

देवी अहिल्या विश्वविद्यालय, इन्दौर

पी-एच. डी. पाठ्यक्रम में पंजीयन प्रवेश हेतु आवेदन-पत्र

विषय

संकाय

भाग एक - शोधार्थी का विवरणपरिपत्र आकार का
छाया चित्र चिपकावें।
समस्त शोधार्थियों के
लिए अनिवार्य है।(छाया चित्र पर शोध केन्द्र के प्रधानाचार्य/
प्रधानाचार्य/अध्ययनशाला के विभागाध्यक्ष के
हस्ताक्षर एवं मुद्रा आवश्यक है)1. आवेदक का पूरा नाम (हिन्दी में)
(अंग्रेजी में बड़े अक्षरों में)

2. पत्र-व्यवहार का पूर्ण पता

3. दूरभाष क्रमांक

4. पिता का नाम/पति का नाम (विवाहित महिला होने की अवस्था में)
नागरिकता

5. विश्वविद्यालय का नामांकन क्रमांक

6. विश्वविद्यालय से संबद्ध महाविद्यालय का नाम जिसमें आवेदक
शिक्षक के पद पर नियुक्त हो। अगर हाँ, तो अध्यापन का
अनुभव

स्नातक स्तर वर्ष स्नातकोत्तर स्तर वर्ष

7. (क) अन्य किसी शासकीय/सार्वजनिक संस्था/उपक्रम में यदि
कार्यरत हो तो उसका विवरण

(ख) यदि (क) की जानकारी हाँ में है तो नियोक्ता का अनापत्ति प्रमाण-पत्र संलग्न करें।

8. (अ) क्या आवेदक म. प्र. की अनुसूचित जाति/अनुसूचित जनजाति/पिछड़े वर्ग (चिकनी परत को छोड़कर) का है हाँ / नहीं

(ब) यदि हाँ तो किस प्रवर्ग का है।

(प्रमाणपत्र की सत्यापित प्रति संलग्न करें)

9. आवेदक की शैक्षणिक योग्यताएं :

परीक्षा का नाम	उत्तीर्ण/अनुत्तीर्ण	अनुक्रमांक	वर्ष	कुल प्राप्तांक प्राप्तांक/पूर्णांक	प्रतिशत	अन्य विवरण
1. हायर सेकंडरी/ इंटरमीजिएट (10+2)						
2. स्नातक प्रथम वर्ष						
3. स्नातक द्वितीय वर्ष						
4. स्नातक तृतीय वर्ष						
5. स्नातकोत्तर उत्तरार्द्ध						
6. एम. फिल.						
7. अन्य शैक्षणिक योग्यताएँ						
8. पी-एच. डी. कोर्स वर्क						

10. शोध कार्य के लिये प्रस्तावित विषय

(Topic of Research Work)

अगर शोधार्थी ने उक्त विषय पर कुछ शोध कार्य किया हो तो

उसका विवरण सहित प्रकाशित शोध पत्रों की प्रतियाँ संलग्न करें

11. क्या आवेदक अन्य किसी उपाधि के लिये संस्थागत/असंस्थागत हैं / नहीं

रूप में इस विश्वविद्यालय अथवा अन्य विश्वविद्यालय द्वारा

आयोजित किसी अन्य परीक्षा में सम्मिलित हो रहा है ।

यदि हाँ तो उसका पूर्ण विवरण

भाग तीन - शोध सहनिर्देशक का प्रमाणीकरण

मैं आवेदक को उनके शोध कार्य में मार्गदर्शन प्रदान करने के लिए सहमत हूँ। मेरे सहनिर्देशन में निम्नलिखित शोधार्थी शोध कार्य हेतु पंजीकृत हैं :

नाम	शोध का विषय	विश्वविद्यालय का नाम
1.
2.
3.

(टीप : नियमानुसार एक सह शोध निर्देशक के निर्देशन में अधिकतम तीन शोधार्थी एक समय में पंजीकृत हो सकते हैं।)

मैं प्रमाणित करता हूँ कि नवीन अध्यादेश 18 की कंडिका 19(c) के परिप्रेक्ष्य में मेरे द्वारा विगत पाँच वर्षों में निम्नानुसार शोध पत्र प्रकाशित किये गये हैं :

क्रमांक	प्रकाशित शोध पत्र का शीर्षक	जर्नल का नाम	वाल्यूम एवं पृष्ठ संख्या

सहनिर्देशक के हस्ताक्षर

सहनिर्देशक का नाम

पद नाम

पता

ई मेल

दूरभाष क्रमांक

भाग चार - शोध केन्द्र का प्रमाण-पत्र

मैं यह प्रमाणित करता हूँ कि उपरोक्त शोधार्थी ने शोध कार्य का जो विषय लिया है उस विषय में शोध कार्य की पूर्ण सुविधा इस संस्था में उपलब्ध है और उन्हें शोध कार्य करने हेतु सुविधाएं उपलब्ध कराई जावेंगी। यह संस्था शोध कार्य के लिए विश्वविद्यालय से मान्य है। अनुशंसा सहित आवेदन पत्र अग्रेषित किया जाता है।

