Vel Tech
Rangarajan Dr. Sagunthala
R&D Institute of Science and Technology
(Deemed to be University Estd. u/s 3 of UGC Act, 1956)

VTR DR – 2025

ACADEMIC REGULATIONS 2025 FOR Ph.D. PROGRAMMES

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1. SHORT TITLE AND COMMENCEMENT

a) The regulations listed under this section is for Programmes of Ph.D. Degree in Engineering and Technology, Computer Applications, Management, Law and Science & Humanities offered by Vel Tech Rangarajan Dr. Sagunthala R&D Institute of Science and Technology (Deemed to be University u/s 3 of UGC Act, 1956) with effect from the academic year 2024-25 and they are called "VTR DR - 2025" regulations.

b) The regulations here under are subject to UGC amendments or as may be made by the Academic Council of the Institution (Deemed to be University) from time to time, keeping the recommendations of the Research Board in view. Any or all such amendments shall be effective from such date and to such batches of students including those already undergoing the programme, as may be decided by the Academic Council.

c) The Ph.D. programme is intended to provide advanced training in research. The research carried out towards this degree should lead to new results, new method(s) of analysis or new relationship publishable in any referred journal/s. The candidate can register Ph.D. under Full-time or Part-time category depending upon the fulfillment of the respective eligibility criteria.

2. DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires,

i. "Institution "means Vel Tech Rangarajan Dr. Sagunthala R&D Institute of Science and Technology (Deemed to be University).

ii. "Research Board" means the Board duly constituted by the Vice -Chancellor of the Institution to oversee the academic research activities of the Institution.

iii. "Programme" means Doctoral Programme leading to the award of Ph.D. in Engineering / Technology / Science / Humanities/ Management Sciences, and Law.

iv. "Branch" means specialization or discipline of any Programme, like Electrical, Mechanical, Management, etc.

v. “Course” means a theory or practical subject that is normally studied in a semester, like Research Methodology, Embedded Systems, Image Processing, etc.

vi. “Dean-Research Studies” means the authority of the Institution who is responsible for all Research programmes of all the Departments for implementation of relevant rules of VTR DR - 2025 Regulations.

vii. “Controller of Examinations” means the authority of the Institution who is responsible for all activities of the Examinations.

viii. “Research Supervisor” means a faculty of the Institution who fulfills the requirements of the Institution to guide and supervise the research scholars registered for Ph.D. He will be the principle Research Supervisor.

ix. “Research Co-Supervisor” means a recognized Research Supervisor to guide the scholars in interdisciplinary research that require more than one expert or to take care of the administrative and research responsibilities of the scholar.

x. “Research Advisory Committee (RAC)” means a committee constituted by the Institution for each scholar to monitor the progress of his/her research work.

xi. “Departmental Research Committee (DRC)” means a committee constituted by the Institution for each department to interview the candidates and allot the research supervisor.

xii. “Direct Ph.D.” Students under this category gets an opportunity to earn a doctorate after 4 years/ 8 semester Bachelor's degree.

xiii. “Integrated Ph.D. or Int. Ph.D.” Students with Bachelor's degree (B.Sc. or equivalent) gets an opportunity to integrate Master's and Ph.D. studies which allows students to directly pursue research after coursework.

3. PROGRAMMES OFFERED

3.1. The Institution offers the following Programmes leading to the award of Ph.D. degree

i. Engineering & Technology

ii. Management

iii. Commerce

iii. Computer Applications

iv. Science & Humanities

v. Law

vi. Media and Communication

3.2. The specializations offered in each of these programmes shall be listed in the Institution website from time to time.

3.3. The programmes may change or vary as may be decided by the Institution Research Board from time to time.

4. ELIGIBILITY FOR ADMISSION:

4.1 National Admission

4.1.1 The eligibility for admission into Ph.D. programmes is PG/UG degree of the Institution or any other qualification recognized as equivalent thereto in the field of study as notified in the Table A and Table B below. The equivalence of a degree, as declared by national and state committees by official orders through governing bodies such as UGC, AICTE, higher education departments and so forth will also be considered for Ph.D. programme admissions.

Table A. Eligibility criteria for Ph.D. programmes across various disciplines.

Programme	Qualification for Admission
Ph.D. Degree in Engineering/ Technology	M.E. / M.Tech. / M.S. (Research) in the relevant branch of Engineering or Technology.

Ph.D. Degree in Management	MBA / M.Phil / Post Graduate Diploma in Business Management or Administration awarded by Indian Institute of Management (IIM) / M.S. (By Research) in Management Sciences or Equivalent.
Ph.D. Degree in Science and Humanities	M.Sc. / M.A. / M.S. (By Research) /M.Phil in the relevant branch of Science and Humanities / M.C.A.
Ph.D. Degree in Law	M.L. / LL.M. in the relevant branch of Law.
Ph.D. in Commerce	Master's degree in Commerce/(M.Com) in Accounting & Finance/ International Banking / Financial Services / Business Studies / Co- operative Management / International Business Banking & Insurance / Accounting Information System / M.Com. or Five-Year Integrated Programmes of M.A. Co-operation /M.A. Corporate Secretaryship or relevant equivalent degree from a recognized university.
Ph.D. in Media and Communication	Master's degree in a relevant field like Mass Communication, Visual Communication, Journalism, Media Studies, or a related discipline from a recognized university.

