

## **ORDINANCE-DOCTOR OF PHILOSOPHY**

### **In accordance with UGC (Minimum Standards and Procedure for the Award of Ph.D. Degree) Regulations, 2022**

**(w.e.f. December, 2024)**

1. The Regulations contained in this Ordinance may be called Guru Jambheshwar University of Science & Technology (GJUS&T) Minimum Standards and Procedure for award of Ph.D. Degree.
2. These Regulations shall apply to Guru Jambheshwar University of Science & Technology and its affiliated Colleges/Institutes/Departments/School
3. The Degree of Doctor of Philosophy (Ph.D.) may be awarded in various Faculties/School of the University.
4. Research in the University leading to the Degree of Doctor of Philosophy shall be governed by various Boards of Studies & Research in the Departments/School subject to the general guidelines issued by the Academic Council.
5. The students registered in Ph.D. Programme shall be called as Research Scholar. There shall be two categories of research scholars; Full Time and Part Time.

Full time scholars shall remain present in the University for conducting their research work minimum for a period as mentioned under Residential Requirement as per clause 14.

The scholars getting fellowships will have to remain on campus throughout their research work during their fellowship period.

Part time scholars will be full time working professionals working in National Research Organizations/Labs, industry, government organizations/departments/Public Undertaking/Autonomous Bodies, Regular/Permanent Teachers working in Govt. Colleges/Govt. Aided Colleges/State Universities/Central Universities; Regular teachers, Teachers working on contract basis in the minimum basic salary of Rs. 57700/- and Regular non-teaching staff of Guru Jambheshwar University of Science & Technology. They will be allowed exemption from the stay period provided that they have access to research facilities at their places of work that are approved by the Departmental Research Committee of the Department concerned. A Part time scholar shall have contact hours with their supervisors for minimum of 180 hours per year till submission of the thesis. The seat will be supernumerary in nature. The admissions to Part time Ph.D. Programme will be offered in Winter Term.

## 6. Academic Eligibility

A candidate who wishes to be accepted as a candidate for Ph.D. programme must satisfy the following academic criteria:

- i) A Master 's degree programme (1-year/2-semester Master's degree after a 4-year/8-semester Bachelor's degree programme or a 2-year/4-semester Master's degree after a 3-year Bachelor's degree programme in the subject concerned or in an allied subject or **qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body** with at least 55% marks **(50% for SC/ST, OBC (BC-A & BC-B non-creamy layer), Differently-abled candidates having at least 40% disability and Economically Weaker Section (EWS) of Haryana)** in aggregate or its equivalent grade in a point scale wherever grading system is followed or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of the educational institutions.
- ii) **For Haryana School of Business:** A Master's degree programme (*1-year/2-semester Master degree after a 4-year/8-semester Bachelor's degree programme or 2-year/4-semester Master degree after a 3-year Bachelor's degree programme*) or any other degree recognized equivalent thereto in Business Administration or Economics or Commerce or in allied subjects or Two years Post Graduate Diploma in Management recognized as equivalent to MBA by AICTE/AIU or Graduates having passed their final examination of the Institute of Chartered Accountants of India with 55% marks **(50% for SC/ST, OBC (BC-A & BC-B non-creamy layer), Differently-abled candidates having at least 40% disability and Economically Weaker Section (EWS) of Haryana)** in aggregate or its equivalent grade in a point scale wherever grading system is followed.
- iii) For any inter-disciplinary research, Ph.D. degree will be awarded by the Faculty of the Department concerned in which the candidate is registered.
- iv) The State Govt. reservation policy will be followed for admission in Ph.D. programme.

