



SRI GURU GRANTH SAHIB WORLD UNIVERSITY

(Established under Punjab State Act 20 of 2008)

Fatehgarh Sahib - 140406

(Ph.D. Ordinances)

***Ordinances for Ph.D. Registration in the Schools of
Sri Guru Granth Sahib World University, Fatehgarh Sahib***

1. Eligibility

- a) Master's degree with at least 55% marks or 5.5 CGPA out of 10 (50% marks or equivalent CGPA for SC/ST candidates, differently abled persons who have at least 40% disability) of Sri Guru Granth Sahib World University, Fatehgarh Sahib or an equivalent degree of a recognized Indian or Foreign University in the subject concerned or allied-subject.
- b) The eligibility of foreign students shall be determined on the basis of recognition of their degree's equivalence to (i) above by Association of Indian Universities, New Delhi or any other notified authority for the purpose by the Government of India.

2. Admission

- a) The University will admit Ph.D. students through Ph.D. Entrance test, to be conducted by the University. (Annexure-I). Candidates who have qualified UGC (NET)/UGC-CSIR(JRF) examination/SLET/GATE and foreign students sponsored by ICCR or any other applicable test conducted by notified authority of Government of India for the purpose, will be exempted from Ph.D entrance test, subject to approval of the Vice-Chancellor. Applications of other foreign students who wish to seek admission directly (without sponsorship) to Ph.D programmes shall be examined by a committee set up by the Vice Chancellor.

- b) The candidates who qualify the Ph.D. Entrance test, and other eligible candidates shall appear for an interview to be conducted by the Board of Control (BOC)/Research Degree Committee (RDC). At the time of interview, the student will discuss his/ her research interest/ area. The number of candidates to be admitted to the Ph.D. programme will be notified by the University. However, the University can increase or decrease the number of seats, depending upon the number of projects and research facilities available.
- c) The UGC (JRF) /CSIR/INSPIRE Awardees and any other candidate who is eligible for award of fellowship by any other funding authority of Government of India for the purpose of pursuing Ph.D. can be registered any time during the session, subject to approval of the Vice-Chancellor. NET/GATE qualified project fellows appointed against financed projects of at least two years duration can also be registered for Ph.D. any time during the session. Merely qualifying the Ph.D. eligibility test will not entitle the candidates for admission to Ph.D.

3. Allocation of Supervisor

The allocation of supervisor and co-supervisor, if required, for selected students shall be recommended by the Research Degree Committee, depending on the number of students per faculty member, the available specialization among the faculty supervisors, and the research interest of the student as indicated during interview by the student. The request of the student and the consent by a faculty member to be the supervisor will be given due consideration by Research Degree Committee while approving the supervisor of student.

4. Attendance

- a) A candidate registered for Ph.D. in case of non-lab courses will have to spend a minimum of 30 working days per year in the University doing academic work related to research. The supervisor will give a certificate in this regard. This stay is not required during the year in which pre-submission seminar is presented.

b) In case of subjects where laboratory work is essential as certified by the supervisor, the candidate will have to attend the lab work for atleast one year during entire duration of Ph.D. programme, excluding course work (either in one or more than one stretch as recommended by the supervisor).

5. Registration

a) A Candidate selected for Ph.D. Program will submit his/her application for enrolment/registration to the Head of the concerned Department along with the following documents:

- (i) Enrolment Fee as prescribed by the University from time to time.
- (ii) Self-attested photo copies of Matriculation, Bachelor's Degree, DMC of Master's Degree, Master's Degree, NET Certificate etc.
- (iii) Migration Certificate, if the candidate has qualified his/ her last examination from a university other than Sri Guru Granth Sahib World University, Fatehgarh Sahib.
- (iv) Name of the proposed supervisor along with his/her consent, if available.
- (v) NOC from the concerned Department/Institution as prescribed in the registration form

b) On receipt of the required documents and fee, the Head of Department will enroll the candidate for the course work.

c) On completion of the course work, the candidate will be required to submit, not later than Six months, summary of the research problem in about 2000 words through the proposed supervisor. It should briefly cover tentative Topic of research, Introduction, Aims and Objectives/ Hypothesis, Methodology, Plan of work/ Chapterisation, Bibliography, etc.

