AMITY UNIVERSITY

RAJASTHAN

REGULATIONS FOR DOCTOR OF PHILOSOPHY (Ph.D.) DEGREE

PROGRAMME (updated 38th Meeting of Academic Council)

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1. Preamble

Regulations for Doctor of Philosophy (Ph.D.) Degree are framed in accordance with UGC (Minimum standard & Procedures for the Ph.D. degrees) Regulations 2022.

All the Schools/Centres/ Institutions of Amity University Rajasthan, Jaipur shall be eligible to offer Ph.D. programmes. None of the Schools/Centres/Institutions shall be allowed to conduct any Ph.D. programme through Distance Mode.

Ph.D. degrees which are pursued either full time or part time will be treated as degrees awarded through regular mode as per the U.G.C. letter. F.No. 20-1/2014 (PS) dated 17 March 2017.

2. Definitions

1. **Candidate:** shall mean a person admitted to the Ph.D. programme.
2. **Registered candidate:** shall mean a candidate registered to the Ph.D. programme after the approval of SRDC.
3. **SRDC:** shall mean School (school/institute/centre) Research Degree Committee.
4. **SRAC:** shall mean Student Research Advisory Committee.
5. **Research supervisor:** shall mean a member of academic staff (Assistant Professor, Associate Professor, Professor, Emeritus Professor, Distinguished Professor and Director) of School/Institute/Centre of the University approved by the SRDC as per the guidelines.
6. **Co- Supervisor:** shall mean an additional supervisor from an organization approved by SRDC to help in accomplishment of the research work of the candidate.
7. **Course work:** shall mean Course Units prescribed by the University to be completed by a candidate towards fulfilment of requirements of Ph.D. degree programme.
8. **Full Time Candidate:** shall mean a candidate registered for Ph.D. degree programme devoting full time for completing the requirements of the programme.
9. **Part Time Candidate:** shall mean a candidate who is registered for Ph.D. Degree programme as a part time while discharging his/her official employment obligation.
10. **HOI:** shall mean the Head of University Teaching Institute /School /Centre /Department of the University.
11. **Enrolment:** the enrolment no. shall be generated by the University on deposition of the Ph.D. admission fee by the Candidate.
12. **Duration of Ph.D. Programme:** shall mean the length of time spent from the date of enrolment for Ph.D. programme.

3. Ph.D. programme offered

Amity University Rajasthan, Jaipur Provides following two types of Ph.D. Programmes.

3.1 Full time Ph.D. programme.

In full time Ph.D. Programme, the candidate shall be required to remain present in the School/Institution/Centre till the submission of his/her Ph.D. Thesis. He/she may be required to undertake up to 6 hours per week of academic work as assigned by the HOI/Director/Coordinator of the School/Centres/Institution besides the Course work and Ph.D. work. Such registered candidates are eligible to receive assistantship or fellowships/scholarship from CSIR/UGC/ICMR/ICSSR/ or Amity University/or any other funding agency.

3.2 Part time Ph.D. programme.

In part time Ph. D. Programme, the candidate is supposed to be sponsored by National or International level of Public sector undertaking /Research and Development organization/Private organizations/Industries/ Service sectors/Educational Institutions and any other state and central Government organizations, where adequate infrastructure exists for carrying out research work. All such Candidates shall have to remain at least one semester in the concerned School/Institutions/Centre for carrying out the requisite Course work as per the UGC norms prescribed by the University. This also includes the teaching and non-teaching employees of AUR, Rajasthan.

However, the candidates admitted through part-time mode will be required to provide a "No Objection Certificate" 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. His/her official duties permit him/her to devote sufficient time for research.

iii. If required, he/she will be relieved from the duty to complete the course work.

4. Notification for Ph.D. Programmes

The notification for admission to the PhD. (Full time or Part time) Programmes of different Schools/Centres/Institutions shall be put on the University Website [www.amity.edu] and/or through advertisement in at least two national newspapers of which at least one shall be in the Hindi Language twice in a year, which includes the details of Ph.D. Programmes that is the subjects in which Ph.D. Programmes are available, the disciplines, area of research in which research facility and research guides are available, criteria for admission, admission procedure, examination centres where the entrance test shall be conducted and any other relevant information for the benefit of the candidates/applicants.

5. Eligibility criteria for admission to the Ph.D. programmes

5.1 Candidates for admission to the Ph.D. Programmes must have completed:

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.

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, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.

5.2 Candidates who have cleared the M. Phil by course work with at least 55% marks aggregate or its equivalent grade in the UGC-10 – Point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing 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 Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

5.3 Candidates who have cleared the course work from other university (within 3 years till the date of admission at AUR) leading to the Ph.D. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree directly provided that a Ph.D. Course Work Equivalence Committee headed by Dean Research, Head of the concerned department and one President's Nominee has recommended and President (Vice Chancellor) has approved its recommendations.

5.4 A person whose M.Phil. dissertation has been submitted/evaluated and the Viva-voce is pending may be admitted to the Ph.D. Programme of the same Institution.

5.5 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. programmes.

5.6 Notwithstanding anything contained in the above-mentioned rules (5.1) to (5.4), the eligibility criteria/guidelines prescribed or issued by UGC from time to time shall be applicable for admission to all Ph.D. Programmes of the University.

Note: - The University may permit inter-disciplinary Ph.D. Programmes.

