

**ORDINANCE  
FOR  
DEGREE OF DOCTOR OF PHILOSOPHY**



**2025-26**

**Bhagat Phool Singh Mahila Vishwavidyalaya  
Khanpur Kalan – 131 305**

**November 2025**

# BHAGAT PHOOL SINGH MAHILA VISHWAVIDYALAYA, KHANPUR KALAN

## ORDINANCE FOR DEGREE OF DOCTOR OF PHILOSOPHY (PH.D.)

### **1 Short Title, Application, Commencement and Definitions:**

- 1.1 This ordinance is based on University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, 2016, and 2022.
- 1.2 The ordinance shall be applicable from academic session 2025-26. The research scholars already registered under preceding ordinances shall continue to be governed by respective ordinances.
- 1.3 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods.
- 1.4 The degree of Doctor of Philosophy (Ph.D.) may be awarded in any Faculty of the University
- 1.5 Subject to the general guidance of the Academic Council, research studies in the University leading to the Degree of Doctor of Philosophy shall be regulated by the various Post Graduate Boards of Studies/relevant Board of Studies.
- 1.6 **BPSMV** stands for Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan.
- 1.7 **Programme** stands for Doctor of Philosophy (Ph.D.).
- 1.8 **Course** refers to a paper having specified credits which is a component of a programme in a subject. The course defines the learning objectives and learning outcomes. A course may be designed comprising credits for lectures/tutorials/laboratory work/field work/outreach activities/project work/internship/vocational training etc. or combination thereof.

- 1.9 **Credit** is the weightage given to each course of study. It is the numerical value assigned to a course according to the relative importance of the contents and the contact hours required to teach the prescribed syllabi of the programme.
- 1.10 **Credit Point** is the product of grade point and number of credits for a course.
- 1.11 **Letter Grade** is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.
- 1.12 **Grade Point** is a numerical weight allotted to each letter grade on a 10point scale.
- 1.13 **Semester Grade Point Average (SGPA)** is a measure of student's performance in a given semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- 1.14 **Course Work (CW)** means courses of study prescribed by the University to be undertaken by a student registered for the Ph.D. Degree.
- 1.15 **Plagiarism** means the practice of taking someone else's work or idea and passing them as one's own.

## **2 Academic Eligibility:**

The academic eligibility of a candidate shall be determined on the basis of either of the two criteria (2.1 OR 2.2):

- 2.1 A 1-year/2-semester master's degree programme after a 4-year/8semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks (in

aggregate 52.5% for SC/ST/OBC (non-creamy layer)/PwBD, EWS) or its equivalent grade in a point scale wherever grading system is followed.

Or

equivalent qualification 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 to assess, accredit or assure quality and standards of the educational institution.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate (72.5% for SC/ST/OBC (non-creamy layer)/PwBD, EWS) or its equivalent grade on a point scale wherever the grading system is followed.

- 2.2 M. Phil. degree in accordance with UGC Ph.D./M. Phil. Regulations, 2016 and its amendments, acquired after Post-Graduate degree with at least 55% marks in aggregate (52.5% for SC/ST/OBC(non-creamy layer)/PwBD, EWS) or its equivalent B grade in UGC seven point scale in the concerned subject or allied subject(s)

Or

equivalent qualification 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 to assess, accredit or assure quality and standards of educational institutions.

- 2.3 Departmental Research Committee (DRC) of the concerned Department will decide (subject to approval by the Academic Council), the relevance of allied subjects.

### **3 Procedure for Admission:**

- 3.1 Admissions to Ph.D. programme may be advertised twice in a year, normally in the month of September/October and January/February.
- 3.2 The academic branch shall notify Ph.D. admission prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates.
- 3.3 Admissions to Ph.D. programme shall be made through two modes i.e.
  - A. Candidates having valid UGCJRF/CSIR-UGC JRF/UGC NET/CSIR-UGCNET/GATE/CEED/DST Inspire Fellow/ Teacher Fellowship holder, or any other equivalent national level fellowship.
  - B. Through entrance test conducted by University in subjects where NET examination is not conducted by the UGC/CSIR.
- 3.4 The Ph.D. seats will be first offered to the candidates having valid UGC JRF/CSIR-UGC JRF/UGC NET/CSIR-UGC NET/GATE/CEED/DST Inspire Fellow/Teacher Fellowship holder, or any other equivalent national level fellowship in the following order of preference:
  - i. **Category-1** NET qualified candidates (Eligible for Award of JRF, Assistant Professor and Ph.D. admissions) based on their performance in the interview.
  - ii. **Category-2** NET qualified candidates (Eligible for Assistant Professor and Ph.D. admissions).
  - iii. **Category-3** NET qualified candidates (Eligible for Ph.D. admissions based on the maximum of the minimum cut offs prescribed by the UGC and the University).