d) The period for submission of synopsis can be extended by Dean Research on a request by the candidate on payment of prescribed fee.

e) The Head of the Department will invite the candidate to give a presentation on the research proposal before the Research Degree Committee of the Department to which other faculty

members may also be invited. After the presentation by the candidate, Research Degree Committee will formally meet and record its observations/recommendations.

f) The Research Degree Committee will send its recommendation to the Research Degree Board. The Research Degree Board will consider the suitability of the topic of research; the supervisor, the co-supervisor if any, and will recommended the case to Vice Chancellor for final approval. The Research Degree Committee will also inform Research Degree Board about the cases rejected by it, if any.

g) After the case has been approved by the Vice Chancellor, the candidate will be informed about the registration and he will be required to present the following:

- (i) Registration Fee receipt
- (ii) Original Certificates for verification

If the candidate fails to submit these documents, his enrolment/registration will be cancelled.

h) The Date of Enrolment shall be deemed to be the Date of Registration.

i) Meetings of the concerned Research Degree Board may preferably be held in the months of November/ December and June/ July or any other suitable date to approve the cases of Ph.D. registration. The Board will also consider cases for which there is no consensus in the Department on certain issue(s) pertaining to research.

j) At any point of time, a Professor, an Associate Professor and an Assistant professor will not register more than six, four and two candidates respectively, in the capacity of Supervisor/Co-Supervisor. Provided that a Research Supervisor can register two JRF awardee candidates, who may or may not be working in any Research Project, in addition to the above number. Provided further that the number of non-JRF awardees with a Professor, an Associate Professor, and an Assistant professor at any point of time shall not exceed six, four and two respectively. If there is a co supervisor, the candidate will be counted as $\frac{1}{2}$ each for the

supervisor and co-supervisor

- k) If any teacher leaves/resigns the job of this University at any stage during the period of a student doing his/her Ph.D. under his/her Guidance, then the student will be allotted to a new Supervisor/Co-Supervisor, to complete his/her Ph.D. However, if a candidate has already worked on his/her research work for at least one year under the supervisor in the University, he/she may be allowed to work under the same supervisor, provided the person is willing to supervise.

Provided further that if a research supervisor has retired from the University service on reaching super-annuation and is still available for guiding research of the candidates working under him/ her, he may be allowed to supervise the research work, otherwise the candidate will be allotted to a new supervisor, in addition to the number of students already Registered with him/her. Such cases will be approved by the Vice-Chancellor on the recommendations of the Research Degree Board.

- l) The student registered for Ph.D. thesis shall submit report on the work done at the end of each semester duly certified by the supervisor, to the Head of the Department. Progress reports submitted after the due date will be accepted on payment of prescribed fee.
- m) The research student will deliver a departmental seminar every year (1st April to 31st March) after his/her registration, to apprise the teachers and research scholars of the Department of the progress of the research done by him/her. However, there would be no need for the seminar presentation in the year in which the student has been registered and also after the pre-submission presentation. Head of the Department will notify the schedule for presentations in advance. Presentation made after the due date will be allowed on payment of prescribed fee. The annual seminars presented by a candidate shall be graded by Research Degree Committee as 'S' or 'U'. Any candidate getting a 'U' grade will have to repeat the Seminar within a month.
- o) The Ph.D. student will maintain a complete record of research data relating to survey, experiments, analysis etc. and rough drafts of the thesis checked by the supervisor till the

notification of award of degree.

p) Cancellation of Enrolment/ Registration: The enrolment/ registration of the student may be cancelled, if he/she,

- i. does not register for coursework in the ongoing/ immediately following semester (if admitted mid semester) on his/her admission to Ph.D.
- ii. Fails to maintain the required CGPA in the course work as per rules
- iii. Fails to submit evidence of satisfactory performance of research work to his/ her supervisor and research degree committee for two consecutive semesters
- iv. Non receipt of two consecutive progress reports or two annual presentations.
- v. does not pay the fee/dues in time.
- vi. Commits to plagiarism or unethical practices in research.
- vii. Indulges in activities of indiscipline
- viii. Is convicted for any criminal activity/ moral turpitude.

