

# Draft Regulation



## Regulations for the Degree of Doctor of Philosophy (Ph.D.) D.Sc. And D.Litt.

### Regulations 2014, KU.

Compiled by:

Dr. N.R. Chakraborty

Head, Dept. Of Physics, KU, Chaibasa

Reviewed by:

1. Prof. S.S.Razi, Head, Univ. Dept. Of Zoology
2. Dr. R. N.Patahak, Dean, Faculty of Science
3. Dr. (Mrs.) P. Sen, Head, Univ. Dept. Of Philosophy
4. Dr. A. K. Sinha, Dean, Faculty of Social Science
5. Dr. N.R. Chakraborty, Head, Dept. Of Physics, Member Secretary

**These regulations may be called the Kolhan University (Regulation for the Degree of doctor of Philosophy Ph.D, D.Sc. And D.Litt.), Regulations 2014.**

These shall be applicable to every candidate applying for admission, registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.), Doctor of Science (D.Sc.) and Doctor of Literature (D.Litt.) of this University

These shall come into force with the passing of the same by the Syndicate of the University and accented by the Chancellor of the Universities of Jharkhand.

Notwithstanding anything contained in any other Rule or Regulation for the time being in force, all admissions, registrations, course works and conferment of Degree shall be guided by these regulations.

**1. GENERAL:**

The Degree of Doctor of Philosophy (Ph.D.) shall be awarded to a candidate on the basis of original research work of merit incorporated in a thesis, recommended by a board of examiners and successfully defended by the candidate during a Viva-Voce.

**1.1** The thesis shall demonstrate that the candidate has technical mastery of the chosen field of investigation and is capable of doing scholarly work. The result of research embodied in the thesis shall be a contribution to existing knowledge either by a discovery of new facts or by a discovery of some new relations between facts already known, or by a critical survey of fact/issues leading to a new interpretation. The thesis is to be ordinarily written in English or Hindi except for Literature subjects.

**1.2 DEPARTMENTAL RESEARCH COUNCIL (DRC):**

There shall be a **Departmental Research Council (DRC)** in each department to monitor and decide upon all research activities in the department. DRC will decide upon whether the research work could be carried out in this University with the available infrastructure and suggest any modification required in the research proposal. All the faculty members in the university department will be ex-officio members of the DRC and Head will be the chair person. Over and above the ex-officio members, FOUR Faculty members as stipulated below will be nominated by the Head:

**Chair Person:** Head of the Department

**Nominated Members:** TWO Senior Professors, by rotation according to seniority every two years

One Associate Professor, by rotation according to seniority every two years

One Assistant Professor, by rotation according to seniority every two years

**Note:** In case the teachers in the department are not as per requirement, the DRC shall be constituted with the existing teachers in the University Department/ Colleges having Honours teaching in that subject, total number of members not exceeding four.

The **DRC** shall nominate one of its members as Secretary and convener.

## **2. Ph.D ENTRANCE TEST (PET):**

Selection of candidates in the research programme of the university will be done on the basis of Entrance test conducted by the university once in a year in the beginning of every session (June-July).

**2.1** Any person who holds a Master Degree of a recognized university (three year bachelor degree and two year master degree and has secured minimum 55 percent for General and OBC and 50% for SC/ST in Post graduate degree or Diploma of another University or Institute recognized by this University/UGC is eligible for appearing in PET.

A student may apply for registration as a candidate in his/her own subject /faculty for the PhD Degree in the exiting faculties of Kolhan University.

### **2.2 Exemption from Ph.D. entrance test (PET):**

Candidates fulfilling one of the following criteria shall be exempted from Ph.D. entrance test (PET).

- (i) Completed an M. Phil./M. Tech/M.D/M.E/M.Pharm or equivalent Degree from any other recognized Universities in India as per the UGC guidelines from time to time.
- (ii) Qualified in GATE / SET / NET / (JRF) Examination / teacher fellowship holder of the apex bodies as CSIR / UGC / ICAR / ICMR / DBT only.
- (iii) holds regular/substantive appointment as lecturer in the University Departments/Colleges of this university,
- (iv) Holds the post of scientist in any National level Research Laboratory and has published at least two research papers in the refereed journals,
- (v) Foreign nationals holding research visa issued as per the guidelines of HRD, Ministry of the Government of India, provided other eligibility conditions are met.

**2.3** Any person who holds the degree of Bachelor of Sciences(Engineering) or Bachelor of Medical Science of a recognized University or any other degree or diploma of another university or Institute recognized by this university as equivalent thereto may apply for registration as candidate for Ph.D Degree in the faculties of Engineering or Medical Science.

**2.4** All employees engaged in research, working in various departments of this university under sponsored research schemes/projects shall be eligible to enroll themselves as Ph.Dscholars while continuing to hold these posts, provided they fulfill the conditions as laid

down in regulation 2.2 and 2.3 and further their registration for Ph.D will not interfere with their normal work.

**2.5** The university employees other than those covered under regulation 2.4 shall have to take leave for six months in the last year of his/her research provided they fulfill the requirement of registration as mentioned above.