प्रमाणित किया जाता है कि उपरोक्त शोधार्थी ने संस्था में शोध केन्द्र का शुल्क (रु. 1,500/- प्रति छः माह की दर से) जमा करा दिया है। जिसकी प्राप्ति रसीद क्रमांक दिनांक है एवं रसीद की प्रति आवेदन के साथ संलग्न है।

(उपरोक्त शुल्क अध्यापकों एवं टीचर फेलोशिप योजनान्तर्गत के शोधार्थी को देय नहीं है।)

दिनांक

विभागाध्यक्ष के हस्ताक्षर
एवं पद मुद्रा

(संस्था प्रमुख के हस्ताक्षर)
सील के साथ

भाग पाँच - देवी अहिल्या विश्वविद्यालय केन्द्रीय पुस्तकालय का प्रमाण-पत्र

प्रमाणित किया जाता है कि शोधार्थी / श्री / श्रीमती / कुमारी
ने निम्नानुसार शुल्क रसीद क्रमांक दिनांक द्वारा जमा कर दिया है :

- | | | |
|---------------------------------|---|--|
| 1. पुस्तकालय शुल्क | — | 500/- (प्रति छः माह) |
| 2. पुस्तकालय सुरक्षा निधि शुल्क | — | 500/- (मात्र एक बार जो वापसी योग्य है) |

दिनांक

(पुस्तकालयाध्यक्ष)
विश्वविद्यालय केन्द्रीय पुस्तकालय

भाग छः - शोधार्थी द्वारा संलग्न प्रपत्र

- निर्धारित प्रपत्र में पूर्ण आवेदन-पत्र ।
- शोध केन्द्र में जमा शुल्क रसीद की फोटोप्रति ।
- विश्वविद्यालय ग्रंथालय शुल्क की जमा रसीद रु. 1,000/- की प्रति ।
- यदि शोधार्थी केन्द्र सरकार / राज्य सरकार / सार्वजनिक उपक्रम में कार्यरत है (अनापत्ति प्रमाण-पत्र संलग्न करें) ।
- मार्कशीट / ग्रेडशीट की सत्यापित प्रतियाँ ।
1. बारहवीं 2. स्नातक 3. स्नातकोत्तर / एम. फिल. 55% अनिवार्य 4. अन्य शैक्षणिक योग्यताओं की अंकसूची ।
- अनुसूचित जाति / अनुसूचित जनजाति / पिछड़े वर्ग के सक्षम अधिकारी के प्रमाण पत्र की सत्यापित प्रति ।
- पी-एच. डी. कोर्स वर्क उत्तीर्ण प्रमाण पत्र की प्रति ।
- पात्रता प्रमाण-पत्र (म. प्र. से बाहर के छात्रों के लिये) ।
- प्रवचन प्रमाण-पत्र (अन्य विश्वविद्यालयों के छात्रों के लिये) ।
- शोध प्रस्ताव की सात प्रतियाँ, स्वयं हस्ताक्षरित, निर्देशक, शोध केन्द्र एवं प्राचार्य / विभागाध्यक्ष से हस्ताक्षर सहित ।

भाग सात - शोधार्थी का घोषणा-पत्र

मैं एतद् द्वारा घोषणा करता हूँ/करती हूँ कि मैंने अध्यादेश 18 का अध्ययन कर लिया है एवं मेरी जानकारी के अनुसार इस आवेदन-पत्र की प्रतिलिपियाँ एवं दी गई जानकारी सच्ची, पूरी और सही है । यदि पी-एच. डी. डिग्री प्राप्त होने के पूर्व अथवा पश्चात् कोई जानकारी झूठी या असत्य पाई जाए, तो विश्वविद्यालय द्वारा मेरे विरुद्ध कार्यवाही की जा सकेगी, जो मुझे मान्य होगी । मैं यह भी अभिबचन देता/देती हूँ कि उक्त प्रस्तावित शोध कार्य के अतिरिक्त इस विश्वविद्यालय या अन्य किसी भी विश्वविद्यालय में स्वाध्यायी अथवा नियमित छात्र के रूप में न ही शोधरत हूँ और न ही किसी भी अन्य परीक्षा में सम्मिलित हो रहा/रही हूँ । यदि ऐसा पाया जाता है तो मेरा पंजीयन निरस्त कर दिया जाए ।

विनीत

आवेदक के हस्ताक्षर

पूरा नाम

पिता/पति का नाम

पूरा पता

पीएच. डी. आवेदन पत्रों की चैकलिस्ट
(कार्यालयीन उपयोग हेतु)

शोधार्थी श्री / श्रीमती / कुमारी

का संलग्नानुसार आवेदन प्राप्त हुआ है। आवेदन पत्र में प्रस्तावित :

