

REGULATIONS RELATING TO DOCTORAL (Ph.D.) DEGREE

(1st amendment), 2020



BANKURA UNIVERSITY

BANKURA

WEST BENGAL

PIN 722155

Regulations Relating to Doctoral (Ph.D) Degrees

[The Executive Council accorded approval in its meeting held on 21.09.2020]

In exercise of the powers conferred by Sub Section (2) of Section 58 of Bankura University Act, 2013 (West Bengal Act XIX of 2013) and Section 112(1) and (2) of Chapter XIII of Bankura University First Statutes, 2016 Bankura University hereby makes the following Regulations, namely:-

1. Preamble

The Degree of Doctor of Philosophy (Ph.D.) is awarded to a candidate who has submitted a thesis on the basis of original work done in any particular discipline/inter-discipline that makes a contribution to the advancement of knowledge, which is approved by suitably appointed examiners and prerequisites, as per regulations.

2. Short Title, Application & Commencement:

2.1 These regulations may be called the **Bankura University (Regulation for the Degree of Doctor of Philosophy, Ph.D.), Regulations 2017.**

2.2 They shall apply to every candidate applying for admission, registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.) of this University.

2.3 They shall come into force with the passing of the same by the Executive Council of the University.

2.4 Notwithstanding anything contained in any other Rule or Regulation for the time being in force, all admissions, course works, registrations, and conferment of Degree shall be guided by these regulations.

3. Eligibility Criteria for Admission to Ph.D. Programme:

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

- 3.1 Candidates for admission to the Ph.D. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions. For joining Ph.D. programme in Education, eligibility in the last qualifying examinations should be: (a) M.A./ M.Sc. in Education - 55% or (b) M.Ed. – 55% preceded by M.A./ M.Sc. – 50 % and B.Ed. – 55%.
- 3.2 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 and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. 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.
- 3.3 Candidates who have cleared the M.Phil. Course Work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completed the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme. 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 and other categories of candidates as per the decision of the Commission from time to time.
- 3.4 A person whose M.Phil. Dissertation has been evaluated and the *viva voce* is pending may be admitted to the Ph.D. programme of the same Institution.

3.5 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, 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. programme.

4. Duration of the Programme:

4.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

4.2 Extension beyond the above limits will be governed by the relevant Rules as stipulated in the Statute/Ordinance of Bankura University.

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

5. Procedure for Admission

5.1 The University shall lay down and decide, in the beginning of the Admission, a predetermined and manageable number of doctoral students, based on the number of teachers eligible to guide doctoral research in any given subject-discipline and their respective vacancies.

5.2 A seat shall be considered to be vacant only after a registered research scholar submits his/her Thesis for Ph.D.

5.3 The available number of seats should be obtained from respective departments through the Doctoral Committee before notification. All faculty members of the department having Ph.D. degree shall be the members of the Doctoral Committee. The Head/T.I.C./Senior most faculty member of the Department having Ph.D. Degree shall be the *ex officio* Convenor of the Doctoral Committee. In extraordinary circumstances, if no Ph.D holder faculty member is available in the department, Vice Chancellor shall nominate the Convenor of the department. The University shall notify the number of

seats available for Ph.D. Programme in its website. If Head/TiC is not in a position to become member of the Doctoral Committee, then the senior most faculty member with Ph.D. degree or a faculty member having Ph.D. may be nominated by the Vice Chancellor for the Chairperson of the Doctoral Committee.

5.4 Admission to the Ph.D. programme shall be through the Ph.D. Entrance Test to be conducted in the University by the PG Department/recognized Institute concerned in each discipline for Master's level students. The syllabus of the Entrance Test shall consist of 50% questions on research methodology and 50% on the concerned subject. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centres, if any, also to be notified well in advance).

5.5 Applicants, who have qualified UGC-NET (including JRF) / UGC-CSIR NET (including JRF) / SET / GATE / JEST, or holding teacher fellowship or having M.Phil. Degree or having previously completed Ph.D Course work from any recognized University or any International student or completed Ph.D Course Work from any recognized University previously shall be exempted from the Ph.D. Entrance Test.

5.6 Once the results of the Ph.D. Entrance Test are declared (qualifying marks 50%), the concerned PG Department shall organize the meeting of the Board of Research Studies for presentation and *viva voce* for final selection of a Ph.D. candidate. Provided that a relaxation of 5 % of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non-Creamy layers)/Differently-abled category in the entrance examination conducted by the Universities.

Provided further that, if in spite of the above relaxation, the seats allotted for SC/ST/OBC (Non Creamy layer)/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. The University will devise its own admission procedure, along with eligibility conditions to ensure that most of the seats under these categories are filled.

5.7 The PG Department concerned shall call only successful candidates for counselling-cum-interview session, wherein these candidates shall be expected to discuss their research interest/area through a presentation before a duly constituted Board of Research Studies

which shall objectively assess their past academic records and award marks giving equal weightage to both of these aspects. To qualify in the *viva voce* test, the candidate must obtain a minimum of 50 % marks or as may be determined by the University Authority from time to time. Subject-wise merit list will be prepared and admission to fill up the vacant positions of Ph.D. Programme will be offered in order of merit.

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 Institution/College;
- (c) The proposed area of research can contribute to new/additional knowledge.

5.8 Each PG Department/recognized Institute shall admit only a pre-determined number of students to its Ph.D. programme. After declaring the available seats in the respective subjects, no seat will be added later on.

5.9 The reservation of seats for SC, ST, OBC-A, and OBC-B, shall be as per the rules of the state government.

5.10 The University shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

6. Fees

Non-refundable fees related to the Ph.D. Programme may be determined by the University Authority from time to time.

7. Allocation of Research Supervisor

Eligibility criteria to be a Research Supervisor, Co-Supervisor, number of Ph.D. scholars permissible per Supervisor, etc. are given below

7.1 Any regular Whole Time Professor of the University/Institution with at least five research publications in refereed journals and any regular Whole Time Associate/Assistant Professor of the university/institution with a Ph.D. degree and at

least two research publications in refereed journals may be recognized as Research Supervisor.

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.

- 7.2. External supervisors are not allowed. However, a Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other recognized institutions with the approval of the Research Advisory Committee.
- 7.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Board of Research Studies 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*.
- 7.4 In case of topics which are of inter-disciplinary nature, where the Board of Research Studies feels that the expertise in the Department has to be supplemented from outside, the Board of Research Studies may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.
- 7.5 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 can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.
- 7.6 In case of relocation of an Ph.D. woman 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 provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

8. Course Work:

Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

8.1 The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.

8.2 The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits (one full paper of 100 marks) shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.

8.3 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the Board of Research Studies.

8.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Board of Research Studies.

8.5 All candidates admitted to the Ph.D. programmes shall be required to complete satisfactorily the course work prescribed by the Board of Research Studies during the initial one/two semester.

8.6 Candidates already holding M.Phil. Degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and those who have already completed Ph.D. course work in any recognized University, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

8.7 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the thesis. Unsuccessful candidates, due to not appearing for the examination or not obtaining the qualifying marks in the examination are eligible to

appear once in the next chance for the said purpose to qualify the Ph.D. course work examination.

8.8 Regarding the Ph.D. course work examination, Doctoral Committee will recommend the name of paper-setters, moderators, examiners with the approval of the Vice Chancellor. HOD/Teacher-in-Charge/ Seniormost faculty member of the Department having Ph.D Degree will act as a convener in the moderation board, prepare the final question papers, and look after the total examination process i.e. works during and after the examination. Finally, all answer scripts and tabulation sheet (hard copy and soft copy) will be submitted to the Controller of Examinations.

9. Functions of the Doctoral Committee shall be as follows:

9.1 To determine the number of seats available in the Departments/Centres for Ph.D. programme, and specializations related thereto;

9.2 To conduct the entrance examination of the Ph.D. programme;

9.3 To prepare and publish the list of the qualified candidates of the entrance examination.

9.4 Doctoral Committee finalize the result of Ph.D Course work Examination and submit to the appropriate authority.

9.5 On the basis of the recommendation of the Doctoral Committee, the authority concerned will issue the course work completion certificate to the candidate concerned.

10. Board of Research Studies and its functions:

10.1 There shall be a Board of Research Studies, as defined in the Statutes/Ordinances of the Bankura University for Ph.D.Programme.

10.2 This Board shall have the following responsibilities:

To prepare and recommend the names of the Ph.D. candidates for Registration and allot Ph.D. supervisors after reviewing the presentation and *viva voce* relating to the research proposal and finalizing the topic and title of research.

To recommend the name of new / joint supervisor(s) in case of death / resignation / retirement of the supervisor.

To frame / revise all courses / modules of coursework for Ph. D. programme which has to be subsequently approved by the Vice Chancellor.

To perform any other duties related to admission to the research programmes as desired by the University authority.

11. Research Advisory Committee and its Functions:

11.1. There shall be a 03 (Three) member Research Advisory Committee for each Ph.D.

scholar. The members of the Research Advisory Committee shall be --

- a) The Research Supervisor/Co-Supervisor of the Scholar, who shall also be the Convener of this Committee.
- b) The Head of the Department concerned/ T.I.C., when the HoD/TiC of the Department concerned will be the Convener of RAC, being at the same time supervisor of the scholar, the senior most faculty member having Ph.D. degree will be the member or as nominated by the Vice Chancellor
- c) An expert from department concerned or allied/relevant department(s) of the University /other Universities to be nominated by the Board of Research Studies from the Panel of 03 (Three) members submitted by the Research Supervisor in consultation with the Head of the Department.

11.2. This Committee shall have the following responsibilities:

- a) 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.
- b) To periodically review and assist in the progress of the research work of the research scholar.
- c) To review the research proposal and finalize the topic of research.

11.3 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. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.

11.4 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College, with specific reasons, for cancellation of the registration of the research scholar.

12. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:

12.1 Prior to the submission of the thesis, the scholar shall make at least one presentation in the Department before the Research Advisory Committee of the Institution concerned, which shall also be open to all faculty members, other research scholars and students. The feedback and comments obtained from them may be suitably incorporated into the thesis in consultation with the Research Advisory Committee.

12.2 Ph.D. scholars must publish at least one (1) research paper in a refereed journal and make two paper presentations in conferences/seminars before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

12.3 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 thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor 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.

12.4 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners nominated by the Vice Chancellor (not below the rank of Professor/Scientist Grade E or its equivalent who have their expertise on the relevant field of research work) out of a list submitted by the supervisor(s), if any, of whom one examiner shall be from outside the state or may be from outside the country. The *viva voce*, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.

The thesis submitted by a candidate not attached to any supervisor will be examined by three external experts of which at least one expert shall be from outside the state or may be from outside the country.

12.5 The public *viva voce* of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for conducting the *viva voce* examination. If the evaluation report of the external examiner on the thesis is unsatisfactory and does not recommend *viva voce*, the Institution shall send the thesis to another external examiner out of the approved panel of examiners and the *viva voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

12.6 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

12.7 One soft copy of the thesis shall be sent to U.G.C. within three months from the date of award of Ph.D. degree to a candidate and another soft copy of the Ph.D. thesis shall be preserved in the University

13. Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M.Phil./Ph.D. programmes:

13.1 Colleges may be considered eligible to offer Ph.D. programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.

13.2 Post-graduate Departments of Colleges, Research laboratories of Government of India/State Government with 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 as per these Regulations, stipulated under sub-clause 10.3, shall be considered eligible to offer Ph.D. programmes. Colleges should additionally have the necessary recognition by the Institution under which they operate to offer Ph.D. programme.

13.3 Colleges with adequate facilities for research as mentioned below alone shall offer Ph.D. programmes:

- a) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;
- b) 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;
- c) Colleges may also access the required facilities of the neighbouring Institutions/Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

14. Award of Ph.D. degrees prior to Notification of these Regulations, or degrees awarded by foreign Universities:

14.1 Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009 till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009.

14.2 If the Ph.D. degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned institution for the purpose of determining the equivalence of the degree awarded by the foreign University.

15. Depository with INFLIBNET:

15.1 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.

16. Award of Ph.D. degrees

16.1 Prior to the actual award of the degree, the university shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.

17. SC/ST/OBC/PWD applicants from the other states will not get reservation facility.

18. In case of any dispute that may arise in connection with the above regulations, the decision of the University Executive Council shall be final and binding. Further, the University Authority shall have the right to amend any provisions of these regulations, as necessary, at any time.