### **3. STRUCTURE OF THE Ph.D ENTRANCE TEST (PET):**

**3.1** The number of seats for the Ph.D programme decided in advance for each department by the University shall be notified in the website of the University. The University shall widely advertise the number of available seats for the Ph.D. Programme before conducting PET.

#### **3.2 Syllabus and Pattern of Question Paper**

##### **a) Syllabus:**

It shall consist of the various topics included in the compulsory / core papers at Post Graduate Degree level in the respective subject of Kolhan University.

##### **b) Pattern of Question Paper:**

The examination will be of 100 marks and three hours duration. The question paper will consist of three types of questions viz - Objective - forty (40) marks, Short answers - thirty (30) marks and long answers - thirty (30) marks.

##### **3.3 Standard of Passing:**

Pass Mark for general Candidates is fifty (50) and for SC/ST/OBC is Forty five(45)

##### **3.4 Declaration of Result:**

The list of passed/successful candidates will be given in the University website and a copy of the results will be sent to the concerned candidate.

##### **3.5 Validity period of result of PhD entrance test:** on next PhD Entrance Test.

The result of the Ph. D Entrance Test (PET) will be valid till the publication of the result

### **4. PROCEDURE FOR REGISTRATION FOR ADMISSION TO THE Ph.D PROGRAMME**

#### **4.1. Admission Process:**

A merit list of the candidates passed in the PhD Entrance Test will be prepared depending on the number of existing vacancies. The concerned **Department shall pay due attention to the National/State reservation policy**, while granting admission to a Ph.D. student.

#### **4.2 Application for Enrollment in Ph.D Programme:**

a) Candidates who have passed the Ph.D Entrance Test (PET) of KU and who are exempted from the test under clause no. 2.2 of this regulation, shall apply to the respective PG Head within thirty(30) working days from the date of the declaration of the Ph.D. Entrance Test (PET) results along with all the documents. Next lot of applications will be entertained only after six months except for scholarship holders.

b) After scrutiny of applications received, a list of eligible candidates shall be displayed on the notice board/website.

#### **4.3 Allocation of Supervisor (Research Guide).**

The allocation of a supervisor for a selected student shall be decided by the DRC in a formal manner depending on the number of students working under the supervision of each supervisor, the available specialization (as far as possible) among the faculty supervisors, the research interest of the student as indicated during the interview by the student and finally in consultation with the respective student and the faculty member. The allocation of supervisor shall not be left to the individual student or teacher except where the terms and conditions of the research fellowship/grant enjoyed by the student determine the choice of the supervisor. **There will be no provision for Co-Supervisor except Inter-Disciplinary Research. However if it is unavoidable, URC (University Research Council) will take the decision**

#### **4.4 Pre-registration Seminar:**

a) After the allocation of the supervisor the candidate will submit a duly filled up Registration form (Annexure I) along with the Research Proposal in consultation with his/her supervisor, in the format (Annexure II) to the concerned PG Head, within ten days of the notification for the scrutiny of the DRC. The DRC will also verify the eligibility of the supervisor and there after the date of Pre-registration seminar will be announced in consultation with the Dean of the faculty concerned..

b) Participation of the Dean of the faculty, members of the DRC, other faculty members of the department and the post graduate students will be ensured by the PG Head of the Department. After the seminar and subsequent discussions if the proposal is found to be suitable the DRC will recommend for registration through the Dean of the faculty to the concerned. University Research Council (URC) of the University for the Final Approval.

#### **4.5 Date of Registration:**

The date of successful Pre-Registration Seminar shall be taken as the provisional date of registration subject to the approval of the URC.

#### **4.6 Approval of the URC:**

All the applications for PhD forwarded by the Department will be considered by the **URC once** in a year and after thorough discussion final decision regarding permission for registration will be taken. The university will then notify the decision of the URC giving the name of the candidate, name of the supervisor, title of the research proposal, faculty of registration, place of work and the effective date of registration. the candidate will then be asked to deposit the Registration fee.

#### **4.7 Modification of the Research Scheme:**

A candidate registered for Ph. D degree may be allowed to modify /her scheme of research

work or the nature or the scope of his/her subject (not the proposed work) with the permission of the DRC and URC but will be allowed to submit his thesis at least two years after getting the permission.

#### **4.8 Change of Supervisor:**

Only under unusual circumstances such as death/medical ground/Joining a new job outside the University/posting in a place far away from the university, change of supervisor may be permitted by the URC, on the recommendation of the concerned DRC, provided "No Objection" certificate from the exiting supervisor stating therein the reason of change is submitted. Under the new supervisor the thesis can be submitted only after one year of the effective change. The new supervisor under whom the candidate decides to carry on his/her research must have experience of guiding successful research work at the doctoral level.

#### **4.9 Monitoring Progress of Research Work:**

The supervisor should arrange for the candidate to make a presentation of his/her work once in a year (Mid-term seminar) before the DRC and the faculty members in the University Department and consequent suggestions if any should be incorporated in the work. The DRC will prepare a progress report on the prescribed form (Appendix C) This is mandatory for getting permission from the Head of the Department for presenting the Pre-Submission seminar.

