

PONDICHERRY UNIVERSITY

PUDUCHERRY



Doctor of Philosophy (Ph.D.) Regulations

WITH EFFECT FROM 2023-24

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PONDICHERRY UNIVERSITY PUDUCHERRY

Ph.D. Regulations – 2023

Preamble:

Pondicherry University, a Central University, has from time to time, revised Ph.D. Regulations to take into account the developments in higher education and guidelines given by University Grants Commission. Recently UGC has revised the Minimum Standards and Procedures for award of Ph.D. degree through a gazette notification on 7th November 2022. Accordingly, Pondicherry University has revised the Ph.D. regulations. The present regulations shall be called “Pondicherry University Ph.D. Regulations – 2023”. All the activities of research scholars from admission to exit shall be handled by Pondicherry University Research Scholar Academic Management System (PURAMS). The Chairperson, IQAC will be the Nodal Officer for PURAMS. Controller of Examinations will keep all the data and records in secure manner.

1. Eligibility for Admission

1.1. Educational Qualifications (Full-time and Part-time)

- (a) Candidates who have studied the relevant subject in the qualifying degree under the pattern of 10+2+3+2 / 10+2+5 / 10+2+4+1 under NEP-2020, having secured a minimum of 55% marks or equivalent grade, or 10+2+4 under NEP-2020 with 75% marks or equivalent grade (with relevant relaxation prescribed by UGC) and acquired qualifications as prescribed by the University for admission to the Ph.D. programme offered by the Schools / Departments / Centres of Humanities and Social Sciences, Management, Commerce, Science, Education, Fine Arts and Languages, and such other disciplines of Pondicherry University.
- (b) Candidates who have studied under 10+2 pattern of education and qualified for the Master's degree in the Schools / Faculties of Law, Engineering and Technology, Agriculture, Veterinary Science or the degree of Doctor of Medicine or Master of Surgery in the Faculty of Medicine/Dentistry/Paramedicine of this University or any other University, through regular full time study, recognized by this University, having secured a minimum of 55% marks (or equivalent grade).
- (c) Candidates who have studied under 10+2 pattern of education and qualified for the Degree of Master of Science of three-year duration in the School / Faculty of Medicine of this University or of any other University recognized by this University, having secured a minimum of 55% marks (or equivalent grade).
- (d) Candidates of Indian origin or overseas students who have qualified for a Master's Degree of an accredited overseas university, having secured a minimum of 55% marks (or equivalent grade).
- (e) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled/EWS and any other categories of candidates as per the decision of the UGC from time to time.

1.2. Requirement of Experience for Ph.D. Part-Time (Internal)

- (a) Teacher candidates working in College/University Departments and such other institutions recognized by Pondicherry University with at least two years of continuous teaching experience at degree and / or post-graduate level in the subject concerned.
- (b) Teacher candidates teaching in Recognized Schools at the Higher Secondary School level/Polytechnic Colleges situated within the jurisdiction of Pondicherry University, and who have put in at least 5 years of continuous teaching experience in the subject concerned.
- (c) Non-teaching staff employed in a time scale of pay in this University and other affiliated research institutions provided that (i) the candidate has at least 7 years of work experience after obtaining the Master's Degree of which at least two years should be relevant to the field of research, proof of which to be evidenced through two research papers published in UGC approved journals (wherever applicable) or standard journals **OR** (ii) the candidate has at least 5 years of work experience with M.Phil. in the subject concerned and published two research papers in UGC approved journals (wherever applicable) or standard journals in the subject concerned.

- (d) Candidates under the regulations of part-time (Internal) shall be required to carry out part-time research work in the concerned Department or in a Department approved for research by this University. Interdisciplinary research for such part-time internal candidates shall be allowed only with the approval of the Chairperson of the Academic Council.
- (e) Candidates under the regulations of part-time (Internal) are prohibited from engaging in any other assignment/employment, or joining any other course of study without the prior approval of the Chairperson of Academic Council.

1.3. Requirement of Experience for Ph.D. Part-time (External)

- (a) Permanent academic staff of colleges / universities / other educational institutions of higher learning / Research & Development Laboratories and Organizations with at least three years of continuous teaching / research experience.
- (b) Employees with a minimum of ten years of experience after obtaining the Master's Degree in Government, Local Bodies, recognized Institutes, Public Sector Undertakings, Non-Governmental Organizations, provided the candidate has experience in the relevant field of research for at least three continuous years out of ten years of service, and published at least two Papers in UGC approved journals or standard journals, or reports / monologues / book of equivalent standard, or a patent registered, in the concerned subject / area of research.
- (c) Technocrats, Scientists, Social Scientists & Scholars and Administrators with at least 10 years of experience in India or abroad after obtaining Master's degree and educational qualifications as in section 1.1, who have sufficient exposure in research & development, and have generated useful data/patent/knowledge as evidenced by at least two papers in UGC approved journals or standard journals, or reports / monologues / book of equivalent standard, or a patent registered, in the concerned subject / area of research.

