

## VIKRAMA SIMHAPURI UNIVERSITY :: NELLORE

### Ph.D. REGULATIONS - 2016

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## VIKRAMA SIMHAPURI UNIVERSITY :: NELLORE

### Ph.D. REGULATIONS - 2016

#### **PREAMBLE**

The Ph.D. Regulations are amended as per the University Grants Commission (Minimum Standards and Procedure for award of M.Phil /Ph.D Degrees) Regulations, 2016, applicable for candidates who are admitted during the academic year 2016 through Gazette Notification on 5th May, 2016, in supersession of the UGC Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree Regulation, 2009, notified in The Gazette of India in July 11- 17, 2009.

Candidates who are admitted prior to the academic year 2016-17 but could not submit their Ph.D. Thesis before 31-12-2017 have to submit the thesis as per the Regulations of 2016.

#### **GENERAL**

1.1 Ph.D. degree programme shall be pursued through regular mode either on Full-Time or Part-Time basis in the concerned subject of Post Graduation only and the degree shall be awarded in the concerned subject. However, candidates from concerned disciplines as approved by the concerned Board of Studies, University Research Committee, and Academic senate of the University (which is Mandatory) are eligible to register for Ph.D. Programme.

Once admitted into Ph D course, no candidate is entitled to pursue any other course or employment or to undertake any other assignment. The University reserves the right to prosecute such candidates who fail to adhere to this norm.

(i) Ph.D. Programme (Full-Time / Part-Time) in Regular mode shall be carried out in a Department of the University Colleges.

(ii) Ph.D. Programme (Full-Time) shall also be carried out in recognized Colleges affiliated to V.S University or a recognized National Research Institute / Laboratory / Other University.

(iii) Admission to Research Programmes (Ph.D.) shall be only through a Research Entrance Test (VSURESET) conducted by V.S University subject to satisfying all other requirements as prescribed for registration. At the time of admission, the candidates have to attend the interview well before the admission Committee.

(iv) University shall notify the number of eligible supervisors along with the available vacancies in every department in the web site and prospectus well before the admission.

(v) University shall follow the rule of reservation (department wise) while admitting research students in the available vacancies.

(vi) UGC Ph.D. Guidelines, 2016 are also applicable to the candidates admitted prior to 2016.

(vii) The University reserves the right to change or modify the Rules and Regulations at any point of time.

## 1.2. INTER DISCIPLINARY RESEARCH PROGRAMME

- (i) A candidate for the Ph.D. Degree may undertake interdisciplinary research. In such cases, there may be one or two Research Supervisors. The first Research Supervisor (Main Research Supervisor) from the 'concerned subject of P.G. from V. S. University Colleges and another Research Supervisor (Co-Research Supervisor), the second from a relevant discipline other than the concerned department in which he / she has a P.G. Degree of V.S University or from a recognized University/National Research Institute/Laboratory.
- (ii) The candidate shall work in the concerned Department/Institute where he/she has a 'Main Research Supervisor'.
- (iii) The candidate shall be awarded the Degree in the subject in which he/she registered mentioning specifically the title of the thesis.
- iv) If the Research Supervisor happens to be from a department other than the department where the candidate has registered.
  - (a) The candidate has to enroll in the department where the Research Supervisor is working.
  - (b) The department where the Research Supervisor is working has to maintain all records pertaining to his/her a) Attendance b) Progress reports c) Fellowships etc. and process all correspondence.
  - (c) A copy of all correspondence should be marked to the department where the candidate registered for information and record.
  - (d) The Chairperson of the BoS of concerned subject /department where the candidate has registered should provide the panel of examiners/adjudication for Pre-Ph.D. and also for Ph.D.
  - (e) The presentation of topic, Seminar, Synopsis Presentations and Viva-voce should be conducted in the presence of students, Research Scholars and Faculty Members of the concerned department only, where the candidate has registered and HOD should co-ordinate the above and the same be forwarded to the University.

## 1.3. VSURESET : ADMISSION PROCEDURE

The VSURESET will be of two hours duration with 100 multiple choice questions.

Each question carries one mark. The question paper will be in English only, except in the case of language subjects.

There is a prescribed syllabus for the Entrance Test of each subject.

An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of General Aptitude and 50% shall be subject specific.

The syllabus for the test consists of **Section A General Aptitude** for 50 questions (as per the syllabus given in the Annexure-III) and Section-B consists of concerned subject syllabus at PG level for 50 questions.

Section A is common to all the candidates and it is based on the syllabus given in Annexure-III. The Syllabus for Section-B is to be provided by the Chairperson, Board of Studies of the concerned subject of PG. The syllabus shall consist of Five units covering the important topics in the concerned PG syllabus on the model of UGC, CSIR tests.

The minimum marks for qualifying in the entrance test are 50% (50 marks), 45% (45 marks) in the case of SC/ST/PH candidates). There is no section wise minimum marks.

## 1.3 Ph.D PROGRAMME WITHOUT VSURESET

The following categories of candidates are exempted from taking the Research

Entrance Test for admission into Ph.D. Programme. However, they have to apply in the prescribed application form for consideration for direct admission into Ph.D. Programme through Directorate of Admissions. However they should appear for the admissions interview.

a. Candidates qualified UGC / CSIR - NET with Fellowship.

(ii) Foreign students/Non-Resident Indians (NRI)/ Persons of Indian Origin (PIO) for Full-Time Ph.D Programme only

(iii) Candidates as mentioned above (i) and (ii) may be admitted into Ph.D. programme throughout the academic year without waiting for regular advertisement subject to availability of seats and their applications have to be submitted to the Directorate of Admissions.

#### 1.4 PROVISIONAL ADMISSION TO Ph.D

(i) Foreign students will be provisionally admitted into Ph.D programme by the Director of Admissions as per the guidelines in vogue after examining the request of the candidate for registration. They are, however, should be admitted into Ph.D. Programme (Full-Time only) through a personal interview by a Committee consisting of the Principal of the College, Dean of Faculty, Chairman, Board of Studies, Head of the Department and the Research Supervisor. They shall be admitted at any period of time in the academic year without waiting for regular advertisement provided their applications are routed through Govt. of India. One extra seat will be provided to the Research Supervisor allotted to such a candidate.

(ii) Candidates who secure DST INSPIRE/ Moulana Azad National Fellowship/ RGNF/ TEQIP/ or any other Fellowship/ Project Fellowship/ Assistant will be given provisional admission into Ph.D.

However, they should qualify VSURESET/ GATE/ NET/ APSET within Two (2) consecutive attempts from the date of Registration failing which the registration stands cancelled. Such candidates will be allowed to register for Ph.D. written examination only after qualifying the above examinations.

#### (iii) Ph.D admission

##### Through Executive Quota without SVSURESET

- Candidate should have 10 or more years of experience working in Govt organisations/private sector/Industry in the executive cadre drawing a salary with AGP Rs.9000/- and above in Govt organisations; Rs.1,00,000 salary per month in private sector whose turn over should be Rs.100 crores and above and should provide annual audited reports.

- The candidates should submit last two years of IT returns

- The candidate should have published two papers in peer reviewed journals.

- The candidate should present a seminar before a committee as and when called for. The decision of the committee is final for the admission of the candidate.

##### Extramural Category :

For admission into Ph.D. Programme under Extramural (E.M.R) category, the research institution where the candidate is working should have been recognized by VSU and admission will be given for the following candidates, who have qualified in VSU RESET Exam.

(a) Scientist and Technical officers with P.G. or equivalent degree working in research institutions recognized by V.S University having put in two years of experience.

**OR**

(b) Research scholars with P.G. or equivalent degree having fellowship attached to the institutions recognized by V.S University as research centers and having completed at least six months with scholarship tenable for a further period of two years.

(c) Admission Procedure : For admission into Ph.D. Programme under Extramural category there should be an Internal Guide (Principal guide) recognized by the VSU in the recognized research institution where the candidate is working. In addition to the Internal Guide, a faculty member eligible to guide research from within the concerned Department of VS University or its affiliated colleges has to be included as an External Guide.

(iv) Regular faculty members/ non-teaching staff of V.S University, possessing the minimum academic qualifications and desiring Ph.D. selection shall be deemed as external candidates(part-time) of this University.

(v) Candidates who have been in continuous service for at least FIVE (5) years in Nationally reputed Scientific/R&D /Industrial/Government Organizations and engaged in

Scientific/Technological/ Engineering/Educational Institutes/Managerial Activities/Social work, as the case may be, and possessing the minimum academic qualifications, shall be eligible for admission as External candidates (part-time). Candidates should submit last two years of IT returns along with the bank statement. A screening committee should be constituted to select the candidates. The decision of the committee is final.

(vi) Staff members working in the private/ affiliated/ autonomous colleges selected by the committee constituted by the V.S.University with its nominee shall only be eligible for part-time admission.

(vii) A candidate seeking admission as an external scholar(part-time) will have to declare and register as such and produce the following at the time of registration

(a) a letter from the employer permitting the candidate to pursue the course work for one semester (No Objection Certificate), and,

(b) a commitment from the candidate and sanction from the employer that he/she would be permitted to avail leave at least for six months during the tenure of registration to complete Ph.D work.

(c) Part-time students should report to the departments concerned during the summer vacation.

A Student Admission Number, which will also be the Hall Ticket number, will be assigned to the candidate. An Identity Card for the exclusive use of Academic Facilities of V.S University will be given to each candidate

While pursuing research in V.S University, the candidate shall not register for any other course at any other University or Institution, leading to the award of a degree/diploma/certificate. In case of any such violations, the admission/registration stands cancelled.

(iii) Retired employees are not eligible for Part-Time Research Programme.

## **2.0. COURSE WORK AND Pre-Ph.D. EXAMINATIONS**

### **ATTENDANCE FOR Full-Time Ph.D SCHOLARS**

(i) A candidate carrying on Full-Time researcher (Ph.D) shall not be a student pursuing any other Full-Time course, or engage himself or herself in any other occupation during the period of research.

(ii) Candidates shall have to join within the specified date, paying the necessary fees and submit all original certificates at the time of joining.

