



**Guru Gobind Singh Indraprastha University**  
'A State University established by the Govt. of NCT of Delhi'  
**Sector – 16C Dwarka, New Delhi – 110078**  
**(Coordination Branch)**

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**F.No.: GGSIPU/Coord./79<sup>th</sup> BOM/2023/685(A)**

**Dated: 31<sup>st</sup> May 2023**

**NOTIFICATION**

The Board of Management of Guru Gobind Singh Indraprastha University in its 79<sup>th</sup> meeting held on 28.04.2023 vide Agenda Item No. BM 79.13 approved the revised **Ordinance 12 - "Governing Programmes leading to the Degree of Doctor of Philosophy (Ph.D.)"**.

A Copy of the revised Ordinance 12 - "Governing Programmes leading to the Degree of Doctor of Philosophy (Ph.D.)" is enclosed with this notification.

  
(Sunita Shiva)  
Registrar

**F.No.: GGSIPU/Coord./79<sup>th</sup> BOM/2023/685(A)**

**Dated: 31<sup>st</sup> May 2023**

To,

1. Dean- USBAS/ USBT/ USCT/ USEM/ USICT/ USHSS/ USMC/ USLLS/ USM&PMHS/ USMS/ USAP/ USE/ USAR/ USDI, GGSIP University
2. Director- Academic Affairs/ Coordination/ Students' Welfare/ CEDM/ Development/ International Affairs/ CEPS/ Research and Development/ Legal Aid / Research Project Monitoring & Innovation/ IUIIC/ CCGPC/ In-Charge (East Campus), GGSIP University.
3. Project In-charge – SLA/ SFM/ SFIS
4. Chairperson – CHVE/ SDC/ IIQAC & NAAC, GGSIP University
5. Librarian, GGSIP University
6. In-charge UIRC, GGSIP University
7. Programme Coordinator- NCC/NSS Cell, GGSIP University
8. Proctor, GGSIP University
9. Controller of Finance, GGSIP University
10. Controller of Examination (I & II), GGSIP University
11. Chief Warden, GGSIP University
12. CVO, GGSIP University
13. All JRs/ DRs/ Branch In-charge(s), GGSIP University
14. Advisor UWD, GGSIPU
15. In-Charge, UITS, GGSIP University with a request to upload the notification in the University website.

**Copy for information of the Competent Authority:**

1. AR to the Vice Chancellor's Secretariat for kind information of Hon'ble Vice Chancellor, GGSIP University.
2. AR to the Registrar's office for kind information of Registrar, GGSIP University.

  
(Shikha Agarwal)  
Dy. Registrar (Coordination)

## **Ordinance 12: Governing Programmes leading to the Degree of Doctor of Philosophy (Ph.D.)**

**Applicability:** This Ordinance shall apply to all programmes leading to the degree of Doctor of Philosophy (applicable from the academic session 2023-24). The Ordinance shall come into force from the date of approval of the Board of Management.

### **1.0 Definitions**

- 1.1. **"Act"** shall mean the Guru Gobind Singh Indraprastha University Act, 1998, as amended from time to time.
- 1.2. **"University"** shall mean Guru Gobind Singh Indraprastha University, New Delhi.
- 1.3. **"School of Studies"**, also referred to as School(s) or University School of Studies (USS) shall mean Schools of Studies established by the University as per clause 1.0 of Ordinance 2.
- 1.4. **"Centre"** shall mean Centre of Excellence established by the University as per clause 1 of Ordinance 35.
- 1.5. **"College/Institute"** shall mean an academic institution maintained or admitted by the University to its privileges and includes an affiliated college/institute as defined in section 2(i) of the Act and approved for Ph.D. programme as per the provisions of this Ordinance.
- 1.6. **"Board of Studies (BOS)"** shall have the same meaning as the Board of School of Studies defined under clause 2 of Ordinance 2 of the (USS) concerned. The term 'Board of Studies' herewith shall also apply to the 'Steering Committee' of the Centre(s). The role of the Steering Committee shall be equivalent to the role of BOS as defined above in addition to its role defined in the Ordinance 35. Furthermore, the constitution of the Steering Committee shall be as defined in Ordinance 35. Wherever the term BOS is used in this Ordinance, hereafter, it should be read as 'Steering Committee' in the context of the Centre constituted under Ordinance 35.
- 1.7. **"RDC"** shall mean the Research and Development Cell of the University.
- 1.8. **"Course Work"** means courses of study prescribed by the School/Department/ Centre to be undertaken by a student registered for the Ph.D. Degree
- 1.9. **"COE"** shall mean the Controller of Examinations of the University.



- 1.10. "**Discipline**" shall mean the discipline(s) in which the Ph.D. degree is awarded as mentioned in the Ph.D. degree certificate. The SRC shall recommend and BOS of the concerned School shall approve the discipline(s) in which Ph.D. Degree shall be offered through the School. The Dean of the concerned School shall communicate the discipline(s) in which Ph.D. Programme is offered in the School, after approval of the BOS, to the RDC for notification.
- 1.11. "**Academic Session**" shall be of one-year duration apportioned into two semesters of six months. The Academic Session shall ordinarily commence from the first working day of the month of August every year. The RDC shall notify the detailed academic calendar for the conduction of the coursework part of the Ph.D. programme while the academic calendar for the review of Ph.D. dissertation/thesis work shall be notified by the concerned SRC.
- 1.12. "**Research Scholar**" shall mean a person registered for Ph.D. under the provisions of this ordinance, also called "scholar".
- 1.13. "**Foreign Research Scholar**" shall mean foreign nationals or persons of Indian origin registered for Ph.D. as a research scholar, under the provisions of this ordinance.
- 1.14. "**Foreign Educational Institution**" means-(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode.
- 1.15. "**Plagiarism**" means the practice of taking someone else's work or idea and passing them as one's own.
- 1.16. "**Adjunct Faculty**" means a part-time or contingent instructor, but not a full-time faculty member hired to teach by Guru Gobind Singh Indraprastha University.
- 1.17. "**Supervisor**" shall mean a qualified and recognized faculty member of the University or affiliated college as stipulated in this Ordinance.
- 1.18. "**Co-Supervisor**" shall mean an additional "**supervisor**" assigned to a "**research scholar**" under the provisions of this Ordinance.
- 1.19. "**Caretaker Supervisor**" shall mean an alternative "**supervisor**" assigned to a "**research scholar**" to act as his/her supervisor in the absence of the original supervisor under the provisions of this Ordinance.
- 1.20. "**SRC**" shall mean the School Research Committee, consisting of the Dean of the concerned School as the Chairperson, and all recognized

supervisors of the University in the discipline(s) in which the Ph.D. programme is offered through the School. The Schools that offer Ph.D. degree in multiple disciplines may have a separate SRC for each such discipline as needed, provided that each such SRC has no less than three members from the concerned discipline. In addition, there should be at least two common members in all such discipline-specific SRCs of the concerned School. The term 'SRC' herein shall also apply to the 'Centre Research and Consultancy Committee' (CRCC) of a Centre. The role of CRCC shall be equivalent to the role of SRC as defined above, in addition to its role defined in the Ordinance 35. Furthermore, the constitution of CRCC shall be as defined in Ordinance 35. Wherever the term SRC is used in the Ordinance, hereafter, it should be read as CRCC in the context of the Centre constituted under Ordinance 35.