6. Procedure for admission

6.1 Eligible candidates seeking admission for Ph.D. Programmes must apply on the prescribed application form available on the University Website. The duly completed application form with the prescribed fee shall be submitted online to the University on or before the notified date.

6.2 The hard copy of the duly filled application form shall be submitted to the office of the Dean Research accompanied by the following duly attested documents/certificates.

- Documents supporting all academic qualifications (secondary/High school/Higher secondary/Intermediate/ (10+2)/graduate/postgraduate, Diploma/ M. Phil etc.) Self attested copies of mark sheets/grade sheet and related degree certificate.
- Date of birth certificate preferably high school certificate.
- Identity proof (copy of Aadhar card or Pan Card or passport or voter ID).
- Documents supporting his/her previous work experience, if any
- Prescribed application fee, receipt, as applicable
- No objection certificate (NOC) from the employer, in case the candidate is employed.
- Migration certificate.
- Caste (ST/SC/OBC (Non creamy layer*) Certificate issued by competent authority. *Certificate should not be older than 6 months.
- Differently abled categories certificate (if any) issued by competent authority.

6.3 All the eligible candidates will be called for an entrance test on the prescribed date and time by the University and the entrance test shall be conducted with qualifying marks as 50%. A relaxation of 5% of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (non-creamy layers)/Differentially abled category in the entrance examination conducted by the university. The syllabus of the entrance test shall consist of 50% research methodology and 50% shall be subject specific. The entrance test shall be conducted at the Amity University, Rajasthan, Jaipur only.

After qualifying the entrance test a personal interview of the candidates shall be conducted by the University, where the candidate's hall be required to discuss his/her research interest/area. The interview shall also consider the following aspects, viz, whether

- The candidate possesses the competence for the proposed research.

- The research work can be suitably undertaken at the Institution/School/ Centre.
- The proposed area of research can contribute to new/ additional knowledge.

A weightage of 70% to the entrance test and 30% to the performance in the interview/viva-voce shall be given.

Note: The candidates who have qualified UGC/CSIR (JRF of LS) examinations/NET/SLET/GATE or are holder of teacher fellowship or have passed M.Phil Degree (through course work) from a recognized University are exempted from the University entrance written test. However, they shall be required to appear for personal interview before the committee on the date notified by the University. Exemption to NET/SLET/GATE candidates will be valid for two years only.

6.4 All the eligible candidates of foreign nationality may be examined through SKYPE (online mode) by a selection board of experts appointed by the President (Vice Chancellor) of the University.

7. <u>(School/Centre/Institute) Research Degree Committee (SRDC) and its functions:</u>

7.1 The SRDC shall consist of the following members

1. Dean/Director/HOI/Coordinator of the concerned School/Centre/Institute: Chairperson
2. Dean Research or his Nominee: Member
3. Faculty member – (One) Professor/Associate Professor/Assistant Professor (other than research supervisor) having the knowledge of research area of the candidate: Member
4. Research Supervisor /Co-Supervisor: Member
5. Two subject experts (Professor/Associate professor/Senior scientist or equivalent) from any University/Institution, other than Amity University Rajasthan, to be nominated by the President (Vice Chancellor) from the panel of experts submitted by the concerned Director/HOI/Coordinator: Member
6. Ph. D. Coordinator of concerned department: Member Secretary

Note: At least three members form the quorum for the meeting of the SRDC. However, the presence of at least one external subject expert is essential for holding the SRDC meeting.

7.2 <u>Functions of SRDC:</u>

7.2.1 SRDC shall examine the preliminary synopsis of the proposed Ph.D. programme for registration and shall give specific recommendation on the following:

- The topic and the synopsis are approved
- Submit the synopsis again after incorporating the changes suggested by SRDC

- Resubmit the proposal for the next SRDC after incorporating the major suggestions of SRDC
- Reject the proposal and submit a fresh proposal

7.2.2. Recommendation of change of Supervisor if necessary

7.2.3 Approval of change of title/topic of research, if required

7.2.4 Recommendation of change of workplace by the candidate, if required.

7.2.5 Recommendation to change from full time to part time or vice-versa within 6 months of enrolment of Ph.D.

7.2.6 Approval of Research Supervisor(s) as per the guidelines.

7.3 The minutes of the SRDC meeting shall be submitted to the office of Dean Research for the approval of the President (Vice Chancellor) and subsequent ratification by the Academic council. (Annexure -1).

8. Student Research Advisory Committee (SRAC) and its functions:

8.1 The SRAC shall consist of the following members:

1. Research supervisor..... Convener
2. One expert faculty member..... Member
3. Dean Research or his nominee
4. Respective Director or his nominee

Note: The quorum of the committee shall be 3 members.

8.2 Functions of SRAC:

8.2.1 This committee shall have the responsibility to review the research proposal and finalize the topic of research to be submitted to the SRDC;

8.2.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s)required for the Ph.D. Programme.

8.2.3 To periodically review and assist in progress of research work of the scholar.

8.2.4 A research scholar shall appear before the SRAC once in every 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 Institute/Centre/School with a copy to the research scholar and same may be forwarded to the office of Dean Research Amity University, Rajasthan.