Joining report duly signed by the Research Supervisor and Head of the Department in which the candidate has registered, shall be submitted to the concerned Principal under a copy to the University.

The concerned Research Supervisor has to maintain the attendance register and in turn monthly attendance report of his / her scholars should be submitted to the Head of Department.

### **ATTENDANCE FOR PART -TIME SCHOLARS**

a. A Part-Time candidate has to attend the concerned Department at least for 30 days in a year (preferably in summer vacation) for two consecutive years immediately following the date of registration.

The concerned Research Supervisor has to maintain the attendance register and in turn monthly attendance report of his / her scholars should be submitted to the Head of Department.

b. A part-time candidate should submit joining report, specifying the period for each stay through Research Supervisor and Head of the Department concerned to carryout research for a minimum period of 30 days during summer or any other period .

### **PROGRESS REPORT**

a. A Full-Time candidate should submit his/her progress report through the Research Supervisor for every six months together with attendance particulars through proper channel to the

concerned Principal.

b. A Part-Time candidate should submit his/her progress report through the Research Supervisor once in each year together with attendance particulars through proper channel to the concerned Principal.

c. In case, the report at any stage is adverse or not satisfactory, the registration of the candidate shall be cancelled. The Head and the Research Supervisor should maintain a record of the progress reports.

#### **CANCELLATION OF REGISTRATION**

(i) If a Full-Time Research Scholar (Ph.D) absents continuously for three months without any written intimation to the Department, the concerned Research Supervisor/Head of the Department shall report the same to the concerned Principal through proper channel recommending cancellation of the registration.

(ii) If a Part-Time Research Scholar (Ph.D) has not attended the concerned department at least for 30 days or more in a year for two consecutive years immediately following the date of registration, the concerned Research Supervisor shall report the same to the concerned Principal through proper channel recommending cancellation of the registration.

#### **FACULTY IMPROVEMENT PROGRAMME (FIP) OR FACULTY DEVELOPMENT PROGRAMME (FDP)**

Candidates who wish to carry on research programme under FIP/ FDP have to register initially as Part-time candidates. Later when they are selected for FIP/FDP by the UGC, Principal of the College concerned may convert the proceeding from Part-Time to Full-Time. If there is no vacancy under Full Time at that point of time, the scholar may be converted into

Full-Time as against Part – time which may be treated as an extra seat.

#### **FULL –TIME TO PART-TIME AND VICE VERSA CONVERSION**

The Principal of the college shall convert Full-time registration to Part-time and vice versa, subject to the availability of seats with the concerned Research Supervisor. This conversion is allowed only once, on the recommendations of Principal, subject to approval by the URC.

2.1. These Research Programmes are aimed at giving a broad based training in the concerned field in addition to specialization in a particular area. The course work shall be prescribed in the relevant field of research for the Pre-Ph.D. examinations from the V.S University approved list of subjects as recommended by the Supervisor and Co-supervisor, and to be communicated to the Dean, R&D which will be forwarded to the Controller of Examinations. The area/field of research once selected for Pre-Ph.D. exams cannot be changed. (However, in the case of failed candidates, in paper-II( area of specialization), they may be allowed to change the subject area with the approval of Dean).The Pre-Ph.D. exam dates and schedule will be notified by Controller of Examinations (Examination Branch) in V.S University website. No individual letters will be sent to research scholars. Both full time and part-time candidates have to take the Ph.D written examination after one year from the date of registration and after completion of the course work. The panel of Examiners/ paper setters for both Paper-I (research Methodology) will be submitted by the Dean of the concerned faculty and paper-II(Area of specialization) each of 4 credits shall be furnished by the research supervisor of the concerned candidate in consultation with DRC of the department.

2.2. The candidates are required to pass in the above course; the minimum marks required for a pass shall be 50%. In case a candidate fails to pass in three attempts his admission shall be cancelled.

2.3. Generally, the Pre-Ph.D. examination shall be held once in a year. The conduct of these examinations, declarations of results, and preparation of marks lists will be carried out by the Office of the Controller of Examinations (Exam.Branch) of V.S University.

2.4. The subjects offered for Pre-Ph.D. examinations in various faculties including syllabi will be made available on the university website.

2.5. As per the UGC Guidelines, a Course Work of one Semester is compulsory.

The Course work for the Ph.D. Programme, therefore, shall also include:

- i) One Subject (Theory) with compulsory attendance and associated with end-semester (external) examinations, and
- ii) One Course (Theory) on “Research Methodology”, with compulsory attendance and associated with end-semester (external) examinations.

2.5.1. The theory Subject will have to be chosen from the concerned field of specialization (or the nearest specialization). The choice and selection of the Subject must be approved by the candidate’s Supervisor and Co-Supervisor, if any and the same must be communicated to Dean, R&D Unit in soft/hard copy form, with appropriate signatures and seals of – Supervisor, Co-supervisor and Head of the Department concerned. The area/field of research once chosen cannot be changed during the entire research period. The research candidates have to be physically present for the teaching classes throughout that semester and shall have to maintain the required 75% of attendance, based on which alone they will be permitted to write the pre-Ph.D exams.

The pre-Ph.D examination is of three hours duration with a maximum of 100 marks.

2.5.2. The course-work on “Research Methodology” shall be offered commonly for all the research scholars of identified areas of specialization (Sciences, Arts, Commerce & Management), at V.S University. All the scholars shall have to be physically present and maintain the required minimum attendance criterion (75%) in this course. The external end examination is of three hours duration with a maximum of 100 marks.

The Ph.D. written papers shall be subjected to double valuation by internal and external examiners. Internally, Paper-I will be evaluated by the Chairperson, BoS or any other senior faculty member suggested by the Dean and paper –II will be evaluated by the research supervisor of the candidate.

If the candidates fail in the subject, they have to reappear for the exams of the related subject, as and when offered, as per the Academic Regulations; they need not attend class-work again, provided they maintain the minimum attendance requirements earlier. However, if the candidates do not have the required minimum 75% of attendance in the subject, they will be detained in those subjects, and shall have to reappear for class-works in those subjects again, as and when they are offered, shall maintain the attendances required and then appear for the mid-semester and end-semester examinations. There is no revaluation for the pre-Ph. D examination.

## 2. VSURESET : ADMISSION PROCEDURE

2.1 The VSURESET will be of two hours duration with 100 multiple choice questions.

Each question carries one mark. The question paper will be in English only, except in the case of language subjects.

2.2 There is a prescribed syllabus for the Entrance Test of each subject.

An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of General Aptitude and 50% shall be subject specific.

The syllabus for the test consists of **Section A General Aptitude** for 50 questions (as per the syllabus given in the Annexure-III) and Section-B consists of concerned subject syllabus at PG level for 50 questions.

2.3 Section A is common to all the candidates and it is based on the syllabus given in Annexure-III. The Syllabus for Section-B is to be provided by the Chairperson, Board of Studies of the concerned subject of PG. The syllabus shall consist of Five units covering the important topics in the concerned PG syllabus on the model of UGC, CSIR tests.

2.4 The minimum marks for qualifying in the entrance test are 50% (50 marks), 45% (45 marks) in the case of SC/ST/PH candidates). There is no section wise minimum marks.

### 3. ELIGIBILITY CRITERIA AND ADMISSION PROCEDURE FOR Ph.D PROGRAMME

A candidate may be permitted to carry on Full-Time/Part-Time Ph.D Programme only when he/she satisfies the following:

- (i) Candidates shall have a Post Graduate Degree of this University or Degree recognized as equivalent there in the concerned subject of Post graduation.
- (ii) Candidates shall have a minimum of 55% marks in the concerned subject of Post graduation. However, a relaxation of 5% in marks is allowed to SC/ST/ Differently-abled / PH candidates. In case of Engineering courses, candidates shall have either 1st class in B.Tech. or 1st Class in concerned M.Tech. course.
- (iii) Candidates should satisfy the Local or Non local status in Andhra Pradesh as laid down in Andhra Pradesh Educational Institutions (Regulations of Admissions) Order, 1974 , which are in force at the time of admissions counselling.

#### 3.1 ADMISSION PROCEDURE (GENERAL)

- (i) Admission into Ph.D (Full-Time/Part-Time) programme is based on merit from among the qualified candidates in VSURESET following the rule of reservation of the Government of Andhra Pradesh as modified from time to time [SC: 15%; ST:6%; BC:25% (BC- A:7%, BC-B:10%, BC-C:1%, BCD:7%); BC-E:4% and in the case of women, 33.33% of seats will be allotted to women candidates in each category of SC/ST/BC/Others. All these reservations are subject to the condition that there is at least one unreserved seat. Admission to 85% of the seats in each subject/department shall be reserved for local candidates and the remaining 15% of the seats shall be left unreserved. Local/Non-Local status will be decided as per the provisions of the relevant G.O. at the time of admissions counselling.
- (ii) If the candidates get same marks, preference shall be given to those who secure higher marks in Section B. If there is a further tie, preference shall be given for the elder person, based on Date of Birth.
- (iii) Mere qualifying in the VSURESET does not guarantee admission into programme.
- (iv) A Committee consisting of Members as given in Annexure-II will conduct an interview and give admission.

#### 3.2 ADMISSION PROCEDURE FOR Ph.D. (Part-Time)

- a) A candidate who is on employment with more than 2 years of **regular service** in Government / Government Aided and belonging to any of the following categories may be permitted to carry on Part-Time Ph.D. Programme. The employees shall submit attested copy of the first page of Service Register at the time of registration.
- b) The following employees also, may be permitted to carry on Part-Time Ph.D. Programme, provided their appointment is done through a duly constituted selection committee and has completed with 03 years of experience as a regular employee
  - (i) A Teacher working in a College affiliated to V.S University / other universities including the Oriental Colleges.
  - (ii) Junior Lecturers in Junior Colleges or Polytechnics/ DIET/ PG Teachers equivalent to Junior Lecturers working in recognized institutions.
  - (iii) Librarians / Assistant Librarians / Library Assistants working in Colleges / Junior Colleges.
  - (iv) Lecturers in Physical Education / Physical Directors working in Colleges / Junior Colleges.
  - (v) Teachers with PG Degree working in Engineering Colleges.
  - (vi) The employees working in Reputed National/State Institutions.

