

**Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.**



**ORDINANCE**

**The UGC (Minimum Standard and Procedure for award of M.Phil or Ph.D. Degree) Regulation, 2016. In supersession of The UGC (Minimum Standard and Procedure for award of M.Phil or Ph.D. Degree) Regulation, 2009.**

**Recognition of Research Guides, Registration and Evaluation processes of M.Phil /Ph.D. degree, and Recognition of Research Center.**

**With Effect from  
03 October, 2016**

**Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.**

**Ordinances (as per MHRD, UGC notification, New Delhi , the 5<sup>th</sup> May ,2016)  
(UGC ;Minimum Standard and procedure for award of M.Phil or Ph.D. Degree)  
Regulation 5<sup>th</sup> May 2016. Notified in the Gazette of India Extraordinary, Part III section 4  
no. 278 dt 5<sup>th</sup> July, 2016) In supersession of the UGC (Minimum Standard and procedure  
for award of M.Phil or Ph.D. Degree) Regulation ,2009, notified in the Gazette of India  
No.28, part III section 4) for the week, July11-July 17, 2009). Research guides, Registration  
and Evaluation processes of M.Phil/Ph.D. degree and Recognition of Research Center.**

**As per the approval of Management council meeting dated 03 October, 2016**

**in its resolution number AOB(3) w.e.f 03 October, 2016**

**(A) NORMS FOR RECOGNITION OF A TEACHER AS RESEARCH GUIDE FOR M.Phil  
DEGREE.**

A teacher/faculty to be recognized as M. Phil Guide in only one relevant subject should  
Fulfill the following norms:-

1. (a) A teacher / faculty should be a regular and permanent employee in the university  
department / affiliated colleges or research Institute in the relevant subject with Ph.D.
- (b) A teacher / faculty should have a **full time approved regular** three years teaching  
experience at PG level in the relevant subject with Ph.D. degree.
- (c) A teacher / faculty directly recruited as Professor /Associate Professor in the University  
department shall be eligible to be recognized as a research guide.
- (d) A teacher / faculty should have two quality publications (other than M. Phil / Ph.D. work)  
in recognized National / International referred journals in the concerned subject (with  
ISSN Number).
  
2. a) The maximum number of candidates to be enrolled for M. Phil under a supervising  
teacher will be as follows :-
 

1)	Professor	:	03
2)	Associate Professor	:	02
3)	Assistant Professor	:	01.
- b) A recognized guide shall not be allowed to register a candidate for M. Phil who is blood  
related / closely related to him/her.
  
- c) A teacher who is a recognized guide of this University and who proceeds on lien outside of  
the University area may continue to guide the candidates already registered but is not  
entitled to register a fresh candidate during the lien period. A teacher proceeding on lien  
should assign the work of supervision to recognized M. Phil Guide in consultation with  
the Department committee.

### **3. CANCELLATION OF GUIDESHIP**

Recognition granted as a research guide to teacher shall be cancelled, in the following cases:-

- a) If no research scholar is registered under Research Guide. However in such cases, explanation of the concerned guide and opinion of the concerned Dean shall be submitted to the Vice-Chancellor for consideration.

OR

- b). If he /she do not publish at least two research papers in peer reviewed research journals every five years from the date of recognition. The published papers have to be submitted to Ph.D section.

OR

- c). If involved in violation of rules such as gross administrative and all types of academic lapses, financial irregularities and malpractices, willful and perpetual negligence of duties and activities involving moral turpitude.

OR

- d). A research guide who is found willfully involved in plagiarism, is liable for criminal Prosecution apart from cancellation of guide-ship based on fact finding by the concerned RRC.

### **Ordinance 187 Minimum Standard and procedure for M. Phil Degree**

#### **(A) ELIGIBILITY CRITERIA :-**

- (1) He/She should have the Masters Degree in the Faculties of Arts/Fine Art / Humanities (Social Sciences) / Science / Law / Commerce / Management Science/ Tourism Administration / Engineering / Technology / Education of this University or any other University or an equivalent degree from foreign educational institute / university accredited by an assessment and accreditation agency which is approved by that country or in corporate under a law in its own country and recognized by this University as equivalent there to.
- (2) He/She must have minimum of 55% of marks (or an equivalent 'B' grade, in a seven points scale wherever grading system is followed. They shall be applicable to foreign students) at the Post-Graduate examination. Candidates belonging to SC/ST/OBC (Non-Creamy layer) / differently abled and other categories candidate as per the UGC decision may be given relaxation of 5 % of marks to the category mentioned above. It is permissible only based on the qualifying marks without including the grace marks. (Candidate who received Master Degree prior to 19th Sept. 1991 are also eligible)

- (3) While granting admission to students for M. Phil programme, the Department/ College will pay due attention to the National / State Reservation Policy as the case may be. (The reserve category candidates admitted for professional course must submit caste validity certificate)

**(B) PROCEDURE FOR ADMISSION**

1. The University shall declare the programme for M. Phil admission Entrance test at the beginning of the academic year.
2. University Department shall admit M. Phil students through an entrance test conducted by the concerned department.
3. Student who qualified UGC-NET (Including JRF), UGC-CSIR NET (Including JRF) / SLET/GATE/Teacher Fellowship are exempted from entrance test.
4. A Maximum of 20 students shall be admitted for each M. Phil Course depending on the number of available research supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar – teachers ratio (as indicated in F(i)).
5. Duration of M. Phil Programme shall be for a minimum duration of two consecutive semesters / one year and a maximum of (four) consecutive semester/ two years.
6. Extension beyond the above limits will be given only for two semester (Departmental committee shall decide the extension on case to case and shall record the reason in writing in its minutes).
7. The overall minimum credit requirement including credit for M. Phil course work being 30 credits. 08 Credits for research methodology and remaining 22 credits for theory and dissertation.
8. The University shall maintain the list of all the M.Phil registered students including name of the registered candidates, topic of his/her research, names of the supervisor /co- supervisor, date of enrolment/ registration on its website on year wise basis.

**(C ) M.PHIL COURSE WORK**

After having been admitted, each M. Phil Student shall be required to undertake 30 credits course work for a minimum period of one / two semester. The course work shall be treated as per M. Phil preparation and must include a course on research methodology which may include quantitative methods and computer applications. It may also involve reviewing of published research in the relevant field.

All Provisionally registered candidates should complete the M. Phil Course work of ten credits within one year.

- i. The **course work** shall be based on **research** components (1 Credits = 15 clock hours) :

D) Research Methodology (includes –	
a) Quantitative Methods	: 2 Credit
b) Computer Application	: 2 Credit
c) Review of Literature relevant field, Research Ethics	: 2 Credit
d) Training and field work	: 1 Credit
e) Seminar (Minimum 4)	: 1 Credit

Total	: 08 Credits
ii. The distribution of credits for the theory and dissertation are as follows	
1. Theory component – 3 of 5 credits	15 Credits
a. Dissertation	07 Credits
Total	22 Credits

Grade in the course work including research methodology shall be finalized after a combined assessment by the departmental committee / research advisory committee of the respective department. The final grade shall be communicated to the P.G. Section by the chairman departmental committee. M. Phil Scholar has to obtain a minimum of 55% of marks or its equivalent grade or CGPA in the course work in order to be eligible to continue in the programme and submit the dissertation

- iii). The Women candidate and person with disability (more than 40% disability) may be allowed a relaxation of two year for M. Phil on the maximum duration. The women candidate will be provided maternity leave once in the entire duration of M. Phil for up to 240 days.
- iv). Prior to the submission of the dissertation the scholar shall make a presentation in the department before the Departmental committee / research advisory committee of the department concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained may be suitably incorporated into the draft of dissertation.
- v). M. Phil Candidate shall publish at least one research paper in a UGC approved & referred journal's list (Scopus / SCI / SCIE for science student), before submission of the dissertation for adjudication and produce evidence for the same in the form of acceptance letter or the reprint.
- vi). Final dissertation must be submitted along with certificate of completion of course work. Foreign student should submit certificate of completion of Communicative English Speaking Course along with certificate of completion of course work.
- vii(a) Dissertation shall be submitted in the form of hard bound copies (2) two, the copies of the dissertation shall be submitted in two compact Discs (C.D.).

The final dissertation shall be presented in accordance with the following specification:-

1. The paper used for printing shall be of A4 size executive bond.
2. Printing shall be in a standardized form both side of the paper and in 1.5 lines space
3. A margin of 1.5 inches shall be on the left hand side.
4. Font size should be 12 New Times Roman for English and DVBT- Surekh in ISM for Devnagari.
5. The card for cover shall not be more than 330 GSM.
6. The title of the dissertation, name of the candidate, degree, name of the guide, place of the research and the month and year of submission shall be printed on the title page and on the front cover.

