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शिक्षा मंत्रालय

(उच्चतर शिक्षा विभाग)

[राजीव गाँधी विश्वविद्यालय, ईटानगर, अरुणाचल प्रदेश]

अधिसूचना

रोनोहिल्स, 31 मार्च, 2021

फा.सं. आर.जी.यू./प्रशा.-38/सा./10.—राजीव गांधी विश्वविद्यालय के संविधि 41 के अधीन निहित प्रावधानों में निहित शक्ति का प्रयोग करके निम्नलिखित अध्यादेशों, जिनकी प्रतिकृति नीचे है, ये कार्यकारिणी परिषद् के अनुमोदन के तुरंत बाद से प्रभावी हो गए हैं।

अध्यादेश

दर्शन निष्णात् (एम.फिल) कार्यक्रम

(राजीव गाँधी विश्वविद्यालय अधिनियम 2006 की धारा 6(ii), 31(1)(डी) 31(2) के अधीन)

प्रस्तावना : राजीव गांधी विश्वविद्यालय अधिनियम 2006 की धारा 6(ii), 31(1)(डी) 31(2) के द्वारा प्रदत्त शक्तियों के प्रयोग से, एवं इस विषय में पहले के समस्त अध्यादेशों को निरस्त करके, एतद् द्वारा विश्वविद्यालय दर्शन निष्णात्/मास्टर ऑफ फिलॉसफी (एम.फिल) अध्यादेश, 2020 का निर्माण करता है।

Ordinance Relating to**MASTER OF PHILOSOPHY (M. Phil) PROGRAM**

(Under Section 6(ii), 31(1)(d) and 31(2) of Rajiv Gandhi University Act, 2006)

PREAMBLE

In exercise of the powers conferred by Section-6(ii), 31(1)(d) and 31(2) of Rajiv Gandhi University Act, 2006, and in supersession of all earlier Ordinances in this subject, the University hereby makes the *Master of Philosophy (M.Phil.) Ordinance, 2021*.

1. Short Title, Application and Commencement, Terms Used

- a) The Ordinance shall be called *Master of Philosophy (M.Phil.) Ordinance, 2020*. The regulation mentioned herein shall come into force from the date of its notification.
- b) This Ordinance shall be regulated by and supplementary to the University Grants Commission (Minimum Standards and Procedure for Award of M.PHIL./PH.D Degrees) Regulations, 2016, University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018; and amendments thereon.

Terms used

- a) Academic Council or AC means the committee formulated by the University under the act, as and with the power vested.
- b) Board of Postgraduate Studies (BPGS) means the committee formulated by the University under University Ordinances, as and with the power vested.
- c) Candidate means the applicant for the degree of Master of Philosophy (M.Phil.).
- d) CoE means Controller of Examinations of the University
- e) Departmental Research Committee (DRC) means the committee formulated by the University under this Ordinance, as and with the power vested.
- f) Executive Council (EC) means the committee formulated by the University under the act, as and with the power vested.
- g) Faculty Board of Studies (FBS) means the committee formulated by the University under University Ordinances, as and with the power vested.
- h) Fees means fees prescribed and amended by the University for this Degree, from time to time.
- i) Research Advisory Committee (RAC) means the committee formulated by the University under this Ordinance, as and with the power vested.
- j) Research Board (RB) of the University means the committee formulated by the University under this Ordinance, as and with the power vested.
- k) Research Scholar or Scholar means the candidate after getting himself / herself registered for the degree of M.Phil.
- l) RGUMPET means Rajiv Gandhi University M.Phil./Ph.D. Entrance Test, conducted by the University
- m) UGC or Commission means University Grants Commission
- n) University means Rajiv Gandhi University, Rono Hills, Doimukh, Arunachal Pradesh.

2. Eligibility Criteria for Admission to the M. Phil Program

The following candidates shall be eligible to seek admission to the Master of Philosophy (M.Phil.) program in the University:

- 2.1 Candidates for admission to the M.Phil. program having Master's degree in concerned/ relevant subjects or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/ Differently-Abled and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3. Duration of the Program

- 3.1 M.Phil. shall be offered by the University in regular mode as a full-time course only. The duration of the program shall be for a minimum duration of two (2) consecutive semesters/ one year and a maximum of four (4) consecutive semesters / two years.
- 3.2 The women candidates and Persons with Disability (more than 40% disability) shall be additionally allowed a relaxation of one year for M.Phil. in the maximum duration. In addition, the women candidates shall be provided Maternity Leave/ Child Care Leave once in the entire duration of M.Phil./Ph.D. for up to 240 days.
- 3.3 A further relaxation in the maximum duration of the M.Phil. course by another six months shall be provided on due approval from the RB only in case of epidemic, natural disaster, serious illness leading to hospitalization and otherwise such very exceptional and well admissible cases thereby affecting the research work of the scholar / submission of the thesis prior to the expiry of the maximum period. No further extension beyond this period shall be admissible under any circumstances.
- 3.4 A relaxation in the maximum duration shall be admissible to a scholar thereby enabling him / her to resubmit the thesis after revision on such recommendation of the External Examiner(s).