8.2.5 In the event when a research scholar fails to appear before the SRAC and submit the six-monthly progress reports consecutively on 2 occasions for full time Scholars and on 3 occasions for part time Scholars, his/ her PhD registration may be cancelled through SRDC. In case the progress of the research scholar is not satisfactory, the SRAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the SRAC may recommend the cancellation of registration of the research scholar with specific reasons.

9. Allocation of Research Supervisor

9.1 Any regular Professor/ Associate Professor of the University with Ph.D. and at least five research publications in refereed journals and any regular Assistant Professor of the University with a Ph.D. Degree and at least three research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas, disciplines wherever there are none or only a limited number of refereed journals, the President (Vice Chancellor) may relax the above condition for recognition of a person as Research Supervisor.

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

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.

9.2 Only a full-time regular faculty member of the University can act as a supervisor, the external supervisors are not allowed. However, co-Supervisor can be allowed in inter-disciplinary areas from within the same departments or departments of the same institution or sister institution with the approval of the SRDC.

9.3 The allocation of Research Supervisor for a selected research scholar shall be decided by a committee consisting of Director /HOI/Coordinator, one senior faculty and one or more other faculty members of specific research area of the candidate for each School/Institution/Centre concerned. Allocation shall depend on the number of scholars per Research Supervisor, the available specialization amongst the faculty and research interest of the scholar.

9.4 A retired Professor/Associate Professor/Senior Scientist or equivalent in the concerned subject, if approved by the SRDC shall also be permitted to act as a co-supervisor.

9.5 A person can act as a co-supervisor only after being approved by the SRDC.

9.6 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 four (4) Ph.D. scholars. Each supervisor can guide up to two

international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars.

9.7 A suitable external co-supervisor, i.e. outside Amity University Rajasthan, is desirable for each Ph.D. scholar. The external co-supervisor should be from a University / Institution / Research organization / corporate House / Industry of repute from India or abroad.

10. Duration of Ph.D. programmes

10.1 Ph.D. programme shall be for a minimum duration of three years work and a maximum of six years including the course work from the date of enrolment to Ph.D. programme for the full time Ph.D. Scholars.

10.2 Ph.D. Programme shall be for a minimum duration 3.5 years and maximum of 6.5 years including the course work from the date of enrolment to Ph.D. programme for the part time Ph.D. Scholars.

10.3 The above duration of Ph.D. programme can be extended by one year by the President (Vice Chancellor) under special and genuine circumstances on the recommendation of the supervisor. No further extension shall be granted and the registration to Ph.D. shall stand cancelled after the expiry of 7 years for full time Ph. D. Scholar and 7.5 years for part time Ph.D. Scholar automatically.

10.4 The President (Vice Chancellor) may permit a candidate to get re-registered on the same topic on payment of a re-registration fee as decided by the University from time to time for a further period of two years. The requirement of regular attendance shall not be applicable to such re- registered candidates. In such a case, the candidate shall have to apply to the University, through the HOI/Director/Coordinator of the School/Institution/Centre one month before the expiry of the last extension period. If the candidate is unable to submit his/her thesis in the stipulated period his/her registration for Ph.D. shall stand automatically cancelled and the University shall not be bound to inform the candidate about the cancellation of registration.

10.5 The women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. 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. In addition, the women candidates may be provided maternity leave/childcare leave once in the entire duration of Ph.D. for up to 240 days.

10.6 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.

Note -1: Application for an extension can only be considered if it has been recommended by the Research Supervisor through HOI/Director/Coordinator of the School/Institution/Centre.

Note –2: Extension of period after 6/6.5 years respectively for full time/part time Ph. D. Scholars shall not be automatic. Application for extension shall be considered if recommended by the Research Supervisor and then submitted to the office of the Director/HOI/Coordinator of the concerned school/Institution /Centre, 4-6 months prior to the date or expiry of the said period.

11. Prerequisite for Ph.D. synopsis

11.1 Course work: All the candidates admitted to the Ph.D. programme shall be required to complete the course work prescribed by the University during the initial one or two semesters.

11.2 The credit assigned to the Ph.D. course work shall be 12 credits, with three credits each assigned to the Research Methodology, Review of Literature. Other two courses each of the credits shall be advanced level courses of the relevant field/subject/interdisciplinary areas as the case may be to prepare the research student for Ph.D. degree.

11.3 A candidate has to obtain a minimum of 60% marks or B+ grade in the Course work in order to be eligible to continue in the programme.

11.4 Candidates already holding M.Phil. Degree (through course work) and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the University 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 of 12 credits prescribed by the University.

11.5 Maximum number of attempts allowed for Ph.D. course work shall be two. If a candidate fails in both the attempts, then his/her admission to Ph.D. programme shall be cancelled. The candidate may be permitted to take re-admission in the Ph.D. programme. One more attempt may be granted by the President (Vice Chancellor) under special circumstances.

11.6 Attendance of the candidate in the Ph.D. course work shall be monitored in the same way as per ordinance for U.G. and P.G. courses of the University. If a candidate does not fulfil the attendance as per requirement, then he/she shall be debarred from appearing in the examination.

12. Evaluation of Ph.D. course work

12.1 There are five courses for each candidate out of which three are compulsory and two are area specific provided by the School/Institute/Centre of the University.