#### **4.10 Cancellation of Registration:**

The registration of a candidate whose progress is not found to be satisfactory as per the recommendation of the supervisor and the DRC will be canceled. Also PhD registration will be automatically canceled if the Pre-Submission seminar is not presented before the maximum period of FIVE years stipulated for research program as in Regulation 10.

### **5. ELIGIBILITY CRITERIA FOR Ph.D. SUPERVISOR:**

**5.1** (a) The proposed supervisor must hold a substantive teaching position in the university either in the cadre of Asst. Professor or Assoc. Professor or Professor and must possess a Ph.D degree in the relevant subject. The supervisor must have at least two years of service in the university and minimum two publications in the refereed journal or the author of a single authored book of high standard not related to his/her doctoral work published by a reputed publishing home (Standard of the book will be decided by the DRC).

(b) Teachers (Asst. Professor or Assoc. Professor or Professor) of this university may be recognized as supervisor even if he/she does not have Ph.D Degree but have ten years of service in the university and have valuable research contribution in the form of published research papers, at least three research publications in the refereed journals.

(c) Teachers, scientists in the cadre equivalent to Asst. Professor or Assoc. Professor or Professor and employed in substantive post in Technical Institutes in the jurisdiction of the

University and imparting courses leading to post graduation degree of this university and possessing at least three research publication in the refereed journals to his/her credit may be considered for supervising Ph.D programme.

(d) Teachers employed in colleges/Institutes not covered by 5.1(a), 5.1(b) and 5.1(c) of this regulation but affiliated to this University for imparting courses leading to honours graduation degrees of this University may be considered by the URC of this University on the recommendation of the concerned DRC for supervising Ph.D students provided teachers concerned (i) possess Ph.D degree recognized by this university, (ii) hold substantive post of either Asst. Professor or Assoc. Professor or Professor, (iii) have five years of service in the concerned College and (iv) have at least TWO research publication in the refereed journals not constituting part of their own Research Thesis. Students registered under such teachers will have to work under the direct administrative supervision of the DRC.

(e) A retired teacher of this University satisfying the eligibility criterion of a supervisor and carrying on sponsored research projects of the State Government, Central Government/UGC/CSIR/ICAR/ICMR/ICSSR/CHR etc as a Principal Investigator may be considered for supervising Ph.D programme.

(f) Teachers of another University who are appointed as scientist under Research Projects in this University shall be eligible to guide Ph.D scholars provided they hold lien on their substantive post and are otherwise qualified to do so.

(g) Scientist/Scientific Officers/Research Officers/Research Fellows under research projects/research centres of this University shall be eligible to guide Ph.D scholars provided their appointment in this University is for a period not less than five years and are otherwise qualified to do so.

(h) Teachers (Asst. Professor or Assoc. Professor or Professor) of this university shall also be permitted to guide Ph.D scholars registered in other universities provided (i) there is a vacancy with the guide under whom the candidate intends to work, (ii) the sponsoring university seeks previous permission in the matter and (iii) concerned DRC approves.

(i) Supervisor should not be related with the candidate.

#### **5.2. Where Supervisor is not Required:**

Teachers (Asst. Professor or Assoc. Professor or Professor) of this university who have evidence of being engaged in some research work for last three years and contributed at least Three research papers on the subject in refereed journals, may be allowed to carry on the research work without the guidance of a supervisor if the URC considers his/her contribution sufficiently valuable, subject to the condition of recommendation by the concerned DRC.

## **6. PROVISION FOR INTER-DISCIPLINARY RESEARCH WORK:**

**6.1** A candidate interested in inter-disciplinary research work and eligible for registration in research programme in this university either under regulation 3.1, 3.2 and 3.3 shall be registered in the department offering Master's degree in his/her subject or allied subject.

**6.2** The Department possessing potentiality for guiding research work of inter-disciplinary nature should define the areas of related and allied disciplines which are to be approved by the Academic Council

**6.3** Where the candidates have applied for pursuing research on a topic of inter-department/Inter-Faculty areas and request for supervisor from another department/Faculty the joint DRC will decide the topic to be allotted to the candidate, assign Supervisor and Co-Supervisor meeting the requirement as in regulation, fix the place of work and also the quantum of research work to be carried out by the candidate.

**6.4** The joint DRC will assess the candidate's suitability and eligibility for registration in a Department for working on the inter-disciplinary topic.

**6.5** After registration of such candidates their progress will be monitored by an Advisory committee to be constituted by the joint DRC and approved by the Vice-Chancellor. This advisory committee will consist of the supervisor, Co-Supervisor, and some other teachers from the two departments belonging to the same area of Research/ Specialization.

**6.6** After the registration of such candidates the Research Proposal, the progress report, forwarding the thesis, evaluation of the thesis, viva-voce or practical examination etc. are to be done by the main supervisor as well as the Co-Supervisor who would have equal status in all matters pertaining to the supervision, submission and evaluation of the thesis as mentioned in this Regulation for candidates registered under single supervisor.

