principal and the Director of Research.
- ii. The panel shall consist of the names of ten experts of national or international standing, known for their integrity and judgment and having not less than 10 years of teaching/research experience in the subject concerned. The Research Committee shall be competent to add names to or delete names from the panel suggested by the Supervising Teacher.
- iii. The experts shall be from outside the University jurisdiction and at least four shall be from outside Kerala, except in the case of subjects like Malayalam. The panel shall be approved by the Syndicate.

35. Submission of Thesis

- i. After completion of the prescribed minimum period of research, a candidate shall be eligible to submit his/her thesis. The candidate shall submit six copies of the thesis and a soft copy thereof together with the prescribed fee to the Controller of Examinations through the research centre. The thesis shall be submitted within three months from the date of submission of the synopsis. In exceptional cases, where the prescribed fee is paid the Syndicate may, based on the recommendations of the Supervising Teacher and Head of the Department, condone a delay of a period up to one year, provided that the candidate shall submit his/her thesis only during the currency of his/her registration or during the sanctioned period.
- ii. The thesis shall be accompanied by a declaration by the candidate that the thesis has not previously formed the basis for the award of any degree or diploma or other titles. The thesis shall also be accompanied by a certificate from the supervising teacher to the effect that it is a record of bona fide work carried out by the candidate under his/her supervision.

36. Adjudication of Thesis.

- i. The thesis shall be adjudicated by a Board of three examiners appointed by the Syndicate from the panel of Examiners submitted. One of the examiners shall be the Chairman of the Board.
- ii. The Examiners shall submit a report on the merit of the work embodied in the thesis and state whether the thesis is recommended for the award of the Ph.D. degree. The examiners should also indicate in which respect the thesis affords evidence of originality. The Syndicate shall accept the unanimous opinion of the Board of Examiners. If one of the examiners does not recommend the award of the degree, the thesis shall be referred to a fourth examiner and his/her report shall be accepted. If two examiners are not in favour of recommending the degree, the candidate shall be asked to resubmit the thesis within a period not less than six months.

- iii. The candidate whose thesis is not recommended for the award of the Ph.D Degree shall be informed accordingly and shall be supplied with the comments made by the adjudicators. The candidate shall be permitted to resubmit a revised version of the thesis within a period of not less than 6 months from the date of which he/she has been informed of the results of evaluation of the thesis.
- iv. The Board of Examiners once appointed to adjudicate the thesis will normally evaluate the revised thesis unless any of the Examiners is not willing to continue in the Board. Substitutes shall be appointed by the Vice-chancellor from the Panel of Examiners already approved by the Syndicate. However, it shall be competent for the Syndicate to appoint fresh set of Examiners to adjudicate the thesis for good and sufficient reasons. The revised thesis shall be accompanied by the prescribed fee.
- v. A candidate shall not be allowed to submit his/her thesis for more than two times. However, it shall be competent for the Syndicate, on the specific recommendation of the Board of Examiners, to permit the candidate to submit his/her thesis for a third time.
- vi. Normally adjudication shall be completed in a period of six months. Under no circumstances shall the procedures be allowed to extend beyond a year. The appointment of an examiner who fails to give his/her report within five months shall be cancelled and he/she would be advised to send the thesis back. The thesis shall then be forwarded to a fresh examiner whose name has already been marked as standby in the panel by the Vice-Chancellor.

37. The Public Viva-voce and Open Defence of the Thesis.

- i. The thesis recommended by the Board of Adjudicators for the award of Ph.D. degree shall be defended by the research scholar at the public viva-voce and open defence before the Board specially constituted for the purpose. Invited scholars and enthusiasts interested in the subject shall also attend the Open Defence. The candidate and the supervising teacher shall be supplied in advance with copies of the comments made by the examiners on the thesis.
- ii. The constitution of the Board.
A three member board shall be constituted for the conduct of the Open Defence and viva-voce with a Chairman and two other members.
 - a. The Board shall be presided over by one of the members of the adjudication board nominated by the Vice-chancellor.
 - b. The Dean of the faculty concerned shall be the second member of the Board
 - c. The Supervising teacher shall be the third member of the Board.
- iii. The supervising teacher shall convene the Open Defence and Viva-voce based on the direction of the Controller of Examinations. The Controller of Examinations shall inform the day, the date, time and venue for the conduct of the Open Defence Viva
- iv. The mode of invitation of the Participants and the Conduct of the viva.

