

**Doctor of Philosophy (Ph.D.) Programme**  
**Rules and Regulations**  
**{Sub – section (1) (b) of Section 28 of the Central Universities Act, 2009}**

**1. TITLE AND COMMENCEMENT**

- i. These rules and regulations shall be called the Rules and Regulations of Ph.D. Programme hereinafter referred as the Programme, and shall be applicable to all the Ph.D. programmes unless otherwise stated. These rules and regulations shall come into force with immediate effect.
- ii. The Degree of Doctor of Philosophy (Ph.D.) may be granted in any faculty of the university subject to general guidance of the Academic Council and general control of the school board concerned.

**2. DURATION**

- i. Unless otherwise provided in the statutes governing Doctor of Philosophy Programme, the minimum duration for completion of each Doctoral Programme shall be 06 semesters (3.0 academic years) and the maximum duration shall be 10 semesters (5 academic years).
- ii. The name of a scholar shall be removed from the rolls of the university if the student fails to submit thesis within five years of the date of registration.
- iii. In respect of candidates who had discontinued for a valid reason and are readmitted to the programme by the School, the period for which such candidates had discontinued shall not be counted towards calculating the period of five years prescribed in clause 2.(i).
- iv. No candidate admitted to this Programme shall undertake any employment or join any other course of study before completing the minimum residency period of 2.0 years.
- v. In case of a foreign student who is compelled to leave the programme in between for getting the student visa extended, such period shall not be counted for the purpose of calculation of duration of the programme.
- vi. A semester/year may be declared a zero semester/year in case of a student could not continue with the programme during that period due to illness, hospitalization, accepting a foreign scholarship/fellowship and joining a government job subject to the fulfilment of requirements as laid down by the relevant rules. Such zero semester/year shall not be counted for calculation of the duration of the programme in case of such a student.

**3. NUMBER OF SEATS**

- i. The number of seats in each Ph.D. programme shall be as approved by the statutory bodies of the university and will be notified on the university website and in the admission notification to be advertised in leading newspapers.
- ii. The policy of the Government of India and the guidelines of the UGC, regarding reservation of seats for candidates belonging to Scheduled Castes, Scheduled Tribes, OBCs and for differently abled candidates shall be implemented.

#### **4. ADMISSION CRITERIA**

- i. Admission of a candidate to the programme would be made only in its first semester. The candidate shall be promoted to subsequent semesters of the programme after completing necessary formalities.
- ii. In exceptional cases lateral entry of a candidate shall be considered for admission to a later semester of the programme on the recommendations of the concerned School Board.
- iii. Foreign nationals residing in India or abroad or Indian nationals residing abroad may be admitted to this programme according to the policy guidelines laid down by the Government of India/statutory bodies of the university from time to time.
- iv. Candidate eligible for admission to the Programme shall not be admitted if already registered for a full time Programme of this university or any other university/institute.
- v. Candidates admitted to the Programme shall be permitted to pursue part-time evening certificate/diploma programmes of professional nature in the university or other institutions.

#### **5. ELIGIBILITY FOR ADMISSION**

- i. An applicant possessing any one of the following qualifications shall be eligible to apply for admission to a Ph.D. programme of the University:
- ii. A candidate shall be eligible for admission to the programme in any discipline provided that the candidate has qualified for the award of Masters Degree in the concerned subject or in an allied subject (to be determined by the School Board) of any recognized university or a degree recognized by the university for this purpose as its equivalent with a minimum of 60% marks or its equivalent Grade.
- iii. For SC/ST/OBCs, differentially abled candidates a concession of 5 percent of marks shall be given in the minimum eligibility marks.