1. शोध निर्देशक सह-शोध निर्देशक मान्यता प्राप्त है नहीं है।
2. शोध निर्देशक के निर्देशन में पूर्व से शोधार्थी कार्य कर रहे हैं।
3. शोध सह-निर्देशक के निर्देशन में पूर्व से शोधार्थी कार्य कर रहे हैं।
4. शोध केन्द्र मान्यता प्राप्त है। (हाँ / नहीं)

कैश काउण्टर

कृपया उपरोक्त शोधार्थी का निम्नानुसार शुल्क जमा करें :

1. शोध पंजीयन शुल्क की जमा रसीद रु. 1,500/-।
2. अन्तर्वास शुल्क (म. प्र. से बाहर के विश्वविद्यालयों के छात्रों के लिये)।
3. शोध केन्द्र द्वारा अग्रेषित नामांकन प्रपत्र एवं शुल्क की रसीद।
4. नाम परिवर्तन के लिये (यदि लागू हो) शपथ-पत्र प्रस्तुत करें।
(शोध केन्द्र द्वारा अग्रेषित निर्धारित प्रपत्र में आवेदन-पत्र एवं निर्धारित शुल्क की रसीद के साथ)।

(परीक्षक के हस्ताक्षर)

Registration Fee for R. D. C.

1. Form Fee : Rs. 500/-.
2. Registration Fee : Rs. 1,500/-.
3. Research Centre Fee in six monthly installments : Rs. 1,500/-.
4. Library Fee in six monthly installments : Rs. 500/-.
5. Library Caution Money (one time, Refundable) : Rs. 500/-.
6. Laboratory Fee six monthly (where Laboratory Work is involved) : Rs. 1,000/-.
7. Identity Card Fee : Rs. 50/-.
8. Extension of Registration for one year (if required) : Rs. 1,000/-.
9. Re-registration Fee : Rs. 3,000/-.
10. Examination Fee at the time of submission of thesis : Rs. 8,000/-.
11. One time annual fee for Foreign Nationals / NRI : \$5,000.

आवेदन पत्र प्राप्ति की अभिलेखीकृति

श्री / श्रीमती / कुमारी

का शोध आवेदन पत्र क्रमांक दिनांक को प्राप्त हुआ।

परीक्षक के हस्ताक्षर

समस्त शोधार्थियों जिनका स्नातक एवं स्नातकोत्तर कक्षाओं में पूर्व में नामांकन नहीं हुआ है उनके द्वारा इसकी पूर्ति की जाना है।

देवी अहिल्या विश्वविद्यालय, इन्दौर

विश्वविद्यालय के छात्र के रूप में नामांकन हेतु नामांकन प्रपत्र (Enrolment Form)

छात्र संबंधित बाक्स में <input checked="" type="checkbox"/> चिन्हित करें			
<input type="checkbox"/>	छात्र	<input type="checkbox"/>	छात्रा
<input type="checkbox"/>	हिन्दी माध्यम	<input type="checkbox"/>	अंग्रेजी माध्यम

कार्यालय के उपयोग के लिये			
नामांकन क्रमांक	<input type="text"/>	<input type="text"/>	<input type="text"/>
केन्द्र	<input type="text"/>	<input type="text"/>	<input type="text"/>

प्रति,

कुल सचिव, देवी अहिल्या विश्वविद्यालय, इन्दौर
महोदय,

निवेदन है कि मुझे विश्वविद्यालय के छात्र के रूप में नामांकित करने की कृपा करें। इस सम्बन्ध में मैं यथोचित रूप से निम्नलिखित विवरण प्रस्तुत कर रहा/रही हूँ :

1. पूरा नाम हिन्दी में श्री/श्रीमती/कुमारी (उपनाम)
2. पूरा नाम अंग्रेजी में (बड़े अक्षरों में) (Surname)
3. पिता/पति का नाम (हिन्दी में)
4. पिता/पति का नाम (अंग्रेजी में)
5. माता का नाम
6. घर का पता
7. शोध केन्द्र का नाम
8. कक्षा जिसमें प्रवेश लिया
9. अर्हतादायक परीक्षा की अंक-सूची की प्रमाणित प्रति संलग्न करें।
10. प्रवजन प्रमाण-पत्र की मूल प्रति संलग्न करें।
11. पात्रता प्रमाण-पत्र की प्रमाणित प्रति संलग्न करें।
12. अंतर्वासि शुल्क रुपये 30-00 की रसीद संलग्न करें।
13. नामांकन शुल्क रुपये 100-00 रसीद क्रमांक दिनांक को
महाविद्यालय/अध्ययन शाला में जमा किये हैं।

प्रमाण-पत्र

मैं प्रमाणित करता/करती हूँ कि छात्र/छात्रा ने परीक्षा उत्तीर्ण की है
जिसके आधार पर वह विश्वविद्यालय में प्रवेश की पात्रता रखता/रखती है।