Course	Subject	Credits	Marks
Course I	Research Methodology (compulsory)	3	100
Course II	Review of Literature(compulsory)	3	100

Course III	Research & Publication Ethics (CPE – RPE) (Compulsory)	2	100
Course IV	Advance level courses of the relevant field./subject	3	100
Course V	Advance level course of the relevant field/subject	3	100

12.2 Evaluation of the courses will be through continuous assessment and end semester written examination in the ratio of 50:50 respectively. Result will be prepared as per the university examination system. (Annexure -2)

12.3 The candidate has to obtain a minimum of 60% marks or B+ grade in the course work or as applicable from time to time. After completion of Ph.D. course work, a candidate is authorised to submit his/her provisional synopsis in consultation with his/her supervisor to the Centre/School/Institute. After approval of the synopsis by the SRDC, the candidate shall be treated as registered research scholar. (Annexure - 3)

13. Progress report

13.1 The candidate shall give the presentation of his/her research work to SRAC and submit a progress Report (Annexure-4) every 6 months to the Office of Dean Research through the HoI.

13.2 The progress report shall be signed by the candidate, SRAC Members and Director/Coordinator/HOI of Centre/School/Institute.

13.3 The progress report duly signed by the candidate and the supervisor of the candidate working out of the country shall be submitted to the University after online presentation (SKYPE) of the research work, by the candidate

14. Place of work

14.1 The School/Centre/Institute in the University shall be the place of work for the full-time candidates.

14.2 In case of a part time candidate, Research Laboratory Institution/University/Industry/Centre where the candidate works or the co supervisor works and which has the required research facilities and there is formal permission to use the laboratory by the student of his/her research work, can also be the place of work in addition to the University (AUR), subject to approval of SRDC.

Note: In case the candidate or the Co -supervisor changes his/her workplace, the new workplace of the candidate may also be changed to the new workplace of the candidate or the co supervisor, the candidate is required to seek prior approval from the SRDC for any such change.

15. Change of supervisor (Annexure -5)

15.1 The change of Research Supervisor can be permitted by the President (Vice Chancellor) on the recommendation of SRDC on production of the No Objection certificates (NOC) from

the earlier supervisor for the Ph.D. Scholar. The condition of NOC may be waived by the President (Vice Chancellor) under special circumstances.

15.2 President (Vice Chancellor) on the recommendations of the SRDC may permit the Research supervisor who has left the University or has retired from the University service, to continue as the supervisor, provided that i) the Pre-Ph.D. viva of the scholar has been conducted. Exceptions can be made on a case-by-case basis by President (Vice Chancellor) Further, he/she may be allowed to continue as the Co-Guide of the Scholar.

15.3 In case of non-availability of the co-supervisor for any reason, the President (Vice Chancellor), on the recommendations of the SRDC, can either permit another Co-supervisor or allow the candidate to work and submit the thesis under the Research Supervisor alone.

16. Cancellation of registration

16.1 The registration of a candidate to a Ph.D. Programme may be cancelled automatically, on the expiry of the period of extension granted by the President (Vice Chancellor) for the maximum time allowed under clause 10 as the case may be, in case the extension has not been sought form the President (Vice Chancellor).

16.2 If the candidate is found involved in an act of gross indiscipline, unlawful activities, plagiarism and/or any such activity that may endanger the peace in the University campus.

16.3 The progress of the research scholar is unsatisfactory and the SRDC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the SRDC may recommend to the University through HoI with specific reasons of the cancellation of the registration of the research scholar.

16.4 The Ph.D. registration shall automatically be cancelled in those cases where the candidate has failed to deposit the prescribed fees in time.

17. Submission of thesis (Annexure - 6)

17.1 Ph.D. scholar must publish at least 2 (two) research papers in refereed journal (with ISSN No.) and make two research paper presentation in symposium/conference/seminar before the submission of the thesis for adjudication and produce evidence for the same in the form of presentation certificate and /or reprints. The published papers shall preferably be indexed in SCOPUS or Web of Science Journals. Ph.D. scholar may replace the requirement of 2 (two) research papers with one research paper and one patent (published) for the thesis submission. The Ph.D. Scholar must be the first author in the publications required for the Ph.D. thesis submission.

17.2 The Pre-Thesis submission presentation may be conducted by the HOI in consultation with the supervisor not before 3 months of expected final submission of the thesis.

17.3 The Pre-Thesis submission presentation (Pre – Ph.D.) in the School/Institute/Centre shall be open to all faculty members and research scholars, for getting feedback and comments,

which may be suitably incorporated into the draft thesis under the advice of the Supervisor (Annexure -7).

17.4 The Director/HOI/Coordinator of the Concerned School/Centre/Institute shall constitute a committee, including the supervisor(s) who will formally submit the report on the performance of the candidate in the pre-submission presentation. The candidate can submit the thesis to the University after incorporating the modifications/suggestions made by the above committee, if any. The Supervisor shall certify that the modifications/suggestions made by the above committee have been duly incorporated.

17.5 For detecting plagiarism and maintain the academic honesty University follows the guidelines provided by UGC. The research scholar has to submit an undertaking about originality of the work 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 any other institution (Annexure -8A). A certificate to this effect must be submitted by the Candidate as per AUR Plagiarism policy (Annexure-8B).

17.6 The candidate shall submit the following documents at the time of submission of the Ph.D. Thesis to the University:

17.6.1 PDF file of the thesis & summary of the thesis shall be submitted to the Dean Research, Amity University Rajasthan for further action.