Direct Ph.D. (B.E. / B.Tech)	Four year / eight semester B.E/B.Tech degree with 75% /7.5 CGPA. Age limit 30 years preferably.

Table B. Integrated Ph.D. Programs, Eligible Departments, and Entry Requirements

S. No.	Name of the Department	Name of the School	Int. Programme Offered	Eligibility Conditions
1	Dept. of Mathematics	School of Science & Humanities (SoSH)	M.Sc.+Ph.D.	B.Sc. (Mathematics)
2	Dept. of Physics		M.Sc.+Ph.D.	B.Sc. (Physics)
3	Dept. of Chemistry		M.Sc.+Ph.D.	B.Sc. (Chemistry)
4	Dept. of English		M.A.+Ph.D.	B.A. (English) or any Degree with English as major subject
5	School of Computing (SoC)	School of Computing (SoC)	M.Sc.+Ph.D.	B.Sc. (Computer Science) or B.C.A. or any Science Degree with Mathematics as major or allied course
6	Dept. of Management Studies	School of Management (SoMGT)	M.B.A.+Ph.D.	Any Degree

4.1.2 Aspiring candidates (except Direct Ph.D.) should obtain minimum of 55% marks or CGPA of 6.0 on a 10-point scale in the qualifying examinations, or its equivalent grade 'B' in the UGC 7-point scale or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency.

4.1.3 A relaxation of 5% of marks or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer) / Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

4.2 International Admission

4.2.1 For minimum eligibility criteria, refer to Table A

4.2.2 The eligibility program must be from an institute listed by the Association of Indian Universities (AIU), New Delhi – 110002. (http:// www.aiuweb.org)

4.2.3 If the University or Board is not included in the specified list, the candidate must obtain and submit an equivalence certificate from the Association of Indian Universities.

5. MODES OF Ph.D. PROGRAMME

The programmes may be offered as full-time and /or part-time mode for any or all the programmes as may be decided by the Board from year to year but announced at the time of inviting applications for that year.

5.1. Full-Time Ph.D. Programme

5.1.1. Candidates under full-time shall do research work in the Institution and shall be available during the working hours for curricular, co-curricular and related activities.

5.1.2. Candidates in employment who want to pursue full-time studies should be sponsored by their employer and should avail leave for the research period and should get formally relieved from their duty to join the research programme.

5.1.3. Candidates who are sponsored by the AICTE under Quality Improvement Programme from Teachers of Engineering Colleges and who satisfy the eligibility conditions shall be eligible for full-time only, in the disciplines as notified in AICTE guidelines.

5.1.4. Candidates who are selected in Fellowship programme of National or any recognized bodies and project staff from sponsored projects who satisfy the eligibility conditions as per the regulations are eligible for full-time studies in the respective disciplines and are liable to follow academic guidelines and rules.

5.1.5. Foreign nationals sponsored by the Government of India on any exchange programme and who satisfy the eligibility conditions as per the regulations are eligible for full – time study.

5.1.6. Candidates under direct Ph.D. category gets an opportunity to earn a doctorate in Engineering and/or Technology just after the Bachelor's degree.

5.2. Part-time Ph.D. Programme

The following categories of candidates are eligible to apply for the part-time program:

5.2.1 Full-time teaching faculty working in Vel Tech or regular teaching faculty of recognized government or private technical institutions/universities/PG and professional colleges having minimum of one year experience. This designation will remain valid for these scholars as long as they continue in service at the respective institutions.

5.2.2 Candidates employed in industrial units, R&D departments, national laboratories, government or quasi-government organizations, registered public or private limited companies, defense establishments, or other ministries of the Government of India—recognized by the institute for

research collaboration—are eligible to apply, provided they are sponsored by their employers and should have a minimum of one year experience. They are expected to collaborate with Vel Tech faculty on research relevant to their organizations, preferably as a funded project. Their designation remains valid as long as they remain in service.

5.2.3 Part -time Ph.D. aspirants must be sponsored by their employers and submit an original No Objection Certificate (NOC) before applying. The NOC must confirm that the candidate is permitted to pursue studies on a part-time basis and state that:

1. Their official duties allow sufficient time for research.
2. Research facilities are available at their workplace.
3. They will be granted leave to attend full-time coursework at the institution for at least six months during their registration.

5.2.4 Conversion from one mode of study to the other shall not be permitted. However, any mode changes / relaxation will be permitted under extraordinary circumstances and by the approval of the Vice-Chancellor on recommendation of Dean-Research Studies.

6. RESEARCH SUPERVISOR RECOGNITION AND ALLOCATION

6.1. The Research Supervisor should be a regular faculty member of the Institution / School /Department and must possess a Ph.D. degree. Research Co-Supervisor/s may be appointed within or outside the Institution/ Centre in case of interdisciplinary/multidisciplinary research, with the approval of the competent authority.

