

Academic Regulations (Doctoral Degree Programs), 2025

1. Short Title, Application and Commencement

- (1) These regulations may be called the "Academic Regulations (Doctoral Degree Programs), 2025".
- (2) These Regulations shall apply to all students admitted in doctoral degree programs of Darshan University from A.Y. 2023-24 and onwards;
And also to all students admitted in doctoral degree programs of Darshan University in A.Y. 2021-22 and 2022-23 who have completed course work requirement as per *UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations, 2016* [\[Link\]](#), except section-9 of these regulations.
- (3) They shall come into force from the date of their publication of the notification, with the approval of the Board of Management of Darshan University.
- (4) These Regulations are framed in consistent with following Regulations of Regulatory Bodies:
 - *University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degrees) Regulations, 2022* published in the Gazette of India dated 07.11.2022 [\[Link\]](#).
- (5) The publication requirement specified in *Section-15* shall apply to all Research Scholars from the date of publication of the notification of these regulations, whereas publications made prior to this date shall be governed by the provisions of the *Ph.D. Regulations, 2023*

2. Definitions

- (1) **"Program"** - It is a doctoral degree program, leading to award a Ph.D. degree certificate
- (2) **"Semester / Term"** - Duration for studying a course/s i.e. a portion of an academic year. The word "Term" is generally used synonymously with "Semester"
- (3) **"Course"** - A constituent subject of the program
- (4) **"Credit"** - A unit by which the course work is measured. It determines the number of hours of instructions per credit. In general, one credit is equivalent to 15 hours of teaching (lecture or tutorial) or 30 hours of practical work/field work per week. On passing a course, a student will earn this number of credit.
- (5) **"Letter Grade"** - A letter associated with a particular performance level of a student in a course. A qualitative meaning and numerical figures are attached to each grade.
- (6) **"Grade Point"** - The numerical value corresponding to the letter grade obtained in a course by a student.
- (7) **"Adjunct Faculty"** - a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution
- (8) **"Course Work"** - courses of study prescribed by the Department to be undertaken by a student registered for the Ph.D. Degree;

- (9) **"Plagiarism"** - the practice of taking someone else's work or idea and passing them as one's own;
- (10) **"Research Proposal"** - a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. program;
- (11) **"INFLIBNET"** - It is an Inter-University Centre of the University Grants Commission under the Ministry of Education, established to promote and facilitate libraries and information resources for Indian further education.
- (12) **"Research Council"** - It is a committee constitute by the University for promoting Research and Development among the students and faculty of the university
- (13) **"RAC"** - **"Research Advisory Committee"**; a Committee constituted by the University for each Research Scholar to monitor the progress of his/her research work.
- (14) **"Research Scholar"** - Any candidate admitted by the University either under Full-Time or Part-Time Category for pursuing research for the award of Ph.D. Degree after completion of Coursework.
- (15) **"Research Supervisor"** - A faculty member of the University recognised by Research council to supervise the PhD Scholar.

3. Eligibility Criteria for Admission to the Ph.D. Program

- (1) The University shall permit the registration for PhD Program in the following faculties

- 1. Engineering and Technology
- 2. Science
- 3. Management
- 4. Commerce
- 5. Humanities
- 6. Computer Application

- (2) Candidates who have completed

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

a **4-year/8-semester bachelor's degree** program, **with a minimum of 75% marks** in aggregate or its equivalent grade on a point scale wherever the grading system is followed

OR

a **M.Phil.** program **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, shall also be eligible.

- (3) 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 as per the decision of the UGC from time to time.

4. Duration of the Programme

- (1) Ph.D. program shall be for a **minimum** duration of **3 years**, including course work, and a **maximum** of **6 years**.

Provided however that the Provost, on the recommendation of the Research Advisory Committee (RAC), on completion of 6 years, permit the research scholar to renew the registration on payment of due fees **up to 8 years**.

- (2) The **female** Ph.D. scholars **and Persons with Disabilities** (having more than 40% disability) may be allowed an **additional relaxation of 2 years**; however, the total period for completion of a Ph.D. program in such cases should not exceed 10 years from the date of admission in the Ph.D. program. In addition, the female 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

- (1) The University shall admit Ph.D. Scholars **once in an academic year** for a predetermined and manageable intake in a particular stream/discipline/subject **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.

- (2) The University will **notify** well in advance, **on the University website** through wide circulation, regarding the intake in a subject/discipline, admission eligibility criteria, procedure for admission, entrance examination date and center(s), Syllabi, and all other relevant information related to admission in the program for the candidates.

- (3) Candidates, who intend to take admission for Ph.D. have to **apply online** in a prescribed form.