17.6.2 The thesis shall also be accompanied by

- A certificate from the candidate (Annexure -9).
- A certificate from the supervisor (Annexure - 10).
- An appendix at the end of the thesis containing reprints of his research papers already published.
- Self-attested photocopies of the published research papers or acceptance letters of at least 2 research papers in Scopus listed/Web of Science/UGC recommended journals.
- Evidence of two research papers presented in the Conference/Seminar/Symposium
- List of communicated research papers (Editors acknowledged) along with author(s) name(s), name of the Journal to which the paper has been communicated and the date of communication.

17.6.3 A copy of the receipt of applicable examination fee, along with no dues certificate. (Annexure-11)

18. Evaluation and assessment of the Ph.D. thesis

18.1 Names and contact details with email addresses, and mobile nos. of at least eight examiners from India or Foreign countries, not below the rank of Associate Professor, in the research area of the candidate, in a sealed envelope. The examiners suggested by the supervisor may not be more than two from any one state of the country.

18.2 From this panel, the President (Vice Chancellor) shall appoint two examiners.

18.3 The Ph.D. thesis submitted by research scholar is evaluated by his/her supervisor and two external examiners who are not in employment of the University appointed by the President (Vice Chancellor).

18.4 The viva voce examination based among other things, on the critiques in evaluation report shall be conducted by the research supervisor and one of the two external examiners including all the queries raised by both external examiners, the research supervisor and at least one of the two external examiners, and shall be open to all faculty members of School/Centre/Institution, other research scholars and other interested experts/ researchers.

18.5 The examiners would be requested to submit the evaluation report within one month of the receipt of the thesis. In case of any undue delay by any external examiner, the President (Vice Chancellor) may appoint an alternate examiner(s) from the list of already suggested examiners after due intimation to the existing examiner(s).

18.6 For awarding the Ph.D. degree the thesis must comply with the following conditions:

18.6.1 It must be a piece of research work characterised either by the discovery of new facts/new knowledge or by fresh approach towards the interpretation of the existing facts/knowledge or theories. In either case, it should provide evidence for the candidate's capacity and capability to make critical examination and sound judgement.

18.6.2 It must be satisfactory in language and presentation of the subject matter.

18.7 The examiners shall specifically report on the prescribed Performa whether the thesis is: (Annexure -12)

i. Approved as it is,

ii. Approved after minor revision,

iii. Be resubmitted after major revision with

- **a)** Major rewriting and/or
- **b)** Some extra work,

The examiners shall also answer the following:

- **a)** Do you agree to re-evaluate the revised thesis? (Yes/No)
- **b)** If re- evaluation is not needed, should the candidate be allowed to appear in the viva-voce examination with the revised thesis? (Yes/No)

iv. Rejected (In such a case, the Examiners should clearly mention the reason(s) for rejection)

18.7.1 If external two examiners clearly recommend for the viva-voce examination and award of the degree, then the Ph.D. Viva-voce examination shall be held.

18.7.2 If one examiner recommends for the viva voce examination and other one suggest modifications, or all the two examiners suggest modifications, then the candidate shall be asked to re-submit the thesis within one year from the date of communication after revising it in the light of modifications suggested by the examiner(s).The revised thesis shall be sent to the examiner(s) who suggested modifications and accepted to re-evaluate the thesis, for final opinion. If one of the external examiners recommends rejection, the thesis shall be sent to an alternate external examiner from the approved panel of examiners. If at least two of the examiners recommend for viva-voce examination and award of degree, then Ph.D. viva-voce examination will be held. 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.

18.7.3 In case, the thesis is recommended by the examiners with minor modifications, the same shall be incorporated in the thesis before the viva-voce examination.

18.7.4 The final hardbound four copies of the thesis, after incorporating the modifications/suggestions given by the examiner(s) shall be submitted to the office of the Dean Research before the viva-voce examination.

18.7.5 In case the thesis is recommended, an open viva-voce examination of the candidate shall be held by the viva-voce Board comprising of

- One External Examiner who will be one of the thesis examiners. (The name of the external examiner shall be approved by the President (Vice Chancellor))
- Director/ HOI/Coordinator of the concerned School/Centre/Institute/
- Supervisor(s)

Note – The Ph. D. Viva- Voce report must be signed by the external examiner and the Ph. D. Supervisor.

18.7.6 The date, time and venue of viva-voce examination shall be notified by the Office of Dean Research and the copies of the reports of the Examiners will be provided to the supervisors in a sealed envelope at least one week in advance. At the time of via-voce examination, the Viva voce Board shall be provided copies of the reports of the examiners.

18.7.7 The candidate shall present the work embodied in the thesis before the viva voce board, members of faculty, research scholars and other persons interested in the subject. After presentation of the research work, the members of the viva voce Board shall ask questions together with the questions, raised in the examiner's reports.

18.7.8 The viva-voce Board shall take a final decision and a clear verdict whether the candidate be awarded the Ph.D. degree or be asked to reappear for viva – voce examination once again. In case of the second verdict, the candidate shall be required to re appear for viva-voce before the same Board, on a date to be decided by the university.

18.7.9 After the formal viva –voce examination is over; the members of the audience may also ask questions.

18.7.10 After the Ph.D. Viva voce examination is over the four hard copies of the thesis shall be dispatched as per Annexure -14.

19. Award of Ph.D. degree

(a) After successful completion of the viva-voce examination, the candidate shall be awarded Ph.D. degree after the approval of the Board of Management (BOM).