#### **6. PROCEDURE FOR ADMISSION**

- i. As per academic calendar, the university shall invite applications from eligible candidates for admission to the Programme in each academic session, giving details regarding the academic calendar, number of seats available in each Centre of Study, eligibility criteria, prescribed fees, etc.
- ii. Admission for the Programme shall be advertised in leading national newspapers and also on the university website.
- iii. The admission to the Programme shall be made on the basis of the entrance test to be conducted by the university/or as directed by UGC as per a schedule to be notified for the purpose or through any such criteria as mentioned in the frame of a particular programme or as decided by the statutory bodies of the university.
- iv. The written test shall be followed by a mandatory interview in the form of interaction to be organized by the concerned school. At the time of interview, the candidates are expected to discuss their plan of research in the area of their specialization.

- v. The final merit list will be prepared on the basis of score in entrance test, marks obtained in the interview and their academic record.
- vi. The selected candidates shall submit prescribed fee and other relevant documents to the centre concerned within the stipulated time.
- vii. The admission for the candidates who qualified UGC-CSIR NET with JRF or any other JRF through examination shall be done every semester based on availability of faculty, infrastructure for research and the specializations.
- viii. Permanent teachers/employees in service of the Central University of Punjab or any other recognized university/college/research institute possessing three years teaching/research experience, shall be considered for admission by the concerned school board if they fulfill the eligibility criteria for admission, selection criteria and granted study leave by the respective employer for a period required to fulfill residency requirements as may be prescribed by the concerned school board.

## **7. EXEMPTION FROM ENTRANCE TEST**

- i. Candidates interested in admission to Ph.D. Programme offered by the university shall appear in the entrance test except the following:
- ii. The candidates who have qualified any national level test such as UGC-CSIR NET/JRF/ICMR -JRF/DBT-JRF/ICAR NET/JRF or GATE/GPAT.
- iii. Candidates who are Teacher Fellowship Holders and direct awardees of fellowship by Department of Science and Technology (INSPIRE), ICMR or any other agency supported by the Government of India.
- iv. In case of disciplines in science and engineering it will be the decision of the Academic Committee of the concerned centre of study to decide whether candidates who have cleared SLET/Ph.D. entrance test without fellowship be admitted to Ph.D. Programme or not.
- v. Sponsored Foreign Students through MEA for doing Ph.D. under any academic exchange programme approved by the Government of India and Degree approved by University equivalence committee.
- vi. Candidates who have passed M.Phil. Programme and admitted through National Level Entrance Test recognised by the U.G.C.
- vii. The candidates exempted from written test must appear in the interview and pursue the programme as per the Rules and Regulations prescribed for the Programme.
- viii. In-service candidates holding permanent/temporary positions shall submit their applications for admission through proper channel.

## **8. ALLOCATION OF SUPERVISOR**

- i. At least one semester before the start of research work every Ph.D. scholar shall be allocated a supervisor as per UGC (Minimum standards and procedure for award of M.Phil./Ph.D. degree) Regulation, 2009 by the concerned Coordinator of the Centre which shall be approved by the concerned Dean of the School and Dean Academic Affairs.

- ii. A Professor or an Associate Professor shall ipso-facto be eligible to become a supervisor. An Assistant Professor, or a researcher from another university or a research organisation recognised for research by the Central University of Punjab under an active Memorandum of Understanding may also become research supervisor/co-supervisor if he/she has published research work to his credit and has minimum three years of teaching/research experience.
- iii. The recognition of a teacher as supervisor/co-supervisor from another organization shall be done on the basis of a written request of the concerned teacher through the head of the organization where he/she is working.
- iv. The supervisor shall be responsible for planning the programme of work of the student including the courses to be taken by him and the schedule of research to be followed.
- v. In the event of supervisor proceeding on long leave/resigning from service or any other such circumstances, the Coordinator of Centre shall supervise the work of the student till completion of the programme or allotment of the student to another supervisor on recommendation of Coordinator of the Centre of Study and Dean of the concerned school. This will require approval of the Dean Academic Affairs.
- vi. A Professor may supervise not more than eight, Associate Professor six and Assistant Professor five Ph.D. scholars at any point of time.
- vii. In case of interdisciplinary nature of research of a scholar, co-supervisor (s) may be appointed, with the approval of the Dean Academic Affairs from within or outside the centre of study in addition to the supervisor but only the supervisor shall be responsible for completing the administrative procedures.

