

**ORDINANCE AND APPLICATION FORM (2019-20)**  
**FOR**  
**DOCTORATE OF PHILOSOPHY**

**1. Short Title, Application and Commencement**

- 1.1 These Regulations shall be called Minimum Standards and Procedure for Award of Ph.D. Degrees Regulations, 2016 of Kurukshetra University.
- 1.2 These Regulations shall apply to Kurukshetra University (established by the State Legislative Act XII of 1956) and its affiliated colleges/institutes/departments.
- 1.3 These Regulations shall come into force from the date of notification by the Kurukshetra University, Kurukshetra.
- 1.4 The Degree of Doctor of Philosophy (Ph.D.) may be awarded in any Faculty of the Kurukshetra University subject to general guidance of the Academic Council and general control of the faculty concerned.
- 1.5 The student registered in Ph.D. Course shall be called as Research Scholar.

**2. Eligibility**

- 2.1 Master's Degree with 55% marks in the main subject (or an examination recognized as equivalent thereto)/allied subject (or an examination recognized as equivalent thereto) **OR** its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed, calculations of marks as per CBCS pattern).
  - 2.1.1 A relaxation of 5% marks of 55% marks (2.75%) i.e. from 55% to 52.25% marks in the aforesaid Degrees is allowed for those candidates belonging to **SC/ST/BC(Block A & B)non-creamy layer/ Differently Abled of Haryana.**
  - 2.1.2 Candidates possessing Degree equivalent to Master's Degree/M.Phil. Degree **of** Kurukshetra University, Kurukshetra from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions shall be eligible for admission to Ph.D. Course. Their admissions shall be governed by the rules applicable for the International students of the Kurukshetra University.
- 2.2 Provided further that a candidate seeking admission on a topic in Classical Indian Philosophy involving some particular Philosophical text in Sanskrit, shall also be required to have passed a Diploma course in Sanskrit if the candidate did not have Sanskrit at B.A. or M.A. Level.
- 2.3 For calculating percentage of marks for Master's Degree in the case of Education and Library & Information Science, marks obtained in B.Ed. + M.Ed (Each one Year Course) and B.Lib.Sc. + M.Lib.Sc. (Each one year course) shall be halved (in old cases, if any).
- 2.4 An applicant who is in employment will submit Application Form through his/her employer. If applicant joins service after submission of Application Form, shall also submit No Objection Certificate (NOC) from his/her employer before his/her enrolment. In case, research scholar joins service after the enrolment in Ph.D. course, he/she will have to submit an application to the concerned Chairperson/Director of the Department/Institute to seek permission from the competent authority of the University, subject to fulfillment of stay condition required under clause 2.8.
- 2.5 The regular or contractual/hired employees (both teaching & administrative staff) who are working in different Institutions/Departments/maintained Colleges on the campus of University as well as in affiliated Colleges of Kurukshetra University and intend to do Ph.D. Course, would be governed by the established rules and regulations, instructions of employment of the Kurukshetra University in addition to fulfillment of the provisions under clause 2.4.

- 2.6 It will be the responsibility of the candidate to ensure his/her eligibility and fulfillment of such other condition(s) as may be prescribed for admission in the rules and regulations of the University. The admission to Ph.D. course will be in order of merit and subject to availability of seat(s) and expert(s) for guidance/supervision in the area of research. Before submission of Application Form, the candidate is required to ascertain these facts from the concerned Department/Institute. Merely qualifying the entrance test will not *ipso-facto* entitle a candidate to get himself/herself enrolled for Ph.D. course in the concerned Department/Institute.
- 2.7. The candidate(s) pursuing M.Phil course, if otherwise eligible, may submit his/her application form for admission to Ph.D. course. The admission of candidate shall be considered provisionally if his/her M.Phil. dissertation has been got evaluated and viva- voce is pending. His/her case for Ph.D. registration will be recommended to the PGBOS of the concerned Department/Institute after viva-voce examination and successful completion of M.Phil. Course.
- 2.8 After approval of the research topic by the concerned Board of Studies, the research scholar shall have to stay for a minimum period of two years (including field work) in the concerned Department/Institute at Kurukshetra University or at Institute recognized by the University (See Appendix) to pursue his/her research work.
- 2.8.1 The Research Supervisor of the Research Scholar shall maintain the attendance record of stay period of the Research Scholar in respective Department/Institute.
- 2.8.2 Fulfillment of stay condition shall be certified by the Research Supervisor of the Research Scholar on the basis of attendance record maintained by the Research Supervisor in the Form for Appointment of Examiners for Verification of Particulars as required under clause 15.5.

### Procedure for Admission

- 3.1 Kurukshetra University shall notify predetermined total seats (*as per clause 8.1*) to be filled up by each Department/Institute on annual basis primarily for exempted category candidates-viz.,UGC/CSIR-NET JRF (*with validity period*) / Teacher Fellowship holder/Inspire fellow (*with validity period*) / GATE (WITH VALIDITY PERIOD)(*with validity period*)/GPAT candidates and remaining vacant seats through Entrance Test. The total notified seats in different subjects shall be maximum 3/4<sup>th</sup> of vacant seats available with each teacher. Schedule of admissions- The total notified seats in different subjects shall be filled up during **a year (January to December)as per following tentative schedule or as decided by the University from time to time:-**

Schedule for admissions to Ph.D. Course	
1) Submission of predetermined seats (subject/specialization and categorywise)	January
2) Notification of seats on website	March
3) Submission of Application forms by exempted category candidates	April
Admission/Enrollment of exempted category candidates	May
4) Schedule of Course work of admitted exempted category candidates (Except M.Phil holder )	July to December
5) Notification of remaining vacant seats out of predetermined seats (subject/specialization and categorywise) for exempted category candidates	June
6) Submission of application forms by exempted category candidates	August
7) Admission/Enrollment for exempted category candidates	September
8) Notification of remaining vacant seats (subject/specialization and categorywise) for Entrance Test	October
9) i) Conduct of Entrance Test ii) Admission/Enrollment of Students through Entrance Test iii) Special Admission drive as per Clause 6.8, if needed.	October
10) Schedule of Coursework of exempted category candidates admitted in September and students admitted through Entrance Test. (except M.Phil. holders)	November-April