## **7. INSTITUTIONS WHERE RESEARCH CAN BE DONE:**

A candidate may be permitted to pursue research program in any of the following institutions:

- (a) University Department of the University
- (b) The departments of the constituent colleges with honours teaching in the subject and having necessary facilities for carrying on research leading to PhD in the branch of study concerned.
- (c) National or Regional Research Institutions in Public sector or well-equipped R&D department in private sector undertakings recognised by the university for the purpose of research at the doctoral level.

## **8. NUMBER OF CANDIDATES:**



(a) Ordinarily there shall be not more than six Ph.D. scholars at a time under a Professor, not more than four under a Reader and not more than two under a Lecturer.

Teachers of this University enrolled as Ph.D. scholars shall be counted within the quota prescribed.

(b) The teachers of this University who have registered themselves as Ph.D. scholars shall not be allowed to act as supervisor.

## 9. CATEGORIES OF REGISTERED CANDIDATE

There shall be three categories of registered doctoral candidates:

(a) Full time candidate

(b) Part time internal candidate

(c) Part time external candidate

**9.1 Full Time Candidate:** All research scholars who pursue full time research in the University Department or Constituent Colleges/ Research Centres, shall come under this category provided he or she has joined research with a scholarship/Research fellowship.

**9.2 Part Time Internal Candidate:** Candidates who are employed in the University service and are actively engaged in the research in addition of their regular work shall belong to this category.

**9.3 Part Time External Candidate:** All candidates working in the colleges of other University or in Research Organizations, Govt. Departments or Industrial units or unemployed and are pursuing Ph.D. programme in the University, while continuing in their job shall belong to this category. They shall pursue research both in the place where supervisor is working and in the University. These candidates shall spend 6 months in spells of not less than one month at a time in this University with supervisor during their research period.

## 10. DURATION OF THE RESEARCH PROGRAMMES:

Category of the candidate	Registered under regulation 2.1		Registered under regulation 2.3	
	Minimum duration	Maximum duration	Minimum duration	Maximum duration
Full time	2 years	5 years	3years	5 years

Part time internal	3 years	5 years	4 years	5 years
Part time external	3 years	5 years	4 years	5 years

## 11. RESIDENTIAL REQUIREMENTS:

A full time candidate (with research fellowship) registered for PhD. degree shall attend the department daily except the statutory holidays and the leave period as entitled. A part-time candidate registered for PhD. degree shall put at least two hundred days of attendance with the supervisor. A declaration by the full time candidate, countersigned by supervisor and Head of the department, drawn up on prescribed form **(Appendix-B)** will be part of the thesis. For part-time candidate a declaration by the candidate, countersigned by supervisor will be part of the thesis.

## 12. COURSE WORK:

12.1. a) Every candidate must undergo the course work as per clause no 13 of UGC regulation 2009, published in the Gazette of India, July 11, 2009 (ASADHA 20, 1931).

b) The duration of the course work will be for a minimum period of one semester i.e. Six (06) months.

c) The syllabi to be formulated by the University departments from time to time, will include courses on research methodology, quantitative methods and computer applications besides assignments by way of review of existing research in the relevant field. The concerned Department shall decide on the minimum credit/qualifying requirement.

d) A candidate will have to take a test on the course work conducted by the Head of the concerned department/Supervisor and will have to secure at least 40% marks in each paper

e) The Certificate of completion of the course work shall be given to each candidate after completion of course work and evaluation on the basis of assignments, presentations and a written test/viva-voce. This will bear the signature of research guide, the Head Research Centre (where applicable) and Head of the University Department and records of the same will be maintained by the respective research centers at least six (6) months after the award of the Ph. D. degree to the concerned candidate.

f) The Head of the department concerned will send a letter through the Dean, to the Registrar regarding successful completion of the Ph.D. Course Work by research Scholar,

after which the Registrar will issue a certificate to that effect.

**12.2** Only upon the production of the certificate. Candidate will be allowed to present Pre-submission seminar.

**12.3** The Course work may be carried out in a sister Department either within or outside the University/National level Research Institutes for which due credit shall be given to Ph.D. students. The Course work from other Institutes must get the equivalence clearance from the DRC concerned .

#### **12.4 EXEMPTION FROM COURSE WORK:**

Candidates, who have successfully completed the M. Phil. programme from any UGC-recognized Universities as per the UGC guide lines from time to time, will be exempted from the course work.

### **13. SUBMISSION OF THE THESIS:**

#### **13.1. Pre-submission Seminar:**

After completion of the entire research work the candidate shall apply for Pre-Submission seminar, provided he has obtained the certificate of Course work and presented the Mid-term seminar. The candidate will be required to submit the following:

- a) Certificates of Course work and Mid-term seminar.
- b) Five copies of the summary of the research work completed
- c) Draft copy of the thesis complete in all respect
- d) Reprints (three copies) of published/accepted research papers based on the thesis.

Head of the concerned department, after the receipt of the above documents, shall fix a date for pre- submission seminar in consultation with the concerned Dean of the Faculty during working days of the Department and will ensure the presence of Dean of the faculty, supervisor, and members of the DRC, faculty members and students.