7. The hard bound dissertation cover shall be of black color. Spine of the binding (side cover) should mention 'M. Phil dissertation' on the top, name of the candidate and month and the year, the specification is shown in Appendix H.
  8. Do not use plastic papers/sheets in dissertation.
- (b) The dissertation shall include a certificate of the guide Appendix -I and a declaration by the candidate appendix -J that the work reported in the dissertation has been carried out by the candidate himself / herself and that the material from other sources, if any, his duly acknowledged.
- (c) In addition to the copies of the dissertation mentioned above the candidate shall submit the following documents:-
- i. In case a dissertation is written in a language other than English, a summary of the dissertation in 1000 words in English be submitted in five copies, for abstracting purpose.
  - ii. No due certificate from concerned department / central library of University, hostel, account section of university.
  - iii. The candidate shall submit to the Deputy Registrar (P.G. Section) two copies of his/her dissertation and produce acknowledgement of the receipt of the dissertation by the research guide and the head, place of research.

#### **(D) EVALUATION PROCESS**

- i. The progress of the work (at least one) to be presented in front of concerned department faculty. Thereafter the head of the department and concerned guide shall forward progress report to the Deputy Registrar, PG section.
- ii. The M. Phil dissertation of the research scholar shall be evaluated by his/her research supervisor and an External examiner who shall be from outside the University jurisdiction.
- iii. Research and Recognition Committee / RAC shall finalize names of three experts, from outside Dr. Babasaheb Ambedkar Marathwada University jurisdiction. A panel of recognized experts who are research guides in the relevant subject shall be approved by the competent authority. The list of examiner's/referee's shall be maintained by the competent authority for the consideration of the RRC/RAC.
- iv. After the approval of the panel of the examiners by RRC/ RAC. The Hon.Vice chancellor shall choose one examiner from the approved panel to examine the dissertation. The Deputy Registrar of the P.G. section shall forward the dissertation to the examiner within a week from the date of the receipt of the acceptance letter of the examiner after the submission of the dissertation whichever is later. If an examiner does not accept the invitation within 30 days from the date of dispatch of the invitation letter, the deputy registrar shall send an invitation letter, to the next examiner on the panel.

- v. The External Examiners shall independently send their reports to the office of the deputy registrar P.G. within 30 days from the date of receipt of the dissertation (the Report sent by Fax or email by using the “post script” will be accepted). If an examiner fails to do so, Deputy Registrar shall send him/her reminder immediately after the expiry of the said period and request him / her to submit the report within 30 days. If the examiner concerned fails to comply even within the extended period the Hon’ble Vice-Chancellor shall cancel his / her appointment forthwith and invite the next examiner from the approved panel to evaluate the dissertation. In the event of request from examiner for late submission of the report; or receipt of the report after the appointment has been cancelled, or the loss of the report or postal delay etc, the Hon’ble Vice-Chancellor shall take an appropriate decision in the interest of the candidate concerned.
- vi. The positive report received from the external examiner and the research guide (Internal examiner) shall be immediately forwarded to the concerned University department head and guide at the place of research who after ascertaining that the reports are favorable, shall arrange for the open viva- voce defence of the dissertation at the earliest dates suitable for internal examiner and the external examiner. The Deputy Registrar shall make the reports available to the candidates, the research guide and the Chairperson/ Head at least a day before the date of the open Viva-voce.
- vii. In case external examiners give unfavorable report then the Hon’ble Vice-Chancellor shall get dissertation examined by an additional examiner from the panel of examiners approved by R.R.C. / R.A.C. If the additional examiner too gives an unfavorable report the candidate will be declared to have failed.

**(E) OPEN VIVA-VOCE DEFENCE OF THE DISSERTATION**

- a. The day, date, time and place of the open viva-voce defense of the dissertation shall be notified by the head of the place of the research at least 8 working days in advance. Normally the open viva-voce defence of the dissertation shall be arranged in the University Department.
- b. The defence of the dissertation shall take place in the presence of the guide (internal examiner) external examiner and Chairperson. They shall jointly evaluate the performance of the candidate. In case of the dispute the Hon’ble Vice-Chancellor shall take an appropriate decision.
- c. The examiners present for the open viva-voce defence of the dissertation shall submit to the Deputy Registrar, P.G. Section their final consolidated report along with the reply given to the queries raised by the external examiners in

the written form duly signed and accepted by the members of the open viva-voce panel (Appendix- **K**), and list of the persons attended the open defence (minimum 15) (Appendix- **L**), immediately after open viva voce is over.

- d. The University shall issue the Notification on the same day, certifying to the effect that the Degree has been awarded in accordance with the regulations issued by the UGC. as per the Notification dated 05<sup>th</sup> May, 2016 and subsequent Gazette of India published on 05<sup>th</sup> July, 2016.

**(F). Depository with the University Grants Commission:** Following the successful evaluation process and announcement of the award of the M. Phil Degree, the University shall submit a soft copy of the dissertation to the UGC. within a period of 30 days for hoisting the same in INFLIBNET.

### **(G) ALLOCATION OF SUPERVISOR**

The allocation of the supervisor for a selected student shall be decided by the Departmental committee in a formal manner depending on the number of student per faculty member, the available specialization among the faculty supervisors, and research interest of the student. The allotment / allocation of supervisor shall not be left to the individual student or teacher.

### **(H) PROCEDURE FOR M.PHIL ADMISSION**

- i. Application for registration for research leading to the M. Phil Degree shall be made in the prescribed form duly signed by the Head of the Institution / Head of the University Departments (whichever applicable). The notification for M.Phil admission and entrance examination will be notified on university website and in newspaper(s).
- ii. Registration of candidates shall be made after qualifying examination/entrance test for M. Phil at the beginning of the academic year. However admission shall be made only after the process is completed as per rules and regulation laid down by the UGC as well as the University
- iii. Registration of candidates for research leading to the M. Phil Degree shall be confirmed by the Chairman, Departmental committee
- iv. The Departmental committee may permit a candidate to modify the topic of his/her research by giving reason.
- v. The change of guide is allowed. The candidate should provide No Objection Certificate (NOC) of concerned supervisor (if the previous guide refuses to give NOC than Departmental committee can take decision in favor of research student and the same shall be documented in writing in the minutes of departmental committee)



A candidate working full time / getting fellowship or scholarship shall be required to be present in the University / college or in the Institution., in accordance with the instruction of the guiding teacher who will keep a record of work and attendance.

No candidate who is registered for the M.Phil programme shall be allowed to put in attendance for, or appear for any other examination, (of this or any other University) except an examination leading to a Diploma in Foreign Languages granted by this University with the permission of the supervising teacher. Continuance of scholarship will be subject to regular submission of progress report every six months. If the progress is not satisfactory, scholarship will be withheld.

**Ordinance :167(A)****(A) NORMS FOR RECOGNITION OF A TEACHER AS RESEARCH GUIDE FOR Ph.D. DEGREE.**

A teacher/faculty to be recognized as Ph.D. Guide in only one relevant subject should fulfill the following norms:-

1.

- a. A teacher / faculty should be a regular and permanent employee in the university department / affiliated colleges or research Institute in the relevant subject with Ph.D.
- b. A teacher / faculty should have a **full time approved regular** five years teaching experience at UG / PG level in the relevant subject of which three years should be after obtaining Ph.D. degree.
- c. A teacher / faculty directly recruited in the University department shall be eligible to be recognized as a research guide with at least four years teaching experience of which three years should be after obtaining Ph.D.
- d. A teacher / faculty should have five quality publications (other than Ph.D. work) in a UGC approved & referred journal's list (Scopus / SCI / SCIE for science & engineering) recognized National / International referred journals in the concerned subject (with ISSN Number).

OR

Minimum three international publications of quality with cumulative impact factor five.

- e. Guideship will be allowed in only one subject in which he/she has completed Post Graduate Degree.
- f. In case of teachers from affiliated colleges, the guideship will be given only if the college has Post Graduate programme in that particular subject.

2. i) The maximum number of candidates to be enrolled for Ph.D. under a supervising teacher will be as follow. (Foreign / NRI (Government Agencies) students may be allowed to the Research Guide over and above quota as follows.)

(Foreign / NRI students)

1)	Professor	:	08	03
2)	Associate Professor	:	06	02
3)	Assistant Professor	:	04	01

ii) A recognized guide shall not be allowed to register a candidate for Ph.D. who is blood related/closely related to him/her.

iii) A recognized guide retiring from the service due to superannuation will not be allowed new registration of Ph.D research candidates at least prior to two years of superannuation. However, the enrolled students should be continued till submission of their thesis / award of Ph.D. degree /Notification.

BSR Professors and Emeritus Professors working in the department shall be allowed to guide Ph.D. students during the tenure. However no fresh candidates shall be allowed.

iv) A teacher who is a recognized guide of this University and who proceeds on lien outside of the University area may continue to guide the candidates already registered but is not entitled to register a fresh candidate during the lien period. A teacher proceeding on lien should assign the work of supervision to recognized Ph.D. Guide in consultation with the Head of the Department / Head of the research centre.