(4) Entrance Test

- On the receipt of applications, an entrance test (i.e. Darshan University Ph.D. Entrance Test - DUPET) will be conducted for the eligible candidates irrespective of number of applications received.
- The **syllabus** of the Entrance Test shall consist of *50% of Research Methodology* and *50% shall be subject specific*, defined by the UGC NET.
- In those subjects where UGC NET examinations are not conducted, the Research Council (RC) of the University shall define the syllabus on recommendation of the respective head of the department.
- **Paper Setter and Examiner** for Entrance Test shall be appointed by the Provost on recommendation of Departmental Research Committee.
- The result of University's Ph.D. Entrance test will be valid for a maximum of **two admission cycles**.

- (5) Students who have secured **50% marks in the entrance test** are eligible to be called for the interview. 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 UGC from time to time.

However, the candidates who qualify the fellowship/scholarship in *UGC-NET / UGC-CSIR NET / GATE / CEED and similar National level tests* with a valid score in terms of cut-off marks and duration, shall be **exempted from appearing in the entrance test** and deemed to be qualified for personal interview. For such exempted candidates, the marks for the entrance test component shall be calculated based on their percentage of marks in the postgraduate degree as per **Table-1**.

Notwithstanding the exemption, such candidates may opt to appear in the entrance test for the purpose of improving their marks.

Table-1		
Sl. No.	Percentage of Marks in PG Degree	Converted Marks
1	50.00-54.99	50
2	55.00-59.99	55
3	60.00-64.99	60
4	65.00-69.99	65
5	70.00-74.99	70
6	75.00-79.99	75
7	80.00-84.99	80
8	85.00-89.99	85
9	90.00-94.99	90
10	95.00-100.00	100

- (6) The **list of candidates clearing the entrance test** shall be declared on the notice board / website of the University.

(7) **Interview**

- An interview shall be held by a **Departmental Research Committee** consisting of the
 - i. Nominee to be appointed by the Provost,
 - ii. Head of the Department(s),
 - iii. probable Research Supervisor / domain external expert appointed by the Provost from the panel of expert nominated by the Head of the Department(s)
- The candidates shall be required to **discuss their research interest/area/proposal** through a presentation and following aspects shall be considered, viz. whether:
 - i. the candidate possesses the competence for the proposed research;
 - ii. the research work can be suitably undertaken at the Institution;
 - iii. the proposed area of research can contribute to New/additional knowledge.

- (8) The **final selection** of candidates shall be done based on a **weightage** of 70% for the entrance test and 30% for the performance in the interview.

- (9) On the recommendation of the Departmental Research Committee, the **list of selected candidates** will be displayed on the notice board / website of the University.

- (10) The **allocation of Research Supervisor** for a selected research scholar shall be decided by the Department Research Committee 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.

- (11) The Ph.D. **Research Scholar**, shall be required to create his **profile on the website** of the University. The profile shall include the name of the registered candidate, topic of his research, name of his/her supervisor/co-supervisor, date of enrollment/registration.

6. Registration of Ph.D. Scholar

- (1) A Ph.D. scholar may be registration himself/herself as a **Full-Time** Scholar or **Part-Time** Scholar.
- (2) The **Full-Time** scholars shall be **expected to work on a regular basis** for the entire duration of the Ph.D. program in their respective subject departments or place of assignment.
- (2) For registering as a **Part-Time** Ph.D. scholar, he/she shall be required to submit **"No Objection Certificate"** *at the time of registration* from the appropriate authority in the organization where the candidate is employed, clearly stating that:
- The candidate is permitted to pursue studies on a part-time basis.
 - His/her official duties permit him/her to devote sufficient time for research.
 - If required, he/she will be relieved from the duty to complete the course work.

(3) Financial Assistance

- Any kind of financial assistance shall be **provided to only Full-Time** scholars.
- Ph.D. Scholar registered as Full-Time scholar shall be paid a consolidated **fellowship of INR 25,000 per month**. All fellowships are subject to Government of India Income Tax Rules and related deductions, as applicable.
- Any Ph.D. scholar shall be eligible to receive only one fellowship, either provided by the University or external agencies.
- Contingency Grant of INR 20,000 per annum** can be availed by each Full-Time Ph.D. scholars and shall lapse, if unutilized, at the end of each financial year.
This grant can be utilized for purchase of books, software, equipment, etc. with prior sanction of Research Supervisor.

(4) Change in the Registration type

In the case of request for change of type of Ph.D. Program from full-time to part-time *OR* from part-time to full-time, the Provost shall consider such requests under compelling circumstances on the recommendation of the Research Council of the University.

7. Research Supervisor

(1) Eligibility Criteria

The **permanent faculty members** of the University may be recognized as a Research Supervisor if,

- working as **Professor/Associate Professor** with a Ph.D., and at least five research publications in peer-reviewed or refereed journals
- working as **Assistant Professors** under the Darshan University with a Ph.D., and at least three research publications in peer-reviewed or refereed journals

Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.

