




इंदिरा गाँधी राष्ट्रीय जनजातीय विश्वविद्यालय, अमरकण्टक (म.प्र.)  
( केन्द्रीय विश्वविद्यालय )  
Indira Gandhi National Tribal University, Amarkantak (M.P.)  
( A Central University )

Ref. No. IGNTU/990/2016

Date: 25.11.2016

**NOTIFICATION**

The Executive Council of the University in its 25<sup>th</sup> meeting held on 24.11.2016 has approved the IGNTU Ph.D. REGULATIONS 2016 (In accordance with the UGC [Minimum Standards & Procedure for Award of M.Phil/PhD Degree] Regulation 2016) on the recommendation of the Academic Council. These regulations are notified herewith and have come into force w.e.f. 23.11.2016. i.e. from the date at which Academic Council approved the draft regulations. A copy of the regulations is enclosed herewith.

  
Registrar (I/c)

Copy to:

1. PS to VC for kind information to the Hon'ble Vice Chancellor
2. Deans of the Faculties
3. Heads of the Departments
4. Director (Academic & Research)
5. Controller of Examinations
6. System Analyst for uploading of Notification & Ph.D. Regulations on University's Website.
7. Rajbhasha Cell

**INDIRA GANDHI NATIONAL TRIBAL UNIVERSITY, AMARKANTAK**

**PhD REGULATIONS 2016**  
**(In accordance with the UGC [Minimum Standards & Procedure for Award of**  
**M.Phil/PhD Degree] Regulation 2016)**

## **1. Short title, Application and Commencements**

1.1. The degree of ‘Doctor of Philosophy’ shall be abbreviated as ‘PhD’

1.2. These regulations will be called “Indira Gandhi National Tribal University (henceforth IGNTU, the University) (Minimum Standard & Procedure for Award of PhD Degree) Regulation 2016

1.3. They shall be applicable to all the disciplines/subjects offered by the IGNTU and its Regional Campuses (henceforth RC) and other institutions/centers recognized by IGNTU through valid Memorandum of Understandings (MoU);

1.4. They shall come into force from the date at which Academic Council approved the draft regulations. All previous PhD Regulations issued by the University will become null and void with the date of issuance of these regulations.

1.5 Award of degrees to candidates registered for the PhD programme on or after July 11, 2009 till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil/Ph.D Degree) Regulation, 2009.

1.6. Notwithstanding any provisions contained in these regulations, the University reserves its power to change/amend these regulations, if needed, at any time.

## **2. Advertisement, Number of seats and Commencement of admission**

2.1. The University shall make a detailed advertisement, including essential qualification, number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, list of examination centers, number and specialization of available research supervisors, reservation of seats and last date for submission of the application form etc., for the benefit of the candidates, in at least two national newspapers, of which at least one shall be in the regional language, as well as on the University website.

2.2. On an annual basis as recommended by concerned academic bodies (i.e., Academic Council (AC) of the University as per the suggestion of the concerned Departmental Research Committee (DRC) and approved by the Research Degree Committee of the University (RDCU), a predetermined number of PhD scholar to be admitted in various departments of the University and RCs.

2.3. Candidates have to make online application or as the case may be in the prescribed format available on the University website (<http://www.igntu.ac.in>).

2.4. Reservation of the seats for SC/ST/OBC (non-creamy layer)/Differently-abled and other categories of candidates shall be as per the University norms/Govt. of India Rules.

2.5. The number of seats reserved for SC/ST/OBC categories may be reduced proportionately if number of qualified candidates is less. The vacant seats reserved for SC/ST/OBC candidates, if any, shall be filled as per Government of India rules.

2.6. Each SC/ST/OBC candidate shall have to submit a copy of the cast Certificate issued from the notified person/authority, mentioning that the candidate belongs to SC/ST/OBC community. Such certificates shall be subject to verification from the concerned District Magistrate. The caste Certificate should be in the government approved format and should clearly state: (a) Name of his/her caste/tribe (b) Whether s/he belongs to SC/ST/OBC (c) District and the State or Union Territory of his/her ordinary residence and (d) the appropriate Government of India Schedule under which his/her caste/tribe is approved. Further, the OBC certificate should clearly mention that the candidate does not belong to creamy layer. Likewise, Differently-abled candidate has to produce valid certificate on his disability from an appropriate authority, as specified in the then applicable government rules;

2.7. The reservation policy shall be applied at the departmental level.

### **3. Eligibility criteria for admission to PhD programme**

3.1. Candidates for admission to PhD programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational institutions accredited by an Assessment & 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 for the purpose of accessing, accrediting or assuring quality and standards of educational institutions.

3.2. 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 and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3.3. Candidates possessing a Degree considered equivalent to M.Phil Degree of an Indian Institution, 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to PhD programme.

3.4 Candidates who have cleared the M.Phil. Course Work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completed the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme (if any). 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 and other categories of candidates as per the decision of the University from time to time.

#### **4. Duration of the programme**

4.1. PhD programme shall be for a minimum duration of three years, including course work and a maximum of six years.

4.2. If a candidate fails to submit the thesis at the end of the stipulated period (3 year), the DRC, may grant an extension of up to two years (one year at a time) for the submission of the thesis, on the request of the concerned RAC.

4.3. If a candidate fails to submit the thesis within the extended period (i.e., 3 years + 2 years = 05 Years) due to cogent reasons, s/he may be given additional one year of extension for submitting the thesis, by the concerned DRC, on the request of concerned RAC, such that the total period for the submission of the thesis counted from the date of his/her admission does not exceed six years. However, the University shall not provide fellowship to such scholar for the extension period beyond the period mentioned in clause 13 of this regulation or whatever is decided by the Academic Council. No further extension shall be given under any circumstances.

4.4. However, the women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years in the maximum duration (i.e., 8 years).

4.5. After the expiry of six-year period, the candidate has to re-register himself, for which the candidate shall apply giving the reasons due to which s/he could not submit the thesis and his/her application is duly forwarded and recommended by the concerned RAC and the DRC.

#### **5. Procedure for admission**

A candidate who possess the requisite qualification as defined in clause 3 of the regulations shall be eligible for admission to the PhD programme through either of the following modes:

## **5.1. Admission through Entrance Test (Research Eligibility Test, RET)\* :**

(As per ACR 18/15/233):

5.1.1. The examinations section of the University shall conduct RET once in a year, at the centers notified in the advertisement. The results of which shall remain valid for one academic year (two semesters). The merit list shall be maintained by the Dean of the concerned faculty.

5.1.2. Seats, as decided by the Academic Council, in each department/school shall be filled through RET.

5.1.3. The RET shall be for qualifying purpose only, with qualifying marks as 50% or as decided by the Academic Council. Relaxation of 5% in qualifying marks shall be given to SC/ST/ Differently-abled category candidates. The syllabus of the RET shall consist of 50% of research methodology and 50% shall be subject specific. Questions paper shall be comprised of Objective type questions with multiple-choices, with no negative marking.

