

-21-
Old Ordinance passed in
E.C. held
on 9/7/09

**BPS MAHILA VISHWAVIDYALAYA KHANPUR
KALAN (SONEPAT)**

Ordinance for Award of Doctorate of Philosophy (Ph.D.)

Preamble:

1. The Doctoral Studies Programme i.e. Ph.D is aimed at developing among scholars, professionals and teacher's skills and competences related to the systematic investigation of various issues and problems in the area of their study. It is expected to provide new and original insights into the problem in the area under investigation.
2. The Degree of Doctor of Philosophy (Ph.D.) may be granted in any faculty of the University subject to overall guidance of the concerned Post-graduate Board of Studies and the Academic Council.

Eligibility

3. (a) Master's degree in a relevant discipline with 55% marks (50% marks for SC/ST/ differently abled candidates) or an equivalent grade from a university or a recognized institution of higher learning.

Or

(b) Master's degree in a relevant discipline with 50% marks (45% marks for SC/ST/ differently abled candidates) or an equivalent grade from a university or a recognized institution of higher learning with atleast ten years full time teaching experience in the subject in a recognized College/ University, Teaching Departments or professionals from State/ Central Service/ Public Sector undertakings and senior executives from State/ Central Govt./ Public autonomous bodies with ten years experience in managerial/ supervisory capacity.
4. Application for research in inter-disciplinary areas and from applicants belonging to a faculty or subject other than the faculty or subject in which the research is proposed to be done and from the international students (those who have not obtained the degree from Indian Universities) shall be considered on the basis of the proven ability and aptitude of the researcher for such kind of

research. Such a proposal shall be examined first by the guide and the Head and then discussed in the Departmental Research Committee (DRC) before processing the same at the level of the Board of the Studies.

5. **Procedure for Admission /Registration**

(a) An applicant seeking admission to the Ph.D. Programme shall apply to the Head of the Department concerned in the prescribed application form along with the application fee as may be fixed by the University from time to time.

(b) An entrance test for admission to the Ph.D. Programme will be held twice every year in the months of June and December on the dates decided by the Vice-Chancellor for the Candidates who are not exempted from the entrance test. (The categories of candidates exempted from the Entrance Test for admission /registration to the Ph.D. Programme is given in Annexure 1).

(c) The Departmental Research Committee will conduct the Entrance Test under the overall guidance of the Head of the Department concerned. The Entrance Test will be of the duration of two hours. The question paper will have two parts. Part I will have 50 objective-type items carrying 50 marks for testing the reasoning ability and aptitude of the candidate. Part II will have 100 objective-type items related to the concerned subject and carry 100 marks. One mark will be awarded for each correct / best answer. There will be no negative marking in the paper.

(d) In order to qualify for registration, a candidate is required to obtain at least 50 percent of marks in the Entrance Test (45% for SC/ ST/Differently abled candidate).

However, final registration will be subject to availability and assent of the Supervisor and total number of seats available in accordance with the information contained in the admission brochure of the university each year.

The number of seats for those candidates who are exempted from entrance test as given in Annexure No. I will be the same as in the non exempted category.

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(e) On successfully qualifying the Entrance Test, the applicant shall obtain assent of her supervisor(s) in writing and shall submit the same to the concerned Head of the Department, who in turn, will process the application through the Departmental Research Committee. The Departmental Research Committee will examine the facts states therein and arrange to test the applicant by means of a pre-registration seminar in order to probe her knowledge in the subject, determine her suitability, satisfy itself that the topic of research could be profitably pursued for research and recommend the same to the Post Graduate Board of Studies.

While agreeing for registration of the candidate, the PG Board of Studies shall also approve the name of the research supervisor from the University Department and joint supervisor, if it considers it desirable in a particular case. The reasons for recommendation of joint supervision will be recorded in the proceedings of the meeting.

