



# MAHARAJA AGRASEN UNIVERSITY

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## **Ph. D REGULATIONS, 2014**

Maharaja Agrasen University, with its mission to contribute to society through imparting research of highest standards intends to start research programmes in various disciplines leading to Ph. D degree from the academic session 2014-15. In this regard University Grants Commission has notified UGC (Minimum Standards and Procedures for Award of M. Phil/Ph. D Degree) Regulations, 2009 (as Revised in 2013) which are applicable to the University.

The Board of Management of the University, in accordance with the provisions of the said UGC Regulations read with Section 37 of the Maharaja Agrasen University (Establishment and Regulation) Act, 2012 (Act No. 15 of 2013) makes the regulations for award of Ph. D degrees to a candidate, who, as per these regulations, has submitted a thesis on the basis of original research either in any particular discipline or involving more than one discipline that makes a distinctive contribution to the advancement of knowledge characterized either by discovery of new facts or re-interpretation of known facts or development of new techniques/methodologies/models in the respective field which is approved by duly constituted Board of Examiners.

The Ph. D degree will be awarded to a candidate who fulfills all the requirements of these regulations in the discipline in which he/she is registered.

These regulations will be called Maharaja Agrasen University Ph. D Regulations, 2014.

## **NOTIFICATION AND NUMBER OF SEATS**

1. The number of seats for Ph. D shall be decided well in advance and notified on a regular basis on the University website and/or advertisement in the widely read national as well as regional newspaper specifying the number of seats available in each Department/Faculty/subject, the date, place and syllabi of the Entrance Examination at the University and the procedure for admission.

## **MINIMUM QUALIFICATIONS**

2. a) Pass in Master's Degree in the relevant/allied subject with 55% marks or equivalent Grade at the Post Graduate level as prescribed by the UGC norms. CA/ICWA/CS shall be considered equivalent to Post Graduate Degree in Commerce/Management.

OR

M. Phil with 55% marks or equivalent Grade as prescribed by the UGC norms.

- b) A Committee under the Chairmanship of the Vice-Chancellor with all Deans and Directors of various Schools of the University as members shall decide whether any subject in which a candidate wants to pursue Ph. D is an allied subject.

Provided that the Vice-Chancellor, in his absolute discretion, may invite any person/expert not connected with the University to be a member of the Committee.

The decision of the Committee shall be final and binding.

3. In case of candidate seeking admission to the Ph. D Programme on the basis of Foreign Degree, their eligibility shall be decided by the Equivalence Committee of the University.
4. Seats for admission in the University, for the students belonging to Schedule Castes, Schedule Tribes, OBC and handicapped students shall be reserved as per the policy of State Govt.

## **PROCEDURE FOR ADMISSION**

5. The candidates for Ph. D Programme shall be admitted through an Entrance Examination for each discipline followed by Group Discussion and Personal Interview. The Entrance Examination, Group Discussion and Personal Interview will be organized by the University at its Campus.
6. Ph. D Entrance Examination shall be conducted twice a year in the months of January and July depending on the availability of seats.
7. The Entrance Examination will comprise two papers (Paper I & Paper II).

Paper I: Paper I is common to all applicants of various Faculties/Disciplines appearing in the Examination. Syllabus for Paper-I (General paper on Teaching & Research Aptitude) will be as per UGC NET Syllabus. There will be 50 multiple choice questions with 4 options (A, B, C & D) for 100 Marks (50 x 2= 100 Marks), with a maximum time limit of 1 hour.



Paper II: will comprise 50 multiple choice questions with 4 options (A, B, C & D) for 200 Marks (50 x 4= 200 Marks), with a maximum time limit of 2 hours and as per UGC/CSIR/NET syllabus of the concerned discipline.

8. An applicant who fails to appear in Paper I shall not be permitted to appear in Paper II.
9. NET/SET/GATE/JRF/GPAT qualified candidates and those having M. Phil Degree obtained through an Entrance Test will be exempted from the Entrance Examination as provided in Regulation 5 but they shall have to appear in the GD and PI along with other candidates who have qualified the Entrance Examination of the University.
10. The Group Discussion and Personal Interview of all candidates shall be conducted after the Entrance Examination. At the time of Group Discussion and Personal Interview, the candidates are expected to discuss their research interest/area. The Group Discussion and Personal Interview shall carry 100 Marks each.
11. A candidate who has appeared in the Entrance Examination shall be eligible to participate in GD and PI only if he/she has secured minimum 50% Marks in each of Paper I and Paper II separately.
12. The final list of selected candidates shall be declared after getting the approval of the Vice-Chancellor.