**NOTE: The allied/relevant subject will be decided by the Admission Committee of the department concerned.**

## 7. Procedure for Admission to Ph.D. Programme

- i) The admission in Ph.D. Programme shall be made twice a year in two terms i.e. Summer Term (July to December) and Winter Term (January to June). The course work shall also be conducted two times accordingly.
- ii) Applications for enrolment to Ph.D. Programme shall be advertised twice a year normally in the month of April/May for Summer Term and in the month of October/November for Winter Term.
- iii) The Academic Session shall be treated from 1st July to 30<sup>th</sup> June of the subsequent year.
- iv) The Teaching Departments/School/GJJM Institute of Religious Studies of the University shall declare the total seats **twice a year for Ph.D. admission in beginning of each term (Summer Term & Winter Term) of the academic session.** The University shall notify the number of seats to be offered by each Department/School/Institute for admission to Ph.D. programme **on biannual basis as per schedule** decided from time to time in accordance with the State reservation policy strictly. The number of seats once declared shall not be increased in any circumstance.
- v) **Admission of the candidates shall be made in the following manners:**
  - a) **Without Entrance Test:** The admission to Ph.D. Programme of the candidates having qualified for UGC-NET/UGC-CSIR-NET, UGC/ UGC-CSIR-JRF(valid) in the subjects where NET is conducted by the UGC/UGC-CSIR, candidates having qualified for JRF through Biotechnology Eligibility Test (BET) conducted by DBT, candidates qualified for award of JRF(valid) through National Level Test conducted by Indian Council for Medical Research (ICMR) and similar national level test with qualified certificate with JRF award letter shall be made on the basis of Interview without Entrance Test.
  - b) **Through Entrance Test:** The admission to Ph.D. Programme in the subjects where UGC does not conduct NET examinations i.e. in Engineering/Technology Programmes (Mechanical Engineering, Electronics & Communication Engineering, Electrical Engineering, Printing Technology, Food Technology etc. except Computer Science & Engineering as NET examination is conducted by UGC-CSIR in Computer Science), Data Science & Artificial Intelligence, Pharmaceutical Sciences and Physiotherapy, shall be made through Entrance test (to be conducted in Winter Term as per schedule notified by the University) followed by an Interview.
  - c) The interview shall be intended to test the research acumen of the candidate. The candidate shall appear before admission committee for interview with a concept note of 500 words about research. The Interview shall be of 30 marks and the candidate must obtain at least 50% marks in order to qualify the interview. The number of candidates called for interview may be decided by the Department concerned on the basis of number of Ph.D. seats available.

d) The Interview Committee for conducting Interview for Ph.D. admission in a department/School shall consist of the Chairperson/Director of Department/School, one Professor, one Associate Professor, one Assistant Professor on seniority and rotation basis, and three senior teachers (01 Professor, 01 Associate Professor and 01 Assistant Professor) if available amongst teachers who gave seats for Ph.D. admission.

vi) **Summer Term:** The Ph.D. seats will be offered to the candidates at subclause v) a) above in the following preferences as per merit criteria mentioned in subclause-x A:

- a. UGC-NET/UGC-CSIR qualified candidates declared eligible in **category-1 (Eligible for admission to Ph.D. with award of JRF (valid), Assistant Professor)**
- b. The candidates qualifying for award of JRF (valid) through BET conducted by the Department of Bio Technology.
- c. The candidates qualifying for award of JRF through national level examination conducted by Indian Council for Medical Research (ICMR).
- d. UGC-NET/UGC-CSIR qualified candidates declared eligible in **category-2 (Eligible for i) admission to Ph.D. without JRF and ii) appointment as Assistant Professor).**
- e. UGC-NET/UGC-CSIR qualified candidates declared eligible in **category-3 (Eligible for admission to Ph.D. programme only and not for award of JRF or appointment as Assistant Professor).**

**Note:** The marks obtained in the UGC-NET /UGC-CSIR NET by the candidates in Categories 2 and 3 will be valid for a period of one year for admission to Ph.D.

