



VIKRANT UNIVERSITY

Ph.D. REGULATIONS

25th October 2022

1. TITLE & COMMENCEMENT

- 1.1 These regulations shall be called the Vikrant University PhD Regulations.
- 1.2 These regulations may be amended from time to time.

2. DEFINITIONS

- 2.1 **“Applicant”** means an applicant for admission to the Ph.D. Program of the University.
- 2.2 **“Attendance”** means the period for which a candidate must attend the University as per the University Ph.D. ordinance.
- 2.3 **“Co-Supervisor”** means a member of the faculty of the University/ a competent person from outside the University, other than the Supervisor, approved by the respective School Doctoral Committee (SDC) to supervise and monitor the research work of the Ph.D. student alongside the Supervisor.
- 2.4 **“Coursework”** means the courses to be undertaken by a candidate and completed minimum credits.
- 2.5 **“Dean”** means a Dean of a School/Faculty of the University.
- 2.6 **“Examinations Office”** means the VU Office of the Controller of Examinations (COE).
- 2.7 **“External Co-Supervisor”** means a person from the industry or academia outside VU approved by the respective SDC to provide guidance to a Ph.D. student and supervise and monitor her/ his research work, alongside the internal Supervisor or Co-Supervisor.

- 2.8 **“Ph.D. Student/ Research Scholar”** means a person enrolled in the Ph.D. Program devoting time to completing the requirements of the degree.
- 2.9 **“Minimum Registration Period”** means the minimum period for which a Ph.D. student must be registered, prior to the date of submission of the thesis.
- 2.10 **“Office of Doctoral Studies”** means University level central PhD office, which handles the entire policy level administration of the PhD program across all the schools at VU and execute the decisions taken by the University Doctoral Committee (UDC).
- 2.11 **“Oral Defense” or “Viva Voce”** means an oral examination or oral defense of the thesis.
- 2.12 **“Ph.D.”** means the Degree of Doctor of Philosophy. **“Ph.D. Program”** means a study plan leading to the award of the Ph.D. Degree in a discipline of the University.
- 2.13 **“Pre-Submission Seminar” or “Abstract Presentation”** means the forum for the presentation by the Research Scholar of the gist of her/ his research findings to the SDC before he/ she finally submits the Ph.D. thesis.
- 2.14 **“Professional Experience”** means work experience that relates to the relevant area of research in government, legal and judicial institutions/ civil society organizations/ NGOs/ Private Ltd. companies/ PPPs, etc.
- 2.15 **“Registration”** means the registration of a Ph.D. student who has paid the fees.
- 2.16 **“Registration Period”** means the period commencing with the date of registration for the Ph.D. Program and ending on the date of submission of the thesis, counting out any gaps.
- 2.17 **“Research Scholar”** means a Ph.D. student who has completed the coursework and whose Synopsis has been approved by the SDC.
- 2.18 **“School/ Institute/Faculty”** means a School/ Institute/Faculty maintained or admitted by the University to its privileges. References to a “School” include, as appropriate, references to an Institute of the University.
- 2.19 **“School Doctoral Committee” (SDC)** means a School/ Institute/ Faculty - level Committee of a School/ Institute/ Faculty of the University, consisting of the Director/ Dean/ HoS/ HoD of the respective School/ Institute/ Faculty, who shall be its Chairperson, the Member Secretary and three other nominees who may include faculty members from other Schools (quorum at its meetings shall be one-half of the members, including the Member Secretary). In addition, the proposed/ approved Supervisor(s) of the candidate shall also be present during its meetings.