(2) **Co-Supervisors**

- Co-Supervisors from within the **same or other department** of the University *OR* other institutions may be permitted with the approval of the Provost.
- In case of **interdisciplinary/multidisciplinary** research work, if required, a Co-Supervisor from outside the Department/University may be appointed subject to approval of the Provost.
- **Adjunct Faculty** members of the University can only act as co-supervisors.

(3) **Number of Ph.D. scholars permissible per supervisor**

- A Research Supervisor /Co-Research Supervisor who is
 - i. A **Professor** can guide up to a maximum of **8** Ph.D. scholars at any given point of time,
 - ii. An **Associate Professor** can guide up to a maximum of **6** Ph.D. scholars at any given point of time,
 - iii. An **Assistant Professor** can guide up to a maximum of **4** Ph.D. scholars at any given point of time.
- Each supervisor shall be permitted to take Ph.D. scholars for only **50%** of eligible intake allocated to them **in the first year after recognition**.
- Each supervisor can guide up to **two international research scholars** on a supernumerary basis, over and above the permitted number of Ph.D. scholars.
- At any point, the total number of Ph.D. scholars under a Supervisor, either as a supervisor or a co-supervisor, shall not exceed the number prescribed above.

(4) **Relocation of a Female Ph.D. Scholar**

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 University 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.

(5) **Superannuation of Supervisor**

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.

(6) **To be a Recognized Research Supervisor**

A person who desires to be a recognized Research Supervisor has to **submit an application to the Ph.D. section** in a prescribed format with necessary supporting documents. PhD Section verify the application along with the supporting documents. Verified applications are sent to the research council for approval of the same. List of approved candidates who have been recognized as Research Supervisors shall be notified on the website.

(7) **Change of Supervisor**

A student desirous to change his Supervisor shall **apply to the Ph.D. section** in a prescribed form through both the old and the new guiding teachers, the Head of the Department, and the Dean of Faculty. The decision on this will be taken by the Provost on the recommendation of the Dean of Faculty.

Provided that in the case of death of a Supervisor or long leave or prolonged sickness of a supervisor or the cases of similar nature, a candidate may apply to the Ph.D. section for changing his supervisor and such application shall be forwarded by the Ph.D. section to the Provost.

8. Duties and Functions of a Research Supervisor and Co-Supervisor

- (1) Research Supervisor shall recommend names of at least three domain experts fulfilling the following criteria(s) relevant to/with the research topic of a particular Research Scholar for constitution of RAC.
 - The recommended domain expert shall possess Ph.D. degree and shall be recognized as research supervisor
 - The recommended domain expert shall possess at least two years of research experience in the area relevant to/with the research topic of the Research Scholar
- (2) A Candidate/ Research Scholar may have a Co-supervisor based on the recommendation of Research Supervisor and approval of RAC and Provost
- (3) Research Supervisor, who is a Member Convener of the RAC in consultation with Co-Supervisor (if appointed) and RAC members shall send a request for conduction of RAC review on UMS+ Portal through Supervisor Login and inform the Research Scholar through email.
- (4) Research Supervisor shall convene at the most two RAC reviews in a year having at least a minimum gap of 5 months between two such consecutive reviews and Maximum 2 RAC in one year. All such requests should be made on UMS+ portal.
- (5) Research Supervisor shall convene the RAC review meeting either through any e-medium or in-person. RAC members shall submit their inputs / comments / suggestions within 03 working days through email to concerned Research Supervisor.
- (6) The Research Supervisor shall immediately inform the University if a scheduled RAC review could not take place due to any reason. The Research Supervisor shall reschedule the RAC review of a respective scholar by intimating the new date through e-mail. Upon approval by the University the same date shall be reflected on UMS+ portal.
- (7) Research Supervisor shall inform the Research Scholar through e-mail to submit the progress report to all the members of the RAC before Ten (10) days of the scheduled RAC review. This progress report should contain the progress/achievements made during the period under review and plan(s) for the rest of the programme.
- (8) Research Supervisor shall inform the Research Scholar to attend any research related Workshop / Training etc. organized by the University.
- (9) Research Supervisor shall be responsible to inform the Research Scholar about the extent to which the work of others can be made use of, self-plagiarism and the portion of the work the researcher claims as original.
- (10) Research Supervisor shall inform the Research Scholar that not attending the scheduled RAC review(s) will extend the duration of the Ph.D. course.
- (11) Research Supervisor shall inform the Research Scholar that consecutively not attending three scheduled RAC review(s) shall render the Research Scholar liable for cancellation of his/her registration.
- (12) Research Supervisor shall inform the Research Scholar that three consecutive unsatisfactory performance in scheduled RAC review(s) shall render the Research Scholar liable for

cancellation of his/her registration.