6.2. Any regular Assistant Professor with at least three publications in peer-reviewed or refereed journals preferably with SCOPUS/WoS indexed may be recognized as a Research Supervisor. Adjunct Faculty members shall not act as Research Supervisors and can only act as Co-Supervisors.

6.3. The above condition may be relaxed by the Vice-Chancellor for recognition as a Research Supervisor in the areas / disciplines where there is no or only a limited number of refereed journals.

6.4. Recognition as a Research Supervisor for guiding research work shall be accorded by the Vice-Chancellor on the recommendations of the Institution Research Board or Dean-Research Studies.

6.5. The allocation of Research Supervisor for a selected research scholar (Full-time/Part-time/Direct Ph.D./Int. Ph.D.) shall be decided by the DRC depending on the number of scholars per Research Supervisor, the available specialization among the available Research Supervisors and research interest of the scholars as indicated by them at the time of interview. External Research Supervisors are not allowed. (or) Alternatively, students can discuss their research interests with approved faculty members and confirm their availability as a Research Supervisor. They must then submit a list of preferred supervisors, in order of preference, to the Head of the Department. Based on this list, and after mutual consultation, a Research Supervisor will be assigned following DRC guidelines.

6.6. For Int. Ph.D. scholars, a Research Supervisor will be assigned at the end of the second semester or after successfully passing the Comprehensive Exam. The scholar may either work under a newly assigned supervisor or continue with their Master's Project Advisor as their Ph.D. Research Supervisor, with DRC approval.

6.7. Contact of Thesis examiners by the Research Supervisor/ Research Co-Supervisor after the submission of Synopsis/Thesis of his/her scholar in connection with the evaluation report shall lead to the withdrawal of his/her supervisorship for a period of three years and he/she shall be debarred from guiding the scholars for any research programme in the Institution till such period.

7. CHANGE OF RESEARCH SUPERVISOR

7.1. When a Research Supervisor of a research scholar happens to be away from the Institution, for more than 6 months and up to one year, he / she shall continue to guide the research scholar, but a Research Supervisor-in-charge shall be nominated by the Dean-Research Studies in consultation with the Head of the Department (HoD). The Research Supervisor - in-charge shall function till the supervisor returns.

7.2. When a supervisor of a research scholar happens to be away from the Institution for more than one year, an alternate supervisor shall be nominated by the Dean-Research Studies in consultation with the concerned HoD through DRC.

7.3. When a Research Supervisor retires from service on superannuation or leaves service, during the period of submission of Synopsis / Thesis, he / she shall make arrangements for alternative Research Supervisor for his / her research scholar in consultation with the Dean-Research Studies and the HoD. However, such Research Supervisor may be allowed to continue to guide the research scholar, on his / her written request as a Research Co-Supervisor on the recommendation of the DRC provided at least two journal papers are coauthored.

7.4. In case of relocation of a women scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Institution to which the scholar intends to relocate provided all other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institute / Research Supervisor from any funding agency. The scholar will however give due credit to the parent guide and institute for the part of research already done.

7.5. Ph.D. supervisor may be changed if there is a valid grievance from the scholar or vice versa. Institution will follow a formal

process for such changes as directed by the Vice-Chancellor. The scholar or supervisor must submit a written request stating the grievance and reasons for the change to Dean-Research Studies through proper channel. If approved, a new supervisor is assigned to the research scholar based on faculty expertise and availability through DRC.

8. NUMBER OF SCHOLARS:

A Research Supervisor / Research Co-Supervisor who is a Professor, at any point of time, cannot guide more than eight (8) Ph.D. scholars. An Associate Professor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor can guide up to a maximum of four (4) Ph.D. scholars. Moreover, one additional scholar possibility may be considered based on the written request by the Principal Investigator of the sponsored project (with a minimum 2-year grant) to the Vice Chancellor.

9. ADMISSION PROCEDURE

9.1. Depending on number of available Research Supervisors, specialized areas and existing number of scholars, the vacant Ph.D. seats under each discipline shall be decided in advance and notified in the Institution website and through advertisements.

9.2. The Institution shall notify and hold an Entrance Examination for all eligible applicants. The syllabus of the entrance test shall consist of 50%, of research methodology and 50%, shall be subject specific. The scholar should secure 50%, marks in the entrance test so as to qualify for interview/ viva voce examination.

9.2.1. The selection of candidates, weightage of 70% to the entrance examination and 30% to the performance in the interview shall be given.

9.2.2. Relaxation of 5% of marks shall be allowed for the candidates belonging to SC/ST/OBC (Non-Creamy layers)/Differently-abled and EWS candidates in the entrance examination conducted by the Institution.

9.3. Candidates with UGC/CSIR (JRF) / NET / SLET / Teacher-Fellowships / M.Phil. / other National level eligibility test may be exempted from written entrance examinations.