- 1.21. "**Admission Committee**" shall mean a committee consisting of all prospective (recognized) supervisors with vacant slots in a School/discipline and intending to take research scholars in that admission session, subject to a minimum of 5 members, including the Dean and one member from the SC/ST category. The SRC shall constitute the admission committee. The condition of being a recognized supervisor or having vacant slots for that year or belonging to the same school/discipline shall be relaxed, if needed, to ensure representation from the SC/ST category, through a recorded decision of the SRC. If the total number of available members to constitute this committee is less than 5, then other recognized supervisors may be co-opted from within the School or from any other University School/ centre within the University campus offering programmes in an allied discipline, through a recorded decision of the SRC. This committee shall be chaired by the Dean of the concerned School and shall be responsible for the interview and allotment of selected research scholars for Ph.D. in a particular academic session.
- 1.22. "**External examiner**" means an academician/researcher with published research work who is not part of the University where the Ph.D. scholar has registered for the Ph.D. programme, and as further detailed in this Ordinance.
- 1.23. "**Commission**" shall mean University Grants Commission in this Ordinance.
- 1.24. "**PET**" shall mean Ph.D. entrance test to be conducted by the Examination branch of the University.
- 1.25. "**RAC**" shall mean Research Advisory Committee.

**Note:** In this Ordinance wherever 'He' and 'His' occurs, these shall mean to imply 'he/she' and 'his/her', respectively.



## 2.0 Minimum Eligibility criteria for admission to Ph.D. Programme(s)

### 2.1 The following are eligible to seek admission to the Ph.D. Programme:

- 2.1.1 Candidates who have completed a 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed; OR
- 2.1.2 Candidates who have completed a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed; OR
- 2.1.3 Candidates seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed; OR
- 2.1.4 Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed; OR
- 2.1.5 Candidates who have an equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.
- 2.1.6 In cases where the marks of the qualifying examination are not given by the degree awarding recognized University/ Institution, such as in case of M.D.S., M.D., M.S., D.M., M.Ch., etc, candidates, who have obtained a minimum of 55% marks in aggregate or its equivalent grade in a point scale wherever the grading system is followed, in the relevant undergraduate examination, shall be considered eligible to seek admission to the Ph.D. programme.

In such cases, the concerned candidates shall be required to submit an undertaking that their University/Institution does not give marks for the said qualifying examination.

- 2.2 A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Bled/Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

- 2.3 Every School's SRC shall define the detailed eligibility criteria, which minimally should be in broad consonance with the specification of this Ordinance, and the same after approval of the Board of Studies shall be communicated to the RDC for incorporation in the admission brochure.

### **3.0 Procedure for Admission**

- 3.1 Admission to the Ph.D. programme of studies shall be through an entrance test (PET) to be conducted by the University in the relevant discipline(s) of study once in an academic year.
- 3.2 For those students who qualify for fellowship/scholarship in UGC-NET (JRF)/UGC-CSIR NET (JRF)/GATE/CEED and similar National level tests shall be exempted from the entrance test conducted by the University for admission to the Ph.D. programme. However, they shall have to apply for admission to the University, as and when, the University invites application for admission to the Ph.D. programme.
- 3.3 Every School's SRC shall specify the disciplines in which the Ph.D. programmes are offered in the concerned School, and after the approval of the BOS, the same shall be communicated to the RDC for incorporation in the admission brochure. A discipline of study for the Ph.D. programme shall be offered by only one School. If multiple Schools desire to offer the same discipline of study, then the matter should be put up before the Academic Council for its consideration & resolution. The decision of the Academic Council shall be final.
- 3.4 The admission brochure for Ph.D. programmes shall specify the number of available seats for admission, subject / discipline-wise distribution of available seats, criteria for admission, procedure for admission and modalities of conduct of PET and all other relevant information for the benefit of the candidates.
- 3.5 The number of seats (tentative) available in a particular discipline for Ph.D. shall be a part of the admission brochure issued for admissions to the Ph.D. programmes. The SRC of the concerned discipline shall decide on an annual basis a predetermined and manageable number of Ph.D. scholars to be admitted in an academic session, depending on the number of available Research Supervisors and other academic and physical facilities available. The total number of slots/seats for admission of research scholars to the Ph.D. programme may be increased by the SRC of the concerned USS/Centre. However, the increase shall be limited to seats/slots only under those supervisors who have given non-zero slots/seats for admission in a particular discipline. The final list of available vacant slots/seats shall be displayed by the concerned USS/Centre on the University website together with the schedule of the interview to be conducted for admission to the Ph.D. programme.



- 3.6 Reservation shall be as per the State Reservation Policy, notified by the University from time to time.
- 3.7 The advertisement and the brochure for the Ph.D. programmes shall be proposed by the Director, RDC and after approval of the Competent Authority of the University, shall be put in the public domain.
- 3.8 The advertisement for admission to Ph.D. programmes shall be in at least two national newspapers out of which at least one shall be in Hindi language.
- 3.9 The Entrance Test syllabus shall consist of 50% of research methodology and 50% shall be subject-specific. The written entrance test shall be qualifying for admission to the Ph.D. programme with 50% as the qualifying cut-off. A relaxation of 5% marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/ differently-abled category/ Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.
- 3.10 The detailed syllabus for the written entrance test shall be approved by the SRC of the concerned discipline, and forwarded to the RDC for incorporation in the admission brochure.
- 3.11 The concerned SRC of the specific discipline of each USS may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available in each academic session. Subject to the availability of eligible students in a particular discipline of the Ph.D. programme and category of reservation, the minimum seat/slot: student ratio shall be 1:3. If the number of eligible students are less than the ratio specified (1:3), then all eligible candidates shall be called for interview.
- 3.12 An interview shall be organized where the candidates are required to discuss their research interest/area through a presentation before a duly constituted Admission Committee.
- 3.13 The admission shall be based on the performance /merit of the candidate in the interview conducted by the Admission Committee of the concerned School. The interview shall consider the following aspects, viz. whether:
- (a) The candidate possesses the basic knowledge and aptitude for the proposed research work;
  - (b) the candidate possesses the competence for the proposed research work;
  - (c) the proposed plan of research can contribute to new/additional knowledge in the area of research.