- (13) Research Supervisor shall recommend and certify all application(s) or any other document(s) or request pertaining to research or any other activity related Ph.D. programme before forwarding it to the University.
- (14) Research Supervisor shall immediately inform the University and request for replacement, in the University's format, where any or both the appointed:
- RAC member is/are declining to continue to review the progress of Research Scholar
 - RAC member is/are terminally ill and is/are unable to continue to review, assist and monitor the progress of Research Scholar.
 - RAC member against whom any sort of disciplinary / misconduct action(s) has been initiated by any agency

Such application for replacement of RAC members shall be processed by the DRC / DRCs and recommended for approval to the Provost.

- (15) No Research Supervisor/Co-Supervisor shall supervise his/her close relation. The term "Close Relation" includes father, mother, wife, husband, son, daughter, sister, brother, nephew, niece, grand-son, grand-daughter, grand-nephew, grand-niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, brother-in-law, sister-in-law, father-in-law, mother-in-law of the Supervisor and also the nephew, niece, grand-nephew, and grand-niece of Supervisor's wife.

9. Course Work

(1) Credit Requirement

- The course work shall be **treated as prerequisite** for Ph.D. preparation. The credit assigned to the Ph.D. course work shall be **minimum 12 credits** as per the following table and as per the UGC regulations.

Sr.	Course Title	Credits
Course-I	Research Methodology	5
Course-II	Research and Publication Ethics ¹	2
Course-III	Research Domain Specific Course ²	5

1: Syllabus shall be as notified by UGC vide D.O. No. F.1-1/2018 (Journal/CARE) in 2019. [\[Link\]](#)

2: Syllabus shall be defined by the RAC AND/OR any TWO Research Domain Specific SWAYAM Courses recommended by RAC with minimum of 3 Credits each.

- A scholar, who has completed his/her bachelor and master program in regional language other than English, will have to undergo university level audit course in the English language.
- The detailed guideline of course work shall be notified on the University website.
- Provost shall appoint subject experts for Research Methodology (2412DU001) and Research and Publication Ethics (2412DU002) subjects.
- Only those MOOC courses shall be considered for academic credit requirements of Ph.D. Course Work that are aligned with NCrF Level 6 or above.
- The MOOC must be offered by a recognized national agency such as SWAYAM, NPTEL, or any other equivalent platform approved by UGC/AICTE.

- The Research Scholar must earn a minimum of five (05) academic credits through successful completion of such MOOC course(s).

(2) Duration of Course Work

- All candidates admitted to the Ph.D. program shall be required to complete the course work prescribed **within the initial two semesters**.
However, if the student is not in a position to complete the course work in the prescribed time limit as above, due to genuine reasons, may file an appeal and on the recommendation of the RAC, the Provost may grant an extension up to an additional one semester.
Provided further, that due to prolonged illness or under similar conditions, the Provost may grant extension up to one additional semester on the recommendation of the RAC.
- **Failing to complete** the course work in the extended period will lead to cancellation of admission.

(3) Evaluation of Course Work

- The course work result shall be declared by the Examination Section within reasonable time, but not beyond one month after completion of Semester End Examinations.
- A Ph.D. scholar has to obtain a **minimum of 55% marks** or its equivalent grade in the UGC 10-point scale in each course and **minimum CGPA 6.00** in order to be eligible to continue in the program and submit the thesis.
- Course wise **grade** shall be given on basis of the percentage marks obtained by the student in the respective course/s. For converting the percentage marks into corresponding grade, following table shall be used:

% Marks	Grade	Grade Points	Performance Interpretation
90 to 100	A+	10	Excellent
80 to 89	A	9	Very Good
70 to 79	B+	8	Good
60 to 69	B	7	Average
55 to 59	P	6	Pass
Less than 55	FT / FP / F	0	Fail or Absent in Theory / Practical / Both

- The **CGPA** is the ratio of the sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student.

$$\text{CGPA} = \Sigma (C_i \times G_i) / \Sigma C_i$$

Where,

C_i = Number of credits of the i^{th} course

G_i = Grade point scored by the student in the i^{th} course

- The CGPA shall be **round off** to two decimal points and reported in the grade report.
- In case an equivalence between CGPA values and percentage of marks is desired, the same can be obtained as given below:

$$\text{Equivalence \% of marks} = (\text{CGPA value} - 0.5) \times 10$$

10. Research Advisory Committee (RAC) and its Functions

(1) Constitution of RAC

There shall be a Research Advisory Committee for each Ph.D. scholar consisting of the following members:

- i. Research Supervisor of the concerned Ph.D. scholar (as Convener)
- ii. Co-Research Supervisor, if any
- iii. One experts to be nominated by the Provost from respective department
- iv. One external experts to be nominated by the Provost from respective domain

For each RAC meeting, a nominee by the Provost shall be appointed.