- c) The permanent teachers working in Government / Aided High Schools with not less than 5 years of regular service.
- d) An Executive with a minimum of 10 years of service in Commercial Banks, Industries, Financial Institutions, Reputed Service Organizations, Central / State Government Gazette and Non Gazetted Officers, Scientists and Academicians. These Executives shall qualify for admission to Ph.D. (Part-Time) Programme by passing VSURESET or by having at least two research papers in reputed research journals or a seminar and shall satisfy all other requirements as prescribed for registration into Ph.D. Programme 1.4 (iii).

### 3.3 Ph.D COURSE

**Part- I:** Ph.D. Course work consists of Paper I and Paper II. The written examination should be written in English only except for language subjects.

**Paper-I:** Research Methodology : Syllabus is common to all Ph.D. candidates of the discipline concerned as recommended by the Department concerned. It is of 3 hours duration and with a maximum of 100 marks.

**Paper-II:** Area of specialization (Research Topic) which is nearer to his/her chosen topic of Ph.D. The syllabus shall be decided by a Research Supervisor identified by the DRC of the concerned department. It is of 3 hours duration and with a maximum of 100 marks.

The syllabus for Paper I and Paper II shall be organized into five units each. One question with internal choice from each unit should be set. The candidate has to answer all the five questions.

### 3.4 COURSE WORK AND OTHER REQUIREMENTS FOR Ph.D.

(i) Scholars admitted to Ph.D. Programme should be equipped properly before they start working on their research projects. They need to be provided training in Research Methodology, quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. and other courses shall be advanced level courses preparing Advance Knowledge in the areas proposed for research. This requires that they should undergo coursework mandatory before they embark on the Ph.D. work

(ii) For Full-Time candidates: The course work programme should be organized for one full semester by the teachers of the concerned Department. The attendance register to this effect has to be maintained by the concerned Research Supervisor and report to Head of the Department.

(iii) For Part-Time candidates: The course work programme should be organized by the concerned Department for 30 days (in two/four spells depending on the convenience of the students/Department)

(iv) Research candidates have to attend the teaching classes in the above two courses throughout the semester and put in the required 75% of attendance based on which they will be permitted to write the Pre-Ph.D Examination. The candidates who do not have minimum percent of attendance in any subject will be detained in those subject(s) again and they have to repeat the class work in those subjects again as and when they are offered by the department for permitting them to appear for the Pre-Ph.D Examinations.

(v) The Ph.D candidates working in Govt./Aided affiliated colleges / National Laboratories / National Research Institutes has to submit assignments in their Research Topic decided by the DRC of the concerned subject in the University College.

### 3.5 COURSE DURATION TO WRITE EXAMINATION:

(i) Ph.D. (Full-Time) Scholar shall appear for the examination under Part-I at the end of one year from the date of registration. Examination for Part-I shall be conducted on completion of one year from the date of registration.

(ii) Ph.D. (Part-Time) Scholar shall appear for the examination under Part-I after

completing two years from the date of registration.

(iii) A candidate can appear only thrice for Part-I Examination after eligibility.

Failure to register for the written examination at the appropriate time or absence, for whatever reason, shall be considered as a chance lost. The candidate who fails to secure pass marks in any paper of Part-I shall be re-examined only in that Paper. Academic schedule for Ph.D course shall be prepared within three months of admissions.

(iv) The panel of paper setters / examiners for both Paper- I (Research Methodology) and Paper-II (Area of Specialization/ Topic of research) shall be furnished by the Chairman, Board of Studies of the concerned subject and Research Supervisor of the Department, respectively.

(v) A Ph.D. scholar has to obtain a minimum of 50% of marks in the course work in order to be eligible to continue in the programme and submit the Dissertation/ Thesis.

## 4. ORGANISATION OF Ph.D. PROGRAMME

### 4.1 ALLOTMENT PROCEDURE

The allotment of supervisor will be done by the Department by involving all the eligible supervisors including those working in other departments and recognized as research supervisors. A resolution to this effect has to be submitted to the Principal within a month. The allotment is formally based on specialization of supervisors and research interest of the scholars. The allotment/ allocation of supervisor shall not be left to the individual student or teacher.

### 4.2 DURATION OF Ph.D. PROGRAMME

The date of reporting shall be the date of joining and annual tuition fee payable is accounted from the date of joining. The duration of the course, Pre-Ph.D. examination, the syllabus, seminars, Thesis submission procedure, evaluation etc. are as per VSU Research Regulations/guidelines in Vouge from time to time.

- (i) The duration of Ph.D. Programmes shall be as follows:
  - (a) Ph.D. (Full-Time) - Minimum 03 years & Maximum 05 years
  - (b) Ph.D. (Part-time) - Minimum 04 years & Maximum 06 years

**Note: No candidate shall submit the synopsis before the minimum period.**

- (ii) Not more than TWO extensions of time each of one year duration for submission of Ph.D. thesis shall be granted by the Principal of concerned university college on the recommendation of the Research Supervisor and Head on payment of penal fee prescribed after the maximum period. No further extension of time is permitted under any circumstances. If the candidate(s) fails to submit the thesis within the permitted extensions period, it shall be referred to URC for consideration of the request by the candidate. However, depending on the progress of the work and as per the recommendation of the DRC, re-registration may be considered by URC, with a penalty of Rs. 10, 000/- and Tuition fees.

They should pay **tuition fee until the end of the year in which the thesis is submitted**. If the Tuition Fee is not paid as per rules, penalty may be levied. If Tuition Fee is not paid continuously for two years the registration will be cancelled.

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

- (iv) In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

### 4.3 Ph.D. COURSE WORK

Ph.D Programme shall consist of **Part-I** and **Part-II** as detailed below:

**Part-I:** Course work consists of Paper - I and Paper-II. The written examination should be Written in English only, except for language subjects.

**Paper-I:** Research Methodology consisting syllabus common to all Ph.D. candidates of the discipline concerned as recommended by the Department concerned. It is of three hours duration and with a maximum of 100 marks.

**Paper-II:** Area of Research: The DRC has to identify broad areas of the research and the syllabus has to be finalized for those broad areas of research by DRC. The question papers shall be set in the identified areas and the candidates have to choose from any of the identified areas closely related to their research topic which is approved by the Research Supervisor of the candidate and communicate the same to the Head who will forward it to the Controller of Examinations. Area

once chosen cannot be changed during the entire research period. It would be of three hours duration and with a maximum of 100 marks.

The syllabus for Paper-I and Paper-II shall be organized into five units each. One question with internal choice from each unit should be set. The candidate has to answer all the five questions.

**Part II: Submission of Thesis:** The candidate has to submit the synopsis / thesis on the topic chosen by the candidate in consultation with the Research Supervisor only in the area of research in which he/she has written the Paper-II. The thesis shall be written in English only except for language subjects.

#### **4.4 TITLE OF RESEARCH TOPIC**

(i) The field or area of research shall be specified in the application at the time of registration. The Full-Time candidate has to present a seminar on the provisional topic chosen within the broad area of research given in the application before the Departmental Research Committee (DRC) within three months from the date of registration, so as to finalize the topic of research whereas in the case of Part-Time, it will be within one year.

The finalized title of the thesis shall be communicated by the Research Supervisor through Head of Department to the concerned Principal along with the minutes of DRC for the issue of final proceedings.

A candidate has to present at least two seminars during the minimum period and one final seminar at the time of submitting synopsis making the total three seminars. The DRC may recommend modifications in the work of the candidate during synopsis seminar.

(ii) In case of any variation between the finalized title and the title proposed at the time of submission of synopsis, decision of the committee consisting of the following members shall be final:

1. Dean of the Faculty concerned.
2. The Principal.
3. The Chairperson, Board of studies concerned.
4. Head of the Department.
5. The Research Supervisor.

The Principal has to convene the meeting. Quorum will be three for the committee, the presence of Dean of the Faculty and the Research Supervisor is compulsory.

(iii) No change in the title shall be permitted after submission of the synopsis.

#### **4.5 SEMINAR PRESENTATION**

Every scholar pursuing Ph.D. work should make a presentation of his/ her work in a seminar in the Department regularly for every six months.

The Seminar presentation should be evaluated by the Department Research Council. The Scholar shall incorporate changes suggested to strengthen the research.

Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars (of which at least one should be in other University/ Institute) before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

#### **4.6 Ph.D. WRITTEN EXAMINATION**

(i) A candidate registered for the Ph.D. degree shall appear for the written examination

in two papers as mentioned in 4.3 of three hours duration based on syllabus prescribed by the Research Supervisor(s). Except in the case of languages, the candidate has to write the examination in English only.

(ii) The applications for examination will be accepted by the Controller of Examinations when it is attached with the Attendance certificate of course work issued by Research Supervisor through Head of the Department and NO DUES from college office till date.

(iii) Candidates who have passed the M.Phil. degree examination of this University / both Full-Time and Part-Time / distance mode are exempted from taking the Ph.D. written examination in the concerned and relevant papers provided the M.Phil. candidates continue the Ph.D Programme in a related topic.

(iv) The panel of paper setters / examiners for Paper-I (Research Methodology) shall be furnished by the Chairperson, Board of Studies of the concerned subject in consultation with DRC of the Department and Paper-II (Area of Specialization) shall be provided by Research Supervisor.

(v) The Ph.D. written papers shall be subjected to double valuation by internal and external examiners.

Internally, Paper-I will be evaluated by the Chairperson, Board of Studies or any other senior faculty member suggested by him/her of the concerned department and Paper-II will be evaluated by the Research Supervisor of the candidate.

A Candidate shall be declared to have passed Part-I if he/she secures a minimum of 50% average of marks in each paper.

(vi) A Full-Time candidate has to put in a minimum of 75% attendance to take the Ph.D. written examination whereas a Part-Time candidate has to put in a minimum of 30 days attendance in each of the two consecutive years following the date of registration.

(vii) A Full-Time candidate has to take the Ph.D. written examination after 12 months from the date of registration whereas a Part-Time candidate has to take the examination after two years from the date of registration.