## **5.2. Exempted category (Direct admission)**

Seats, as decided by Academic Council, in each department shall be filled through direct admission. That is, a candidate who fulfils any one of the following criteria shall be exempted from the RET (without appearing in the RET). However, s/he has to apply the application form and appear in viva-voce/personal interview like RET-qualified candidates.

5.2.1. A candidate who is qualified in a national level test such as National Eligibility Test (NET-JRF), NET-LS (without fellowship), GPAT, SLET etc. /Sponsored Candidates ( as per ACR18/15/233).

5.2.2. A candidate who is a recipient of National Doctoral Fellowship or other fellowships from government/semi-government organizations (through All-India selection procedure conducted by the agency/ organization for award of research fellowships) such as Council of Scientific and Industrial Research (CSIR), University Grants Commission (UGC), All India Council for Technical Education (AICTE), Department of Science and Technology (DST), Defense Research and Development Organization (DRDO), Department of Atomic Energy (DAE), Department of Biotechnology (DBT), Indian Council of Agricultural Research (ICAR), Indian Council of Medical Research (ICMR), Ayurveda Yoga Unani Siddha Homeopathy (AYUSH) and other similar national level organizations.

5.2.3. A regular teacher selected under Quality Improvement Program (QIP) of AICTE, Faculty Development Programme of the UGC.

5.2.4. An employee of any other university/ institution/ college/ government department/public sector undertaking/ R & D organization/ private industry, who is

sponsored as a full-time candidate by the said organisation, with at least 2 years of experience in the relevant area, and who is relieved on study leave for a period of not less than two years for pursuing PhD programme in a Department of the University.

5.2.5. A foreign national who is a recipient of fellowship by Indian Council for Cultural Relations (ICCR), Government of India and who is sponsored by his/her government.

5.2.6. A self-financing foreign national who is admitted through the Embassies/High commission of his/her country or admitted under a MoU with due clearance from the Indian Missions abroad. As per revised guidelines/ instructions of the Department of Higher education, MHRD, GOI on grant of research visa, the foreigners who desire to undertake research in India, should therefore, apply to the concerned Indian Missions abroad with the brief synopsis of the research project to be undertaken in India, the details of places to be visited, previous visits, whether the scholar has secured admission into a recognized or reputed institution and evidence of financial resources.

*Note: Before the admission, the equivalence committee of the concerned faculty shall decide the equivalence of the degree possessed by the foreign candidates. S/He shall be admitted to the PhD programme only if the degree possessed entitles him for enrolment as PhD scholar in the Universities of his/her own countries. Further, there shall be a fixed quota for admission to the self-financing foreign nationals (10% of the total available seats in a department).*

5.2.7. A candidate, working in an externally funded research project in the University as a research personnel (JRF, PA, etc.), may be allowed to register for PhD in the University provided s/he has qualified the RET or comes under exempted category as specified in 5.2.1 and 5.2.2. of these regulations. Provided further that in such cases, the consent of the PI and the supervisor (in case PI is not the supervisor) is available to the effect that the research work of the Project and that of the PhD are overlapping and/or working in both simultaneously will not hamper the interest of either. Such candidate may (depending on the availability of funds) or may not receive fellowship from the University for the remaining period based on DRC recommendation. (i.e., time taken to complete the PhD work after the project is over).

5.2.8. A regular teacher of the IGNTU and including its Regional Centers be designated as internal candidate. S/He has to produce a No Objection Certificate from the employer. Such candidates will have to avail six-months study leave so as to complete the course work.

5.2.9. A non-teaching regular employee of the IGNTU and its Regional Centers be designated as internal candidates. S/He has to produce a No Objection Certificate from the employer. Such candidates will have to avail six-months study leave so as to complete the course work. Such candidates shall have to pass RET for PhD Programme or qualify under exempted category.

5.2.10. Qualified candidates from both categories (RET and exempted categories) will have to face personal interview/ viva-voce. The interview/viva-voce shall include discussion on whether the candidate possesses the competence for the proposed research; whether or not the research work can be suitably undertaken at the department; possible contribution of the proposed area of research to new/additional knowledge.

### **5.3. Classification of the candidates**

A candidate admitted to the PhD programme in a department/school shall be classified under any one of the following categories:

#### **5.3.1. Full-time Research Scholar**

A candidate who has been admitted to the PhD programme through RET, or by direct admission (exempted category) based on the eligibility criteria mentioned in Clauses 5.1. and 5.2. shall be referred to as a full-time research scholar.

#### **5.3.2. Internal Full-time Research Scholar**

A candidate who has been admitted directly to the PhD programme based on the eligibility criteria mentioned in Clauses 5.2.8 and 5.2.9. shall be referred to as an internal full-time research scholar.

5.3.3. A candidate from recognized research centre, who has been admitted to PhD Programme through RET or equivalent tests recognized by the university or exempted category, shall also be permitted to work as an external full-time research scholar under the provisions of these regulations, conditions laid down in MoU signed between IGNTU & recognized centre of research and resolutions of Joint Co-ordination Committee with due approval of the competent authority.

#### **5.3.4 Part-time Research Scholar ( as amended by ACR 18/15/233)**

5.3.4.1 Eligibility and admission criteria for Part-time Ph. D. Scholar will be the same as mentioned in the IGNTU Ph.D. Regulations 2016

5.3.4.2 Part-time research scholars are to submit No Objection Certificate from their employer after the selection under Ph.D. programme.

5.3.4.3 PhD course work shall be mandatory for Part-time Research Scholars with six months residency.

5.3.4.4 Part-time Research Scholars will not be provided any fellowship and hostel facilities.

5.3.4.5 Employee in govt. organization/public sector undertaking and reputed corporate organizations shall be eligible for the Part-Time PhD programme.

These sponsored candidates shall be exempted from the RET.



#### 5.4. The merit list

The admission to the PhD programme shall be based on the merit of the candidates which shall be determined separately for the candidates seeking admission through RET and through direct admission.

5.4.1. For candidates seeking admission through RET, the merit list shall be based on the total marks obtained by the candidates from the following components:

- ii) Academic Record
- iii) Personal Interview

5.4.2. For the candidates seeking direct admission, the merit list shall be based on the total marks obtained by the candidates from the following components:

- i) Academic Record
- ii) Personal Interview

5.4.3. If a candidate is an applicant and also eligible for admission to PhD programme in a faculty different from the one in which he/she has obtained the qualifying degree, s/he shall be allowed to appear in the RET conducted for maximum possible subjects, depending upon suitability of other provisions of rules and regulations of the University.

5.4.5. The number of candidate called for personal interview/viva-voce shall be decided by the university, depending upon the number of seats in the department/faculty.