(2) Functions of the RAC

RAC shall have the following responsibilities:

- i. To identify the domain specific course(s) that the Ph.D. scholar may have to do in the course work
- ii. To review the research proposal and finalize the topic of research
- iii. To guide the Ph.D. scholar in developing the study design and methodology of research
- iv. To periodically review and assist in the progress of the research work of the Ph.D. scholar

11. Research Progress Review Meetings

- (1) A Ph.D. scholar shall **appear before the RAC in each semester** to make a presentation describing a brief report on the progress of his/her research work in a prescribed format for evaluation and further guidance.
- (2) The RAC shall submit its **recommendations/review report** along with a copy of Ph.D. scholar's progress report to the PhD Section of the University. A copy of such recommendations shall also be provided to the Ph.D. scholar.
- (3) In case the progress of the Ph.D. scholar is **unsatisfactory**, the RAC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the RAC may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. program.
- (4) Research Progress Review Meetings shall be conducted **twice in an academic year, ordinarily in March and September**. In exceptional cases, a **maximum extension of one month** may be granted with the prior written approval of the Provost. Failure of the research scholar to attend the review within the prescribed period shall result in the **term not being granted**.
- (5) **First Review Meeting**
 - The first review meeting of the Research Advisory Committee (RAC) shall be convened by the supervisor **after the successful completion of coursework** by the Ph.D. scholar.
 - The primary objective of this review is to **assess the scholar's progress in relation to the research problem**, including evaluation of the conceptual clarity, relevance, and alignment of research objectives and methodology.
 - **The title of the research problem shall be finalized by the RAC** in this meeting, after due consideration of the scholar's presentation and incorporating any suggestions or modifications proposed by the RAC members.

(6) **Subsequent Review Meeting**

In a subsequent review meeting, the Ph.D. scholar shall make a presentation describing research progress report for following research activities:

- i. Literature Review
- ii. Data Collection Methodology
- iii. Preliminary Results Analysis
- iv. Additional Experiments/Studies recommended by RAC

12. Modification of Research Title

Normally, the Ph.D. scholars shall **not be permitted** to change topic of research. However, If at a later stage, while progressing with the research work the Research Scholar and RAC concludes that the research title assigned in Final Registration Certificate cannot be pursued any further;

1. Research Scholar and RAC can submit a request for modification of the research title stating/justifying their request for such change, in the University's format.
2. Such request for modification of research title shall be processed only once during the entire period of registration in the Ph.D. programme. Research Supervisor shall be responsible for conducting at least one RAC review with modified research title, if such a request has been accepted by the University before proceeding ahead with Pre-Submission Seminar.
3. The Provost upon specific recommendation of the RAC may allow for such modification.

13. Pre-Submission Seminar

- (1) The Research Supervisor shall submit a request through the UMS+ portal to the University for conducting the Pre-Submission Seminar of the Ph.D. scholar at least ten (10) days in advance. The request shall be processed only after the scholar fulfills the following eligibility criteria:
 - Successful completion of the prescribed coursework as per the Ph.D. program requirements;
 - Completion of a minimum of six (06) satisfactory RAC Review Meetings, duly recorded and approved;
 - Fulfillment of the research publication requirement as specified in Section 14 of these regulations.
- (2) Upon receipt of the request, the Ph.D. Section shall verify the application and the scholar's eligibility. After due verification, the Ph.D. Section shall issue a notice for the Pre-Submission Seminar on the University website.
- (3) The Pre-Submission Seminar shall be conducted in the presence of the RAC and shall be open to all faculty members, research scholars, and students with the objective of obtaining feedback and suggestions to be suitably incorporated into the thesis under the guidance of the RAC.
- (4) During the seminar, the Research Scholar shall present the research work before the audience, including the RAC, to demonstrate readiness for Synopsis submission. The RAC shall evaluate the presentation and, if found satisfactory, shall permit the scholar to submit the Synopsis to the University.
- (5) If the performance is not satisfactory, the RAC shall highlight the deficiencies and require the scholar to repeat the Pre-Submission Seminar within three (03) months. Only upon satisfactory performance in the repeated seminar shall the RAC allow submission of the Synopsis.

- (6) The pre-submission seminar report shall be submitted to the University in the prescribed format within fifteen (15) days of its conduct.