(a) A candidate will not be permitted to take more than three consecutive chances to pass the written examination.

(b) Failure to register for the written examination at the appropriate time or absence to it for whatever reason shall be considered as a chance lost.

(c) If a candidate does not pass the written examination in the three consecutive chances, his/her registration shall stand cancelled automatically. However, he/she may apply for registration to write and qualify in VSURESET again to seek fresh admission for the research programme.

(viii) After qualifying in the Ph.D., written examination, if there is any change in the area or field of research, the candidate has to take the Ph.D. written examination in Paper-II in the new area of research before the submission of synopsis.

(ix) (a) A Full-Time candidate has to put in a minimum of 75% of attendance in each year until he/she submits his/her thesis.

(b) A Part-Time candidate has to put in a minimum of 30 days of attendance in each of the two consecutive years following the date of registration.

(c) A part-time candidate should submit joining report through Research Supervisor and Head of the Department concerned in each summer. The Research Supervisor should forward the progress report of the candidate for each summer together with attendance particulars through proper channel to Principal.

(d) The candidate admitted in Ph.D (both Full-Time and Part-Time) has to sign in the

attendance register maintained by Research Supervisor.

(e) In case the student has registered for Ph.D (both Full-Time and Part-Time) in parent department with a Research Supervisor from another Department, he/she has to sign the attendance register maintained by the Research Supervisor, where the candidate is working.

(f) The attendance particulars should be transmitted to Head of the parent department by the Research Supervisor where Research Supervisor is working, after every six months in case of regular candidates and after the summer for part time candidates.

#### **4.7. SUBMISSION OF SYNOPSIS**

(i) A Candidate can submit the Ph.D. synopsis only when he/she

(a) Has passed the Ph.D written examination (both papers).

(b) A candidate can submit the synopsis only after the completion of the minimum period as specified in S.No.4.2

(c) Two (2) research articles must be published or accepted for publication in the area of research in a standard /referred research journal with ISSN or a Book Chapter in a book with ISBN.

(d) Has presented an open seminar on the topic of the thesis in the Department. The Research Supervisor, the Head of the Department, Dean of the Faculty (*Chairperson of the Committee*) Chairperson, Board of Studies, Faculty and other Research Scholars shall be present for the seminar. The quorum is must for the seminar. Students working in affiliated colleges / National Laboratories, and those mentioned in (Annexure - I) shall present the seminar in the concerned department of the University College.

(ii) The synopsis should be written in English only, except in the case of languages.

(iii) Every candidate shall submit TEN (10) hard copies of the synopsis to the Controller of Examinations through proper channel at least One month prior to the submission of thesis along with the following:

(a) One soft copy of the synopsis (CD)

(b) Certificate from the Head of the Department of the University College to the effect that the Ph.D. Research Scholar of the University Departments / Affiliated Colleges / National Laboratories has presented the open seminar on the topic of the thesis, presented three seminars in the department related to his/her topic, and also attended two National / International seminars and submitted half yearly reports.

(iv) The Research Supervisor while forwarding the synopsis to the Controller of Examinations shall address a letter to the Chairperson, Board of Studies, along with a copy of synopsis with a request to submit the panel of examiners to the Controller of Examinations.

(v) Fee shall be remitted as prescribed by the University

#### **COMPULSORY SEMINAR PRIOR TO THESIS SUBMISSION (COLLOQUIUM):**

Each candidate shall present one seminar. The seminar should be at least one month before submission of thesis in the concerned Department on the research work, carried out by him/her. The scholar should submit ten (10) copies of synopsis to DRC highlighting original/significant contributions made in the research work. The DRC is empowered to accept the research work of scholar for submission or may advise to revise/reappear with modification made. The seminar will be open to all Faculty members and Research Scholars of the concerned Department.

#### **4.8 SUBMISSION OF THESIS**

(i) The candidate should submit the thesis only after one month from the date of submission of synopsis but not later than six months failing which a penal fee as prescribed should be paid by the candidate for a maximum of three more months' extension to submit the thesis.

(ii) The Thesis should be written in English only, except in the case of languages.

(iii) The candidate has to submit FIVE (5) hard copies and ONE soft copy (both \*pdf

and word doc file as per format of submitted one) of thesis to the Controller of Examinations through proper channel along with the following:

- (iv) Reprinted articles / xerox copies of published articles or accepted for publication.
- (a) Two (2) research articles must be published or accepted for publication in the area of research in a standard /referred research journal with ISSN or a Book Chapter in a book with ISBN.
- (b) The research articles published should be a part of the thesis. Only such research article where the name of the candidate or the research supervisor appears as the first or second author will be considered for this purpose. If the candidate has a co-Research Supervisor or if the candidate receives considerable help from any other teacher / scientist / co-research Scholar for the same work, they may also appear as co-authors.
- (c) Paper publications / acceptance is compulsory for candidates who register for Ph.D Programme from 2009 Batch onwards. In the case of candidates who were admitted prior to 2009 batch as per the UGC norms, provisional certificate certifying to the effect that the degree has been awarded in accordance with the provisions to the Regulations of the UGC will also be issued to those who have published / accepted at least two papers for publication before submission of Ph.D thesis.

#### 4.9 THE THESIS SHALL BE PREPARED AS PER THE FOLLOWING FORMAT

- (i) Papers size-A4,
- (ii) Font-Times New Roman, Font Size-12 for text,
- (iii) 1.5 line spacing,
- (iv) The lay-out should provide **1 ½ inch** on the left side, **1 inch** on top and bottom **1 inch** on the right side.
- (v) Hard bound binding
- (vi) Tissue/Transparent sheets should not be used
- (vii) The title page should contain only V.S University Logo
- (viii) No dedication of thesis.
- (ix) Fresh **Para** should commence after five spaces.
- (x) Each topic Title in a chapter should be properly numbered for example: 2.1, 2.2. etc., (Bold and Upper case) where, the first digit represents the Chapter number, and second digit, the topic Title number.
- (vii) Sub-topic titles, if any, may be indicated as 1.1.1, 1.1.2, etc. (Bold and title case) i.e. the first digit representing the chapter, the second representing the topic title and the third representing the sub-topic title.
- (viii) The photographs and tables occurring in a chapter may be serially numbered as Fig: 1.1, 1.2 etc., along with suitable CAPTION where the first digit represents the chapter, the second digit represents figure number.
- (ix) The page number shall be indicated at the top middle of the each page.
- (x) The Research Supervisor shall meticulously observe the above norms while preparing the thesis and issuing the certificates.
- (xi) The candidate shall also enclose to the thesis, a certificate from the Research Supervisor(s) under whom he/she worked that the thesis submitted is a bonafide record of research work done by the candidate during the period of study and that the thesis has not previously formed the basis for the award of any Degree, Diploma, Associate ship, Fellowship or other similar title to the candidate or to any other person(s)
- (xii) The candidate shall also append to his/her thesis copy of published / accepted for publication research paper relevant to his/her work.
- (xiii) For ensuring originality of submitted content, the thesis work will be checked by anti-plagiarism software. The candidate has to submit his thesis in a soft copy in word format to Research Scrutiny Committee along with prescribed fees. If any text strings / figures are found to be copied or dubious without proper acknowledgement of the source, the thesis has to be thoroughly revised. Then the thesis is to be submitted only after clearance by the Research

Scrutiny Committee.

### **Binding**

The Dissertation / thesis shall be properly hard bound, using hard cover of white color. The bound front cover should indicate in Colour Embossed letters with the following:

1. ....(Title)
2. ....(Name of the candidate)
3. ....(Name of the Department in which the thesis is being submitted)
4. ....(Name of the Faculty in which the thesis is being submitted)  
(e.g. Faculty of Natural Sciences)
5. University Emblem
6. University Name
7. Month and Year of submission at the bottom

***The name of the scholar appearing on the Thesis and Synopsis etc. must be same as in his/her S.S.C. (X Class) Certificate.***

Two (2) plain blank papers should be provided at the beginning and at the end.

### **(xiii) Plagiarism Test**

A. For ensuring originality of submitted content, the thesis shall be checked by anti-plagiarism software by the Examinations Section of VSU. Thesis will be permitted for submission only when the match is less than 30 per cent in the plagiarism check. If any text strings/figures are found to be copied or dubious without proper acknowledgement of the source, the thesis has to be thoroughly revised.

i. Each Research Scholar before submission of the thesis have to submit a SOFT COPY - CD (in pdf Format) of his/her Thesis to the Examinations Section of VSU, for Plagiarism Check.

The following details must be mentioned on the CD.....

- Name of the Candidate, Supervisor & Co-supervisor if any
- Department & Year of Admission
- Contact Address, E-mail ID and Contact Number of the Candidate, Supervisor & Co supervisor
- A covering letter duly signed by the Supervisor & Cosupervisor with seal.
- Joining report along with copy of proceedings should be enclosed

ii. Entire soft copy of thesis must be one file (cover page to references) only.

iii. Anti-Plagiarism Check Criterion/ Acceptability < 30% match

A maximum of three chances will be given to the research scholar if the percentage of plagiarism exceeds the approved limit. The revised soft copy of the thesis after removing the plagiarism material must be submitted by the research scholar for second or third verification within one month itself.

B. It should be mandatory to include Plagiarism Compliance Certificate issued by the Examinations Section, concerned as a part of the Thesis.

### **4.10 ADJUDICATION OF THESIS**

(i) The thesis shall be evaluated independently by three examiners, external to the University, one of whom one each shall be from reputed Universities outside the State and from I.I.T's/ IISc / NIT / or equivalent Institutes of High Reputation where Ph.D. programmes are offered.

Two panels of Examiners (each consisting of 12 names of which four (04) are from reputed Universities in Andhra Pradesh, minimum of four (04) are from reputed Universities in other states and minimum of four (04) are from reputed National level Institutes in the concerned subject like IISC, IITs, NITs, IIMs, or equivalent for adjudication of the thesis shall be provided, one by the Research Supervisor and the other by the Chairperson, Board of Studies (P.G./ Combined) of the concerned subject, within fifteen days from the date of submission of the synopsis to the Controller of Examinations. The University may revise the panel of Examiners, if necessary.