**No admission through Entrance test will be offered to Ph.D. Programmes in Summer Term. Further, admissions to Ph.D. Programme of Engineering/Technology except Deptt. of Computer Science & Engineering, and Ph.D. programmes in Data Science & Artificial Intelligence, Physiotherapy, Pharmaceutical Sciences shall also not be made in Summer Term.**

vii) **Winter Term:** The Ph.D. seats for admission to Ph.D. programmes shall be offered to the candidates in both manners mentioned at subclause (v) i.e. **a) without Entrance Test** for the subjects where NET is conducted by UGC/UGC-CSIR as mentioned at subclause (v)a) in the preferences mentioned in subclause (vi) above as per merit criteria mentioned in clause x) **A ahead** and **b) Through Entrance Test** for subjects mentioned at subclause (v) b) as per merit criteria mentioned at clause x) **B ahead**. The syllabi of Entrance Test will be decided by the concerned Teaching Departments/School based on **(50 % research methodology and 50% subject specific based on core courses of the qualifying Post Graduate programme).** The detailed syllabi shall be uploaded by the department on the University Website.

**Conversion of vacant reserved category seats to Haryana Open General Category (HOGC) shall take place as per procedure mentioned in Chapter of “Counselling” of the Ph.D. Information Brochure published in each term.**



viii) Entrance Test will be of 100 marks and a candidate must secure 50% marks (45% marks for **SC/ST, OBC (BC-A & BC-B non-creamy layer), Differently-abled candidates having at least 40% disability and Economically Weaker Section (EWS) of Haryana**) to qualify the same.

ix) The seats for following categories of candidates will be treated supernumerary in nature and their admissions will be subject to the prior consent of teacher in the departments/school (one teacher may give consent to one candidate only) as per eligibility and availability of seats under him/her mentioned under Clause-11 of this Ordinance:

**A) Seats for the candidates to be Enrolled in Ph.D. Programme-Part-Time mode to be offered in Winter Term:**

The candidates enrolled for Part-Time Ph.D. Programme are required to qualify UGC/UGC-CSIR NET National Eligibility Test (Category-1/2/3) in the subjects where the UGC conducts the National Eligibility Test and the candidates applied for Ph.D. Programmes in other subjects/disciplines where UGC does not conduct National Eligibility Test are required to qualify the Entrance Test conducted for admission to Ph.D. All the candidates are also required to appear for interview before Interview Committee. The following categories of the candidates may enrol for Part-Time Ph.D. Programme.

- a) Regular teachers of Guru Jambheshwar University of Science & Technology.
- b) Regular Non-teaching employees of GJUS&T, Hisar having five year experience
- c) Teachers working on contract basis in GJUS&T, Hisar.
- d) Regular/Permanent teachers working in Govt. Colleges/Govt. Aided Pvt. Colleges/State Universities/Central Universities
- e) Candidates having experience of at least 05 years in relevant field as First Class /Class-A Officer (Level-10 and above in pay matrix as per 7<sup>th</sup> Pay commission or Grade Pay of Rs. 5400-15600 or above) at the level of Managers, Senior Scientists, Senior Administrators working in various Govt. Organizations/State Universities/Institutes of National Repute/National Research Organizations/Public Undertakings/Autonomous Bodies **OR** professionals having experience of 05 years as Deputy General Managers/General Managers or (equivalent thereof) or Deputy Director/Director (Equivalent thereof) working in Industry registered with the Registrar of Company under the latest Companies Act in Govt. of India.

**B) The SRF awardee from various national funding agencies like UGC/ICMR/CSIR etc. working under the mentorship of faculty member of GJUS&T. He/She is not required**

to take Entrance Test for admission to Ph.D. however he/she will have to appear for interview for Ph.D. admission. He/She will be registered only with the faculty under the mentorship of whom he/she works on the project assigned to him/her.

- C)** One supernumerary seat for children/wards of the regular University Employee in each University Teaching Department/School/Guru Jambheshwar Ji Maharaj Institute of Religious Studies.

If more than one candidate applies for admission on this seat in a Department/School, the merit will be decided as per separate merit list drawn as per subclause x) A mentioned ahead for those who are not required to appear in Entrance Test for Ph.D. (i.e. for Entrance Test Exempted category), and as per sub clause x) B for those who are required to appear in the Entrance Test to get admission in Ph.D.