- 3.1.1 **The Staff Council of the Department/Institute will recommend the predetermined seats seats (Subject/Specialization and categorywise) for Ph.D. Admission subject to availability of experts for guidance , supervision in the area of research. Harvana State Reservation policy, published by the University in the HBI of the University and instructions from time to time, will apply for deciding category wise seats**

### **3.2 Admission under Exempted category:**

UGC/CSIR-NET JRF (with validity period)/Teacher Fellowship holder/Inspire fellow (with validity period)/GATE (with validity period)/GPAT(with validity period) is eligible to submit the Application Form duly filled in all respects for admission in Ph.D. course under Exempted Category, if otherwise eligible.

- 3.2.1 The admission in Ph.D. Course under exempted category shall be given in order of merit and preference subject to availability of seat(s) and expert(s) for guidance/supervision in the area of research as per clause 5 of the Ph.D. Ordinance.

### **3.3 Admissions through Entrance Test-**

The vacant seats available after admissions under clause 3.2 shall be filled up through Entrance Test. All eligible applicants can take admissions through Entrance Test. Such candidates are required to submit separate application forms duly filled in all respects for Main and Allied Subjects.

- 3.3.1 The admission under- Entrance Test category shall be made in order of merit and preference, subject to availability of seats and experts for guidance /supervision in the area of Research(as per clause 6.15 of the Ph.D. Ordinance)

- 3.3.2 A candidate may apply for admission to Ph.D. Course (through Entrance Test) in not more than two subjects i.e. main subject (in which he/she has passed his/her Master's Degree) and its allied subject, if any. A list of concerned allied subjects duly recommended by the Departmental Research Advisory Committee, Deans' Committee and approved by the Vice-Chancellor shall be placed at the University website.

- 3.4 The admission in Ph.D. Course shall be given to UGC/CSIR-NET JRF (with validity period) / Teacher Fellowship holder/Inspire fellow (with validity period)/GATE (with validity period)/GPAT(with validity period), in order of merit, subject to availability of seat(s) and expert(s) for guidance/supervision in the area of research.

- 3.5 The candidate shall apply online for admission on the University website or in a manner prescribed by the University from time to time.

- 3.6 The Application Forms along with required Entrance Test Fee, shall be submitted online by the last date as notified by the University. After last date, **if permitted** the Application Form can be submitted along with a late fee as prescribed and notified by the University.

- 3.7 The Application Form for admission to Ph.D. Course where result of qualifying exam has been declared late, the candidate may submit a copy of Detailed Marks Card (DMC) of main/allied subject with grand total or copy of any other required document as per schedule notified, failing which his/her Application Form for admission to Ph.D. course will not be considered

### **4. Duration**

- 4.1 Ph.D. course shall be for a minimum duration of **three** years including coursework and a maximum of **six** years.
- 4.2 Every research scholar shall submit his/her thesis within a period of **six** years from the date of his/her enrolment for Ph.D. Course, but not before **three** years including coursework. If a research scholar fails to submit his/her Thesis within a period of **six** years, his/her registration will stand automatically cancelled (subject to clauses 4.3, 4.4& 4.5).

- 4.3 The period of **six** years for submission of Ph.D. thesis by a research scholar may be extended, *in exceptional cases*, for a maximum of **one** year by the Vice-Chancellor on the recommendations **of the Standing Committee which will consider the recommendations** of the Research Supervisor(s) and the Departmental Research Advisory Committee, with an extra fee as prescribed and notified by the University. Thereafter, no extension of period for submission of Ph.D. thesis in any case shall be allowed.
- 4.4 The woman or disabled (more than 40% disability) research scholars may be allowed relaxation of **two** years for Ph.D. Course in the maximum duration of **six** years **by the Vice-Chancellor** on the recommendations **of the Standing Committee which will consider the recommendations** of the Research Supervisor and Departmental Research Advisory Committee.
- 4.5 The woman research scholar may be allowed Maternity Leave/Child Care Leave once availed in the entire duration of Ph.D. Course for upto 240 days which shall not be counted in the stipulated period of **six** years for submission of Ph.D. thesis, subject to production of maternity certificate from a registered Nursing Home/Govt Hospital and the Child Care Leave may be allowed to the woman research scholar for her child upto the age of 10 years on valid grounds with documentary proof.
- 4.6 In case of relocation of woman research scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate or vice-versa, provided all the other conditions in these regulations are followed in a letter and spirit and the research work does not pertain to the project secured by the parent institution/research supervisor from any funding Agency. The research scholar will, however, give due credit to the parent Research Supervisor and the institution for the part of research work already done. The submission of thesis by the research scholar shall be as per provisions of Ph.D. Ordinance of KUK.

## **5. Admission of exempted category candidates**

- 5.1 The exempted category shall be open to UGC/CSIR-NET JRF (with validity period) / Teacher Fellowship holder/Inspire fellow (with validity period)/GATE (with validity period/ GPAT(with validity period)candidates.
- 5.2 Criteria for preparation of merit list for Admission
- 5.2.1 Percentage of marks in qualifying Main Master's Degree : 100%  
However preference will be given in the following order:  
(i) UGC/CSIR-NET JRF(with validity period ) candidates /Teacher Fellowship Holder/Inspire Fellow(with validity period)  
(ii) GATE (with validity period)/GPAT(with validity period)
- 5.2.2 In case of common UGC/CSIR-NET JRF(with validity period ) candidates preference shall be given as :-  
(i) Percentage of marks in qualifying Master's Degree- 100% for admission in main subject  
(ii) Percentage of marks in qualifying Master's Degree- 90% for admission in other subject
- 5.3 The candidates who have qualified the common UGC/CSIR-NET JRF (with validity period) / Teacher Fellowship holder/Inspire fellow (with validity period) /shall be eligible for admission in all the all common subjects under exempted category.
- 5.4 All fellowship holders under UGC/CSIR- NET JRF candidate/Teacher fellowship holder/Inspire fellow (with validity period)GATE (WITH VALIDITY PERIOD)GPAT(with validity period) is required to give an Undertaking at the time of enrolment to Ph.D. Course that he/she will join for Fellowship after enrolment, failing which his/her admission will be cancelled by the concerned Chairperson/Director of Department/Institute.
- ## **6 Admission through Entrance Test**
- 6.1 Kurukshetra University shall hold the Entrance Test of main subject and allied subject as per schedule notified every year.