प्रधानाचार्य/प्रधानाचार्या
(अग्रेषण अधिकारी)

दिनांक

महाविद्यालय

DEVI AHILYA VISHWAVIDYALAYA, INDORE
ORDINANCE NO. 18
DOCTOR OF PHILOSOPHY

(Revised in light of the University Grants Commission (Minimum Standards and Procedure for award of Ph. D. Degree) Regulation 2009 published in the Gazette of India on July 11, 2009)

General Instructions :

1. The Ordinance shall come into force with effect from the date of its notification. With the enforcement of this ordinance, existing ordinance shall be repealed.
2. No. Ph. D. Scholar shall join any other course / study or appear at any other examination leading to a degree (except Certificate / Diploma Course in Languages, Research Methodology / Statistics/ Computer Application) during the course of his / her Ph. D. Programme.
3. A candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree in the concerned subject with atleast 55% marks (50% for SC/ST/Physically disabled candidates) or an equivalent grade of M. Phil. Degree of the University a deemed University or other University incorporated by any law for the time being in force and recognised by the University.

Provided that a candidate who has atleast seven years experience of research/teaching with atleast five papers published in standard journals, may be permitted to get registered for Ph.D. degree, even if he/she possess minimum 50% marks at Masters degree.

4. A candidate shall ordinarily be permitted to work for Ph. D. Degree in the subject in which he/she has obtained his/her Master's Degree.

Provided that research work leading to Ph. D. Degree may be allowed in allied subject of interdisciplinary nature of the same faculty or of allied faculties. In such cases, candidates may be permitted to work under one or two co-supervisors along with the supervisor.

5. Candidates shall be generally admitted through an entrance test followed by an interview.
6. Candidates who are qualified in National Level Test such as NET/GATE etc. and State Level Test such as MPSLET, accredited by the UGC of Teacher Fellowship holders or holders of M. Phil. Degree through Entrance Test shall be exempted from the entrance test.
7. The university shall annually decide well in advance the number of seats available for Ph. D. programme in each subject. The number of seats, so decided, shall be notified by the university on its website and/or through advertisement in the beginning of every academic year.
8. A Supervisor shall not have at any given point of time, more than eight Ph. D. Scholars.

Provided that the number of candidates registered with the Co-supervisor shall not be counted for the number of Candidates under a Supervisor.

Provided further that a person shall not be allowed to supervise more than eight scholars at a given point of time although he/she is registered in more than one subject/discipline/institution.

9. While assessing the number of vacancies under a supervisor, the actual date of submission of Ph. D. Thesis under his/her supervision shall be taken into account.

10. Procedure of Admission :

- (a) In response of the advertisement or notification of the university, candidates desirous of seeking admission to Ph. D. programme shall be required to submit applications on prescribed form obtainable from the University on payment of prescribed fee. The duly filled application forms along with supportive documents and the Entrance Test Fee should be submitted / sent to the office of the Registrar within the given period.

- (b) Candidates shall be admitted through the Doctoral Entrance Test (DET), which shall be conducted for each subject separately at the University Teaching Departments.

Provided that the colleges, which are approved research centres, shall be allowed to conduct the DET for the subjects not available in the University Teaching Department.

Provided further that the Kulapati may assign to the allied or to any Teaching Department to conduct the DET for the subjects available only in the colleges.

- (c) The Kulapati shall constitute a Departmental Research Committee (DRC) to conduct the DET comprising of the following members :

- | | | |
|---|---|----------|
| 1. Dean of the concerned faculty | - | Chairman |
| 2. Chairman, Board of Studies | - | Member |
| 3. Head of the Department / Principal | - | Member |
| 4. One Senior Professor to be nominated by the Kulapati | - | Member |

Note : The HOD / Principal will be the Coordinator.

- (d) The functions of the DRC shall be as follows :

1. To scrutinize the applications.
2. To arrange the Entrance Test.
3. To arrange for interview.
4. To submit the final list of candidates.
5. Any related work assigned by the Kulapati.

11. (a) **Entrance Test :**

The Entrance Test shall comprise of one multiple choice objective type paper having one hundred questions of one mark each covering all the basic papers of the concerned Post Graduate Course of three hours duration to assess the fundamental knowledge of the candidate. The question paper should be prepared by a panel of examiners recommended by the Examination Committee of the concerned subject. There will be no negative marking. The candidates must score minimum 40% marks (35% for SC/ST/Physically Handicapped) to qualify the Entrance Test.

A merit list shall be prepared by the committee on the basis of the result of the entrance test and submitted to the Registrar and notified accordingly.

(b) **Interview :**

The successful candidates of the Entrance Test shall have to appear for an interview. The Interview Board shall consist of all the members of the Departmental Research Committee (DRC) along with four subject supervisors nominated by the Kulapati taking minimum two supervisors from the colleges.