2. Admission

2.1. Mode of Admission (Full-time and Part-time)

Admission for Ph. D. programmes shall be advertised in leading newspapers and also in the University's website once each year.

- (a) The candidates seeking admission have to fill in the prescribed admission form and submit the same within the prescribed date specified in the admission notification. The admission shall be based on the criteria notified by the University and taking into account the reservation policy of the Central/State Government from time to time.
- (b) There shall be an Entrance Test for all the candidates, Full-time, Part-time internal, Part-time external, except those mentioned in clause 2.2. The short-listed candidates have to appear for an interview / Viva-Voce where candidates are required to discuss their research interest/area through a presentation before a duly constituted Ph.D. Admission Committee.

- (c) The Candidate would be required to give a seminar on the proposed topic of research in the concerned School/Department/Centre. Such a seminar may be fixed with the mutual convenience of the Candidate, the Supervisor and the Admission Committee, and held before the application along with the research proposal is sent to the University. The Admission Committee / University may also adapt any other method of evaluation of the Candidate which will also form the basis for considering the provisional admission to the candidate. The Admission Committee / University should be convinced of the potential of the Candidate to carry out research.
- (d) In case of candidates working outside the University area, a Co-guide duly recognized by the University may be permitted, if necessary, in addition to the University Guide / Supervisor on the recommendation of Doctoral Committee.

Note: Mere possession of required educational and other qualifications and being called for interview alone cannot be claimed as a right for admission to the Ph.D. programme.

2.2. Entrance Exempted category

- (i) Regular Teacher candidates awarded QIP/FIP by UGC/AICTE or such other organization of Government of India working in the institutions admitted to the privileges of this University and other Universities provided they are qualified, have at least one year of continuous teaching experience at degree and / or post-graduate level in the subject concerned and granted leave for the required period to do full-time PhD are exempted from the admission test.
- (ii) The admission test is waived off for candidates who have qualified the National Eligibility Test conducted by UGC/ CSIR or such other National Level examination recognized by the University as equivalent, and awarded a Junior Research Fellowship (JRF) for pursuing Doctoral research.

In case of candidates belonging to SC/ST/Minorities/any other reserved categories, admission test is waived off provided such candidates have qualified in the National Level Exam/Test conducted by a Government Agency and awarded Fellowship for pursuing Doctoral research.

These candidates could be admitted at the beginning of monsoon and winter semesters, on the recommendation of the Ph.D. Admission Committee. NET qualified candidates without JRF will have to take the entrance test.

- (iii) Candidates admitted under MoU between Pondicherry University and a University / Institution in India or abroad where specific clause(s) exist for registration of candidates to the Ph.D. Degree by the University and those selected under international cultural/educational exchange schemes of Government of India / UN bodies are exempted from taking the admission test.
- (iv) Regular teachers of Pondicherry University and Regular Teachers from affiliated colleges who have cleared the NET Lecturership and who seek admission to the part-time Ph.D. are exempted from the Entrance Exam and are eligible to register immediately after completing their probation in the University/College.

- (v) Non-resident Indians working in academics/research/ industry at least for ten years after acquiring the qualifying degree are also exempted from entrance test but they shall give a seminar in person/through video conferencing before the Admission Committee which shall evaluate and give its opinion about suitability of the candidate for admission to the Ph.D. Part time (external) program. NRI and foreign candidates with enormous professional experiences and having proven aptitude for the research exhibited through publications will only be considered by the admission committee under this clause. Their publications will be evaluated by the Department Committee before called for giving a seminar. The NRI and foreign candidates who apply for Ph.D. (Full-time) programme and fulfill the required eligibility criteria for Ph.D. (Full-time) are also exempted from entrance test, but they shall give a seminar before the Admission Committee.

2.3. Admission committee

- (a) For the selection of the Ph.D. candidates, an Admission Committee for each Department shall be constituted consisting of all the faculty members eligible to guide in that Department and a VC's nominee. The Head of the Department will convene the meetings of the Admission Committee. One member of the Committee shall belong to the SC/ST category. If no SC/ST faculty is available in the Department concerned, a SC/ST member from other Departments may be co-opted as a Member.
- (b) For affiliated colleges and institutions where the Ph.D. programme is offered, an Admission Committee will be constituted by the Principal / Head of the institution with a VC's nominee.
- (c) The Committee shall scrutinize the academic, professional and research potential of the candidates. Based on the performance in the written examination (if required, see 2.1) and interview / seminar / Group Discussion, the Committee shall duly certify on the eligibility of the candidate for provisional registration in the Ph.D. programme.
- (d) Each selected Candidate shall be issued with an admission letter by the appropriate authority.