### ***APPLICATION FOR ENROLLMENT***

13. The candidate whose name appears in the final list has to submit an application for enrollment to the Ph. D Programme. The application shall be accompanied by the requisite certificates of the qualifying examination and the prescribed fees.
14. Those applicants who are unable to submit all the requisite documents may be admitted provisionally to the Ph. D Programme. The provisional admission shall be confirmed after the submission of the deficient document(s).

### ***DURATION OF THE PROGRAMME AND EXTENSION***

15. Ph. D Programme shall be full time with minimum duration of 3 years including course work. A candidate may be given an extension of 1 year and, in special circumstances, be given further extension of 1 more year by the Vice-Chancellor on payment of fees as prescribed by the University.

## **ELIGIBILITY FOR PH. D SUPERVISOR**

16. a) All Professors, Associate Professors and Assistant Professors in the University Schools who possess a Ph. D degree of a recognized University, having two years teaching experience and two publications in refereed/international/national journals shall be eligible for being appointed as supervisor <sup>\*</sup> .
- b) An eminent scholar or a scientist, researcher or a teacher, working or retired, not being a teacher of this University, who holds a Ph. D degree may be recognized as a co-supervisor by the Departmental Research Committee (DRC) if he is actively engaged in research work for at least five years.
- c) The DRC may appoint a caretaker supervisor in special circumstances such as a supervisor proceeding on long leave of six months or more, or superannuation and the like , with the consent of the supervisor.
- d) A new supervisor may be appointed on the recommendations of DRC in the event of death, or prolonged illness or if inability to guide is expressed by the supervisor or after his resignation from the services of the University.
- e) A candidate is allowed to change his supervisor under following exceptional circumstances:
- i) The supervisor is not in a position to guide the candidate due to his personal reasons
  - ii) Change/modification in the subject/area of research
  - iii) New direction of research warranting appointment of subject matter specialist as supervisor
  - iv) Supervisor leaves the University and/or ends his/her association with the University; and
  - v) Incompatibility due to temperamental problems.

\*. As amended by the Academic Council in its 3<sup>rd</sup> meeting held on 20<sup>th</sup> September 2014

In any of the above circumstances, the candidate shall make a written request listing the reasons for change of supervisor to the Dean/Director of the concerned department who along with his/her recommendation shall forward such request to the DRC (Departmental Research Committee). The recommendations of the DRC shall be placed before the Vice-Chancellor for approval.



17. No supervisor shall have, at any given point of time, more than eight registered Ph. D scholars with him. The number of Ph. D scholars which a supervisor shall have is given below:

Assistant Professor	
(with less than 5 years teaching experience)	2
Assistant Professor	
(with more than 5 years teaching experience)	4
Associate Professor	6
Professor	8

The each supervisor shall have give an undertaking that the above upper limit is not exceeded in any case including those where he/she is a co-supervisor, whether within or outside the University.

18. No supervisors shall guide any of his close relatives. The supervisor shall have to give a certificate to this effect to the DRC.
19. The supervisor/co-supervisor shall be provided by the Standing Committee of the concerned School which comprise the following:

- Dean/Director of the Faculty
- All Professors
- One Associate Professor (by rotation every two years)
- One Assistant Professor (by rotation every two years)

### **COURSE WORK**

20. After having been admitted, every Ph. D student shall undertake course work for a period of one semester. The candidate shall have to attend regular classes held in the Campus and he/she must attend minimum 75% of the lectures delivered.
21. The course work shall be treated as Pre- Ph. D preparation and include a course on;
- a) Research methodology (including quantitative methods and Computer Applications) and reviewing of published research literature in the relevant field. (Paper I carrying 100 Marks)
  - b) Advanced course in the relevant area to be decided by the concerned School. (Paper II and Paper III carrying 100 Marks each)

A candidate who secures minimum 50% Marks in aggregate in Paper I, Paper II and Paper III (i.e. 150 out of 300 Marks) shall be deemed to have successfully completed the course work.