For written entrance test qualified candidates, the merit list (out of 100 marks) will be prepared for the candidates whose research proposals are accepted by the Admission Committee as per the following criteria:

- (i) 70% weightage will be given to the marks obtained in the written entrance test;
- (ii) 30% weightage will be given to interview.

For candidates exempted from the written entrance test, the merit list of candidates whose research proposals are accepted by the Admission Committee will be prepared on the basis of points listed at clause 3.13 (ii) above, scaled up to 100 marks.

- 3.14 The allocation of a research supervisor for a selected research scholar shall be decided by the Admission Committee depending on the number of scholars per research supervisor, the available specialization among the supervisors and the research interests of the scholars as indicated by them at the time of interview. The allocation of seats shall be based on merit and reservation policy.
- 3.15 The Admission Committee shall propose the final merit list of the selected candidates based on PET and/or interview to the concerned SRC for its consideration and approval. After the approval of the SRC of the concerned discipline, it shall be displayed on the University website by the concerned USS, and all the admission formalities thereafter shall be completed by the Admission Committee. Subsequently, the list of admitted candidates shall be sent to RDC for the issue of enrollment numbers.
- 3.16 The admission to the Ph.D. programme shall be allowed in Full time/ Part time mode. The concerned SRC shall decide whether both or only one mode of admission in a particular discipline shall be allowed. The information shall be communicated to the RDC for incorporation in the admission brochure.
- 3.17 Employed candidates including permanent faculty members of the University Schools or affiliated colleges/institutions, who wish to seek Ph.D. admission as full-time research scholars, must obtain leave for a period of at least three years to fulfill the minimum registration period of the University. Candidates who need proof of selection to obtain leave from their employers may use the selection/admission list displayed on the University website for this purpose, but admission shall only be granted upon submission of the leave sanction letter in original.
- 3.18 All employed candidates (full-time/part-time), in regular employment must submit a "No Objection Certificate" from the appropriate authority in the organization where the candidate is employed for the purpose of pursuing Ph.D. programme. The "No Objection Certificate" should clearly state that:



- i. The candidate is permitted to pursue studies on a full-time/part-time basis.
- ii. His/her official duties permit him/her to devote sufficient time for research.
- iii. If required, he/she will be relieved from the duty to complete the coursework.

The "No Objection Certificate" must be submitted to the Ph.D. Admission Committee at the time of interview for admission.

- 3.19 All personnel(s) working in research projects in GGSIP University can pursue a full-time Ph.D. in GGSIP University, subject to their fulfilling the eligibility conditions for admission to the Ph.D. programme of GGSIP University. However, they will have to submit a "No Objection Certificate" from the respective Principal Investigator (PI) of the research project in which they are working for the purpose of pursuing a Ph.D. programme, and the same must be submitted at the time of interview for admission.
- 3.20 The Admission Committee may decide not to fill all/any of the advertised seats/slots in a particular discipline notified in the admission brochure.
- 3.21 The RDC of the University shall maintain the list of all the Ph.D. registered students on its website on a year-wise basis. The list shall include the name of the registered candidate, the area of his / her research, name of his / her supervisor/co-supervisor, date of enrolment/registration.

#### **4.0 Duration (Registration Period) of the Ph.D. Programme**

- 4.1 Ph.D. programme shall be for a minimum duration of three (3) years, including course work and a maximum duration of six years, from the date of admission to the Ph.D. programme.
- 4.2 A maximum of an additional two (2) years can be given through a process of re-registration, which shall require approval of extension by the concerned SRC, and payment of fee as applicable at the time of admission of the research scholar into the Ph.D. programme, as well as Rs 1000/- as re-registration fee. This extension may be granted by the SRC of the concerned school on a written request by the research scholar and recommendation of the Research Advisory Committee (Constitution of the RAC shall be as per clause 8.1 of this Ordinance). The request for extension by the research scholar should specify the reasons for the extension sought and should be recommended by the supervisor for the consideration of the SRC. The SRC for reasons recorded in writing may consider and approve the extension. Provided, however, that the total

period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

- 4.3 Female research scholars and Persons with Disability (more than 40% disability) shall be allowed an additional relaxation of two (2) years. This extension may be granted by the SRC of the concerned school on a written request by the research scholar and recommendation of the Research Advisory Committee. However, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.
- 4.4 Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme, and this period shall be counted for the calculation of the registration period.
- 4.5 If the research scholar is not able to submit his / her thesis within the stipulated period, his / her registration/admission shall stand cancelled.
- 4.6 **Leave / Absence for Full-time Research Scholars**
  - 4.6.1 Every registered research scholar shall report on a day-to-day basis to his/her supervisor, who shall decide whether the research scholar is required to work within or outside the School/University or undertake outstation field work as needed. Such period of absence, including participation in seminars/workshops/conferences/symposia etc., shall be regarded as 'on duty' and not on leave. However, research 'on duty' outside the University for periods exceeding one month at one time in an academic year shall require the prior written recommendation of the supervisor, approval of the RAC, and due intimation to the Dean of the School, subject to the ratification in the next SRC meeting.
  - 4.6.2 During the entire tenure of a Ph.D., research work 'on duty' outside the University shall ordinarily be limited to a period of 24 months for field work and 12 months for working at the institution of the co-supervisor or any other place assigned by the RAC. Any further extension may be considered for approval by the SRC on the recommendation of the RAC (with justification for extension).
  - 4.6.3 The supervisor may grant leave of not more than Five (5) working days at one time out of the total leave due to the research scholar as defined by the fellowship-funding agency or the University (30 days in one calendar year) as applicable. Any leave beyond Five (5) working days would require prior written application by the research scholar, duly forwarded/recommended by the supervisor, to the Dean of the School for approval. All such cases will be subsequently reported to the RAC and SRC. The leave period shall be counted in the total period required for submission of the thesis as stipulated in this Ordinance.