5.4.6. The interview/viva-voce to be conducted by an *Admission Committee* with following composition:

- |  |             |
|--|-------------|
| a. The Dean of the Faculty concerned (in case of single discipline Faculty)/Head of the Department                                       | Chairperson |
| b. All eligible research supervisors   | Members     |
| c. One person each representing SC/ST/OBC/Women and Minority from the teaching community if not already represented by the above members | Member      |

5.4.6.1. During the interview/viva-voce the admission committee shall consider following aspects, viz. whether:

5.4.6.1.1. the candidate possesses the competence for the proposed research;

5.4.6.1.2. the research work can be suitably undertaken at the University;

5.4.6.1.3. the proposed area of research can contribute to new/additional knowledge.

5.4.7. On receipt of the letter of admission, each candidate shall pay the prescribed fees and complete other formalities pertaining to admission within the stipulated time

5.4.8. After the payment of fees, the candidate shall submit an application to the Head of the Department/Coordinator of the School/Centre giving the proposed topic of research. An external full-time candidate is required to submit the consent of the proposed external co-supervisor along with the above application.

5.4.9. Keeping the candidate's research interest in view, the DRC shall assign a supervisor and a co-supervisor, if required, with their consent, to supervise the research work, and allot a topic of research to the candidate which can be pursued in the Department/Centre (or in his/her parent institution/recognized research centre, for the case of external full-time candidate).

5.4.10. The Head of the Department/ Centre shall send a complete list of the admitted candidates along with the necessary details to the Academic Section with a copy to the Dean of the Faculty within a week from the date of admission.

5.4.11. The university shall maintain the list of the registered/provisionally Registered PhD scholars on its website on year-wise basis. The list shall include the name of the candidate, topic of his/her research, name of supervisor/co-supervisor, date and number of enrollment/registration, likely date of completion of Ph.D., status of fellowship (if applicable), name of the funding agency etc. The academic section shall maintain the record of registered scholars including the progress report. A copy of progress report shall be submitted to Fellowship/Scholarship Section (if applicable).

5.4.12. During the period of research work as specified in clause 11 of these regulations, No PhD scholar shall accept any paid assignment apart from Research Fellowships/externally funded research project assignments etc. provided it is not detrimental to his/her research programme as determined by the DRC.

5.4.12. A PhD scholar shall not be permitted to join any other degree course. However, he/she may be permitted to join part-time Diploma or Certificate Course(s) by the DRC on the recommendation of the RAC provided it is not detrimental to his/her research programme.

## **6. Research supervisor/co-supervisor**

The University shall prepare a list of eligible research supervisors/co-supervisors recommended by DRC and approved by the Research Degree Committee of the University (RDCU).

### **6.1. Eligibility for Research Supervisor /co-supervisor**

6.1.1. Only a full time regular teacher of the University can act as a supervisor; external supervisors are not allowed. However, co-supervisor can be allowed in when and where needed from the same or other departments of the University or from other institutions on the request of Research Advisory Committee (RAC), with the approval of concerned DRC.

6.1.2. Any regular Professor and Associate Professor of the IGNTU, Amarkantak, including Regional Campuses, provided that s/he must have published five research papers/articles/book in journal of national and international repute, during the last five years of their service shall be eligible to be appointed as supervisors and co-supervisor.

6.1.3. Any Assistant Professor of the IGNTU, Amarkantak, including Regional Campuses who have completed their probation period, and holds a PhD degree, as well as s/he must have two research papers/articles/book published in journal of national and international repute shall be eligible to be appointed as supervisors and co-supervisors.

*Provided that in area/discipline where there is no or only limited number of refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.*

6.1.4. A faculty member on retirement may be appointed or continue as co-supervisor, if s/he is reemployed or appointed as Emeritus Professor/Scientist/ Fellow on retirement by the University.

6.1.5. A faculty member who is due to retire within the next three years (62 Years of age) can be appointed as a supervisor and can continue as co-supervisor even after his/her retirement provided the DRC is convinced of his/her availability for continued guidance to the candidate.

6.1.6. A teacher who has retired/resigned from the University service, may continue to be the supervisor, if the research scholar has fulfilled the minimum period requirement (i.e., 3 years) for the submission of the thesis as laid down in these regulations.

6.1.7. Scientists/Scientific Officers/Research Officers / Research Fellows, who are appointed for a minimum of 5 years period under research projects funded by national (INSPIRE, RECHARGE, Ramanujam and Ramalingam Fellowship etc.) and state level funding agencies in the University and who hold PhD degree shall also be eligible as co-supervise for PhD scholars.

6.1.8. Emeritus Professors /Scientists/Fellows appointed by the University or any national organization, shall be eligible as co-supervisor for PhD scholars, provided their tenure of appointment left in the University as emeritus professor/scientist/fellows is for a period not less than three years at the time of enrolment of research scholar.

6.1.9. No teacher shall be allowed to supervise/co-supervise his/her blood relatives.

## **6.2. Allocation of Research Supervisor and Appointment of New Supervisor**

6.2.1. Immediately after admission of the candidate (within one month), the concerned DRC shall appoint a supervisor for the candidates from the list of eligible supervisors, and decide the tentative title of his/her research work. The allocation of research

supervisor shall depend on the number of scholars per research supervisor, the available specialization among the supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce;

6.2.2. The University shall promote inter-disciplinary and cutting edge research.

6.2.3. In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting departments/institutions.

6.2.4. The request for appointing an external co-supervisor shall not be permitted after two years to the date of registration;

6.2.5. In case where the supervisor of the candidate is appointed in a sister or allied departments of the university, provision for transfer of the candidate pursuing research under his/her supervision in the earlier department shall be available provided the candidate opts for it and the DRC of the concerned department agree to the proposed transfer. However, the research scholar, subsequent upon transfer, shall be governed by the rules of the department/faculty to which he/she is transferred.

6.2.6. If the supervisor of a candidate proceeds on leave for a period of more than 12 months, s/he may request the concerned DRC to appoint a co-supervisor for the student. However, if the candidate submits the abstract of the thesis or the thesis itself before the supervisor proceeds on leave, then the existing supervisor shall continue to be the supervisor.

6.2.7. However, if a supervisor proceeds on a leave for a period more than 12 months or for a period of less than 12 months, but later extends his/her leave beyond 12 months, and there is no co-supervisor for the student, then, s/he shall cease to be the supervisor. The concern DRC will appoint a new supervisor for the student.

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

6.2.9. If the supervisor of a candidate expires or is terminated from the University service, s/he shall cease to be the supervisor.

6.2.10. In all the cases, where the existing supervisor of a candidate ceases to be the

supervisor, the DRC shall appoint the co-supervisor, if any, as the supervisor of the candidate, provided the co-supervisor is from the same discipline. If there is no co-supervisor for the concerned candidate or the co-supervisor is from a different discipline, then the DRC shall appoint a new supervisor.

### **6.3. Number of research students under a research supervisor/co-supervisor**

6.3.1. A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) PhD scholars. An Associate Professor as Research Supervisor can supervise up to a maximum of six (6) PhD scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) PhD scholars.