3. Duration of the Programme

3.1. Full time

The duration of the Ph.D. Full-Time programme shall be a minimum period of three years from the date of registration, and two years for those with M. Phil. or equivalent degree.

3.2. Part-time

Part-Time candidates, both Internal and External, shall have to complete a minimum of three years from the date of registration.

3.3. Maximum Time Limit

The maximum time limit for submission of the Ph.D. thesis from the date of provisional registration is six years for both full time and part time candidates. However, a maximum of two extensions of one duration each shall be given at the discretion of the Vice- Chancellor on the recommendation of the Doctoral Committee, HOD and Dean. The total period for completion of Ph.D. programme should not exceed eight years from the date of admission in the Ph.D. programme.

The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of the Ph.D. upto 240 days as per Government of India norms from time to time.

4. Provisional Registration to the Ph.D. Programme (Full-time and Part-time)

- (a) A candidate, certified as eligible for the Ph.D. programme by the Admission Committee, shall be provisionally registered for the Ph.D. Degree with the approval of the University and onpayment of prescribed fee.

The Department/Centre/College has to forward the application for provisional registration alongwith the required documents to the Dean /Controller of Examinations within six months from the date of admission

- (b) A candidate applying for provisional registration shall do so, specifying the broad-field or an interdisciplinary field in which he / she intends to pursue research, the subject of research being wholly or partly related to the main branch of knowledge chosen for the post-graduate degree in which the candidate has qualified and the name of the recognized guide under whom he / she proposed to do research. Copy of the Research proposal presented before the Admission Committee be enclosed along with the application for Provisional Registration.
- (c) Candidates who propose to carry out research work in an area involving more than one discipline will be permitted to have a Co-guide on the recommendations of the Supervisor / Doctoral Committee, if necessary. The Co-guide should be duly recognized as Research Supervisor by Pondicherry University, and could be chosen from a different Department / Centre of the Pondicherry University, or from any other University / Institution.
- (d) Candidates can also register under a Supervisor outside the country /an overseas Professor, with a co-guide in the University provided that the University has an MoU with such institutions, and the Supervisor is duly recognized by the University.
- (e) Provisional registration and all stages thereafter are to be taken care of by the Examination Section.

- (f) The following functions are to be carried out by the office of the respective Dean:
- I. Issue of letter of provisional registration to Ph.D. programme
 - II. Monitor timely Constitution of the Doctoral Committee.
 - III. Monitor that the meetings of Doctoral Committee are conducted at least, once in a year where the candidate's progress is assessed.
 - IV. Issue of letter of confirmation of registration to Ph.D. programme.
 - V. On submission of the Synopsis and list of Examiners, the relevant documents are to be verified, endorsed and forwarded to the Controller of Examinations for processing the appointment of examiners.
- (g) Candidates under Fulltime should do research work in the University/Departments/Affiliated Research Institute and shall be available during working hours for curricular/Co-curricular and related activities.

5. Doctoral Committee

- (a) When the Candidate is accepted for provisional registration, a Doctoral Committee will be constituted in each case. The Doctoral Committee shall consist of the Supervisor (as Coordinator, he/she would initiate steps for the constitution of the Doctoral Committee), Co-Guide, if applicable, one or two faculty members from the Department, and one faculty member from outside the Department / School (within the University) specializing in a related field. However, the maximum number of members of the Committee shall be limited to four. All members of the Doctoral Committee must be recognized research guides. The Committee will be formed from the panel of names suggested by the Supervisor and nominated and approved by the Dean.

In case of long absence or retirement of a Doctoral Committee Member, or for any other valid reason, the Supervisor can request the Head and Dean for a replacement of the Member.

- (b) This Committee shall have the following responsibilities:
- (i) To review the research proposal and finalize the topic of research.
 - (ii) 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.
 - (iii) To periodically review and assist in the progress of the research work of the Research Scholar.
- (c) A Research Scholar shall appear before the Doctoral Committee at least once in a year to make a presentation of the progress of his/her work for evaluation and further guidance.
- (d) The first meeting of the Committee shall be within six months after the provisional registration, and in this meeting, the Committee shall prescribe the courses that the candidate needs to take as requirement for the **Part-I** Examination (in case the Research Scholar does not have an M.Phil.).
- (e) **The Part-I** examinations shall be conducted by the Supervisor/HOD/Principal within two years in consultation with the Doctoral Committee. The Doctoral Committee shall meet after the conduct of the examination to finalize the result. The Supervisor will communicate the result through HOD/Principal/Dean to the Controller of Examinations.