- iv. For students who qualify in Categories 2 and 3, 70% weightage will be given for test scores and 30% weightage for the interview.
  - v. The DRC shall conduct the interview based on the criteria approved by the concerned Department's DRC for all the aforementioned categories, and merit list shall be prepared categories wise accordingly.
- 3.4.1 The admission of the NET qualified candidates will be considered in the reservation category in which they were issued certificate by UGC/CSIR.
- 3.4.2 Such candidates will submit a tentative research proposal on the thrust areas mentioned in the advertisement for assessment of the candidate's research abilities by the DRC.

Admission under exempted category shall be made on the seats as recommended by the DRC maintaining supervisor-scholars ratio in the concerned Department of the University

**3.5 Admission through University Entrance Test:** Admissions to Ph.D. programme shall be made through a written Entrance Test conducted by Controller of Examinations (CoE) of the University for subjects where NET examination is not conducted by the UGC/CSIR.

- i. The entrance test will be of two hours duration carrying 100 marks.
- ii. The question paper will have two parts.
- iii. Part-1 of the question paper will have 50 objective type (MCQ) questions carrying 50 marks related to research methodology provided that the syllabus for Part I (Research Methodology) shall be of general nature to assess the research abilities of the candidates.

- iv. Part-II of the question paper shall be subject specific carrying 50 marks requiring the candidates to answer objective type/Descriptive/MCQs from the concerned subject.
- v. The syllabus for the Part-II of the Entrance Test shall be laid down by the concerned Teaching Department(s). A candidate must secure at least 50% marks to qualify the entrance test (47.5% for SC/ST/OBC (non-creamy layer)/PwBD, EWS candidates).
- vi. The examiner must ensure that there is only one correct answer to each MCQ/Objective Type Question.
- vii. Moderation for subject specific paper (Part II) must be carried out by a committee of the following:
  - a. Dean of the concerned faculty
  - b. Controller of Examinations
  - c. Chairperson of the concerned department
- viii. Moderation for Research Methodology Part I will be carried out by a committee of the following:
  - a. Dean Academic Affairs
  - b. Director, Research
  - c. Controller of Examinations

### **3.6 Merit List for Entrance Test Category:**

- 3.6.1 From those candidates who qualify the Ph.D. entrance test, the concerned Department will invite for interview, in order of merit of the entrance test, three times the total number of seats advertised for admission to Ph.D. (for example, if a Department has 8 seats, 24 candidates who have qualified the written entrance test will be invited in order of merit for interview).
- 3.6.2 70% marks based on performance in NET/GATE/other valid and qualifying National Level Test/University entrance test.

30% marks based on performance in the interview/viva-voce to be conducted by the respective department.

- a. 5% marks of the percentage of marks in the Master's degree M.Sc./MBA/M.Com/M.A/M.Tech etc.
- b. 15% marks in the interview to be conducted by DRC of the respective Department.
- c. 5% marks for work experience ( 01 marks for work experience subject to max. 5 marks).
- d. 5% marks ( 01 marks for each publication in peer reviewed/UGC approved list of Journals subject to max. 5 marks)

3.7 Only a pre-determined number of students in accordance with the seats announced in the admission brochure of the University shall be admitted to Ph.D. programme.

3.8 The DRC shall prepare separate merit list of the below mentioned:

- i Merit of UGC/CSIR Test
- ii Merit of University Entrance test.

3.9 While granting admission to the Ph.D. programme, the Department will take into account existing national/state level reservation policy. Every year the total number of Ph.D. seats shall be sought from all Chairpersons by the Academic Branch. Thereafter, Department-wise seat matrix will be prepared by the branch and Department wise roaster shall be maintained by the concerned Department.

3.10 One seat (supernumerary) in each Department is earmarked for admission of foreign students. Such candidates are exempted from Ph.D. entrance test provided that they are otherwise eligible and have been duly recommended by the appropriate authority of the last institution attended. In case the number of foreign students is more, the supernumerary seats may be increased in accordance with clause 5.16 and 5.17. However, the selection will be done on the basis of merit to be determined by the DRC.