- 2.20 **“Self-Financed Ph.D. Student/ Candidate/ Research Scholar”** means a student/ candidate/ Research Scholar who supports/ finances the Ph.D. Program himself/ herself.
- 2.21 **“Sponsored Ph.D. Student/ Candidate/ Research Scholar”** means a full-time student/ candidate/ Research Scholar who is sponsored by an external university/ organization/ employer.
- 2.22 **“Supervisor”** means a member of the faculty of the University approved by the respective SDC to be responsible for providing guidance and executing supervision, including monitoring quarterly/ half-yearly progress for the continuance of research work of a Ph.D. student.
- 2.23 **“Synopsis”** means a document submitted by a candidate, after having completed the coursework, which defines the blueprint of the proposed research study.
- 2.24 **“University” (VU)** means Vikrant University.
“Research Development Cell” (RDC) means a university-level Committee constituted by the Vice-Chancellor
- Vice Chancellor or his nominee: Chairperson
 - Director Research: Convenor
 - Dean/ one Professor from each School: Member
 - One external subject expert: Member
 - Registrar: Member Secretary
- Quorum at its meetings shall be one-half of the members, including the Member Secretary.
- 2.25 **“Vice-Chancellor”** means the Vice-Chancellor of Vikrant University.

3. OBJECTIVE

- 3.1 The VU PhD program conforms to the minimum standards and procedures set by the University Grants Commission (UGC) (Minimum standards and procedures for the award of M.Phil./ Ph.D. Degree), Regulations 2009.
- 3.2 A Ph.D. student shall be eligible for the award of a Ph.D. Degree after:
- successfully completing the prescribed coursework requirements.
 - presenting the results of his/ her research in a thesis which demonstrates originality, intellectual depth, and rigor, and contributes to the advancement of knowledge in study concerned; and
 - satisfying the examiners in an Oral Defense of the thesis in the research area concerned.

4. CATEGORIES OF ADMISSION

Applicants shall be admitted to the Ph.D. Program under one of the following categories:

- Full-time Ph.D. students with or without fellowship.

- (ii) Ph.D. students who are faculty members/ staff of the University.
Ph.D. students under the external registration program recognized by the University and sponsored by and employed in the organization/ industry/ university/ other institutions, who will normally carry out their research in the organization/ industry/ university/ other institutions of their employment.
- (iii) Overseas/ NRI Ph.D. students from partner universities/ institutions with which VU has MOUs or collaborative arrangements.
- (iv) Ph.D. students pursuing part-time Ph.D.

5. ELIGIBILITY CRITERIA

An applicant seeking admission to the Ph.D. Program must satisfy the following academic criteria set by different Schools/Institutes:

- 5.1 Master's degree program or M Phil with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 10- point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree 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 to assess, accredit or assure quality and standards of educational institutions.
- 5.2 A candidate seeking admission after a 4-year Bachelor's degree with Research should have a minimum CGPA of 7.5/10.
- 5.3 A relaxation of 5% of marks, from 55% to 50%, 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 UGC/Statutory Body from time to time, or for those who had obtained their master's degree before 19th September 1991.

Note: The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures, if any.

7 APPLICATION PROCEDURE

- 7.1** The Ph.D. Program begins twice each year - in the summer/odd semester (on 1 August) and the winter/even semester (on 1 February).
- 7.2** Applications for admission shall be accepted continuously over the year on a rolling basis.
- 7.3** An applicant shall submit an online application through the VU website link <https://admissions.vu.edu.in/> or offline in the admission office of VU.
- 7.4** A scanned copy of the relevant academic transcripts should be uploaded/ attached with the application form.
- 7.5** A short note on the professional background and experience of the applicant, if any.
- 7.6** A “Statement of Purpose” explaining why the applicant wishes to pursue the Ph.D. Program, in around 1000-1500 words.
- 7.7** The names of two academic/ non-academic referees from whom the University may seek information on the research potential of the applicant.
- 7.8** An applicant is required to pay an application fee determined by the University.

8 SELECTION PROCEDURE

- 8.1** Applicants fulfilling minimum eligibility criteria as specified in these regulations shall be required to take a research entrance test followed by an Interview. In addition, a school/ institute may prescribe an additional selection test or a written examination.
 - a) The qualifying marks in the entrance test shall be at least 50%.
 - b) The syllabus of the entrance test shall consist of 50% of research methodology and 50% shall be subject-specific questions.
- 8.2** The following categories of applicants may be exempted from taking the entrance test:
 - a) Applicants who have qualified National Eligibility Test (NET)/ NET JRF/ SLET /CSIR/ GATE/ ICAR (ASRB) / GPAT / ICMR / DST or any other similar examination.
 - b) Holders of teacher fellowships from the UGC or any other Government funding agency.
 - c) Applicants who have completed their Ph.D. coursework in another University/ Organization, subject to approval by the SDC.
- 8.3** Candidates shall be selected based on the academic record and the potential of

the applicant demonstrated during the entrance test and interview.

