

# **JADAVPUR UNIVERSITY**

## **PH.D. REGULATION 2024**

### **Provisions relating to Doctorate Degree**

The following Amendments to the Ph.D. Regulations 2017 of Jadavpur University, in consonance with UGC Ph.D Regulations 2022, shall be applicable to all Ph.D. programmes offered by the university, and to the Ph.D. programmes offered by other institutes that are recognized by and affiliated to Jadavpur University, with effect from May 24, 2024. Award of degrees to candidates registered for the Ph.D. programme on or after May 16, 2017 but before May 24, 2024, shall be governed by the Ph.D. Regulations 2017 of Jadavpur University; Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, but before May 16, 2017, shall be governed by the Ph.D. Regulations 2010 of Jadavpur University that were adopted in consonance with provisions of the UGC M.Phil / Ph.D Regulations 2016 and UGC (Minimum Standards and procedure for Awards of Ph.D Degree) Regulation, 2009, respectively.

17. The University will award the following Doctorate Degrees:

- i) D.Litt. in Arts; D.Sc. in Science, Engineering & Technology / Pharmacy
- ii) Ph.D. (Arts), Ph.D. (Science), Ph.D. (Engg. / Pharm.) in Arts, Science and Engineering & Technology / Pharmacy respectively.

Of the above two categories, the degree of D.Litt. & D.Sc. are to be considered as Doctorate Degrees of higher level and no supervisory guidance will be necessary. Supervisory guidance is compulsory for Ph.D. degrees in all disciplines.

Ph.D. Programme shall be of a minimum duration of three years including course work, and the maximum duration is as specified in clause 19(v) below.

### ***Eligibility for Admission***

18. i) The application for admission to the Doctor of Philosophy (Ph.D.) programme is to be made to the Registrar in the prescribed form.

(ii) Following candidates are eligible to apply for admission to the Ph. D. programmes of Jadavpur University:

1. Candidates who have completed a 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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 the educational institution.
2. Candidates who have completed a bachelors degree in engineering/ architecture/ pharmacy/ technology or an equivalent professional qualification followed by M.E/ M.Arch/ M.Pharm/ M.Tech or MS (of min 2 years duration) or MSc in Engineering and/or equivalent integrated course, with a minimum 5 years duration in total whatsoever the case may be with at least 55% marks in aggregate; Or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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 the educational institution.

Provided that a candidate seeking admission after a 2/3 year (4/6 semester) MCA degree programme should have a minimum of 65% marks in aggregate, or its equivalent grade in a point scale wherever grading system is followed.

3. A candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed.
4. Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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, shall be eligible for admission to the Ph.D. programme.
5. In each of the above cases 1 – 4, a relaxation of 5% marks or its equivalent 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 or as per the decision of the Commission from time to time.

iii) A candidate shall submit a statement that s/he is not currently enrolled or registered for the doctorate degree in any University / Institute and as long as s/he is registered for the Ph.D. degree programme at this University s/he will not get registered at any other University / Institute if not pursuing any joint doctorate degree programme of this University.

iv) Subject to the conditions laid down in Clause 18(ii) above, candidates who have qualified for Fellowship/Scholarship and/or for Assistant Professor/ admission to Ph.D. programme only in the UGC-NET/CSIR-NET/ SET/ GATE/GPAT/ CEED or similar other National level tests, will have to be successful in the interview on the subject as mentioned under clause 18(viii) below to be conducted by the Ph.D. Research Committee of the Department/School concerned constituted as per clause 21 (iii)(A) to qualify for admission.

Provided that the Master's Degree or a degree deemed equivalent to the Master's degree for such a candidate is in the discipline/subject in which he/she is applying for Ph.D. Degree or in a discipline/subject deemed relevant/allied by the Doctorate Committee of the Faculty concerned.

In all other cases the candidates, including candidates possessing a 2-year M.Phil. Degree or an equivalent Degree of an Indian Institution, will have to appear for an admission test to be conducted by the office of the Controller of Examinations of the University and if qualified as per the clause 18(vii) below, have to be successful in the interview on the subject as mentioned under clause 18(viii) below to be conducted by the Ph.D. Research Committee of the Department/School concerned constituted as per clause 21(iii)(A) to qualify for admission.

The admission test procedure will be decided by the Doctorate Committee concerned in consultation with the relevant Head of the Department/Director of the School.

Following the admission procedure, a list of qualified candidates (preferably mentioning their area(s) of research interest(s)) will be published and displayed by the University through respective faculty office.

v) Each Doctorate Committee shall predetermine the number of Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar-teacher ratio, laboratory, library and such other facilities.

Admission test schedule shall be notified at least once in every year, well in advance in the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, along with the number of seats for admission for Ph.D. in each subject/discipline, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information;

The reservation policy of the State Government shall be applicable for admission to the Ph.D programmes.

vii) The qualifying marks in the Written Entrance Test (WRET) shall be 50% for General category applicants. The Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. A syllabus/ broad guidelines, as prepared by the Department / School concerned and approved by the Doctorate Committee of the Faculty concerned, may be provided to the candidates.

(b) A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.

(c) For the selection of candidates based on the entrance test and interview, a weightage of 70% for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.

(d) For selection of candidates who have qualified for Assistant Professor/ admission to Ph.D. programme only in the UGC-NET/CSIR-NET/ GATE/GPAT/ CEED or similar other National level tests, a weightage of 70% for the score in the concerned National level test and 30 % for the performance in the interview/viva- voce shall be given.

(e) The same 70:30 selection criterion (as in 18(vii) (d) above) shall be applied for candidates who have qualified for Fellowship/Scholarship in the UGC-NET/CSIR-NET/ GATE/GPAT/ CEED or similar other National level tests.

(f) Admission rules for applicants who are awarded AICTE Doctoral Fellowship (ADF)/ QIP/ CSIR direct fellowship and similar other fellowships under any Government scheme or sponsored projects will be designed by the relevant Faculty.

viii) In the interview/viva-voce, a candidate shall be required to discuss his/her research interest/area through a presentation before the Ph.D. Research Committee of the Department/School constituted as per clause 21 (iii)(A).

The interview/viva voce shall also consider the following aspects, viz. whether:

- (a) the candidate possesses the competence for the proposed research;
- (b) the research work can be suitably undertaken at the Department/School concerned;
- (c) the proposed area of research can contribute to new/additional knowledge

ix) The selection procedure for Ph.D. admission of international students shall be as follows, which may be revised the university keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

Subject to the eligibility condition laid down in 18(ii) (1-2) above, the selection shall be made as per the following process:

(a) Initial screening by the Ph.D. Research Committee of the Department/School concerned constituted as per the clause 21 (iii)(A) below, based on the merit of the proposed research work, whether it can suitably be undertaken at the Department/School concerned, and letter of recommendations for the candidate regarding his/her scholastic aptitudes and research potential.

(b) Interview of the candidate shortlisted by the Ph.D. Research Committee of the Department/ School concerned on the basis of 18 (ix)(a) above.

**Procedure for Registration**

19.i) The Doctorate Committee of the Faculty concerned shall process the application of the qualified candidates as per clause 18 (ii) and (iv) above.

If the Doctorate Committee accepts the candidate for registration on the recommendation of the Ph.D. Research Committee of the Department/School concerned as per Clause 18(vii) and (viii) above, then s/he shall have to register her/his name or get admitted to the Ph.D. programme on or within the date specified by the Doctorate Committee, by paying a registration fee as per Clause 19(iv) below, plus such other fees duly determined by the University, failing of which the offer of admission/registration shall be cancelled.

The scheme of the work and title of thesis shall have to be registered by the student/scholar through his/her Research Advisory Committee (RAC), constituted as per Clause 21(iii)(B) below, within two years from the date of registration/admission to the Ph.D. programme or within one year from the date of successful completion of the course-work, whichever is applicable. However, the title of research work/thesis of a student may be registered through RAC as per 21(iii)(B) below, on the recommendation of the Ph.D. Research Committee of the Department/School concerned, before the successful completion of Ph.D. course-work in cases where he/she has been awarded with a Fellowship by UGC/CSIR or any such funding agency, the commencement of which requires the registration of the title of his/her research work. Notwithstanding any such requirements, continuation of Ph.D. research work and validity of registrations shall be subject to conditions laid down under Clause 19(v) below.

ii) Registration for Ph.D. degree shall be granted to a candidate provided that the Doctorate Committee is satisfied that:

- a) the candidate satisfies the requirements for eligibility as laid down under 18(ii) above.
- b) His/her admission to the Ph.D. programme is recommended by the Ph.D. Research Committee of the concerned Department/School as per clauses 18(vii), 18(viii) and 18 (ix) above.
- c) it shall be possible for the candidate to maintain regular contact with her/his Supervisor throughout the entire period of her/his work, and
- d) the experimental part, if any, of the work can be carried out at this University or in other recognized University or institution or research organization or Industry where adequate facilities for carrying out such work exist.
- e) There is evidence that a person qualified under (21)(i) – (ii) is willing to act as supervisor for the candidate.

iii) In case of failure to register within the prescribed time, the application shall be deemed to have been cancelled unless granted permission by the Registrar on the basis of a written application by the candidate and recommendation of the Doctorate Committee/Admission Committee of the Faculty concerned.

- iv) On payment of the registration fee, the candidate's name and other particulars will be included in the register maintained by the Office of the faculty concerned.

The date of payment of Registration fee, or the first instalment as may be permitted by the University, shall be taken as the date of Registration and admission to the Ph.D. programme.

The Registration Certificate shall be issued to a candidate by the Registrar only after full payment of the Registration fee by him/her.

Registration fee to be paid by each admitted Ph.D. scholar in PhD programmes under Faculty of Arts and Faculty of Science, regardless of his/her employment and scholarship status, be Rs. 25,000/-, subject to revisions from time to time as decided by the respective Faculties and the university:

Registration fee to be paid by each admitted Ph.D. scholar in PhD programmes under Faculty of Engineering and Technology, regardless of his/her employment and scholarship status, be Rs. 22,000/- at the time of admission and Rs. 5000/- per semester during his/her entire duration of PhD, subject to revisions from time to time as decided by the Faculty and the university.

Registration fee applicable for a foreign scholar admitted to any Ph.D. programme of the university as per clause 18(ix) above shall be as decided by the university from time to time.

- v) Registration shall remain valid for six years from the date of admission to the Ph.D. programme, provided that the candidate successfully completes the Ph.D. course work as stipulated under clause 20(iii) and (v) below, he/she maintains regular contact with her/his Supervisor throughout the entire period of her/his work, her/his research progress is found to be satisfactory by the Research Advisory Committee of the candidate concerned as per Clause 20 (iv) below and has paid registration fee and other fees applicable in full within 18 months from her/his date of registration as defined under 19(iv) above.

Subject to fulfilment of the above criteria and on the recommendations of the Research Advisory Committee of the candidate concerned, as per Clause 21(iii)(B) below, on the basis of satisfactory progress in his/her research work, the relevant Doctorate Committee may allow re-registration for additional two (2) years beyond six years provided that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme, by paying a re-registration fee for each year to the amount of 50% of the registration fee paid at the time of admission to the Ph.D. programme of the university, or as may be decided by the university from time to time.

For a female candidate and for a candidate with at least 40% disability, the period of valid registration shall be six years subject to fulfilment of the above requirements, with maximum of two (2) extensions of one-year each may be permitted by the Doctorate Committee on the recommendations of the Research Advisory Committee of the candidate concerned as constituted under Clause 21(iii)(B) below, on the basis of satisfactory progress in her research work. Beyond 8 years of registration period (including the two-year extension), re-registration may be allowed for additional two (2) years provided that the total period for completion of a Ph.D. programme should not exceed ten (10) years from the date of admission in the Ph.D. programme. A re-registration fee to the amount of 50% of the registration fee paid at the time of admission to the Ph.D. programme of the university, or as may be decided by the university from time to time, shall be applicable.

Re-registration fee applicable for a foreign scholar admitted to any Ph.D. programme of the university as per clause 18(ix) above shall be as decided by the university from time to time.

A female Ph.D scholar may be provided maternity / child care leave for up to 240 days in the entire duration of Ph.D programme. The period of maternity / child care leave shall not be counted/included in the relevant period of validity of the registration, extension and/or re-registration, and such period(s) shall automatically be extended by the number of days granted for Maternity/Child Care leave.

The same rule of the total period for completion of a Ph.D. programme as specified above shall be applicable for a registered foreign student, unless otherwise a shorter duration is stipulated by the sponsoring agency.

- vi) The candidate may apply to the Registrar for cancellation of registration stating reasons, and such application, preferably forwarded by the Supervisor(s) must be placed and recorded at the meeting of the Doctorate Committee. If approved, the candidate's registration will be cancelled.
- vii) Registration of a student/scholar may also be cancelled by the university if the candidate does not fulfil the criteria mentioned under 19(v) above and 20(iii)-(v) below. In cases where the progress of the candidate is not satisfactory as per Clause 20(iv) below, the Research Advisory Committee of the candidate concerned may recommend to the Registrar for cancellation of his/her registration. The recommendation of the concerned Research Advisory Committee shall be placed at the meeting of the Doctorate Committee and the candidate will be notified in writing the provisional decision taken by the Doctorate Committee. Final decision will be taken by the Doctorate Committee after obtaining the reply within a stipulated period of time.

The Research Advisory Committee of the student/scholar concerned may also recommend cancellation of his/her registration if he/she fails to present his/her research progress in work-in-progress presentations before the members of the RAC concerned as per Clause 20(iv) below in due time for two or more consecutive occasions.

### **Privileges and obligations of registered candidates**

20.i) A registered student/scholar shall work under the guidance of the Supervisor(s) appointed by the Doctorate Committee on the recommendation of the Ph.D. Research Committee of the Department/School concerned.

ii) A registered candidate shall abide by such regulations as may be prescribed by the Doctorate Committee from time to time.

### **iii) Number of Courses and Credit Requirement:**

Faculty of Arts: For all departments, the Ph.D. course work shall be of minimum 16 credits, and maximum 20 credits – each paper being of 4 credit – of which 4 credit (or one paper) must be on Research Methodology and 4 credit (or one paper) must be on Research and Publication Ethics. The exact number of Courses and total credits (of not less than 16 credit and not more than 20 credits) for each discipline/subject shall be determined by the Doctorate Committee of the Faculty of Arts on the recommendation of the Ph.D. Research Committee of the Department/School concerned.

Faculty of Science: For all departments, the Ph.D. course work shall be of 16 credits – each paper being of 4 credit – of which 4 credit (or one paper) must be on Research Methodology and 4 credit (or one paper) must be on Research and Publication Ethics.

Faculty of Engineering & Technology: For all departments, Ph.D. coursework shall be of minimum 20 credits for scholars with BE/B.Tech and MCA degrees; and 12 credits for all other scholars. Each paper shall be of 4 credit; one paper (of 4 credit) must be on Research Methodology and one paper (of 4 credit) must be on Research and Publication Ethics.

The exact number of Courses and total credits (of not less than 12 credit or 20 credits as may be applicable) for each discipline/subject shall be determined by the Doctorate Committee of the Faculty of Engineering & Technology on the recommendation of the Ph.D. Research Committee of the Department/School concerned.

Faculty of Interdisciplinary Studies, Law and Management: For all schools, the minimum credits for a Ph.D. coursework shall be as prescribed by the Faculty of Arts/Science/Technology depending on under which Faculty the School's Ph.D. programme is affiliated or the scholar's Ph.D is registered.

The exact number of Courses and total credits (of not less than the credits prescribed by the Faculty of Arts/Science/Technology as may be applicable) for each discipline/subject shall be determined by the Doctorate Committee of the Faculty of Interdisciplinary Studies, Law and Management on the recommendation of the RAC of the Scholar and the Ph.D. Research Committee of the School concerned.

The course on Research Methodology would usually cover areas such as quantitative methods, computer applications, and review of published research in the relevant field, training, field work, etc. Other course(s) shall be advanced level course(s) in the relevant subject/discipline.



Under all four Faculties, the Ph.D Dissertation shall be of 32 credits. A certificate for fulfilment of total credit hours completed by a candidate (which shall not be less than 44 credits) shall be issued by the Registrar on the authentication from the Secretary of the concerned Faculty Council, only after recommendation of the award of the Doctorate Degree by the viva voce examiners as per clause 26(v) below.

Examinations of the Ph.D. course work shall be conducted by the office of the Controller of Examinations of this University as per the provisions laid down under 20(v) below.

- iv) A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. On the basis of work-in-progress presentation by a candidate, the six monthly progress reports shall be prepared and submitted by the Research Advisory Committee to the Dean of the Faculty concerned.

**v) Examination Rule for Course-work**

- a) Students shall not be awarded any class or rank on the basis of course-work examination. There will be no supplementary examination for any course. Students who fail to qualify in any course/paper shall be eligible to appear for the same courses/papers in the regular semester examination in the subsequent corresponding semester. No student shall be permitted to take any end semester examination more than two times.
- b) Each 4-credit course in the one-semester course-work shall be evaluated out of 50 marks under Faculty of Arts, and Faculty of Science; out of 100 for Faculty of Engineering and Technology; out of 50/100 marks for Faculty of Interdisciplinary Studies, Law and Management (FISLM) as determined by the Doctorate Committee of the FISLM on the recommendation of the Ph.D. Research Committee of the School concerned.
- c) Each Ph.D. scholar will be required to obtain at least 55% in each paper/course and 55% in aggregate or grade point of 6.25 in 10-point scale in order to be declared passed, and to continue in the Ph.D. programme.
- vi) In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.

## Supervision

21.i) Permanent faculty members working as Professor/Associate Professor of Jadavpur University with a Ph.D., and at least five research publications in peer-reviewed or refereed journals, and permanent faculty members working as Assistant Professors in Jadavpur University with a Ph.D., and at least three research publications in peer-reviewed or refereed journals, may be recognized as a Research Supervisor in Jadavpur University or in its affiliated Post-graduate Colleges/institutes.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the university may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

(ii)(a) Only a full time regular teacher of Jadavpur University can act as a supervisor. The external supervisors having a Ph.D. and requisite number of publications as per 21(i) above and vacancies as per Clause 21(iv) below may be allowed as a Co-supervisor as per the recommendation of the Research Advisory Committee constituted as per Clause 21(iii)(B) below, and approved by the Doctorate Committee of the Faculty concerned.

Co-supervisor(s) from within the department/school or from other department/ school of Jadavpur University fulfilling the requirements as laid down under 21(i) above and 21(iv) below, can be appointed as a Co-supervisor on the recommendation of the Research Advisory Committee of a student in specific cases where specialized nature of research requires supplementing the expertise of the Research Supervisor concerned.

(b) The allocation of Research Supervisor for a selected research scholar shall be decided by the Ph.D. Research Committee (PRC) of the Department/School concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.

(c) Subsequent to allocation of supervisor to a candidate and formation of the Research Advisory Committee (RAC) for his/her research work, if the RAC feels that the inter-disciplinary/specialized nature of Ph.D. research of the candidate requires supplementing expertise from within/outside the department/School, then it may recommend to the Ph.D. Research Committee of the Department/School concerned for appointment of a Co-supervisor from within/outside the Department/School/Faculty/University subject to the requirements as laid down under 21(i) above and 21(iv) below on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

On the recommendation of Ph.D. Research Committee or any other appropriate body of the affiliated colleges/institutions, full time teachers employed there in substantive post (subject to fulfilment of academic qualification as per clause 21(i) above and intake capacity as per clause 21(iv) below) may be appointed by the Doctorate Committee of the concerned faculty of the university to act as Research Supervisor independently for students admitted to the Ph.D programme of such colleges/institutions as approved by the university.

Similarly, in case the Ph.D. programme of an institution is approved by and affiliated to the university as per the provisions laid down under Clause 29 below, full time regular teachers employed there in substantive post (subject to fulfilment of academic qualification as per clause 21(i) above and intake capacity as per clause 21(iv) below) may be appointed by the Doctorate Committee of the concerned faculty of the university to act as Research Supervisor independently for students admitted to the Ph.D programme of such institutions.

- (d) Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.
- iii) The Doctorate Committee of each Faculty will constitute a Ph. D. Research Committee for every Department / school and Research Advisory Committee for each and every admitted Ph.D. scholar. The composition and powers and functions of these committees shall be as follows:

(A) **Ph. D. Research Committee (PRC) for Departments / Schools** shall be composed of the following members:

- a) Head of the Department / Director of the School concerned as chairman.
- b) Elected/nominated member of the Doctorate Committee from the department / Joint Director of the School
- c) 4 (four) subject experts of whom at least one must from outside the department / school and one must be from outside the University, nominated for a maximum period of four years
- d) Secretary, Faculty Council concerned – Convener

Full-time permanent teachers of the department/school, fulfilling requirements as per clause 21(i) above, who have declared vacancies for Ph.D. supervision as per clause 21(iv) below, shall be invited in the meeting of the Ph.D. Research Committee convened for the interview and selection of candidates against the pre-determined vacancies. Invited members will not give marks to candidates based on their interview performances. However, their opinion will be given due consideration.

If the incumbent Head of the Department / Director of the School concerned is himself/herself a registered Ph.D. student of this university, he/she is shall neither be the Chairperson of the committee and nor be an ex-officio member of the committee till such time he/she is awarded the degree. The elected/nominated member of the Doctorate Committee from the department / Joint Director of the School will chair the meetings of the Ph.D. Research Committee till such time.

The term of each nominated member of the Ph.D. Research Committee of the Department/School shall be four (4) years from the date of approval by the Doctorate Committee concerned

Powers and Functions of the Ph. D. Research Committee for Departments / Schools shall be as follows:

- (1) It shall select candidates against number of pre-determined vacancies and recommend to the Doctorate Committee concerned for approval of their admission to the Ph.D. programme;
- (2) ascertain and recommend waiver from Ph.D. course-work, wherever applicable;
- (3) assign Research Supervisor and Co-Supervisors as per the provisions laid down under 21 (i) and 21 (ii) above;
- (4) Nominate subject experts for Research Advisory Committee for a student concerned

- (B) **Research Advisory Committee (RAC) for each admitted Ph.D. scholar** shall be composed of the following members:
- a) Chairperson of the Ph.D. Research Committee of the Department/School concerned or his/her nominee from within the Department/ School, as Chairperson of the concerned RAC
  - b) At least one and at most two subject experts (who may be from outside the concerned department/ school) to be nominated by the Ph.D. Research Committee of the Department/School concerned in consultation with the Research Supervisor
  - c) concerned Research Supervisor as Convener
  - d) concerned Co-supervisor(s) as member(s), wherever applicable

Powers and Functions of the Research Advisory Committee for Departments / Schools shall be as follows:

It shall

- (1) review the research proposal, finalize the topic and title of research work/Ph.D. thesis, and forward its recommendation to the Doctorate Committee of the Faculty concerned for registration of the same;
- (2) 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.
- (3) periodically review and assist in the progress of the research work of the research scholar.
- (4) to assess and evaluate research progress of the Ph.D. scholar concerned on the presentation given by him/her before the Committee on the progress of his/her work once in six months, and provide further guidance.
- (5) submit the six monthly progress reports to the Dean of the concerned Faculty through the Chairperson of the Ph.D. Research Committee of the Department/School on the basis of presentation made by the Ph.D. scholar concerned. A copy of the report shall be given to the research scholar.
- (6) recommend extension/re-registration subject to the satisfaction of criteria as laid down under clause 19(v) and 20(iv) above.

The Research Advisory Committee may also recommend cancellation of registration of the Ph.D. scholar concerned as per provisions under clause 19(vii) above.

All recommendations/minutes of RAC should be sent to the Dean of the concerned Faculty through the PRC of the department/school concerned.

21(iv) A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor/Co-supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor//Co-supervisor can guide up to a maximum of four (4) Ph.D. scholars.

Each supervisor can guide up to two international research scholars on a supernumerary basis over and above these permitted number of Ph.D. scholars.

### ***Submission of thesis***

22. i) A registered candidate shall have to work for a minimum period of three years after the date of registration. If the Supervisor / RAC certifies that the thesis embodies at least three years' work, then the Doctorate Committee may permit a candidate to submit his/her thesis one year after the successful completion of coursework, but not before two years from the date of registration subject to satisfying the criteria as laid down under 22(ii) below.

ii) A student must have two (2) publications in refereed journals, preferably in SCOPUS/Web of Science indexed/UGC-CARE journals ; OR at least one publications in a refereed journal, preferably in SCOPUS/Web of Science indexed/UGC-CARE journals, and made one paper presentations in conferences/seminars out of his/her doctoral research work, prior to submission and examination of his/her thesis, and shall produce evidence for the same in the form of acceptance letter or offprint and presentation certificates.

A Ph.D. scholar registered under FET must have two (2) publications in SCOPUS/Web of Science indexed journals; Or, one (1) publication in a SCOPUS/Web of Science indexed journal and one (1) full paper publication in proceedings of Conference/Seminar/Symposium/Workshop. These publications must be out of his/her thesis work and post admission and registration.

iii) Before final submission of the thesis a student who has satisfactorily completed the course work following clause 20(iii) and 20(v), must present his/her work at a meeting of the Research Advisory Committee as constituted under 21(iii)(B). Such presentation shall be open to all faculty members and other research scholars. Any suggestion may be suitably incorporated under the advice of the supervisor(s).

23. i) The thesis shall be an original contribution to knowledge, and must bear evidence of the candidate's having carried out individual investigations in her/his chosen field.

ii) S/he shall state in the preface the proposition on which the work is based and how the work contributes to the general advancement of knowledge. S/he shall also state the sources from which her/his information has been derived and shall indicate which portion(s) of her/his thesis s/he claims as her / his original contribution.

The Executive Council of the university shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor and Co-Supervisor(s) attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

iii) A candidate cannot submit as her/his thesis any work for which a degree or Diploma or other academic award has been conferred on her/him by this University or any other University or Institution.

24. i) The fee for submitting a thesis for examination will be as determined by the University from time to time.
- ii) A registered candidate shall have to submit four hard copies (the number may be determined separately in case of joint supervision) and one electronic copy of the thesis embodying the results of the research s/he has carried out together with four copies of the synopsis of the thesis.  
The copies of the thesis should be submitted to the Registrar together with a receipt of the fees paid to this University for this purpose.
- iii) The fee so paid is not refundable.
- iv) Proof of the candidate's fulfilment of other requirements shall also be submitted at this time.
- v) The Executive Council shall have the power to revoke any Ph.D. degree conferred duly if the candidate is subsequently proved guilty of plagiarism, falsification / copying of data / information or any other form of academic or ethical malpractice.

### **Examination of thesis**

- 25 i) The Doctorate Committee of the concerned Faculty shall approve names of six persons, at least three of whom must be from outside the state of West Bengal, who are well known authorities on the subject for appointment as examiners of a thesis by considering the list submitted by the Supervisor(s) concerned, as may be approved by the RAC concerned. Such examiners shall neither be teachers of this University nor persons who are supervising candidates for the PhD degree registered at this University.

- ii) A Board of Examiners, consisting of the supervisor(s) under whose guidance the candidate worked, and two external experts from the panel of external experts approved by the Doctorate Committee of the Faculty concerned as laid down under 25(i) above, of which at least one external expert shall be from outside the state of West Bengal, shall be nominated by the Vice Chancellor and appointed by the Executive Council.

- iii) Examiners will be requested to state their opinion in the prescribed form that has the following options:
- “(a) The thesis may be accepted for the award of the PhD degree of the University
  - (b) The thesis may be accepted for the award of the PhD degree of the University provided that the following modifications are addressed in a separate addendum. The Examiners present at the viva voce must certify that the modifications are satisfactorily addressed, failing which the thesis must be resubmitted after addressing the suggested modifications.
  - (c) The thesis may be accepted for the award of the PhD degree of the University only after addressing the following questions and resubmitting the thesis.
  - (d) The thesis shall not be considered for the award of the PhD degree of this University.”

A detailed report must also be submitted and signed by the external examiners.

iv)	A thesis which has been directed to be resubmitted by the examiners may be submitted again after due revision, modification or alteration but not earlier than three months from the date of communication of the recommendation to the candidate and a fee shall have to be paid at the time of resubmission as decided by the University. The Board of Examiners appointed under 25(ii) will examine the resubmitted thesis again. A thesis may be resubmitted only once.
v)	If there is a difference of opinion in the recommendations (clauses 25 (iii)) above) of the external examiners, all the reports and the thesis will be sent to a third external examiner appointed by the Doctorate Committee, who will act as special adjudicator and her/his recommendation will be considered as binding.
vi)	If both the external examiners rejects the thesis (clause 25 (iii)(d) above), it shall not be further processed for the award of the PhD degree of this University and it will be considered as rejected.
vii)	If all the external Examiners are of the opinion that the candidate may be awarded the degree, or in case of a favourable opinion of the special adjudicator, s/he shall be asked to appear at a viva voce examination.
<b>Viva Voce Examination</b> 26. i) There shall be an open viva voce examination for which notice should be issued 15 days before the examination and teachers of all faculties shall be invited to attend the examination. Other interested persons may also attend.  In cases of exigency, on the basis of written application by the supervisor of the Ph.D. student concerned, the Dean of the Faculty concerned may allow viva voce examination to be conducted after 7 days from the date of issue of notice for the same.	
ii)	From the panel of external examiners as recommended by the Doctorate Committee as per Cause 25(i) above, the Vice Chancellor shall nominate and the Executive Council shall appoint one person who is not a teacher of this University and is a well-known authority on the subject, and the Supervisor(s) of the candidate, as examiners for the viva voce examination. In case the Supervisor is not available, the University shall appoint another examiner in her/his place.  In the event of a Ph.D. candidate proceeding abroad after submission of the thesis, a competent scholar in the field abroad may be appointed as an examiner for the open viva voce as a special case with the approval of the Vice Chancellor.
(iii)	The examiners at the viva voce examination may ask questions beyond the subject of the thesis in order to satisfy themselves that the candidate has adequate knowledge of the particular branch of the subject on which s/he has submitted the thesis. If there is an addendum as mentioned under 25 (iii)(b), the examiners will certify that it is satisfactory.



- iv) If the examiners are not satisfied, the candidate may be directed to appear again at the viva-voce examination after six months. Such a candidate shall pay an additional fee duly determined by the University.
- v) The degree will be awarded by this University if the examiners of the viva voce examinations are of the opinion that the candidate is a fit person to receive the degree.

### **Honorarium**

27. The members of the Board of Examiners and the subject expert of the RAC who is from another university/institution shall be paid honorarium as per the rate determined from time to time by the University for the examination of the thesis and the oral examination separately.

Honorarium will be paid to the examiners at the same rate as mentioned above for re-examination of the thesis.

### **Registration of Candidates under Supervisors who are not teachers of Jadavpur University**

28. i) The research institute and/or Ph.D. programme of a research institute shall only be recognized by Jadavpur University if said institute does not confer Ph.D. degrees independently. Provided that the research institute satisfies the following criteria:
- (a) The concerned research institute has at least two Ph.D. qualified teachers/scientists/ other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities
  - (b) In case of science and technology disciplines, the concerned research institute has exclusive research laboratories with sophisticated equipment as specified by Jadavpur University with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;
  - (c) The concerned research institute has earmarked library resources including latest books, Indian and international journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials.

Ph.D. programme of an Institute/college affiliated to Jadavpur University as per the Jadavpur University Statute must also satisfy all the above mentioned criteria in order to be recognized by Jadavpur University for award of Ph.D. degree.

- ii) When an institute or its Ph.D. programme, or the Ph.D. programme of an affiliated college/institute is thus identified by the Executive Council of this University, the institute must follow the rules and regulations of this University regarding the Ph.D. programme as laid down above.
- iii) The Head / Director of the Institute must forward the selected candidate's application form for registration to the Ph.D. programme of this University.
- iv) The Ph.D Research Committee as constituted for department / unit as per provisions laid down under clause 21 (iii)(A) above by the concerned research institute or the affiliated college/institute will conduct the interview; and the Research Advisory Committee of a Ph.D. scholar concerned constituted as per provisions laid down under clause 21 (iii)(B) above, shall review the title and scheme of work, progress of the scholar, recommend re-registration and conduct pre-submission presentation of the scholar and forward its report to the concerned Doctorate Committee of Jadavpur University.

#### **Cancellation of Registration**

29. (i) The candidate may apply to the Registrar for cancellation of registration stating reasons, and such application, preferably forwarded by the Supervisor(s) must be placed and recorded at the meeting of the Doctorate Committee. If approved, the candidate's registration will be cancelled.

- ii) A candidate's registration may also be cancelled by the University if s/he does not fulfil the criteria as laid down in Clause 19(v) above, and as per the provisions laid down in Clause 19(vii) above.

#### **Depository with INFLIBNET:**

30. Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the university shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.