- 6.2 The Controller of Examinations will conduct the Ph. D. Entrance Test. A common examination centre will be created in the University by the Controller of Examinations for all the Departments/Institutes. Examination of Entrance Test will be held as per schedule notified by the University.
- 6.3 The Entrance Test Paper will consists of Objective type questions as per following scheme

<u>Paper</u>	<u>Marks</u>	<u>Number of questions</u>	<u>MCQ</u>	<u>Total duration</u>
<u>I</u>	<u>200</u>	<u>100</u>	<u>The syllabus of the Entrance Test shall consist of upto 50% of Research methodology and remaining shall be subject specific.</u>	<u>02 hours without any break.</u>

**Note: For each correct response the candidate will get 2 marks. There shall be no negative marks for incorrect response. No marks will be given for unanswered questions**

- 6.4 The Departmental Research Advisory Committee shall recommend and supply to the Controller of Examinations, a panel of 10 external experts along with a copy of the syllabi of the concerned subjects. Two question papers will be got prepared by the Controller of Examinations from the Expert(s) as approved by the Vice-Chancellor
- 6.5 Setting of question paper of the of Ph.D. Entrance Test will be based on the syllabi as approved by the Departmental Research Advisory Committee of the concerned Department/Institute and syllabus shall be placed on the website of University.
- 6.6 The candidate will be required to secure 50% marks in Entrance Test for being eligible for admission to Ph. D. course.

**Provided a relaxation of 5% marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/BC( Block A&B) (non-creamy layers)/Differently-abled category of Haryana in the entrance examination conducted by the Universities. Provided further, that, if in spite of the above relaxation, the seats allotted for SC/ST/( Block A&B) (non-creamy layers)/Differently-abled categories remain unfilled, the University shall launch a Special Admission Drive, for that particular category within one month from the date of closure of admissions of General Category.**

- 6.7 Evaluation of **Entrance Test** will be got done by a committee consisting of the concerned Chairperson/Director of the Department/Institute, Controller of Examinations or his nominee and one member to be nominated by Vice-Chancellor.
- 6.8 Result of Entrance Test shall be notified by the Controller of Examinations on the website of Kurukshetra University.
- 6.9 The examination fee for Entrance Test will be as determined and notified by the University from time-to-time.
- 6.10 There will be no provision for re-evaluation of answer books for the paper of Ph.D. Entrance Test.
- 6.11 Criteria for preparation of merit list for Admission in respect of Entrance Test category
- |          |                                                                                                            |            |
|----------|------------------------------------------------------------------------------------------------------------|------------|
| 6.11.1   | Percentage of marks in qualifying examination                                                              | : 50%      |
| 6.11.2   | Percentage of marks in qualifying Entrance Test                                                            | : 50%      |
| 6.11.3   | Total marks of above percentage                                                                            | : 100      |
| 6.11.4   | Weightage (in addition to 100 marks)                                                                       |            |
| 6.11.4.1 | JRF in main subject/Inspire Fellow(with valid Fellowship)/Teacher Fellowship Holder (with validity period) | : 20 Marks |
| 6.11.4.2 | NET/SLET /M.Phil. Degree holder/ in Main Subject /GATE (with validity period)/GPAT(with validity period)   | : 15 Marks |
| 6.11.4.3 | NET/SLET/M.Phil Degree in allied subject                                                                   | : 10 Marks |
| 6.11.4.4 | Qualifying Examination from K.U.K.                                                                         | : 5 Marks  |

- 6.11.4.5 Regular/Approved Teacher of Kurukshetra University OR its affiliated Govt./Govt. added College/Self-Financing affiliated Colleges : 5 Marks  
(1 mark per year for consecutive teaching experience upto maximum of 5 marks shall be given)
- 6.11.4.6 Regular Scientist of National Research Laboratory : 5 Marks  
(approved by Govt. of India/State Govt.)

## **7. Departmental Research Advisory Committee (DRAC) and its functions**

7.1 The Departmental Research Advisory Committee shall consist of:

7.1.1 The Chairperson/Director and all the Professors **of the** Department/ Institute  
*OR*

The Chairperson/Director and three senior most teachers having Ph. D. degree, in case the number of Professors in the Department/Institute is less than three. If the required number of teacher(s) is not available in the Department/Institute, the Chairperson/Director of the Department/ Institute may recommend the name(s) of eligible teacher(s) from the allied/related subject(s) from within the University Teaching Department(s)/Institute(s) as member(s) of Departmental Research Advisory Committee for approval of the Vice-Chancellor.

- 7.2 DRAC shall scrutinize the application forms, prepare merit list/ admission list in accordance with the provisions of the Ph.D. Ordinance for notification by the Chairperson/ Directors of the UTDs/Institutes
- 7.3 DRAC shall recommend a list of allied subjects for Ph.D. admissions through Entrance Test
- 7.4 DRAC will frame the syllabi for Entrance Test. The Syllabi shall be based on compulsory (main) subject as for Master Degree of Kurukshetra University.
- 7.5 The DRAC will scrutinize the applications of the enrolled students through counselling to allot the eligible research supervisor(s) on merit and based on the area of Research Work for Coursework mentioned in the application form of the applicant. The DRAC shall consider the following aspects, viz. whether:
- 7.5.1 the candidate possesses the competence for the proposed research;
- 7.5.2 the research work can be suitably undertaken at the Department/Institute;
- 7.5.3 the proposed area of research can contribute to new/additional knowledge.
- 7.6 To periodically review and assist in the progress of the research work of the research scholar
- 7.7 To review the research proposal and finalize the topic of research.
- 7.8 To guide the research scholar to develop the study design and methodology of research, and identify the course(s) that he/she may have to do.
- 7.9 The DRAC shall invite Research Supervisor **of the Research Scholars** where the matter of his/her Research Scholar is involved.