4.6.4 The supervisor must report absence from research work by research scholars due to illness, maternity leave or other circumstances to the SRC through RAC and the Dean of the School. Cases of neglect of research work and indiscipline that include unethical practices such as unauthorized absence, plagiarism and misrepresentation of data and irregularity must be recorded and reported by the supervisor to the RAC. RAC shall consider & make appropriate recommendations to the SRC for its consideration. The SRC shall consider the recommendations of the RAC and any other relevant factor, may take appropriate action, including cancellation of his/her admission, however, no decision shall be made without giving reasonable opportunity to the scholar to present his/her case.

4.6.5 All the leave records of the research scholars are to be maintained by the concerned supervisor.

#### **4.7 Cancellation/ Termination of Registration**

4.7.1 The registration of a research scholar may be cancelled/ terminated under the following circumstances:

- (i) If he/she remains absent for a continuous period of two weeks without prior intimation/sanction of leave with the recommendation of the supervisor, applicable to full-time scholars.
- (ii) If he/she resigns from the Ph.D. programme and the resignation is duly recommended by the supervisor and accepted by the SRC.
- (iii) If he/she fails to renew his/her registration by not paying the requisite fee in the specified period.
- (iv) If he/she is found to be involved in an act of misconduct and/or indiscipline and termination is recommended by the RAC and approved by the SRC, or any other statutory official/body authorized by the University.
- (v) If he/she fails in the course work as per the provisions of this Ordinance within the stipulated period.
- (vi) If he/she fails to make research progress to the satisfaction of the RAC despite a second warning as defined in clause 8 below.
- (vii) If he/she fails to complete the requirement for the award of the degree in the stipulated period.
- (ix) If he/she fails to submit two consecutive six monthly reports to the Research Advisory Committee.
- (x) As per clauses specified elsewhere in this Ordinance.

4.7.2 Termination order of a research scholar for any reason as outlined in 4.7.1 above shall be recommended by the Research Advisory Committee and approved by the concerned SRC. The order shall be issued by the Dean of the concerned School and forwarded to the RDC for record purpose.

**5.0 Research Supervisors: Eligibility criteria to be a Supervisor, Co-Supervisor, Number of Ph.D. Scholars permissible per Supervisor, etc.**

- 5.1 Permanent faculty members working as Professor/ Associate Professor of the USS / Affiliated College with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in USS / Affiliated College with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the University where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Adjunct Faculty members shall not act as Research Supervisors and can act only as co-supervisors.

However, the University School of Medicine & Para-Medical Health Sciences, any recognized teacher of the University Affiliated Medical Colleges who holds an MD / MS / DM / M.Ch. or equivalent degree (and not holding a Ph.D. degree) with 15 years of teaching and research experience after obtaining MD / MS / DM / M.Ch. or equivalent degree, including PG teaching experience of 10 years as a faculty member and 10 published research articles in indexed peer review journals, and is continuously involved in research activities, shall be eligible to be recognized as a Ph.D. Supervisor, subject to the fulfillment of other conditions specified in this Ordinance.

- 5.2 A recognized supervisor can become the sole supervisor of a scholar if at least 03 years are remaining till the superannuation of the supervisor. For the last 03 years of service till superannuation, an additional recognized Co-supervisor with adequate service left shall be necessary and the Co-supervisor shall be appointed by the concerned SRC. However, if the thesis has been submitted, but the viva-voce has not been held or the degree has not been awarded, there shall be no need of a co-supervisor. However, if the thesis after evaluation by external examiners is returned for revision, then the SRC may appoint a Co-supervisor/ Caretaker supervisor. Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.
- 5.3 Co-supervisor(s) can be allowed in inter-disciplinary areas from other University Schools/ Centre(s) of the University / affiliated college / other Central/ State Universities/Institutions, provided such persons fulfill the academic requirement for being recognized as a supervisor as per this Ordinance. The terms and conditions for the appointment of Co-supervisors shall be specified by the Research Advisory Committee and



the Co-supervisor will have to be approved by the concerned SRC of the parent School/Centre of the faculty and Competent Authority. The same shall be communicated to RDC.

- 5.4 A supervisor may be recognized in more than one discipline. A recognized supervisor, irrespective of the fact that he/she belongs to USS/Affiliated College allowed to offer a Ph.D. programme, shall be a member of the SRC governing the said discipline. A faculty member of USS may be recognized as a supervisor in a different USS/Centre with the approval of the SRC of his/her parent School/Centre and the approval of the Competent Authority. The concerned faculty may have both teaching and research responsibilities in all School/Centre where he/she is a recognized Supervisor.
- 5.5 A Research Supervisor / Co-Supervisor who is a Professor, at any given point of time, cannot guide more than Eight (08) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (06) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (04) Ph.D. scholars. In case of joint supervision, the number of research scholars enrolled will be counted as one for each of the joint supervisors.
- 5.6 If a co-supervisor is allotted from out of this University (or its affiliated colleges), or if a faculty of USS/Centre is involved as a supervisor/co-supervisor in any other USS/Centre beside his/her parent USS/Centre or in any other University/institution, it is mandatory that he/she informs the number of such research scholars to the SRC, as they shall be counted towards the calculation of the permissible/available slots for Ph.D. as per this ordinance. Any failure in intimating this to the concerned SRC may lead to misconduct and suitable action may be recommended. Once a registered research scholar submits his/her Ph.D. thesis for evaluation purpose, Ph.D. slot/seat will be counted as vacant for a recognized supervisor once the thesis is submitted for evaluation purposes in the office of the Director/Dean of the concerned School/Centre after a pre-submission presentation by the Ph.D. research scholar.
- 5.7 A full-time regular teacher, on fulfilling the requirements to be recognized as a Supervisor shall apply to the concerned SRC. The Director, RDC on the recommendation of the SRC, and after obtaining approval from the Vice-Chancellor, shall issue the notification regarding the recognition of teacher as a Supervisor. The form for such recognition shall be made available on the University website by the RDC. The list of recognized supervisors shall be displayed on the University website by the RDC.
- 5.8 In case(s), where a supervisor retires, resigns, proceeds on leave/deputation exceeding one year, expires, or any other unforeseen circumstances necessitate redistribution/re-allotment of a research

scholar, the SRC shall allot supervisor(s)/co-supervisor(s)/caretaker supervisor, ideally from the same School/institution/discipline as supernumerary allotment, and inform the RDC. In case(s) wherein SRC is unable to identify a supervisor in the discipline recognized by the University, the scholar shall be allowed to choose any person satisfying the academic criterion required to be recognized as a supervisor, subject to the approval of the SRC through RDC and the Vice-Chancellor.