The Controller of Examinations shall arrange the Open Defence to be held in one of the University Departments. After getting confirmation in this regard, the supervising teacher shall send invitations under Certificate of Posting to at least 50 people from various institutions interested in the topic. While sending the invitations to the participants for the Open Defence Viva a one-page synopsis of the Ph.D thesis shall be sent to them along with the invitation. Like wise a copy of the Ph.D thesis shall be kept in the Department Library of the Department concerned at least three days in advance for the purpose of reference to those who are interested in the topic.

v. Conduct of Viva-voce and the Proceedings

The Chairman will conduct the proceedings. The research scholar shall present a summary of his/her thesis for a duration not less than 30 minutes and the Chairman will ask questions to him/her based on the comments in the adjudication reports. Subsequently the participants in the public viva can ask relevant questions related to the topic. The Chairman can disallow questions, which according to him/her are not relevant to the topic.

vi. The Supervising teacher can support or supplement the arguments of the research scholar in the Open Defence Viva.

vii. The Board of the Open Defence Viva shall judge the performance of the candidate in the Open Defence Viva and the recommendation declared at the end of the Open Defence. The Chairman shall subsequently submit a report containing the recommendations of the Board to the Controller of Examinations. In the report, it shall be mentioned whether the Degree of Doctor of Philosophy can be awarded or not. If the thesis required rewriting it shall also be mentioned clearly in the report.

38. Conferment of the Degree of Ph. D.

- i. The Controller of Examinations, on receipt of the report of the Chairman, recommending the conferment of the Degree of Ph.D. to the research scholar, shall submit the same along with the reports of the examiners before the Syndicate.
- ii. The Syndicate, if satisfied on the basis of the reports of the examiners and of the viva-voce that the candidate is adjudged worthy of being awarded the Degree of Ph.D., shall pass a resolution to that effect; and there upon the candidate shall be admitted to the Degree of Ph.D.

39. Depository with UGC

Following the declaration of the award of Ph.D. to the candidate, the University shall submit a softcopy of the thesis to the UGC within a period of thirty days, for being posted in INFLIBNET, accessible to all institutions/Universities.

40. Format of the Degree:

- i. The Ph.D. degree certificate shall incorporate *inter alia* the title of the thesis along with the name(s) of the faculty / faculties and discipline(s) as applicable in the case.

- ii. In the case of the award of the Ph. D. degree for inter-disciplinary research, the degree certificate shall bear both the subjects of the candidate's post-graduate degree and the discipline of the department in which the candidate has conducted his doctoral research mentioning them as "inter disciplinary".
- iii. Along with the degree, the Ph D degree awarded under these regulations shall carry a provisional certificate stating that the Degree has been awarded in accordance with the provisions of the "UGC (Minimum Standards and Procedure for Award of M Phil/ Ph D Degree) Regulations, 2009."

41. Publication of the Thesis.

- i. A thesis, whether approved or not, shall not be published in full without the permission of the Syndicate; and the Syndicate may generally grant permission unless there exist any valid reasons given in writing for not granting the permission.

Provided that a research scholar may, during the course of his/her research, publish papers on topics related to his research in standard research journals, as advised by the supervising teacher, but the thesis as a whole shall not be published without obtaining permission of the Syndicate.

- ii. Permission for publication of the thesis shall be obtained within five years of the award of the degree

42. Transitory provision:

These regulations will come into force for Ph D registrations granted in and after the July 2010 session. However, in the case of candidates registered for the Ph.D. programme as per notifications issued for earlier sessions, the previous regulations shall be applicable.

43. Removal of Difficulties:

Without prejudice to the generality of the aforesaid regulations, the Vice-Chancellor shall have the power for a period of three years from the date of implementation of the regulation to remove any difficulties that may arise either in the course of the transition from the previous regulations to this revised regulation or in the course of implementing the revised regulations.

Sd/-

REGISTRAR

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