### 3. Cancellation of Guideship

Recognition granted as a research guide to teacher shall be cancelled, in the following

Cases :-

i. If no research scholar is registered under Research Guide. However, in such cases, explanation of the concerned guide and opinion of the concerned Dean shall be submitted to the Vice-Chancellor for consideration.

OR

ii. If the research guide do not publish at least one research papers in peer reviewed research journals UGC approved journal's list (Scopus / SCI / SCIE for science) every year independently from the date of recognition. The published paper have to be submitted to Ph.D. Section.

OR

iii. If involved in violation of rules such as gross administrative and all types of academic lapses, financial irregularities and malpractices, willful and perpetual negligence of duties and activities involving moral turpitude.

- iv. A research guide who is found willfully involved in plagiarism, is liable for criminal prosecution apart from cancellation of guide-ship based on fact finding by the concerned RRC.
- v. If the Post Graduate program is not there in concerned college, in that case the guideship will be withdrawal.  
A teacher duly appointed in the University Department as a Professor / Associate Professor shall be deemed to be recognized as Research Guide for the Ph.D. Degree in relevant subject.

## **(B) PROCEDURE FOR ADMISSION AND AWARD OF Ph.D. DEGREE**

### **(a) Eligibility Criteria and Registration Process for Ph.D. Degree**

A candidate can register for Ph.D. degree who satisfies the following conditions:-

- (i) He /She should have the Masters Degree in the Faculties of Arts/Fine Art / Humanities (Social Sciences) / Science / Law / Commerce / Management Science/ Tourism Administration / Engineering / Technology / Education of this University or any other University or an equivalent degree for foreign education institute / university accredited by an assessment and accreditation agency which is approved by that country or in corporate under a law in its own country or a recognized by this University as equivalent thereto.
- (ii) He/She must have minimum of 55% of marks (or an equivalent 'B' grade, in a seven points scale wherever grading system is followed, they shall be applicable to foreign students also) at the Post-Graduate examination. Candidates belonging to SC/ST/OBC (Non-Creamy layer) / differently abled and other categories candidate may be given relaxation of 5% of marks as per UGC decision. The relaxation is permissible based on the qualifying marks without including the grace marks. (A candidate who has received Master Degree prior to 19<sup>th</sup> Sept. 1991 is also eligible for 5% relaxation). In service candidate who desires to register for Ph.D. Degree should submit NOC from the Head of the Department / Institute / College.
- (iii) The names of the qualified candidate will be published or declared on University web site by considering the available vacancies with supervisor and reservation policies.

**(b) Admission Procedure :-**

1. The admission for Ph.D is through a two stages process (i) An online entrance examination and (ii) An interview /viva – voce , where the candidates are required to discuss their research interests/area through a presentation before a duly constituted Departmental Research committee (DRC)/RAC/RRC.

i) A Candidate who desires to register for PhD degree will have to pass qualifying examination i.e PET as per UGC guidelines. The minimum qualifying marks for PET examination is 50% and for reserve category is 45%. The university will issue a certificate of qualifying PET, for all qualified candidates. The PET certificate will be valid for two consequent Ph.D programme. The candidate should apply for Ph.D registration, failing which, it shall be inoperative. The candidate should apply for admission for Ph.D programme in prescribed application form (Appendix 'A'). The notification for PET examination shall be notified on University website and in News paper(s). The PET examination have negative marking.

The research duration will be counted from the day he or she joins the pre-Ph.D. coursework.

**2) EXEMPTION FROM PET EXAMINATION**

The following persons are exempted from PET

- a) Foreign / NRI candidates (who have obtained masters degree from Indian or foreign university with at least 50% marks or equivalent CGPA).
- b) The candidates who have qualified CSIR - UGC-NET / UGC-NET/ SLET / JRF / M.Phil /GATE/G-PAT/ DST – INSPIRE
- c) The teacher with 5 years regular approved teaching experience of affiliated college/ University department of this University.
- d) Persons working in the cadre class II (Group-B) and above are exempted.
- e) The candidates already possessing Ph.D. Degree in any discipline.
- f) A person whose M.Phil Dissertation has been evaluated and the viva-voce is pending may be admitted to the Ph.D. Programme of this University.
- g) As per schedule –I.

(3) While granting admission to students for Ph.D. Programme, the Department/ Institute / School will pay due attention to the National / State Reservation Policy as the case may be. (the reserved category candidates must submit caste validity certificate).

(4).The University shall maintain the list of all the Ph.D registered students including name of the registered candidates, topic of his/her research, names of the supervisor /co supervisor, date of enrolment/ registration on its website on year wise basis.

- (5). The methodology adopted for the conduct of PET examination, M.Phil and Ph.D programme records maintained by the University shall be out of the RTI Act.
- (6) The Teachers approved from other university will not be considered for exemption.
- (7) Teachers in service should apply for FIP for perusing Ph.D. program.

**Procedure for exempted candidate**

- (1) University will publish notification on University web site.
- (2) They have to apply on line and submit all required documents.
- (3) for preparing qualifying list the following criteria will be consider
  - a) Marks obtained at Under Graduate
  - b) Marks obtained at Post Graduate
  - c) Score of exempted criteria( as per the criteria mention at (2)(b))

**(c) Pre-Ph.D. Course Work**

After having been admitted, each Ph.D. Student shall be required to undertake course work for a minimum period of one / two semester of 16 credits the course work shall be treated as per Ph.D. preparation and will include a course on research methodology which may include quantitative methods and computer applications. It may also involve reviewing of published research in the relevant field.

All Provisionally registered candidates should complete the Pre Ph.D. Course work of Sixteen credits within one year.

The course work will be held in University Campus only.

Coursework shall be conducted faculty-wise, and during the course work emphasis should be on hands on training.

The Ph.D course work is a full time regular programme decided by the departmental committee and coordinator. The date of conduct of Ph.D course work shall be notified to candidates on University web site.

Two days orientation in different department for doctoral students is encouraged to orient themselves to different areas of research in different department and to various instrument in department . This is to encourage inter disciplinary research with different department.

**1. The course work** shall be based on two components (1 Credits = 15 clock hours) of 16 Credits :

I. Research Methodology (including –	
1) Quantitative Methods	: 2 Credit
2) Computer Application	: 1 Credit
3) Review of Literature relevant field, Research Ethics	: 1 Credit
4) Hands on instrumentation	: 2 Credit
Total	: 6 Credits
II. Advanced level courses in respective subject :-	
: 10 Credits	
a) Thrust area of respective subject :-	: 06 Credits
b) Seminar :-	: 2 Credits
c) Exam evaluation (Part – I and Part - II)	: 2 Credits
Total	: 10 Credits

Grade in the course work including research methodology shall be finalized after a combined assessment by the research advisory committee /the Departmental committee. The final grade shall be communicated to the institution / college research centre. A Ph.D. Scholar has to obtain a minimum of 55% of marks or its equivalent grade or CGPA, in the course work in order to be eligible to continue in the programme and submit the thesis.

## **2. Exemption from Pre-Ph.D. Course Work**

- i. Those students who have qualified M. Phil examination from a recognized University (Candidate should have completed the 30 Credits M. Phil course work).
- ii. The candidates already possessing Ph.D. Degree in any discipline.

## **3. Allocation of Supervisor**

(i).Once entrance examination is qualified, the candidate is provisionally admitted for the pre Ph.D course work. On successful completion of Ph.D Course work of stipulated time, the student desirous to pursue Ph.D programme shall contact prospective supervisor ( student can choose /select their research concept / summary / research outline, and prospective guides during the course work to discuss the research problem in detail). After finalization of research concept / summary / research outline, with guide. The research student shall submit hard copies of their research concept /summary/research outline in ten sets along with soft copy (CD) to Ph.D section. ( Submission of research proposal , Appendix ‘C’).

The presentation shall consider the following aspects

- a. Whether the candidates possess the competence for the proposed research.

- b. The research work can be suitably undertaken at the institution/college.
  - c. The proposed area of research can contribute to new /additional knowledge.
- (ii). The allocation of the supervisor for the selected student shall be decided by the RRC / RAC in a formal manner depending on the number of student per faculty, the available specialization among the faculty supervisors, and research interest of the student as indicated during interview by the student. The allotment / allocation of supervisor shall not be left to the individual student or teacher.
- (iii).After finalization of research topic by RRC/RAC research student should submit his/her joining report along with all supporting documents through recognized research centre in the relevant discipline affiliated to this University.
- (iv)The change of Guide is allowed . The candidate should provide No Objection Certificate ( NOC) of concerned supervisor and approach RRC for change of Guide.
- (v). The change of topic is allowed within 6 months. And shall be decided by the subject RAC /RRC.