- 3.11 One seat in each Department is earmarked for admission of regular female teachers appointed by BPSMV and who are otherwise eligible and qualify the Ph.D. entrance test.
- 3.12 The admission against seats mentioned at 3.10, 3.11 and 3.12 will be subject to the availability of Research Supervisor. The number of seats under a supervisor should remain within the limit as prescribed in clause 5.18.
- 3.13 A candidate applying for admission to the Ph.D. programme must specify in her application whether she intends to pursue Ph.D. in regular mode or part-time mode. However, a candidate who initially opted to pursue a Ph.D. in regular mode may be permitted to switch to part-time mode and vice-versa, till her registration is approved by the PGBoS.
- 3.14 The candidate in employment seeking admission to Ph.D. must produce NOC at the time of interview for a regular Ph.D. programme from the appropriate authority in the Organization where she is employed, clearly stating that:
- 3.14.1 The candidate is permitted to pursue studies on a regular basis.
  - 3.14.2 Her official duties permit her to devote sufficient time for research.
  - 3.14.3 She will be relieved from the duty to complete the course work.

All the conditions mentioned in the Ph.D. Ordinance are also to be fulfilled by the candidate in toto.

- 3.15 A candidate who is unemployed and seeking admission to the Ph.D. program must submit an undertaking, attested by a First-Class Magistrate, at the time of the interview for the regular Ph.D. program, stating that she is not employed in any capacity—whether as a private, regular, part-time, adjunct, visiting, or guest employee.

- 3.16 The candidates selected by the DRC for admission in Ph.D. programme are required to deposit fee within 15 days of display of merit list on the University's website. Provisional admission letter shall be sent through email by the concerned Department. In case the candidate fails to deposit fee in the stipulated time, the seat shall be treated as vacant and shall be offered to the next candidate in order of merit prepared by the DRC.
- 3.17 The research supervisor shall be allocated by the DRC at the time of admission to Ph. D. programme.

#### **4 Course Work:**

- 4.1. Each admitted student shall be required to complete the mandatory course work of minimum 12 credits including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course.
- 4.2. The Research and Publication Ethics course will be taught jointly at University level for all research scholars and teacher concerned will be nominated by the Director Research.
- 4.3. The concerned Department shall prepare the syllabus of Ph.D. Course Work as per UGC guidelines.
- 4.4. All Ph.D. scholars, irrespective of discipline, shall be required to undergo training in teaching/education/pedagogy/writing/laboratory related to their chosen Ph.D. subject during their doctoral period in the concerned Department. Further, Ph.D. scholars may be assigned 4-6 hours per week of teaching, research assistantship and evaluation.
- In disciplines having fieldwork/laboratory work, research scholars will be assigned field/laboratory workload in coordination with regular faculty of the Department.
- 4.5. The student will be allowed to appear in course work final examination, if she meets the following requirements:

4.5.1 has been on the rolls of Department during the concerned semester

4.5.2 has attended not less than 75% of classes delivered in theory as well as practical

- 4.6. Relaxation in shortage of attendance up to 10% will be allowed by the Chairperson of the concerned Department and additional 5% relaxation by the Vice Chancellor on valid grounds.
- 4.7. A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit her thesis.
- 4.8. In case, a candidate fails to complete the course work she may be permitted to complete the course work in three attempts in subsequent years from the date of admission.
- 4.9. Only on satisfactory completion of mandatory course work, the candidate shall become eligible for registration to the Ph.D. programme.

## **5 Procedure for Registration:**

- 5.1 Within three months of the declaration of Ph.D. coursework result, the synopsis of the research work, prepared by eligible candidates in consultation with their Research Supervisor, shall be placed before the Department Staff Committee (DSC) comprising teachers eligible to be research supervisors. The DSC may:
- 5.1.1. Recommend the synopsis for consideration by Department Research Committee
  - Or
  - 5.1.2. Suggest suitable changes in the synopsis
  - Or
  - 5.1.3. Reject the synopsis assigning suitable reasons shared with the student

## **5.2 Research Advisory Committee (RAC):**

Research Advisory Committee comprising the following shall be constituted for each Ph.D. scholar to guide her in pursuing the research smoothly and effectively:

- Research Supervisor of the candidate Convener
- One faculty member from the concerned Department, preferably in the related research area- Member.
- One faculty member from related/allied Department/institute, preferably from same faculty and relevant area.

### **5.3 RAC shall have the following responsibilities:**

5.3.1. To review the research proposal and finalize the topic of research

5.3.2. To guide the research scholar in developing the research design and methodology of research and identify the course (s) that she may have to do

5.3.3. To periodically review and guide the research scholar

5.4 A research scholar shall appear before the RAC once in six months to make a presentation of the progress of her work for evaluation and further guidance.