14. Synopsis Submission

- (1) The Ph.D. scholar shall submit the Synopsis of the research work within sixty (60) days from the date of successful completion of the Pre-Submission Seminar.
- (2) The Synopsis shall be submitted to the Ph.D. Section of the University through the Research Supervisor and must be endorsed by a member of the Research Advisory Committee (RAC).
- (3) The Synopsis shall be submitted in the prescribed format, both in:
 - Soft copy (PDF format), and
 - Hard copy(Spiral), printed double-sided on A4-size paper.
- (4) The following documents shall accompany the Synopsis:
 - A certificate of completion of the Synopsis Seminar, duly issued by the Research Supervisor.
 - Two (2) research papers published or accepted for publication, or their letter(s) of acceptance, as per the requirements stipulated in Section 14 of these Regulations.
- (5) The Research Scholar shall pay the prescribed thesis evaluation and Viva-Voce examination fee at the time of Synopsis submission. The proof of payment shall be attached with the Synopsis documents.

15. Publication Requirement

- (1) Each research scholar shall have to publish **TWO research papers** excluding literature survey papers (with accepted status) and out of which one paper must be published in listed/indexed journals in SCI/ABDC/WoS/SCOPUS.
- (2) Each Research Scholar (First Author) shall publish;
 1. At least one research paper in listed/indexed journals listed in SCI/ABDC/WoS/SCOPUS.
 2. One research paper in Peer Reviewed Journals **OR** Grant Indian Utility / Process Patent
- (3) All Ph.D. scholars will **specify their designation** as "*Research Scholars, Darshan University, Rajkot*" in all their Publications made/done by them during their course of Doctoral (Ph.D.) study/registration/enrollment.
- (4) The respective Research Supervisor must be the **corresponding author (Second Author)** and Co-Supervisor, if any, shall be the Third Author. in all publications done by the Research Scholar during their course of Doctoral (Ph.D.) study/registration/Enrollment.
- (5) The Supervisor, Co-supervisor (if any) and both RAC members should **certify the paper publications**.
- (6) All the papers, published as mentioned above, is mandatory to **upload (on UMS+ Portal)** along with all the **comments received from the reviewer/publisher/journal after submission of the research paper**. The paper accepted without review comments will **not be considered** towards fulfilling of the requirement for the submission of synopsis.
- (7) Publications in the Darshan University Journal will be treated as internal publications and will not be counted towards fulfilling the publication requirement.

16. Thesis Submission

- (1) The research scholar shall have to submit the thesis **within maximum of 6 months** from the date of submission of synopsis to the PhD Section through the Supervisor. However, there should be a minimum gap of 30 days between the date of submission of the synopsis and the thesis.

However, if this period exceeds 6 months, the research scholar will have to apply for an **extension** up to another 6 months to the Provost, through the PhD Section, on recommendation of the RAC.

- (2) Before submitting the thesis, the Research Supervisor shall be required to **examine for the plagiarism and research integrity** as per *UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018* [\[Link\]](#).
- (3) A Ph.D. scholar shall **submit** the **THREE spiral bound** copies of the thesis (printed on both side) for evaluation along with:
 - i. An **undertaking from the Ph.D. scholar** that plagiarism criteria has been followed as per *UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018* [\[Link\]](#).
 - ii. 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 institute
 - iii. An appendix at the end of the thesis, containing reprints of **two research papers** already published or their acceptance letters

NOTE: Format of the thesis should be as per the latest guideline published by the University for Ph.D. thesis.

(4) Selection and Appointment of Thesis Examiner

- The period of six months between the submission of Synopsis and the Thesis by the research scholar shall be used by the University for deciding the panel of Examiners.
- Research supervisor shall forward to the University the proposed Examiners containing details of six experts for evaluation of the thesis. The list of proposed examiner shall be forwarded to the University along with the Synopsis marked as confidential in a separate envelope. The scholar name and enrollment number should be mentioned on the envelope.
- Research Supervisor shall ensure that out of the proposed six examiners:
 - Four (04) Examiners shall be from Institute of National Repute.
 - Two (02) examiners should be from either any research organisation of national repute or any academic institute having a minimum NAAC + or NBA Accreditation.
 - All the recommended examiners shall not be below the rank of Associate Professor and hold a Ph.D. Degree.
 - Wherever possible, One (01) examiners should be chosen from outside India.
- The Provost shall appoint TWO external examiners from the suggested panel of examiners for evaluation of Thesis.
- Provost may ask the Research Supervisor to re-submit the proposed panel of examiners and or may ask concerned DRC/DRCs to submit the panel of examiners for evaluation of Thesis, if required, or may select examiners from outside the panel under special circumstances.

- Ph.D. Section shall send invitation letters to the two chosen examiners along with a copy of the Synopsis.
- Their acceptance shall be preferably obtained within one month from the date of invitation before taking any further step.