6.3.2. The number of PhD scholars working under a co-supervisor shall also be counted in his/her permissible quota of students.

### **6.4. Inter-disciplinary Research**

6.4.1. A candidate may be permitted or encouraged to do inter-disciplinary research. S/he may be permitted for admission/registration in a department/school/faculty other in which s/he has obtained his/her Master's degree, depending upon the nature of his/her research problem.

6.4.2. Application for research in inter-disciplinary area shall be considered on the basis of proven ability and aptitude of the candidate for such kind of work.

6.4.3. If needed, the University may develop a list of such teacher with expertise in interface subject as supervisor/co-supervisor, on the recommendation of RDCU.

## **7. Course work**

7.1. The course work shall be treated as prerequisite for PhD preparation.

7.2. Candidates already holding M. Phil degree (completed the course work in M.Phil) through regular program and admitted to the PhD programme may be exempted by the department from the PhD course work. All other candidates admitted to the PhD programme shall be required to complete the PhD course work prescribed by the department/faculty.

7.3. The course work shall be for a minimum period of one semester. Candidates shall have to qualify as per the criteria prescribed by the concerned department/faculty.

7.4. The concerned departments have to ensure that the prescribed course work must get

completed during the initial one semester.

7.5. The credit assigned to the PhD program shall be a minimum of 12 credits and maximum of 16 credits.

7.6. A minimum of four credits shall be assigned to one or more courses on Research Methodology, which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for PhD degree.

7.7. The details of the courses, course credits, passing criteria and other related matters shall be determined in accordance with the University ordinances.

7.8. All courses prescribed for PhD course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies (i.e., decided by the concerned Board of Studies and approved by the approved by the DRC). Such courses may be from the same faculty where the scholar is enrolled or from other faculties depending upon the nature of research area.

7.9. After completing the course work, the candidate shall appear in a comprehensive examination, the modality of conduct of which shall be decided by the of the concerned department/faculty.

7.10. A PhD scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the thesis.

7.11. The course work for the candidates admitted in the PhD program will be conducted once in a year. Only those candidates whose attendance are 75% or above during the course work period will be allowed to appear in the examinations. The concerned department will verify the attendance.

7.12. Candidate through his/her RAC and DRC will submit his first progress report to the academic/examination section.

## **8. Registration of candidates to the PhD program**

8.1. As soon as the candidates are admitted to the Ph.D. programme, they shall be deemed provisionally registered to the programme. The date of registration shall be the date of submission of the Admission fee.

8.2 Within a month of successfully completing the course work examinations, the candidate shall submit synopsis/research plan proposal on the proposed research work to RAC in due consultation with his/her supervisor, in the prescribed format. The chairman RAC shall forward the proposal to DRC for consideration;

8.3 The DRC shall examine the research plan proposal of the candidate, who has to deliver a detailed seminar called “Research Plan Proposal Seminar” before the DRC. The DRC shall submit a panel of three names of external experts not below the rank of University Professor for the approval from the competent authority. The approved name of external expert shall be valid for one year. DRC shall invite approved external expert at the time meeting “Research Plan Proposal Seminar”.

8.4. The DRC on its satisfaction to the research proposal and the seminar shall approve the proposal and the topic of research;

8.5. If any correction/change/improvement is suggested by the DRC, the candidate shall submit a fresh proposal and deliver the seminar within a time limit specified by the DRC (not exceeding one month in any case), and a fresh evaluation shall be done. But, if only the seminar is unsatisfactory, the candidate shall deliver only the seminar again within one month.

8.5. If the candidate fails to submit the research plan proposal within the stipulated time his/her candidature shall stand cancelled.

8.6. The DRC shall forward its recommendation along with the second progress report of the candidate to the Academic Section with a copy to the Dean of the concerned faculty. The section shall forward the recommendation of the DRC to the RDCU for approval. Once approved, the registration of the scholar shall be deemed confirmed.

## **9. Cancellation of Registration**

The registration of a PhD candidate shall be cancelled by the DRC in any one of the following eventualities:

9.1. If a candidate fails to submit satisfactory report through supervisor regularly for three years (i.e., six half-yearly progress report) his/her registration shall be cancelled.

9.2. If a candidate is absent for a continuous period of four weeks without prior information/sanction of leave.

9.3. If a candidate fails to renew his/her registration in any semester subject to the provisions contained in these regulations.

9.4. If the candidate fails to submit the thesis within the maximum stipulated time as provided in these regulations.

9.5. If the candidate resigns from the PhD programme and the resignation is duly recommended by his/her research supervisor.

9.6. If the candidate is found involved in an act of misconduct and/or indiscipline and the competent authority has recommended his/her termination.

9.7. If a candidate fails to deposit the fee within stipulated time.

## **9. Leave Rules**

9.1. A PhD scholar shall be eligible to avail a leave of 30 days in an academic year. S/he shall not be entitled for any inter-semester breaks, winter and summer vacations. However, s/he is entitled for an additional leave of up to 10 days on medical grounds in an academic year. The aforesaid leave provisions are cumulative. Further, male candidates shall be eligible for paternity leave as per University rules once during their entire tenure as research scholar. The women candidate and Persons With Disabilities (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

9.2. The leave shall be granted by the Head of the Department on the recommendation of the supervisor/co-supervisor.

## **10. Attendance Requirements**

10.1. A candidate is required to sign on all working days of the faculty in an attendance register to be kept in the office of Hod/Dean of concerned Department/Faculty, except when s/he is on duty/sanctioned leave sanctioned by RAC/ DRC/RDCU.

10.2. The attendance requirements and leave rules shall be applicable to the external full-time research scholars also during their stay in the University/recognized centre of research.

## **11. Residency Period**

11.1. A PhD Scholar shall be required to be compulsorily present in the University for a period of two years, which is known as the Residency Period (i.e., the duration s/he can not take any other paid assignment).

11.2. For internal research scholar described in clause 5.2.8. and 5.2.9., the residency period shall be of the minimum period required for completing the course work (i.e., six month).

## **12. Duty or study leaves**



12.1. If a PhD scholar is willing to proceed for data collection/field trip for less than one week period, s/he may do so on the recommendation of the concerned RAC and approved by the concerned head of the department.

12.2. The DRC may recommend a PhD scholar to pursue a part of his/her research work at a place out side the University, for a period of maximum 20 days at a stretch. However, if such recommendations are for a period beyond 20 days, the recommendations of the DRC would be placed before the Chairperson of RDCU who may permit a PhD scholar to pursue a part of his/her research work at a place outside the University without exceeding the maximum time limit for the submission of the thesis laid down in these regulations. The case shall be reported in next meeting of the RDCU.