4. Procedure for Admission

- 4.1 The University shall admit M.Phil. student(s) through an Entrance Test (RGUMPET) or any other similar procedure approved by the AC from time to time as per UGC Regulation 2016 and its amendments thereon.
- 4.2 The concerned DRC of the Department/Institute/Centre of the University shall decide the intake capacity prior to notification of RGUMPET for ensuing academic session after having a formal consultation with eligible Research Supervisor(s) and by taking into account the number of vacant seats under them as per the provisions of this ordinance, in specific area(s) of research within the given subject/discipline, and the existing academic and physical facilities available for research including laboratory, library and such other essential requirements for the research work.
- 4.3 The intake capacity as decided and consequently approved by the University authority shall be notified well in advance in the University website and through advertisement in at least one (1) national newspaper and one (1) local newspaper. The detailed advertisement in the University website shall reflect the number of available seats for admission in a particular Department/Institute/Centre and precise area of research, if any, within the subject, distribution of seats for different categories, criteria for admission, procedure for admission, examination centre(s) where RGUMPET shall be conducted and all other relevant information for the benefit of the candidates.
- 4.4 RGUMPET shall be a two-stage process i.e. Written test, and Interview/Viva-voce. The syllabus of RGUMPET written test shall consist of 50% of research methodology and 50% shall be subject specific based on the syllabus approved for the Master's degree in the concerned subject by the University.
- 4.5 RGUMPET written test shall be qualifying with aggregate qualifying marks as 50%. A relaxation of 5% of marks, from 50% to 45% shall be allowed for the candidates belonging to SC/ST/OBC(NCL)/Differently-Abled categories.
- 4.6 RGUMPET written test qualified candidates shall be called on for interview/viva-voce in 3:1 ratio against the number of seats notified for admission in a given subject/discipline. The name list of such candidates belonging to various reservation categories as mentioned in this ordinance shall be prepared on the basis of their secured score in RGUMPET written test and also the choice mentioned by them in the application for the specific area(s) of research within the given subject/discipline, if so specified and advertised by the concerned Department/Institute/Centre together with the number of seat(s) available

- in that specific area(s) of research. The list shall be published on University website; and the selected candidates shall be informed through email and/or text message.
- 4.7 Candidates who fulfil the minimum eligibility conditions mentioned under Clause 2 above and have qualified UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/State Level Eligibility Test (SLET) accredited by UGC/GATE (only for Engineering and Technology courses) shall be exempted from RGUMPET. All the in-service candidates shall submit along with application a “No Objection Certificate” from their employer/ competent authority with a specific mention therein that requisite twenty-four months study leave for pursuing M.Phil. course as a regular scholar shall be sanctioned consequent upon his/her selection. The non-submission of NOC, latest by the time of viva-voce, by the in-service candidates shall make them liable to forfeit their claim to the selection to this program.
- 4.8 A self-financing foreign national who is admitted through the Embassies/High commission of his/her country or admitted under a MoU with due clearance from the Indian Missions abroad shall also be exempted from appearing the RGUMPET. As per revised guidelines/ instructions of the Department of Higher education, MoE, GoI on grant of research visa, the foreigners who desire to undertake research in India, shall therefore, apply to the concerned Indian Missions abroad with the brief synopsis of the research project to be undertaken in India, the details of places to be visited, previous visits, whether the scholar has secured admission into a recognized or reputed institution and evidence of financial resources.
- 4.9 The eligibility for exemption from the entrance examinations (RGUMPET) shall be decided by the University on the criterion, as provided by the UGC and the present Ordinance.
- 4.10 A candidate shall be considered exempted from RGUMPET written test as per the above clauses provided that such exemption has been sought in the application form. Such exempted candidates shall be eligible to appear directly in interview/viva-voce to be conducted by the respective department/institute/center provided their choice for pursuing research in specific area(s) within the given subject/discipline, if any, shall be in conformity with such requirement as specified and advertised.
- 4.11 Candidates shall be required to discuss their research interest/area through a presentation during interview/viva-voce before DRC/ duly constituted Board of respective Department/ Institute/Centre.
- 4.12 The interview/viva voce shall also consider the following aspects, viz. whether
- (i) the candidate possesses the competence for the proposed research;
 - (ii) the research work can be suitably undertaken at the University;
 - (iii) the proposed area of research can contribute to new/additional knowledge.
- 4.13 Selection of candidates shall be made in order of merit. RGUMPET written test appearing candidates shall be shortlisted giving a weightage of 70% for the written test and 30% to the performance in the interview/viva-voce whereas the candidates belonging to exempted category as specified in the above clauses shall be shortlisted on the basis of their marks secured in the interview/viva-voce.
- 4.14 40% of the seats of the M.Phil. course in the Department/Institute/Centre shall be kept for the RGUMPET appearing candidates and remaining 60% for the RGUMPET exempted candidates. However, the seats shall be inter-convertible in case of non-availability of qualified and/or suitable candidate(s) in either of these two categories. An exempted candidate may also appear in RGUMPET written test provided he/she submits separate applications for both the categories (exempted and non-exempted), and in such cases his/her result shall be prepared separately for both the categories on the basis of merit as mentioned in above clauses.
- 4.15 Further, reservation of seats for different categories of candidates shall be as per the latest Reservation Policy of the Government. In case, the seats allotted for SC/ST/OBC (non-creamy layer)/EWS/Differently-Abled categories remain unfilled, the University shall launch a Special Admission Drive for that particular category, devise within one month from the date of closure of admissions of general category by adopting suitable mechanisms along with eligibility conditions mentioned under clause 4.5 to ensure that most of the seats under these categories are filled.
- 4.16 The candidate shall be considered as a registered M.Phil. scholar from the date of admission in the

course and shall be allotted a Registration Number by the academic branch of the University. The Registration Number shall be mentioned in all documents and future communications / correspondences, and certificates.

- 4.17 The academic branch shall maintain the list of all the registered M.Phil. scholars on the University's website on year-wise basis, mentioning their names, topic of research, name of supervisor, date of enrolment and registration number.

5. Allocation of Research Supervisor

- 5.1. The department/center/institute shall take utmost care to assign a supervisor to the selected candidates based on their specialisation and area of research domain.
- 5.2. Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals shall be recognized as Research Supervisor/Co-supervisor. However, the Assistant Professor shall have to clear his/her probation period to become eligible for Research Supervisor/Co-supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Academic Council of the University may relax the above condition for recognition of a person as Research Supervisor/ Co-supervisor with reasons recorded in writing.