(5) Dispatch of copies of Thesis to Examiners

- The University shall send a copy of the Thesis to identified Examiner(s) appointed by the Provost for evaluation, with a request to evaluate the thesis and send the evaluation report, as per the prescribed University's format within a period of two months.
- If the report is not received from the Examiner(s) within this period, a reminder thrice in a month to this effect shall be sent to the Examiner(s) concerned.
- If any of the Examiner does not send the report even after three reminders or does not reply to the communication(s) from the University, the Provost shall identify and appoint another Examiner either from the panel or upon recommendation of the concerned DRC/DRCs or outside the panel, if required.

17. Thesis Evaluation

(1) Thesis Evaluation Report

- The two external examiner shall examine the thesis and **submit individual evaluation reports** to the PhD Section, within the time specified for this purpose, in a prescribed format including the following:
 - i. A critical review of work carried out by the candidate as expressed in the thesis.
 - ii. Suggestions, if any, for modification / further research or analysis required to be done
 - iii. A definite recommendation whether the thesis has attained the standard for the award of Ph.D. degree or not
 - iv. Points to be clarified at the public viva-voce
- The external examiner shall **make any one of the following recommendations**:
 - i. The thesis be accepted as submitted and recommended for public viva-voce
 - ii. The thesis be accepted with minor revisions, not requiring reexamination and is recommended for public viva-voce if the revisions are made under the guidance of Supervisor and RAC
 - iii. The Thesis needs major revision and re-submission and is not recommended for public viva voce at present. I would like to evaluate the resubmitted thesis again.
 - iv. Thesis be rejected

(2) **Evaluation of Thesis**

The university shall make a decision regarding the thesis submitted by the Ph.D. scholar based on evaluation reports from two external examiners. The University's decision shall fall into one of the following four categories based on the examiners' recommendations.

Category I: Thesis Accepted for Viva-voce

Examiner 1	Examiner 2	Remark
Accepted as submitted	Accepted as submitted	<ul style="list-style-type: none">Thesis Accepted as submitted
Accepted as submitted	Minor revision	<ul style="list-style-type: none">Minor revisions must be completed prior to the Viva-Voce request and submitted with a compliance report endorse by RAC member
Minor revision	Accepted as submitted	
Minor revision	Minor revision	

Category II: Thesis to be Re-submitted

Examiner 1	Examiner 2	Remark
Accepted as submitted	Major modification	<ul style="list-style-type: none">Resubmission of revised thesis endorse by RAC member within a period of three months to the concerned examinerViva-Voce shall be conducted only after receiving a favourable report from the examiner(s) who recommended major modification.
Major modification	Accepted as submitted	
Major modification	Minor revision	
Minor revision	Major modification	
Major modification	Major modification	

Category III: Appointment of Additional Examiner

Examiner 1	Examiner 2	Remark
Accepted as submitted	Rejected	<ul style="list-style-type: none">In remark for major revision Resubmission of revised thesis endorse by RAC member within a period of three months to the concerned examinerAn additional examiner shall be appointed in cases where one examiner recommends rejectionThe university shall proceed as per the recommendation of the additional examiner.If the additional examiner also rejects the thesis, it shall be deemed rejected.
Rejected	Accepted as submitted	
Minor revision	Rejected	
Rejected	Minor revision	
Major modification	Rejected	
Rejected	Major modification	

Category IV: Thesis Rejected

Examiner 1	Examiner 2	Remark
Rejected	Rejected	<ul style="list-style-type: none">The thesis be rejected.

- The University shall normally complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of 6 months from the date of submission of the thesis.
- The thesis evaluation reports of the appointed examiners shall be conveyed to the Research Supervisor by the University.
- If favorable recommendations are received from both appointed examiners, the Research Supervisor shall submit a request for the conduct of the final Viva-Voce examination of the Ph.D. scholar, after the incorporation of corrections and suggestions (if any) made by the examiners.

(3) Major Modification and Resubmission of the Thesis for re-evaluation

- If any of the external examiner gives a definite recommendation that the thesis requires **major modification** and gives a report, the report shall be sent to the Research Supervisor under intimation to Research Scholar.
- Research Scholar shall be allowed to **re-submit the revised thesis** after endorsement by the RAC within a **maximum period of three months** from the date of sending such report.
- An extension of **another three months** can be granted by the Provost upon recommendation of the same by the RAC, under exceptional circumstances to resubmit the revised thesis after paying the due processing fee.
- The University shall send the **re-submitted revised thesis to the same external examiner** for his/her re-evaluation.