#### **13.2 General Composition of the Thesis:**

(a) A thesis for the degree of Ph.D shall

(i). be composed upon the research proposal submitted at the time of Registration

(ii) exhibit the result of research

(iii) show evidence that it is a piece of research work characterized either by the discovery of new facts or by an attempt at a fresh interpretation of known facts and theories. It shall also demonstrate the candidate's capacity for originality, critical examination and judgment. It shall also be satisfactory in presentation so far as language, style and form are concerned

(iv) include an abstract not exceeding 700 words. The abstracts should concisely state what was done, how it was done, principal results, and their significance

(v) include reprints of published/accepted research papers.

(b) A candidate shall indicate clearly and extensively in the **preface** to his/her thesis and specifically in notes, the following:

(i) A "DECLARATION" from the supervisor about his/her attendance at the place of work (Appendix-B)

(ii) A "CERTIFICATE" from the supervisor drawn up in prescribed form (Appendix-D) that the subject matter of his/her thesis is a record of work done by candidate himself / herself independently under his guidance and that the contents of his/her thesis did not form a basis of the award of any previous degree to him/her or to anybody else to the best of his knowledge.

(iii) The testimonies by Supervisor and the Head of the Department mentioning that the candidate, in habit and character, is a fit and proper person for the award of the degree of Ph.D./D.Sc./D.Litt.

*Provided that in cases of teacher, who have no recognized Supervisors the testimonies of the Head of the Department in which he is working as well as the Dean of the Faculty shall be required.*

#### **14. SUBMISSION OF THE THESIS:**

The concerned Head of the Departments shall forward the application for submission of thesis along with report of pre-submission seminar to the concerned Dean of the Faculty within a week and the Dean shall forward the same to the Registrar of the University . The Registrar will present the above mentioned relevant documents of the candidate before the Vice-Chancellor for his order for submission of the thesis.

Registrar after obtaining order of the Vice-Chancellor will issue a letter to the candidate concerned to submit the thesis to the Controller of Examination within a month of the receipt of the letter. A copy of the letter shall also be sent to supervisor, concerned Head of the Department and the Dean of the Faculty. After receiving the letter, and paying the requisite examination fee, candidate shall submit four copies, printed or type written, of his/her thesis along with four copies of the abstract. The thesis will then be forwarded by Head of the Departments through Dean of the Faculty concerned to the Controller of Examinations of the University for Evaluation.

#### **15. THESIS FORMAT:**

15.1 A thesis as per the guidelines above must be presented for examination in a final form in typescript or print on 8.5" x 11" page (A4 size paper) with 12- point type and 1.5 line spaced, containing approximately 350 words per page with one inch margins all around and be in hard-bound form. Illustrations and tables should be preferably placed exactly where they are to appear within the text.

15.2 All thesis pages, footnotes, equations, and reference should be labeled in consecutive numerical order. Illustrations and tables should be cited in text in numerical order.

15.3 A numbered list of reference must be provided at the end of the thesis. the list should be arranged in the order of citation in text /in alphabetical order what ever is applicable. List only one reference per reference number.

## 16. EVALUATION OF THE THESIS:

(a) At the time of submission of the thesis, the supervisor shall submit a panel of subject expert drawn up in the prescribed format (Appendix-E), not below the rank of the reader, preferably Professor, as examiners including the supervisor. The panel as per the layout in **Appendix-E shall** contain the names of eight Indian experts, if possible, from the same area of specialization. There should not be more than one expert from within the state of the university, other experts should be from different states across the country. The panel will be placed before the DRC which will recommend the panel to examination Board for consideration. The DRC may request the Supervisor to revise the panel if not found suitable.

(b) For the teacher who have worked independently without the guidance of a Supervisor, the DRC shall submit the names of Examiner drawn up in the prescribed format (**Appendix-E**) to the **Examination Board / Vice-Chancellor**

(c) The thesis shall be examined by a Board of three examiners, one internal and two externals, appointed by the **Vice-Chancellor/ Examination Board**, if necessary, the Vice-Chancellor shall have the option to nominate the examiner(s) from outside the panel submitted by DRC and the Examination Board. The internal examiner shall ordinarily be the concerned supervisor.

(d) The Controller of Examinations shall take such steps as deemed necessary to enable the reports of the examiners to be received as quickly as possible on the prescribed form (**Appendix-F**)

(e) The examiners are expected to send the reports in the prescribed form (**Appendix-F**) within three months from the date of receipt of the thesis.

On the reports of the Examiners the thesis will be either provisionally accepted (Subjected to viva-voce) or rejected. The following criteria shall be adopted for the purpose:

- (i) If all the Examiners recommend the award of the degree, the thesis shall be provisionally accepted. A minor modification, typing, errors etc if specifically suggested by the examiners shall be carried out before the oral Examination is arranged.
- (ii) If two of the three examiners do not recommend the award of the degree the thesis shall be rejected and the registration of the candidate shall be canceled.
- (iii) If only one examiner recommend the rejection of the degree then the thesis shall be referred to another examiner to be nominated by the Vice-Chancellor from the panel.
- (iv) If any examiner recommends revision of the thesis the candidate shall be permitted only once to revise and re-submit the thesis. The thesis shall be referred to the same

examiner for obtaining his final recommendation on the thesis which should only be either recommended for the award or rejected.