## **8. Process of Admissions**

- 8.1 The reservation shall be applicable for admission in Ph.D. course as per State reservation policy published in the University HBI/Prospectus and the instructions issued from time to time by the Govt. of Haryana while preparing the merit list. Each Department/Institute of Kurukshetra University will maintain the roster of reservation of seats category-wise in fraction in Roster Register.
- 8.2 Process of admissions in Ph.D. course shall be completed as per schedule notified by the University. No admission shall be allowed after the last date notified for admission in Ph.D. course. However, Vice-Chancellor may allow admission in Ph.D. course in exceptional case on the recommendations of Standing Committee constituted by the Vice-Chancellor.

## **9. Enrolment/Registration**

- 9.1 The candidate who falls in merit list for admission to Ph.D. course in the concerned Department/Institute shall be permitted to deposit his/her enrolment fee as prescribed by the University.

- 9.2 The candidate shall be considered enrolled provisionally for Ph.D. course from the date of deposit of the enrolment fee. The date of provisional enrolment will be considered as the date of provisional Registration of a research scholar in the concerned Department/ Institute. However, provisional enrolment/registration to Ph.D. course of a research scholar may be cancelled at any stage, if he/she is found ineligible for admission to Ph.D. course.
- 9.3 The provisional registration of the research scholar shall be finally approved by the respective Board of Studies of the Department/Institute on fulfillment of the conditions laid down in the Ph.D. Ordinance.

#### **10. Allocation of Seats, Research Supervisors Area and title of Research**

- 10.1 Applications of candidates regarding proposed area of research after qualifying the Ph.D. coursework and of those exempted from Ph.D. coursework will be placed before the Departmental Research Advisory Committee for examining through seminar and counselling to test the applicants to probe their knowledge in area to determine their suitability and satisfy itself that the proposed area can be pursued for research by the applicant under the supervision of the Institute/Department. The applicant (s) will submit a copy of synopsis of proposed research plan for Ph.D. Course at the time of Pre-Registration Seminar. **The final title of thesis is to be allotted as per clause 15.4**

The allocation of seats with the Research Supervisors will be as per number of seats available with them in view of the available laboratory/infrastructure, specialization among the eligible research supervisors, and the research interest of the research scholar as indicated during counselling by the research scholar. The Supervisor be allotted within a month from the date of enrolment of Research Scholar. DRAC shall recommend/forward the application(s) along with the name of Research Supervisor(s) allotted to the applicant and the area topic of research to the Board of Studies within ten days after passing the course work. The presence of the Dean of Faculty concerned or Dean, Research and Development or Dean, Academic Affairs or their nominee shall be necessary when a pre-registration seminar is conducted.

- 10.2 The Post-graduate Board of Studies shall decide the case of registration as it deems fit and shall approve the topic of research and the name of the Research Supervisor(s) recommended by the Departmental Research Advisory Committee either from the Department/Institute of the University or from a recognized College of Kurukshetra University. If DRAC considers appropriate to appoint a Research Co-Supervisor in the research/ academic interest of the research scholar, the reason for recommendation of Research Co-Supervisor will be recorded in the proceedings.
- 10.3 The concerned Department/Institute shall maintain the list of all the Ph.D. registered research scholars on the website of Kurukshetra University on year basis. The list shall include the name of the registered research scholars, topic of his/her research, name of research supervisor/co-research supervisor, date of enrolment/registration.
- 10.4 The research scholar shall submit her/his synopsis in the language in which he/she will submit his/her thesis. PG Board of Studies shall approve the topic of Research in English language and Hindi Language or the language in which thesis is to be submitted.
- 10.5 The research scholar exempted from coursework shall submit synopsis to deliver pre-registration seminar within 3 months after his/her enrolment in the Ph.D. course, failing which his/her enrolment to Ph.D. course shall be cancelled.
- 10.6 The research scholar undergoing coursework shall submit synopsis to deliver pre-registration seminar within 3 months on qualifying his/her course work, failing which his/her enrolment to Ph.D. course shall be cancelled.
- 10.7 The Post-graduate Board of Studies may allow a title of Research Scholar to be modified upto two years from the date of initial its approval.
- 10.8 No research scholar shall join or continue any other course of study or appear at any examination after his/her enrolment to Ph.D. course till submission of the Ph.D. thesis. The Vice-Chancellor may, however, allow a research scholar to appear in an examination or to attend a course in the University which is conducive to his or her research and is of minor nature, including improvement of any previous result.

## 11. Scheme of Ph.D. Coursework

11.1 The Ph.D. coursework is compulsory for all the Research Scholars (except M.Phil. students exempted as given in Clause 11.11). They shall be required to undertake specified Ph.D. coursework which will be for a minimum period of one semester and will commence as per schedule notified by the University.

11.2 The Ph.D. coursework is a full time course. 75% attendance for the Ph.D. coursework will be compulsory during the whole semester. No exemption in minimum required 75% attendance will be admissible in the Ph.D. coursework.

11.3 If a research scholar fails to attend his/ her classes continuously for seven days from the date of commencement of the Ph.D. coursework classes, his/her admission shall be cancelled. His/her admission will be revived only once on the recommendations of the Departmental Research Advisory Committee only in the following week of his/her absence on the request of the student to the concerned Chairperson/Director, giving valid reason of absence with documentary proof along with a fine of Rs.1000/-.