#### **4. Presentation before RRC/RAC**

- i) RAC/RRC meeting will be held in the month of December /January & October/ November of every year. Candidate shall present his/her research concept / research outline to the RAC/RRC for ten to fifteen minutes.
- ii) The RRC/RAC shall consider and emphasize on all specific aspects of section (G) (1)(ii).
- iii) Based on the decision of RAC/RRC a provisional admission letter will be issued to the research student who have successfully [fulfilled conditions specified in G(1)(ii)] completed their presentation.( Appendix 'B' and 'D').
- iv) In case the candidate does not fulfill specific aspects of G(1)(ii), the RRC/RAC may advice to suitably modify within 15 days.
- v) After Provisional admission candidate will immediately join respective research center.
- vi) Admitted candidate on successful completion of Pre-Ph.D course work and based on six monthly progress report will be issued a confirmation of admission/Registration letter(Appendix 'E') and progress report ( Appendix 'F').

#### **5. Duration of the programme:**

- (i) The Ph.D. Program will be full time regular program in University department or in Recognized approver research centre of this University The Ph.D. Programme shall be for a minimum duration of three year, including course work and a maximum of six years.
  - (ii) An extension beyond the above limits will be governed by RRC/RAC.
- (iii) The women candidate and person with disability (more than 40% disability) may be



allowed a relaxation of two year for Ph.D. from the maximum duration. The women candidate will be eligible for maternity leave once in the entire duration of Ph.D. for up to 240 days.

(iv) The Ph.D. student shall present his / her progress work every six monthly in front of the departmental doctoral committee / research centre. The suggestion / feedback received during presentation shall be incorporated along with the progress report duly signed by research guide and chairman doctoral committee.

Prior to the submission of the thesis the scholar shall submit final Ph.D synopsis ( Student should submit his/her thesis within three months, it shall be mandatory. If failed to comply the candidate have to resubmit the final Ph.D synopsis with fine) ( Appendix 'G') to Ph.D section. Thereafter , candidate will approach head to arrange a presentation in the department / research center before the research advisory committee of the institution concerned which shall also be open to all faculty members and other research scholar. The feedback and comments obtained may be suitably incorporated into the draft of thesis in consultation with the research advisory committee.

vi) Ph.D. Candidate shall publish minimum two research papers in a UGC approved & referred journal's list (Scopus / SCI / SCIE for science & engineering) and make two research paper presentation in conference or seminar (only National and

International of minimum 3 days duration) before submission of the thesis for adjudication and produce evidence for the same in the form of acceptance letter or the reprint.

(vii) Prior to the submission of the thesis the candidate shall make a pre-Ph.D. presentation in the concerned RRC/RAC that may be open to all faculty members and research students for getting feedback and comments, which may be suitably incorporated into the spiral binding thesis under the advice of the supervisor.

(viii) The final thesis may be submitted along with certificate of completion of course work. Foreign student should submit a certificate of completion of communicative English speaking course along with certificate of completion of course work.

(ix)(a) Thesis shall be submitted in the form of hard bound copies (4) four, the copies of the thesis shall be submitted in two Compact Discs (C.D.).

**The final thesis shall be presented in accordance with the following specification:-**

- i. The paper used for printing shall be of A4 size bond paper.
- ii. Printing shall be in a standardized form on both side of the paper with 1.5 line space
- iii. A margin of 1.5 inches shall be on the left hand side and 1 inch in all other sides.
- iv. Font should be 12 New Times Roman for English and DVBT-Surekh in ISM for Devnagari.
- v. The card for cover shall not be more than 330 GSM.
- vi. The title of the thesis, name of the candidate, degree, name of the guide, place of the research and the month and year of submission shall be printed on the title page and on the front cover.

vii. The hard bound thesis cover shall be of black color. The spine of the binding (side cover) should mention 'Ph.D. Thesis' on the top, name of the candidate and month and the year. the specification is shown in Appendix H.

- (b) The thesis shall include a certificate from the guide (Appendix I) and a declaration by the candidate (Appendix J) that the work reported in the thesis has been carried out by the candidate himself /herself and that the material from other sources, if any, is duly acknowledged.
- (c) In addition to the copies of the thesis mentioned above the candidate shall submit the following documents:-
  - (i) In case a thesis is written in a language other than English, a summary of the thesis in 1000 words in English be submitted in five copies. for abstracting purpose.
  - (ii) No due certificate from concerned department / research center, central library of university / college, hostel, account section of university / college.
  - (iii) It is mandatory to attach in thesis No Plagiarism Certificate duly signed by the research student and guide.
  - (iv) The candidate shall submit to the deputy registrar (Ph.D. Cell) four copies of his/her thesis and receive an acknowledgement of the submission of the thesis.

## 6. EVALUATION PROCESS

- i. The Research & Recognition Committee / RAC shall finalize names of eight experts from out of the state, four experts from within the state, but outside the Dr. Babasaheb Ambedkar Marathwada University jurisdiction, and four from out of the country as external referees to evaluate the thesis along with the synopsis. A panel of recognized experts who are research guides ( should be an Associate professor /Professor of universities /experts scientists of E-II and above of National laboratories /Institutes of national importance) in the relevant subject shall be approved by the competent authority. The list of examiners/ referee shall be maintained by the competent authority of the university, for the consideration of the RRC/RAC.
- ii. After the approval of the panel of the examiner by RRC/ RAC. The Hon.Vice-Chancellor shall choose three examiners (1 from the State, 1 from outside the state and 1 from outside the country, if foreign examiner is unavailable in that case both the thesis shall be sent to outside the state) from the approved panel to examine the thesis. The Deputy Registrar of the Ph.D section shall forward the thesis to the examiner within a week from the date of the receipt of the acceptance letter of the examiner after the submission of the thesis whichever is later. If an examiner does not accept the invitation within 30 days from the date of dispatch of the invitation

letter, the deputy registrar shall send an invitation letter, to the next examiner on the panel.

- iii. The External Examiners shall independently send their reports to the office of the Hon'ble Vice-Chancellor within 60 days from the date of receipt of the thesis (the Report sent by Fax or email by using the "post script" will be accepted). If an examiner, fail to do so, Deputy Registrar shall send him/her reminder immediately after the expiry of the said period and request him / her to submit the report within 30 days. If the examiner concerned fails to comply even within the extended period the Hon'ble Vice-Chancellor shall cancel his / her appointment forthwith and invite the next examiner from the approved panel to evaluate the thesis. In the event of the request, from examiner for late submission of the report; or receipt of the report after the appointment has been cancelled, or the loss of the report, or postal delay etc the Hon'ble Vice-Chancellor shall take an appropriate decision in the interest of the candidate concerned.
- iv. The positive report received from the external examiners and the research guide (Internal examiner) shall be immediately forwarded to the concerned head, place of research who after ascertaining that the reports are favorable, shall arrange the open viva voce defence of the thesis at the earliest dates suitable for internal examiner, the nearest external examiner and the chairperson. The Hon'ble Vice-Chancellor shall nominate the Chairperson other than head for the open viva voce defence. A panel of three senior research guides will be suggested by the internal examiner. The Deputy Registrar shall make the reports available to the candidates, the research guide and the Chairperson at least day before the date of the open viva-voce.
- v. In case two out of three external examiners give an unfavorable reports then the Hon'ble Vice-Chancellor shall get thesis examined by an additional examiners from the panel of examiners approved by R.R.C. / R.A.C. If the additional examiner gives an unfavorable report the candidate will be declared to have failed.
- vi. The reports received from examiners has any or some observations , or mistake or error in language composition, in that case the observation of external examiner s will be communicated to guide for correction in thesis. In that case the student will have to correct the same in thesis and re submit the thesis in (3 copies along with two CD ) corrected form before the conduct of viva voce.

## **7. OPEN VIVA VOCE DEFENCE OF THE THESIS**

- i. The day, date, time and place of the Vice-voce and defence of the thesis shall be notified to head of the place of the research at least 8 working days in advance. Normally the open vice-voce and the defence of the thesis shall be arranged in the University Department. In exceptional case the Hon'ble Vice-Chancellor may allow viva-voce to be conducted at a place of research centre outside the university campus. In such a case, procedure and norms for the conduct of the Viva voce , payments etc. shall be as per rules laid down by the University.

- ii. The open viva voce defence of the thesis shall take place in the presence of the guide (internal examiner), 1 external examiner and chairperson who shall jointly evaluate the performance of the candidate. In case of the dispute the Hon'ble Vice-Chancellor shall take an appropriate decision.
- iii. The examiners present for the open viva-voce and defence of the thesis shall submit to the Deputy Registrar, Ph.D. Cell their final consolidated report along with the reply given to the queries raised by the external examiners in writing, duly signed and accepted by the members of the viva-voce panel. (Appendix- K) with the list of persons attended the open viva voce (minimum 20) (Appendix- L ). In respect of the award of Ph.D. Degree immediately after defence is over.
- iv. In case the open viva- voce is not satisfactory, the examiners may unanimously recommend with reasons that a fresh open viva-voce of the thesis be organized within a period of not less than one month.
- v. *Depository with the University Grants Commission*: Following the successful evaluation process and announcement of the award of the Ph.D. Degree, the University shall submit a soft copy of the Ph.D. Thesis to the UGC, within a period of 30 days for hoisting the same in INFLIBNET.