- (c) The candidate are expected to discuss their research interest / area, choice of supervisor and co-supervisor, if any and tentative title of the thesis.

- (d) The Board will assess the research potential of the candidates.

- (e) The Committee shall finalize the list of the candidates admitted to the Ph. D. programme in the concerned subject. It shall also allot the Research Centre, Supervisor and Co-Supervisor, if any, and approve the tentative title of the proposed research work. The final list should be immediately submitted to the Registrar. After the approval of the Kulapati, the list shall be notified.

Note : (i) While granting admission to students to Ph. D. programmes, the committee will pay due attention to the State Reservation Policy.

- (ii) The committee should also see that only the predetermined number of students shall be admitted to Ph. D. programme.

- (f) If the Dean of the faculty is not available, then the Kulapati shall appoint any other Dean or a Senior Professor of the University to chair the Departmental Research Committee (DRC).

- (g) Chairman and two other members form the quorum.

12. **Allocation of Supervisor :**

The allocation of the supervisor for a selected student shall be decided by the DRC in a formal manner depending on the number of students for supervisor, the available specialization among the supervisors and the research interest of the students as indicated during the interview. The allotment / allocation of supervisors shall not be left to the individual student or supervisor.

13. **Course Work :**

(a) After having been admitted, each Ph. D. student shall be required to undertake course work of one semester, for which he/she has to deposit a prescribed fee. The course work shall be treated as Pre-Ph. D. preparation. The course work must comprise of:

- (i) Research Methodology, which may include quantitative methods and computer application.
- (ii) Review of published research in the relevant field.

(b) The course work shall be conducted in the University Teaching Department / Colleges / Research Centres as approved by the Vice Chancellor.

(c) A combined course work for M. Phil. / and Ph. D. students may be conducted for a single / group of subjects wherever possible.

(d) If found necessary, course work may be carried out by doctoral candidates in sister Departments / Institutes either within or outside the University for which due credit will be given to them.

(e) A candidate shall be declared to have successfully completed the course, if he/she obtains minimum 40% passing marks separately in (a) (i) and (ii) above. The course work shall be evaluated by the Examiners as approved by the Vice Chancellor.

(f) If a candidate fails to obtain the minimum passing marks, he/she should be given one more chance. For this, he/she has to pay an examination fee as decided by the University.

(g) If he/she further fails to obtain the minimum passing marks, he/she should be out of the course.

14. **Registration of the student :**

(a) After successful completion of the course work, the student is required to submit the Registration Form within two months of the declaration of the result. The Registration Form will be obtained from the University by depositing necessary fee.

(b) The duly filled Registration Form must be accompanied with a synopsis of his/her proposed research work (in seven copies) in a prescribed format (Appendix-I), necessary documents and certificates along with the following fees :

- (i) Registration Fee.
- (ii) Tuition Fee for six months.
- (iii) Library Fee for six months.
- (iv) Library Caution Money (payable once only and refundable).
- (v) Laboratory Fee for six months (where laboratory work is involved).
- (vi) Identity Card Fee.

Provided that the teachers of the University and teachers under the U.G.C. scheme of Teacher Fellowship will not be required to pay the above fees except the Registration Fee.

(c) After payment of fees along with the form of application the candidate will provisionally admitted, provided that the application is found in order on being scrutinized by the DRC.

(d) The candidate shall be required to make an oral presentation of his/her proposed work before **Research Degree Committee (RDC)** consisting of the following members :

- (i) Kulapati or his nominee - Chairman.
- (ii) Dean of the Faculty.
- (iii) Head of the University Teaching Department/School of Studies in the subject.
- (iv) Chairman, Board of Studies in the subject.

- (v) One external subject expert of the rank of University Professor to be appointed by the Kulapati, ordinarily out of a panel of 5 experts given by the Chairman of the Board of Studies concerned. The term of panel shall be conterminus with the Chairman Board of Studies.

External expert and two other members shall form the quorum.

Note: (1) On the request of the supervisor, Kulapati may permit him/her to be present as an observer during the oral presentation of his candidate.

(2) No T.A. and D.A. shall be payable to the candidate and the supervisor for attending the Research Degree Committee meeting.

(e) The committee shall recommend suitability of the topic of research and the registration of the candidate for the Ph. D. degree. On approved by the RDC, the candidate shall be registered and enrolled as a student from the date the Head of the Department / School of Studies / College/ Institution forwarded the application or the date on which the candidate deposit the registration fee, whichever is later. He will also be required to pay regular tuition, library and laboratory fees (six monthly) during his research tenure.

Provided that if the RDC approved the topic and suggests a minor change; the candidate shall be allowed to submit a revised synopsis through the Chairman BOS or Dean of the faculty or by both.

15. If the RDC does not approve / recommend a candidate for registration to Ph. D. he / she be allowed to make an oral presentation in the second RDC.