- 8.4** Admissions to the Ph.D. Program must be recommended by the respective SDC and approved by RDC.

9 ADMISSION, REGISTRATION & FEES

- 9.1** An applicant whose selection is approved shall be granted admission to the Ph.D. Program and the set of courses recommended for the candidate.
- 9.2** Candidates shall be registered upon payment of university fees or award of the research fellowship.
- 921 A Ph.D. student shall renew his/ her registration every semester in the manner prescribed and pay the fees determined by the University.
- 922 A Ph.D. student either or not holding a research fellowship shall pay the prescribed University fees at the beginning of each semester until the submission of his/ her thesis.
- 923 A Ph.D. student who is also a VU employee is eligible to get 50% concession in semester tuition fee, however upon leaving the institute such VU employee will not be eligible for this concession in tuition fees and must pay the full prescribed fees since inception and for the rest of the semester whichever is not completed.
- 9.3** VU employee who is also a research scholar shall require to serve the University for atleast three years after the award of Ph.D. Degree.
- 9.4** Further details regarding fee details, please refer to [Annexure A](#).

10 FELLOWSHIP ASSISTANCE

- 10.1** Each school of VU has seats (approved by RDC) to admit scholars on a full-time basis under the VU fellowship scheme. The Ph.D. scholar who is admitted under the VU fellowship scheme will be given a monthly fellowship amount as per VU Norms based on their monthly performance. For details regarding the fellowship amount please refer to Annexure A.
- 10.2** The VU Fellowship will be given to those candidates who are not getting fellowship or financial support from any other funding agency/University/Institute.
- 10.3** It is essential for all scholars to availing VU fellowship to comply with the policy of attendance of the university during the tenure of their Ph.D. program. If the scholar fails to do so, his/her stipend may be deducted as per the pro-rata basis.

- 10.4** Students are responsible for submitting their monthly stipend/fellowship form forwarded by their supervisors and approved by RDC.

11 REGISTRATION PERIOD/PROGRAMME DURATION

- 11.1** A Ph.D. programme shall be for a minimum duration of two years excluding course work, and a maximum of six years.
- 11.2** An extension of one year may be granted by the Vice-Chancellor on the recommendation of the RDC beyond the above limits.
- 11.3** Women candidates and Persons with Disabilities (more than 40% disability) may be allowed a relaxation of two years for a Ph.D. in the maximum duration. In addition, women candidates may claim Maternity Leave/Child Care Leave for up to 240 days once in the entire duration of Ph.D.
- 11.4** For student exchanges, provided that they contribute significantly to the completion of the thesis, leave of absence will be granted from the second year onwards on the following basis:
- i. research expeditions (less than one month): authorized by the supervisor and head of the department;
 - ii. research missions (more than one month): proposed by the department and approved by the Research Advisory Committee for working in National/International Research Laboratories or Centres of Excellence; and
 - iii. exchange programmes: proposed by the department and approved by the Research Advisory Committee for working in the Institutions in India/abroad.

12 MINIMUM ATTENDANCE REQUIREMENTS

- 12.1** It is mandatory for all the Ph.D. Students (Full- Time & Part-Time) to attend the coursework classes as prescribed by the University/ VU school.
- 12.2** A part-time/ sponsored research scholar shall spend a minimum of 7 days during each semester to seek professional guidance from his/ her supervisor(s) and/ or avail the library/ laboratory facilities.
- 12.3** The ODS may allow an overseas candidate to meet the attendance requirements in his/ her place of residence provided the University has some form of collaboration with the university/ institute concerned.