The University shall issue the Notification on the same day, certifying to the effect, that the Degree has been awarded in accordance with the regulations issued by the UGC. as per the Notification dated 05<sup>th</sup> May, 2016 and subsequent Gazette of India published on 05<sup>th</sup> July, 2016.

## **8. PROCEDURE OF PH.D. REGISTRATION UNDER CO-DISCIPLINE MODE :-**

- i. A candidate shall be allowed to register for Ph.D. in Interdisciplinary studies who satisfies the qualification as mentioned above.
- ii. The RRC/RAC shall approve the registration and topic of the thesis in concerned subject. In such case recommendation of concerned proposed research supervisor and co-supervisor should be a prerequisite in interdisciplinary / multi- disciplinary studies or mode.
- iii. In such case the Ph.D. degree will be awarded to the student in his/her basic subject in which he/she has acquired post graduate degree.
- iv. A student who has acquired Post-Graduate degree of any discipline could be registered in another discipline in the subject of the same faculty or different faculty as per procedure laid down in ordinance.

**9. Procedure of Ph.D. registration under Inter Disciplinary / Multi Disciplinary Mode :-**

- i. A candidate shall be allowed to register for Ph.D. in Interdisciplinary studies who satisfies the qualification mentioned above.
- ii. The candidate seeking registration under Inter Disciplinary / Multi Disciplinary research shall possess master degree with conditionality laid down in one of the disciplines of Inter Disciplinary / Multi Disciplinary research.
- iii. In such cases, case-wise Inter / Multi Interdisciplinary RRC shall be constituted as follows :-
  - a) Pro-VC / BCUD /Deans of the concerned faculties.
  - b) HOD of the concerned disciplines.
  - c) Internal Experts in the concerned discipline.
  - d) Two External Experts in the concerned research area nominated by Hon'ble Vice-Chancellor.
- iv. In such cases the Ph.D. Degree shall be awarded which mention of Inter / Multi Disciplinary.
- v. In such cases the research guide shall be of basic discipline and co-guide / guides of concerned disciplines.
- vi. In the topic which are of interdisciplinary nature where the department/RAC concerned feels that the expertise in the department has to be supplemented from outside, the RAC may appoint a research supervisor from the department itself and a co-supervisor from outside the department / faculty from other discipline / college.

**Ordinance :- 191**

There shall be a committee for each subject called Research and Recognition Committee (RRC)/ Research Advisory Committee (RAC) consisting of the following members:-

1. The Pro-Vice-Chancellor
2. The Dean, Research / Faculty
3. The Chairman of the Board of Studies
4. The Head of the University Department, if any.
5. Two experts in the subject, not below the rank of Professor, who have successfully guided at least five Ph.D. students and have published research work in recognized or reputed national or international journals, anthologies, etc., one of them being from outside the University, to be nominated by the Vice-Chancellor.

6. An expert in the area of specialization nominated by the Vice-Chancellor, where a referee is to be appointed for evaluation of highly specialized topic or subject. The nominated member shall attend the meeting only for the particular item.
7. Provided that, if there is no Pro-Vice-Chancellor, the Dean shall officiate as the Chairperson of the Committee.

**The RRC/RAC for each Board of Studies shall-**

- [1] Approve the topic of thesis or dissertation in the subject,
- [2] Recommend panel of referees for thesis or dissertation to the BUTR.
- [3] Recommend names of post-graduate teachers and research guides to the BUTR.
- [4] Advise the Board of studies or the Faculty, on measures to improve courses of studies at the Post-graduate level,
- [5] Recommend to the BUTR, the course-structure for Pre-PhD. and M. Phil. Courses as the case may be for approval.

**Ordinance :- 194**

- (a) A candidate working full time / getting fellowship or scholarship shall be required to be present in the University / college or in the Institution referred to above, in accordance with the instruction of the guiding teacher who will keep a record of work and attendance and will report on the progress of his/her research to the University / Principal / Director of Research centre at the end of each term.
- (b) In case of candidates getting fellowship/scholarship the university may, on the recommendation of the guiding teacher, and the Head of the Department / Principal / Director of research centre, if any, give a candidates leave of absence for not more than six months, if it is in the interest of his research that he should work outside the jurisdiction of the University. In exceptional cases such leave of absence, etc. may be extended up to a period of one year.
- (c) No candidate who is registered for the Ph.D. shall be allowed to put in attendance for, or appear at any other examination, (of this or any other University) except an examination leading to a Diploma in Foreign Languages granted by this University with the permission of the Supervising teacher, Continuance of scholarship will be subject to regular submission of progress report every six months. If the progress is not satisfactory, scholarship will be withheld.



(C) **ORDINANCE FOR RECOGNITION OF RESEARCH CENTRE:**

RESEARCH CENTERS ARE RECOGNIZED BY DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY FOR THE PURPOSE OF PERMITTING THE CENTERS' TO REGISTER CANDIDATES FOR PH.D. DEGREES AND AWARD THE SAME ON ACCEPTANCE OF THE THESIS PRESENTED BY THE RESEARCH SCHOLARS AS PER REGULATIONS. THE RESEARCH CENTERS WILL BE RECOGNIZED BY THE UNIVERSITY IF IT FULFILS THE FOLLOWING CONDITIONS (ALL).

1. Should have post Graduate program in a relevant subject for at least 5 years.
2. Should have approved teachers by the University for PG teaching, whose qualification and experience shall be as described by the UGC from time to time.
3. Should have recognized /recognizable research guides in their relevant subject.
4. Should have adequate space and infrastructure for guide and students for undertaking research programme leading to M.Phil /Ph.D in relevant subject.
5. Should have uninterrupted water, electricity supply and a *wifi* or uninterrupted internet connectivity to research guide and students.
6. Should subscribe for at least 5 journals ( National and international) for at least 5 years prior to applying for research center.
7. Should have adequate books in library.
8. A college which is not recognized by UGC under 12f and 12b shall not be eligible. The college or research center should have been NAAC accredited.
9. Not with standing anything above, the research center should score 70% during the recognition committees verification, to be eligible. (Appendix M)



**Ordinance 196 :- Fees Structure**

Registration fees, Tuition fees, Laboratory fees, fees for evaluation of thesis, recognition as Centre and continuation of recognition as Centre for College/Institution etc, shall have to be paid as prescribed by the University from time to time.

***FEES FOR Ph.D. AND FEES FOR APPLYING FOR RECOGNITION AS A RESEARCH CENTRE.***

(A) Various Types of fees for Ph.D. candidate (Approved Teacher & Student of this university and approved teacher in the jurisdiction of the University) shall be as follows:

- 1) Registration fees Rs.1000 /-
- 2) Evaluation of Thesis Rs.2000/- (at the time of submission of final synopsis)
- 3) Laboratory charges where applicable Rs.6000/- per year for teachers & Rs.4000/- for research students.
- 4) Tuition fees Rs.8000/- per year for Teachers and Rs.4000/- for students.
- 5) Pre-Ph.D Course work fees Rs. 2000/-

(B) Various Types of fees for Ph.D. candidate (Approved teachers & student of the other University) shall be as follows:

- 1) Registration fees Rs.1500/-
- 2) Evaluation of Thesis Rs.3000/- (at the time of submission of final synopsis)
- 3) Laboratory charges where applicable Rs.6000/- per year for teachers & Rs.4000 to research students.
- 4) Tuition fees Rs.8000/- per year for Teachers and Rs.4000/- for students.
- 5) Pre-Ph.D Course work fees Rs. 2000/-

(C) **The fees for foreign students and NRI (Non Resident Indian) students shall be five times as follows :**

**follows :**

- 1) **Registration fees Rs.5000 /-**
- 2) **Evaluation of Thesis Rs.10,000/-**
- 3) **Laboratory charges Rs.25,000/-**
- 4) **Tuition fees Rs. 30,000/- per year**
- 5) Pre-Ph.D. Course work fees Rs. 10,000/-
- 6) **Bonafide affiliation Rs 1000 per certificate and Rs 300 for letter**

D] The candidates from non academic sectors; institutes/industries/banking etc the fees shall be as follows-

- 1) Registration Rs.5000/-
- 2) Tuition fee Rs.15000/- per year
- 3) Laboratory fee Rs.10000/- per year
- 4) Fee for evaluation of Ph.D. thesis Rs.4000/-
- 5) Pre-Ph.D. Course work fees Rs. 2000/-

E] The honorarium for evaluation of Ph.D./M.Phil. thesis shall be as follows:-

- 1) Evaluation of Ph.D. thesis Rs. 3000/- for each examiner.
- 2) Evaluation of M.Phil dissertation - 1000/- for each examiner.