- (f) The Committee shall conduct in the Department a seminar in which the candidate makes a public presentation of his/her Synopsis on a working day. The Thesis shall be submitted after one month, but before the completion of 6 months from the date of the Synopsis seminar.
- (g) The Committee, after examining the progress made by the Candidate, shall recommend the submission of the Synopsis and the Thesis within the due date stipulated by the University. The Doctoral Committee shall endorse changes in the title of the Thesis, if any proposed by the Candidate and the Supervisor.
- (h) The Committee shall approve the names of the Panel of Examiners, suggested by the Supervisor for the evaluation of the Thesis, and this Panel will be forwarded by the Dean of the School to the Controller of Examinations. The Committee shall ensure that all the Examiners are of high standing in the field of the research of the Candidate.

6. Course of Study

The course of study for the Ph.D. programme shall consist of two Papers under Part-I, and the Thesis and the public Viva-Voce under Part-II.

6.1 Examination under the Part-I of the Ph.D. programme

- (a) Unless otherwise indicated, in the light of the Candidate's attainment and with a view to fulfilling the requirements of research, each provisionally registered Candidate shall be required to work under a Supervisor and undergo such courses of instructions as may be prescribed by the Doctoral Committee during the first year of provisional registration.
- (b) The Ph.D. candidate shall take the Part I examination consisting of, at least, two written Papers of 3 hours duration each and a maximum mark of 100 for each Paper, shall be conducted by the Supervisor/HOD/Principal within two years in consultation with the Doctoral Committee.
- (c) Generally, the Paper-I shall be on Research Methodology, and the Paper-II shall be on the specific area of research and allied fields. However, considering the courses passed by the candidate and his/her experience, the titles of the above courses and syllabi shall be suitably defined by the Doctoral Committee. The Doctoral Committee can also suggest additional courses taking into account the candidate's proficiency in the topic of research.
- (d) Syllabus for the Paper-I shall be prepared and published by the respective School Boards for the benefit of the Ph.D. scholars.
- (e) Evaluation of Paper-I will be done by the teacher who offers the course and Paper-II will be evaluated by the Supervisor / teacher who offers the course. The passing minimum for each of the Papers shall be 55 % marks. Each Paper of the Ph.D. course work shall be with a minimum of 4 credits. The course work shall have a total minimum credits of 8 and maximum credits of 16.
- (f) A candidate who fails in the written examination of one or more Papers may be permitted to reappear for the examination of those Papers only once. All the candidates shall have to clear the Part-I Examination within two years from the date of registration.

- (g) A candidate who fails in any Paper in the second attempt shall not be permitted to continue and the provisional registration shall be cancelled.
- (h) Apart from above, all Ph.D. Scholars are required to complete a course on **“Research and Publication Ethics (RPE)”**.
- (i) **Ph.D. Scholars** may choose **“Research and Publication Ethics (RPE)”** for following the one of the options for completing the course and evaluation process with award of grade:
 - 1) The Ph.D. Scholars may complete this course offered by their respective School/Department/Centre or by other Schools/Departments/Centres of the University.
 - 2) Ph.D. Scholars may complete this course online through UGC recognized platforms including SWAYAM.
 - 3) Ph.D. Scholars may complete this course by participating in workshops on “Research and Publication Ethics (RPE)” for minimum of 5 days duration (30 hours) conducted by UGC recognized Institutions including Human Resource Development Centre (HRDC).

Exemption from Pre-Ph.D. - Part-I Exam

Candidates with M. Phil./M.Tech. qualification or Post-Graduate professional qualifications mentioned in clause 1.1 (b) and 1.1 (c) of the Ph.D. regulations or any other qualification as prescribed by the University from time to time are exempted from taking the pre-Ph.D. Part-I Examination, provided they are admitted to the research programme in their own Faculty / Discipline and based on the recommendation of Doctoral Committee.

However, these candidates, if they have not completed courses on (1) Research Methodology and (2) Research and Publication Ethics (RPE) at M.Phil / M.Tech., they will be required to complete these two courses under Part-I of Ph.D. Programme.

6.2. Confirmation of Provisional Registration and submission of Thesis under Part –II

- (a) The Provisional Registration of a candidate for the Ph.D. Degree shall be confirmed on receipt of the report of the result for the Ph.D. Part-I Examinations conducted under the supervision of the Supervisor/HOD and the Candidate will be registered under Part-II of the Ph.D. programme, namely, the Thesis and the Viva-Voce. Such candidates shall be required to choose a research topic programme and submit a Thesis incorporating the results of his / her investigations carried out under the guidance of the Supervisor.
- (b) Candidates admitted to the Ph.D. programme under Part-time (External) are required to be present in the concerned Department for at least 90 days continuously or on maximum of 3 spells before submitting the Ph.D. Thesis. The time spent by the Candidate in field studies/ visits to laboratories for research work/ interactions with the co-Supervisor could be also included in the above minimum residence requirement of the programme, subject to the approval of the Doctoral Committee, HOD and the Dean.