9.4. The candidates short listed in written test shall be called for interview/viva-voce. The candidates are required to discuss their research interest/ area through a power point presentation before a duly constituted DRC. The Composition of DRC is as follows, HoD with Ph.D. Qualification as the convener, two Professors and two Associate Professors. In case of no Professor and Associate Professor, the Vice-Chancellor may nominate Assistant Professor with Ph.D. Qualification with Research Supervisor recognition.

9.5. The interview / viva-voce shall also consider the following aspects, viz whether the candidate possess the competence for the proposed research, the research work can be suitably undertaken at the Institution and the proposed area of research can contribute to new/additional knowledge.

9.6. Selected candidates shall be provisionally admitted for Ph.D. programme with the approval of the Vice-Chancellor on verification of original certificates and payment of prescribed fee.

9.7. Students enrolled in the Int. Ph.D. program alongside their Master's degree must meet the following requirements to continue in the program:

9.7.1. Completion of Master's Degree Requirements – All academic and coursework requirements for the Master's degree, as specified by the program, must be successfully fulfilled.

9.7.2. Minimum Academic Performance – A minimum of 55% marks or a CGPA of 6.0 on a 10-point scale in the qualifying examination is required.

9.7.3. Comprehensive Examination – Students must successfully pass the Comprehensive Examination.

Failure to meet any of these criteria may result in discontinuation from the Int. Ph.D. program.

9.8. Admission into Ph.D. Programme will be made in accordance with the existing and applicable reservation rules in force.

9.9. The list of registered candidates with particulars of their topic of research, supervisor, and date of enrollment / registration will be placed in Institution website.

10. COURSE WORK

After having been admitted, each Ph.D. scholar shall be required to undertake course work of minimum of 12 credits and maximum of 16 credits. The course content shall be formed such that each credit content course takes at least 15 teaching contact hours. If Ph.D. scholar fails to complete his/her coursework in time; his/her tenure is by default extended compensating for the semester delay.

For Direct Ph.D. scholars a coursework of min. 42 credits and max. 46 credits should be required including 'Research Methodology' and 'Research and Publication Ethics' courses. The allotted courses of all the Ph.D. scholars should be approved by the RAC.

Integrated Ph.D. - The first four semesters of the programme shall consist of courses and master's project required for completion of Master's degree and additional credits pertaining to pre-Ph.D. courses. The third and fourth semesters may include advanced coursework.

The credit requirement for completion of a programme of study is to be determined and announced by the individual department based on the requirements of the programme, which includes 80 to 96 credits for a Master's degree, followed by 12 credits for Pre-Ph.D. Coursework. Total credits for the Int. Ph.D. Programme should not be less than 92.

10.1. The course work shall typically include courses on

i. Research and Publication Ethics (RPE) - The two-credit

course is made compulsory, to create awareness about publication ethics and publication misconducts for all Ph.D. scholars along with course work.

ii. Research Methodology which includes quantitative methods, computer applications and research ethics for 4 credits.

iii. Advanced course work in the specific area of research offered under any approved PG programme of the Institution as per the credits assigned by respective Board of Studies.

iv. Any other course(s) shall be prescribed to the research scholar by the Department on the recommendations of the RAC.

10.2. If a new course, whether through NPTEL SWAYAM, or similar platforms, or a course specific to a research area, needs to be introduced, it shall be designated as a special elective. The course syllabus must be reviewed and approved by the RAC and further approved by the Board of Studies in the respective department. These courses shall be at the postgraduate level.

10.3. After completion of the allotted course work (typically within 3 semesters for full-time/part-time Ph.D. and within 5 semesters for Direct Ph.D./Int. Ph.D.), the research scholar needs to give an open presentation with proposed research plan in the concerned department detailing the problem statement. Scholars should submit a hard copy (10 pages with max. 2000 words) of the report with the tentative working title of the proposed research work with expected outcomes to the office of the Dean-Research Studies within 7 working days.

10.4. Candidates already holding M. Phil. degree and admitted to the Ph.D. programme may be exempted by the Department

from the Ph.D. course work upon recommendation from RAC. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

10.5. All Ph.D. coursework must follow the institution's academic norms and be evaluated accordingly, with courses at the postgraduate level or higher. Any changes to prescribed coursework require RAC approval, while modifications to course content, syllabus, or grades must be approved by the Academic Council.

10.6. Only courses taken after the date of provisional registration shall count towards this requirement. Any courses already passed by the candidate prior to the registration shall not be counted for this purpose.

10.7. Coursework, curricular, and co-curricular requirements will be determined by the RAC. Candidates must attend classes as scheduled by the Department, which may take place on any day, including holidays and Sundays, and may be conducted alongside PG time table or separately as required.

10.8. The Ph.D. scholar has to obtain a minimum of 55%, of marks or its equivalent grade or 6.0 CGPA on 10-point scale in the course work in order to be eligible to continue in the program and to submit the dissertation / thesis.