- 5.3. Only a full-time regular teacher of the University shall act as a Supervisor/Co-supervisor. The external supervisor(s) shall not be allowed. In case of topics which are of inter-disciplinary nature where the Department/Institute/Centre concerned feels that the expertise in the Department/Institute/Centre has to be supplemented by other Faculty/ Department/ Institute/ Centre within the University OR from outside Institutions, a Co-Supervisor may be appointed on recommendation of the RAC with due approval from DRC and FBS on such terms and conditions as may be specified and agreed upon with the consenting Department/Institute/Centre/ Faculty.
- 5.4. The allocation of Research Supervisor for a selected M.Phil. Scholar shall be decided by the concerned DRC depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.
- 5.5. A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, shall not guide more than three (3) M.Phil. scholars. An Associate Professor as Research Supervisor shall guide up to a maximum of two (2) M.Phil. scholars and an Assistant Professor as Research Supervisor shall guide up to a maximum of one (1) M.Phil. scholar.
- 5.6. In case of a Co-supervisor, all research scholars shall be counted towards the quota of both the Supervisor and the Co-supervisor. All research scholars registered for M.Phil. shall be counted within the quota till they submit their theses.
- 5.7. In case of relocation of an M.Phil. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the other University to which the scholar intends to relocate provided all the other conditions in these regulations shall be followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ Supervisor from any funding agency. The scholar shall however give due credit to the parent Supervisor(s) and the University for the part of research already done.

6. Course Work (Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.)

- 6.1. The credit assigned to the M.Phil. course work shall be a minimum of 8 credits and a maximum of 16 credits.
- 6.2. The course work shall be treated as prerequisite for M.Phil. preparation. The Department/Institute/Centre shall assign a minimum of four credits to one or more courses on Research Methodology covering areas such as quantitative methods, computer applications, and review of published research in the relevant field, training, field work, etc. Additionally, there shall be a compulsory course paper of two credits on Research and Publication ethics (as per the directives of

UGC vide DO no – F.1-1/2018(Journal/CARE) dated December 2019). Other courses shall be advanced level courses preparing the students for M.Phil. degree.

- 6.3. The course work for M.Phil. shall be prescribed by the BPGS of the concerned Department/Institute/Centre and approved by the FBS and the AC. All courses prescribed for M.Phil. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. The concerned Departmental Board of Studies (DBS) shall slightly modify/ upgrade the contents of the course work as and when required and implement the same from next academic session on approval by the FBS and the AC.
- 6.4. The Department where the M.Phil. scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the RAC, as stipulated under Clause 8.1 below, and approved by the DRC.
- 6.5. The course work shall be evaluated on the basis of the performance of the scholar in the Internal Assessment Examination(s) to be conducted by the concerned Department/ Institute/ Centre, and the End Semester Examination to be conducted by the University. The weightage for the Internal Assessment and the End Semester Examination shall be in 25:75 ratio. In case, the scholar fails to secure a minimum of 55% marks in the Internal assessment examination, he/she shall be discontinued to pursue the program.
- 6.6. An M.Phil. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the program and submit his/her thesis. In case the scholar fails to complete the course work by the end of Even Semester Examination, a supplementary examination shall be conducted by the University within two months from the date of declaration of the result. However, the scholar shall be discontinued from the program if he/she fails again to clear the supplementary examination.

7. Research Advisory Committee and its functions

- 7.1 The DRC shall constitute a four member RAC for each M.Phil. scholar, with three members from the department/institute/centre and one member from the cognate/related department on advice of his/her supervisor. Co-supervisor, if any, shall be an additional member in the RAC. In cases where RAC requires inclusion of relevant expertise from outside the University department, an external member shall be included with proper justification. The Research Supervisor of the scholar shall be the Convener of this Committee. If the number of faculty members in a Department/ Institute/ Centre is not enough for constituting a RAC, then the RAC for the scholar shall be constituted with members from concerned/cognate department(s) or members from other University/institute.
- 7.2 The RAC shall have the following responsibilities:
 - 7.2.1 To review the research proposal and finalize the topic of research;
 - 7.2.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she shall have to do.
 - 7.2.3 To periodically review and assist in the progress of the research work of the scholar.
- 7.3 An M.Phil. scholar shall appear before the RAC by end of every semester to make a presentation of the progress of his/her work for evaluation and further guidance. The progress report of the scholar shall be submitted to the University by the RAC through the Head of the department and the Dean of the concerned faculty.
- 7.4 In case the progress of the M.Phil. scholar is unsatisfactory, the RAC shall record its reasons and suggest for corrective measures, on approval by the Head of the department and the Dean of the concerned faculty. If the M.Phil. scholar fails to implement those corrective measures, the RAC shall recommend with specific reasons to the University through DRC and the Dean for cancellation of the registration of the M.Phil. Scholar.
- 7.5 Submission of six-monthly progress report on time shall be mandatory for every M.Phil. Scholar and a pre-condition to the release of Non-NET fellowship by the University and forwarding of the application for release of fellowship by the research scholars with JRF fellowship.