(b) The award of Ph.D. degree can be withdrawn by the University in case the thesis submitted by the candidate is found to be duplication of an old work or pirated research work.

20. Appearing in any other examinations

No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate Course of Languages, Research Methodology, Statistics, computer courses etc).

21. Publication of thesis

The approved thesis shall be published only after obtaining permission from the University and such publication shall state on the title page itself that this was a thesis approved for the award of the Ph.D. Degree of the University.

22. Provisional degree

The candidate may be issued a Provisional certificate by the Registrar after successful completion of the examination procedure in accordance with the provisions of the UGC (Minimum Standards and Procedure for awards of Ph.D. Degree) Regulations 2016 and after the President (Vice Chancellor) approves the recommendations of the Viva-Voce Board. (Annexure -13)

23. Depository with UGC

After the successful completion of the evaluation process and announcement of the Ph.D. degree award in convocation, the Dean Research shall submit a soft copy (in the form of CD/DVD) of the Ph.D. thesis to the UGC within a period of 30 days of hosting the same in INFLIBNET to be made accessible to all Institutions/Universities.

24. Other explanations

24.1 Notwithstanding anything contained in the Ph.D. Regulations AUR, all the Ph.D. candidates/research scholars shall be governed by the rules and procedures prevailing at the time of registration.

24.2 Notwithstanding anything stated in the Ph.D. Regulations AUR, of any unforeseen issues arising, and not covered by the Ordinance, or in the event of difference of interpretation, the decision of the President (Vice Chancellor) of the University (AUR) shall be final.

ANNEXURES(1-14)

FORMAT – B

(Annexure -1)

Amity University Rajasthan
Jaipur

Amity Institute/School /centre……

Recommendations of the School Research Degree Committee (SRDC) held on ……..in the Seminar Hall of Amity institute/school/centre …….

Amity University Rajasthan Jaipur.

Name of the Candidate	Eligibility of the Candidate and his/her PG Subject	Name of Supervisor and Co- Supervisor	Title of the Synopsis for the Ph.D. Degree	S.R.D.C. Recommendation (Approved /Disapproved)	Remarks If any
				i. The topic and synopsis is approved ii. Submit the synopsis after incorporating the following changes. iii. Resubmit the proposal after incorporating the following major changes in the next SRDC iv. Disapproved the proposal and prepare the fresh proposal	

(Chairperson)	(Member)	(Member)	(Member)	(Member)	(Member)	(Member Secretary)
Dean/Director/HOI/Coordinator	Dean Research or his Nominee	Internal Subject expert	Supervisor/Co Supervisor	(External Expert 1)	(External Expert 2)	Ph. D. Coordinator

This is to certify that all original marks-sheets, degree certificates etc. of the above candidate who has submitted his/her synopsis application for Ph.D. Registration in the Amity Institute/School/centre of ……., have been checked and found correct.

(Name with Signature & Seal)
Head of Institution

Annexure -2

Sl. No. .....

AMITY UNIVERSITY
RAJASTHAN

Ph.D. Course work Examination
Statement of Grades

Examination : .....

Name of the School/Institution : .....

Name of the Student : .....

Father's Name : .....

Enrolment No. : ..... **Roll No. .....**

SL. NO.	COURSE CODE	COURSE TITLE	MAXIMUM MARKS (100)	CONTINUOUS EVALUATION MARKS (30%)	END TERM MARKS (70%)	TOTAL MARKS OBTAINED	ASSOCIATED CREDIT UNITS	GRADE OBTAINED	GRADE POINTS	CREDIT POINTS (COL VIII x X	EARNED CREDIT UNITS
I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
1	PRM 101	RESEARCH METHODOLOGY					3				
2	PRE 102	REVIEW OF PUBLISHED RESEARCH WORK					3				
3	101	ADVANCED LEVEL COURSE - I					3				
4	102	ADVANCED LEVEL COURSE - II					3				
5	CPE RPE	RESEARCH & PUBLICATION ETHICS					2				

☐ **SUCCESSFUL**

Prepared by _____ Checked by _____

Controller of Examinations

Jaipur

Dated : .....

Note : For Scheme of Evaluation and Grading, please see details overleaf

I = Incomplete, DE = Debarred, AB=Absent, EC= Examination Committee

AMITY UNIVERSITY
RAJASTHAN

(Annexure -3)

To,
The Head/Director
Amity ……..
Amity University Rajasthan, Jaipur

No. Ph.D./RS/RL/…….

From:
Office of Dean Research
Amity University Rajasthan
Jaipur

Dated: -

Ph.D. Registration Letter

Dear Sir/Madam,

With reference to your endorsement on the application of ……..for the registration as a research scholar to supplicate for the Ph.D. degree of the University, You have been permitted by the Vice-Chancellor on behalf of Academic Council to carry on the research on the subject "……..." under the supervision of ……..of your institution/School and Co – Supervisor of the scholar is ……..

The date of commencement of research work will be the date of your enrolment for Ph.D. Degree. The Date of your enrolment for Ph. D. Degree is ……..