6.3. Conversion from Full-time to Part-time and Vice-versa

- (a) Conversion of the Ph.D. research from full-time to part-time and vice-versa will be allowed only in special circumstances on the recommendation of Doctoral Committee after completion of two years from the date of registration and on payment of the prescribed status change fee of Rs.5000/-.

- (b) The following formula will be adopted for the conversion of the Ph.D. programme from full-time to part-time and vice-versa: the residual period that the candidate has to complete at the time of his / her request for conversion (from full-time to part-time or part-time to full time, as the case may be), for fulfilling the requirement of the minimum duration of submitting the Thesis under the existing category, will be taken note of, and the equivalent period of the corresponding number of days shall be determined and intimated to the Candidate, without exceeding the maximum duration.

7. Cancellation of Registration

- (a) Registration may be cancelled on the recommendations of the Doctoral Committee, based on the lack of progress as reported by the Guide, and also after giving due opportunity to the Candidate for defending his/her case.
- (b) In case the progress of the Research Scholar is unsatisfactory, the Doctoral Committee shall record the reasons for the same and suggest corrective measures. If the Research Scholar fails to implement these corrective measures, the Doctoral Committee may recommend with specific reasons the cancellation of the registration of the Research Scholar.
- (c) Registration of the Candidate will be automatically cancelled if he / she fails to submit the Ph.D. Thesis within the maximum time limit prescribed in clause 3.4.

8. Supervisors

8.1. Assignment of Supervisor/s

- (a) Assignment of supervisor will be mainly according to the Candidate's preference. The Candidate will select the Supervisor according to his / her area/s of interest commensurate with the Supervisor's area of specialization. The Candidate will be required to select 2 Guides, out of which one will be allotted by the Admission Committee in accordance with his/her availability. In the event of non-availability of the Supervisor(s) chosen by the Candidate, the Admission Committee may recommend any other Supervisor in the field.
- (b) The Pondicherry University shall prepare a Panel of Research Supervisors in each discipline from both within the University and from leading research centers/institutions in India and abroad. The selection of the Supervisors for empanelment shall be made both with the consent of the person and after due deliberations of his academic standing by the concerned School Board and approval of the Academic Council. The Panel of Supervisors shall be put on the website of the University and the prospective candidates can enter into advance correspondence with the Supervisor and obtain his / her consent letter.
- (c) In order to promote interdisciplinary Research, the Supervisor and co- Supervisor can be chosen from allied subjects from the same School or other Schools.
- (d) A Supervisor may be chosen by the Candidate from any Institution in India and abroad, provided that he/she has been recognized by the Pondicherry University as Research Supervisor of the Ph.D. program.
- (e) In the event of an external Supervisor, there shall be a co-supervisor from the Pondicherry University.

- (f) Internal and external part-time and full time Ph.D. students with the approval of the Admission Committee / Doctoral Committee can have co- Supervisors from other Departments of the University or from any Institution in India, duly recognized by the University of the Research Supervisor.
- (g) A Research Supervisor/co-Supervisor who is a Professor, at any given point of time, cannot guide more than eight Ph.D. Scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six Ph.D. Scholars, and an Assistant Professor as Research Supervisor can guide up to a maximum of four Ph.D. scholars. Vacancy shall be reckoned on the submission of the Thesis.
- (h) Each supervisor can guide up to two international research scholars on a supernumerary basis.
- (i) A Candidate's close relatives/blood relations/spouse cannot be assigned as his/her Supervisor.
- (j) Faculty members shall obtain prior permission from the competent authority of the University to act as Co-Supervisor of Ph.D. scholars in other Universities.
- (k) In case of the relocation of a 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 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 Institution and the guide for the part of research already done there.

8.2. Recognition of Supervisors

- (a) Professors / Associate Professors / Assistant Professors of Pondicherry University, appointed as regular faculty and holding a Ph.D. degree, are eligible to guide from the date of their joining the University.
- (b) Teaching faculty working in affiliated colleges / institutions which are recognized for conducting the Ph.D. programme, appointed as regular faculty, holding a Ph.D. degree with at least two years of teaching experience and three publications in UGC approved journals or standard journals published after the award of their Ph.D., can apply for recognition. On the recommendation of the concerned Dean and / or a panel of subject experts, recognition may be approved by the Vice-Chancellor.
- (c) Scientists / Faculty of a rank at least equivalent to that of Assistant Professor and having the prescribed qualification mentioned for teaching faculty (8.2 (b)) employed in approved research centres / institutions, in India or abroad, can also be recognized by this University as Supervisors for Ph.D.