11.4 If found necessary, Ph.D. coursework may be carried out by a Research Scholar in a sister Department/Institute of the faculty or a National Laboratory/ Organization on the recommendations of the Departmental Research Advisory Committee and approval of the Vice-Chancellor provided that Syllabus and Scheme of Course Work are similar or equivalent to the course work of parent Department/ Institute. Due credit will be given to the research scholar concerned. The concerned research scholar shall submit the documents relating to qualify the said Coursework.

11.5 On fulfillment of the condition of attendance, the Research Scholar will qualify for the Ph.D. coursework examination. The Scheme of Ph.D. Coursework Examination shall be as under:-

11.5.1 Syllabus and other details for the Ph.D. coursework test shall be framed by the Departmental Research Advisory Committee.

11.5.2 Examination and evaluation of the Ph.D. coursework will be conducted by the concerned Department/Institute

11.6 There will be *three* papers having 4 credits (100 Marks) each as under:

Paper-I Research Methodology : 4 credits (100 Marks)

Paper-II Subject Elective: 4 credits (100 Marks)

Paper-III Term Paper : 4 credits (100 Marks)

Paper-III Term Paper will comprise of the following two activities:

Seminar in the thrust area(s) of the research work: 2 credits(50 Marks)

Research assignment/ literature/survey, etc. : 2 credits(50 Marks)

Marks will be converted into letter grade and grade point as per following table:

Marks	Letter Grade	Grade Point
85-100	O	10
75-84	A+	9
65-74	A	8
55-64	B+	7
50-54	B	6
41-49	C	5
40	P	4
Less than 40	F	0



Example to calculate the Grade Point Average (GPA)

	<b>Credit</b>	<b>Letter Grade</b>	<b>Grade Point</b>	<b>Credit Point</b>
Paper-I: Research Methodology	4	A	8	4×8 = 32
Paper-II: Subject Elective	4	A+	9	4×9 = 36
Paper-III: Term Paper	4	B+	7	4×7= 28
Total	12			96

GPA:96/12

A candidate requires minimum grade point of 6 in each paper and minimum GPA of 7 to qualify the course work.

- 11.7 Paper setting, conduct of examination and evaluation of Paper-I (Research Methodology) and Paper-II (Subject elective) will be carried out by the Departmental Research Advisory Committee
- 11.8 There will be no written test of Paper-III (Term Paper). However, the evaluation of Seminar and Research Assignment/literature/survey etc. will be done by the Departmental Research Advisory Committee.
- 11.9 A Research Scholar has to obtain a minimum of 55% of marks or its equivalent grade (as per CBCS pattern implemented w.e.f. the academic session 2016-17) in the Ph.D. coursework in order to become eligible to continue the Ph.D. course.
- 11.10 In case, a research scholar fails in the Ph.D. coursework, he/she shall be given only one more chance to appear in the re-examination of Ph.D. coursework which shall be held after a gap of 3 months from the date of declaration of the result of Ph.D. coursework. In case, if a research scholar fails to qualify again in the re-examination, his/her admission shall stand automatically cancelled. A candidate failing to attend coursework will have to seek admission afresh.
- 11.11 Candidates who have passed M.Phil. course as a regular student and their dissertation has been evaluated and whose admission in M.Phil. course was through Entrance Test and the Coursework was prescribed at M.Phil. level, would be exempted from the Ph.D. coursework in the Main Subject only. No exemption from coursework is allowed to the such M.Phil candidates in allied subjects.
- 11.12 Candidates who have obtained M.Phil degree through Distance Education mode are not exempted from the Ph.D. coursework.
- 11.13 The regular employee of Kurukshetra University or its affiliated College or any other outside organization is required to take leave for the entire duration of Ph.D. coursework as it is a full time Course. Such candidate is required to submit “No Objection Certificate” from his/her respective organization at the time of submission of application form and shall also submit proof of leave sanctioned to him/her before joining Ph.D. coursework to the concerned Department/Institute of Kurukshetra University in addition to fulfillment of stay condition of the Research Scholar mentioned under clause 2.8.
- 11.14 The contractual/hired employee (both teaching & administrative staff) of Kurukshetra University or its affiliated College or any other outside organization/outourcing Agency cannot pursue the Ph.D. coursework simultaneously with his/her contractual/hired job.
- 11.15 The compliance of above rules is to be ensured by the concerned Chairpersons/ Directors of the Departments/Institutes of Kurukshetra University.

## 12. Research Supervisor/Co-Research Supervisor

- 12.1 Only a full time regular teacher of Department/Institute of the Kurukshetra University and its affiliated College can act as a Research Supervisor. The external Research Supervisors are not allowed. However, Research Co-Supervisor can be allowed in inter-disciplinary areas from other department/institute/college of the Kurukshetra University or from other related organizations/research institutions with the approval of the Departmental Research Advisory Committee. The external Research Co-Supervisor should be in regular service and a scholar of eminence.
- 12.2 Prior consent of the Research Co-Supervisor alongwith No Objection Certificate from the respective Head of the Department/Institution shall be submitted by the Research Supervisor of the University to the concerned Chairperson/Director of the Department/Institute of the University before registration of the Research Scholar.
- 12.3 Where the Research Supervisor of the research scholar has active service of less than 1 year, he/she may be allowed to supervise fresh scholars along with Research Co-Supervisor from the concerned Department/Institute. No fresh registration is allowed after superannuation of a teacher.
- 12.4 If a Research Supervisor proceeds on leave for a period exceeding six months, he/she will recommend another teacher as Research Supervisor/Research Co-Supervisor to supervise the work of his/her research scholar(s). The Chairperson/Director of the Department/Institute will get it approved in the next meeting of Board of Studies.
- 12.5 Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the institution may relax the above condition for recognition of a person as Research Supervisors with reasons recorded in writing.
- 12.6 The full time regular teachers working in the Govt/Govt Aided Colleges affiliated to Kurukshetra University other than Science **and Engg.** stream having 5 years teaching experience of UG/PG classes and publications in the referred Journals having ISSN number (Associate/Assistant Professor at least 2) will be eligible to supervise Research Scholars. In the Science **& Engg.** stream co-supervision shall be allowed to college teacher.
- Provided that in area/discipline where there is no or only a limited number of refereed journals, the concerned Department/Institute may relax the above condition for recognition of a teacher as Research Supervisor with reasons recorded in writing.
- 12.7 The teacher of the recognized college willing to supervise Research Scholar shall submit his/her request along with bio-data with details of teaching experience/ research work/ publications duly recommended by the Principal of the college concerned that the college will provide necessary infrastructure, library and laboratory facilities to the research scholar, to the concerned Chairperson/Director of the Department/Institute.
- 12.8 The Departmental Research Advisory Committee will consider and recommend the application of the teacher concerned for inspection of the college by the Standing Committee consisting of Dean, Research and Development or his nominee, Dean of the Faculty concerned and the Chairperson/ Director of the Department/Institute. The committee shall submit its report to the Vice-Chancellor for approval. Inspection Fee of Rs. 1000/- per member, TA/DA of the members will be paid by the aided college(s) as per rates approved by the University. After the approval of the Vice-Chancellor, the case concerning supervision of Research Scholars by the teachers of that college shall be placed before the PGBOS for consideration.
- 12.9 A confirmed regular teacher (if he/she possesses a Ph.D. degree) may supervise the research scholars at a time as under:

Designation	No. of Research Scholars
Asst Professor	04
Associate Professor	06
Professor	08

12.9.1 Seats shall not be halved where Co-Supervision is allowed

12.10 The change of Research Supervisor of a Research Scholar shall be allowed before the completion of his/her research work:

12.10.1 The Research Scholar or Research supervisor will make a representation to the concerned Chairperson/Director of the Department/Institute, who will put the matter before the Departmental Research Advisory Committee for decision.

12.10.2 If the Research Supervisor of a Research Scholar has expired or leaves the service of Kurukshetra University before completion of the research work.

OR

If the Research Supervisor is unable to supervise the research work of Research Scholar or it becomes impossible for a Research Scholar to continue his/her research work with the Research Supervisor in case of extreme hardships/circumstances or on valid/genuine grounds.

OR

If both the Research Supervisor and the Research Scholar submit mutual consent in writing on valid/genuine reasons.

12.10.3 The Vice-Chancellor may allow the change of the Research Supervisor in the above cases where the change of Research Supervisor is in the interest of completion of research work of the Research Scholar on the recommendations of the Departmental Research Advisory Committee.

### **13. Presentation of Seminars and Submission of Progress Reports**

13.1 The research scholar shall present his/her work at three open seminars after his/her registration. 1<sup>st</sup> seminar may be held after one year gap from the date of recommendations of the research topic by the PGBOS and 2<sup>nd</sup> seminar may be held after nine months from the 1<sup>st</sup> seminar. The research scholar shall submit a written application to the concerned Chairperson/Director of the Department/Institute for 3<sup>rd</sup> Seminar (pre-thesis submission seminar) at least one month before the submission of Ph.D. thesis/last date for submission of Ph.D. thesis recommended by his/her Research Supervisor alongwith a Certificate issued by his/her Research Supervisor stating therein that the stipulated period of stay as required under clause 2.8 of the Ph.D. Ordinance has been fulfilled by the research scholar and the Department/Institute shall conduct the 3<sup>rd</sup> pre-submission Seminar of Ph.D. thesis within 15 days from the date of receipt of the Application from the research scholar.

13.2 The research scholar shall make a presentation of his/her research work in the Department/Institute which may open to all the faculty members and research scholar(s). Research Scholar may submit his/her Ph.D. thesis after considering the suggestions given in pre-submission seminar in consultation with his/her Research Supervisor.

13.3 The presence of Dean of concerned Faculty or Dean, Research and Development or Dean, Academic Affairs or his/her nominee shall be necessary in pre-submission seminar of Ph.D. thesis.

13.4 The Dean of concerned Faculty shall conduct the seminar within 10 days from the date of request acknowledged from the Chairperson/Director of the concerned Department/ Institute. In case of non-conducting of seminar within the stipulated period, Dean Research and Development or Dean, Academic Affairs shall conduct the seminar.

13.5 A research scholar shall submit a hard copy of **annual** progress report recommended by his/her research supervisor to the Chairperson/Director of the Department/Institute on annual basis to be placed before the Departmental Research Advisory Committee for evaluation and further guidance. A copy of the annual progress reports shall be placed in the meeting of PGBOS for approval.

- 13.6 If the work of research scholar is found unsatisfactory at any stage as reported by the Research Supervisor(s), the Departmental Research Advisory Committee shall give him or her an opportunity to explain his/her position and make suitable recommendation including the cancellation of his/her Ph.D. registration. The Post-graduate Board of Studies may recommend for cancellation of his/her admission to the appropriate bodies of the University.
- 15.4 The title of the Ph.D. thesis of the Research Scholar on the recommendations of the Research Supervisor and DRAC shall be approved by the PGBOS of the concerned Department/Institute within three years of the date of registration.

#### **14. Scholarship/Fellowship**

- 14.1 A research scholar enrolled for Ph.D. course may obtain scholarship/Fellowship by the University/other agency provisionally and the payment of scholarship/ Fellowship shall be released after his/her case is recommended by the P.G.B.O.S. of the Department/Institute for registration in Ph.D. course.
- 14.2 URS/JRF Research Scholar/Teacher Fellowship Holder/ Inspire fellow (with validity period)/ GATE (with validity period)/GPAT(with validity period)enrolled for Ph.D. course will be considered for award and payment of scholarship/Fellowship by the Scholarship Branch of the University as per existing rules of scholarship/Fellowship.