5.5 The six-monthly progress reports duly recommended by the RAC shall be submitted to the Chairperson of the concerned Department. The Department shall also share a copy of the same with the research scholar for necessary action.

5.6 In case there is no faculty in related/allied disciplines, one outside expert may be nominated with the approval of the Vice-Chancellor.

5.7 The concerned supervisor shall notify the RAC within one month from the date of completion of the Ph.D. course work.

## **5.8 Constitution of Department Research Committee (DRC):**

Department Research Committee in the University Teaching Departments shall consist of the following:

- 5.8.1. Chairperson of the concerned Department Chairperson
- 5.8.2. All Professors and Associate Professors of the concerned Department
- 5.8.3. One Assistant Professor by rotation for two years from those eligible for appointment as research supervisor
- 5.8.4. Two outside experts to be nominated by the Vice Chancellor for a period of two years out of the panel of six experts proposed by the Department Staff Committee
- 5.8.5. Dean of the concerned faculty
- 5.8.6. The research supervisor (in case he/she is not a member of DRC) shall be invited to the DRC's meeting as a special invitee for his/her candidate(s).
- 5.8.7. Two/fifths of the total members with at least one out of the two outside experts shall constitute a quorum for the Departmental Research Committee.

5.9 Chairperson of the concerned Department, on behalf of the DSC, shall place the application(s) for registration along with the recommendations of the DSC before the Departmental Research Committee (DRC). DRC shall invite the candidate(s) to defend their synopsis.

5.10 The DRC shall assign research supervisor to each admitted candidate. For subject of interdisciplinary/inter-speciality nature, the DRC may recommend the appointment of a Joint Supervisor from other Universities/UTDs/Institutes of BPSMV/Research Laboratories of recognized Indian or foreign Universities and R&D institutions.

5.11 All the Professors and Associate Professors serving in the concerned Department of BPSMV on permanent basis with a Ph.D. and at least

five (05) research publications in UGC-CARE listed/peer-reviewed/refereed journals shall be eligible for appointment as research supervisor. An Assistant Professor serving in the concerned Department of BPSMV on permanent basis with a Ph.D. and at least three (03) research publications in UGC-CARE listed/peer-reviewed/refereed journals shall be eligible for appointment as research supervisor.

In case of Institute of Higher Learning (IHL) of BPSMV, teachers serving on permanent basis and also eligible to supervise Ph.D. scholars, may be allowed to supervise research scholars in the Department concerned by the DRC. However, their case for supervision shall be considered by the DRC only after allotment of candidates to the supervisors of the Department concerned.

5.12 DRC of the concerned Department shall decide the relevance of Ph.D. of eligible supervisor in the concerned/allied subjects.

5.13 Faculty members of UTDs serving permanently in departments having allied or relevant subject specializations of their parent UTD, who meet the eligibility criteria to supervise Ph.D. scholars, may be permitted by the Vice Chancellor to supervise research scholars in the UTD of concerned subject.

5.14 Co-Supervisors from within the same Department or other Departments of the same institution or other institutions may be permitted with the approval of the academic council. Adjunct Faculty members can only act as co-supervisor. Further, in case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/Centre/College/Research Institution/University may be appointed. However, Co-supervisors shall be eligible for appointment as research supervisor in accordance with University/UGC guidelines.

- 5.15 Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.
- 5.16 The maximum number of research scholars to be registered under a supervisor/joint supervisor shall be eight (08), six (06) and four (04) for Professor, Associate Professor and Assistant Professor respectively.
- 5.17 Each supervisor can guide up to two (02) international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 5.16 above.
- 5.18 At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 5.16 and 5.17.
- 5.19 DRC shall recommend the registration of the qualified candidates with the nominated supervisors for consideration by Post Graduate Board of Studies (PGBoS).
- 5.20 The DRC may either reject the synopsis or may suggest suitable changes in it for reasons to be recorded. In the latter case, the candidate shall be given 02 months to resubmit the synopsis to the Department. The same procedure laid down in the Clause 5.9 shall be followed again. The entire registration process must be completed within two years from the date of declaration of the Ph.D. coursework result, and this period shall be considered as part of the total duration of the Ph.D. programme.
- 5.21 The recommendations of the DRC for Ph.D. registration shall be placed before the PGBoS and the Academic Council for its consideration and approval, respectively. The date of registration of

the research scholar shall be the date on which the PGBoS recommends the registration of the candidate.

5.22 A registered student, in consultation with her supervisor, may modify the topic of her research duly recommended by the PGBoS and approved by the Academic Council.