- 5.9 Recognized supervisors who have been sanctioned or have proceeded on deputation/lien/long leave of a year (or more) (at the time of the interview for Ph.D. admission or allotment of supervisor) may not be allotted a research scholar in that academic session.
- 5.10 A research scholar may request in writing for a change of supervisor(s) with proper justification, through the Dean of the concerned School to the respective SRC. The SRC after considering the circumstances of such a request may approve a change of supervisor(s) with the approval of the Competent Authority under intimation to the RDC for the record.
- 5.11 In case of relocation of a female Ph.D. 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, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. The such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.

## **6.0 Admission of International Students in the Ph.D. programme**

- 6.1 Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 5.5 above.
- 6.2 The modalities of Ph.D. admission of international students shall be notified separately by the Directorate of International Affairs of the University with the approval of the Director, RDC and Vice-Chancellor. The detailed procedure shall be proposed by the Directorate of International Affairs in consonance with this Ordinance, and shall be notified as Regulation after the approval of the Academic Council.
- 6.3 At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 5.5 and clause 6.1 above.



- 7.0 Course Work: Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.**
- 7.1 The Credit requirement for the Ph.D. coursework shall be a minimum of 12 credits, including a "Research and Publication Ethics" course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC-recognized online courses as part of the credit requirements for the Ph.D. programme.
- 7.2 The medium of instruction of coursework shall be English unless approved otherwise for reasons recorded in writing by the concerned SRC at the time of admission/registration, as per the specified format and instructions.
- 7.3 The detailed coursework for Ph.D. shall be designed and recommended by the concerned SRC and approved by the concerned BOS and Academic Council.
- 7.4 All courses prescribed for Ph.D. coursework shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods.
- 7.5 The SRC governing the discipline in which the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee of the research scholar. All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
- 7.6 All candidates admitted to the Ph.D. programme(s) shall be required to complete the coursework prescribed by the SRC during the initial one or two semesters. The maximum period for completion of the course work shall be two years from the academic session in which the scholar is admitted. If a scholar fails in any course/paper, the scholar shall reappear as and when the course/paper examination is scheduled subsequently.
- 7.7 Candidates already holding M.Phil. degree and admitted to the Ph.D. programme, may be exempted by the SRC from the Ph.D. coursework. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. coursework prescribed by the SRC. The coursework already completed by the scholar, seeking exemption from the coursework of the Ph.D. programme, must be in consonance with the coursework guidelines specified in this Ordinance. The exemption provided to a candidate from Ph.D. coursework shall be documented in writing by the SRC in the first year of admission of the student.

- 7.8 The grading system and divisions for the course work shall be as specified in the Ordinance 11 of the University. Each paper/course of the course work shall be of maximum of 100 marks. The Teacher's Continuous Evaluation component shall be of 25 marks and the End-Term Semester Examination component shall be of 75 marks.
- 7.9 Attendance requirement in the course work shall be of minimum 75% of the classes held, the SRC may condone up to 5% of the attendance in specific instances, with reasons recorded in writing. Under no circumstances, a scholar with less than 70% attendance in the course shall be allowed to appear in the End-Term Semester Examination by the SRC. The list of detained (not allowed to appear in examinations) scholars shall be notified at least 5 working days before the commencement of end-term examinations, by the chairperson of the SRC with a copy to the Controller of Examinations for non-issuance of admit card.
- 7.10 The teacher's continuation evaluation of 25 marks, for every course shall be conducted by the concerned faculty who is allocated the responsibility of teaching the course by the SRC. The concerned faculty shall communicate their marks to the Controller of Examinations through the Dean, within a week of the completion of the semester.

For the rest 75 marks, the Controller of Examinations shall conduct the examination. The panel of paper setter, as approved by the BOS shall be communicated to the Controller of Examinations. The Controller of Examinations shall declare the result combining the teacher's continuation evaluation and the end-term semester examination. The duration of the semester shall be of 15 weeks. No other mode of examination shall be permitted for any paper/course.

- 7.11 A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis. If a scholar does not obtain the minimum grade, the scholar may reappear in one or more course work paper/courses to improve the grade. The reappear fee applicable shall be as notified for other examinations of the University. If the minimum grade required is not obtained in the maximum duration for the course work as specified, the registration/admission of the scholar shall be automatically cancelled. The Dean/Director of USS/Centre shall intimate the same to the RDC for the updation of records.

## **8.0 Research Advisory Committee and its Functions**

- 8.1 There shall be a Research Advisory Committee (RAC) for every scholar admitted in the School. The RAC shall comprise a minimum of 5 members. The minimum composition of RAC shall be as follows:



- (a) One Professor of the School who is also a member of the SRC - *Chairperson*
- (b) Two/Three recognized supervisors, other than the supervisor of the scholar, recognized as supervisors preferably in the same SRC - *members*
- (c) Co-Supervisor (if any) of the scholar-*member*
- (d) Supervisor of the scholar-*member convener*

The members of the RAC shall be proposed by the supervisor for consideration and approval of the SRC of the concerned USS/Centre. External subject experts from outside the University may be co-opted if needed with the approval of the SRC. The Research Supervisor of the scholar shall be the Convener of this Committee.

This Committee shall have the following responsibilities:

- 8.1.1 To review the research proposal and finalize the topic of research. The synopsis of the research work of the scholar shall be finalized within 12 months of a Ph.D. programme from the date of admission in the programme. The finalized synopsis shall be forwarded for the approval of the SRC and sent to RDC for records. Non-finalization of the synopsis in the stipulated period shall lead to the cancellation of the admission of the scholar.
- 8.1.2 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 from among the courses prescribed under clause 7 above.
- 8.1.3 To periodically review and assist in the progress of the research work of the research scholar. The assessment/recommendation of the RAC shall be submitted to the concerned SRC for further necessary action.
- 8.1.4 The academic research progress of each research scholar shall be monitored by the concerned RAC at a 6-monthly interval, based on the written progress report and oral presentation by the research scholar. Failure to submit a timely progress report and/or make a presentation to the RAC shall be construed as indiscipline and treated accordingly. The progress reports of all registered research scholars shall be placed before the SRC, duly forwarded by their supervisors after the meeting of the RAC, with the RAC's comments on whether the progress of the research scholar was good/satisfactory/poor. The SRC, after having considered the progress report and the comments of the RAC, shall recommend one of the following:
  - (i) Continuation of registration.
  - (ii) Continuation of registration with a written warning to the research scholar, which may include the steps necessary to improve his/her performance, identified in consultation with the supervisor(s). The second and final warning shall include the extension of the minimum registration period for thesis submission by one year.