Ph. D. Coordinator **Dean Research**

Note :-

1. The candidate will periodically deposit the fees as applicable from time to time.
2. The candidate will have to make presentation of the progress of this research works in every semester (six monthly) in the Institute/School/Centre. The candidate will also submit six monthly progress/presentation reports through supervisor and HOI in the specified format.
3. The candidate will submit three spiral bound copies of the thesis for evaluation.
4. The language, used in the thesis should be English except in the case of subject connected with an original language, where the thesis may, at the option of the candidate be presented in that language, the thesis shall comply with the following conditions :-

   It must be a piece of original research work characterized either by the discovery of new facts or by a fresh approach towards interpretation of facts or theories. In either case, it should prove the candidate's capacity of critical examination and sound judgment. It shall also be satisfactory in respect of its literary presentation.
5. After the report of the evaluation of the thesis has been communicated by all the examiners, the guide will ensure that all corrections, modifications suggested by the examiner(s) have been incorporated in the four hard bound final copies of the thesis to be submitted to the candidate to this office before the Ph.D. Viva-Voce examination is held.

Copy forwarded to:

1. Supervisor –
2. Co-supervisor –
3. Candidate-
4. Personal file

Ph. D. Coordinator **Dean Research**

Annexure -4

Research Scholar's Progress Report/Presentation Report: Six Monthly

PART – A

(To be filled by the Research Scholar)

1. Name of the Scholar .....
2. Date of Presentation .....
3. Registration No. .....Enrolment No. .....
4. Status (Please tick) (a) Full Time (b) Part Time

5. Fee paid for the semester **Signature of Manager Accounts**

PART – B

6. Topic of Research .....

   .....

   .....

   .....
7. Publication Status (attach the list of publication) .....
8. Conference/Workshops attended (provide complete details) .....
9. Work done in six months .....

   .....

   .....

   .....

   .....

   .....

   .....
10. Work Plan for Next Six Months .....

    .....

    .....

    .....

    .....

Date : ..... **Signature of Research Scholar**

PART – C

(To be filled by the SRAC)

1. Report of the SRAC
   a. Attendance of last six months .....
   .....
   b. Performance (Satisfactory/Unsatisfactory) .....
   c. Remarks about the Presentation .....
   .....
   .....
   .....

Name and Signature of the SRAC Convener

Name and Signature of the SRAC Member

Name and Signature Dean Research or his nominee

2. Report of Director/Head/Coordinator of Institute/Centre/School
   a. Performance (Satisfactory/Unsatisfactory) .....
   b. Specific Recommendations .....
   .....
   .....

   Date : .....

Name & Signature of Director/HOI/ Coordinator

(Annexure-5)

Amity University Rajasthan
Jaipur

Amity Institute/School/centre ……

Format for Change of Supervisor & Topic

Recommendations of the School Research Degree Committee held on ……In…….. , Amity University Rajasthan Jaipur.

Name of the Candidate	Name of the Present Supervisor (NOC Required for change of Supervisor)	Name of the proposed Supervisor (Consent Required)	Present Topic	Proposed Topic	S.R.D.C. Recommendation

(Chairperson) (Member) (Member) (Member) (Member) (Member) Member (Member Secretary)
Dean/Director/HOI/Coordinator Dean Research or his NomineeInternal Subject expertSupervisor/Co Supervisor (External Expert 1)(External Expert 2) Ph. D. Coordinator

(Name with Signature & Seal)
Head of Institution

AMITY UNIVERSITY
RAJASTHAN

(Annexure -6)

Ref. : AUR/Ph.D./…… Date:

Thesis Submission Certificate

Certified that **……..,** Enrolment No. …….. of **Amity .....**has submitted the Ph.D. thesis entitled "**……**" on dated …….

Ph. D. Coordinator **Dean Research**

AMITY UNIVERSITY
RAJASTHAN

(Annexure -7)

Evaluation Criteria for Pre-Ph.D. Thesis Presentation submitted by Head/Director/Coordinator

Name of the Research Scholar_____

Please rate the candidate on each of the following points on a 10 point rating scale. (10 being the best and 1 is the poorest)

S. No.	Evaluation Criteria	Points
1	The relevance of the topic for Ph.D. presentation	
2	The subject knowledge is adequate	
3	The purpose of the study was clearly stated.	
4	Hypothesis/Research questions were appropriate and clearly articulated.	
5	Presentation provided a concise, well organized, integrated review of relevant literature.	
6	Research design was appropriate to address hypothesis/research questions.	
7	Data collection procedures were appropriate and clearly articulated	
8	The level of presentation and communication skills is satisfactory.	
9	Presentation materials are informative.	
10	Query handled reflects knowledge of subject area.	
	Total	

Note : Draft Thesis duly signed by scholar and supervisor needs to be submitted 2 weeks prior to the Ph. D. Thesis presentation

Comments:

_____

_____

Date: ---------- Name and Signature of Evaluators (at least 3)

Head of the Department

(Annexure – 8A)

Declaration by Supervisor

This is to certify that

1. Research Papers included in this thesis are from the research work carried out during the Ph. D. and are in accordance with the AUR Ph. D. regulations.

2. The Research Papers included in this Ph. D. Thesis have not submitted for the award of any degree/diploma in any other University.