22. A candidate who fails to secure the minimum prescribed marks at the above examination may be given the first chance and permitted to reappear in the next ensuing above examination.
23. A candidate who fails to secure the minimum prescribed marks even in the first chance as provided in Regulation 21, in special circumstances, may be given final chance and permitted to appear in the next ensuing examination.
24. A candidate who fails to secure the minimum prescribed marks even after availing both the chances as provided in Regulations 21 and 22 shall have to attend regular classes again for one semester to undergo the course work and appear in the examination thereafter.
25. A candidate falling under Regulation 24 who fails to secure the minimum prescribed marks in the course work examination shall not be allowed to continue the Ph. D Programme and his/her enrollment shall be cancelled.
26. After successfully completing the course work, the candidate shall apply for registration. The duly filled in prescribed registration form shall be submitted to the Chairperson, Departmental Research Committee (DRC). The DRC shall comprise the following: -

Dean of Academic Affairs

Dean of the Faculty (Chairperson)

Director/HoD/In-charge of the concerned department

One Associate Professor (by rotation every two years)

One Assistant Professor (by rotation every two years)

The DRC on being satisfied that the candidate has completed all the requisite formalities and paid the prescribed fees, shall register the candidate for Ph. D Programme.

27. After registration, the candidate shall submit five copies of the synopsis of the dissertation to the Research Degree Committee (RDC). The RDC shall comprise the following: -

Dean of the Faculty (Chairperson)

Director/HoD/In-charge of the concerned department

One Associate Professor (by rotation every two years)

One Assistant Professor (by rotation every two years)



Two External Experts (to be nominated by the Vice-Chancellor)

28. The candidate shall make a presentation of the research project and submit the synopsis to the RDC. The RDC may approve the title of the research project and the synopsis submitted by the candidate.

29. Modification of Title

In case there is need for modification of the title of research, the candidate shall submit the application to RDC through the supervisor. The RDC shall be empowered to make any order on such an application made by the candidate.

30. a) Every registered candidate shall be required to make a detailed presentation and an exhaustive progress report at the end of each semester about the work done during the semester before the DRC.

b) The DRC shall, on the basis of presentation made before it, grade the progress of each candidate satisfactory(S)/unsatisfactory (US).

In such cases where the progress is considered as unsatisfactory (US), the candidate shall be issued the warning by the concerned Dean/Director requiring him/her to improve his/her performance. If the candidate fails to improve his/her performance during the subsequent semester to satisfactory grade, the DRC may recommend for the cancellation of his/her registration to the Ph. D Programme. The recommendation of the DRC cancelling the registration to the Ph. D Programme shall be placed before the Vice-Chancellor for approval.

## **EVALUATION AND ASSESSMENT METHODS**

31. Ph. D candidates shall publish one research paper in a referred Journal before the submission of the thesis for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint.

32. The Supervisor shall recommend a panel of ten examiners for evaluation of dissertation through the RDC which shall be placed before the Vice-Chancellor. The Vice-Chancellor may select any two examiners out of the panel. Out of two examiners one shall be an Expert from a place other than the State of Himachal Pradesh.

33. After the receipt of satisfactory evaluation reports from both the Examiners, the candidate shall undergo an open Ph. D Viva which shall also be openly defended. In the open Viva, any faculty member of any department may ask any question relating to the subject matter of thesis to the candidate.

34. In case where an examiner is not satisfied with the thesis submitted by the candidate and recommends for re-submission detailing the reasons thereof, the candidate must re-

submit the thesis within one year along with usual fees. In such an event the duration shall be extended by one year.

35. After the Viva, the External Examiner, if satisfied with the performance of the candidate, shall make a report certifying that the candidate has performed satisfactorily. The report shall also be signed by the supervisor and forwarded by the concerned Director/HoD/In-charge of the concerned department to the Dean of Faculty for onward transmission to the Controller of Examinations.

### **DEPOSITORY WITH UGC**

36. Following the successful completion of the evaluation process and announcement of the award of Ph. D degree, the university shall submit a soft copy of the Ph. D thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.
37. Along with the award of Ph. D degree, the University shall issue a provisional certificate certifying that the degree has been awarded in accordance with the provisions of the relevant UGC regulations.