Provided that if he / she fails to be present or satisfy the RDC for the second time, his / her case will be rejected / cancelled. In such cases, the caution money deposited by the candidate shall be refunded.

16. A candidate shall pursue his / her research at the institution from where his / her application of registration has been forwarded.

17. In case of any dispute in the RDC regarding allied subjects of interdisciplinary nature, the case should be referred to the Academic Council. The Kulapati may constitute a committee in this regard and the report of the committee should be placed before the Academic Council / Standing Committee.

18. The meeting of the Research Degree Committee shall be held in the University Office twice a year preferably in a gap of six months. The committee shall recommend the eligibility of the person for the appointment as Supervisor / Co-supervisor and prepare a list accordingly. This list shall be available with the Registrar.

Provided that a candidate permitted to work in a research establishment recognized by the university shall be required to take at least one Co-Supervisor along with the Supervisor, one of them should be the teacher of the University and the other a Teacher / Scientist / Scholar / Director of the institution where the candidate is actually working.

Provided also a candidate may be permitted to carry out his practical work in a Research Institution/Research laboratory/Laboratory of a University recognised by the University for the purpose, under the supervision of a Scientist / Director / Teacher of the Institution who may or may not be the Co-supervisor of the candidate.

19. **Eligibility of Supervisors / Co-supervisors :**

(a) The person recommended as Supervisor / Co-supervisor to guide the Research Scholar must be :

- (i) A Professor / Associate Professor / Reader in a University Teaching Department / School of Studies or a College affiliated to the University possessing a Doctorate degree and has published five research papers in Standard Research Journals.

OR

(ii) A Lecturer / Asst. Professor of a University Teaching Department / School of Studies / Colleges affiliated to the University who has obtained a Doctorate degree in the subject and has published atleast five Research Papers in Standard Journals and has atleast five year teaching experience after Ph.D.

(iii) (a) A Scientist / Scholar / Director working in a research institute / organization / establishment / laboratory, recognised by the University as a research centre, who has obtained a doctorate degree and published 5 research papers on concerned subject in standard research journals and has 5 years post-doctoral research experience.

(b) The person recommended as Co-supervisor to guide Research Scholar together with supervisor must be :

A Teacher / Scientist / Director of any University / Research Establishment who has obtained a Doctorate degree, and has published atleast five research papers in Standard Research Journals with 5 year Post-doctoral research experience.

(c) A recognised supervisor who fails to publish any research paper over a duration of five years shall not be eligible to enroll any new candidate under his supervision.

Provided that the persons who have been recognised as Supervisor / Co-supervisor shall be eligible to supervise even after their superannuation.

(d) A person who wants to get himself / herself recognised as a Supervisor / Co-Supervisor shall apply in the prescribed format duly forwarded by HOD / Principal / Director.

Provided also that the teacher who has been recognised as Supervisor / Co-supervisor under the repealed ordinance shall continue to be recognised as Supervisor / Co-supervisor. Provided further that a person who is himself registered for Ph.D. degree of any University shall not be eligible to act as Supervisor / Co-supervisor or member of any committee mentioned in this Ordinance.

20. (a) The candidate shall pursue his research at the approved place of research under the Supervisor / Co-supervisor on the approved subject. The candidate shall be permitted to submit his / her thesis not earlier than 24 months and not later than four calendar years from the date of registration. In case a candidate does not submit his / her thesis within four calendar years, from the date of registration and does not apply for extension in time, his / her registration shall stand automatically cancelled.

Provided that the period for submission of thesis can be extended by one year by the Kulapati if he / she applies for extension atleast one month before the expiry of registration period together with a prescribed fee. In case the candidate does not submit his / her thesis within the extended period his / her registration stand automatically cancelled.

Provided also that Kulapati may permit a candidate to get registered on the same topic on payment of Re-registration fee. The minimum period of 24 months and attendance shall not apply to such reregistered candidates.

(b) The candidate possessing M. Phil. degree or a teacher with 5 years teaching experience at the time of registration can submit his / her thesis after 18 months instead of 24 months.

(c) The candidate shall put in atleast 200 days attendance in the institution concerned or with the Supervisor.

21. A candidate may be allowed to change the Supervisor by the Kulapati, on the recommendation of a committee constituted by the Kulapati for this purpose under special circumstances. No major change in the topic of research will be permitted due to change of supervisor.

22. (a) The University shall obtain every six months a record of attendance, receipt of fees paid and a progress report on a prescribed format (**Appendix-II**) of the work of the Research Scholar from his Supervisor.

(b) If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year and the candidate fails to deposit fee, the Kulapati may order the removal of the name of the Scholar from the list of those registered for the Ph. D. degree.