The Ph.D. students will take coursework of minimum 18 credits and maximum of 36 credits in two semesters depending upon the nature of the topic/subject and background of the candidate in terms of clause 3 of this ordinance. Students having M.Phil. qualification will be given relaxation upto the extent of 18 credits of coursework. The content of the course work will be determined by Research supervisor in consultation with the Departmental Research Committee. The course work will have to be completed in a period of two semesters not exceeding one academic year from the date of the receipt of assent from the research supervisor. The students shall be evaluated at the end of each semester. It will be mandatory for each student to successfully complete each course obtaining not less than 50% marks. The admission to Ph.D. programme will be confirmed by the Departmental Research Committee and the PG Board of Studies only after the successful completion of the Course Work.

6. Every candidate enrolled for research programme leading to the degree of Doctor of Philosophy shall be required to prosecute her research study for at least two years either at Khanpur Kalan or any other University or Institute recognized by the University for the purpose. In case the research study necessitates experimental work in a laboratory, the candidate will have to stay

- 24 -

at Khanpur Kalan for the period required for the purpose. In any case all students registered for the Ph.D. programme will have to stay at Khanpur Kalan for at least a year compulsorily.

7. Composition of Departmental Research Committee (DRC)

The Departmental Research Committee shall consist of:

- (i) Head of the Department (Chairperson)
- (ii) All Professors in the Department
- (iii) One Reader in the Department by rotation according to seniority
- (iv) One lecturer in the department, qualified to be supervisor, by rotation according to seniority.
- (v) Two outside experts to be nominated by the Vice Chancellor
- (vi) Supervisor of the candidate

The tenure of the Departmental Research Committee (DRC) will be for a period of two years.

8. Eligibility criteria for Supervisor

- (a) The following shall be eligible for appointment as research supervisor:
 - (i) All Professors in the Department
 - (ii) All Readers in the Department having a Doctorate qualification in the concerned discipline.
 - (iii) Lectures in the Department having a Doctorate qualification in the concerned discipline and at least three years of full time teaching experience at the PG or five years at U.G level.

A Professor will supervise at a time upto 8, a Reader 6 and a Lecturer (if she /he possesses a Ph.D in the concerned discipline and at least 3 years teaching experience at P.G or five years at U.G level) 4 candidates.

It is mandatory for Professors, Readers and Lecturers to have at least three publications in referred journals/ journals with ISSN no. or as Books with ISBN number to be eligible for Ph.D. supervision.

9. Monitoring

- a) Every candidate shall submit her Thesis within a period of four years, but not before two years from the date of her registration. If a candidate fails to submit her thesis within a period of four years and does not apply for the extension

Before the expiry of her period, her registration will stand automatically cancelled.

- b) The period of four years for submission of Ph.D. Thesis may be extended in exceptional cases, by a maximum of two years on yearly extension basis by the Vice-Chancellor on the recommendations of the supervisor(s) and the Departmental Research Committee.
- c) Every research supervisor shall through the Head of the Department send to the PG Board of Studies and the Controller of Examinations annually a report of research work done by the research scholar under her/his supervision.
- d) The research supervisor(s) will continuously monitor the progress of research work of the scholar. If the work of scholar is found unsatisfactory at any stage, the supervisor(s) shall bring the same to the notice of the Departmental Research Committee making suitable recommendations including cancellation of registration. The Vice-Chancellor may cancel the registration on account of unsatisfactory progress or other reasons such as non-payment of fees, non-compliance with the provisions of Ordinances, failure to complete course work and / or submit the thesis within the time limit prescribed.

10. Submission of Thesis

It shall be mandatory for the research scholar to submit her Thesis only after she has published at least two research papers, out of which one research paper should be published in a Referred journal or she may submit evidence of acceptance of the research paper to be published. The paper published or to be published shall be related to the area of research in the Thesis of the candidate.