- (d) Provided further that in the Faculty of Medicine, a person holding Post-Graduate qualifications with five years of teaching and research experience after acquiring the Post- Graduate qualification, and with not less than five years of teaching experience at the Post-Graduate level and at least three MCI approved publications (one should be PubMed – indexed as first author or corresponding author), shall be eligible for recognition as a Supervisor for the Ph.D. programme.
- (e) Provided further that in the Faculty of Law, a person holding a Ph. D. degree with five years of teaching and research experience after acquiring the Post- Graduate qualification in Law and with not less than one year of teaching and research experience at the Post-Graduate level after obtaining the Ph.D. degree, and at least two publications in reputed UGC approved journals or standard journals shall be eligible for recognition as a Supervisor for Ph.D. research work.

8.3. Responsibilities of Supervisors

- (a) The Supervisor carries the major responsibility of guiding the academic progress of the Candidate throughout the period of study. He / she counsels the Scholar in academic matters, and provides guidance on the nature of course work and research, the standards expected, the adequacy of progress, and the quality of work.
- (b) Maintaining the copies of records of the reports/minutes of the Doctoral Committee.
- (c) A Supervisor, who will be superannuating in less than **three** years period, cannot take a new Ph.D. student. However, he/she can co-supervise new students.
- (d) To ensure the successful and timely completion of the programme, it is essential that Supervisors and their Scholars maintain regular contact. Supervisors must give their Scholars advance notice if they plan to be absent from the University for an extended period of time, of at least six months, and make suitable arrangements for the continued supervision of the Scholar.

8.4. Change of Supervisor

- (a) In case of the absence of the allotted supervisor for more than 6 months and up to 1 year, a Supervisor in-charge may be allotted from the same Department or related Department with the approval of the Doctoral Committee.
- (b) In case of the Supervisor leaving the University permanently or on deputation elsewhere or otherwise for a period of more than one year, the Candidate may be permitted to change the topic of research, if necessary, with a change of the guide. The duration of research will be the same if the topic of research remains the same. If there is a change in the topic, the minimum duration of research will be decided by the Doctoral Committee.
- (c) Based on the recommendation of the Doctoral Committee, HOD and Dean, the Vice- Chancellor may approve a change of Supervisor under conditions such as non-availability of the Guide for more than one year or any other extraordinary condition.

8.5. Co-Supervisor/Co-Guide

- a) To accommodate interdisciplinary aspects of research, a Supervisor can act as a co-Guide on the basis of recommendation of the Doctoral Committee with the approval of the Director/ Vice-Chancellor. The number of candidates registered under a co-Guide shall not be taken into consideration while counting the permissible number of candidates registered under a particular Guide/Supervisor. The main Supervisor / Guide shall be responsible for the successful completion of the Ph.D. programme of a Candidate.
- (b) The University shall prepare a Panel of External Supervisors chosen from amongst the leading and well known researchers in various fields. This Panel shall be prepared by invitation of expression of interest from National Laboratories, National Research institutions and overseas Universities.

9. Institutions where Research can be done

- (a) All the Schools / Departments / Centres of the Pondicherry University.
- (b) Post Graduate Departments of Colleges/Institutions affiliated to the University with at least two Ph.D. qualified teachers and having necessary facilities to carry out Ph.D. research and duly recognized for Doctoral Research, based on the recommendation of an Expert Committee in the branch of study concerned. The recognition for conducting research is valid for ten years, and the Expert Committee shall renew it after due inspection.
- (c) Regional Research Institutes located in the territorial jurisdiction of the University.
- (d) National Research Institutes under ICMR, CSIR, ICSSR, IIA, NGRI, DRDO, DAE, etc, and all Government of India Research Institutes of national importance deemed to have been recognized as Research Centres.
- (e) Colleges with adequate facilities for research as mentioned below alone shall offer Ph. D. programmes.
 - (i) 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;
 - (ii) Colleges may also access the required facilities of the neighboring Institutions/Colleges, or of those Institutions/ Colleges /R&D laboratories/Organizations which have the required facilities.
 - (iii) 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. Twinning Programme/Joint Degrees

Where the research work has been carried out at Pondicherry University and another University/Institution in India or abroad under an MOU, where a provision for joint degree exists, the Ph.D. degree will be jointly awarded by both the Universities.