- (v) Individual cases not covered by the above regulation shall be referred to the Examination Board for its recommendation.
- (vi) The recommendation of the examiners will be placed before the examination board which will provisionally approve the report on the thesis and recommend for oral examination.
- (vii) Controller of examinations will place before the vice-chancellor the recommendation of the examination board for his approval of one of the two external examiners to be the examiner for viva-voce examination.

#### **17. ORAL OR PRATICAL EXAMINATION:**

(a) If the thesis of the candidate is approved by all the examiners and the Examination Board, he/she may be required to sit for a written examination, if required by any of the examiners and then shall submit to an oral or practical test.

(b) The supervisor in consultation with the external examiner will forward a tentative date for viva-voce examination to the concerned Head and the Head of the Department in consultation with the Dean will finalize the date of viva-voce examination and the same will be informed to the controller of examination.

(c) The controller of examination will issue the letters with the date of viva-voce examination to the external examiner, supervisor, Head of the department and the Dean of faculty.

(d) The **ORAL Examination** shall be conducted as "OPEN DEFENCE" type examination. The viva-voce or practical examination shall be with reference to the thesis and the special subject which he/she has offered. The oral or practical examination shall be conducted by the DRC with two thesis examiners (internal and at least one external) as the members in the concerned department or the office of the Dean of faculty.

The viva-voce is an oral defense of the candidate's thesis and its purpose can be summarized as follows:-

- (i) It is the means by which the awarding body determines whether the candidate has fulfilled the requirements for the award and that the thesis is of an appropriate standard.
- (ii) It provides a mechanism to ensure that the work is candidate's own.
- (iii) It helps the examiners determine how far the candidate is able to talk about his/her research project and enables them to seek classification on candidate's research methods and findings
- (iv) If the candidate fails to satisfy the examiners at the Oral or practical examination, the examination Board may, on the recommendation of the examiners permit him/her to appear again at the oral or practical examination after six months, but within the period not exceeding one year following the date of his/her failure. On the second occasion, the panel of oral or practical examiners shall include one more examiner nominated by the Vice-Chancellor. However, if the performance of the candidate on the second occasion is found "**NOT SATISFACTORY**" at least by two examiners the Vice-Chancellor, if he deems it fit, shall refer the remarks of the examiners

- drawn on the prescribed form (**Appendix-G**) along with the thesis to the Examination Board for the final decision.
- (v) The Viva-voce or practical examination report of the examiners shall indicate whether the thesis meets the requirements specified in the regulations as appropriate and shall include a reasoned statement of the examiners judgment of the candidate's performance.
  - (vi) Examiners have the right to make comments in confidence to the University in a separate report. Such comments should not normally be concerned with the performance of the candidate but may cover, for example, matters which they wish to draw to the attention of the department or the University.

#### **18. AWARD OF DEGREE:**

If the performance of the candidate at oral or practical examination is found “**SATISFACTORY**” the examiners who conducted the examination shall report to the Examination Board on the prescribed form (**Appendix-G**). The examination Board with its opinion shall then place the report before the Academic Council. The Vice-Chancellor on behalf of the academic Council, if the Academic Council is not in session, shall approve the award Ph.D., D.Sc. D.Litt. degree to the candidate. A degree under the seal of the University shall be subsequently delivered to the candidate.

It is a requirement for the award of the degree that one copy of a successful thesis is placed in the University Central Library and one copy in the departmental library of the concerned department.

\*\*\*\*\*



KOLHAN UNIVERSITY, CHAIBASA

Appendix-A

APPLICATION FORM FOR REGISTRATION IN Ph.D. RESEARCH PROGRAMME

PHOTO

Research Programme :  
(Please tick one)

Ph.D.  
D.Litt.  
D.Sc.

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Subject:.....

Faculty: .....

Area of specialization:.....

Title of the proposed work:.....

ABOUT THE CANDIDATE

1. Name :.....

2. Date of birth :.....

3. Address for correspondence: .....

.....

.....

Phone / Mobile No:.....

E-mail Id, if any:.....



4. Academic record: (Attach attested copies of all the relevant credentials)

Examination	Board / University	Year of Passing	Division / Class	% of Marks

5. Specialization at the Master's level: .....

6. Details of previous research work and publications, if any:- .....

7. Whether any application for research work was submitted previously to this University or any other University, if so with what result? .....

8. Details of teaching experience: Post-Graduate: .....

Undergraduate: .....

9. Number and year of registration of this University:.....

10. Are you employed? If yes, give details of your employment and Employer's NOC:

.....

11. Have you qualified for NET, JET, JRF, or University Entrance Exams? give details

.....

12. Are you recipient of any financial assistance in the form of scholarship / stipend, etc.? If so, give details.....

.....

13. Declaration by candidate:

I hereby declare that the particulars furnished by me are correct. I am aware that any incorrect information may lead to cancellation of my registration. I promise to abide by rules and regulations of the Kolhan University

Date :

Place :

Signature of the candidate

**ABOUT THE SUPERVISOR**

14. Name : .....

15. Designation: .....

16. Department / College: .....

17. Address for correspondence: .....

.....

Phone / Mobile No:.....

E-mail Id, if any;.....