### **13. Financial assistance**

13.1. Subject to the availability of fellowships, the Ph. D. candidates, who are admitted as full-time research scholars through RET would be entitled to the University Research fellowship of such amount as may be decided by the University and/or directed by the UGC/MHRD/Government of India from time to time. This award shall be strictly subject to the fulfillment of all the conditions governing such awards.

13.2 In addition to the University Research Fellowship, such candidates may also be entitled for contingency grant in accordance with the decisions of the University.

13.3 The maximum duration for which the University Research Fellowship can be awarded to any Ph. D. student is three years. The award shall be on year-to-year basis subject to the satisfactory academic and research performance and satisfactory performance in the discharge of responsibilities assigned to him/her under the scheme.

13.4 In case of candidates having their own fellowship from various funding agency, the terms and conditions of the funding agency shall be applicable on the candidate.

### **13. Submission of Thesis**

13.1. Prior to submission of the thesis, the candidate would have submitted at least six half-yearly progress reports to the Academic Section.

13.2. The DRC and RAC shall monitor the academic/research progress of each candidate. For this purpose, the candidate shall submit a progress report on a prescribed proforma in triplicate, at the end of each semester to the RAC through his/her supervisor and co-supervisor, if any.

13.3. The candidate shall present the progress of his/her research work through a seminar and the RAC shall evaluate the progress made by the candidate and submit its

recommendations to the concerned DRC.

13.4. The Chairman of the DRC shall forward the progress report with specific recommendations to the Academic Section with a copy to the Dean of the faculty.

13.5. Progress of a candidate in any semester shall be deemed to be unsatisfactory if the candidate is absent for a period more than that specified in these regulations.

13.6. The candidate shall submit progress reports for each semester till the submission of the thesis. The last progress report of the candidate shall be submitted to Academic Section, in the manner prescribed, prior to three days of submission of thesis.

13.7. On completion of the research work for the PhD by a candidate, prior to submission of thesis, the supervisor shall organize a pre-submission seminar, in consultation with the Head of the Department/Centre, to apprise the teachers and other research workers of the Department/Faculty/Centre of the candidate's work and receive suggestions for improvement of the research work. The RAC and the DRC shall assess the work of the candidate through this seminar. The seminar will be held in the department and shall be open for all. The suggestion so emerged may suitably be incorporated into the draft thesis.

13.8. If the RAC or the DRC is not satisfied with the quality of the work of the candidate, then the candidate shall do further work and deliver a fresh seminar after a definite period specified by the DRC.

13.9. If the DRC is satisfied with the pre-submission seminar of the candidate, the Chairman of the DRC shall forward the application of the candidate for submission of the thesis along with a certificate about the satisfactory completion of the pre-submission seminar and the exact title of the thesis to the Controller of Examinations with a copy to the Dean of the faculty. Any extended residency period left beyond the date on which the thesis is forwarded for submission shall be deemed to have been terminated on the said date.

13.10. If a change of title of the thesis becomes necessary to address the desired objectives, the candidate may, apply to the RAC for modification of the title. The RAC, after consideration and approval, shall communicate the modification to the DRC. The exact title of the thesis shall be as approved by the DRC after the pre-submission seminar.

13.11. No major change in research topic shall be accepted after registration. However, if candidate and his/her supervisor are of the opinion that minor changes are necessary, they may report the case in the concerned DRC, upon approval, this should be notified to the office of Controller of Examinations for necessary action. Such changes are to be permitted for only once, before or after pre-submission seminar by the candidate.

13.12. The candidate is required to submit the thesis within six months from the date of his/her pre-submission seminar (without exceeding the maximum time limit for the submission of the thesis as laid down elsewhere in these regulations), failing which he/she shall be required to deliver a fresh pre-submission seminar.

13.13. One month prior to submission of the thesis the candidate has to submit six copies of the summary/abstract of the thesis, duly forwarded by Head of the concerned Department/centers, describing the salient features of his/her work to the office of Controller of Examinations.

13.14. The candidate is required to submit one soft copy of the thesis on CD in non-editable PDF format along with the hard copies of the same.

13.15. The candidate shall submit four hardbound printed copies of the thesis to the Controller of Examinations, duly forwarded by the Head of the Department/Coordinator of the School. The thesis shall contain the certificate by the supervisor in prescribed proforma, a declaration by the candidate in prescribed proforma, a course work completion certificate, pre-submission seminar completion certificate, and a copyright transfer certificate in prescribed proforma, anti-plagiarism statement and other necessary certificates, as required from time to time.

13.16. The model for cover and title page of the thesis has been specified as Appendix to these regulation and shall be strictly followed.

#### **14.6. Language of the thesis**

14.6.1. The language of the thesis shall be in English, except for the thesis submitted in the area of languages.

14.6.2. Even in case of languages, the candidate has to submit one page summary of the work in English in hard as well as soft copy.

14.7. As per UGC (Minimum Standards & Procedure for Award of M.Phil/PhD Degree) Regulation 2016, before submitting the thesis, the candidate shall have to publish minimum one research papers based on his/her research work in UGC recognized journals/refereed national/ international journals, as well as has to attend two seminars having relevance to his/her work. The printed copy of the published paper and proof of the attending seminar as an evidence has to be appended either reprint or acceptance letter of the same at the end of the thesis. In case, due to cogent reasons, the candidate was unable to attend two seminars, s/he has to publish another research paper in UGC recognized journals/refereed national and international journals, and append the same at the end of thesis as a proof.

14.8. The thesis must be a piece of original research work characterized by the discovery of facts or by fresh approach towards the interpretation of facts or theories on an applied

work of great significance. In either case it shall evince the capacity of the candidate for critical examinations and independent judgment, it should also be satisfactory as far as literary presentation is concerned.

14.9. The University shall evolve a mechanism using well-developed software and gadgets 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.

14.9. A thesis once submitted cannot be re-submitted except when the examiner recommends for the revision of the thesis.

## **15. Evaluation and Assessment methods**

15.1. Along with summery/abstract, one month before thesis submission, the supervisor through concerned DRC shall submit a panel of at least six experts in the concerned subject representing different parts of the country, of which, not more than one should be from the single state, in prescribed format to the Controller of Examinations. The Vice-Chancellor may however ask for more names of experts, and in exceptional cases, may add names to the panel. However the names of expert must not be below the rank of Associate Professor or equivalent.

15.2. The Research supervisor has to ensure that suggested examiners must not be in blood relation with the PhD scholars as well as Research Supervisor.

15.3. In the case of a research scholar who has done any part of his/her work in another institution, the panel of examiners shall not include any person working in that institution.

15.4. In case the subject of research area is such that adequate numbers of experts are not available within the country; the panel may contain two names of experts from foreign countries

15.5. Concerned supervisor shall also be an examiner.

15.6. The Vice-Chancellor would then select and appoint two names from the panel as external examiners. The names shall be communicated to the office of the controller of examination by academic section for evaluation of the thesis.