Signature of Research Scholar
Name of Research Scholar

Signature of Supervisor
Name of Supervisor

AMITY UNIVERSITY
RAJASTHAN

(Annexure -8)

Certificate on Plagiarism Check

1	Name of the Research Scholar				
2	Title of Thesis/Document				
3	Name of the Supervisor				
4	Institution/School/Dept.				
5	Similar content (%) identified	*Introduction/Review of Literature*	*Materials and Methods*	*Abstract, summary, hypothesis, observations, results and discussion, conclusions*	*Overall Thesis*
	Acceptable Max. Limit (%)*	20%	20%	10%	20%
6	Software used	**Turnitin**			
7	Date of verification				
8	Checked by	*Name & Designation*	*Signature with date*		

The Turnitin report on plagiarism check of Ph.D. thesis with % of similarity index to be attached.

*Excluding research publication from the Ph. D. Thesis Work

Name & Signature of the Research Scholar ***Name & Signature of the Supervisor*** ***Name & Signature of the HoI/HoD***

Name & Signature of the Dean-Research ***Name & Signature of the Dean-Academics***

Name & Signature of the Dean- Faculty

(Annexure -9)

Declaration by the Candidate/Scholar

I, hereby declare that the work presented in this thesis, entitled "…… …… ……."in fulfilment of the requirements for the award of Degree of Doctor of Philosophy, submitted in the School/Institute/Centre …… ……Amity University Rajasthan…….is an authentic record of my own research work carried out under the supervision of …… I also declare that the work embodied in the present thesis

(i) is my original work and has not been copied from any journal/thesis/book ; and
(ii) has not been submitted by me for any other Degree or Diploma of any University/Institution.

Signature of the candidate

AMITY UNIVERSITY

RAJASTHAN

(Annexure -10)

CERTIFICATE

This is to certify that thesis entitled "……. ……..", is submitted to the Amity University Rajasthan in partial fulfilment for the degree of Doctor of …….. The thesis embodies original research work carried out by …….. in the Institute/School/Centre ……..……....., Amity University Rajasthan, Jaipur under our guidance and it has not been submitted in part or full, for the award of any degree or diploma, to any other University. The candidate has successfully completed the course work as per the University guidelines.

Guide Co-Guide

Director/Coordinator/HoI

Date: ……..

AMITY UNIVERSITY
RAJASTHAN

(Annexure -11)

No Dues Certificate

(For Ph.D. Scholars only) Date :-

Name of Research Scholar ---------- -Father's Name ----------Name of Institution/school/centre ----------Enrollment No. ----------Batch ----------Date of Registration ----------

The clearance from the following departments/sections is obtained:

Department	**Status of Dues**	**Signature with Date**
Department		
Library		
Examination Cell		
Accounts		
IT		
Security (ID-Card)		
Mess/Cafeteria		
Hostel		
Laundry		
Administration		
Store		

The necessary dues have been cleared by payment of cash to Accounts Department on ----------Vide receipt no. ---------- Dated ----------.

Name of the Scholar ---------- Signature of Scholar ----------

Mobile No: ----------

Signature of Director/Coordinator/HOI

…….....

For office of Dean Academics

(Acknowledgement)

I have received duly completed **'No Dues Form'** from Mr./Ms. ----------Son/Daughter of ---------- on dated ----------

Name & Signature ----------

Office Stamp

AMITY UNIVERSITY
RAJASTHAN

(Annexure -12)

CONFIDENTIAL

PROFORMA FOR REPORT

Name of the Candidate : ……

Enrolment No. : ……

Title of the Thesis : ……

……...

……...

Report of the Examiner (Please attach a detailed report)

Date : ……

Name & Signature of Examiner

(Annexure -12) – in Continuation

i. Approved as it is,

ii. Approved after minor revision,

iii. Be resubmitted after major revision with

a) Major rewriting and/or
b) Some extra work,

The examiners shall also answer the following:

a) Do you agree to re-evaluate the revised thesis? (Yes/No)
b) If re- evaluation is not needed, should the candidate be allowed to appear in the viva-voce examination with the revised thesis? (Yes/No)

iv. Rejected (In such a case, the Examiners should clearly mention the reason(s) for rejection)

(Annexure -13)

Ref.: AUR/DA/Ph.D./…….

Provisional Degree Certificate

This is to certify that Mr./Ms.**……,** Enrolment No. **……..**has been declared eligible for the award of Ph. D. degree in ……on the basis of the evaluation reports of the panel of examiners and his/her performance at the Viva Voce held on ……. in the **Amity ……**at Amity University Rajasthan, Jaipur.

The title of his/her Ph. D. thesis is: **"……..."He /**She has completed his/her Ph. D. under the supervision of **Dr. ……..**.

The degree will be conferred upon his/her at the forthcoming convocation of the University**.**

Registrar

AMITY UNIVERSITY
RAJASTHAN

(Annexure -14)

Ph.D. Thesis Internal Distribution

Date :-

Name of Research Scholar ----------Father's Name ----------Name of Institution/school/centre ---------- Enrolment No. ---------- Batch ---------- Date of Registration ----------Submitted 5 copy of thesis (one each for Dean Academic Office, Institution, Library, Supervisor, Co-Supervisor.)

The Receiving from all sections:

Ph.D. Thesis Copy submitted to Institution/School/ centre. Received by …… Name & Signature …… Office Stamp	Ph.D. Thesis Copy submitted to Library Received by …… Name & Signature …… Office Stamp
Ph.D. Thesis Copy submitted to Supervisor Received by ……. Name & Signature ……. Office Stamp	Ph.D. Thesis Copy submitted to Co- Supervisor Received by …… Name & Signature …… Office Stamp