18. Teaching experience : P.G.....years; U.G.:.....years  
College / University: .....

19. Academic record:

Degree	Board / University	Year of Passing	Division / Class	% of Marks
M.A/M. Sc. /M.Com.				
Ph.D.				

20. Title of Ph.D. thesis:.....

.....

21. Specialization at the Master's level.....

22. Specialization at the Doctoral level.....

23. Research Experience: .....years; Place of work:.....

24. Research Publications : .....Books.....

Research papers: (Attach separate sheets and reprints of best five recent publications)

25 Seminar / Conferences attended:.....

26. No. of Ph.D. students already received Ph.D. degree working under your supervision ...

27. Number of Ph.D. students currently enrolled:.....

28. Availability of the infrastructure and facilities at the proposed place of work in relation to the proposed research project. Give details:.....

29. Whether any collaboration in the form of library, laboratories, etc. is required from another Institution, if so, give details including the certificate from the authorized person of the Institute / Head of the Department / University allowing the candidate to use the facilities

30. Name at least six eminent persons in the area of proposed research work in India and abroad to whom the proposed research may be referred for opinion.

31. Consent of Supervisor:

I hereby give my consent to supervise the candidate on his / her Project-Proposal for the Ph.D./ D.Litt./D.Sc. degree of Kolhan University. I further certify that, to the best of my knowledge and information, this specific area of research has not been published or submitted elsewhere for the award of any diploma or degree.

Date:

Place:

Signature of the Supervisor

About the research proposal:

Whether statement of the research proposal on which he/she proposes to work has been enclosed. The proposal must contain the sections such as: State-of-the-art; Problem to be investigated; Objective of the investigation and motivation; Hypothesis; Research design and methodology; Tools to be used in the collection of data; Significance of the study; Its relevance to the present day problem and need to the society; Contribution to the existing knowledge; Future work; Related references; etc.  
(Attach six copies of the research proposal)

**PROCESSING OF THE APPLICATION**

25. Forwarding note of Departmental Research Council:

26. Forwarding note of the Head of the University Department:

27. Forwarding note of the Dean of the Faculty:

28. Final Recommendation of the University Research Council:



Appendix-B

Declaration of Attendance to be furnished by the Supervisor

DECLARATION OF ATTENDANCE

Declare that that the thesis entitled----- is my own work conducted under the supervision of Dr.-----of the Department of ----- of ----- college of ----- University. I have put in more than -----days of attendance at the place of work and with the supervisor. I further declare that to the best of m knowledge the thesis does not contain any part of any work which has been submitted for the award of any degree or diploma within this university or any other university without proper citation.

Signature of the Supervisor

Full Signature of the Candidate

Forwarding note of the DRC



Appendix-C

Progress Report of the Candidate

(To be submitted by the candidate before Pre-submission seminar)

PROGRESS REPORT OF THE CANDIDATE

Report period-----

Name of the Candidate:

Title of the Thesis:

Place of work:

Name of the Supervisor(s) with designation and address:-----

---

Progress Report should be grouped under the following headings and submitted

In quadruplicate to the chairman of the DRC.

1. Objective of the research project
2. Outline of the implementation methodology
3. Work done
4. Work to be done
5. Expected time of completion
6. Difficulties in Implementation of the project
7. Suggestions need to be considered by gbe DRC
8. Details of research papers Published/Accepted and Conferences/Seminars
9. Conclusion

Place:

Date:

Signature of the Candidate

Remarks and Forwarding Note of the Supervisor (With signature, Place and Date)

Remarks and Forwarding Note of the DRC (with signature of all members including the Chairman)



Appendix-D

Certificate to be furnished by Supervisor

### CERTIFICATE

This is to certify that the research work reported in this thesis entitled -----  
----- is an authentic record of the research  
work independently carried out by -----, registration number -----at -----  
---- under my guidance and supervision, in fulfillment of the requirements for the award of  
Ph.D./D.Sc./D.Litt. degree in the Faculty of ----- of Kolhan University, Chaibasa and  
further that no part thereof has been presented elsewhere for any other degree or diploma.

I further certify that inhabit and character, ----- is a fit and proper  
person for the award of a Ph.D./D.Sc./D.Litt. degree of Kolhan University, Chaibasa.

Place:

Signature of Supervisor

Date:





Appendix-E

Panel of Examiners to be furnished by Supervisor

### PANEL OF EXAMINERS

Following is the panel of examiners to adjudicate the Thesis entitled -----  
----- written by -----  
-----, Registration No.----- and Date of doctoral registration ----- for the  
award of degree of -----, in the Faculty of ----- of Kolhan University, Chaibasa.