8. **Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:**
- 8.1 The overall minimum credit requirement, including credit for the course work of minimum 4 papers, for the award of M.Phil. degree shall not be less than 24 credits. The credit assigned for dissertation shall be of 12 credits (8 credits for thesis and 4 credits for viva-voce).
- 8.2 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 5.5, as the case may be, the M.Phil. scholar shall be required to undertake research work. He/She shall submit his proposed topic of research to the DRC after finalization/recommendation by the RAC.
- 8.3 The M.Phil. Scholar shall produce a draft dissertation one month before the end of final semester of the M.Phil. program and shall make a presentation in the Department before the RAC which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them shall be suitably incorporated into the draft dissertation in consultation with the RAC.
- 8.4 The M.Phil. scholar shall present at least one (1) research paper in a conference/seminar before the submission of the dissertation for adjudication, and produce evidence for the same in the form of presentation certificate.
- 8.5 The dissertation shall be subjected to detection of plagiarism and other forms of academic dishonesty by the Research Supervisor using the URKUND or any other software/gadgets as decided by the Academic Council, and a certificate generated thereupon shall be attached with the dissertation. While submitting for evaluation, the dissertation shall have an undertaking from the research scholar and a certificate from the Research Supervisor(s) in prescribed format by the University attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the University where the work was carried out, or to any other Institution, and also that provisions of the University Ordinance for the award of M.Phil. degree is fulfilled. The Head of the department shall forward the dissertation to the Controller of Examinations. The scholar shall submit the hard copies of the dissertation along with its electronic copy to the Office of the Controller of Examination through the Head of the concerned department/ center/ institute.
- 8.6 The dissertation submitted by the M.Phil. scholar shall be evaluated by his/her Research Supervisor, one Faculty not below the rank of Associate Professor of the Cognate Department, and one external examiner who is not in the employment of the University. The RAC shall submit through the Head of the Department a panel of five (5) external examiners and two (2) internal examiners from cognate department, not below the rank of Associate Professor or an equivalent position, to the CoE for approval by the Vice Chancellor, who shall decide the names of the one internal examiner from cognate department, and two external examiners in order of priority; and communicate the same to the Controller of Examinations for despatching the dissertation to the first external examiner and the Internal examiners.
- 8.7 The University shall adopt appropriate efficient mechanism so as to complete the entire process of evaluation of M.Phil. dissertation within a period of three months from the date of its submission. For the sake of expediting the evaluation process, the Controller of Examinations shall also email the soft copy of the dissertation to both internal and external examiners along with a prescribed format for submitting the evaluation report. The office of the Controller of Examination of the University shall send a gentle reminder to the external examiner through email after 30 (thirty) days from the date of despatch of the dissertation followed by weekly reminders. In case, the external examiner does not send his evaluation report within 15 (fifteen) days from the date of the first reminder, then the dissertation shall be sent to the second examiner. The examiners shall submit a signed copy of the evaluation report in the given format and the same shall also be sent through email.
- 8.8 The public viva-voce of the research scholar to defend the dissertation shall be conducted only if the evaluation report of the external examiner on the dissertation is satisfactory. If the external examiner recommends for a revision, then the University shall communicate the same to the candidate and the supervisor to comply. The revised thesis shall be forwarded to the external examiner to submit the report within 15 (fifteen) days. The thesis shall be summarily rejected after the 2nd unsatisfactory compliance and the degree shall not be awarded.
- 8.9 If the evaluation report of the external examiner is for rejection of thesis, the University shall send the

dissertation to the second selected external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is not satisfactory, the dissertation shall be rejected and the M.Phil. scholar shall be declared ineligible for the award of the degree.

- 8.10 The viva-voce examination of the scholar, based among other things, on the critiques given in the evaluation report by both the examiners (Internal and External), shall be conducted by DRC, and shall be open to Members of the RAC, all faculty members of the Department, other research scholars and other interested experts/ researchers.
- 9. Award of Degree and Depository with INFLIBNET:** After successful *viva-voce*, the scholar shall submit corrected copies of the dissertation, if so, asked by the examiners, along with its electronic copy through RAC to the CoE. On receipt of the same, the CoE shall send the electronic copy within 15 days to the University Library for uploading the same on INFLIBNET. The CoE shall convene the meeting of the RB of the University, normally to be held monthly, on consent of the Vice-Chancellor/Competent authority and place all relevant documents for obtaining its approval for the award of M.Phil. degree to the scholar. The year of examination shall be considered as the year of award of the M.Phil. degree. Subsequent to approval, the CoE shall issue a notification and provisional certificate to the effect that the M.Phil. Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016. The M.Phil. degree shall be awarded to the scholar in the next convocation of the University. The copies of the thesis evaluation report of the examiners shall be issued to the M.Phil. awardee, on application to the CoE, only after six months from the date of notification of awarding M.Phil. degree.
- 10. Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M.Phil./Ph.D. programs:** Post-graduate Departments of Colleges affiliated to the University and Research Laboratories of Government of India/State Government to offer M.Phil. programs only if they satisfy the terms and conditions mentioned in the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees Regulations, 2016) and M.Phil. Ordinance of the University.
- 11. Removal of difficulties:** Any doubt or dispute about the interpretation of the clause mentioned herein this Ordinance shall be referred to the Vice-Chancellor, whose decision shall be final and binding. Notwithstanding anything contained in this Ordinance, the Vice-Chancellor shall take such measures as may be necessary for removal of difficulties subject to ratification by the Academic Council.
- 12.** The University shall suo moto accept the changes or amendments to the rules and regulations made by the UGC/MoE/Statutory Regulating Authorities and render the same applicable from the date of their notification, in this regard. Such changes/amendments shall be subsequently ratified by the Executive Council.

Ordinance Relating to DOCTOR OF PHILOSOPHY (Ph.D.) ORDINANCE, 2020

PREAMBLE

In exercise of the powers conferred by *Section-31(2) of Rajiv Gandhi University Act, 2006*, and in supersession of all earlier ordinances in this subject, the University hereby makes the following Ordinance, namely *Doctor of Philosophy (Ph.D.) Ordinance, 2020*.

- 1. Short Title, Application and Commencement, Terms Used**
- a) The ordinance shall be called *Doctor of Philosophy (Ph.D.) Ordinance, 2020* under Rajiv Gandhi University Act, 2006. The regulation mentioned herein shall come into force from the date of notification of the ordinance of the Rajiv Gandhi University.
 - b) This ordinance shall be regulated by and as supplementary to the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 and amendments thereon, and University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.

Terms used

- a) Academic Council or AC means the committee formulated by the University under the constitution, as and with the power vested.
- b) Board of Postgraduate Studies (BPGS) means the committee formulated by the University under University ordinances, as and with the power vested.
- c) Candidate means the applicant for the degree of Doctor of Philosophy (Ph.D.).
- d) CoE means Controller of Examinations of the University
- e) Departmental Research Committee (DRC) means the committee formed by the University under this ordinance, as and with the power vested.
- f) Executive Council (EC) means the committee formed by the University under the constitution, as and with the power vested.
- g) Faculty Board of Studies (FBS) means the committee formed by the University under University ordinances, as and with the power vested.
- h) Fees means fees prescribed and amended by the University for award of this Degree, from time to time.
- i) Research Advisory Committee (RAC) means the committee formed by the University under this Ordinance, as and with the power vested.
- j) Research Board (RB) of the University means the committee formed by the University under this Ordinance, as and with the power vested.
- k) Research Scholar or Scholar means the candidate after getting himself / herself registered for the degree of Ph.D.
- l) RGUMPET means common Rajiv Gandhi University M.Phil./Ph.D. Entrance Test conducted by the University
- m) UGC or Commission means University Grants Commission
- n) University means Rajiv Gandhi University, Rono Hills, Doimukh, Arunachal Pradesh.