10.9. Course work through "guided self-study" under the guidance of Research Supervisor may be allowed for Ph.D. scholars from industry, research institutes or government organizations who may have constraints in attending full-time coursework. Courses offered in online or hybrid mode for Ph.D. scholars must be recommended by the department’s Board of Studies (BoS) and approved by the institution's Academic Council.

10.10. Full-time scholars are required to undertake 4-6 hours per week of teaching or research assistantship, conducting tutorial or laboratory work and evaluations. Further, all the scholars of the institute were also directed to undergo training in pedagogy, education, and writing related to their Ph.D. subjects/research area.

11. RESEARCH ADVISORY COMMITTEE (RAC)

11.1. There shall be a RAC for each scholar to monitor the progress of research.

11.2. The Research Supervisor shall furnish for every scholar a panel of 6 experts with doctoral qualifications in the field of proposed research, from the faculty members of the Institution / other premier institutions or universities/ experts from R&D Departments from which two will be recommended by the Vice-Chancellor as advisory committee members (at least one within the Institution and other may be outside expert).

11.3. The Research Supervisor of the research scholar shall function as the convener of the Committee.

11.4. The Research Co-Supervisor, if any, shall also be a member.

11.5. The committee shall have the following responsibilities

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

11.5.2. To guide the research scholar to develop the study design and methodology of research and identify the courses that he/she may have to do.

11.5.3. To periodically review and assist in the progress of the research work of the Research scholar.

11.6. A Ph.D. scholar shall appear before the RAC as per the institute guidelines to make a presentation and should submit meeting minutes. In addition, a progress report should also be submitted every semester by the scholar to the office of Dean-Research Studies through research supervisor.

11.7. In case the progress of the scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend to the Vice-Chancellor with specific reasons for cancellation of the registration of the research scholar.

12. DURATION OF THE PROGRAMMES

12.1. The duration of the programme and the time for submission of thesis are counted from the date of registration.

12.2. The minimum duration of the Ph.D. programme for full time mode shall be three years (36 months) and part time mode shall be four years (48 months).

12.3. The minimum duration for direct Ph.D. programme shall be four years (48 months).

12.4. The maximum duration for full time / Part time / Direct Ph.D. programme shall be six (6) years. An additional two (2) years over the maximum duration of six (6) years from the date of admission can be given through a process of re-registration as per UGC guidelines. However, the total duration should not exceed eight (8) years from the date of admission of the Ph.D. programme.

12.5. Furthermore, in addition to maximum years mentioned in Clause 12.4, an extension of two (2) more years may be permitted by the Vice-Chancellor under genuine reasons with recommendation of RAC. If permission is granted, the scholarhas to get re-registration with the prescribed fee.

12.6. The women candidates and persons with disability (more than 40%, disability) may be allowed a relaxation two (2) years for Ph.D. in the maximum duration. However, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.The women candidates may be provided maternity leave/ child care leave once in the entire duration of Ph.D. up to 240 days.

12.7. If the scholar will complete the requirement earlier than the prescribed period, the Vice-Chancellor may permit for an early submission of synopsis and thesis before six months provided the request is justified and substantiated by commendable research work with high quality publications. In any case, fellowship support for full-time scholars will be provided for a maximum of 36 months or until the date of thesis submission, whichever occurs earlier.

12.8. The Vice-Chancellor, based on the recommendation of the Dean-Research Studies may grant medical leave, a break, or an extension of study for a scholar under exceptional circumstances, such as medical or other compelling reasons with proper justification.

12.9. A break of study may be granted for up to two years with prior approval from the Vice-Chancellor, based on the Dean-Research Studies recommendation. If proper justification or prior approval is not obtained, it will be treated as discontinuation, leading to the cancellation of registration. Scholars must pay semester fees during the break period, but this time will not count toward the minimum program duration. Full-time Ph.D. scholars may not receive a fellowship during leave/break periods.

12.10. The minimum duration of an Int. Ph.D. programme is 5 years (10 semesters) and the maximum duration allowed to complete the programme is 7 years (14 semesters).

12.11. Women candidates and persons with disability (more than 40%) will be permitted a relaxation of 2 years in the maximum duration. The candidate has to submit an application with valid reasons for availing such relaxation in the maximum duration of the Ph.D. Programme to the Dean (Research Studies) for making suitable recommendations to the Vice-Chancellor, whose decision will be final.

13. STRUCTURE OF THE PROGRAMME

The institution will adhere to UGC regulations and updates regarding the review process for Ph.D. thesis submission. The structured flow of the programme is as follows:

13.1. Research scholars must complete the required coursework as per the guidelines outlined in Clause 10.

13.2. Upon successful completion of the required coursework with the necessary credits, grades and CGPA, the scholar must present their proposed research work in an open seminar within the department. This presentation should outline the problem statement and incorporate feedback from the RAC and other faculty members. A report must be submitted as per Clause 10.3. Further, scholars are required to update their research progress to the RAC every semester, as stated in Clause 11.6.