5.23 Faculty members of the BPSMV willing to become co-supervisor for Ph.D. Programme outside the university shall have to obtain NOC from BPSMV and all such seats shall be counted against the prescribed limit for supervising Ph.D. candidates. A disclosure regarding such seats shall be mandatory for each faculty member (supervisor/co-supervisor) at the time of offering vacant seats.

## **6 Change of Supervisor:**

The change of Research Supervisor may be allowed in the following circumstances:

- 6.1 The Research Supervisor has expired or proceeds on leave/deputation of more than one year and the research scholar makes a request in writing to change the supervisor. In such case, the Vice Chancellor may allow an additional seat beyond the sanctioned intake to a Supervisor on the recommendations of PGBoS concerned. However, this additional seat will be adjusted as and when any of his/her candidates submits thesis.
- 6.2 By mutual consent of both the Supervisor and the Research Scholar
- 6.3 In case of extreme hardship where it becomes almost impossible for a candidate to work/continue her research work with the allotted Supervisor or in case the Supervisor or the candidate requests for the change of Supervisor on valid/genuine grounds. The candidate/Supervisor will represent to the Chairperson of the Department, who will put the matter before the Departmental Research Committee as well as the concerned PGBoS for decision.



However, the change in such cases will be allowed only after the approval of the Academic Council.

- 6.4 The Co-Supervisor can be added within two years of Registration of a candidate to Ph. D programme on recommendations of the RAC and ratified by the DRC, PGBoS and Academic Council (AC).
- 6.5 In case of relocation of a Ph.D. scholar due to marriage or otherwise, the research data shall be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
- 6.6 (a) In case a Research supervisor ceases to be an employee of the University before the submission of thesis by candidate, the DRC of the department shall appoint new supervisor from the concerned department.  
(b) In case a teacher superannuates before the submission (s)he will be allowed to continue as supervisor upto a maximum of 2 years from the date of s(he) of his superannuation. In case the thesis is not submitted within 02 years of his/her superannuation, the case will be governed by 6.6 (a).

## **7 Duration of the programme:**

- 7.1 Every candidate registered for Ph.D. programme shall be required to pursue her research work for a minimum duration of two (2) years after registration. The maximum duration for the Ph.D. programme shall be six years from the date of admission to the Ph.D. programme. However, subsequent extensions for a maximum period of four (4) years may be granted with the approval of the Vice Chancellor on the recommendations of the research supervisor and DRC. However, the total period for completion of a Ph.D.

programme should not exceed ten (10) years from the date of admission in the Ph.D. programme.

- 7.2 The candidates may be provided maternity leave/childcare leave once in the entire duration of Ph.D. programme for up to 240 days by the Chairperson of the concerned Department on the recommendation of the research supervisor.
- 7.3 The registered Ph.D. students who are awarded fellowship by the University/outside agency to carry out Ph.D. work shall be required to stay at the University headquarters for the entire duration of the fellowship. The Chairperson of the Department concerned will forward the details of the stay of the candidate to registration & scholarship (R&S) branch on the recommendation of the research supervisor.
- 7.4 Every Ph.D. Research Scholar after registration shall be required to stay at concerned Department of BPSMV for a minimum period of 240 working days in the minimum duration of the programme.
- 7.5 Further, out of above-mentioned working days the research scholar shall be required to stay for a minimum period of 90 working days in every six months at concerned Department of BPSMV. She must regularly mark her attendance in the register maintained by the office of the concerned department during her stay. The Chairperson shall issue a certificate on the recommendation of concerned research Supervisor to this effect.
- 7.6 No research scholar shall join any other programme of study or appear in any other examination conducted by any University through any mode (distance/regular/part time etc.) leading to the award of Degree during the period of her research work. Non-adherence to the stated rule will lead to cancellation of her registration to Ph.D. programme on the recommendations of the PGBoS. The cancellation mentioned above shall be reported to the Academic Council for ratification.

## **8 Medium:**

The medium of writing the thesis will be the concerned language in case of language subjects; and for non-language subjects the thesis can be written in English or Hindi.

## **9 Monitoring:**

- 9.1. The research supervisor through RAC must submit progress report of the research work done by the scholar on biannual basis to the Chairperson of the concerned Department. The report shall be placed before the DSC and DRC through Chairperson for its evaluation.
- 9.2. In case two consecutive six-monthly reports are found to be unsatisfactory, the Chairperson of the Department on behalf of the DSC will present the case to DRC. The DRC may recommend cancellation of the registration of the concerned scholar to the PGBoS.
- 9.3. Every Research Scholar will annually present the progress of her research conducted during the previous year, in the research colloquium organized by the concerned Department. The Department concerned shall issue a notification of the same at least one week in advance from the date of research colloquium.
- 9.4. The registration of a Ph.D. candidate can also be cancelled by the DRC upon the recommendation of the Research Supervisor, on grounds of indiscipline, unsatisfactory academic performance, or inappropriate conduct. All cases of registration cancellation shall be routed through the DRC, PGBoS, and the Academic Council for approval.