- 3) Viva-Voce Rs.1000/- for each examiner.
- 4) Chairman of the Viva-voce Rs. 500/-.

**Note :**

- a) There shall be 10 % increase in registration fees, tuition fees, laboratory fees every academic year.
- b) The fees once paid by student shall not be refundable at any cost.
- c) All dues need to be cleared at the time of submission of final synopsis.
- d) If research guide of student from any other research centre and researcher use their laboratory during research period, in such case student shall pay 50 % laboratory and tuition fees to concerned research centre and 50 % fees shall be paid to university as laid in above ordinance.

Candidates such as Advocates/Doctor's/Artist/industry Professional/Employees of Government, Semi - Government Organizations fulfilling conditions prescribed for the relevant Faculty as mentioned below shall be exempted from the Entrance Examination conducted for admission to Ph. D. Program Degree of University.

- **Persons having working experience of 10 Years in the cadre of class II (Group-B) above are exempted.**

Faculty	Qualification/Experience
Arts, Fine Arts and Performing Arts	<p>A) Arts: Renowned/well-known literary artist (creative writers) : A person associated/linked with well-known/distinguished literary organizations/ associations.</p> <p>B) Fine Arts: Eminent Artists/Professionals/scholars having significant contribution in the field of Visual Arts (Fine Arts)</p> <p>C) Performing Arts: Recognized Gurus/Visiting faculty (Qualified and eligible)/Renowned Artist/ Renowned Performers</p> <p>Experience: 15 years' professional experience with graduate degree or 10 years' professional experience with Postgraduate degree. However, the candidate to produce professional experience certificate from the authentic/ reputed/authorized institute or organization or body.</p>
Mental, Moral and Social Sciences	Minimum 10 years' professional experience in the relevant field after Post Graduate Degree (Master's Degree) in the Faculty concerned.
Science	<p>1. R &amp; D Institutions/Forensic Labs and other Testing Laboratories</p> <p>a) M.Sc. Degree from any recognized University/institute;</p> <p>b) Five years working experience. The work should be certified by the Director/Head of the institution;</p> <p>c) At least three research papers published in peer reviewed journals.</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">At least one patent/new methods development in the respective field.</p> <p>2. R &amp; D Division of industries</p> <p>a) M.Sc. Degree from any recognized University/institute;</p> <p>b) Five years working experience in industry. The work should be certified by the Director/Head of R &amp; D Division;</p> <p>c) R &amp; D Division of industry should be recognized by DSIR, Govt. of India;</p> <p>d) The candidate should be engaged in research work in the respective field.</p> <p>3. An organization/Department working in scientific fields</p> <p>a) M.Sc. Degree from any recognized University/institute;</p> <p>b) Five years working experience in the respective field;</p> <p>c) The organization should be recognized by State/Central Government or affiliated to university/Government Institute;</p> <p>d) At least three research papers published in peer reviewed journals.</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">At least one patent/new methods development in the respective field.</p>
Law	Fifteen years professional experience as a Lawyer/Judge/Law Officer/Legal Advisor in Government, Semi-Government or private sector

	<p>after obtaining LL.B. Degree (3 years' &amp; 5 years') in the Faculty of Law of a recognized University.</p> <p style="text-align: center;">OR</p> <p>LL.M. Degree in the Faculty of Law of a recognized University with five years professional experience as a Lawyer/Judge/Law Officer/Legal Advisor in Government, Semi-Government or private sector Experience certificate shall be mandatory.</p>
Engineering	<p>Engineering : A candidate working in an Industry with Post Graduate Degree in the Faculty concerned, if he/she satisfies the following criteria:</p> <ol style="list-style-type: none"> <li>1) He/She has minimum 10 years of industry experience;</li> <li>2) Out of total experience, at least 2 years experience must be after Post Graduation;</li> <li>3) He/She should be working in the position of Assistant Manager/ equivalent or above;</li> <li>4) The turnover of company should be at least Rs. 10 Crore per annum.</li> </ol> <p>Architecture : A candidate working in an industry or a professional with Post Graduate Degree in Architecture, if he/she satisfies following criteria :</p> <ol style="list-style-type: none"> <li>1) He/she has minimum 10 years of Industrial/professional experience;</li> <li>2) Out of total experience, at least 2 years experience must be after Post Graduation;</li> <li>3) He/she should be working in the position of Assistant Manager/equivalent or above, if working in an industry;</li> <li>4) The turnover of the business firm/organization should be at least Rs. 10 crores per annum.</li> </ol>
Technology	<p>Masters Degree in Technology/Engineering from a recognized Indian University OR Masters Degree in Science/Technology/Engineering in the respective branches of Technology or Engineering from Foreign University recognized as equivalent thereto by the university.</p> <p>AND</p> <p>Minimum 10 years Industrial experience, out of which at least 2 years should be after post-graduation, at the level of Assistant Manager/equivalent or above', in a company having annual turnover of minimum Rs. 5 Crore</p>
Commerce	<p>Professionals with minimum 10 years' work experience in the field of Accountancy/Auditing/Secretary-ship/Cost accounting after passing examination of CA/CS/ICWA</p> <p style="text-align: center;">OR</p> <p>Candidates with minimum 10 years' work experience in the area of Administration/Management/ Commerce/ Banking &amp; Financial Services/ insurance/ Financial Management, etc. in Companies listed on Stock Exchange/ organizations registered under Trust Act/ Government Departments or undertakings after Obtaining M.Com or other post graduate degree in the Faculty of Commerce of any recognized University.</p> <p style="text-align: center;">OR</p> <p>Candidates with minimum 10 years' experience in Business/ Management/ Financial Consultant or at working in Consultancy Firms/ Commercial or Financial Research Organizations or Administrative Employees of Govt. or Semi-Govt. organization, after obtaining M.Com or other post graduate degree in the Faculty of Commerce of any recognized University.</p>
Education and	After Post Graduate Degree in the Faculty concerned, minimum

Physical Education	<p>experience of 10 years in any of the following categories:</p> <ol style="list-style-type: none"> <li>1) Teaching experience at any recognized institution at the level of primary / secondary / higher Secondary/ higher education</li> <li>2) Experience of developing educational material/ theme/ teaching aid, etc;</li> <li>3) Experience of educational administration in recognized establishments;</li> <li>4) Experience of educational extension and evaluation;</li> <li>5) Experience as a Sports guide and sports training in recognized establishment</li> <li>6) Experience as a recognized Teacher/Sports Teacher/ Sports instructor at the Primary, Secondary, Higher Secondary, Under Graduate level in any of the following' categories :</li> </ol> <ol style="list-style-type: none"> <li>a) Education and Extension;</li> <li>b) Physical Education and Sport straining;</li> <li>c) Sports Equipments.</li> </ol>
Pharmaceutical Sciences	<p>A candidate working in National Laboratories/institutes/ Government/Semi-Government/Private organization, with minimum 10 years' professional/industrial/ research experience in either of the following departments after passing the Post Graduate Degree in Pharmacy:</p> <ol style="list-style-type: none"> <li>a) Research and Development</li> <li>b) Formulation and Development</li> <li>c) Quality Assurance (O.n.1;</li> <li>d) Quality Control(Q.C.1,</li> <li>e) Production;</li> <li>f) Drug Regulatory Affairs (DRA);</li> <li>g) intellectual Property Rights (IPR);</li> <li>h) Clinical Research; Technology Transfer</li> </ol> <p style="text-align: center;">And</p> <p>Having published minimum 3 research papers in National and international Journals with impact factor</p> <p style="text-align: center;">OR</p> <p>The candidate who has developed important new techniques (new for the country) or designed and fabricated special instruments or apparatus which are deemed to be a valuable contribution in the field of Pharmaceutical Sciences and it is essential to have a patent registered in the name of the candidate for the said research.</p>
Management	<p>Candidates having Post Graduate degree in the Faculty of Management and minimum 10 years working experience as an industrialist Manager/ Assistant Manager in business firm with annual turnover of Rs. 15 cores and above.</p> <p style="text-align: center;">OR</p> <p>Candidates having Post Graduate degree in the Faculty of Management and minimum 10 years working experience as an administrative employee of Government or Semi-Government organization in the field of education.</p>

Dr. Babasaheb Ambedkar Marathwada University,  
Aurangabad.