The ratio of examiners from outside state and from National Level Institutes can be flexible upto a maximum of 12. Of the three examiners selected for evaluation, there shall be atleast one Examiner from reputed University outside Andhra Pradesh state and another Examiner from National level Institutes. In case of Telugu, the examiners from Andhra Pradesh and Telangana can be flexible upto a maximum of 6 each.

The Research Supervisor will send the panel directly to the Controller of Examinations and a copy of the letter has to be marked to Chairperson, Board of Studies to send the panel to the Controller of Examinations.

(ii) In case the Chairperson, Board of Studies (PG/ Combined) happens to be the Research Supervisor, another internal Member of the Board / Senior faculty with Ph.D. nominated by the Vice-Chancellor, shall be required to provide the panel of examiners.

(iii) In the case of inter disciplinary themes involving two or more disciplines, the Chairperson, Board of Studies (PG-Combined) of the subject in which the candidate has registered for Ph.D. shall provide the panel of examiners in addition to the panel provided by the Main Research Supervisor (in consultation with the Co-Research Supervisor, if any).

(iv) In the case of candidates working in National Research Institutes/ Laboratories or in affiliated colleges recognized by the University, the Research Supervisor and the Chairperson of the PG / Combined Board of Studies shall submit the panel of examiners separately.

(v) The thesis shall be adjudicated by a panel of three examiners of covering at least one examiner from each streams of within the state, outside the state and reputed National level Institutes.

(vi)(a) The examiners shall forward to the Controller of Examinations, their individual evaluation reports on the quality and merits of the thesis and on the standard of the thesis for consideration for the award of the Degree.

(b) The Examiner has to give the detailed report of the thesis for the purpose of assessment of the work done by the candidate and shall recommend one of the following three decisions to the university: Accept / Reject / Revise.

(c) The University shall not accept the Evaluation reports of Ph.D. thesis from Examiners through e-mail.

(vii) When all the three examiners recommends, an open viva voce Examination shall be conducted to award the Degree.

(viii) If all the three examiners recommend for revision, the candidate has to revise and re-submit. If all the three examiners reject the thesis then it will be rejected.

(ix)(a) If two adjudicators recommend the award of the Degree and one recommends revision, the thesis shall be revised by the candidate in consultation with the Research Supervisor according to the suggestions of the examiner and sent thesis to that examiner only for re adjudication. If the examiner insists once again further revision or rejection, the revised thesis shall be sent to the fourth examiner.

(b) If two adjudicators recommend the award of the Degree and one recommends rejection of the thesis, it shall be forwarded to a fourth examiner.

(c) When the fourth examiner recommends revision, the thesis shall accordingly be revised as per his suggestions and the revised thesis shall be sent for adjudication to that examiner only.

(d) If the decision of the fourth examiner is in favor of the award, open viva voce examination shall be conducted. If the fourth examiner recommends rejection, the thesis shall be rejected.

(e) If two or all the three examiners recommend revision, the candidate shall revise and resubmit the thesis according to suggestions of examiners. The resubmitted thesis shall be sent back to the same two or three of the examiners as the case may be. If the thesis resubmitted after revision is recommended for award by all three examiners, then an open viva voce shall be conducted. If any one of the three examiners recommends revision/rejection of the thesis, it shall be further referred to fourth examiner. Even if it is rejected / require revision by the fourth examiner then the thesis shall be rejected.

(f) If one examiner recommends the award of the Degree and among the other two, one recommends revision and the other one recommends rejection, then the candidate shall be asked to revise and resubmit the thesis according to suggestions of examiners. The resubmitted thesis shall be sent to those who recommended revision and to the fourth examiner. If all the three

recommends the award of the Degree, open Viva voce shall be conducted. If any one of the examiner recommends rejection or revision, the thesis shall be rejected.

(g) If two or more examiners recommend rejection of the thesis, then the thesis shall be rejected and the candidate has to register afresh.

(x) The University shall take a decision on the thesis based on the merits of three reports according to the following from Recommendation of Examiners.

#### 4.11 VIVA VOCE EXAMINATION

Recommendation	Recommendation	Recommendation	Decision
1	2	3	4
Accept	Accept	Accept	Acceptance
Revise	Revise	Revise	Revision
Reject	Reject	Reject	Rejection
Accept	Accept	Revise	Revision
Accept	Revise	Revise	Revision
Accept	Accept	Revise/Reject	Send to 4 <sup>th</sup> Examiner
Accept/Revise	Reject	Reject	Reject
Accept	Revise	Revise/Reject	Revise: Send to 4 <sup>th</sup> Examiner
Revise	Revise	Revise/Reject	Revise: Send to 4 <sup>th</sup> Examiner

In case of revision and resubmission of the thesis, the candidate will be given a maximum period of one year from the date of communication of the report (s) to the candidate.

(i) An open Viva Voce shall be conducted in the concerned Department by a Committee consisting of the following members, on receipt of the favorable reports from the adjudicators:

(a) Chairperson of the Adjudication Committee (one of the examiners to be appointed by the Vice Chancellor).

(b) The Dean of the Faculty concerned.

(c) The Chairperson of the Board of Studies (PG/Combined) in the concerned subject.

(d) The Head of the Department concerned.

(e) The Research Supervisor(s) of the candidate.

However, a quorum of members is must to conduct Viva.

(ii) All the members of the Committee and the candidate shall be provided with copies of the Adjudication reports of the adjudicators at least four days before viva voce examination, without their names.

(iii) The Head of the Department concerned shall notify the programme of the viva voce Examination to all the related Departments of the University. Teachers and Research' Scholars of the concerned Departments of the University may participate in the open viva voce examination.

(iv) The Viva Voce Committee alone shall be competent to recommend the award of the Degree. After the Viva Voce Examination, the Committee's Report shall be sent immediately by the Chairman of the Adjudication Committee to the Controller of Examinations along with the copy (ies) of the thesis.

(v) A candidate shall be permitted to take viva voce examination for a second time, if the Committee so recommends. It should be conducted one month after the first viva-voce.

(vi) For candidates registered at Affiliated Colleges / National Research Institutes laboratories, the viva-voce examination shall be conducted in the respective Departments of the University College concerned.

(vii) After the declaration of Ph.D, the University will submit a soft copy of the thesis to UGC within 30 days.

(viii) University will issue a Provisional Certificate that the degree has been awarded in accordance with regulations of the UGC.

(ix) The award of the Degree shall be reported to the Executive Council.

#### **4.12 PUBLICATION OF THESIS**

(i) The examiners and the Viva Voce Committee shall indicate whether the thesis can be published as it is or with suitable improvements.

(ii) Patentable Matter

(a) If any portion of the thesis consists of patentable matter, a request should come from the candidate through the Research Supervisor, after the award of the Degree.

(b) In order to protect the Intellectual Property Rights of the author, the actual patentable matter may be replaced with codes.

(c) Those who want to refer the work can get in touch with the author for de coding. This can be done by the author in consultation with the Research Supervisor.

(d) The thesis copy shall be sent to the Library after replacing the patentable matter with codes by the author.

#### **4.13 Depository with INFLIBNET / University Digital Library :**

(a) Every Research Scholar before the date of Viva-voce Examination shall upload a pdf file of his/her thesis, after incorporating all the corrections and suggestions made by the examiners, in the University Digital Library. The electronic pdf file serves as the University's archival copy of the document.

(b) After uploading the pdf file, take the print out of a form from the University Digital Library, which will serve as evidence of uploading of the file.

(c) This print out should be sent as an enclosure to the Viva-voce Examination Report.

(d) Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree, the Institution concerned shall submit an electronic copy of the Ph. D. thesis (in both - MS-Word & PDF formats) to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

(e) Prior to the actual award of the degree, the degree-awarding Institution shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.

#### **5. ELIGIBILITY CRITERIA FOR RESEARCH SUPERVISORS**

(i)(a) Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

(b) Among the research papers / articles published, at least two should have been published after obtaining Ph.D from outside his/her Ph.D work which has to be certified by DRC.

(c) Directors/Scientists with Ph.D. degree in Recognized National Research Institutes / Laboratories with at least 4 Research Papers within last five years shall be considered for guiding Ph.D. Programme subject to approval of the University.

(ii)(a) A Professor, an Associate Professor and an Assistant Professor and other employees occupying equivalent positions of V.S University shall be permitted to have up Ph.D candidates, for the year 2016-17, subject to the condition that the supervision should have vacancies in their quota of 8, 6 and 5 Ph.D candidates respectively. A vacancy will arise only after submission of the Thesis.

(b) A teacher in V.S University working in a particular Department and possess P.G and Ph.D degrees in some other discipline may be considered for eligibility to guide Ph.D Programme in the subject in which he/she posses P. G and Ph.D degree. Such teachers have to seek prior permission from the University before accepting candidates for Ph.D Programme. All such cases shall be referred to the University Research Committee for approval.

(iii) A teacher in V.S University working in a particular department who has carried out considerable research work in a related subject/ area shall be considered for guiding Ph.D. Programme in the concerned related subject. Such teachers have to seek prior permission from the University by submitting the necessary supporting documents (research work etc). The University shall refer such cases to the Chairperson, Board of Studies of the concerned subject, who in turn will place the item before the internal Board of Studies members and offer their remarks regarding the eligibility of the teacher to guide the Ph.D Programme in the subject. All such cases shall be referred to the University Research Committee for approval.

(iv) Teachers in colleges affiliated to V.S University shall be permitted to guide at a time not more than Two (2) Ph.D. candidates.

(v) Directors / Scientists of Recognized National Research Institutes / Laboratories / staff of other Universities shall be permitted to guide not more than Five (05) Ph.D. candidates at a given time with a Co-Research Supervisor from V. S University, subject to 5 ii (a).

(vi) (a) A Research Supervisor should have at least 2 years of service before retirement for guiding a student on the date the candidate is admitted for Ph.D. programme. However URC is empowered to permit to guide in special cases.

(b) Teachers in Colleges affiliated to V.S University / Scientists in recognized National Institutes/Laboratories / other Universities must have at least Two years of service on the date the candidate is admitted before retirement for taking a candidate for guiding research.