15.7. The Controller of Examinations shall get in touch with each examiner with a copy of the summary/abstract to secure acceptance of the examinership. For this purpose, if e-mail address of the examiner is available, s/he shall be contacted through e-mail to get his/her consent at the earliest. If however, no information is received from an examiner

within two-week period from first communication to the examiner. After this a reminder will be given to examiner, if no response is received within two-weeks, his/her appointment shall be cancelled and the Vice-Chancellor shall appoint a new examiner from the existing panel of examiners.

15.8. The PhD thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners (selected by the Vice-Chancellor), who are not in employment of the University. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor, at least one of the two external examiners, and concerned head of the department/Centres, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.

15.9. Examiners shall have to send their reports only in specified proforma.

15.10. If one of the evaluation reports of the external examiner in case of PhD thesis, is unsatisfactory and does not recommend *viva-voce*, the University shall send the thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree. In case one examiner accepts and another suggests for major revision, concerned DRC shall inform student and his supervisor to incorporate necessary changes to the satisfaction of DRC. If the external examiner has requested to resend the thesis to him after revisions, the same shall be forwarded to the examiner.

15.11. The University has to ensure that the entire process of evaluation of PhD thesis get complete the within a period of six months from the date of submission of the thesis.

## **16. Award of the Degree**

16.1. In general, the PhD degree shall be awarded in the parental Master degree (i.e., in the subject in which candidate has done his/her masters) on the topic chosen and approved by DRC.

16.2. In case of interdisciplinary research and research carried out in specialized area requiring specialized qualifying degree, the degree will be awarded in the subject, in which the candidate has his/her master degree. For example, a candidate with M.Sc. in Biotechnology peruse his/her PhD from the Department of Botany, s/he shall be awarded PhD in Biotechnology from the Department of Botany, in a particular topic. However it will be done only in the subjects exiting in the University.

16.3. The date of award of degree shall be the date of issuance of notification by the University.

## **17. Unfair means and plagiarism**

17.1. In case a PhD candidate is found adopting or suspected of adopting unfair means or lifting of other's work and inserting it in his/her work without proper acknowledgement, credit and reference. The university may take such penal action as may be necessary to uphold the sanctity and the integrity of the research work and the credibility of the university. The thesis must be prepared as per the guidelines of the Committee of Publication Ethics (CoPE).

17.2. The University Standing Committee appointed by the Academic Council for this purpose shall take *suo-moto* cognizance of all such cases. Such cases may also be reported by any person to the Standing Committee or the Head of the Department/Coordinator of the School/Dean of the faculty/Vice-Chancellor who will forward the matter to the Standing Committee for its consideration and recommendation.

17.3. For works involving animals, transgenic alien seeds, explants and hazards materials must comply with guidelines of animal ethics and bio-safety recommendations issued from time to time by GoI.

## **18. Temporary withdrawal from the programme (De-registration and Re-registration)**

18.1. A candidate admitted to the PhD programme may be permitted by the RDCU on the recommendation of the RAC and the DRC to temporarily withdraw from the programme on some specific reasons (deregistration), and later allowed to join back to complete the research (re-registration) and submit the thesis, without exceeding the maximum prescribed time limit for the thesis submission as described in these regulations. This withdrawal may be granted for whole or part of the semesters. The temporary withdrawal may be permitted on any one of the following reasons:

18.1.1. If the candidate gets a professional employment.

18.1.2. If a fulltime sponsored candidate after fulfilling the minimum residency period requirement for the submission of the thesis joins back his/her parent organization.

18.1.4. Any other event in which the Vice-Chancellor is convinced that the situation faced by the research scholar warrants his/her temporary withdrawal from the programme without exceeding the maximum time-limit provided in these regulations for submission of thesis.

18.2. During the period of withdrawal the candidate will not be required to pay any fee. However, fee already paid (temporary withdrawal involving part of a semester) shall not be refunded.

18.3. The residential requirement of the candidates, who are allowed temporary withdrawal, shall be automatically extended by a period equivalent to the duration of the withdrawal, without exceeding the maximum period laid down in the regulations.

## 19. Research Committees

Subject to the general superintendence of the Academic Council, the following Committees shall deal with all matters connected with the PhD programme of the University in accordance with these regulations:

- a) The Research Degree Committee of the University (RDCU)
- b) The Departmental/School/Centre Research Committee (DRC)
- c) The Research Advisory Committee (RAC)

### A) The RDCU shall consist of the following:

i)	Vice-Chancellor	Chairperson (Ex-officio)
ii)	Pro-Vice Chancellor/ VC nominee (if any)	Member (could act as chairman in absence of the Vice-Chancellor)
iii)	Dean of the Faculties	Member (Ex-officio)
iv)	Head of the Departments of University/Regional centers (not exceeding five according to seniority, by rotation every two years )	Member (Ex-officio)
v)	Professors other than Deans of Faculties and Heads of the Department (not exceeding five according to seniority, by rotation every two years)	Member (Ex-officio)
vi)	Four Associate Professors to be nominated by the Vice-Chancellor representing different disciplines in the Universities/RCs	Member****
ix)	Registrar	Secretary (Ex-officio)

\* As the Secretary, the Registrar shall convene all the meetings of the RDCU, at twice a year;

\*\* The quorum of the RDCU shall be one-third of the total members;

\*\*\* The term of office of the members other than the ex-officio members shall be for the period of two years.

**B) The DRC shall consist of the following:**

i)	Dean of the Faculty concerned (in case of single discipline Faculty)/Head of the Department	Chairperson
ii)	All Professors in the Department	Member
iii)	One Associate Professor of the Department, according to seniority, by rotation every two years	Member
iv)	One Assistant Professor of the Department, according to seniority, by rotation every two years	Members
v)	Supervisor and Co-Supervisor (if any) of the concerned PhD scholar	Member (s)
* One external expert not below the rank of University Professor shall be invited as member during synopsis presentation/Research Plan Proposal Seminar .		

In case there is three or less than three teachers in the Department, the DRC shall consist of the following:

i)	The Dean of the concerned faculty	Chairman
ii)	All teachers of the Department	Members
iii)	A senior teacher of a sister Department nominated by the Dean in consultation with the Head of the Department	Member

The DRC shall appoint one of its members as Secretary and Convener.

**C) The RAC shall consist of the following:**

i)	Supervisor of the concerned PhD Scholar	Chairman
ii)	Co-supervisor (if any) of the concerned PhD Scholar	Member
iii)	A nominee of the Chairman of DRC	Member



A teacher who is not eligible to guide a PhD scholar cannot become a member of any of the research committees mentioned above.

The DRC shall not make any recommendation that is not in conformity with these regulations and/or such other directives as may be issued by the RDCU and/or the Academic Council in regard to the PhD programme from time to time.

## **20. Depository with INFLIBNET**

20.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree, the University shall submit an electronic copy of the PhD thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions.