13.3. Scholars are required to update their research progress to the RAC every semester, as stated in Clause 11.6.

13.4. Before submitting their synopsis/thesis, every Ph.D. scholar must provide evidence of a minimum of two international conference presentations and research publications, as follows:

13.4.1 Full-Time/Part-Time Scholars:

- Must publish at least two (2) journal papers based on their research.
- At least one paper should be indexed in Web of Science (WoS), and the other in Scopus or both must be indexed in WoS (preferably from the Core Collection).
- The scholar should either be the first author (with their Research Supervisor or Co-Supervisor as the second author) or the second author (if their Research Supervisor or Co-Supervisor is the first author).

13.4.2 Direct Ph.D. Scholars/Int. Ph.D. Scholars:

- Must publish at least three (3) journal papers based on their research.
- At least one paper should be indexed in Web of Science (WoS), preferably from the Core Collection, and the remaining papers should be indexed in Scopus or all in WoS.
- The scholar should either be the first author (with their Research Supervisor or Co-Supervisor as the second author) or the second author (if their Research Supervisor or Co-Supervisor is the first author).

13.5. Prior to thesis submission, the scholar must deliver a pre-synopsis presentation and obtain approval from the RAC regarding the progress of the research work. The scholar must incorporate any suggested revisions before proceeding with the synopsis submission. A synopsis seminar will then be scheduled as an open presentation, typically attended by the RAC, faculty members, research scholars, students from within and outside the department, and external experts (if necessary). This ensures that the research is well-structured, original, and ready for final thesis submission.

13.6. The thesis must be prepared in the prescribed format and should be verified by the supervisor. Three (3) copies of the finalized thesis should be submitted to the CoE office as per the institution's guidelines.

13.7. The submitted thesis will be evaluated by two external experts with established expertise in the specific area of research, one of whom shall be from outside the country (refer to clause 18).

13.8. Upon receiving satisfactory evaluation reports from the external examiners, a suitable date will be scheduled for the pre-viva and final viva-voce examination with a prior notice and information circulation to all departments and relevant members.

Further details on monitoring research progress, submission of synopsis/thesis, thesis evaluation, viva-voce, and the award of the Ph.D. degree are provided in the subsequent sections.

14. MONITORING THE PROGRESS

14.1. All research scholars shall renew their registrations and pay the semester fee regularly.

14.2. A research scholar shall appear before the RAC once in six months to make a presentation of the progress of his/ her work for evaluation and further guidance. The progress report shall be endorsed by the RAC and should be submitted to the Dean-Research Studies.

14.3. In case the progress of the scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend to the Vice-Chancellor with specific reasons for cancellation of the registration of the research scholar.

14.4. Full-time research scholars shall sign the attendance register in the Department of the Research Supervisor on all working days, if necessary, along with regular biometric. They are eligible for a total of 15 days leave every semester and a maximum of 30 days in a calendar year, which they shall avail after obtaining permission from the Research Supervisor and HoD. However, those scholars who are availing financial assistance from funding agency shall be governed by the rules of the respective agency. In unavoidable situations like medical emergency, the Vice-Chancellor approval is necessary.

15. CANCELLATION OF REGISTRATION

15.1. The registration of a research scholar who has exceeded the maximum period stipulated for the Ph.D. programme as in Clause 12.4 shall stand cancelled automatically. However, Re-registration will be permitted for extension of one year on the

recommendation of the RAC after satisfying the progress of the work with proper justification. Scholar has to pay re-registration fee addition to regular fee.

15.2. The registration of a research scholar may be administratively canceled by the Dean-Research Studies under the following circumstances:

i. Failure to pay the semester fees within the stipulated time, even after the applicable fine.

ii. Non-submission of progress reports for two consecutive terms or submission of unsatisfactory reports.

iii. Unsatisfactory performance as evaluated by the RAC, leading to a recommendation for cancellation.

iv. Voluntary withdrawal from the program by the scholar, requesting cancellation of registration.

v. Violation of research ethical guidelines by the scholar.

15.3. In all the above cancellation cases, the fees paid by the research scholar shall not be refunded.

16. SUBMISSION OF SYNOPSIS

16.1. A research scholar is eligible to submit the synopsis only after fulfilling the following requirements:

- Successful completion of coursework, as per Clause 10.
- Completion of the minimum duration of the Ph.D. program, with the submission timeline counted from the date of registration.
- Fulfillment of publication and research contribution requirements as outlined in Clause 13.4.
- Completing a pre-synopsis meeting approved by RAC as stated in Clause 13.5.

16.2. The research scholar must present a synopsis seminar before the RAC, which will be open to faculty members and fellow research scholars. Any feedback or suggestions received during this session should be incorporated into the synopsis report.

16.3. Before submitting the final synopsis, the scholar must prepare a draft version of the thesis and obtain approval from the RAC. Within seven days, the approved draft should be submitted to the Dean-Research Studies office for plagiarism, English and format corrections.

16.4. Once the synopsis is approved, the research scholar must submit two (2) hard copies and a soft copy through the Research Supervisor to the CoE office for evaluation. Along with the synopsis, a panel of at least eight external examiners must be proposed, from which the Vice-Chancellor will select two—one from India and one from outside India. The proposed panel must meet the following criteria:

- Four examiners from different states in India.
- Four examiners from foreign countries.
- All examiners should be from academics with a good record of scholarly publications in the field.