#### **15. Submission of Ph.D. Thesis**

- 15.1 Every Thesis shall be a piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts. In either case, it shall evince the capacity of the research scholar for critical examination and judgment. The literary presentation of the Thesis should be of a high standard i.e. concise, laid out logically and in proper sequence, far from grammatical and typographical errors and referenced properly.
- 15.2 The research scholar may incorporate in Thesis the contents of any work that he/she may have published on the subject but shall declare this fact in the Thesis. However, he/she shall not submit in Thesis any work for which a degree has already been conferred on him/her by any University/Organization.
- 15.3 The Research Scholar in the Science Faculties may incorporate in the Thesis any indigenous development of equipment, apparatus or technique that is not commercially available in the country at the time.
- 15.4 The title of the Ph.D. thesis of the Research Scholar on the recommendations of the Research Supervisor and DRAC shall be approved by the PGBOS of the concerned Department/Institute within three years of the date of registration.

Minor changes in the title may be allowed by PGBOS on the recommendations of supervisor and DRAC at least 1 year prior to the date of submission of Ph.D. thesis.

- 15.5 The Research Scholar shall be allowed to submit his/her Thesis only after he/she has published one research paper in a Referred Journal. The research paper in question should be related to research work reported in the Thesis. He/she shall make two papers presentations in conferences/ seminars/symposia/ workshop/colloquium and the research scholar shall produce evidence for the same in the form of certificates and/or reprints in the Departments/Institutes concerned. He/she shall submit a certificate on the prescribed format in respect of the above, issued by the Research Supervisor and Chairperson/Director of the Department/Institute along with form for appointment of examiners for verification of particulars (2 sets) filled in by the research scholar shall be sent to the Ph. D. (Registration) Section preferably 10 days before the submission of Ph.D. thesis.
- 15.6 The research scholar shall also submit a summary of the Ph.D. thesis in about 500 words indicating how far the Ph.D. thesis embodies the result of his/her own research or observations and in what respect his/her investigation appears to advance his/her study of the subject of his/her Ph.D. thesis to the concerned Chairperson/Director of the Department/Institute. When a research scholar is ready to submit his/her Ph.D. thesis for evaluation, he/she shall obtain a certificate from his/her Research Supervisor to this effect and shall apply to the Chairperson/ Director for appointment of his/her Examiner enclosing an abstract of his/her Ph.D. thesis including the table of contents.

- 15.7 The Research Scholar shall be liable to submit his/her thesis following the rules and regulations of Academic integrity and prevention of Plagiarism in Kurukshetra University and they shall also follow the instructions strictly to be issued from time to time in this regard by the University.
- 15.8 The Research Scholar shall get a report with regard to Plagiarism free thesis as per rules and regulations of Academic integrity and prevention of Plagiarism in Kurukshetra University and append the report in his /her Ph.D. thesis before submission of Ph.D. theses.

#### **16. Evaluation of Ph.D. Thesis**

- 16.1 The Departmental Research Advisory Committee will draw a list of 8 numbers of examiners keeping in view their specialization for the consideration of the Post-graduate Board of Studies. The examiners recommended shall be either Professors or persons of eminence or persons holding equal status and their specialization shall be relevant to the topic of the Ph.D. thesis. The Post-graduate Board of Studies shall recommend a panel of 8 examiners in the field for appointment as evaluators for each Ph.D. thesis.
- 16.2 In addition to the above, if the Board of Studies feels that the panel should consist of more than 8 examiners it may recommend additional name(s). The panel of examiners recommended by the PGBOS shall be valid for nine months from the date of the meeting of the PGBOS. On expiry of the same, it will be re-considered by the PGBOS on the request of the research scholar duly recommended by his/her Research Supervisor.
- 16.3 After fulfillment of the conditions of submission of Ph.D. Thesis by the Research Scholar, the concerned Chairperson/Director of the Department/Institute shall send the Thesis to the Conduct Branch of the University for evaluation of Ph.D. thesis of the Research Scholar.
- 16.4 The Thesis shall be finally referred to two examiners selected by the Vice-Chancellor from the panel drawn by Post-graduate Board of Studies out of which one shall be out of state.

- 16.5 The examiner (s) will state categorically in their reports whether in his/her opinion:

Thesis should be accepted for the award of Ph.D. Degree;

*OR*

It should be referred back to research scholar for presenting it again in revised form;

*OR*

It should be rejected

- 16.6 The examiner(s) shall state reasons for approval or resubmission of the Thesis. If he/ she recommends resubmission, he/she shall specifically indicate what modifications he/she wants from research scholar to effect and incorporate in the Thesis.
- 16.7 The examiner for a thesis shall indicate in his/her report whether the Thesis is fit for publication in its original or modified form. In the latter case, examiner shall make definite suggestions for improvement.
- 16.8 If the examiners recommend the award of Degree, they may also give in their report a set of questions, which they would like to put to the research scholar at the time of viva-voce.
- 16.9 If the examiner(s) recommends resubmission with some modifications in the Ph.D. thesis, the research scholar shall be asked to modify the Ph.D. thesis and resubmit the same only once within 6 months, after having carried out all the modifications with a certificate from the Research Supervisor that all the modifications have been carried out.
- 16.10 A resubmitted Thesis shall be examined by the examiner(s) who evaluated the original thesis unless any of them is unable or unwilling to do so. In such case substitute(s) shall be appointed from the panel by the Vice-Chancellor. The examiner(s) for the revised thesis will only see whether the objections raised have been met or not.

- 16.11 If one out of two examiners recommends the thesis as rejected, the thesis shall be sent to third examiner for evaluation. The decision of the two examiners out of three shall be considered. A research scholar whose Thesis is rejected by two examiners shall not be awarded Ph.D. degree. However, the research scholar may apply afresh for admission to Ph.D. course.
- 16.12 The entire process of evaluation of Ph.D. thesis shall be completed within a period of 6 months from the date of submission of Ph.D. thesis by the Research Scholar in the concerned Branch of the Kurukshetra University.
- 16.13 Remuneration payable to each examiner shall be paid as laid down by the University.