## **10 Submission of Thesis:**

- 10.1 Before submission of the thesis the following requirements are to be completed by the research scholar:

- 10.1.1 To publish a minimum of two research papers (at least one research paper should be published and other may be in press/accepted) based on her research work preferably in Scopus or /Web of Science indexed journals. The publication in peer-reviewed/UGC-CARE listed journals is also permissible.
- 10.1.2 To make two paper presentations in conferences/seminars. The proof of publications and paper presentation must be appended to the thesis.
- 10.1.3 To attend at least one workshop of one-week duration on research methodology/academic writing/ data or statistical analysis and research related issues. Participation certificate will have to be appended to the thesis.
- 10.1.4 At least three months before the submission of thesis, the research scholar shall submit a written request, duly recommended by the supervisor, to the Department concerned. The Chairperson of the concerned Department shall issue a circular one week prior to pre submission presentation which shall be open to all Faculty members and research students for getting the feedback and comments which may be incorporated into the draft thesis under advice of the research supervisor.
- 10.1.5 The thesis shall be an original piece of research work characterized either by discovery of new facts or enunciation of a new theory or by fresh interpretation of known facts or theories. In either case, it should evince the scholar's capacity for critical acumen and judgment.
- 10.1.6 An undertaking from scholar and supervisor along with relevant evidences related to clause 10.1.1, 10.1.2 and 10.1.3 shall be appended to the thesis.
- 10.1.7 The R&S Branch shall provide information regarding submission of fee for the thesis and the candidate will be required to take 'No Dues' from R&S, Accounts, Library,

concerned Department and Hostel. Only then the thesis shall be accepted by the Examination Branch of BPSMV.

10.1.8 The research scholar shall submit five printed/typed copies (Supervisor: 1, Library: 1, Exam Branch: 3) of her thesis, mentioning the name of the candidate, supervisor, etc. The soft copy of thesis in PDF format shall also be submitted through official email id of the Chairperson on the day of submission.

10.1.9 The typing/printing of thesis should be done on both sides of the paper on A-4 size paper in font size '12' in 'Times New Roman' font. The thesis should be typed in 1½ space. But the bibliography/references should be typed in single space.

10.1.10 The Cover page of Ph.D. thesis would be in Maroon Color with Golden Printing on it.

10.2 The thesis will include declaration and certificate of originality from the research scholar countersigned by the research Supervisor in the following format:

#### **Declaration and Certificate of Originality**

This is to certify that the material embodied in the present research work entitled"\_\_\_\_\_ " is based on my original research work and has been carried out at the Department of \_\_\_\_\_,Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan, Sonipat. The thesis is submitted for the award of degree of Doctor of Philosophy in \_\_\_\_\_,

after completing all formalities prescribed in the Ph.D. ordinance of the University. It has not been submitted in part or full for any other diploma or degree of any other University/HEI.

It is certified that the work included in this thesis is free from any kind of plagiarism and the similarity level is below 10 percent as prescribed in the UGC (Promotion of Academic Integrity and Prevention of

Plagiarism in Higher Educational Institutions) Regulations, 2018. The indebtedness to others' work has been duly acknowledged at the relevant places. The assistance received during the course of study has been duly acknowledged.

Research Supervisor

Research Scholar

- 10.3 A candidate shall also submit five copies of the summary of the thesis in about 3000-6000 words indicating how far the thesis embodies the result of her own research and in what respect the investigations carried out by her, advance the knowledge of the subject researched. The examination branch will send the same to the approved examiners for seeking their consent to examine the thesis.
- 10.4 The Research Report Card (RRC) submitted by the Scholar at the time of submission of thesis will be maintained by the examinations branch. The report card shall be produced before the University Research Committee during its meeting for the award of the degree.

#### 10.5 **Plagiarism Check:**

The following guidelines must be adhered to while submitting the plagiarism report at the time of submission of Ph.D. thesis:

- 10.5.1 The Plagiarism Report generated through the software authorized by the University and issued by the central library of BPSMV shall be appended to the thesis.
- 10.5.2 The central library shall submit soft copy of the thesis to INFLIBNET within a month of the award of degree for hosting in Shodh Ganga e-repository.
- 10.5.3 The awarded thesis shall be added to the institutional repository and uploaded on the University website by the central library. The related information after uploading shall be provided to the Director - IQAC and Director - Research of the BPSMV.