Application for Admission for the degree of Doctor of Philosophy (Ph.D.)  
(To be forwarded through the Head, Place of Research)

1. Faculty :- \_\_\_\_\_ 2. Subject:-  
\_\_\_\_\_

3. Research Topic:-  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To,  
The Registrar  
Dr. Babasaheb Ambedkar Marathwada University,  
Aurangabad-431001 (India)

Tel/Mobil No.: \_\_\_\_\_

E-Mail:- \_\_\_\_\_

Dear Sir

I hereby apply for admission to the Ph.D. Degree. I state that I have not been admitted as a student for this or any other Degree in this or any other University. The required details about myself are as follows :

1. Name in full (in Capital Letters):-

\_\_\_\_\_ (Beginning with Surname)

(Surname) (Name) (Father/Husband) (Mother's Name)

2. Date of Birth

--	--	--	--	--	--	--	--

3. Gender

: Male/Female/Transgender  
(Strike out whichever is not applicable)

4. Nationality

: \_\_\_\_\_

5. Permanent Address

: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Present(Local) Address

: \_\_\_\_\_  
\_\_\_\_\_

## 7. I. belong to the category mentioned below

(Please Tick the appropriate box &amp; attach attested caste certificate)

1	2	3	4	5	6	7	8	9	10
Open Category	SC	ST	DT (A)	NT (B)	NT (C)	NT (D)	OBC (Non- creamy Layer)	SBC	PH

8. Present Occupation/Employment: \_\_\_\_\_

(Give Name and Address of  
the Employer) \_\_\_\_\_

9. Particulars of Degrees previously obtained (attach attested copies of statement of marks and certificates)

Degree	University	Year of Passing	Subjects Offered	Class Grade	Percentage Grade Points
Bachelor's Degree					
Master's Degree					
M.Phil. Degree					
Any other Degree Diploma					

10. Particulars of Publications:-

Title of the Paper/Book	Name of the Journal/Publisher	Place and Year of Publication
1.		
2.		
3.		

11. Details of Teaching Experience:

Name of the College	Subject (s) Taught	Year (s)

12. Details of professional experience, if any (Attach necessary Certificates):

- (i) Nature of Professional Experience: \_\_\_\_\_
- (ii) The Institute where Professional experience was gained: \_\_\_\_\_
- (iii) Period of Professional experience: \_\_\_\_\_

13. (i) Title of M. Phil Dissertation, if applicable: \_\_\_\_\_

- (ii) is the Proposed topic of Doctoral Research related to or an expansion of the M.Phil. Dissertation? : Yes / No

14. Name of the Research Guide : \_\_\_\_\_  
(under whom I propose to work  
For my Ph.D.)

15. Name of Co-Guide, if any : \_\_\_\_\_

16. Name and Address of the approved :

\_\_\_\_\_  
Place of research (where I desire to  
do Doctoral Research) \_\_\_\_\_

All the particulars given above are true to the best of my knowledge .I have read the Rules for the Degree of Doctor of Philosophy (Ph.D.) and I undertake to abide by them. I also undertake to regularly report at the Place of Research unless otherwise permitted by the Head, Place of Research on the recommendation of the Research Guide. Eight copies of the research outline (as per appendix 'B' of the Rules) and a Xerox copy of the registration fee receipt are enclosed.

Thanking You

Yours sincerely,

Name of Applicant

Date :

Place:

APPENDIX 'B'



**Decision of the Research and Recognition Committee**

On the basis of the merit of the proposal and the report of the presentation, the Committee's decision on following specific aspects are

- a. Whether the candidates possess the competence for the proposed research.: Yes /no
- b. The research work can be suitably undertaken at the institution/college.: Yes /No
- c. The proposed area of research can contribute to new /additional knowledge.: Yes /No

(A) Topic by the Candidate : \_\_\_\_\_

(B) Approve/s the topic of Research/ recommends the following change in the topic:

\_\_\_\_\_  
\_\_\_\_\_

(C) Appoint/s the following guide/ co-Guide: \_\_\_\_\_

Date:-

Chairman , RRC/RAC  
in \_\_\_\_\_

### **Submission of Research Proposal**

Along with the application form (for Registration) the researcher has to submit eight copies of his/her research proposal. This is a brief description of the research plan which should include :

- a) rationale and significance of the study,
- b) a survey of work done in the research area and the need for more research,
- c) a statement of aims and objectives,
- d) methodologies and techniques to be used,
- e) the kinds of conclusions expected and their possible value,
- f) plan of research, and
- g) bibliography.

The expected length of the research proposal is six to eight double-spaced A-4 size pages.

The names of the researcher and the proposed guide and the topic of research should be printed at the top. Both the guide and the researcher should sign the proposal.

**Provisional Admission / Registration**

Ref :

Date :

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject : Your application for Registration for Ph. D.  
dated:\_\_\_\_\_

Dear Mr /Ms.\_\_\_\_\_

I am happy to inform you that you have been provisionally admitted to the Ph.D. Program in \_\_\_\_\_ (subject) \_\_\_\_\_ (Faculty) of the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. With effect from \_\_\_\_\_ Your place of research will be \_\_\_\_\_.

Your proposal is being forwarded to the University office for approval of the research topic. Your admission/ registration will be confirmed after the University authorities approve the research topic.

Your presentation is scheduled at \_\_\_\_\_ am/pm on \_\_\_\_\_ (day), \_\_\_\_\_ (date).

Yours Faithfully,

Director / Head  
Place of Research

Copy to:

1. The Dy. Registrar (Ph.D Unit), Dr. Babasaheb Ambedkar Marathwada University, Aurangabad-431001.

2. The Guide : Prof./Dr. \_\_\_\_\_

\_\_\_\_\_

3. The Co-Guide : Prof./Dr. \_\_\_\_\_

\_\_\_\_\_

**Confirmation of Admission/ Registration**

Ref. :

Date:

To,

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Subject : Confirmation of admission to the Ph.D. in (subject)\_\_\_\_\_

Dear Mr /Ms. \_\_\_\_\_

I am happy to inform you that the Research and Recognition Committee in \_\_\_\_\_  
 (subject) \_\_\_\_\_ (Faculty) has approved your research topic as it is/With the  
 modification/s as follows:

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Your admission is now confirmed as per Ph.D. The details of your admission are:

1. Subject : \_\_\_\_\_
2. Faculty : \_\_\_\_\_
3. Guide : \_\_\_\_\_
4. Co-Guide : \_\_\_\_\_
5. Date of Registration : \_\_\_\_\_
6. Period of Registration : from \_\_\_\_\_ to \_\_\_\_\_.

Please note that your admission will be governed by the Dr. Babasaheb Ambedkar Marathwada  
 University rules for the Degree of Doctor of Philosophy (Ph.D.) with effect from 5th July,  
 2016.

Please also note you will have to pay the fees prescribed as per the following schedule :  
 The first installment will have to be paid within a month from the date on which your  
 admission is

confirmed. The successive installments will have to be paid within a month from the date of completion of each year. In case of failure to pay the prescribed fees as per the schedule mentioned,

a late fee of Rs. 100/- for Indian students & Rs.500/- for foreign students per month from the due

date of payment shall be charged.

Thanking you

Yours Faithfully

Head, Place of  
Research

Copy to :

The Dy. Registrar (Ph.D Unit), Dr. Babasaheb Ambedkar Marathwada University,  
Aurangabad-431001.

The Guide : Prof/Dr. \_\_\_\_\_

1. THE CO-GUIDE: PROF/DR. \_\_\_\_\_  
\_\_\_\_\_.

**Submission of Progress Report**

The registered research students have to submit progress reports after every six months. The report should include an elaborate description of the reading, writing, data collection or any other work done in relation to the research. The researcher can also mention difficulties encountered, if any. The guide is expected to certify the report and mention in unambiguous terms whether the progress is satisfactory or not and whether the work done during the period under consideration is relevant and adequate or not.

### **Submission of Synopsis**

After the pre-submission seminar, the researcher has to submit fifteen copies of the Synopsis of his/her thesis through the guide .A synopsis is viewed as a mini version of the thesis. It should provide a clear idea about what the thesis is. It should (a) state the objectives, nature and scope of the work done, (b) state the principle conclusions, and (c) state the contribution made to the body of knowledge on the subject.

The expected length of the synopsis is ten double-spaced A-4 size pages. The synopsis will be put on the University website.







=====  
**MONTH & YEAR**  
=====

**Certificate of the Guide**

CERTIFIED that the work incorporated in the Dissertation /

thesis\_\_\_\_\_

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\_\_\_\_\_ (Title)

Submitted by Mr/Ms\_\_\_\_\_ was carried

out by the candidate under my supervision/ guidance. Such material has been obtained from other sources has been duly acknowledged in the thesis.

Date :

(Supervisor/ Research Guide)

**Declaration by the Candidate**

I declare that the thesis entitled \_\_\_\_\_ submitted by me for the degree of M. Phil / Doctor of Philosophy is the record of work carried out by me during the period from \_\_\_\_\_ to \_\_\_\_\_ under the guidance of \_\_\_\_\_ and has not formed the basis for the award of any degree, diploma, associate ship, fellowship, titles in this or any other University or other institution of Higher learning. I further declare that the material obtained from other sources has been duly acknowledged in the thesis.