(vii) A Teacher/Scientist who is on Lien / Deputation or on foreign assignment may accept a candidate for Ph.D guidance if the candidates are willing to register under him/her.

(viii) (a) When the Research Supervisor retires from service or leaves the country or resigns or in long leave/lien/deputation, the candidate will have the option to transfer to some other Research Supervisor who is willing to take provided there is a clear vacancy, which must be approved by the DRC.

(b) In case the Research Supervisor expires the Departmental Research Committee (DRC) shall allot the candidate to another eligible Research Supervisor in the Department treating that as an additional seat approved by the Principal of the College.

(c) In case of 'a' and 'b' if the candidate has completed the minimum period he/she can submit individually if he /she desires subject to approval by the URC.

(d) Any case other than the above may be referred to URC for consideration.

However change of Research Supervisor shall not be permitted except as specified above.

(Ix) A retired teacher may act as the Research Supervisor, if he/she is appointed as Emeritus

Professor and or if he/she has a Major Research Project with Junior Research Fellowship/Senior Research Fellowship. The research scholars so provided with admission shall continue to be under the guidance of such retired teacher till the completion of their research work. The supervisor or the scholar has the option to change the guide with mutual consent.

(e) The Faculty members of Vikrama Simhapuri University shall not accept research scholars of other Universities/Institutions without prior permission of the University Research Council .

(x) In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent Research Supervisor and the institution for the part of research already done.

### **Ph.D VACANCY POSITION**

(i) A vacancy for Ph.D. Programme shall be deemed to have arisen under a Research Supervisor when

(a) Research Scholar doing research under his/her guidance submits the thesis.

(b) Research Scholar registration is cancelled.

(c) Research Scholar discontinues the research programme.

(d) Research Scholar completes the maximum period and two extensions duration.

(e) However, re-registered candidates shall be considered as new admission and counted for the purpose of determining the number of Candidates under each Guide.

### **RECOGNITION OF INSTITUTIONS AND EXTERNAL RESEARCH SUPERVISORS:**

For recognizing the outside-institutions/ other university staff and external Research Supervisors / Co Research Supervisors for doing research leading to the Ph.D. Degree of this University, the following procedure be adopted:

(i) A Committee consisting of the Dean of the Faculty, the Chairperson of the Post graduate Board of Studies or combined Board of Studies as the case may be, and another senior internal member of the Board of Studies concerned, shall have to certify after inspection that the Affiliated College / Research Institute / other university has facilities for research in the subject concerned.

(ii) a) The Teacher/ Scientist/ Researcher seeking recognition as Research Supervisor should apply to the university in the prescribed format along with prescribed fees and supporting documents.

b) The concerned Departmental Research Committee will in turn verifies the eligibility conditions and shall send to the Principal within a week from the date of receipt of the application, along with his specific observations and recommendations.

c) The Principal in turn puts up the file for the further process of the URC.

d) The publications of the teacher/scientist who is proposed to be the Research Supervisor should be sent by the University to an External Subject Specialist for assessing the publications and make the assessment available to the URC.

e) Upon approval of the URC, recognition of the Teacher/Scientist/Researcher as Research Supervisor orders will be issued.

(iii) The Institute shall be recognized by the University and subsequently the concerned person who has requested recognition as Research Supervisor in that institution shall be recognized.

(iv) Reputed Institutions such as National Research Institutes / other universities need not be inspected.

(v) For recognizing the outside National Recognized Institutions / Universities and External Research Supervisors, the following fees shall be collected:

(i) Research Supervisor Recognition, processing fee : Rs.10, 000/-

(ii) Fee towards the visit of the Inspection Commission : Rs.40,000/-

(vi) For recognizing the departments of affiliated colleges of the University and external Research Supervisors, the following rates shall be collected (Fee towards the Recognition of the concerned)

- a) Department of the affiliated college :Rs.10, 000/-
- b) Research Supervisor Recognition, Processing fee :Rs. 10,000/-
- c) Fee towards the visit of the Inspection Commission :Rs. 20, 000/-

## **8. PROVISION TO REGISTER FOR EXTRADINARY QUALIFIED**

Notwithstanding the contents in the regulations, the University Research Committee (URC) shall have the power to permit any candidate, who is found, after screening to be possessing extraordinary ability and aptitude of research and whose profession has relevance in the area of research proposed to be carried on by him/her to register for Ph.D. degree. In such cases, the decision of the URC shall coordinate all the research activities (See Annexure-I) and the decision of the URC is final.

## **9. Research Advisory Committee and its functions:**

There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the Institution concerned, for each Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- To review the research proposal and finalize the topic of research;
- To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- To periodically review and assist in the progress of the research work of the research scholar.

A research scholar shall appear before the Research Advisory Committee 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 Research Advisory Committee to the Institution/College with a copy to the research scholar.

In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College with specific reasons for cancellation of the registration of the research scholar.

## **10. ISSUES RELATING TO CHANGE OF SUPERVISOR / CHANGE OF TOPIC/ CHANGE OF TITLE::**

Change of Research Supervisor is permitted only once and can be considered within the subject only in such cases wherein

- (j) both the Research Supervisors agree for such a change;
- (ii) the change shall be effected for valid reasons only, with a payment of a prescribed fee.

Application made by the research scholar for such change shall be signed by both the Research Supervisors indicating their willingness for the change specifying the reasons for the transfer and the letter shall be forwarded by the Head of the Department to the Principal, University College for further processing. The decision of the Vice-Chancellor is final in this matter.

The Candidate is permitted to submit his/her thesis after working under the new Research Supervisor for a period of not less than six months.

The University may permit modification in the title / topic of area of research provided it is done in the early stages of the doctoral work. If the resubmitted area of work is different from the original proposed work it constitutes a change of area/ topic and represents a major change. For such cases, the thesis submission date will be one calendar year after the change is affected. Alternatively, if the resubmitted work is within the ambit of the original proposed work with a minor change in title/ caption it constitutes a minor change. Such cases will not involve any delay in submission of thesis.

**11. GENERAL INFORMATION:**

11.1. The academic regulations should be read as a whole for purposes of any interpretation. In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.

11.2. All other matters that have not been covered by the rules mentioned above shall be referred to University Research Council whose decision will be final.

11.3. The University reserves the right to alter the regulations from time to time as and when necessary.

**ANNEXURE – I**

The University Research Committee shall coordinate all research activities. It consists of the following members:

- |    |  |          |
|----|--|----------|
| 1. | The Vice-Chancellor  | Chairman |
| 2. | The Principals of the V.SU. Constituent Colleges   |          |
| 3. | The Dean, College Development Council  |          |
| 4. | Dean of Faculties  |          |
| 5. | Convener, VSURESET   |          |
| 6. | Four senior Faculty Members from the constituent Colleges of V.SUniversity nominated by the Vice-Chancellor. |          |
| 7. | The Registrar  | Convener |

**Under (6) shall hold office for a period of TWO years.**

**ANNEXURE – II (Ph.D Admission Committee)**

Admission in to Ph.D. Degree programmes shall be done by the Committee consisting of the following:

**I. University College of Arts Commerce & Management:**

- |  |          |
|--|----------|
| a) Principal of the college concerned            | Chairman |
| b) Dean of the Faculty concerned                 |          |
| c) Chairman of the PG Board of Studies concerned |          |
| d) Convener, VSURESET / nominee                  |          |
| e) Head of the Department concerned:             | Convener |

**II University College of Science & Technology:**

- |  |          |
|--|----------|
| a) The Principal of the College                  | Chairman |
| b) Dean of the Faculty of Sciences               |          |
| c) Chairman of the PG Board of Studies concerned |          |
| d) Convener, VSURESET / nominee                  |          |
| e) Head of the Department concerned:             | Convener |

**III. University Postgraduate Centre:**

- |  |          |
|--|----------|
| a) The Special Officer of the College            | Chairman |
| b) Dean of the Faculty Concerned                 |          |
| c) Chairman of the PG Board of Studies concerned |          |
| d) Convener, VSURESET / nominee                  |          |
| e) Head of the Department concerned:             | Convener |

**IV. Affiliated Colleges:**

- |   |          |
|---|----------|
| a) Principal of the concerned University College :                      | Chairman |
| b) Dean faculty of the concerned  |          |
| c) Chairman of the PG Board of Studies concerned                        |          |
| d) Principal of the concerned affiliated college                        |          |
| e) Head of the Department concerned in the concerned affiliated college |          |
| f) Convener, VSURESET / nominee   |          |
| g) Head of the department concerned in the University College.          | Convener |

**NOTE:**

1. In the absence of the Chairman of the Admission Committee alternate arrangements shall be made by the Principal. The quorum shall be Four where the chairman and the Conveners are compulsory.
2. The Convener shall convene the meeting of the above admission Committee in consultation with the Chairman
3. The University shall not pay any T.A. and DA to the Principal and the Head of the affiliated college for attending the meeting of the above Admission Committee.

### ANNEXURE – III (Syllabus for Section – A)

#### Syllabus for Section - A : General Aptitude of the Research Entrance Test

1. **Reasoning (including mathematical)** : Number series; Letter series; Codes; Relationships; Classification. (10 Questions)
2. **Logical Reasoning:** Understanding the structure of arguments; Evaluating and distinguishing deductive and inductive reasoning; Verbal analogies: Word analogy - Applied analogy; Verbal classification; Reasoning Logical Diagrams: Simple diagrammatic relationship, multi-diagrammatic relationship; Venn diagram; Analytical Reasoning. (10 Questions)
3. **Data Interpretation** : Sources, acquisition and interpretation of data; Quantitative and qualitative data; Graphical representation and mapping of data. (10 Questions)
4. **Information and Communication Technology (ICT)** : ICT meaning, advantages, disadvantages and uses; General abbreviations and terminology; Basics of internet and E-mail. (10 Questions)
5. **Research Aptitude : Research** : Meaning, characteristics and types; Steps of Research; Methods of Research; Research ethics. (10 Questions).