2. Eligibility Criteria for Admission to the Ph.D. Programme

The following persons are eligible to seek admission to the Ph.D. programme in the University:

- 2.1 For admission to the Ph.D. programme, candidates having a Master's degree in concerned/relevant subjects or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, are eligible.
- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed for those belonging to SC/ST/OBC (non-creamy layer)/ Differently-abled and other categories of candidates as per the decision of the UGC from time to time, or for those who have obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark.
- 2.3 Candidates who have been awarded M.Phil. Degree as per UGC regulation 2009 or 2016 as the case may be, and have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) shall be eligible for exemption from the written test. However, the M.Phil. Degree should not have been obtained through Open and Distance Learning Mode (ODL).
- 2.4 Candidates possessing a Degree, considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

- 2.5 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed for those belonging to SC/ST/OBC (non-creamy layer)/ Differently-Abled and other categories of M.Phil. Degree candidates as per the decision of the UGC from time to time.
- 2.6 A bonafide student of this University whose M.Phil. dissertation has been evaluated and the *viva-voce* is pending shall be admitted to the Ph.D. programme of the University provided one fulfils the other eligibility conditions as mentioned in clause 2.3 and 2.5.

3. Duration of the Programme

- 3.1 Ph.D. shall be offered by the University in regular mode which shall be either a full-time or a part-time course subject to fulfilment of the conditions mentioned in this ordinance. The duration of the Ph.D. course shall be of minimum of Three years and maximum of 6 (Six) years including the course work period.
- 3.5 The Women candidates and Persons with Disability (more than 40% disability) shall be additionally allowed a relaxation of 2 (two) years in the maximum duration. In addition, the women candidates shall be provided Maternity Leave/ Child Care Leave for up to 240 days, once in the entire duration of Ph.D.
- 3.6 A further relaxation in the maximum duration of the Ph.D. course by another six months shall be provided on due approval of the RB only in case of epidemic, natural disaster, serious illness leading to hospitalization and otherwise such very exceptional and well admissible cases thereby affecting the research work of the scholar / submission of the thesis prior to the expiry of the registration period. No further extension beyond this period shall be admissible under any circumstances.
- 3.7 A relaxation in the maximum duration mentioned above shall be admissible to a scholar thereby enabling him / her to resubmit the thesis after revision on such recommendation of the External Examiner(s).

4. Procedure for Admission

- 4.1 The University shall admit the students for Ph.D. program through an Entrance Test (RGUMPET) or any other similar procedure approved by the AC from time to time as per the UGC regulation and its subsequent amendments.
- 4.2 The concerned DRC of the Department/Institute/Centre of the University shall decide the intake capacity prior to notification of RGUMPET for ensuing academic session after having a formal consultation with eligible Research Supervisors and by taking into account the number of vacant seats under them as per the clause 5.0, on specific area(s) of research within the given subject/ discipline, and the existing academic and physical facilities available for research including laboratory, library and such other essential requirements for research work.
- 4.3 The intake capacity as decided and consequently approved by the University authority shall be notified well in advance in the University website and through advertisement in at least one (1) national newspaper and one (1) local newspaper. The detailed advertisement in the University website shall reflect the number of available seats for admission in a particular Department/ Institute/ Centre and precise areas of research, if any, within the subject, distribution of seats for different categories, criteria for admission, procedure for admission, examination centre(s) where RGUMPET shall be conducted and all other relevant information for the benefit of the candidates.
- 4.4 RGUMPET shall be a two-stage process i.e. Written test, and Interview/*Viva-voce*. The syllabus of RGUMPET written test shall consist of 50% of research methodology and 50% shall be subject-specific based on the syllabus approved for the Master's degree in the concerned subject by the University.
- 4.5 RGUMPET written test qualifying marks shall be 50%, in aggregate. A relaxation of 5% of marks, from 50% to 45% shall be allowed for the candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled categories.
- 4.6 RGUMPET written test qualified candidates shall be called for interview/*viva-voce* in 3:1 ratio against the number of seats notified for admission in a given subject/ discipline. The name list of such candidates belonging to various reservation categories as mentioned in clause 4.11 shall be prepared on the basis of their secured score in RGUMPET written test and also the choice mentioned by them in the application for the specific area(s) of research within the given subject/ discipline, if so specified