## **21. Provisional Degree**

21.1. The degree shall be awarded in convocation convened by the University from time to time.

21.2 Prior to the actual award of the degree, the University shall issue a Notification to the effect that the Degree has been awarded in accordance with the provisions of IGNTU PhD Regulations, 2016.

## **22. Fee structure**

As notified from time to time.

## **23. Difficulty:**

Notwithstanding anything contained in these Regulations, any question, which is not covered by these Regulations, or any difficulty arising out of these Regulations, shall be dealt with by the Academic Council.

## **24. Repeal:**

From the date when Ph.D. Regulations comes into force all previous regulations on the subject shall cease to have effect. Provided that this revocation shall not affect the previous regulations so revoked or anything done or suffered under any previous regulations so revoked or affects any right, privilege, obligation or liability acquired, arrived or incurred under any regulations so revoked.

\*\*\*\*\*

**APPENDIX- I**

**Willingness Certificate by the Supervisor/Co-Supervisor  
(To be submitted by supervisor during the first DRC)**

**Certified that:**

1. I am willing to guide the research work of Shri/Km/Smt.....on the topic....., if s/he is registered for PhD degree.
2. The study will lead to a valuable contribution
3. Currently, I have .....number of PhD scholars registered under me.
4. The candidate is not in a close relation, as defined in the University examination ordinance

Name & signature of the supervisor with date

Name & signature of the co-supervisor with date

Certified that the available facilities will be extended to Shri/Km/Smt  
..... For his/her research work, if registered for PhD.

Signature of the Dean/Head

**APPENDIX- II**

**Format for Proposed Research work**

**(To be submitted in eight copies with second progress report)**

1. Name of scholar (in English).....  
(in Hindi).....
2. Title of the research work:
3. Location
  - a). Institution/department where the work is to be done.....
  - b). Geographical area of investigation, if any.....
4. Introduction
5. Relevance of proposed work
6. Objectives
7. Current status of the proposed work
  - a) At National level
  - b) At International level
8. Identified research gaps in the proposed work
9. Major Hypothesis, if any
10. Research methodology
11. Expected outcome of the proposed work
12. Bibliography

Name & signature of the candidate with date

Name & signature of the supervisor with date

Remark: Approved/ Not- approved

Signature of the chairman DRC with date

**APPENDIX- III**

**Format for Inter-Disciplinary Research Proposal  
(To be submitted along with first progress report)**

1. Name of Scholar (in English).....  
(in Hindi).....
2. Name of the supervisor.....
3. The subject in which the candidate has Master’s degree.....
4. The proposed discipline in which the candidate intends to work for PhD.....
5. Details of the department where the candidate intends to work for PhD.....
6. The theme of the proposed work .....
7. Whether the proposed PhD theme is partly, directly or indirectly related to the subject in which the candidate is having his/her master’s degree. If yes, describe briefly (in not more than 100 words) the input from the two disciplines to the proposed area of research for PhD.....  
.....
8. Do you have any publication pertaining to your chosen theme for PhD? If yes, furnish details.....
9. Comments of the supervisor and co-supervisor under whom the candidate proposes to work.....  
.....

Name & signature of the candidate with date

Name & signature of the supervisor with date

Name & Signature of the co-supervisor  
date

Signature of the chairman DRC with

#### **APPENDIX – IV**

##### **Half-Yearly progress Report of the PhD work**

(Submitted by the candidate in duplicate duly countersigned by the supervisor, the Concerned RAC & the DRC)

1. Name of the scholar:
2. Period of the report:
3. Provisional Registration/Registration number & date:
4. Name of the department/institution where scholar is working:
5. Area of work:
6. Title of the research work:
7. Name, designation, address and contact details of the supervisor:
8. Name, designation, address and contact details of the co-supervisor (if any):
9. Publications (if any);
10. Abstract sent for presentation in conference/seminar/symposium:
11. Whether fee has been paid or not, enclose a photocopy of the same:

Name & signature of the candidate with date

Remark of the supervisor:

- a. Satisfactory/Not satisfactory
- b. Deficiency observed
- c. Suggestions

Name & signature of the supervisor with date

Signature of the chairman DRC with date

## **APPENDIX -V**

### **FORMAT OF THE PhD THESIS**

The following format may be normally adopted for the PhD thesis:

1. Cover Page (Annexure I)
2. Inner Cover Page (Annexure I)
3. Dedication, if any
4. Undertaking from the Candidate (Annexure II)
5. A certificate from the Supervisor/Co- Supervisor duly forwarded by the Dean of the Faculty/Head of the Department (Annexure-III)
6. Certificate for the completion of course work in cases where the Course Work is a part of PhD programme (Annexure-IV)
7. Certificate for the successful completion of the pre-submission seminar (Annexure-V)
8. Anti-plagiarism certificate (Annexure VI)
9. A copyright transfer certificate (Annexure- VII)
10. Acknowledgements
11. Contents
12. List of symbols, figures and tables, if any
13. Preface of the thesis
14. Introduction
15. Literature review
16. Chapters covering the work of the candidate
17. Conclusion
18. Bibliography/References
19. Appendices
20. List of Papers Communicated/accepted/published/presented
21. Copies of acceptance letter in case the papers are accepted.
22. Copies of manuscripts/reprints of the papers accepted/published..
23. A personal profile not exceeding one page with photograph of the candidate.

References should be arranged per style accepted in discipline concerned.

## **ANNEXURE –I**

### **Format for Front cover and Inner Title Page**

(Title of the thesis)

A thesis submitted in partial fulfillment for the award of the degree of Doctor of  
Philosophy (PhD) in .....(Subject),  
in accordance with the provisions of IGNTU PhD Regulations 2016



By

(Name of the candidate)

Under Supervision of

(Name and designation of supervisor & co-supervisor)

(Name of the Department)

INDIRA GANDHI NATIONAL TRIBAL UNIVERSITY  
AMARKANTAK (M.P.) 484 887

Registration No.:

Year of Submission



**ANNEXURE – II**

**CANDIDATE’S DECLARATION**

I, Shri/Km/Smt.....S/O/D/O of ..... hereby certify that the research work embodied in this PhD thesis entitled .....is my own original work carried out by me under the supervision of .....and the co-supervision of ..... for a period of .....from.. to ..... at Indira Gandhi National Tribal University, Amarkantak and (name of the institution where work has been carried out partly or fully).....

..... The matter embodies in this PhD thesis has not been submitted to any other University/Institution for the award of any other degree/diploma.

I declare that I have faithfully acknowledged, given credit to and referred to the research workers wherever their works have been cited in the text and the body of the thesis. I further certify that I have not willfully lifted up some other’s work, para, text, data, results, etc., reported in the journals, books, magazines, reports, dissertations, thesis, etc. or available at web-sites and included them in this PhD thesis and cited as my own work. I solely own the responsibility for the originality of the entire content. I have also completed the other relevant requirements of the Ordinance/Regulations in force.

Date: .....