ANNEXURE – IV FEES STRUCTURE OF Ph.D*								
S.No	Item	Ph.D (Full Time)			Ph.D (Part-Time)			Ph.D (Executive s or Administrators category)
		Duration # Min.: 3 Years Max. : 5 years			Duration # Min.: 4 Years Max. : 6 years			Duration # Min.: 4 Years Max. : 6 years
		Arts	Science	Commerce	Arts	Science	Commerce	Arts/ Science/ Commerce
1	I Year Fees	6325	10880	8520	7070	11645	9085	50000
2	II Year Fees	4595	9000	6790	4870	9295	6885	50000
3	III Year Fees	4595	9000	6790	4870	9295	6885	50000
4	IV Year Fees	4595	9000	6790	4870	9295	6885	50000
5	V Year Fees	4595	9000	6790	4870	9295	6885	50000
6	VI Year Fees				4870	9295	6885	50000
7	I Extension Fees	6595	11000	8790	6870	11295	8885	75000
8	II Extension Fees	7595	12000	9790	7870	12295	9885	75000
9	Penal fees for late payment of Fees / Extension fees	500			500			2000
10	Re-registration Fees	10000			12000			100000
11	Pre-Ph.D. Examination Fees	1800			1800			1800
12	Ph.D Adjudication Fees	5000			5000			5000
13	Ph.D Thesis Late Submission fees (for every 3 months)	3250			3250			3250
14	Re-submission Fees	3000			3000			3000
15	Change of Research Supervisor	2500			2500			2500
16	Registration Conversion Fees	2500			2500			2500
17	Remuneration to Adjudicators	1000			1000			1000
18	Sitting Allowance to	1000			1000			1000

	the Members of Viva-voce Examination committee, besides TA/DA			
19	Plagiarism Checking Fees	1500	1500	1500
20	Library Deposit / Fund	2000	2000	2000
21	Permission for Thesis Publication fees	600	600	600
22	Genuineness Certificate	1200	1200	1200

- The fee and deposits have to be paid regularly every year till the successful completion of the program and submission of thesis or cancellation of the admission as the case may be.
- The date of reporting shall be the date of joining and annual tuition fee payable is accounted from the date of joining.
- If the fee is not paid by the stipulated due date, a late fee will be levied.
- # Tuition fee shall be paid until the end of the year in which the thesis is submitted

\* The above fees (S.No. 9 to 22) are subject to change from time to time.

**ANNEXURE – V**  
**RESEARCH SCHOLAR's PROGRESS REPORT - REVIEW FORM**  
(To be submitted for every 6 months)

1) Name of the Candidate: \_\_\_\_\_

2) Address for Communication:

\_\_\_\_\_

\_\_\_\_\_

E-mail:

Tel:( R):

(M):

3) Degree Registered:            Ph.D.

4) Faculty & Department with which registration is made:

5) Date of Registration:

6) Name of the Supervisor with Contact Address and E-mail:

Name:

Designation:

Address:

Email:

Phone:

7) Name of the Co-Supervisor, if any, with Contact Address and E-mail:

Name:

Designation:

Address:

Email:

Phone:

**8) Title of Research Work (as registered, at the time of Admission) :**

**9) Is there any Change of Title?**

**(YES/ NO)**

Is there any **Change of Topic?**

**(YES/ NO)**

Is there any **Change of Supervisor (s)?**

**(YES/ NO)**

If so, give details on separate sheet, attaching the copy of the letter for such permission(s)  
. **(ENCLOSED/ NOT ENCLOSED)**

10) Status of the pre Ph D Examination:

S.No.

Subj. Code

Title of the Subject

Status/year of completion

1.

2.

**11) Status of work of the Research Work and Progress :**

**A) LITERATURE SUVERY :**

- % covered so for :
- No. of Technical Papers Referred (relevant to the topic) :
- List of Referred Technical Papers (with Journal Name, Vol. No., Issue No., Year/Month of Publication, Page Nos. etc) to be shown. **(YES/NO)**
- Remarks :

**B) Type of Research Work & Progress :**

- EXPERIMENTAL WORK/ THEORETICAL STUDY /SIMULATION / SYNTHESIS/ or ANY OTHER VARIATION (Tick mark one or mention if combinations are considered)
- %age of work COMPLETED SO FOR :
- Remarks

**C) Nos. of Technical Publications (relevant to Research Topic) :**

**(Publications should contain Research Scholar's Contributions alone, after Date of Registration for Ph.D.)**

- in INTERNATIONAL JOURNALS :
- in NATIONAL JOURNAL :
- in INTERNATIONAL CONFERENCES :
- in NATIONAL CONFERENCES :

(Attach the LIST OF PUBLICATIONS in a SEPARATE SHEET listing the Journal Name, vol. No., Issue No., Year/ Month of Publication, Page Nos. etc): **(YES/NO)**

**D) EXPECTED TIME OF COMPLETION :** (Tick mark one or add your requirement)

- \* Within 6 months
- \* Within One Year
- \* More than One Year

**DATE**

**SIGNATURE OF THE CANDIDATE**

**E) CERTIFICATION by the Supervisor (s) :**

- 1) It is hereby certified that the INFORMATION, and DETAILS presented above are TRUE to the best of our knowledge.
- 2) The Performance and Progress of Research Work of the Scholar are

SATISFACTORY/ NOT-SATISFACTORY.

*Signature of Co-Supervisor*

**HEAD**

*Signature of Supervisor*

**ANNEXURE VI**  
**APPLICATION FOR CHANGE OF AREA OF RESEARCH/ TOPIC**

- 1) Name of the Research Scholar : \_\_\_\_\_  
2) Address with Tel. No. & mail-id : \_\_\_\_\_  
3) Hall Ticket No & Date of Admission : \_\_\_\_\_  
4) Copy of Admission Letter to be enclosed : YES / NO  
5) Name of the Research Program : Ph.D.

Department in which Candidate Registered : \_\_\_\_\_

- 6) Name of the Supervisor with Designation, Address, Tel. No., mail- id:  
\_\_\_\_\_  
\_\_\_\_\_

- 7) Name of the Co-supervisor with Designation, Address, Tel. No., mail-id:  
\_\_\_\_\_  
\_\_\_\_\_

- 8) Name of the Present Area of Research (TOPIC) (at the time of Registration) in FULL :  
\_\_\_\_\_  
\_\_\_\_\_

- 9) Brief details of progress of Research Work :

(Attach separate sheet bulleting the works done and quantum/ percentage of work done so far – the sheet to be signed by the Supervisor & Co-supervisor) : YES / NO

- 10) Name of the Proposed Area of Research (TOPIC) :  
\_\_\_\_\_  
\_\_\_\_\_

- 11) Abstract of proposed Research work (proposed) to be enclosed and duly signed by the Supervisor/  
\_\_\_\_\_

Co-Supervisor: YES / NO

- 12) I hereby understand that any further request for change of Topic/ Title will not be permitted by the University and further that a change of research topic entails a one year delay in the submission of the thesis effective from the date of change.

- 13) Reasons for Change of Area of Research (TOPIC).:

Date

Signature of the Research Scholar

REMARKS:

Signature of the Supervisor  
with seal                      HEAD

Signature of Co-Supervisor  
with seal

Note: Two Separate Hard Copies of all the enclosures must be submitted.

**ANNEXURE – VII**  
**APPLICATION FOR CHANGE OF SUPERVISOR/CO-SUPERVISOR**

1. Name of the Research Scholar : \_\_\_\_\_
2. Address with Tel. No. & mail-id : \_\_\_\_\_
3. Hall Ticket No & Date of Admission : \_\_\_\_\_
4. Copy of Admission Letter to be enclosed : \_\_\_\_\_ YES / NO \_\_\_\_\_
5. (a) Name of the Research Program : Ph.D.  
 (b) Department in which Candidate Registered : \_\_\_\_\_
6. Name of the Present Supervisor/Co-supervisor (being changed) with Designation, Address, Tel. No., mail- id :
  
7. Name of the New (proposed) Supervisor/New (proposed) Co-supervisor with Designation, Address, Tel. No., mail-id:
  
8. Brief details of progress of Research Work :  
 (Attach separate sheet bulleting the works done and quantum/percentage of work done so far – the sheet to be signed by the Present & Proposed Supervisor, Present & Proposed Co-supervisor) : YES / NO
  
9. Reasons for Change of Supervisor/Co-supervisor  
 a) from the Research Scholar  
 b) Reasons and Comments from Supervisor/Co-supervisor duly Signed, with Seal & Date.
  
10. Enclosed the Bio-data of the New Supervisor/Co-supervisor with all relevant documents (as prescribed at the time of admission to Research Program) : YES / NO

11. I here by accept to work under the New Supervisor/Co-supervisor and I understand that any further request for change of Supervisor/Co-supervisor will not be permitted by the University.	
Date -----	Signature of the Research Scholar: -----
I have No Objection for change of Supervisor	I accept to act as Supervisor
(Signature of Present Supervisor with seal)	(Signature of New Supervisor with seal)
-----	
I have No Objection for change of Co-supervisor	I accept to act as Co-Supervisor
(Signature of Present Co-Supervisor with seal)	(Signature of New Co-Supervisor with seal)
<b>HEAD</b>	

Note:

- 1) A candidate can have only one Supervisor and one Co-supervisor.
- 2) Details of Items 8 and 9 must be submitted on separate sheets.
- 3) Two Separate Hard Copies of all the enclosures must be submitted

**ANNEXURE – VIII**  
**APPLICATION FOR REGISTRATION AS RESEARCH SUPERVISOR**

Subject / Department:  
Sign across

Affix recent Photograph &

Area of research

1. Name :
2. Present designation and Details of institutions:
3. DOB / AGE :
4. Communication Address :
- Office :

Residence :

5. Phones (s) Office :STD code \_\_\_\_\_ phone \_\_\_\_\_

Residence : STD code \_\_\_\_\_ phone \_\_\_\_\_

Mobile :

6. Fax :

7. E-Mail :

8. Educational Qualifications: (Enclose list separately if required)

S. No	DEGREE / DIPLOMA	UNIVERSITY / INSTITUTE	YEAR	TOPIC / SPECIALIZATION
1.	P. G.			
2.	M.Phil.			
3.	Ph.D.			
4.	Others			

9. Teaching / Work Experience: (Enclose list separately, if required)

S. No	Designation	Date		Total years and months	Type of service Govt. Aided/ Un Aided / Private/ recognized
		From	To		
1.					
2.					
3.					
4.					