6. Course Work

- a) A student admitted to Ph.D. shall be required to undertake coursework for at least 16 credits including a Seminar of at least two credits in partial fulfillment of the requirements for the award of degree of doctor of philosophy. The Coursework shall be treated as pre-Ph.D. coursework. Each Ph.D. student will have to undertake two courses of three credits each, which will include Research Methodology, quantitative methods, computer applications and review of latest published research work in relevant field.
- b) In addition, each Ph.D. student will be required to opt courses of at least eight credits (two courses of four credits each) with the approval of his/her Head of the Department. These courses may be offered from the same department or in allied field/s in other departments of the university.
- c) The candidate will have to clear courses in the first two semesters as per the schedule of the course work fixed by the Department. Direct fellowship awardees or candidates registered for

Ph.D.duringthemiddleofthesemesterwilltakeupcourseworkinthefollowingsemester.

- d) ThePh.D.courseworkwillfollowcreditbasedsystem. Thedetail of credits and the scheme of the course work aregivenin Annexure-II.
- e) ThesyllabusforPh.D.courseworkwillbedrawnbytheResearchDegreeCommitteesubjecttoapprovalbytheAcademic Council.

7. Modification of Title/ Scheme.

- a) A candidate may, within two years of his/her registration, modify the scheme of his/her research work with the approval of the Research Degree Committee and on the payment of prescribed fee. Provided, that the Research Degree Committee will allow only such modification to be made which will not involve any major change in the original scheme and scope of the subject.
- b) Date of registration and maximum/minimum period for research will remain unchanged.

8. Submission of Thesis

a) Time Limit.

- i) Inncaseshallathesisbesubmittedforevaluationbeforetheexpiryofthreeyearsfrom the date ofregistration.
- ii) Athesisshallhavetobesubmittednormallywithinfouryearsofregistration.In case a candidate wants extension of period beyond four years, he/ she will submit his/ her application to Head of Department along with comprehensive report of work done, reasons for delay and recommendations and comments of supervisor. The case will be examined by a committee consisting of Head of Department, Supervisor and Senior most faculty member other than Head and Supervisor. The candidate should normally be available at the time of meeting of the committee. The recommendations of the committee will be sent to the Research Degree Board for approval.

TheCommitteemay,ontheapplicationofthecandidaterecommendedbytheSupervisor

and through the Head of the concerned Department, extend this period by one year. After a period of five years from the date of registration, on a request made by the candidate the Vice-Chancellor, on the basis of recommendation of the above committee, may allow further extension in the submission of the thesis up to one year. A fee will be charged as prescribed by the university from time to time for each extension in submission of thesis. The registration of the candidate will automatically stand cancelled after he/she has availed the extension to be allowed by the Vice-Chancellor for submission of Ph.D. thesis.

The maximum time limit for submission of thesis from the date of registration shall be six years. In exceptional circumstances, the Vice-chancellor may allow a further extension of six months, if he is satisfied that the research work of the candidate has been delayed due to reasons beyond his/ her control.

b) Requirements.

- i) The candidate will have to give an open pre-submission seminar in the department under the Chairmanship of the Head of the Department concerned and faculty members of the department along with a summary of the thesis (about 1000 words) not more than six months before the actual submission of the thesis.
- ii) The date for the seminar will be fixed by the Head of the Department in consultation with the Supervisor of the candidate under information to the Dean Research, with at least one week notice.
- iii) The Head of the Department will submit a panel of at least eight experts, as given in 9 (a) so that the consent of two examiners can be obtained soon after the submission of the thesis.
- iv) If a candidate fails to submit his/her thesis within six months from the submission of summary, the Dean Research may grant extension of two months on payment of prescribed late fee. The Vice-Chancellor may grant another extension of two months with a late fee as prescribed by

the University.