(Name Signature of the candidate)

Place: IGNTU, Amarkantak

---

**ANNEXURE – III**

**Certificate from the Supervisors/Co-supervisor**

This is to certify that the thesis entitled..... by .....(name of the candidate) has been submitted under my guidance. S/he has completed all necessary requirements as per the PhD Regulation of the University. Further, the statement made by the candidate in his/her declaration is correct to the best of my/our knowledge.

(Name & signature of Co-supervisor with date)

(Name & signature of Supervisor

with date)

(Signature of the Dean/HOD/Coordinator of the School with seal)

**ANNEXURE – IV**

**COURSE WORK COMPLETION CERTIFICATE**

This is to certify that  
Shri/Km./Smt.....,a bonafide  
research scholar of this department/centre/school, has satisfactorily completed the course  
work requirement which is a part of his/her PhD programme.

(Name & Signature of the Controller of Examinations)

Date: .....

Place: IGNTU, Amarkantak

**ANNEXURE – V**

**PRE-SUBMISSION SEMINAR COMPLETION CERTIFICATE**

This is to certify that  
Shri/Km./Smt.....a bonafide  
research scholar of this department/centre/school, has satisfactorily completed the pre-  
submission seminar requirement which is a part of his/her PhD programme.

(Signature of the chairman DRC)

Date: .....

Place: IGNTU, Amarkantak

**ANNEXURE – VI**

**ANTI-PLAGARISM CERTIFICATE**

It is certified that I/We have examined the PhD thesis entitled \_\_\_\_\_ by  
..... I/We undertake the following:

- a. Thesis has significant new work/knowledge as compared to the already published or are under consideration to be published elsewhere. No sentence, equation, diagram, table, paragraph or section has been copied verbatim from previous work unless it is placed under quotation marks and duly referenced.
- b. The work presented is original and own work of the candidate (i.e. there is no plagiarism). No ideas, processes, results or words of others have been presented as candidates own work.
- c. There is no fabrication of data or results, which have been compiled/analyzed.
- d. There is no falsification by manipulating research materials, equipment or processes, or changing or omitting data or results such that the research is inaccurately represented in the research record.
- e. The thesis has been checked using .....(name of software) (copy of originality report attached) and found within limits as per HEC plagiarism Policy and instructions issued from time to time.

(Name & Signature of Co-Supervisor)  
Supervisor)

(Name & Signature of

**ANNEXURE VII**  
**COPYRIGHT TRANSFER CERTIFICATE**

Title of the Thesis:  
Candidate's Name:

**COPYRIGHT TRANSFER**

The undersigned hereby assigns to the Indira Gandhi National Tribal University all rights under copyright that may exist in and for the above thesis submitted for the award of the PhD degree.

**Signature of supervisor/co-supervisor**

**Signature of the  
candidate**

Note: However, the author may reproduce or authorize others of reproduce material extracted verbatim from the thesis or derivate of the thesis for author's personal use provided that the source and the University's copyright notice are indicated.

**APPENDIX – VI**

**INDIRA GANDHI NATIONAL TRIBAL UNIVESITY**

**AMARKANTAK 484887**

**FORMAT OF EXAMINER'S REPORT  
Recommendation on PhD Thesis**

Name of the Candidate:

Title of the thesis:

Subject:

Please give your specific recommendation by ticking any one of the following, with signature underneath and enclose your detailed report on separate sheet(s) with your signature, name and address.

The thesis **be accepted** for the award of the PhD degree

OR

The thesis **is acceptable** for the award of the PhD degree subject to the clarification of **certain points at the time of Viva-Voce.**

(Please enclose the points)

OR

The thesis **is not acceptable in the present form but may be accepted** subject to **modification/clarification /revision.**

(Please enclose your suggestions for modification etc. desired)

After modification **the thesis need not be referred back to me .**

The thesis **is not acceptable in the present form but may be accepted** subject to **modification/clarification /revision.**

(Please enclose your suggestions for modification etc. desired)

After modification **the thesis should be referred back to me for final assessment.**

OR

The thesis **be rejected.** (Please enclose your comments).

Place.

Signature of the Examiner.....

Date.....

Name and Address of the Examiner

.....

.....

.....

Encl:

(a) A detailed report on separate sheet(s), including general and critical appreciation of the thesis

(b) List of points for clarification.

(c) Questions to be asked at the time of viva-voce





**APPENDIX-VII**

**INDIRA GANDHI NATIONAL TRIBAL UNIVESITY  
AMARKANTAK 484887**

**FORMAT OF EXAMINER’S REPORT ON REVISED THESIS  
Recommendation on Revised PhD Thesis**

Name of the Candidate:

Title of the thesis:

Please give your **specific recommendation** by ticking any one of the following, with signature underneath and enclose your **detailed report** on separate sheet(s) with your signature, name and address.

The thesis **be accepted** for the award of the PhD degree  [ ]  
OR

The thesis **be rejected** (Please enclose your comments).  [ ]

Place ..... Signature of the Examiner.....  
Date..... Name and Address of the Examiner

.....  
.....  
.....

Encl: Detailed report on separate sheet(s).

## **APPENDIX – VIII**

### **FORMATE FOR PhD VIVA-VOCE**

1. Name of the candidate:
2. Department:
3. Title of the thesis:
4. Date of viva-voce:
5. Name and address of the external examiner:
6. Name of the supervisor/co-supervisor
  
8. Examiners Report

Signature of internal examiner(s)  
examiner  
(Supervisor & co-supervisor)

Signature of external

Recommendations of DRC:

(Signature of Chairman DRC/Head of the Department/)

Forwarded by the Dean of the Faculty:

**APPENDIX – IX**

**FORMATE FOR PANEL OF EXAMINERS**

Sl. No.	Name & Designation of Examiner	Address	Area of specialization	Contact details (including email, telephone and mobile number)
1				
2				
3				
4				
5				
6				

Note: The examiners suggested would be actively engaged in the area of research work concerned, and also must not be below the rank of university Associate Professor or researcher in equivalent grade.

(Name & Signature of supervisor with date)

Recommendation of DRC

(Signature of the chairman DRC)

**APENDIX –X**

**FORMATE FOR RECOGNITION AS RESEARCH SUPERVISOR/CO-SUPERVISOR**

1. Name:
2. Date of Birth:
3. Designation & Address (including contact details):
4. Name of the Department & Faculty:
5. Research Experience.....(Yrs)
6. Teaching Experience: UG..... PG.....(.....Yrs)
7. Year of the award of the PhD degree:
8. Whether services confirmed or not?.....Date of Regularization/confirmation:
9. A brief summery of research activities including research projects, research papers published, add separate sheet if needed.
10. Potential areas of research:

(Enclose a detailed list of your publication along with cover pages of 05 of your recent research publications in case of Professor and Associate Professors and 02 for Assistant Professors)

Name & Signature of the Applicant with date

Forwarded by the chairman DRC