11. Synopsis

- (a) Based on the assessment of research work of the candidate and upon recommendation by the Doctoral Committee, the candidate shall make a presentation of the Synopsis in the Department in the presence of Doctoral Committee. Subsequently, the candidate shall submit **three** copies of the Synopsis of the Thesis along with the electronic version, through the Supervisor, HOD and Dean to the Controller of Examinations. The Candidate shall prepare the Synopsis carefully in consultation with the Supervisor. The Synopsis should bring out in an abridged form, the aims for conducting research, work done, results and findings.
- (b) The Synopsis of the Thesis shall not be less than four pages or exceed ten pages, typed on A4 size paper with one and half space. The University shall prescribe a format for the Synopsis from time to time. The Candidate shall also submit the electronic version (read only format) of the Synopsis.
- (c) A Panel of not less than ten examiners, at least six from India (outside the University area) and at least four Foreign Examiners from Developed Countries along with a resume, shall be recommended by the Doctoral Committee for evaluating the Thesis. Any person related to the candidate or Supervisor(s) should not appear in the panel of examiner. The Panel of Examiners shall be duly endorsed by the Head of Department and Dean of the concerned School and sent to the Controller of Examinations. The Supervisor may contact each member in the Panel of Examiners to seek their consent to be placed in the Panel.
- (d) After the submission of the Synopsis and on the nomination of the Examiners by the Vice- Chancellor, the Controller of Examinations shall send the Synopsis and obtain the consent of the Examiners.
- (e) The Doctoral Committee shall encourage the Ph.D. scholar to publish research papers in refereed journals of good standing in the discipline and make presentations in conferences/seminars before the submission of the Thesis for adjudication, although these are not mandatory.

12. Submission of Thesis

- (a) The Ph.D. programme culminates with the submission of a Thesis of a substantial work of original research carried out by the Candidate under the guidance of the Supervisor. It is expected to be potentially publishable and stand peer review.
- (b) The Candidate shall submit **four** copies of the Thesis in a soft bound form to the Controller of Examinations for evaluation by the Experts. Once the Thesis gets approved, the Candidate shall incorporate all the corrections / suggestions, if any, and resubmit **two** final version of the Thesis in hard bound form to the Supervisor and **two** copies in the electronic form (read- only format) through the Supervisor and Head of the University Department / Head of the Institution, and the Dean. The Supervisor shall certify that the corrections / suggestions (if any) were incorporated.

- (c) The Thesis should be submitted to the University for evaluation not later than **six** months after the submission of the Synopsis, through the Supervisor, and through the Head of the University Department /Head of the Institution, and the Dean, along with his / her application for the Ph.D. Degree.
- (d) The Thesis should be scrutinized by a software / gadget approved by the University to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the Thesis shall have an undertaking from the Research Scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.
- (e) If a Candidate is unable to submit the Thesis within six months from the date of the submission of the Synopsis, on the recommendation of the Doctoral Committee, HOD and Dean, he/she may be given a maximum of two extensions of three months with the approval of the Vice-Chancellor. If a Candidate fails to submit the Thesis within one year from the date of the submission of the Synopsis, he/she has to submit the Synopsis again based on the recommendations of the Doctoral Committee. The Supervisor shall then submit a fresh Panel of Examiners with the approval of the Doctoral Committee. In all the cases, the maximum time limit for the submission of the Thesis prescribed in clause 3.4 is applicable.
- (f) Supplementary Papers to the Thesis, printed copies of any contributions to the knowledge of the subject or of any cognate branch of science that may have been published in journals or periodicals may also be included along with the Thesis or given as Bibliography.
- (g) Every Candidate shall submit with his/her Thesis a Certificate from the Supervisor under whom he / she worked, that the Thesis submitted is a record of original research work done by the Candidate during the period of study under his/ her supervision and that the Thesis has not previously formed the basis for the award to the Candidate of any Degree, Diploma, Associateship, Fellowship or other similar titles, and that the Thesis represents independent work on the part of the Candidate.

13. Adjudication of Thesis

- (a) The Ph.D. thesis submitted by a candidate shall be evaluated by his/her Research Supervisor and two external examiners who are experts in the field and not in employment of the University. Such examiners should be academics with a good record of scholarly publications in the field. One of the external examiners should be chosen from outside India except in certain subjects like Indian Languages.
- (b) The Examiners who value the Thesis shall report on the merit of the candidate for the Ph.D. Degree as follows:
 - i. **The Thesis be accepted for the award of the Ph.D. degree in the present form.**
 - ii. **The Thesis be accepted for the award of the Ph.D. degree after minor corrections / revisions.**
 - iii. **The Thesis can be passed after obtaining clarifications at the time of Viva-Voce.**
 - iv. **The Thesis be revised and resubmitted for evaluation.**
 - v. **The Thesis be rejected.**