- (iii) Termination of registration, if the research scholar still fails to make progress to the satisfaction of the RAC and the SRC despite the second and final warning.

- 8.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation and submit a brief report on 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 concerned SRC with a copy to the research scholar. The SRC shall send a consolidated summary report to the RDC for all the scholars registered in the School for information and records, concerning, the progress of the scholars. The convenor of the Research Advisory Committee shall ensure that at least one meeting of the RAC shall be conducted every six months.
- 8.3 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 concerned SRC with specific reasons for the cancellation of the registration of the research scholar.

## **9.0 Evaluation and Assessment Methods, minimum standards/ credits for award of the degree, etc.**

- 9.1 The Ph.D. scholar shall be required to undertake research work and produce a draft thesis within a reasonable time, as stipulated in this Scheme of Examination and Syllabi of the Ph.D. programme and in consonance with this Ordinance, together with successful completion of coursework and obtaining the marks/grade prescribed in the clause 7 above.
- 9.2 Ph.D. scholars must publish (or paper accepted) at least one (1) research paper in Scopus/Web of Science indexed journals before the submission of the thesis for adjudication, and produce evidence for the same. However, in the case of schools/disciplines other than Sciences/Engineering/Technology/Management, where there is no, or only a limited number of Scopus/Web of Science indexed journals, the SRC of the concerned discipline may relax the above condition with reasons recorded in writing. However, in such cases, the publication must at least be in peer-reviewed journals (with ISSN). However, the SRC of a concerned discipline may make a higher criterion for paper publication during the Ph.D. work.
- 9.3 On completion of the research work, the research scholar shall submit 08 copies of the pre-submission synopsis of his/her Ph.D. thesis through the supervisor to the Research Advisory Committee, and make a pre-submission presentation to the Research Advisory Committee. The pre-submission presentation shall also be open to all faculty members and



other research scholars of the University. The feedback and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the Research Advisory Committee. The decision of the RAC after the pre-submission presentation allowing/disallowing the submission of Ph.D. thesis shall be placed before the concerned SRC for its information.

- 9.4 The research scholar shall submit his/her thesis within three months from the date of approval of the pre-submission presentation by the RAC. However, in case a research scholar fails to submit his/her thesis within the stipulated time and has suitable justification for the same, the Dean of the School may, on the recommendations of the SRC (or subject to SRC approval, as appropriate), grant an extension of not more than three months. In other words, the research scholar may be allowed to submit his thesis within 06 months from the date of RAC's approval of the pre-submission presentation. If a research scholar fails to submit his/her thesis within 06 months of his/her pre-submission presentation, he/she will have to make a fresh presentation before the RAC.
- 9.5 The final title of the thesis shall be approved by the RAC in the pre-submission presentation of the scholar.
- 9.6 The thesis shall be written in English unless approved otherwise for reasons recorded in writing by the concerned RAC and approved by the SRC within one year of admission/registration, as per the specified format and instructions. The format of the thesis shall be specified by the RDC with the approval of the Vice-Chancellor, and shall be made available on the University website.
- 9.7 All research scholars are expected to follow ethical practices in their research work. For the prevention of plagiarism as well as other forms of academic dishonesty in research work, all scholars & supervisors shall follow the University Regulations titled "GGSIPU Academic Research and Ethics Regulation, 2022" available on the University website (<http://www.ipu.ac.in/Pubinfo2020/nt655210820.pdf>).
- 9.8 A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma of the University or to any other Institution.
- 9.9 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are experts in the field and, who are not in employment of the University or any of its Affiliated Institutions. Such examiners should be academics with a good record of scholarly publications in the field. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the 'Oral Defence

Committee' as defined in clause 9.12.2 below, and shall be open to be attended by members of the Research Advisory Committee, all faculty members of the School, all recognized supervisors of the University, other research scholars and other interested experts/ researchers and students.

#### **9.10 Appointment of Examiners for Ph.D. Thesis**

9.10.1 For the purpose of evaluation of Ph.D. thesis, the recognized supervisor of the concerned USS/Centre shall submit a list of at least 8-10 experts in the subject area of research work, not below the rank of Associate Professor, including at least 4-5 experts from outside the state/country for the approval of the SRC of the concerned discipline. These experts should possess requisite qualifications equivalent to the requirement for recognition of a supervisor in GGSIPU. They should be recognized as Ph.D. supervisors in any University recognized by UGC or serving or retired in national research & technology institutions established by the Government. Only one examiner may be provided from an institution. The SRC may add or delete any of the names(s) proposed by the supervisors(s). The supervisor shall be responsible to provide the full contact details of each of the examiners, including postal address, email, phone, fax, etc.

9.10.2 An examiner cannot be from the same institution where the research scholar is employed, or from the institution to which the supervisor and/or Co-supervisor of the research scholar belongs. Further, a collaborator or co-author of the research scholar or his/her supervisor or Co-supervisor during the tenure of the concerned Ph.D. research scholar cannot be an examiner. The responsibility for ensuring this shall lie on the Supervisor / Co-Supervisor of the scholar. In case, it is found the supervisor / Co-supervisors have not maintained this standard of academic ethics, the SRC may recommend for debarment of the concerned supervisor/co-supervisor for further registration of scholars for a minimum period of three years to the Vice-Chancellor. The decision of the Vice-Chancellor shall be final.

9.10.3 On receipt of the final title and pre-submission synopsis of the thesis approved by the SRC, the Chairperson of the SRC shall send the panel of examiners as approved by the concerned SRC as well as the pre-submission synopsis to the COE within a week of receiving the said documents. The Vice-Chancellor shall appoint the external thesis evaluator(s) from the above panel for evaluation of the thesis. The Vice-Chancellor may add names to the panel of examiners.

9.10.4 The Examination Division will follow the modalities for the evaluation of the Ph.D. thesis as approved by the Vice-Chancellor.