The children/wards of the University Employee shall be first considered in the merit list of General candidates/respective reserved categories competing for the advertised Ph.D. seats before being considered for the supernumerary seat reserved for them.

- D)** One supernumerary seat with each teacher in each University Teaching Department/School/Guru Jambheshwar Ji Maharaj Instt. of Religious Studies for International Students. These students shall be exempted from Entrance Test for admission to Ph.D. Programme subject to the fulfilment of the eligibility condition mentioned at Clause-6 (**Academic Eligibility**). Their admission shall be made on first come first serve basis as per guidelines/ norms decided by the office of Dean International Affairs (formally Dean International Students) from time to time.

- x) The merit list for admission to Ph.D. Programme shall be prepared by Department/School according to the following criteria:

**A. For candidates exempted from Entrance Test:**

- a. UGC-NET/UGC-CSIR-NET qualified candidates declared eligible in **category-1** (Eligible for admission to Ph.D. with award of JRF (valid), Assistant Professor and Ph.D. Admission), JRF valid awarded by DBT, ICMR mentioned at clause 7vi) a, b,c

**Merit prepared on the basis of performance of Interview as per provision of preference (separate merit list for each preference) given at 7 vi)**

- b. UGC-NET/UGC-CSIR qualified candidates declared eligible in **category-2** (Eligible for i) admission to Ph.D. without JRF and ii) appointment as Assistant Professor).

- i) 70% weightage of marks obtained in NET examination  
ii) 30% weightage of performance in Interview.

- c. UGC-NET/UGC-CSIR qualified candidates declared eligible in **category-3 (for Ph.D. admission only without JRF and Assistant Professor)**:

- i) 70% weightage of marks obtained in NET examination
- ii) 30% weightage of performance in Interview.

**Note:**

- i) The separate merit list for each category of candidates UGC/UGC-CSIR NET, DBT-NET, ICMR-NET will be prepared as per provision of preferences given at clause 7 vi)
- ii) The Admission of the NET qualified candidate shall be considered in the category in which he/she passed the NET examination. e.g. NET qualified in a Reserved Category shall be considered for admission in that Particular reserved category. It will not be considered for admission in any other reserved category or General Category.
- iii) The marks obtained in the NET by the candidates in Categories 2 and 3 will be valid for a period of one year for admission to Ph.D.

**B. For the candidates Passing Entrance Test**

- i) 70% weightage of marks in the Entrance Test.
  - ii) 30% weightage of performance in Interview.
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- xi) The admissions in Ph.D. Programme shall be made through separate counselling to be organized by the Department/School concerned for the candidates exempted from Entrance Test and the candidates to be admitted through Entrance Test as per schedule mentioned in Admission Information Brochure.
  - xii) The number of seats for Ph.D. Programme in each subject will be as per availability of seats in the respective Department/School of the University.
  - xiii) The Admission Committee of the Department will consist of the Chairperson of the Department, one Professor, one Associate Professor, one Assistant Professor by seniority and rotation and a nominee of the Vice-Chancellor. All these members must satisfy eligibility conditions to be the Ph.D. Supervisor. If any of the faculty (Professor/Associate Professor/Assistant Professor) is not available in the Department concerned, faculty members from other departments within the same faculty may be associated with the Admission Committee with the prior approval of the Vice-Chancellor.
  - xiv) The result of Entrance Test will be considered for admission to Ph.D. only during the session in which the test was held and the same will not be considered in the subsequent year(s), that is, if a candidate wants to be considered for admission next year, he/she will have to appear for the entrance test afresh.
  - xv) The candidate standing in merit list prepared as per criteria in sub-clause x) will be given provisional admission in Ph.D. Program with the submission of required fee prescribed in clause (25) of the Ordinance or to be prescribed time to time. The admitted candidates will be allotted provisional Enrolment No./Registration No. by the University. The provisional

Enrolment No. allotted to the scholar will become the Registration No. as and when his/her registration for Ph.D. programmes recommended by the BOS&R of the Department/School concerned is approved by the Vice-Chancellor.