13 CANCELLATION OF REGISTRATION

- 13.1** The registration of a Ph.D. student shall be canceled by the RDC upon the recommendation of the SDC in any of the following eventualities:

- a) Non-payment of fees due for two consecutive semesters.
- b) Non-completion of the coursework within the given time frame i.e., one and half year from the date of registration for full-time candidates and within two years from the date of registration for part-time candidates.
- c) Failure to present and defend a synopsis within the given time frame i.e., three months after completing all prescribed coursework in the case of a full-time candidate and within one semester in the case of a part-time candidate.
- d) Non-submission of progress reports, or two consecutive unsatisfactory progress report for the candidate.
- e) If a full-time research scholar absents himself/ herself for a continuous period of four weeks without prior intimation/ sanction of leave.
- f) If the research scholar leaves the Ph.D. Program.
- g) If the research scholar's academic progress is found by the SDC to be unsatisfactory.
- h) If the Research Scholar is found to be involved in an act of misconduct, plagiarism, dishonesty and/ or indiscipline.
- i) Ordinarily, a candidate shall not be eligible for re-registration once his/ her earlier registration has been canceled. The RDC may, however, upon the recommendation of the SDC, permit re-registration based on the merits of the case, to be recorded in writing.

14 COURSEWORK

- 14.1** The coursework shall be treated as a prerequisite for Ph.D. preparation. Course work may cover areas such as Quantitate Methods, Qualitative, Computer Application, Research and publication ethics, review of published research in relevant field, field work or knowledge of the subject,
- 14.2** The duration of the course work will be one semester or 6 months comprising of minimum 90 teaching days or total 360 hours of study within a maximum period of 2 semesters through in-person, online, hybrid, and blended learning methods.
- 14.3** For the Part-time students, coursework classes will be organized on the weekend to fulfil the above criteria.
- 14.4** 75% attendance will be mandatory to appear in the coursework examination.
- 14.5** A candidate has to secure a minimum 60 % of the total credits to clear the coursework examination.

15 CREDIT TRANSFER & COURSE WORK EXEMPTION

- 15.1** If any student enrolled for the program is permitted to go to any other institute/ university within the country or abroad (under some exchange Program or otherwise), then all credits earned at that Institute/ University shall be transferred under credit earned. If the evaluation of course/ research work done has not been completed at other Institute, then the same shall be evaluated at VU for its equivalent credit and earned credit shall be credited to the student in the academic record.
- 15.2** School doctoral committee (SDC) at VU must evaluate the equivalent credits and other details before recommendation of either no exemption or partial exemption or complete exemption from a PhD level course work at VU, in consultation with Research Development Committee (RDC).

16 SYNOPSIS (RESEARCH PROPOSAL)

- 16.1** Upon successful completion of his/ her coursework, each candidate shall make a presentation before the SDC of a Synopsis of the research proposal and demonstrate her/ his preparedness to carry out the proposed research in a prescribed format given in [Annexure B](#).
- 16.2** The candidate shall present & defend the synopsis within three months of time after completing all prescribed coursework in the case of a full-time candidate and within one semester in the case of a part-time candidate.
- 16.3** The Synopsis shall comprise the following:
- (i) Outline of the research proposal
 - (ii) Rationale and significance of the proposed research
 - (iii) Theme based literature review
 - (iv) Research design /proposed methodology
 - (v) The originality of the research and its contribution to the discipline
 - (vi) Names of academic/ industry experts with whom the candidate corresponded while developing the research proposal
- 16.4** The SDC shall either approve the synopsis or require the candidate to submit a revised synopsis.
- 16.5** A candidate shall ordinarily be allowed only two attempts for presentation before the SDC. In case the synopsis is not approved within the limitations prescribed in this clause, the registration shall be canceled.

17 PERFORMANCE MONITORING/ PROGRESS REPORT

- 17.1** The academic progress of each Research Scholar shall be monitored by the SDC through the Supervisor(s) based on a progress report. For details of the progress report please refer to [Annexure C](#).
- 17.2** The Full-Time Research Scholar shall submit a progress report to their supervisor(s) every 3 months and the Part-Time Research Scholar at every 6 months in the prescribed format.
- 17.3** The SDC, after having considered the progress report of a research scholar, shall recommend one of the following:
- a) Continuation of registration.
 - b) Continuation of registration and issuance of a warning to the research scholar and/ or making recommendations in consultation with the supervisor(s) on the steps necessary to improve his/ her performance.
 - c) Cancellation of registration.