**Candidate's area of specialization:**

**Candidate's place of research work:**

**Name of Supervisor with designation & address:**

#### Panel of Examiners

**Indian Examiners:-** (at least 4 names covering all the regions of the country to be suggested)

1.Name:- Designation:-

Postal Address:-

Specialization:-

Email address: Telephone/Fax:-

2.Name:- Designation:-

Postal Address:-

Specialization:-

Email address: Telephone/Fax:-

3.Name:-

Designation:-

Postal Address:-

Specialization:-

Email address:

Telephone/Fax:-

4.Name:-

Designation:-

Postal Address:-

Specialization:-

Email address:

Telephone/Fax:-

5.Name:-

Designation:-

Postal Address:-

Specialization:-

Email address:

Telephone/Fax:-

6.Name:-

Designation:-

Postal Address:-

Specialization:-

Email address:

Telephone/Fax:-

7.Name:-

Designation:-

Postal Address:-

Specialization:-

Email address:

Telephone/Fax:-

8.Name:-

Designation:-

Postal Address:-

Specialization:-

Email address:

Telephone/Fax:-

Signature of the Supervisor

**REMARKS AND FORWARDING NOTE OF THE DRC:**

The Departmental Research Council (DRC) in its meeting held on ..... at ..... in the University Department of----- approves the panel of examiners and recommends the same to the Dean of the Faculty of ----- for the necessary follow-up action. As per the regulations, the panel of examiners is to be considered by the concerned University Research Council before appointment is made by Vice-Chancellor. Two external and one internal examiner are to be appointed.

**Name & signature of the DRC members**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Signature of the DRC Chairman

**REMARKS AND FORWARDING NOTE OF THE DEAN OF THE FACULTY OF -----**

Signature of the Dean of the Faculty of-----

**FOR OFFICE USE ONLY**

All addresses are complete and carry other necessary information. Opinion of the University Research council may be sought.

Controller of Examinations

Date:

**Remarks the University Research Council**

**Order of Vice-Chancellor:**

Sl. No. .... and..... approved from the panel of examiner (Indian Examiners)

Supervisor is appointed internal examiner.

Vice-Chancellor



Appendix-F

Thesis Evaluation Form for Examiner

KOLHAN UNIVERSITY

Ph. D./ D.Litt./D. Sc. Thesis Evaluation Report

Name of the Examiner: \_\_\_\_\_

Designation and Address: \_\_\_\_\_

E-mail id: \_\_\_\_\_ Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Examiners Specialization: \_\_\_\_\_

Title of the Thesis: \_\_\_\_\_

Subject: \_\_\_\_\_ Degree: (Ph.D./D.Sc./D.Litt.) \_\_\_\_\_ Faculty: \_\_\_\_\_

Name of the Candidate: \_\_\_\_\_

Title: Is it adequate and appropriate for the content of the thesis? \_\_\_\_\_

Abstract/Summary: Does it contains the essential information of the thesis? Is it complete?

---

---

**Motivation:** Does the problem considered have a sound motivation? The Thesis should clearly demonstrate the results. The should not rely solely on previous literature.

---

---

---

**Academic Merit:** Is the work rigorous, well organized, accurate and correct?

---

---

---

---

**Clarity:** Are the ideas expressed clear and concise? Are the concepts understandable? Are the concepts in the thesis logically organized?

---

---

**Originality:** Is the work relevant and novel? Does the work contain significant additional material to that already published? If you feel that the work presented is not original, then suggest references for transmission to the author. Please identify the portion of thesis highlighting original contribution.

---

---

---

**Diagrams, figures, tables and captions:** Are they clear and essential?

---

**Text: Is the thesis clearly and intelligently conceived and stated showing insight and growth of understanding?**

---

---

**Grammar and composition: Does grammar and composition adhere to proper grammatical usage, logical, formal and correct spelling?**

---

**Referencing: Has the author referred to The most recent and most appropriate work? Is the present work set in the context of the previous work? Are the cited materials relevant and important to the topic?**

---

**Balance: Do you think the overall balance and structure of the thesis is good? Should the author concentrate more on a specific area of the Thesis or some sections which are unnecessary and should have been reduced or dropped?**

---

---

**Conclusion: Does the thesis contain a carefully written conclusion summarizing what has been done and why it is interesting and useful?**

---

---

**Future direction: What are future directions for the research presented: Authors opinion and your opinion.**

---

**Recommended / Not recommended / Revise: Please specify in detail.**

**Signature of the examiner with seal**

**(Please attach separate sheets where ever required)**



Appendix-G

Viva-voce or Practical Examination Report Form

REPORT ON THE VIVA-VOCE OR PRACTICAL EXAMINATION

Name of the Candidate: -----

Registration No. and Date of doctoral registration:-----

Thesis Title:-----

Place of work:-----

Name of Supervisor(s) with Designation and Address:-----

In viva-voce examination, the examiners and the DRC have to ensure that the:

1. Work reported in the thesis has been written by the candidate
2. Candidate is familiar with the subject matter and whatever is written in the thesis
3. Candidate is able to clarify the research methods and findings in reference to the question /comments raised in the reports of external and internal examiners
4. Candidate is well conversant with the state-of-the art
5. Thesis in totality is of appropriate standard

The viva-voce examination of the candidate referred above was held in the University Department of ----- on ----- at -----in pursuance of the university letter vide no.-----Dated ----- Dr.----- from -----

-----as an external examiner and Dr. -----

as an internal examiner were present besides the members of the DRC and the members of the faculty.

General Remarks:

Specific Remarks if any:

Signature of the external examiner with seal

Signature of the Head of the Department

Signature of the Dean of the Faculty