### **17. Conduct of Viva-Voce**

- 17.1 Names of only those examiners shall be recommended who are known to be physically fit and are able to undertake a journey for the conduct of Viva-Voce, if invited.
- 17.2 If two of the examiners recommend award of the degree, the research scholar shall be examined through Viva-Voce examination by one of the examiner, to be nominated by the Vice-Chancellor. If both examiners are unable or unwilling to conduct the Viva-Voce examination, another name will be picked up for the purpose by the Vice-Chancellor from the panel already approved by the Post-graduate Board of Studies.
- 17.3 The Viva-Voce examination shall be conducted by the external examiner and will be held in the concerned Department/Institute at Kurukshetra University unless ordered otherwise by the Vice-Chancellor. The date, time and the subject of the Thesis shall be notified by the concerned branch to the various Departments/ Institutes of the faculty concerned including the Research Supervisor and the Research Scholar. It will be the privilege of only the external examiner conducting the Viva-Voce to ask the questions to the research scholar. However, after the completion of formal viva the relevant clarification/discussion, if any, may be held which will not be part of the Viva-Voce examination.
- 17.4 The Research Scholar will have to present himself/herself for the Viva-voce examination when fixed by the University failing which he/she will be declared ineligible for the award of Degree. However, in case the research scholar is unable to attend the Viva-Voce on the fixed date for any unavoidable reason, the Controller of Examinations on a request by the research scholar in writing with a fee as prescribed by the University can allow one time postponement of the date upto a maximum period of three months from the date previously fixed by the University failing which the research scholar will be declared ineligible for the award of Degree. In case the examiner has turned up for viva of the said research scholar on the fixed date, the total expenditure on TA/DA will be charged from the research scholar upto the next rounding figure of Rs.100/- on higher side.
- 17.5 In case any Research Scholar appears for his/her Viva-Voce Examination but fails in Viva-Voce, in such cases second examiner may be called for conducting the Viva-Voce examination after giving three month's time to the research scholar to prepare himself/herself. The report of Viva of second examiner will be taken as final.

### **18. Award of Ph.D. Degree**

- 18.1 The thesis evaluation and viva-voce reports of examiners shall be placed before the Research Degree Committee consisting of the Vice-Chancellor, the concerned Dean of the Faculty and Chairperson/Director of the Department/Institute to consider the reports and to recommend to the Vice-Chancellor whether:
- 18.2 The absence of the concerned Dean and/or the Chairperson/Director of the Department/Institute at the meeting of the Research Degree Committee shall not vitiate its proceedings. However, the Vice-Chancellor may co-opt an expert in the subject, if considers it necessary.
- 18.3 The University shall issue a provisional certificate certifying to the effect that the degree has been awarded in accordance with the provisions of Regulations of the U.G.C.
- 18.4 Award of degrees to Research Scholars registered for the Ph.D. course shall be governed as per provisions of Minimum Standards and procedure for Awards of Ph.D. Degree Regulations of Kurukshetra University, Kurukshetra applicable to them at the time of their enrolment to Ph.D. course.

- 18.5 If the Ph.D. degree is awarded by a Foreign University, the Kurukshetra University considering such a degree shall refer this issue to a Standing Committee constituted by the Vice-Chancellor for the purpose of determining the equivalence of the degree awarded by the foreign University.

### **19. Publication of Ph.D. Thesis**

- 19.1 No Thesis shall be published without the prior permission of the University.
- 19.2 The research scholar may apply to the concerned Chairperson/Director of the Department/Institute for permission to publish his/her Thesis within five years from the date of award of the Ph.D. Degree.
- 19.3 The Chairperson/Director of the Department/Institute shall satisfy himself/herself that the Thesis is in publishable form. He/she will be guided by the reports of examiners. A certificate will be obtained from the Research Supervisor to the effect that necessary improvements as suggested by him/her and the examiners have been properly carried out. After that, the Chairperson/Director of the Department/Institute concerned shall be requested to get necessary recommendations of the Board of Studies of the Department/Institute in this regard. The recommendations of BOS shall be got approved from the Vice-Chancellor.

### **20. Withdrawal of Ph.D. Degree**

- 20.1 The Academic Council of Kurukshetra University on the recommendation of the Vice-Chancellor shall have the right to withdraw the Ph.D. degree awarded to the research scholar if plagiarism or duplication or any other form of malpractice is detected at any stage, and to initiate such further action against him/her as it deems appropriate.

Provided that the Vice-Chancellor shall get the complaint in the matter investigate (with validity period)d confidentially and shall give the accused an opportunity to explain before the Vice-Chancellor makes recommendation on the matter to the Academic Council. There shall be no limitation of time for this action of the Academic Council.

### **21. Conduct of Research Scholar**

- 21.1 After enrolment in Ph.D. course, the research scholar and his/her work and conduct shall be under the general disciplinary control of the Department/Institute.
- 21.2 The Vice-Chancellor shall have the power to cancel the admission of a research scholar at any time, after the issue of a due show-cause notice, on disciplinary or any other grounds which are considered not to be in consonance with the dignity and behaviour of a research scholar or non-payment of hostel or any other dues or any other reason(s).
- 21.3 Ragging in the Department/Institute at the Campus of Kurukshetra University is strictly prohibited and the research scholar is required to abide by the Anti-Ragging rules/instructions of the Kurukshetra University.

### **22. Fees**

- 22.1 The research scholars enrolled for Ph.D. course shall deposit their fee as per fee structure notified or laid down from time to time by the University during the Ph.D. Course.
- 22.2 The annual fee for Ph.D. course is required to be deposited by the research scholars within one month from the date of meeting of the PG Board of Studies, failing which applicable late fee will also be charged.
- 22.3 The full Fee paid by the research scholar shall be refunded, if a research scholar is found ineligible for admission to Ph.D. course provided that there should not be any concealment/non-submission of facts/document(s) on the part of research scholar and admission of the research scholar is cancelled by the University.
- 22.4 No fees/dues deposited by the research scholar will be refunded by the University in case the research scholar leaves the Ph.D. course at his/her own level.

### **23. Legal Jurisdiction**

Any legal dispute relating to Ph.D. admission/registration of a research scholar will be subject to Court(s) at Kurukshetra or Court(s) having jurisdiction in Kurukshetra.