## 9.11 Evaluation of the Ph.D. thesis

9.11.1 Each examiner will be requested to submit to the COE, a detailed assessment report and his/her recommendations on a prescribed proforma (designed by the Examinations Division and approved by the Controller of Examinations) within 06 weeks from the date of receipt of the thesis.

9.11.2 In the event that the assessment report is not received from an examiner within 3 months from the date of dispatch of the thesis, the Vice Chancellor may appoint another examiner from the approved panel of examiners for evaluating the Ph.D. thesis.

9.11.3 The examiner shall be required to state categorically whether in his opinion, the Ph.D. thesis should be:

- (a) accepted for the award of Ph.D. degree (after oral defence), or
- (b) accepted for the award of Ph.D. degree (subject to incorporation of changes suggested and after oral defence), or
- (c) resubmission in the revised form, or
- (d) rejected

9.11.4 The examiner shall state the reasons for recommending resubmission/rejection of the Ph.D. thesis. If a resubmission is recommended, the examiner shall specifically indicate the modifications that need to be made in the Ph.D. thesis by the research scholar. The COE in consultation with the Dean of the School shall also provide to the research scholar and supervisor, a list of all corrections and modifications required in the thesis, as suggested by the examiners.

9.11.5 If the corrections are major and resubmission/re-evaluation has been recommended, the research scholar may resubmit the revised version in consultation with the supervisor, within a period of one year from the date of communication in this regard from the COE. However, in exceptional circumstances, this period may be extended by SRC by one more year but the total revision time shall not exceed two years. The revised Ph.D. thesis shall be sent for assessment to the same examiner(s) who recommended the revision. In the event of any of them declining to examine the revised thesis, an additional examiner may be appointed from the approved panel, and provided with the comments of the previous examiner(s) to facilitate the evaluation of the revised thesis.

## 9.12 Oral Defence / Viva-Voce

9.12.1 The oral defence/ viva-voce of the Ph.D. research scholar to defend the Ph.D. thesis shall be conducted only if the evaluation report(s) of both the external examiner(s) on the thesis are satisfactory and include a specific recommendation for acceptance of the thesis and conducting the viva-voce examination. In case, the Ph.D. thesis is rejected by both the external examiners, then the thesis shall stand rejected without any

further action and the research scholar shall be declared ineligible for the award of the degree. If one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the examination branch of the University shall send the thesis to an alternate external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the alternate examiner is satisfactory and if the alternate examiner recommends acceptance of the thesis. If the report of the alternate examiner is also unsatisfactory and does not recommend acceptance of the thesis, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree. The examination branch of the University shall complete the entire process of evaluating a Ph.D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

9.12.2 A research scholar, after receiving a satisfactory Ph.D. thesis evaluation report, shall be required to defend his/her work/thesis orally before a duly constituted committee, herein after referred to as Oral Defence Committee (ODC).

9.12.3 ODC shall consist of the Chairperson of the RAC of the concerned scholar, supervisor(s) (at least one must be present), and one external examiner who evaluated the thesis to be appointed by the Vice-Chancellor. If none of the examiners who evaluated the thesis is available for the conduct of the oral defence, an alternative examiner from the panel of approved examiners shall be appointed by Vice-Chancellor.

9.12.4 The Open Viva Voce and the defence by the research scholar may also be done through Skype/Video conferencing, if required, with prior approval of the Vice Chancellor.

9.12.5 On completion of all the stages of examination culminating with the Viva Voce, the ODC shall submit its report in the prescribed proforma (designed by the Examinations Division and approved by the Controller of Examinations) to the Vice Chancellor through the COE recommending any one of the following:

- (i) that the degree be awarded,
- (ii) that the research scholar be subjected to a fresh Oral Defence at a later date,
- (iii) that the degree be not awarded.

9.12.6 The decision of the Vice Chancellor on the recommendations of the ODC shall be notified by the COE, mentioning the date of the decision of the Vice Chancellor, which shall be construed as the effective date of the award of the Ph.D. degree, subject to the formal award during the University convocation. Prior to this notification, the COE shall ensure that the research scholar has submitted a soft copy of the Ph.D. thesis



and two hard-bound copies, one for the library of the concerned School and one for the central library of the University. These should incorporate all necessary corrections/modifications certified by the supervisor and must contain the following copyright certificate in the beginning of the thesis, on a separate page:

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9.12.7 The University may issue a Provisional Certificate of the completion of Ph.D. to the research scholar upon Ph.D. notification, followed by the award of the final degree at the time of convocation, along with a certificate to the effect that the Ph.D. degree has been awarded in accordance with the UGC regulations. The certificate and the degree shall mention the School, the Institution of Study and the discipline in which the Ph.D. degree is awarded.

**10.0 Academic, research, administrative and infrastructure requirements to be fulfilled by Affiliated Colleges for getting recognition for offering Ph.D. programmes**

10.1 Affiliated Colleges may be considered eligible to offer Ph.D. programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per this Ordinance.

10.2 The Affiliated College should at least be in existence with an uninterrupted and continual functional status of 5 years or more and should be offering 4-year Undergraduate programmes and/or Post-graduate programmes, with at least two Ph.D. qualified teachers/other academic staff (scientists) in the discipline concerned along with required infrastructure, supporting administrative and research promotion facilities as per this Ordinance, stipulated under sub-clause 10.3, shall be considered eligible to offer Ph.D. programmes only in the disciplines having PG programmes/ 4-year undergraduate programmes. Affiliated Colleges should obtain the necessary recognition by the University to offer Ph.D. programme.