10.6 The similarity check for plagiarism shall exclude the following:

10.6.1 All quoted work reproduced with all necessary permission and/or attribution.

10.6.2 All references, bibliography, table of content, preface and acknowledgements.

10.6.3 All generic terms, laws, standard symbols, Mathematical Formula, Supervisor name, Institutional, Departments, Quotes, and standards equations.

10.7 The research work carried out by the researcher shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

10.8 Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

Level 0: Similarities up to 10% - Minor similarities, no penalty

Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.

Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.

Level 3: Similarities above 60% - registration to Ph.D. programme shall be cancelled.

10.9 Regarding Self-Plagiarism or cases where published work of the student is shown as similarity in the check, a certificate (Plagiarism Self Exclusion Certificate) has to be issued by the Supervisor specifying and attaching the articles that have been published by the student from thesis work. Only these articles should be excluded

from the check. No other article of the Supervisor or the student should be excluded from the check.

10.10 The final Plagiarism check from the library is essential so that the correct report is submitted at the time of thesis submission.

10.11 The Central Library will issue the Plagiarism Verification Certificate duly countersigned by the University Librarian that the similarity index is acceptable as per UGC guidelines applicable from time to time and adopted by the University. The original certificate must be included in the thesis.

## **11 Appointment of Examiners:**

11.1 On receiving the request along with the summary of the thesis from the research scholar duly certified by the research Supervisor that her research work is complete and ready for submission, the PGBoS shall approve, a panel of at least eight external examiners (not more than 4 from Haryana) not below the rank of Professor to evaluate the thesis recommended by the concerned supervisor.

11.2 The supervisor shall ensure that the proposed examiners are from the same area of specialization to which Ph. D. thesis to be evaluated pertains. Efforts should be made to recommend examiners of national and international repute and from the leading Institutes/Universities in the country. It shall be up to the PGBoS concerned to recommend the examiners from outside the Country.

11.3 The candidate shall submit her thesis within six months from the date on which the PGBoS has approved the panel of examiners provided that the PGBoS may, for satisfactory reasons, extend the period by a maximum of six months.

## **12 Evaluation of Thesis:**

12.1 The thesis for adjudication shall be sent to two (02) examiners selected by the Vice Chancellor out of the already approved panel. At least one examiner shall be from outside the state/country. The



examiners shall be requested to send their reports within two (02) months.

12.2 The examiners shall give a detailed report (in the prescribed format) on the thesis and make a clear-cut recommendation whether:

a) The thesis is accepted.

OR

b) The thesis is rejected.

OR

c) The research scholar is asked to resubmit the thesis with improvements/ revisions.

12.3 In case the examiner(s) recommend revision of the thesis, suggestions for such revision should be part of the examiner's report. The research scholar shall be required to submit the revised thesis within one year from the date of communication to her by the CoE. After revision, the thesis shall be sent to the same examiner(s) for evaluation, unless the examiner(s) express(s) her/his/their inability to do so.

12.4 If one examiner recommends award of Ph.D. degree and the other recommends rejection, then the thesis shall be sent to the third examiner for taking a final decision. In any case, there should be two positive recommendations for the award of Ph.D. degree.

12.5 The CoE shall send the prescribed proforma for evaluation of the Ph.D. thesis (along with remuneration proforma) to the examiners.

### **13 Viva-Voce Examination & Award of Degree:**

13.1 Open viva-voce examination shall be conducted by the Board of Examiners consisting of the researching supervisor and one of the examiners who evaluated the thesis, to be nominated by the Vice Chancellor within a period of one month of the receipt of reports of evaluation of thesis.

13.1.1 The viva-voce examination in special circumstances can be conducted through video conferencing and in such

cases, the recording of the viva-voce shall be maintained by the examinations branch for future reference.

13.1.2 In case both the examiners who evaluated the thesis are unable to conduct the viva-voce, the Vice Chancellor shall appoint another examiner out of the panel to conduct the viva-voce examination.

13.2 The confidential reports submitted by the examiners on the thesis as well as on the viva-voce examination duly signed by the examiner and countersigned by the Chairperson shall be placed before the University Research Committee (URC) consisting of the Vice-Chancellor, the Dean of the Faculty and the Chairperson of the concerned Department within one month of the viva-voce examination. If the Dean or Chairperson of the Department is not able to participate in the meeting, the Vice Chancellor may co-opt any other senior member of the Faculty, in her/his place.