23. Prior to submission of the thesis, the student shall make a pre-Ph. D. presentation in the Research Centre preferably in the UTD or the College. Arrangement for this shall be made on the request from the candidate, duly recommended by the Supervisor. The presentation shall be open to all faculty members, research scholars, and students to get feed back and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor.
24. The student shall have to publish one research paper in a referred journal before the submission of the thesis and produce evidence for the same in the form of acceptance letter / or the reprint.
25. (a) The candidate shall submit six copies of the summary of the thesis together with a list of research papers published / communicated for publication, if any, through his Supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- (b) The Supervisor shall submit a panel of atleast six names of examiners actively engaged in the concerned area of research not below the rank of Reader or College Professor in a sealed cover to the Registrar.

Provided that the panel of examiners shall be obtained from the Head, University Teaching Department / School of Studies / Chairman, Board of Studies of the subject concerned, in case the candidate is related* to the Supervisor.

- (c) On the receipt of the panel of Examiners from the Supervisor and summary from the candidate, the Registrar shall call a meeting of Examination Committee of the subject concerned. Considering the panel submitted by the Supervisor / Head, University Teaching Department / School of Studies / Chairman, Board of Studies, the committee shall prepare a panel of examiners of six names.
- (d) The Kulapati shall appoint out of the panels submitted by the Supervisor and Examination Committee two examiners as per provisions of section 44 of the Adhiniyam. Out of which at least one shall be from the outside the state. The consent of examiners shall be obtained by sending them the summary and list of publications.

***The term relations shall include : Father, Mother, Wife, Husband, Daughter, Son, Grand Son, Grand Daughter, Brother, Sister, Nephew, Niece, Grand Nephew / Niece, Uncle, Aunt, Son-in-law, Sister-in-law, Father-in-law, Mother-in-law, First Cousin-in-law etc.**

Note : Supervisor / Head of the Department / Chairman, Board of Studies as well as Examination Committee can recommend the name of Foreign examiners. In case a Foreign examiner is appointed by the Kulapati and the candidate wishes the thesis to be sent by AIR MAIL he / she shall have to bear the charges on AIR MAIL.

26. The candidate shall submit three type written / photocopies hardbound thesis and soft copy in the form of CD (Two) along with the following :
- (a) Minimum one Research Paper published or accepted for publication in a referred journal.
- (b) The thesis must be accompanied by a declaration from the candidate that the thesis embodies his own work and he / she has worked under the Supervisor at the approved place or work for the required period as per **provisions of the Ordinance. (Appendix-III)**.
- (c) The Certificate from the Supervisor together with Co-supervisors, if any, that the thesis fulfills the requirements of the Ordinance relating to the Ph. D. degree of the University. **(Appendix-IV)**.
- (d) The candidate shall also remit with the thesis a prescribed examination fee.
27. On receipt of the thesis along with the certificate and fee it shall be sent to the examiners.
28. The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions :
- (a) It must be a piece of research work characterised either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgement.
- (b) It must be satisfactory in point of language and presentation of the subject matter.

29. The examiners shall categorically recommend in the prescribed proforma the acceptance / revision or rejection, of the thesis together with detailed comments on the points spelled out in clause 28 of the Ordinance. The examiner must also give a list of the questions he wishes to be asked at the Viva-voce Examination.
30. (a) The examiners may seek clarification of the subject matter of the thesis from the Supervisor. The provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
 (b) **The Kulapati can recall the thesis from an examiner who fails to send the report within three months of the date of despatch of the thesis and appoint another examiner.**
31. (a) In case both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision the thesis shall be rejected.
 (b) If both the examiners recommend for the revision of the thesis, the candidate shall be called upon to revise the thesis in the light of the observations of examiners.
 (c) If one examiner approves the thesis and the other rejects it or recommends for revision the thesis shall be sent to the third examiner drawn from the panel of examiners by the Kulapati without the reports of earlier examiners. the third examiner shall be asked to give his / her opinion and this opinion shall be final.
 (d) In case both the original examiners accept the thesis for the award of the Ph. D. degree or in the event of it being referred to the third examiner, the third examiner accepts the thesis for the award of the Ph.D. degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co-supervisor (if any) and one of the two examiners (appointed by the Kulapati) who have accepted the thesis for the award of the Ph. D. degree. Provided that the Kulapati shall appoint Head, Department / School of Studies or Chairman, Board of Studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor in case the candidate is related to the Supervisor.
 (e) The Supervisor / Head, University Teaching Department / School of Studies / Chairman, Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiner appointed by Kulapati to conduct the viva-voce examination. The date fixed for the viva-voce be informed to the candidate and the Registrar.
- Provided that (looking to the) in special circumstances Kulapati may appoint alternate viva-voce examiner if both the examiners are not in a position to conduct the viva-voce examination.
- (f) The viva-voce examination shall be conducted at the University Teaching Department / School of Studies in the subject or at any place fixed by the University for the purpose. The date, time and place of viva-voce examination shall be notified by the Registrar on the University Notice Board atleast a week in advance. At the time of viva-voce examination, the board of examiners shall be provided the reports of the examiners which shall be returned along with the report of viva-voce examination to the Registrar.
- (g) The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested persons. After the presentation of the research work, the Board shall ask question together with those questions which have been given along with examiners reports. Others in the audience can also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.
- (h) In case the recommendation of the viva-voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six-months. If the candidate fails to satisfy the viva-voce examiners a second time, his / her thesis shall be finally rejected. Such candidates would be required to pay an additional fee for second viva-voce. The external examiner for second viva-voce shall be appointed by the Kulapati.