(4) Appoint of additional Examiner

- The Thesis shall **not be accepted** for award of the degree if any one of the examiners finds that the research work is not up to the expected standard, and gives a definite recommendation that the **thesis be rejected with detailed reasons** for the same.
- In such a case, the Report shall be considered by the Provost to decide on the need to **appoint an Additional Examiner**.
- An Additional Examiner shall be appointed by the Provost from the panel or upon recommendation of the concerned DRC or outside the panel, based on this decision, who shall be invited for this purpose, by following **Section 15(4)**.
- If the Additional Examiner, after evaluating the thesis gives a **favourable report**, the PhD section shall initiate further steps.
- If the Additional Examiner also does **not approve the thesis**, then the **thesis shall be rejected**.

18. Final Viva-Voce

(1) Scheduling of Final Viva-Voce

- The Research Supervisor shall intimate the date and time for the Viva-Voce in consultation with the Examiner appointed by the provost and inform the same to the University in advance.
- The **viva-voce board** shall consist of the Research Supervisor, Co-supervisor (if any), and at least one of the two external examiners must be present physically.
- The viva-voce shall be **open** to the members of the RAC, faculty members, research scholars, and students.
- The PhD Section shall **notify the date, place, time** of the viva-voce, in consultation with viva-voce board and the same shall be displayed on the website along with the abstract of the thesis.
- The Ph.D. scholar shall make a **brief presentation** of the research work carried out, highlighting the important findings/conclusions. After the completion of the presentation, the Research Supervisor shall give opportunity to the invitees to seek clarifications, if any, from the Ph.D. Scholar.
- After this, the viva-voce board only shall **examine** the Ph.D. Scholar regarding the understanding of the **subject-matter** of the thesis **and** also **seek answers to the written queries** by the thesis examiners in the Thesis Evaluation Reports, if any.
- The Research Scholar shall be required to produce all the documents, data and analysis in support of the research work presented in the Thesis.

(2) Final Viva-Voce Evaluation Report

- On completing the viva-voce, the Board shall **submit an evaluation report** to the PhD Section indicating clearly whether the performance of the Ph.D. Scholar was **satisfactory** and, if so, giving a specific recommendation for the award of the Ph.D. degree.
- In case, the performance of the Research Scholar is **not satisfactory**, the Board shall report accordingly, giving reasons for the same and recommending *another viva-voce to be conducted after THREE months*.
The University shall arrange another viva-voce as required, with the composition of the Board unchanged.

19. Award of Degree

- (1) Ph.D. scholars clearing viva-voce examination with satisfactory performance shall be awarded a **Ph.D. degree** in the forthcoming convocation after getting approval from Governing Body of the University.
- (2) The University shall publish a **Notification** certifying to the effect that the Ph.D. Scholar is found eligible for the award of PhD degree after successfully passing the viva-voce examination and obtaining approval of the Provost.

20. Repository of Thesis

- (1) Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Ph.D. scholar shall be required to submit a final (corrected) version of the thesis in **TWO hard bound copy** printed on both sides as per the

latest Guideline for Drafting Ph.D. Thesis, with **a soft copy** in appropriate storage device, to the PhD Section.

- (2) The University Library shall submit an electronic copy of the Ph.D. thesis to **INFLIBNET**, for hosting the same to make it accessible to all academic and research institutions.
- (3) The PhD Section shall also maintain a repository / digital repository of such Ph.D. theses in its **Library and website**.

21. Payment of Tuition and Other Fees

The Ph.D. scholar shall be required to pay the tuition fees and other fees as prescribed from time to time for all the terms from the registration to the date of submission of thesis.

22. Cancellation of Registration

The Provost shall be competent to cancel the registration of a research scholar in the following events:

- i. On recommendation of RAC due to unsatisfactory Research progress on account of;
 - a. Three consecutive RAC Progress reviews are not adjudged to be satisfactory
 - b. Three consecutive RAC Progress reviews are not attended by the Research Scholar
- ii. Violation of discipline rules of the University
- iii. Submission of false information at the time of registration
- iv. Voluntary withdrawal of admission
- v. Non-conformity with the regulations of the program
- vi. In cases where Research Scholar is found to be involved in plagiarism as per *UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018* [\[Link\]](#)
- vii. On recommendation of Unfair Means Hearing Committee due to unfair means in examination

In the process of cancellation of registration, principle of natural justice be observed.

23. Miscellaneous

(1) New Ph.D. Program

Admission to the Ph.D. program in a new faculty/specialization shall only be allowed after approval of Research Council of the University.

(2) Powers to Remove Difficulties

Any questions as to the interpretation of these Regulations shall be decided by the University, whose decision shall be final. The University shall have the powers to issue clarifications to remove any doubt, difficulty or anomaly which may arise during the implementation of the provisions of these regulations.

(3) Powers to Amend Regulations

The Board of Management of Darshan University may revise, amend or change the regulations from time to time on recommendation of Academic Council / Board of Management / Research Council of the University.

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