- a) The research scholar shall present her work in a pre-submission Seminar at least one month before submission of the Thesis for examination. The Dean of the Faculty/Head of the Department will chair the Seminar.
- b) The candidate shall be allowed to submit her thesis only after she has successfully presented her work in the pre-submission Seminar and subject to

assurance by her to incorporate the minor suggestions, if any, in the final report of the thesis.

- c) Every Thesis shall be a piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts.
- d) The candidate shall submit three hardbound copies and one soft copy of her Thesis for adjudication by experts in the areas of the research work. After the award of the Ph.D. Degree to the candidate one copy of the Thesis will be sent to the University Library, one copy to the Departmental Library, one soft copy for uploading to the university website and the third hard copy will be sent to the UGC.

12 Evaluation

- a) The Vice-Chancellor, on the recommendation of the Departmental Research Committee and the PG Board of Studies will appoint three examiners from a panel of six examiners recommended by the supervisor(s) for evaluating the Thesis. Provided that atleast two of the examiners so appointed will ordinarily be from outside the State of Haryana.
- b) The examiners will submit their evaluation reports to the University (Controller of Examinations) individually.
- c) If all the three examiners recommend the Thesis for the award of a Ph.D. Degree, the Head of the concerned Department will organize a viva-voce examination to be conducted by one of the external examiners after due approval of the Vice-Chancellor. The viva-voce examination shall be open to all the teachers of the concerned Department and other teachers/academics in the University.
- d) The examiners may recommend that the degree be awarded subject to satisfactory open viva voce test on the thesis, or that the thesis may be rejected, or that the thesis be resubmitted.
- e) In the event that two or more examiners reject the thesis, the thesis shall be rejected and registration of the candidate closed.

- 27-
- f) If one of the examiners does not recommend the Thesis for the award of a Ph.D. Degree, the Thesis shall be referred to another examiner for independent evaluation. If the fourth examiner recommends the Thesis for the award of a Ph.D. Degree, the viva-voce examination shall be organized by the Head of the Department concerned. However, if this examiner also rejects the Thesis, the Thesis shall be rejected by the University.

12 Viva-voce Examination

A report of the viva-voce examination will be submitted jointly by the examiner who conducts the viva-voce test and the Head of the Department concerned to the Vice-Chancellor through the PG Board of studies. In case the candidate fails to pass the viva-voce examination satisfactorily, the candidate shall be required to appear for the viva-voce examination once again not before 3 months but not later than a period exceeding six months. In case the candidate fails to clear the viva-voce examination second time also, her thesis will be rejected and registration will be cancelled and Vice-Chancellor's decision will be placed before the Academic Council for ratification/approval.

13/ Award of the Ph.D. Degree

A student shall be awarded the Ph.D. Degree after the approval of the Academic Council. However, notification and provisional certification after the successful viva-voce may be issued by the Controller of Examinations on the recommendations of Board of the Research Studies after the approval of the Vice-Chancellor.

14. Removal of Difficulties

Notwithstanding anything in the above document, the Vice-Chancellor may take such measures as may be necessary in respect of candidates registered with the University.

Annexure-I

Candidates Exempted from the Entrance Test for Registration to the Ph.D. Programme

The following Categories of Candidates will be exempted from the Entrance Test for admission to the Ph.D. Programme:

- a) Qualified NET/SLET
- b) Awarded University Research Scholarship (URS) by Bhagat Phool Singh Mahila Vishwavidyalaya.
- c) Received fellowship in a Project sponsored by a funding agency like CSIR, UGC, ICSSR, DST, NSC etc;
- d) Approved/regular female teachers working in the Universities and affiliated colleges for atleast 3 years
- e) Scientists with 5 years experience working in national laboratories; recognized as equivalent to laboratories listed in appendix, Institutes, Govt. Scientific Organizations such as Geological Survey of India, Atomic Energy Commission, ICSSR etc.
- f) Foreign students holding valid Research Visa for doing Ph.D.