- v) Ph.D. Candidates shall publish at least two research papers in refereed journals before the submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint. In case of faculty of Basic and Applied Sciences, Engineering & Technology and Emerging Technologies, at least one of the papers should be published in an International Journal.
- vi) On completion of the research work, the candidate shall submit four copies of thesis in Compact Size type in One and a half space in Times New Roman, Font size 12 with double side printing except for Photographs which can be on one side of the page together with two CDs, along with Ph.D. thesis to the examination branch (Thesis section), along with examination fees as prescribed by the university at that time and certificate from the supervisor, and co-supervisor if any, that the thesis is fit to be considered for evaluation for award of the degree of Ph.D. The candidate shall also submit a certificate attested by the supervisor that the thesis is entirely based on his/her own work, and that all ideas and references have been duly acknowledged. The CD of the thesis (with revision, if any) will be sent to the examination branch for onward transmission to the UGC/Inflibnet, and the Main Library of the university after notification of award of degree.
- vii) A thesis must be based on original research resulting in either a discovery of new facts or a fresh interpretation of known facts and theories. In either case, it should give evidence of the research student's clear understanding of the subject and his/her critical judgment, and it should be well presented.
- viii) A research student may incorporate in his/her thesis content of his/her own work for which no degree other than M.Phil has been awarded by this or any other university.
- ix) The Ph.D. thesis will be written in the language allowed as the medium of examination at the Master's level in the relevant discipline in SGGSW University.

9. a) Evaluation of Thesis

- i) A panel of experts for evaluation of thesis will be prepared and submitted to the Vice Chancellor by the following committee within ten working days of submission of thesis.
 - a) Head of Department
 - b) Supervisor of the candidate
 - c) Two senior most faculty members holding Ph.D.
- ii) The thesis shall be referred to two examiners selected by the Vice-Chancellor from a panel of at least eight names which may include some foreign experts, in the concerned specialization.
- iii) The panel of experts should include at least half the names beyond the region comprising Punjab, Chandigarh, Himachal Pradesh, Jammu & Kashmir, Haryana and Delhi. However, the requirement may be relaxed by the Vice-Chancellor if he is convinced that sufficient number of experts is not available outside the region. Further, the Vice-Chancellor will have the power to add any expert(s) in the panel.
- iv) The panel (under Clause 9(a)(i)) should include experts from recognized reputed institutions.
- v) The panel shall include the following information for each expert.
 - a) Name
 - b) Academic Designation and status
 - c) Postal Address
 - d) Area of the specialization
 - e) Phone number/ Fax No./e-mail, if possible

In case of retired persons, their last designations shall be indicated without which the panel would be considered incomplete.
- vi) In case the panel of examiners is not received from the Head of the department within ten working

days as mentioned above in clause 9 (a)

(i) from the date of submission of the thesis, the Dean Research will convene a meeting of the committee and submit the panel of examiners.

vii) If no consent is received from an examiner within one month, a new examiner may be appointed.

viii) For evaluation of the thesis, not more than two months be given to any examiner. If any examiner fails to send the report within two months, a new examiner may be appointed.

b) Evaluation Report.

i) The examiners on evaluation of the thesis may recommend one of the following:

that the degree of Ph.D. be awarded to the candidate

OR

that the thesis be revised as suggested and resubmitted (the examiner should indicate point by point, the revisions to be incorporated in the thesis)

OR

that the thesis be rejected

In each case, the examiners shall clearly submit to the University their critical

evaluation, comments and suggestions on the Ph.D. thesis. Each examiner shall also send at least five questions to be asked from the candidate during viva-voce.

ii) When both the reports are received from the examiners, the sealed reports will be opened by the following committee;

a) Head of the Department

b) Supervisor of the candidate

c) Senior most faculty of the Department holding Ph.D.

In case, both the reports are positive, the case will be put up to the Vice Chancellor through Dean Research for appointing one of the examiners for conduct of viva-voce of the candidate. Viva-voce of the candidate will be conducted by an examiner appointed by the Vice-chancellor.

iii) The screening committee will normally follow the following guidelines:

- (a) If both examiners recommend award of thesis, then the committee will recommend the case to Vice Chancellor for conduct of Viva-Voce.
- (b) If both examiners recommend the revision of the thesis, then the candidate will be advised to resubmit the thesis after making necessary revisions.
- (c) If both the examiners reject the thesis then the thesis shall be rejected for award of the Degree.
- (d) In case one examiner recommends the award of Degree and the other recommends revision, then the candidate shall be advised to re-submit the thesis after making necessary revisions.
- (e) If one examiner recommends award of degree and the other rejects, then the thesis will be sent to the third examiner, to be appointed by the Vice-chancellor from the original panel.
- (f) In case the revision of the thesis is recommended by the examiner(s), the candidate will have the right to reply to the objections raised by submitting a written explanation to the examiner(s) through the office of Dean Research.