- and advertised by the concerned Department/ Institute/ Centre together with the number of seat(s) available in that specific area(s) of research. The list shall be published on University website and the selected candidates shall be informed through email and/or text message.
- 4.7 Candidates who fulfil the minimum eligibility conditions mentioned under Clause 2 above and have qualified UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/State Level Eligibility Test (SLET) accredited by UGC/GATE (only for Engineering and Technology courses), or have been awarded M.Phil. degree fulfilling the criteria mentioned in the clause 2.3 and 2.4 above, or have submitted M.Phil. dissertation in this University which has been evaluated but the *viva-voce* is pending as mentioned in the clause 2.6 above or have been awarded Teacher fellowship shall be considered exempted from the written test. The regular faculty member of the University or the colleges affiliated by the University in Arunachal Pradesh shall be exempted from RGUMPET written test provided they fulfil the minimum eligibility conditions mentioned under clause 2.0 above. All in-service candidates shall submit along with application form a “No Objection Certificate” from their employer/ competent authority with a specific mention therein that requisite six-month study leave for pursuing Ph.D. course work as a regular scholar shall be sanctioned consequent upon his/her selection. The non-submission of NOC, latest by the time of *viva-voce*, by the in-service candidates shall make forfeit their claim for selection to this programme.
- 4.7.1 A self-financing foreign national who is admitted through the Embassies/High commission of his/her country or admitted under a MoU with due clearance from the concerned Indian Mission(s) abroad shall also be exempted from appearing the RGUMPET. As per revised guidelines/ instructions of the Department of Higher education, MoE, GOI, on grant of research visa, the foreigners who desire to undertake research in India, should therefore, apply to the concerned Indian Missions abroad with the brief synopsis of the research project to be undertaken in India, the details of places to be visited, previous visits, whether the scholar has secured admission into a recognized or reputed institution and evidence of financial resources.
- 4.7.2 The eligibility for exemption from the entrance examinations (RGUMPET) shall be decided by the University on the criterion, as provided by the UGC and the prevailing ordinance(s).
- 4.8 A candidate shall be considered exempted from RGUMPET written test as per the clause 4.5 provided that such exemption has been sought in the application form. Such exempted candidates shall be eligible to appear in interview/*viva-voce* directly to be conducted by the respective department provided their choice for pursuing research in specific area(s) within the given subject/discipline, if any, is in conformity with such requirement as specified and advertised by the concerned Department/ Institute/Centre.
- 4.9 Candidates shall be required to discuss their research interest/area through a presentation during interview/*viva-voce* before DRC/ duly constituted Board of respective Department/ Institute/ Centre.
- 4.10 The interview/*viva voce* shall also consider the following aspects, viz. whether
- (i) the candidate possesses the competence for the proposed research;
 - (ii) the research work shall be suitably undertaken at the University;
 - (iii) the proposed area of research shall contribute to new/additional knowledge.
- 4.11 Selection of candidates shall be made in order of merit. RGUMPET written test appearing candidates shall be shortlisted giving a weightage of 70% for the written test and 30% to the performance in the interview/*viva-voce* whereas the candidates belonging to exempted category as specified in the clause 4.7 shall be shortlisted on the basis of their marks secured in the interview/*viva-voce*.
- 4.12 40% of the seats of the Ph.D. course in the Department/Institute/Centre shall be kept for the RGUMPET appearing candidates and remaining 60% for the RGUMPET exempted candidates. However, the seats shall be inter-convertible in case of non-availability of qualified and/or suitable candidate(s) in either of these two categories. An exempted candidate shall also appear in RGUMPET written test provided he/she submits a separate application for both the categories, and in such cases his/her result shall be prepared separately for both the categories on the basis of merit as mentioned in clause 4.11.
- 4.13 Further, reservation of seats for different categories of candidates shall be as per the latest Reservation Policy of Government. In case, the seats allotted for SC/ST/OBC (non-creamy layer)/

EWS/Differently-Abled categories remain unfilled, the University shall launch a Special Admission Drive for that particular category, devise within one month from the date of closure of admission of general category by adopting suitable mechanisms along with eligibility conditions mentioned under clause 4.5 to ensure that most of the seats under these categories are filled.

- 4.14 The candidate shall be considered as a registered Ph.D. scholar from the date of admission in the course and shall be allotted a Registration Number by the academic branch of the University. A distinct Registration Number shall be provided to all the admitted candidates by the Academic Branch which shall be mentioned in all documents and future communications / correspondences, and certificates.
- 4.15 The academic branch shall maintain the list of all the registered Ph.D. scholars on the University's website on year-wise basis, mentioning their names, research topic, name of supervisor, date of enrolment and registration number.

5. Allocation of Research Supervisor

- 5.1 The University shall take utmost care to assign a supervisor to the selected candidates accordingly, basing on their specialisation and area of research domain.
- 5.2 Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals shall be recognized as Research Supervisor/Co-supervisor. However, the Assistant Professor shall have cleared his/her probation period to become eligible for Research Supervisor/Co-supervisor.
- Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the AC shall relax the above condition for recognition of a person as Research Supervisor/ Co-supervisor with reasons recorded in writing.
- 5.3 Only a full-time regular teacher of the University shall act as a Supervisor/Co-supervisor. The external supervisors shall not be allowed. In case of topics which are of inter-disciplinary nature where the Department/Institute/Centre concerned feels that the expertise in the Department/Institute/Centre has to be supplemented by other Faculty/Department/ Institute/ Centre within the University or from outside Institutions, a Co-Supervisor shall be appointed on recommendation of the RAC with due approval from DRC and FBS on such terms and conditions which shall be specified and agreed upon with the consenting Department/Institute/Centre/Faculty/Institution.
- 5.4 The allocation of Research Supervisor for a selected Ph.D. Scholar shall be decided by the concerned DRC depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva voce*.
- 5.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, shall not supervise more than 8 (eight) Ph.D. scholars. An Associate Professor as Research Supervisor shall supervise up to a maximum of 6 (six) Ph.D. scholars and an Assistant Professor as Research Supervisor shall supervise up to a maximum of 4(four) Ph.D. scholars.
- 5.6 In case of a Co-Supervisor, all research scholars shall be counted towards the quota of both the supervisor and the Co-Supervisor. All research scholars registered for Ph. D. shall be counted within the quota till they submit their theses.
- 5.7 In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, her research data shall be allowed to be transferred to the other University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar shall however give due credit to the parent Supervisor and the University for the part of research already done.

6. Course Work (Credit Requirements, Number, Duration, Syllabus, Minimum Standards for Completion, etc.)

- 6.1 The credit assigned to the Ph.D. course work shall be a minimum of 8 (eight) credits and a maximum of 16 (sixteen) credits.