16.5. Upon examiners selection, the following procedural steps are being followed by the Office of the CoE after submission of synopsis with concern of the Vice-Chancellor:

16.5.1. The Office of the CoE will send invitations to two external adjudicators—one from India and one from a foreign country—nominated by the Vice-Chancellor from the panel of adjudicators recommended by the RAC to evaluate the thesis. These invitations will be sent 45 days after the receipt of the synopsis. However, if the thesis is submitted within 45 days of the receipt of the synopsis, invitations will be sent immediately to the external adjudicators.

16.5.2. The external adjudicators are expected to confirm their consent for evaluating the thesis within 15 days from the date of receipt of the synopsis. In case of non-response, one more reminder will be sent to the same

adjudicator within a span of 7 days. If an adjudicator still does not respond or declining within this time, the office of CoE will refer the next adjudicator from the approved panel, as nominated by the Vice-Chancellor.

16.5.3. If the second adjudicator also fails to respond or declining, then the office of CoE will refer the next adjudicator from the approved panel, as nominated by the Vice-Chancellor. This process may be continued till the exhaust of all examiners in the approved panel.

16.5.4. In case of all examiners have declined, the Office of CoE will request a new panel of adjudicators to the Research Supervisor—either from India or abroad as recommended by the RAC.

17. SUBMISSION OF THESIS

17.1. The thesis shall report, in an organized and scholarly fashion, an account of original research work of the research scholar leading to the discovery of new facts or techniques or correlation of facts already known (analytical, experimental, hardware oriented etc.,) and demonstrating a quality as to make a definite contribution to the advancement of knowledge as well as the research scholar's ability to undertake sustained research.

17.2. Three copies of thesis shall be prepared in accordance with the format and specifications prescribed. These shall be submitted along with a softcopy within three months from the approval of the Synopsis by the RAC along with three copies of the abstract of the thesis in about 400 words. Under no circumstances, the thesis submission can be delayed except under extra ordinary special circumstances, where an extension of three months may be permissible with the recommendation of the Vice-Chancellor.

17.3. The thesis shall include an undertaking from the research scholar and a certificate of the Research Supervisor (and

Research Co- Supervisor if applicable), to the effect that the thesis is a record of the bonafide research work carried out by the research scholar under his / her supervision and guidance and that the work reported in the thesis has no plagiarism and has not been submitted elsewhere for a degree or diploma.

17.4. Fees shall be paid by the research scholars for every semester till the submission of the thesis.

18. THESIS EVALUATION

18.1. A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism, (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution, and (c) fee receipt of thesis evaluation fee.

18.2. The thesis shall be checked for plagiarism before sending to the adjudicator. The Controller of Examinations shall impose penalty considering the severity of the plagiarism.

i. Level 0: Similarities up to 10%: Minor Similarities, No penalty

ii. Level 1: Similarities above 10% to 40%: Such scholars shall be asked to submit a revised thesis with in a stipulated time period not exceeding 6 months.

iii. Level 2: Similarities above 40% to 60%: Such scholars shall be debarred from submitting a revised thesis for a period of one year.

iv. Level 3: Similarities above 60%: Such scholar registration for that programme shall be cancelled.

Penalty for repeated plagiarism: If a research scholar is found guilty of plagiarism again, the penalty imposed will be one level higher than their previous offense. In cases where the highest level of plagiarism is committed, the corresponding punishment will be enforced.

Penalty for plagiarism discovered after degree or credit award: If plagiarism is detected after a degree or academic credit has already been awarded, the degree or credit will be suspended for a period as recommended by the Research Board and approved by the Vice-Chancellor.

The research work carried out by the research scholar shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusion and recommendations only and shall not have any similarities.

18.2.1. The similarity checks for plagiarism shall exclude the following,

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

ii. All references, bibliography, table of content, preface and acknowledgement.

iii. All generic terms, laws, standard symbols and standard equations.

18.3. The thesis shall be evaluated by at least two external experts/adjudicators—one from India and one from outside India—nominated by the Vice-Chancellor from the panel of adjudicators recommended by the RAC. If deemed necessary, the Vice-Chancellor may also appoint examiners from outside the recommended panel.

18.4. All two examiners are required to submit their reports using the prescribed format provided by the CoE office in consultation with the Vice-Chancellor. After the thesis submission, the Office of the CoE follows the procedure outlined below:

18.4.1. Upon receiving acceptance from the adjudicators, the hard copy of the thesis will be sent to the Indian adjudicator via courier/post, while the soft copy will be sent to the foreign adjudicator via email.

18.4.2. The examiners are expected to submit their reports on the thesis within 60 days from the date of receipt. A notification mail will be sent after 45 days from the date of receipt as a soft reminder to the examiner. If an examiner fails to submit the report within 60 days, two more reminders will be sent in every 15 days.