In case the explanation of the candidate is not accepted by the examiner, the candidate will have to submit the revised thesis within the already prescribed period of one year.

- (g) In case of 9 (iii) (b), (d), & (f) above, the revised thesis must be submitted within one year from the date of intimation of the revision of thesis to the candidate. The revised thesis shall normally be resubmitted for evaluation to the same examiner(s) who had recommended revision. In case of revised thesis, the examiner(s) will recommend either acceptance or rejection of thesis. If the examiner(s) recommend award of Degree, then the viva-voce examination may be held.

In case of rejection of revised thesis by the examiner(s), his/her candidature will be deemed to be cancelled and re-registration would be required for completion of research project.

c) Viva-voce.

- i) The viva-voce examination of the candidate for the Ph.D. shall be a public viva-voce where all the members of faculty and research fellows in the faculty will be invited to be present. At least four days'

prior information will be given to the faculty members to attend the viva-voce.

- ii) The examiner conducting the viva-voce of the candidate will consider the reports of all the examiners, ask questions raised in these reports and get the clarifications regarding the comments of the examiners and this fact be mentioned in the viva-voce report.
- iii) The faculty members and others present during the viva-voce will not ask any question from the candidate or express their opinion about the capability of the Candidate etc.
- iv) The Vice-Chancellor may relax the above procedure if, in his opinion, the special circumstances of the case so demand.

d) Approval

- i) The report of the examiners including the report of the viva-voce shall be placed before the Research Degree Board for approval.
- ii) If recommended for the award of the Ph.D. Degree, the date of the approval of the Research Degree Board will be considered as the date of award of the Ph.D. degree.

10. Publication of Thesis

After the award of the Ph.D. Degree a candidate may publish the material contained in his/her thesis in the form of a book/ monograph etc. after obtaining permission from the University.

11. Depository with UGC

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

12. Research Degree Committee

- a) The constitution of the Research Degree Committee in each subject shall be as follows:
 - i) the Head of the Department- Chairperson

- ii) All Professors and Associate Professors of the Department.
- iii) Two Assistant Professors, by rotation in order of seniority, provided they hold a Ph.D. Degree.
- iv) One or two experts from the same or allied fields from outside the university, to be nominated by the Vice-Chancellor..
- v) In case the number of internal members of R.D.C. is less than five, the Vice-Chancellor may nominate one or two Faculty members from allied fields from the university.
- vi) If not already a member, Supervisor/Co-Supervisor will be a special invitee when the case of his/her candidate is considered.

13. Research Degree Board

a) Constitution of Research Degree Board shall be as follows.

- i) Vice-Chancellor- Chairman
- ii) Dean, Academic Affairs
- iii) Dean, Research
- iv) All Deans.
- v) All other Professors of the University
- vi) All Heads of the Departments.
- vii) Two Associate Professors and two Assistant Professors of the University, by rotation according to seniority, provided that they hold a Ph.D. degree.
- viii) Two experts holding Ph.D. degree from the neighborhood/off campus centres, constituent colleges of the university, to be nominated by the Vice-Chancellor.

b) The Research Degree Board may, however, recommend to the competent authority, from time to time, changes and modifications in the existing ordinances.