13.3 Provisional degree will be issued by the CoE of BPSMV after receiving the recommendations of the URC and the case will be placed before the Academic Council for approval.

13.4 Following the successful completion of the evaluation process and announcement of the award of Ph.D., the Central Library shall submit a soft copy of Ph.D. thesis to UGC within a period of thirty days for hosting the same on INFLIBNET which shall be accessible to all Institutions/ Universities.

13.5 Along with provisional Degree, DAA shall issue a Notification certified by the CoE that the degree has been awarded in accordance with the relevant provisions of the Ph.D. Regulations of the UGC.

13.6 The publication right/copyright will be jointly shared by the research scholar and research supervisor.

13.7 The permission for publication of the thesis, if applied for, may be given by the Vice Chancellor provided that the examiners have recommended that the thesis is fit for publication. If there is

difference of opinion between the examiners regarding the publication of the thesis, the case shall be referred to an external expert nominated by the Vice Chancellor and the report of external expert shall be submitted to the Vice Chancellor for consideration and approval.

- 13.8 The CoE shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

#### **14 Ph.D. through Part-time Mode:**

- 14.1 Ph.D. programme through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.
- 14.2 Candidates pursuing Ph.D. in Part-time mode must maintain a minimum stay of 15 days in each semester at concerned Department of BPSMV throughout the duration of the Ph.D. She must mark her attendance in the Department regularly during the period of her stay. The Chairperson shall issue a certificate on the recommendation of concerned research Supervisor to this effect.
- 14.3 The University shall obtain a “No Objection Certificate” through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:
- 14.3.1 The candidate is permitted to pursue studies on a part-time basis.
- 14.3.2 Her official duties permit her to devote sufficient time for research.
- 14.3.3 She will be relieved from the duty to complete the course work.

## **15 General Guidelines:**

- 15.1 Wherever this ordinance is silent, the UGC guidelines/Programme Ordinance/University Ordinance/Calendar and Regulations as framed from time to time shall be applicable.
- 15.2 The Ph.D. programme shall not be conducted through distance and/or online mode.
- 15.3 The DRC of the Department shall be convened quarterly, ordinarily in the months of January, April, July, October.
- 15.4 The programme fee shall be paid by the candidate as prescribed by the University from time to time.
- 15.5 Re-evaluation of course work answer sheets and Grace Marks shall be allowed as per University Examination regulations.
- 15.6 All academic problems of the students other than those affecting the University rules and regulations framed from time to time may be looked into by the Dean of Academic Affairs.
- 15.7 The R&S branch shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, her or his designation, and the Department/Institution/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of her research and the date of admission) admitted under them on the website of the institution and update this list every academic year.
- 15.8 In case the Research Scholars who are registered in other State/Central Universities/Deemed Universities/Govt. Research Centers/Institutes of National Importance wish to migrate to BPSMV, their case shall be governed by the migration and equivalency rules of the University.
- 15.9 Re-evaluation of the answer sheets of Ph.D. Entrance Test is not permissible. However, if there is any complaint/representation, the matter shall be examined by the internal committee constituted by the Vice Chancellor and the decision of the Vice Chancellor on this shall be final.

- 15.10 Notwithstanding anything in this ordinance, the Vice Chancellor may take such measures as may be necessary in respect of candidates registered with the University.
- 15.11 The number of seats may be increased or decreased by the DRC depending upon the availability of supervisor/suitability of the student on the basis of tentative research proposal in accordance with the thrust areas mentioned in the Ph. D. prospectus.
- 15.12 The JRF/URS/GATE students will be considered for grant of fellowship from the date of admission/enrolment in the programme.
- 15.13 Student cannot pursue any other academic programme along with the regular/part-time Ph.D. degree programme.
- 15.14 A student is deemed to have completed the requirements for the degree and is eligible for the award of degree if:
- 15.14.1 She has satisfied all the academic requirements as per the regulations; and
  - 15.14.2 She has paid all fees due from her; and
  - 15.14.3 There is no case of indiscipline pending against her.
  - 15.14.4 Satisfied the minimum academic and stay requirements.
- 15.15 A student who has completed the Ph.D. degree requirements listed above shall be eligible for award of degree. However, under extremely exceptional circumstances, where gross violation of the Ph.D. degree requirements is detected at any later stage, the Academic Council may recommend to the Executive Council to withdraw the degree already awarded.
- 15.16 Degrees obtained through Open Universities/Distance Education Mode shall only be considered if recognized by the Distance Education Council, IGNOU/Distance Education Bureau – UGC.