32. If the examiners recommend that the candidate be asked to revise/improve his thesis, the Kulapati shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of order to the candidate. The candidate shall be provided examiner(s) reports without disclosing the names of the examiners to enable him/her to improve the thesis. All the copies of the thesis shall also be returned to the candidate.

In case the candidate is allowed to resubmit the thesis he/she will have to pay a prescribed fee afresh at the time of resubmission, but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he/she carried out the work.

The resubmitted three copies of the thesis must make clear mention that it is a revised version.

The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case both the examiners of revised thesis accept the thesis for the award then the candidate shall be awarded the Ph. D. degree on successful viva-voce examination as per provisions of clause 31 of the Ordinance.

In case a candidate is asked to revise the thesis under clause 31(b) and one of the examiners recommends again for revision and the other accepts the thesis for award then the thesis shall be sent to the third examiner, if the third examiner rejects or recommends for revision the thesis shall stand rejected. If he accepts for the award then the candidate shall be awarded the Ph.D. degree on successful viva-voce examination as per provision of clause 31 of the Ordinance.

In case a candidate who has been asked to revise the thesis under clause 31(c) and one of the examiners recommends again for revision and the other accepts the thesis for award then the candidate shall be awarded the Ph.D. degree on successful viva-voce examination as per provision of clause 31 of the Ordinance.

If the revised thesis is required to be revised a second time, it shall automatically stand rejected.

33. The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was a thesis approved for the award of the Ph. D. degree of the University.
34. After the viva-voce, the recommendation of the examiners shall be reported to the Executive Council for the award of Ph.D. degree to the candidate. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Institution where the research work was carried out, the third will be returned to the Supervisor. One soft copy (CD) of the thesis shall be sent to the UGC and the other shall be kept in the Library of the University.
35. After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of prescribed fee. The reports will not be disclosed the identity of the examiners.
36. On detection of any irregularity, the University shall take suitable steps to withdraw the degree as per provisions of Section 6[12] of the Adhiniyam.

Depository with UGC :

37. Following the 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.
38. Along with the Degree, the University shall issue a provisional certificate certifying to the effect that the degree has been awarded in accordance with the provisions of the regulations of the UGC.

PROFORMA FOR SYNOPSIS (Para 14(b))

1. Title of the Thesis
2. Introduction giving Purpose of Research
(in about 200 words)
3. A brief Review of the work already done in
the field
4. Noteworth contributions in the field of
proposed work
5. Proposed methodology during the tenure
of the research work
6. Expected outcome of the proposed work
7. Bibliography in standard formt
8. List of published papers of the candidate

Signature of the Supervisor

Signature of the Candidate

CONFIDENTIAL (Para 22(a))

Six monthly progress Report of the Research work done for the period from
to of the Research Scholar.

1. Name of the Research Scholar
2. Subject
3. Topic registered for Ph.D. Degree
4. Name of the Supervisor
5. Description of the guidance on the topic Period with dates the candidate has been with the guide for research work.
(It may also indicate the date of leave availed by the candidate during the above period.)

Remarks of the supervisor on the work done by the candidate on topic.

Fees paid vide Receipt No..... date.....

Signature of the Supervisor

DECLARATION BY THE CANDIDATE (Para 26(b))

I declare that the thesis entitled

.....

is my own work conducted under the supervision of Dr.

..... (Supervisor/Co-supervisor) at

.....

(Centre).....

approved by Research Degree Committee. I have put in more than 200 days of attendance with the supervisor at the centre.

I further declare that to the best of my knowledge the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University / Deemed University without proper citation.

Signature of the Candidate

Signature of the Supervisor

Signature of Head UTD / Principal

CERTIFICATE OF THE SUPERVISOR (Para 26(c))

CERTIFICATE

This is to certify that the work entitled

is a piece of research work done by Shri / Smt. / Km.....

..... under my / our guidance and supervision for the degree of Doctor of Philosophy of Devi Ahilya Vishwavidyalaya, Indore, (M. P.) India.

That the candidate has put-in an attendance of more than 200 days with me.

To the best of my knowledge and belief the thesis :

1. embodies the work of the candidate himself / herself;
2. has duly been completed;
3. fulfills the requirements of the Ordinance relating to the Ph.D. degree of the University; and
4. is upto the standard both in respect of contents and language for being referred to the examiner.

Signature of Co-Supervisor

Signature of the Supervisor

Forwarded

Signature of Head UTD / Principal