14. a) Appointment of Supervisor of a Ph.D. Candidate

The following persons can be appointed supervisors for guiding research:

i) All Professors of the Universities or persons working in the University in an equivalent academic position.

ii) All regular Associate/ Assistant Professors of the Universities or persons in equivalent academic position working in the Universities who hold Ph.D. degree.

b) Appointment of Co-Supervisor of a Ph.D. Candidate

i) One or Two Co-Supervisor(s) may be appointed on the recommendation of the Research Degree Committee, if a candidate is working in an institution other than the Sri Guru Granth Sahib World University, Fatehgarh Sahib and its affiliated Centres or if a joint research project has been sanctioned by DST, UGC, CSIR, DAE etc. Co-supervisor within a Department is allowed if the field of research of the candidate requires inputs from different fields of specialization in the same subject.

ii) In the case of the institution/Organization/National or regional laboratory which has entered into MoU with the university for research, the candidates from such Institution/organization may have the supervisor from that institution/Organization and Co-Supervisor from university. Similarly, the Ph.D. students working in this University may have supervisor from this University and Co-supervisor from the institution having MoU with Sri Guru Granth Sahib World University, Fatehgarh Sahib.

iii) Co-Supervisor(s) may also be appointed; if the field of the candidate is such which requires substantial interdisciplinary inputs from two or more disciplines.

c) The change of the Supervisor/co-supervisor may be allowed by the Research Degree Committee under special circumstances and with the permission of Vice-Chancellor. The earlier date of the Registrations shall stand. A 'No Objection Certificate' from old and new supervisor/ co-supervisor will be required.

d) No relation of the supervisor/co-supervisors such as wife, husband, son, daughter, sister, brother, wife's or husband's brother/sister, brother's son and daughter, sister's son/daughter,

first cousin,nephew, grand-son, grand-daughter, daughterinlaws and son in laws can be registered under his/her supervision.

Annexure I

Procedure for Admission to Ph.D. Programme

1. Structure for Admission Test for Ph.D.

- i. An entrance test will be conducted in each subject for admission to the programme.
- ii. The test will comprise of two papers, each of 75 minutes duration.
Paper-I (Common for all subjects): Paper will have 60 objective type multiple choice questions. The scope of paper will be General Aptitude, Reasoning, Numerical/ Mental Ability, Indian Education system, Analytical skills/ Research aptitude, Environment, language Proficiency, Teaching Aptitude and any other topic covered in Paper-I of the UGC-NET.
Paper-II (For subject opted by the candidate): The paper will have 60 objective type multiple choice questions. The scope of the paper will be limited to the core areas relating to concerned discipline/ subject.
- iii. The syllabus of Paper-II will be same as that of UGC- NET
- iv. Candidates who have already qualified UGC (NET)/UGC-CSIR(JRF) examination/ SLET/GATE and foreign students sponsored by ICCR or any other applicable test conducted by notified authority of Government of India for the purpose will be exempted from Ph.D. entrance test subject to approval of the Vice-Chancellor. Such candidates will appear for the interview directly.
- v. Qualifying marks in the test is 40 percent in each paper.
- vi. All candidates will have to appear in both the papers otherwise their candidature will stand cancelled.
- vii. There is no negative marking in the Test.

1. Selection Criteria for Admission.

Weight for different components for determining merit is as under:

Components	Weightage (Percent)
Percentage of Marks in Graduation	10
Percentage of Marks in Post Graduation	30
Percentage of Marks in Entrance Test*	50
Interview	10
Publications**(additional points)	5 (Max.)

*UGC-NET/ CSIR/ JRF Qualified candidates will be exempted from the test and the marks secured by them in the said examination will be considered. In case of candidates who qualified UGC-NET/ CSIR/ JRF in the years when marks were not mentioned; the merit will be computed by doubling the

remaining components.

** Maximum 5 points will be given for the publications:

In case candidate is first author:

For each published paper in;

International Journal =3 points

National Journal = 1 point

In case the candidate is second or third author, half of the points mentioned above.

In case of a book, selection committee will decide about the weightage, considering the quality of book.

Annexure II

Ph.D. Course Work

1. A student admitted to Ph.D. shall be required to undertake coursework of at least 16 credits in

partial fulfillment of the requirements for the award of degree of doctor of philosophy. The coursework shall comprise of:

Paper	Title	Credits
Paper-I	Research Methodology	3
Paper-II	Computer Applications in Research	3
Paper-III	<i>Subject Related Course*</i>	4
Paper- IV	<i>Subject Related Course*</i>	4
Paper- V	Seminar	2