18 ABSTRACT PRESENTATION / PRE-SUBMISSION SEMINAR

- 18.1** Every research scholar upon completion of his/ her research work shall present the research work to the SDC through his/ her Supervisor(s) in hard copy spiral bound, consisting of:
- (i) Introduction, including background context and motivation
 - (ii) A detailed literature reviews
 - (iii) Gaps in the literature surveyed
 - (iv) Research Questions and Research Objectives
 - (v) Basic/ Theoretical Premises of the research
 - (vi) Research Design & Methodology
 - (vii) Tools & Data analysis
 - (viii) Results and Discussion
 - (ix) Conclusions/ Findings
 - (x) Further scope of research and Limitations
 - (xi) Bibliography / References
- 18.2** Thereafter, the Research Scholar will be required to make a 45-minute PowerPoint presentation before the SDC, respective Supervisor(s), faculty members and other Research Scholars.
- 18.3** The SDC shall either approve the presentation of the research work or require the Research Scholar to make a revised presentation.

19 SUBMISSION OF THESIS

- 19.1** The Research Scholar shall submit his/ her thesis within six months after the approval of the presentation of his/ her research work at the pre-submission seminar.
- 19.2** If he/ she fails to submit his/ her thesis within the stipulated time and has suitable justification for the same, the SDC may grant an extension of not more than 6 months.
- 19.3** Prior to submitting the thesis, the Research Scholar shall arrange for the publication of two (2) research paper in a refereed/UGC care/SCI/Web of Science/Scopus indexed journal and make at least two paper presentations in conferences/seminars based on his/her PhD work. Candidates are advised to produce evidence for the publication in the form of a certificate /letter of acceptance/copy of reprint in a prescribed format given in [Annexure D](#).
- 19.4** The thesis shall be a piece of research work characterized either by the discovery of new facts or enunciation of a new theory or theories or by a fresh interpretation of known facts. It shall bear evidence of the Research Scholar's capacity for analysis and judgment as well as his/ her ability to carry out independent investigation, design, or development.
- 19.5** The Research Scholar shall submit a certificate from his/ her Supervisor(s) in the prescribed format that the work embodied in the thesis is original and has been carried out by the author in [Annexure E](#).
- 19.6** The thesis shall be prepared according to the format contained in Annexure F.
- 19.7** Five copies of the thesis in soft binding along with one copy on Electronic media for record shall be submitted to the Examinations Office for evaluation. In case of a Research Scholar being supervised by more than one Supervisor/ Co-Supervisor, the appropriate number of additional copies shall be submitted.
- 19.8** The research scholar shall request for a plagiarism report for his/her thesis through the controller of examination (COE)/Office of Doctoral Studies/ Central library. The similarity level must be 10% and shall be duly certificated by the student and the supervisor(s). This certificate should meet the norms discussed in detail in [Annexure G](#).

20 APPOINTMENT OF EXAMINERS

Along with the synopsis, the supervisor/ TAC members in consultation with SDC, must give a panel of at least six (6) names for Ph.D. thesis examination. The goal is to have the panel comprise of researchers who are working in the area of PhD

thesis and who are appropriate for thesis evaluation. Guidelines for panel formation are:

- 20.1** The Supervisor(s) shall propose experts to form the panel but the SDC may delete any of the names proposed and/or add other experts. This list shall consist of 3 subject experts from India and 3 experts from outside of India.
- 20.2** Initially it is desirable to have more names in the panel (say six), and more from academia. It is suggested that at least four of the six names should be from academia.
- 20.3** Normally, only faculty from reputed university/department/Institutes like IITs/IISc/IITH/NLU in India (or similar ones abroad) should be proposed. If from industry, should normally be from some reputed research lab.
- 20.4** Proposed examiners should be at the rank of Associate Professor or above or should have an equivalent experience (6+ years after PhD).
- 20.5** Conflict of interest – the proposed (non-supervisor) examiners should not have coauthored any paper, with the PhD candidate. In the letter to be sent to the (non-supervisor) examiners for evaluation of thesis they may be requested to immediately inform if there is any Conflict of Interest with the student whose thesis is under evaluation.
- 20.6** A person from the same university/ institute/ organization where the Research Scholar is registered or employed shall not be appointed as an examiner. Furthermore, a person from a university/ institute/ organization to which the Supervisor(s) belongs shall not be appointed as an examiner.
- 20.7** Upon receipt of the abstract of the thesis, the Office of Doctoral Studies (ODS) shall send the names of the panel of examiners to the Vice-Chancellor who shall appoint three examiners, two of whom must be from India and one shall be from outside India.
- 20.8** Note that the list of examiners should normally not be disclosed till the thesis review is complete; after that it is public information. In reviews, the name of the reviewer should not be disclosed even in the PhD defense. Only the Controller of examination/Director of office of Doctoral Studies (or his/her authorized representative) should interact with the examiners, once they have been selected, till the reviews have been submitted. The student should never contact the examiners, and the supervisors may do so only when requested/permitted by the

Controller of examination/Director of office of Doctoral Studies.

- 20.9** In case an examiner so appointed declines to examine the thesis, other examiner(s) shall be appointed out of the panel. In case the panel gets exhausted, the supervisor/TAC members in consultation with SDC shall propose additional names.

21 EVALUATION OF THESIS

- 21.1** Each examiner shall submit a detailed assessment report to the Examinations Office on a prescribed proforma ([Annexure H](#)) within a stipulated timeframe allocated by COE.
- 21.2** If the assessment report is not received from an examiner within 60 days, the Vice-Chancellor/ODS may appoint another examiner from the panel of examiners for evaluating the thesis.
- 21.3** The examiners shall be required to state categorically whether, in their individual opinions, the thesis shall be:
- a) Accepted for the award of Ph.D. Degree,
 - b) Referred to the Research Scholar for revision and resubmission, or
 - c) Rejected.
- 21.4** The examiners shall state the reasons for recommending the resubmission/rejection of the thesis. If a resubmission is recommended, the examiners shall indicate the modifications that shall be made in the thesis.
- 21.5** The reports from the examiners shall be placed before the Office Doctoral Studies (ODS) through the Controller of Examination (COE). The Office Doctoral Studies (ODS) in consultation with SDC shall peruse the reports and decide one of the following:
- a) That the Research Scholar shall appear for an Oral Defense if the examiners have unanimously approved his/ her work.
 - b) That the Research Scholar shall revise the thesis and resubmit it if the examiners are unanimous that the thesis is submitted in a revised form.
 - c) That the thesis is rejected, and the research scholar shall be advised to re-register for a maximum duration of one year if the examiners are unanimous.
 - d) If the examiners are not unanimous, that a third examiner is appointed by the Vice-Chancellor to assess the thesis.

In the case of a decision that the thesis is re-assessed by a third examiner, the examiner shall be requested to submit to the Examinations Office a detailed assessment report on a prescribed proforma within 30 days. The examiner shall be

required to state categorically whether the thesis shall be accepted for the award of a PhD degree, referred to the Research Scholar for revision and resubmission or rejected. The report will be considered by the ODS in consultation with SDC along with the reports of the other two examiners. The ODS in consultation with SDC shall decide:

- (a) to approve the thesis for an Oral Defense.
- (b) that the thesis shall be revised and resubmitted: or
- (c) that it shall be rejected.

- 21.6** In the case of a resubmission, the revised thesis shall be submitted within a period of six month from the date of communication by the Examinations Office of the decision of the SDC. However, in exceptional circumstances, the SDC in consultation with ODS may extend this period by up to one year. The revised thesis shall be sent to the original examiners for assessment. In the event of one or more of the original examiners not being available, other examiner(s) may be appointed by the Vice-Chancellor. If the examiners are not unanimous to approve the thesis for the Oral Defense, the thesis shall be rejected. Utmost confidentiality shall be maintained by the Office of Doctoral Studies (ODS) & Controller of Examinations (COE) office about the panel of name of the examiners.
- 21.7** In the event of acceptance of the thesis, the Examinations Office shall arrange for the Oral Defense.

22 ORAL DEFENCE/ VIVA-VOCE EXAMINATION AND AWARD OF DEGREE

- 22.1** Within one month from the decision of the ODS that the Research Scholar shall appear for an Oral Defense/ viva-voce examination, the Oral Defense shall be held by a Board of Examiners consisting of the Supervisor(s) and one of the examiners who evaluated the thesis, to be nominated by the Vice-Chancellor. In case neither/ none of the examiners who evaluated the thesis can conduct the Oral Defense, then Vice-Chancellor shall appoint another examiner from the panel of examiners to the Board of Examiners.

The Oral Defense shall, unless decided otherwise by the Vice-Chancellor, be held at the University in the School concerned. The date and time of the Oral Defense and the subject of the thesis shall be notified by the SDC among the teachers and the Research Scholars of the concerned School, who may be permitted to be present at the time of the Oral Defense, but they shall have no right to put any question to

the examinee. The Board of Examiners shall adopt a report indicating either that the thesis is “Not Qualified” or recommending that the Ph.D. degree be awarded.

- 22.2** Each thesis examiner shall be paid the remuneration of Rs. 5000/- for evaluation of the thesis and conducting viva-voce as honorarium. A foreign examiner shall be paid USD \$200 or an equivalent in Indian currency. However, these rates are subject to change as decided by the university from time to time.
- 22.3** In the case of the “Not Qualified” indication, the Research Scholar shall be advised to re-register and write a fresh thesis, thus repeating the entire process after the completion of the coursework.
- 22.4** In the case of a recommendation that the PhD degree is awarded, the reports of the examiners on the thesis and the Board of Examiners on the Oral Defense shall be placed before a meeting of the UDC/ODS, to be held within one month of the Oral Defense. The Research Scholar shall be invited to the UDC/ODS meeting. At least one week’s notice shall be issued for the meeting. If the Principal Director/ Dean/ Vice Dean/ Associate Dean of the School/ Institute is not able to participate in the meeting, the Vice-Chancellor will co-opt any other senior faculty member of the School/ Institute in his/ her place. The UDC/ ODS shall decide on the approval of the award of the Ph.D. Degree.
- 22.5** Upon the approval by the RDC/ ODS, the Examinations Office shall issue the notification of the award of the Ph.D. Degree.
- 22.6** Following the successful completion of the evaluation process and announcements of the award of the Ph.D. Degree, the University shall submit a soft copy of the Ph.D. thesis to the University Grants Commission (UGC) within a period of 30 days, for hosting on INFLIBNET which shall be accessible to all institutions/ universities.
- 22.7** Along with the Degree, the University shall issue a certificate certifying that the Degree has been awarded in accordance with the provisions of the Ph.D. regulations of Vikrant University and the relevant UGC Regulations.

23 PUBLICATION OF THESIS

- 23.1** The permission for publication of the thesis if applied for by the concerned Research Scholar may be given by the Vice-Chancellor if the examiners have recommended that the thesis is suitable/ fit for publication. If there is a difference of opinion between the examiners regarding the publication of the thesis, the case shall be referred to a committee consisting of the following for consideration and recommendations:

- a) Dean/ HoS of the School - Chairman

- b) Supervisor of the Research Scholar - Member
- c) Co-Supervisor of the Research Scholar - Member

23.2 Where the Dean of the School is the Supervisor, the Vice-Chancellor would nominate some other expert on the committee.

23.3 The recommendations of the committee shall be referred to the Vice-Chancellor for consideration and approval.

24 RESEARCH AND ETHICAL REVIEW BOARD

The Research and Ethical Review Board (RERB) of VU shall review all the research projects and publication of Ph.D. students. The board will also ensure that the ethical standard and scientific merit of research involving human subjects. A Ph.D. candidate must obtain a 'No Objection Certificate' from the RERB before proceeding for research fieldwork.

25 LEAVE RULES

25.1 The record of leave and attendance shall be maintained by the School/Institute for each candidate and shall be made available to SDC/RDC as and when required along with the candidate's annual progress report.

25.2 Leave of any kind may be subject to the approval of the SDC chair of their respective School/Institute on the recommendation of the Supervisor.

25.3 The Ph. D. candidates shall not be entitled to avail semester break, summer, and winter vacations.

25.4 A Research Scholar under any category may be permitted to be on leave from School/Institute for a limited number of days per year of stay in addition to public holidays, as below;

For incidental purpose	CASUAL LEAVE →	12 days
For treatment on illness	MEDICAL LEAVE →	7 days

25.5 The leave will be granted by the SDC chair of their respective School/Institute on the recommendation of the Supervisor and any leave not availed of in a year shall not accumulate.

25.6 No separate/ fixed medical assistance is provided. However, the candidate may avail of the medical facilities at the University.

25.7 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for a Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of a Ph.D. for up to 240 days.

25.8 Married Research Scholar admitted to the Research Programme of the Institute shall, in addition to casual leave and medical leave prescribed by foregoing sub-

para, be entitled to maternity/ paternity leave as per Govt. of India rules if the request for the leave is supported by a medical certificate from a registered medical practitioner.

- 25.9** In case of extensive fieldwork, data collection, library consultation, experimentation, etc., absence from the Institute may be allowed up to a period of 12 weeks per year and be considered on duty based on the certificate of the Supervisor and approval of the SDC chair of their respective School/Institute. Also, no DA/TA will be provided for the same.
- 25.10** The Ph.D. student may be allowed to leave station for visiting other places (in addition to the collaborating Organizations / Institutes / Industries) preferably after completion of their course work or during vacations when there is no teaching work scheduled if recommended by Supervisor and approved by SDC Chair of their respective School/ Institute well in advance.
- 25.11** A PhD student may be granted on-duty leave for attending seminars, conferences, traveling on project work, etc. For this leave, the candidate must take approval from his/her supervisor as well as SDC and ODS.
- 25.12** Absence of a student without any sanctioned leave will result in the loss of financial assistance and may result in the termination of the student's program.
- 25.13** Other categories (scheme research fellows/ JRF sponsored by MHRD etc.): leave principle will be applicable as per their respective sponsors or UGC norms.

26 SUPERVISOR

- 26.1** Each Ph.D. student shall have a Supervisor, duly approved by the SDC. A student may, in addition, have one/two Co-Supervisor.
- 26.2** Any regular faculty member of the University who holds a Ph.D. Degree and has teaching/ research experience shall be eligible to be appointed as a Supervisor.
- 26.3** Any other faculty member of the University with a Ph.D. Degree with research experience shall be eligible for appointment as a Co-Supervisor.
- 26.4** A sponsored Ph.D. student shall have one Supervisor or Co-Supervisor from the University and one from the sponsoring university/ organization/ employer.
- 26.5** The Vice-Chancellor upon the recommendation of the SDC may relax the conditions of experience if a faculty member with the required experience is not available.
- 26.6** A person of eminence with an established record of research evidenced through

publications in reputed journals / acknowledged contributions in corporate/ public life may be appointed a Co-Supervisor.

26.7 In case a faculty member who has been appointed as the Supervisor or Co-Supervisor proceeds on leave exceeding one year, an alternate faculty member may be appointed as the Co-Supervisor for the duration of absence of the regular incumbent upon the approval of the SDC.

26.8 A change of Supervisor(s) can be approved by the SDC for reasons to be recorded.

26.9 The number of Ph.D. students under a teacher, including Ph.D. students of other universities, shall not exceed at any time the following:

- a) Professor: Eight (8)
- b) Associate Professor: Six (6)
- c) Assistant Professor: Four (4) (only as a Co-Supervisor)

26.10 Eligibility, Roles & Responsibilities of Supervisors/Co-Supervisors - [Annexure I](#).

Note: In the event of any unforeseen issues not covered by these regulations, the Vice-Chancellor is the final authority to make decisions upon the advice of the RDC