- (c) If the Thesis is approved, each Examiner may ask clarifying questions, if any, to be answered at the time of Viva-Voce.
- (d) When Examiners differ in their opinion while evaluating the Thesis: In case, all the three examiners or two out of three examiners have not commended, the Thesis shall be rejected and the registration cancelled. In case, one of the three Examiners has not commended, then, the Thesis shall again be referred to a fourth Examiner either Indian or Foreign as the case may be. If the fourth Examiner commends the Thesis, the Candidate shall be allowed to appear for the Viva-Voce examination. If the fourth Examiner does not commend the Thesis, it shall be rejected and registration cancelled.
- (e) Once all the reports are received by the Controller of Examinations, he/she shall forward them in a sealed cover to the Supervisor.
- (f) If the Examiner / Examiners insist on any correction / revision to be made in the Thesis, the same shall be made by the Candidate before the public Viva-Voce Examination and certified by the Supervisor and the Doctoral Committee.
- (g) If the Examiner / Examiners explicitly suggest(s) requirement of the revision and re-submission for further examination, then the revised Thesis duly certified by the Guide, Doctoral Committee, HOD and the Dean shall be sent to the same Examiner for further evaluation. In the absence of such a statement or if the Examiner concerned specifically instructs that the revised Thesis need not be sent back to him / her, the revised Thesis duly certified by the Guide, Doctoral Committee, HOD and the Dean shall be accepted.
- (h) The Candidate should revise and re-submit the thesis within the shortest possible period – in any case not later than one year from the date of the communication of the notice from the University.
- (i) In case the Candidate fails to submit the revised form of the Thesis within one year, the process of thesis evaluation gets cancelled. Then, the Candidate shall submit again the Synopsis to start the process of thesis evaluation. The maximum time limit for the submission of the Thesis remains the same as prescribed in clause 3.4.
- (j) The Supervisor shall send specific recommendations along with a consolidated report endorsed by the Doctoral Committee, to the Controller of Examinations through the HoD and the Dean. with a request for permission to conduct viva-voce examination.

14. Viva-Voce Examination

- (a) The Supervisor and one of the external examiners who evaluated the Thesis shall conduct the public Viva-Voce Examination. In case both the external examiners who evaluated the Thesis are not available, the University may appoint an alternate examiner, preferably from the panel previously submitted, for conducting the Viva. If foreign examiner is appointed for viva voce examination, it will be necessarily conducted online.
- (b) The Supervisor shall fix the date and time of the Viva-Voce in consultation with the External Examiner appointed by the University for conducting the Viva- Voce Examination. The Supervisor shall give wide publicity and at least 10 working days' (excluding Saturday, Sunday and Public Holidays) notice for scheduling this Examination. The maximum time limit for conducting the Viva- Voce shall be three months from the date of consolidation

of reports. If the Candidate fails to take the Viva-Voce within three months on valid grounds, the Vice-chancellor can permit two three-month extensions on specific request from the Supervisor through the Doctoral Committee, HOD and the Dean. If the candidate fails to take the Viva-Voce even after the extension, the Ph.D. registration gets cancelled.

- (c) The Viva-Voce can be held on any working day of the University. However, no Viva-voces shall be held until one week after the final version of the Thesis is made available to the Controller of Examinations and the University Library.
- (d) After conducting the Viva-Voce Examination, the Supervisor shall send the minutes of the viva-voce examination with the result of this Examination to the Controller of Examinations, through the HOD and Dean, A candidate who is successful in the public Viva-Voce Examination shall be declared to have provisionally qualified for the Ph.D. degree.
- (e) A Candidate, who is not successful in the public Viva-Voce Examination, may be permitted to undergo the Viva-Voce Examination a second time, within a period of four months. In the event of he / she is failing again, his / her candidature for the Degree will be rejected.

15. Award of Degree

The University shall consider the reports and decide whether the Candidate is worthy of the Degree of Doctor of Philosophy and may take further action in accordance with such a decision.

16. Publication of Thesis

- (a) The Thesis is a public domain document and the research embodied in the Thesis may be published in part in reputed journals or in the form of book.
- (b) The University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET for hosting the same, so as to make it accessible to all the Higher Educational Institutions and research institutions..

17. Power to Remove any Difficulty

- (a) Any disputes/difficulties in the conduct of the Ph.D. programme may be resolved by the concerned Dean in consultation with the Scholar, Guide, HOD and Doctoral Committee Members.
- (b) If necessary, the Dean may constitute a Committee to resolve the disputes/difficulties and the recommendations may be forwarded to the Vice- Chancellor for the final decision.
- (c) The Vice-Chancellor / Academic Council has powers to remove any difficulty while implementing this programme, notwithstanding whatever said above.

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