10.3 Departments of Affiliated Colleges with adequate facilities for research as mentioned below, shall be allowed to offer Ph.D. programmes:

10.3.1 In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;

10.3.2 Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/library for reading, writing and storing study and research materials;

- 10.3.3 Affiliated Colleges shall apply to the Director, RDC for the purpose of recognition to offer Ph.D. programmes in specific disciplines. The application format for application by any college for consideration to offer a Ph.D. programme shall be proposed by the Director, RDC and approved by the Vice-Chancellor. The Director, RDC after the approval of the Vice-Chancellor shall notify the application form on the University website.
- 10.3.4 Such Affiliated Colleges shall be permitted to offer Ph.D. programmes only after receiving a satisfactory report from an experts committee constituted by the Vice Chancellor for the purpose of visiting the Affiliated College and to evaluate the infrastructure and other facilities needed to start a Ph.D. programme.
- 10.3.5 The SRC of the concerned USS shall decide the specific discipline(s) in which the Ph.D. programme may be offered and shall specify detailed requirements as per clause 10.3.1 and 10.3.2, for consideration of the application of any college to be considered for offering Ph.D. programme and fulfillment of other requirements as specified in this Ordinance.
- 10.3.6 The Director, RDC after the approval of the Vice-Chancellor may also notify other requisite eligibility criteria for the Affiliated Colleges.
- 10.4 The Affiliated college should also have regular and qualified staff to the satisfaction of the University. Of the teaching staff of the Affiliated College, those who meet the eligibility qualifications and experience as per provisions of this Ordinance shall be approved as "Supervisors" by the SRC of the concerned USS as per the procedure prescribed in clause 5 of this Ordinance.
- 10.5 The process for admission of research scholars in a particular discipline in the Affiliated College shall be completed through the Admission Committee constituted at the level of USS/Centre. For a 4-year degree programme in a particular discipline or PG programme in a particular discipline, if Ph.D. is offered at an Affiliated College, then the SRC of the concerned USS shall act as the SRC of the discipline for the particular Affiliated College. If any agenda/item connected to a particular research scholar admitted in the Affiliated College is considered/ discussed by the SRC, then the supervisor of the research scholar shall be invited to the meeting of the SRC.
- 10.6 A Research Advisory Committee (RAC) shall be constituted in the Affiliated College for every scholar admitted in the Affiliated College, with similar composition and functions as defined in clause 8 of this Ordinance. The members of the RAC shall be approved supervisors in the Affiliated College. However, the Chairperson of the RAC shall be a member of the SRC of the concerned USS.



- 10.7 The research scholar shall complete coursework and all other formalities in accordance with the provisions of this Ordinance.
- 10.8 On completion of the research work, the research scholar shall submit 08 copies of the pre-submission synopsis of his/her Ph.D. thesis through the supervisor and the Research Advisory Committee to the SRC of the concerned USS. The pre-submission of such scholars should be made before a committee of the SRC of the concerned USS, chairperson of RAC, RAC members and the supervisor of the concerned research scholar.
- 10.9 The University shall not entertain any request for Ph.D. programmes for which the University does not have an SRC.
- 10.10 There shall be no application/continuation fee for the Affiliated Colleges. The Colleges thus recognized cannot charge any extra fee from the Research Scholars other than those prescribed from time to time by GGSIP University i.e., registration, annual fee, course fee and thesis submission fee.
- 10.11 On the lines of GGSIP fellowships, the Affiliated Colleges may also offer their own Research Fellowships to research scholars with a view to generate warranted research environment at their Colleges.
- 10.12 Each of the scholar admitted at any of these Affiliated Colleges shall be required to pay fee, etc. to the University separately as may be prescribed by the University from time to time.
- 10.13 All such Affiliated Colleges shall function in accordance with the applicable University Act, University's Ordinance governing programmes leading to the degree of Doctor of Philosophy, rules & regulations of the University, guidelines & directions issued by the concerned School Research Committee as well as the Director, RDC, and shall be applicable on all the research scholars of these Affiliated Colleges in totality.
- 11.0 Ph.D. through Part-time Mode**
- 11.1 Ph.D. Programmes shall not be offered through distance and or online education mode.
- 11.2 Part-time Ph.D. shall be allowed only for employed candidates provided all the conditions mentioned in this Ordinance are met. Conversion of full-time registration into part-time registration and part-time to full-time registration shall be allowed during the Ph.D. tenure on a case-to-case basis with reasons recorded in writing by the SRC of the concerned School upon recommendations of the RAC. The decision of the SRC should be communicated to the RDC for record purposes.

11.3 The University shall obtain a "No Objection Certificate" through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:

- i. The candidate is permitted to pursue studies on a part-time basis.
- ii. His/her official duties permit him/her to devote sufficient time for research.
- iii. If required, he/she will be relieved from the duty to complete the coursework.

11.4 The course work shall be offered to the part-time scholars. The part-time scholars shall have to fulfil the coursework requirement as per the provisions of this Ordinance.

#### **12.0 Depository with INFLIBNET**

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Examination Division shall provide an electronic copy of the Ph.D. thesis to the library of the University. The Librarian of the University Library shall ensure the submission of the said copy to the INFLIBNET in accordance with the Consent Form for Depository with Shodhganga or INFLIBNET or any other database designated for this purpose by the University Grants Commission in the prescribed format.

#### **13.0 Issuing a Provisional Certificate**

Prior to the actual award of the degree, the Examination Division of the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the applicable UGC Regulations.

#### **14.0 Consideration of already registered scholars who have not submitted their thesis**

The Ordinance applicable at the time of admission of the already registered scholar shall apply.

15.0 The eligibility of the supervisors recognised by the University before the enactment of this ordinance shall be reviewed by the concerned SRC.

16.0 For supervisors belonging to affiliated colleges, first the affiliated college have to be approved as institutions offering Ph.D. programmes as per the clauses of this Ordinance. Pending the same, the supervisors of the affiliated colleges shall not be allowed to register new scholars under their supervision; this shall have no effect on their supervision of scholars registered before the enactment of this Ordinance. Operational



guidelines for the recognition of supervisors shall be issued by the RDC after approval of the Vice-Chancellor.

- 17.0 The admission fee, the annual continuation fee, and the thesis submission fee shall be notified by the University.
- 18.0 Provisions for financial assistance (if any) to eligible full-time research scholars admitted to USS only under the supervision of recognized supervisors who are in regular full-time employment of the University, shall be notified by the University.
- 19.0 Operational guidelines for the preparation of the admission brochure and its issuance shall be proposed by the Director, RDC and implemented after approval of the Vice-Chancellor.
- 20.0 Operational guidelines for evaluation of the Ph.D. thesis shall be proposed by the Controller of Examinations and implemented after approval of the Vice-Chancellor.
- 21.0 Notwithstanding anything stated in this Ordinance, if the Statutory Bodies regulating the Ph.D. programme, define any condition/specification which is related to eligibility or procedure of admission, which is at variance with this Ordinance, the same shall be applicable with the approval of the Vice-Chancellor, till necessary amendments are made in this Ordinance, incorporating the said new conditions/specifications. The concerned SRC shall propose the incorporation of the same.
- 22.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee consisting of the Director, RDC, and any or all the Deans of the Schools. The decision of the Vice-Chancellor shall be final.