18.4.3. Even after two reminders, if an adjudicator does not respond or decline, the office of CoE will refer the next adjudicator from the approved panel, as nominated by the Vice-Chancellor. This process may be continued till the exhaust of all examiners in the approved panel.

18.4.4. In case of all examiners have declined, the Office of CoE will request a new panel of adjudicators to the Research Supervisor—either from India or abroad as recommended by the RAC.

18.5. The examiner shall include in the report an overall assessment placing the thesis with one of the following recommendations.

18.5.1. This is highly commended, the public Viva-Voce examination be conducted and Degree may be awarded.

18.5.2. Thesis is commended and Degree may be awarded subject to the candidate furnishing satisfactory clarification to my queries during the public Viva-Voce examination.

18.5.3. Thesis commended and Degree may be awarded subject to the condition that the corrections/ modifications, suggested by me are carried out in the thesis and duly certified by the Supervisor before the public Viva-Voce examination.

18.5.4. Thesis is not commended and Degree may not be awarded and the candidate may be asked to revise and resubmit the thesis on the lines suggested by me.

18.5.5. Thesis may be rejected outright and the Degree may not be awarded.

18.6. In case one of the external examiner's recommendation falls under Clause 18.5.5, the Institution shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

18.7. Individual cases not covered by the above Clauses shall be referred to the Vice - Chancellor. On deemed fit reasons, the Vice- Chancellor shall refer to the Research Board which in turn, shall refer to the Academic council, if necessary.

19. VIVA-VOCE EXAMINATION

19.1. Upon receiving a favorable thesis evaluation report, a pre-viva meeting will be scheduled. During this meeting, the RAC shall recommend a panel of three experts from recognized institutions within India to the Vice-Chancellor. From this panel, the Vice-Chancellor will nominate a subject expert responsible for addressing external examiner queries related to the thesis. Additionally, the RAC will assist in the formation of the Viva-Voce Examination Board. Both viva and pre-viva meetings may be conducted online.

19.2. The Viva-Voce Examination Board shall be constituted by the Vice-Chancellor and will include the Research Supervisor as the convener, the Indian adjudicator of the thesis, and the subject expert nominated as per Clause 19.1.

19.3. The Viva-voice Examination shall be conducted as "Open Defense Type" examination, with a circular communicating the date and venue to all faculty members/ research scholars/other institution 15 days prior to the date of Viva-voce examination preferably. A minimum of ten members excluding the viva-voce examination board member shall be present to the viva-voce examinations.

19.4. On satisfactory completion of viva-voce examination the candidate shall submit a copy of the thesis along with a soft copy in CD ROM duly certified by the Research Supervisor that all the corrections have been duly carried out as suggested by the examiners if any, for INSTITUTION ARCHIVES.

19.5. If the Viva-voce Examination Board reports the performance of the scholar as "not satisfactory" then he/she may opt to reappear for the viva-voce examination at a later date (not later than six months from the date of the first Viva-voce Examination). On the second occasion, the Viva-voce Examination Board shall include one more expert nominated by the Vice-Chancellor.

19.6. If the performance of the scholar in the Viva-voce examination in the second occasion also reported to be "not satisfactory", the Vice-Chancellor, if deems it necessary, shall refer the remarks of the Viva-voce Examination Board, along with the thesis and comments of the Examiners, to a Committee constituted for this purpose and the decision of the Vice-Chancellor shall be final.

20. AWARD OF Ph.D. DEGREE

If the report of the Viva-voce Examination Board is SATISFACTORY, the candidate will be awarded the Ph.D. Degree with the approval of the Executive Council.

21. DISCIPLINE

Every research scholar must maintain disciplined and respectful behavior both within and outside the institution, strictly adhering to the conduct rules in effect at all times. They must refrain from any actions that could tarnish the institution's reputation. The institution upholds a zero-tolerance policy towards ragging and any other form of inappropriate or uncivilized behavior.

To address complaints or grievances from research scholars or supervisors, the Vice-Chancellor will periodically appoint committees to ensure fair resolution.

22. THE ACT OF PLAGIARISM

If a research scholar is found to have copied content from a PG or Ph.D. dissertation, thesis, book, book chapter, or any online source, the scholar's thesis will be canceled, and his/her registration in the program will be revoked. If a supervisor is found to have helped or supported such misconduct, the supervisor's recognition will be withdrawn for five years, and he/she will not be allowed to guide research scholars during this period.

23. DEPOSITORY WITH INFLIBNET

23.1. Following the successful completion of the evaluation process and before announcements of the award of Ph.D. the Institution shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, UGC for hosting the same so as to accessible to all Institutions/ Colleges/ Universities.

23.2. Before the official award of the degree, the institution shall issue a provisional certificate stating that the degree has been granted in compliance with the provisions of the UGC Regulations 2016 or 2020, as applicable, which outline the Minimum Standards and Procedure for the Award of a Ph.D. Degree.

24. AMENDMENTS TO REGULATIONS

The Academic Council may, from time to time, revise, amend or change the regulations, schemes of examination and/or syllabi.