## 9. PROGRAMME STRUCTURE

- i. The course work of Ph.D. Programme shall consist of 20 credit hours but the scholar may be required to include more courses in case the supervisor feels that the additional courses are important for research work, The courses to be taken by a scholar will be approved by a committee consisting of supervisor, coordinator of the concerned center and Dean of the School. Supervisor shall be the Chairman of the committee. The record of courses to be taken by each scholar shall be maintained in the examination cell.
- ii. A student may be exempted from one or more courses in case the Course Equivalence Committee decides that the student has covered these courses or equivalents in his/her previous programmes.
- iii. After successful completion of course work the candidate shall be recommended for final registration in Ph.D. programme.
- iv. Not later than six months after the provisional registration in Ph.D. programme, the candidate shall deliver an open house seminar on the thesis research proposal (synopsis seminar) to be undertaken by him/her during Ph.D.
- v. A committee consisting of an outside expert, supervisor, coordinator of the respective center and Dean of the concerned School shall recommend suitability of the research proposal keeping in view the availability of infrastructure to carry out the proposed research work, viability of proposal and availability of guide in proposed area of research.

If recommended, the student shall modify the research proposal within time limit specified by the committee.

## **10. REVIEW OF PROGRESS**

- i. The supervisor shall regularly monitor the progress of the research work of the scholar. Every scholar shall submit 6-monthly progress report to his/her supervisor and also give an annual seminar outlining his research achievements during the year. Non-submission of two consecutive reports or failure to give the annual seminar can be basis for possible cancellation of registration. If the supervisor finds that the progress of the work is not satisfactory, a report to that effect shall be submitted to Dean Academic Affairs for appropriate action.

## **11. MEDIUM OF INSTRUCTION AND EXAMINATION**

English shall be the medium of instruction, study, examination and research of the University, except in languages, or else as may be decided by the Academic Council.

## **12. SUBMISSION AND EVALUATION OF THESIS**

- i. Prior to submission of the thesis for Ph.D., the student shall make a pre-submission presentation in the centre that shall be open to all faculty members and research students, for getting feedback and comments, which shall be suitably incorporated into the draft thesis under the advice of the supervisor.
- ii. All Ph.D. scholars shall publish at least one research paper on the topic of thesis in a peer reviewed journal and present at least one paper in a national/international level seminar/conference/workshop before finally submitting the thesis for adjudication and produce evidence for the same in the form of acceptance/participation letter or the reprint of publication.
- iii. Every candidate shall submit with his/her thesis a certificate from the supervisor that the thesis submitted is a record of original research work carried out by him under his/her supervision and that the thesis has not previously formed the basis for the award of any degree/diploma, or other similar titles of this and that the thesis represents independent work of the candidate.
- iv. A panel of not less than six external examiners having present or past affiliation with a reputed university or an accredited institution of higher learning, shall be submitted by the supervisor of the student to the Vice Chancellor for approval through the Coordinator of Centre and the Dean of the concerned School for evaluating the thesis and conducting the viva-voce examination to be held later. The Vice Chancellor may appoint an examiner other than those proposed by supervisor of the candidate also. The Controller of Examinations shall contact each of the approved examiners to seek their consent and arrange the evaluation of thesis and conduct of viva-voce examination of the student.