Date :

Signature of the Candidate

**Consolidated Report of the Referees on the Viva Voce**

The viva-voce of Mr. /Ms. \_\_\_\_\_ was conducted on \_\_\_\_\_ (day and date). The performance of the candidate was satisfactory/unsatisfactory. We have conducted the open defence of the M. Phil Dissertation / Ph.D. thesis entitled:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ in the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad \_\_\_\_\_ on \_\_\_\_\_.

The performance of the candidate was satisfactory / unsatisfactory. We recommend that he/she be awarded the M. Phil Dissertation / Ph.D. Degree / should not be awarded the M. Phil Dissertation / Ph.D. Degree / the Viva Voce be arranged again on \_\_\_\_\_.

\_\_\_\_\_

(Guide)

\_\_\_\_\_

(External Referee)

\_\_\_\_\_

(Chairman)

**Dr. Babasaheb Ambedkar Marathwada University**

(Attendance Sheet)

M. Phil / Ph.D. Viva Voce of

\_\_\_\_\_

Subject \_\_\_\_\_

\_\_\_\_\_

Date of Viva \_\_\_\_\_ Time \_\_\_\_\_ Venue

\_\_\_\_\_

**List of the persons attending the Open Defence.**

Name of the Person	Signature
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____

- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_
- 16. \_\_\_\_\_
- 17. \_\_\_\_\_
- 18. \_\_\_\_\_
- 19. \_\_\_\_\_
- 20. \_\_\_\_\_

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Internal

External

Chairman of Viva-Voce



**FORMAT OF REPORT OF THE COMMITTEE****1. DETAILS OF THE COLLEGE / INSTITUTE :**

<b>Name of the College / Institute</b>	<b>Year of Establishment</b>	<b>Approved PG Courses</b>	<b>Number of Approved Teachers</b>

**2. DETAILS ACCREDITATION OF THE COLLEGE :**

<b>Date of the latest NAAC visit</b>	<b>Grade given by the NAAC</b>	<b>Marks (0 to 10)</b>

(10 MARKS FOR A+ GRADE; 09 MARKS FOR A; 08 FOR B+; 7 FOR B; 06 FOR C+ AND 05 FOR C)

**3. DETAILS OF NIRF/NRS, CPE ETC**

NIRF / GRS	Details-	Marks (Yes '10' /No '0')
CPE	Details-	Marks (Yes '10' /No '0')

**4. DETAILS OF P.G. COURSE IN THE RESPECTIVE SUBJECT (THE SUBJECT IN WHICH THE APPLICATION FOR RECOGNITION OF RESEARCH CENTER IS SUBMITTED)**

<b>Name of the Course</b>	<b>Year of Inception</b>	<b>Number of Approved Teachers</b>	<b>Marks (0 to 10)</b>

- 10 MARKS FOR P.G. COURSE HAVING MORE THAN REQUIRED NUMBER OF APPROVES TEACHERS
- 08 MARKS FOR P.G. COURSES HAVING REQUIRED NUMBER OF APPROVED TEACHERS
- 06 MARKS FOR P.G. COURSE HAVING INADEQUATE (LESS THAN NUMBER OF APPROVED TEACHERS) NUMBER OF APPROVED TEACHERS
- 04 MARKS FOR P.G. COURSES HAVING NO APPROVED TEACHERS
- 00 MARKS FOR NO P.G. COURSE IN THE RESPECTIVE COURSE



- 08 MARKS FOR 80 % OF EQUIPMENTS / SOFTWARE AS REQUIRED FOR RESEARCH HAVING COST ABOVE 05 LAKHS
- 06 MARKS FOR 60 % OF EQUIPMENTS / SOFTWARE AS REQUIRED FOR RESEARCH HAVING COST ABOVE 03 LAKHS
- 04 MARKS FOR 40 % OF EQUIPMENTS / SOFTWARE AS REQUIRED FOR RESEARCH HAVING COST ABOVE 01 LAKHS
- 02 MARKS FOR 20 % OF EQUIPMENTS / SOFTWARE AS REQUIRED FOR RESEARCH HAVING COST LESS THAN 01 LAKHS

**8. DETAILS OF PUBLICATIONS IN PEER REVIEWED NATIONAL / INTERNATIONAL JOURNALS (HAVING IMPACT FACTOR GREATER THAN 0.5)**

**(PLEASE INCLUDE PUBLICATIONS OF ONLY THOSE TEACHERS WHO ARE TEACHING THE SUBJECT SEEKING RECOGNITION FOR RESEARCH CENTRE)**

<b>Sr. No.</b>	<b>Name of the teacher</b>	<b>Number the research publications in the International / National Journals (Having more than 0.5 impact factor)</b>	<b>Marks (0-10)</b>

- IF ADDITION OF IMPACT FACTORS OF ALL RESEARCH PUBLICATIONS FROM ALL TEACHERS IN THE RESPECTIVE SUBJECT IS 8 TO 10 : 08 MARKS
- IF ADDITION OF IMPACT FACTORS OF ALL RESEARCH PUBLICATIONS FROM ALL TEACHERS IN THE RESPECTIVE SUBJECT IS 6 TO 7.99 : 06 MARKS
- IF ADDITION OF IMPACT FACTORS OF ALL RESEARCH PUBLICATIONS FROM ALL TEACHERS IN THE RESPECTIVE SUBJECT IS 4 TO 5.99 : 04 MARKS
- IF ADDITION OF IMPACT FACTORS OF ALL RESEARCH PUBLICATIONS FROM ALL TEACHERS IN THE RESPECTIVE SUBJECT IS 2 TO 3.99 : 02 MARKS
- IF ADDITION OF IMPACT FACTORS OF ALL RESEARCH PUBLICATIONS FROM ALL TEACHERS IN THE RESPECTIVE SUBJECT IS 0.5 TO 1.99 : 01 MARKS
- IF ADDITION OF IMPACT FACTORS OF ALL RESEARCH PUBLICATIONS FROM ALL TEACHERS IN THE RESPECTIVE SUBJECT IS LESS THAN 0.5 : 00 MARKS



- 10 MARKS FOR AT LEAST TWO MAJOR RESEARCH PROJECT (HAVING SANCTIONED AMOUNT AT LEAST RS. 5.0 LAKHS EACH)
- 08 MARKS FOR AT LEAST ONE MAJOR RESEARCH PROJECT (HAVING SANCTIONED AMOUNT AT LEAST RS. 5.0 LAKHS)
- 06 MARKS FOR AT LEAST TWO MINOR RESEARCH PROJECT (HAVING SANCTIONED AMOUNT AT LEAST RS. 1.0 LAKHS EACH)
- 04 MARKS FOR AT LEAST ONE MINOR RESEARCH PROJECT (HAVING SANCTIONED AMOUNT AT LEAST RS. 1.0 LAKHS)
- 00 MARKS FOR NO MINOR/MAJOR RESEARCH PROJECT

**11. DETAILS OF RECOGNIZED PH.D. SUPERVISORS IN THE COLLEGE / INSTITUTE IN THE RESPECTIVE SUBJECT**

Sr. No.	Name of the teacher	Subject	University letter number and date	Marks (0-10)

- 10 MARKS IF ALL REQUIRED NUMBER OF APPROVED TEACHERS ARE RECOGNIZED PH.D. SUPERVISORS.
- 06 MARKS IF HALF OF THE REQUIRED NUMBER OF APPROVED TEACHERS ARE RECOGNIZED PH.D. SUPERVISORS.
- 04 MARKS IF ONLY ONE APPROVED TEACHER (IN CASE OF COLLEGE / INSTITUTE WHERE MORE THAN TWO APPROVED TEACHER ARE APPOINTED) IS RECOGNIZED PH.D. SUPERVISORS.
- 00 MARKS FOR NO RECOGNIZED PH.D. SUPERVISORS IN THE RESPECTIVE SUBJECT.

**OVERALL SCORE FOR THE COLLEGE / INSTITUTE SEEKING RECOGNITION OF RESEARCH CENTRE**

Sr. No.	Parameter	Maximum Marks	Marks Secured	%

<b>1.</b>	NAAC Accreditation	10		
<b>2.</b>	P.G. Course with approved Teachers	10		
<b>3.</b>	Result of P.G. Course in the respective subject	10		
<b>4.</b>	Instrumental / Software facilities	10		
<b>5.</b>	Details of Research Publications	10		
<b>6.</b>	National / International Journals in the Library	10		
<b>7.</b>	Major / Minor Research Projects	10		
<b>8.</b>	Recognized Ph.D. Supervisors	10		
Overall scoring out of 80				

NAME AND SIGNATURE OF THE CHAIRMAN OF COMMITTEE:

NAME AND SIGNATURE OF THE MEMBER OF COMMITTEE:

NAME AND SIGNATURE OF THE MEMBER OF COMMITTEE: