

**BANKURA UNIVERSITY**  
**BANKURA, WEST BENGAL, INDIA**

**Bankura University (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations,  
2023**

[The Faculty Council for Post- Graduate Studies accorded approval in its meeting held on 21st December, 2023]

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 (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2023. 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.

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

2.3 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 framed as per guidelines of the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degrees) Regulations, 2022.

**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 who have completed:

i) 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.

ii) A relaxation of 5% marks or its equivalent 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.

iii) Provided that 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. A relaxation of 5% marks or its equivalent 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.

iv) SC/ST/OBC/PWD applicants from other states will not get reservation facility.

3.2 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. A relaxation of 5% marks or its equivalent 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.

#### 4. **Duration of the Programme:**

4.1 The Ph.D. programme shall be for a minimum duration of three (3) years, including course work and a maximum of six (6) years, from the date of admission to the Ph.D. Programme.

4.2 A maximum of an additional two (2) years can be given through a process of re-registration as per the rules of the University provided, however, 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.

4.3 Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.

4.4 Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

#### 5. **Procedure for Admission:**

5.1 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

5.2 Admission to the Ph.D. programme shall be made using the following methods:

i) University may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview / viva-voce.

And/or

i) University may admit students through a Research Eligibility Test conducted through the Doctoral Committee of the respective Departments. The Research Eligibility Test syllabus shall consist of 50% of research methodology, and 50% shall be subject- specific.

ii) Students who have secured 50 % marks in the Entrance Test are eligible to be called for the interview / viva voce.

iii) A relaxation of 5 % marks will be allowed in the Research Eligibility Test for the candidates belonging to SC/ST/OBC/differently-abled category and other categories of candidates as per the decision of the appropriate authority from time to time.

iv) Provided that for the selection of candidates based on the Research Eligibility Test conducted by the University, a weightage of 70 % of the marks obtained in the Research Eligibility Test and 30 % of the performance in the interview/viva voce shall be given.

v) Students who have qualified for UGC-NET/UGC-CSIR/NET/GATE/ CEED and similar National level tests without fellowship/scholarship have to appear for the Research Eligibility Test.

### 5.3 **Bankura University shall:**

i) Notify an Information Booklet well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;

ii) Adhere to the National/State-level reservation policy, as applicable.

5.4 Bankura University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, her or his designation, and the department /center), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of her/his research and the date of Admission) admitted under them on the website of the University and update this list every academic year.

### 6. **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:

6.1 Permanent faculty members working as Professor/Associate Professor of the 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 Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the University where the faculty member is employed or in its affiliated Post-graduate Colleges/Institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post-graduate Colleges/institutes would be in violation of these Regulations.

6.2 For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by the University, the scientists in such research institutions who are

equivalent to Professor/Associate Professor/Assistant Professor can be recognized as co-supervisor if they fulfil the above requirements.

- 6.3 Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- 6.4 Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.
- 6.5 Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.
- 6.6 In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/University may be appointed.
- 6.7 An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.
- 6.8 A seat shall be considered to be vacant only after a registered research scholar submits his / her thesis for Ph.D.
- 6.9 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.
- 6.10 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.

## 7. **Admission of International students in the Ph.D. programme:**

- 7.1 Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.7 above.
- 7.2 The University may decide its own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued from time to time.
8. At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in Clause 6.7 and Clause 7.1.

## 9. **Course Work - Credit requirements, number, duration, syllabus, minimum standards for completion, etc.:**

- 9.1 The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a "Research and Publication Ethics" course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory

Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

- 9.2 All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
- 9.3 A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the Ph.D. Programme and submit her or his thesis.
- 9.4 All candidates admitted to the Ph.D. programmes shall be required to satisfactorily complete the course work prescribed by the Board of Research Studies during the initial one semester.
- 9.5 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.
- 9.6 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.

#### 10. **Research Advisory Committee and its Functions:**

- 10.1 There shall be a Three (3) Member Research Advisory Committee of the University Department concerned for each Ph.D. scholar consisting of the Head / TIC having Ph.D Degree of the Department, one External expert to be nominated by the Board of Research Studies not below the rank of Professor and the Supervisor / Guide. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:
  - i) To review the research proposal and finalize the topic of research.
  - ii) To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that s/he may have to do.
  - iii) To periodically review and assist in the progress of the research work of the Ph.D. scholar.
- 10.2 Each semester (once in six months) the Research Supervisor shall convene a meeting of the Research Advisory Committee. A copy of the Notice convening the meeting shall be sent to the Ph.D. scholar for information. The Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of her/his work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations to the University. A copy of such recommendations shall also be provided to the Ph.D. scholar.
- 10.3 In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may

recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme. If the Ph.D. scholar does not submit any report on the progress of her/his work for evaluation, once every six months and / or, does not appear for the meeting of Research Advisory Committee, the Research Supervisor shall submit to the university the minutes of the meeting mentioning the same. Non-appearance of the Ph.D. scholar in two consecutive Research Advisory Committee meetings shall lead to the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

10.4 The meeting of the Research Advisory Committee can also be conducted online / in hybrid mode.

**11. Doctoral Committee and its functions:**

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

11.2 To conduct the Research Eligibility Test of the Ph.D. Programme;

11.3 To prepare and finalize the list of the qualified candidates of the Research Eligibility Test and submit it to the appropriate authority.

11.4 To conduct and finalize the result of Ph.D. Course Work Examination and submit it to the appropriate authority.

11.5 To consider and approve the name of supervisors who have applied from Post Graduate Departments of affiliated colleges/ Institutions as per recommendation of the IQAC in consultation with the Doctoral Committee of the Department concerned.

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

**12. Board of Research Studies and its functions:**

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

12.2 This Board shall have the following responsibilities:

i) 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 provisionally approve the topic and title of research.

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

iii) To recommend the name of a new supervisor in case of re-registration when an existing supervisor is no longer an employee of the university or it's affiliated Post-graduate Colleges/institutes.

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

v) To perform any other duties related to the Ph.D. programme as desired by the University authority.

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

- 13.1 Upon satisfactory completion of course work, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
- 13.2 Before submitting the dissertation/thesis, the Ph.D. scholar shall make a pre-submission Seminar before the Research Advisory Committee of the University Department concerned, which shall be open to all faculty members and research scholars/students.
- 13.3 Scholars must publish at least one (1) research paper relating to her/ his Ph.D. topic in a refereed journal and make two (2) paper presentations in conferences / seminars before the submission of the thesis for adjudication, and produce appropriate evidence of the same.
- 13.4 In normal course, the language of the thesis shall be English (except Ph.D. thesis of the Bengali, Sanskrit or Santali or any other vernacular Language department and subjects / disciplines where Devnagari / Bengali / Olchiki script is used) unless the Board of Research Studies concerned permits to write the thesis in a language other than English on the prayer of the Ph.D. scholar on valid grounds and in compliance with UGC and Bankura University Regulations in this regard.
- 13.5 A Ph.D. scholar shall submit four (4) typed / printed copies of the Ph.D. thesis containing the results of her / his research along with an undertaking of the Ph.D. scholar and her / his Supervisor (s). At the time of submission of the thesis, the Ph.D. scholar shall also submit four (04) copies of an Abstract (of about 500 words) of the Ph.D. thesis, two (02) CDs containing the entire Ph.D. thesis in pdf file format, photocopies of the research article(s) / proof of publication of the research article(s) published in any refereed journal and the Certificates of academic papers presented in Conferences / seminars / exhibitions related to the Ph.D. topic of the scholar.
- 13.6 Along with her / his thesis, the Ph.D. scholar shall be required to submit a clearance Certificate of the Department concerned and the Central Library to the Research Office or the appropriate authority.
- 13.7 The University shall have a mechanism using well-developed software applications as per UGC / University guidelines to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.
- 13.8 A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.
- 13.9 The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by her/his Research Supervisor and at least two external examiners, not below the rank of Professors, who are experts in the field and not in employment of Bankura University. Such examiner(s) should be academics with a good record of scholarly publications in the field and one of the external examiners may be chosen from outside India / outside the State.
- 13.10 The viva voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online / in hybrid mode. The viva voce shall be

open to the members of the Research Advisory Committee, all Faculty members, research scholars and students of the department.

- 13.11 The Dean of the Faculty concerned shall place the panel of examiners submitted by the Board of Research Studies to the Vice Chancellor for his / her nomination.

The Vice Chancellor shall nominate one external examiner within the State of West Bengal and one external examiner from outside the State / Country from the panel of experts as suggested by the Supervisor and approved by the Board of Research Studies in order of his/her preference for adjudication / examination of the thesis.

- 13.12 The viva voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D. degree.

- 13.13 The University shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva voce result, within a period of six (6) months from the date of submission of the thesis.

- 13.14 The date of the open viva voce examination as mentioned in the satisfactory viva voce report of the concerned Viva Voce Board shall be the date of award of Ph.D. Degree.

14. **Ph.D. through Part-time Mode:**

- 14.1 Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.

- 14.2 The University shall obtain a “No Objection Certificate” through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:

- i. The candidate is permitted to pursue studies on a part-time basis.
- ii. Her/his official duties permit her/him to devote sufficient time for research.
- iii. If required, s/he will be relieved from her/his official duty to complete the course work.

15. **Issuing a Provisional Certificate:**

Prior to the actual award of the Ph.D. degree, the University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.

16. **Depository with INFLIBNET:**

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 INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

17. **Fees:**

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

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.