- v. The external examiner (s) shall not be connected with the university, and shall be known for having made rich contributions to knowledge in their respective area (s) of study.
- vi. The thesis shall be examined by three external examiners, one of these shall be from abroad and at least one of the two remaining examiners shall be from outside the state. For a thesis in subjects in which research is not carried out abroad, all the three examiners shall be from India.
- vii. Each examiner, after examining the thesis submitted by the candidate shall submit a detailed report on a prescribed format along with a clear recommendation that:
  - a) in his/her opinion the thesis should be accepted for the award of Ph.D. degree and the public defense and viva-voce examination of the candidate should be held.
  - or
  - b) The thesis should be referred back to the candidate for revision
- viii. No thesis shall earn a degree unless there are two positive reports.

### **13. CONDUCT OF VIVA-VOCE**

- i. After the thesis is approved, a panel comprising the supervisor, one external examiner, the Coordinator of the concerned Centre, and the Dean of the concerned School shall conduct viva-voce examination in the presence of interested faculty members and students.
- ii. In case where any of the examiners who evaluated the thesis is not available, the Vice Chancellor may appoint an eminent person as examiner from already approved panel or from outside the approved panel, for conducting the viva-voce examination.
- iii. A candidate, who is not successful in the viva-voce examination, shall undergo the viva-voce examination second time, within a period of four months. In the event he/she fails again, the Dean of concerned school shall refer the matter to the concerned School Board for decision.
- iv. If the performance of a candidate in viva-voce examination is satisfactory, the Coordinator of concerned Centre, through the Dean concerned shall forward the recommendations of the examiner (s) who adjudicated the thesis and the evaluation of the candidate's performance in viva-voce examination along with other such documents as may be required, by the university to Controller of Examinations for consideration and approval by the Vice Chancellor.
- v. No candidate shall be permitted to resubmit his/her thesis more than once

### **14. AWARD OF DEGREE**

- i. The successful candidates shall be admitted to and conferred the Degree of Doctor of Philosophy in the respective discipline, as the case may be, provided he/she has:
- ii. No pending dues to the university, hostel or library outstanding

- iii. No disciplinary action pending against him/her
- iv. Fulfilled such other conditions and requirements as prescribed under rules
- v. For those candidates who have qualified for the degree in disciplines which are interdisciplinary in nature, the university may issue the degree in the respective discipline in which they have registered and have completed their programme.
- vi. Along with the degree, the university shall issue a certificate to the effect that the degree has been awarded in accordance with the provisions of UGC (MINIMUM STANDARDS AND PROCEDURE FOR AWARD OF M.Phil./Ph.D. DEGREE), REGULATIONS, 2009. However, the Academic Council, on the recommendation of the Vice Chancellor shall have the right to withdraw the degree if plagiarism or any other form of malpractice is detected at any stage, and to initiate such further action as it deems fit. Provided that the Vice Chancellor shall get the complaint in the matter investigated confidentially and shall give the accused an opportunity to explain before he makes his recommendation on the matter to the Academic Council.

## **12. Fees**

- i. Fees to be paid by the student during the Ph.D. programme will be laid down from time to time by the university.

## **15. DEPOSITORY WITH UGC**

- i. Within thirty days of the successful completion of the evaluation process and announcements of the award of Ph.D. degree, the university shall host a read only version of the Ph.D. thesis on Shodhganga through INFLIBNET to make it accessible to all Institutions/Universities.

## **16. POWER TO REMOVE ANY DIFFICULTY**

- i. Notwithstanding what is contained in the Regulations; the Chairperson, Academic Council may in exceptional circumstances and on the recommendations of the School Board concerned or an appropriate Committee on the merits of each individual case consider, and for reasons to be recorded, allow relaxation of any of the provisions except those prescribing CGPA requirements.

## **17. COPYRIGHTS**

- i. Central University of Punjab reserves the copyright for the thesis for which the university has awarded the Ph.D. degree.
- ii. In case of any ambiguity/non-availability of rules in these Rules and Regulations, the decision of the Vice chancellor shall be final. Notwithstanding anything contained in these rules and regulations, the Vice Chancellor may take such measures as may be necessary for removal of doubts/difficulties and to resolve any other extraordinary issues.