10. Total years of service :

11. Present Designation :

12. Research Experience :

A. Details of Research Publications : (Enclose list)

S.NO	Author (s) Name	Title of Research Paper	Year of Publication	Name of Journal	Vol.	Issue.No.	Pages (pp)

Note: Please attach a maximum of three best publications after obtaining your Ph.D.

B. Research Guidance if any : (Enclose list as per the given format)

S.NO	Name of the Scholar	Research Degree	University	Year	Topic

C. Any other Distinctions achieved :(Enclose list)

**DECLARATION OF THE CANDIDATE**

I hereby declare that all the entries made by me in this application are true to the best of my knowledge and belief. If anything is found false at any stage, my recognition as research supervisor may be cancelled without assigning any reason thereof.

Place :

Date :

SIGNATURE  
(With office seal)

**ANNEXURE –IX:  
SERVICE CERTIFICATE FROM PRESENT EMPLOYER**

This is to certify that .....  
is an employee of this institution (name of the institution) .....  
and working with the designation of .....  
from ..... till date.

The details of his / her total service in this institution are as follows:

S. No	Designation	Date		Total years and months	Type of service Govt. Aided/ Un Aided / Private/ recognized
		From	To		
1.					
2.					
3.					
4.					

He/She has a total service of .....years..... months in this institution in the designations mentioned above.

The candidate is hereby accorded permission to register his/her name as research supervisor of Vikrama Simhapuri University to guide the M.Phil and Ph.D scholars.

Place :  
Date :

Signature of principal / Employer  
Office Seal

**ANNEXURE – X :**  
**APPLICATION FOR RECOGNITION OF RESEARCH CENTRE**

1. Name of the Institute / Organization/ College. :
2. Communication Address with Phone No.s, Fax, E-mail :
3. Affiliation and Recognition / Accreditation particulars of Institute / Organization/ College (Enclose Copy) :
4. Year of Establishment :
5. Profile of Institute / Organization / college (Enclose a detailed note) :
6. Courses Offered :
7. Library/Laboratory Facilities Available : (Give full details)
8. On Going Research Activities : (Give details of all Research Programmes)
9. Subjects / Departments in which Research Recognition is requested :
  - a. -----
  - b. -----
  - c. -----
  - d. -----
10. Details of Recognized Research Supervisor (s) with V S University interested in Guiding Research Programmes at this Centre (Enclose Separate List, if necessary)

S. No	Name of the Faculty	Year of Ph.D.	Area of Specialization	Research Contributions

Note: A minimum of three recognized research supervisors must be available at the research centre.

12. Research Credentials / Distinctions by Institute / Organization / college :

-----  
-----  
-----  
-----

13. Any Other necessary Information (Enclose a detailed Note) :

-----  
-----

**DECLARATION**

I hereby declare that all the entries made by me in this application are true to the best of my knowledge and belief. If anything is found false at any stage, recognition as research centre may be cancelled without assigning any reason thereof.

Place:

Signature of the Principal / Director  
(With Office Seal)

Date :

**ANNEXURE – XI :**  
**VIKRAMA SIMHAPURI UNIVERSITY**  
**APPLICATION FORM FOR SUBMISSION OF Ph.D. THESIS**  
**(PART-TIME / FULL-TIME)**

01.	Name of the Candidate (Full Name) with his Qualification and University from which passed	:			
02.	Sex	:	Male	Female	
03.	Father's Name	:			
04.	Degree for which the thesis is submitted (subject)	:			
05.	Title of the Thesis	:			
06.	Date of Submission of Thesis	:			
07.	Name of the Research Supervisor	:			
08.	Whether the "No-Due Certificates" enclosed from the following	:			
	01. Hostel	:			
	02. Library	:			
	03. Computer Centre	:			
	04. Department Concerned	:			
	05. Principal office	:			
09.	Adjudication fee paid through D.D.	D.D.No. :			Date:
		Bank Name :			Branch:
		Amount :			
10.	Address to which future Correspondence should be sent	:			
	Contact Phone Numbers	:			
	e-mail	:			

Signature of the Research Supervisor:

Signature of the Candidate:

Signature of the Co- Research Supervisor:

Signature of the Head of the Department

Certified that the Candidate has paid the Research Fee up-to- :  
date as noted below

1 <sup>st</sup> Year Rs.	Paid on	4 <sup>th</sup> Year Rs.	Paid on
2 <sup>nd</sup> Year Rs.	Paid on	5 <sup>th</sup> Year Rs.	Paid on
3 <sup>rd</sup> Year Rs.	Paid on	6 <sup>th</sup> Year Rs.	Paid on
7 <sup>th</sup> Year Rs.	Paid on		

Whether Re-Registration fee paid if maximum :  
period is Over

Xerox copy should be submitted in Principal office

**PRINCIPAL/ SPECIAL OFFICER**

**College of Arts & Commerce/ College of Science & Technology/PG CENTRE**

ANNEXURE – XII  
**VIKRAMA SIMHAPURI UNIVERSITY**  
**APPLICATION FORM FOR SUBMISSION OF Ph.D. SYNOPSIS**  
(PART-TIME / FULL-TIME)

01.	Name of the Candidate (Full Name) with his Qualification and University from which passed	:			
02.	Sex	:	Male	Female	
03.	Father's Name	:			
04.	Degree for which the thesis is submitted (subject)	:			
05.	Title of the Thesis	:			
06.	Date of Passing the Pre-Ph.D. Examn. (Marks statement should be enclosed)	:			
07.	Year of Registration Proceedings No. & Date	:			
08.	Name of the Research Supervisor and Address	:			
09.	Name of the Address of the Co-Research Supervisor (if any)	:			
10.	Proceedings related to Change of Title	:			
11.	Due Date for submission of the thesis Proceedings No. & Date (if extension granted enclose copy)	:			
12.	Whether the synopsis copies have been circulated (certificate from the Research Supervisor should be enclosed)	:			
13.	Date of Submission of Synopsis	:			
14.	Date of Submission of Thesis	:			
15.	Address to which future correspondence should be sent	:			
	<b>Contact Phone Numbers</b>	:			
	<b>e-mail</b>	:			
<b>Signature of the Research Supervisor:</b>			<b>Signature of the Candidate</b>		
<b>Signature of the Co-Research Supervisor:</b>					
<b>Signature of the Head of the Department:</b>					
<b>Certified that the Candidate has paid the Research Fee up-to-date as noted below</b>			:		
1 <sup>st</sup> Year Rs.	Paid on	4 <sup>th</sup> Year Rs.	Paid on		
2 <sup>nd</sup> Year Rs.	Paid on	5 <sup>th</sup> Year Rs.	Paid on		
3 <sup>rd</sup> Year Rs.	Paid on	6 <sup>th</sup> Year Rs.	Paid on		
7 <sup>th</sup> Year Rs.	Paid on				
<b>Whether Re-Registration fee paid if maximum permission period is Over and permitted for Re-Registration</b>				:	

Xerox copy should be submitted in Principal office

**PRINCIPAL/ SPECIAL OFFICER**

College of Arts & Commerce/ College of Science & Technology/PG CENTRE

## ANNEXURE – XIII

### **The following Documents have to be enclosed while submission of Synopsis:**

- (i) Xerox copy of Research Admission Proceedings
- (ii) Xerox copy of Pre-Ph.D., Marks statement
- (iii) Xerox copy of Extension Proceedings (if any)
- (iv) Xerox copy of Change of Title (if any)
- (v) No Due certificates from Computer Center, Library, Head of the Department, Hostel, Principal Concerned
- (vi) Xerox copy of change of Guide Proceedings / Conversion from P.T. to F. T. (vice-versa) (if any)
- (vii) Xerox copy of External Guide Proceedings for Extramural Candidates
- (viii) Ten (10) Copies of Synopsis Copies required
- (ix) Xerox Copies qualifications ( SSC & PG)
- (x) Synopsis Soft Copy (C.D) (PDF format only)
- (xi) Pre-Talk Certificate for Synopsis presentation (duly signed by Research Supervisor, Head & Principal
- (xii) HARD COPY LIST OF PUBLICATIONS IN JOURNALS duly signed by Supervisor/co-supervisor and research scholar (with Title, Author names, Journal Name, Year, Vol., Page No., Impact factor, citation index etc. published after the Date of Admission/ Registration of Ph.D.)
  - a. \*At least one publication from the journal to be enclosed
- (xiii) Hard Copy List of Publications in Conferences/seminars, with Title, Author names and all Details of Conference Proceedings (published after the Date of Admission/ Registration of Ph.D.) duly signed by supervisor/co-supervisor and research scholar
  - i.\*Certificates of paper presentation in the conference to be enclosed
  - ii.\*At least two publications to be enclosed

## ANNEXURE – XIV

### **The following Documents have to be enclosed while submission of Thesis:**

- A. Thesis Application forms duly filled in
- B. Xerox copy of Research Admission Proceedings
- C. Xerox copy of Pre-Ph.D., Marks statement
- D. Xerox copy of Extension Proceedings (if any)
- E. Xerox copy of Change of Title (if any)
- F. No Due certificates from Computer Center, Library, Head of the Department, Hostel, Principal Concerned
- G. Xerox copy of change of Guide Proceedings / Conversion from P.T. to F. T. (vice-versa) (if any)
- H. Xerox copy of External Guide Proceedings for Extramural Candidates
- I. Anti-Plagiarism Check Report of Thesis
- J. Five (5) Copies of Thesis Books
- K. Xerox Copies qualifications ( SSC & PG)
- L. D.D. in favour of Registrar, VSU, Nellore towards Adjudication fee.
- M. Thesis Soft Copy (C.D) (PDF format only) in one file (Single Document).
- N. Xerox Copy of Pre-Talk Certificate from Certificate for Synopsis presentation (duly signed by Research Supervisor, Head & Principal