- 6.2 The course work shall be treated as prerequisite for Ph.D. preparation. The Department/Institute/Centre shall assign a minimum of four credits to one or more courses on Research Methodology covering areas such as quantitative methods, computer applications, review of published research in the relevant field, training, field work, etc. Additionally, there shall be a compulsory course paper of two credits on Research and Publication ethics (as per the directives of UGC vide DO no – F.1-1/2018(Journal/CARE) dated December 2019). Other courses, with rest of the credit, shall be advanced level courses preparing the students for Ph.D. degree.
- 6.3 The course work for Ph.D. shall be prescribed by the BPGS of the concerned Department / Institute/ Centre and approved by the FBS and the AC. 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. The concerned DBS shall slightly modify/upgrade the contents of the course work as and when required and implement the same from next academic session on approval by the FBS and the AC.
- 6.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the RAC, as stipulated under Clause 7.1 below, and approved by the DRC.
- 6.5 Admitted scholars shall be required to complete the prescribed course work during the initial one semester as a regular student fulfilling the mandatory attendance and other associated requirements for successful completion of the course. In-service candidates admitted in the Ph.D. course shall have to take mandatory study leave for the period from their employer/competent authority. However, those scholars who have been awarded M.Phil. Degree and/or have successfully passed M.Phil./Ph.D. course work in the concerned/relevant subject/discipline shall be either fully or partially exempted as the case may be from doing the prescribed course work provided such course work pursued earlier by them is considered equivalent and appropriate by the RAC and DBS, and so approved by the competent authority of the University. Such scholars as have been prescribed to pursue additional course work paper(s) shall have to fulfil the minimum requirement of 8 (eight) Credits to complete the Course Work.
- 6.6 The course work shall be evaluated on the basis of the performance of the scholar in the Internal assessment examination(s) to be conducted by the concerned Department/ Institute/ Centre, and the End semester examination to be conducted by the University. The weightage for the Internal assessment and the End semester examination shall be in 25:75 ratio. In case, the scholar fails to secure a minimum of 55% marks in the Internal assessment examination, he/she shall be dropped from the program.
- 6.7 A scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the thesis. In case the scholar fails in the End Semester Examination of the course work, a supplementary examination shall be conducted by the University within two months from the date of declaration of the result. However, the scholar shall be dropped from the program if he/she fails again to clear the examination.

7. Research Advisory Committee and its functions

- 7.1 The DRC shall constitute a four member RAC for each Ph.D. scholar, with three members from the department/institute/centre and one member from the cognate/related department on advice of his/her supervisor. Co-supervisor, if any, shall be an additional member in the RAC. In cases where RAC requires inclusion of relevant expertise from outside the University Department, an external member shall be included with proper justification. The Research Supervisor of the scholar shall be the Convener of this Committee. If the number of faculty members in a Department/Institute/Centre is not enough for constituting a RAC, then the RAC for the scholar shall be constituted with members from concerned/relevant Department(s) or members from other University/Institution.

The RAC shall have the following responsibilities:

- 7.1.1 To review the research proposal of the scholar and finalize the topic of research;

- 7.1.2 To supervisor the research scholar to develop the study design and methodology of research and identify the course(s) that he/she shall have to do.
- 7.1.3 To periodically review and assist in the progress of the research work of the scholar.
- 7.2 Consequent upon admission in the course, the scholar shall begin drafting of synopsis on the topic of his/her research interest in consultation with his/her supervisor, co-supervisor (if any) and seek approval of the RAC so as to submit the final synopsis within 90 (ninety) days of the successful completion of the course work.
- 7.3 Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause 6.7 above, as the case may be, the scholar shall be required to undertake research work. He/She shall submit a synopsis of proposed research work to the RAC within the above-mentioned time from the date of being declared successful in his/her course work. The RAC shall discuss and finalize the synopsis and recommend the same for approval by the DRC of the concerned Department/Institute/Centre, followed by the FBS of the concerned faculty. Consequent upon approval by FBS, the candidate shall deposit the due fee in the University account, & shall start formally working on the topic of his/her research.
- 7.4 A scholar shall appear before the RAC by the end of every semester to make a presentation of the progress of his/her research work for evaluation and further guidance. The six-monthly progress report of the scholar shall be submitted to the University by the RAC through the concerned Head and the Dean with a copy to the scholar.
- 7.5 In case the progress of the scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures on approval of the same by the Head of the Department/Institute/Centre and the Dean of the concerned Faculty. If the scholar fails to implement these corrective measures, the RAC shall recommend with specific reasons to the concerned authorities of the University through DRC and through the Dean for cancellation of the registration of the Ph.D. Scholar.
- 7.6 Failing to submit the six-monthly progress report in time, without any valid reason, shall lead to withheld of Non-NET fellowship. For the non-submission of the six-monthly progress report in time, without any valid reason, the application for release of fellowship by the research scholars with JRF fellowship shall not be forwarded.

8. Evaluation and Assessment Methods, minimum standards etc.

- 8.1 Prior to the submission of the thesis, the scholar shall make a presentation in the Department before the RAC which shall also be open to all faculty members and other research scholars and students. The feedback and comments obtained from them shall be suitably incorporated into the draft thesis in consultation with the RAC.
- 8.2 A Ph.D. scholar must publish at least one (1) research paper in refereed journal/ peer reviewed Journal / UGC Listed Journal and make two paper presentations in conferences /seminars/ symposiums/ congress before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- 8.3 The thesis shall be subjected to detection of plagiarism and other forms of academic dishonesty by the Research Supervisor using the URKUND or any other software/gadgets as decided by the UGC, and a certificate generated thereupon is to be attached with the thesis. While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor in prescribed format by the University attesting to the originality of the work, vouching that there is no plagiarism or the percent of plagiarism within the permissible limit and that the work has not been submitted for the award of any other degree/diploma of the University where the work was carried out, or to any other Institution, and also that provisions of the University ordinance for the award of Ph.D. degree is fulfilled. The scholar shall submit the hard copies of the thesis along with its electronic copy after having the same duly authenticated by the Supervisor(s) through the Head of the concerned department/center/institution to the Academic Branch. On satisfaction of the formalities and requirements, the Academic Branch shall forward the thesis to CoE for further onward action (evaluation).