**to be allotted by the Department out of list of available courses*

- Each Ph.D. student will be undertake a course on Research Methodology (three credits), which will include Quantitative Methods & review of latest published research work in relevant field and a course of Computer Applications in research (three credits). In disciplines where Quantitative Methods is not relevant, the Research Methodology Course will be developed as per the needs of the subject concerned.
- Wherever the subject/ discipline so requires, Paper I & II may be merged and an additional paper of 3 credits on the core subject may be included.
- In addition, each Ph.D. student will be required to choose two courses of four credit each with the approval of his/hersupervisor. These courses may be offered from the same department or in the allied field/s in other departments of the university.
- The candidate will have to clear the course work in the first two semesters as per the programme of the Department. But instructional work will be conducted only in the first semester.
- The students shall be awarded letter grades in each course/paper as per the seven point scheme. Each letter grade indicates the level of performance in a course and has a grade point for the purposes of computing the CGPA, as given in the table below:

Letter Grade	Performance	Grade Point	Percentage Equivalent
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A ⁺	Outstanding	8.50 – 10.00	85 – 100
A	Very Good	7.00 – 8.49	70 – 84.9
B	Good	6.00 – 6.99	60 – 69.9
C	Average	5.00 – 5.99	50 – 59.9
D	Below Average	4.00 – 4.99	40 – 49.9
E	Poor	2.50 – 3.99	25 – 39.9
F	Very Poor	0.00 – 2.49	0 – 24.9

7. To qualify in a course, a candidate is required to obtain a minimum of B grade in internal assessment and external examination.
8. The cumulative grade point average (**CGPA**) is the weighted average of all the grades awarded to a the PhD student for the PhD course work. CGPA is calculated on the basis of all the papers the student has passed at the given time as per the formula below:

$$\text{CGPA} = \frac{\sum C_i G_i}{\sum C_i}$$

C_i is the credit of i^{th} paper/subject and G_i the grade point for the i^{th} paper/subject.

9. The course(s) in which the student has earned below 'B' grade, will have to be repeated.

Seminar:

Each student enrolled for Ph.D. will have to undertake at least two credits of seminar in I or II semester of his/her enrolment.

Audit Courses.

- (a) In addition to Credit courses, a student with the approval of his/hersupervisor, can take up audit course(s) in any field in his/her department or any other department or other university or Institute of higher education/ research. The grade awarded for this course will be "S" or "U". A grade equivalent to "C" or above

will be treated as satisfactory for audit courses. The audit course/s cleared by a student will not be counted towards his/her SGPA/CGPA. The students will be required to take a course on Communication Skills in English as a Non-credit course and will be required to earn 'S' grade.

Thesis.

A student registered for PhD will have to undertake thesis work spread over the entire period of registration of the PhD. The grade awarded for thesis work will be "S" or "U". A student will start working on the topic of his/ her research right from the date of registration.

Annexure III

Fee Structure for Ph.D. Research Work

Schedule of Fee payable for Ph.D Programme.

Entrance Test	Rs. 1,000/-
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Enrolment Fee	Rs. 1,000/-
Registration Fee	Rs. 5,000/-
Topic Modification	Rs. 2,000/-
Course Work (to be paid in First semester)	Rs. 30,000/-
Annual Fee*	Rs. 35,000/- for Lab Courses
	Rs. 30,000/- for Non Lab Courses
Security (Refundable)	Rs. 10,000/-
Thesis Evaluation Charges	Rs. 10,000/-

** In the first year, the annual fee will be the half of the prescribed fee.*

Extension of period for submission of synopsis

Upto one year	Rs. 5,000/-
Beyond one year; permission and fee to be decided by the Vice-Chancellor	

Condonation of delay:

<i>In the submission of Progress Report.</i>	
Upto one month	Rs. 1,000/-
More than a month but upto end of semester	Rs. 2,000/-
After that the case will be referred to Research Degree Board for cancellation	
<i>In the Presentation .</i>	
Upto one month (from 31 st March)	Rs. 5,000/-
More than a month but upto end of semester (upto 30 th September)	Rs. 7,500/-
After that the case will be referred to Research Degree Board for cancellation	
<i>In the submission of Thesis after pre-submission presentation.</i>	
Upto two months	Rs. 1,000/-
More than two months, upto four months	Rs. 2,000/-