- 8.4 The thesis submitted by the Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners not below the rank of Associate Professor and not in the employment of the University. If the RAC resolves, one of the external examiners shall be from outside the country. The RAC shall submit through DRC a panel of 10 (ten) external examiners, not below the rank of Associate Professor or an equivalent position, to the CoE for obtaining approval of the Vice Chancellor/the competent authority who shall decide the names of the two external examiners for dispatching the thesis to them.
- 8.5 The University shall adopt appropriate efficient mechanism so as to complete the entire process of evaluation of Ph.D. thesis within a period of 6 (six) months from the date of its submission. For the sake of expediting the evaluation process, the CoE shall email to the external examiners the electronic copy of the abstract of the thesis for obtaining their consent for evaluation, and on obtaining their willingness, the electronic copy of the thesis along with a prescribed format for submitting the evaluation report shall be sent to them with the hard copies of the same, whenever necessary, being sent through speed post. The office of the CoE shall send a gentle reminder to the Internal and External Examiners through email after 60 (sixty) days from the date of dispatch of the thesis followed by fortnightly reminders. In case the external examiner does not send his/her evaluation report within 30 (thirty) days from the date of the first reminder, then the thesis shall be sent to the third examiner. The examiner shall submit a signed copy of the evaluation report which shall otherwise be sent in the prescribed format through his/her official/certified email.
- 8.6 The public *viva-voce* of the research scholar to defend the thesis shall be conducted only if the evaluation reports of both the external examiners on the thesis are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If one of the evaluation reports of the external examiners is unsatisfactory and does not recommend *viva-voce*, the CoE shall send the thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.
- 8.7 The *viva-voce* examination of the scholar, based among other things, on the critiques given in the evaluation report, by both the examiners (internal and external), shall be conducted by the duly constituted *viva-voce* board, under the Chairmanship of the Dean of the concerned faculty, and shall be open to be attended by all members of the concerned RAC, faculty members of the Department, research scholars and other interested experts/researchers. On completion of the *viva-voce* of the scholar, the *viva-voce* board shall submit a report to the CoE along with the original copies of the thesis evaluation reports of all the examiners.
- 8.8 The open *viva-voce* shall be conducted online with the desire of the external examiner or in case of any unprecedented situations such as epidemic and natural disaster. The scholar shall present his/her Viva-Voce online, in case of limited mobility due to medical emergency, epidemic, natural disaster, and otherwise such very exceptional and well admissible cases, provided the scholar makes such request for such exemption in writing to the Vice-Chancellor. The supervisor and the concerned Dean shall also attend the Viva-Voce on online, in case of being out of station/on long leave and due to their inability to remain physically present.
- 8.9 The online Viva-Voce shall be conducted only when the scholar, the supervisor and the external expert, all agree and due approval is accorded by the Vice-Chancellor. The Head of the Department/Institute/Centre shall send all evaluation reports on the thesis of the scholar, received from the CoE, to the concerned external examiner and the Dean well in advance. He/she shall make necessary arrangement with active support from the supervisor and other concerned staff for conducting the On-line *viva-voce* and ensure a wider participation of all interested by issuing an advance notice. The minimum duration of the online Viva-Voce should not be less than an hour and the entire proceeding should be video recorded and submitted to the COE. In case the Viva-Voce is not conducted due to any unprecedented situations or technical problems, the same shall be conducted on a later date on approval of the Vice-Chancellor.

- 8.10 On completion of the *viva-voce* of the scholar, the internal members of the *viva-voce* board shall assess and finalize the report with assent of the concerned external examiner, and send the same through official email to him/her for signature. He/she shall send back the signed and scanned copy through his/her official/certified email. The signed copy of the *viva-voce* report along with the original copies of the thesis evaluation reports of all the examiners shall be forwarded to the CoE by the Head of the Department/Institute/Centre.
- 8.11 If the *viva-voce* board and the External Examiner, in particular, is not satisfied with the performance of the scholar, then the scholar shall be asked to reappear for a second *viva-voce* after a period of 2 (two) months but within a maximum period of 6 (six) months.
9. **Award of Degree and Depository with INFLIBNET:** After successful performance in the *viva-voce*, the scholar shall submit the corrected copy of the thesis, if so asked by the examiners, along with its electronic copy through RAC and DRC to the CoE. On receipt of the same, the CoE shall send the electronic copy, within 15 (fifteen) days, to the University Library for submitting the same to the INFLIBNET for hosting the same so as to make it accessible to all Institutions/Colleges. The CoE shall convene the meeting of the RB of the University, normally to be held monthly, on consent of the Vice-Chancellor/Competent authority and place all relevant documents for obtaining its approval for the award of Ph.D. degree to the scholar. The year of submission of the thesis shall be considered as the year of award of the Ph.D. degree. Subsequent to the approval, the CoE shall issue a notification and provisional certificate to the effect that the Ph.D. Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016. The Ph.D. degree shall be awarded to the scholar in the convocation of the University for that particular year. The copies of the thesis evaluation report of the examiners shall be issued to the Ph.D. awardee, on the scholar's application to the COE, only after six months from the date of notification of award of the Ph.D. degree.
10. **Other related matters:** Internal management of the matters related to Ph.D. degree such as Syllabus of the course work, Grading of the course work, Result of the scholar, Change of supervisor, Appointment of a new supervisor, Leave and attendance, Payment of Fellowship, Progress Report, Change of approved Subject of research / Title of the thesis, Maintenance of Stock Register and Submission of Assets / Data, Conversion of Full-time Research Scholar to Part-time Research Scholar and vice versa, Cancellation of registration, Format for submission of the thesis, List of Certificates and other necessary documents to be attached/enclosed with the thesis etc. shall be governed as per Rules and Regulation for the Ph.D. degree as approved by the AC.
11. **Academic, administrative and infrastructure requirement to be fulfilled by Affiliated Colleges / other institutions for getting recognition for offering Ph.D. programmes:** Post-graduate Departments of Colleges affiliated to the University and Research Laboratories of the Government of India/State Government shall be considered for Ph.D. programme only if they satisfy the terms and conditions mentioned in the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees Regulations, 2016) and Ph.D. ordinance of the University. The mere satisfaction of fulfilment of all requirements shall not qualify the affiliated colleges / other institutions for undertaking Ph.D. Programmes. The University shall recognise the Ph.D. programmes offered by affiliated colleges / other institutions, subject to the approval of concerned DRC/RB/AC/EC, on application of such affiliated colleges / other institutions.
12. **Removal of difficulties:** Any doubt or dispute about the interpretation of the clauses mentioned herein shall be referred to the Vice-Chancellor, whose decision, in his/her capacity as the Chairman, AC and EC, shall be final and binding. Notwithstanding anything contained in this ordinance, the Vice-Chancellor shall take such measures as may be necessary for removal of difficulties subject to ratification by the AC and EC.
13. The University shall suo moto accept the changes or amendments to the rules and regulations made by the UGC/MoE/Statutory Regulating Authorities and render the same applicable from the date of their notification, in this regard. Such changes/amendments shall be subsequently ratified by the Executive Council.