## 8. Course Work

- i) The duration of the Ph.D. course work will be of one semester. It will be offered in the first semester. It will consist of 04 papers.
- ii) Each paper of the course work except PDP-104 will be of 4 credits. PDP-104 is of 02 credits. Each paper will of 100 marks.
- iii) The scheme for Ph.D. course work is as under:

**PPD-101: Research Methodology:** The syllabus of the course PPD-101: "Research Methodology" will have different contents for Ph.D. programmes which are categorized in the following three broad disciplines. The content of the course should be common within a discipline.

**Science Discipline:** All the courses run under the Faculty of Physical Sciences, Faculty of Environmental and Bio Sciences & Technology and Faculty of Medical Sciences.

**Engineering Discipline:** All the courses run under the Faculty of Engineering & Technology.

**Management Discipline:** All the courses run under the Faculty/School of Haryana School of Business, Faculty of Media Studies, Faculty of Religious Studies and Faculty of Humanities and Social Sciences.

**PPD-102: Review of Literature and Seminar** - It includes discussions on research ethics, presenting a seminar on review of published research or on own published review/survey paper or training or field work done in the relevant area of research etc.

### **PPD-103: Departmental Elective Course**

It includes an elective course related to the relevant field of research and it will be offered by the respective department/school.

### **PPD-104: Research and Publication Ethics (RPE)**

It includes basics of philosophy of science and ethics, research integrity, publication ethics.

- iv) The scholars shall review 20 to 30 research papers and shall submit the report as well as present seminar before a three members committee duly constituted by the Dean, Research and Development and headed by the Chairperson/Director or Senior teacher of the Department/School for evaluation of paper PPD-102: Review of Literature and Seminar at Departmental level.
- v) The Staff Council of the Department/School shall finalize supervisors for the candidates admitted in Ph.D. Programme within one month of the commencement of coursework so that the scholars can have necessary guidance for the paper 'PPD-102 Review of



Literature and Seminar' and start preparing synopsis for their research proposal. The Staff Council shall allot supervisors in the order of merit of the candidates, while also considering the specialization of the supervisor.

- vi) The qualifying marks in each paper of the course work shall be 55% or its equivalent grade in the UGC 10-point scale. If found necessary, the Chairperson/Director of the Department/School may allow a candidate to undertake any additional paper/ course work in any sister department of the University.
- vii) There shall be an internal evaluation of Ph.D. course work examination. The coursework examination for Summer Term will be normally conducted in the 2<sup>nd</sup> half of December and the award of the same will be submitted by the Chairperson/Director of the department concerned to the Controller of Examinations within the 1<sup>st</sup> week of January of next year and the result will be declared within the 1<sup>st</sup> week of January. The reappear examination for course work shall be conducted within two months of the declaration of the result of the main examination of the course work and a second chance shall be given with the batch of the Winter Term.

The coursework examination for Winter Term shall be normally conducted in the 1<sup>st</sup> half of June and the award of the same shall be submitted by the Chairperson/Director of the department concerned to the Controller of Examinations within the 1<sup>st</sup> week of July and the result shall be declared within the 2<sup>nd</sup> week of July. The re-appear examination for course work shall be conducted within two months of the declaration of the result of the main examination of the course work and a second chance shall be given with the batch of the Summer Term.

- viii) It is only on satisfactory completion of Ph.D. course work, which is an essential part of the Ph.D. programme, a candidate shall be eligible to apply for registration to Ph.D. programme after successful completion of coursework. The admission of the candidate to the Ph.D. programme who fails to pass Ph.D. course work within stipulated period mentioned in sub clause-vii above shall stand cancelled.
- ix) A candidate is required to earn at least 75% attendance for the Ph.D. course work to be eligible for appearing in examination.
- x) All full time Ph.D. scholars, irrespective of discipline, shall be required to train in teaching/education/pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work
- xi) **Guidelines for conduct of Course Work for the Candidates enrolled in Part-Time Ph.D.**
  - a) The candidates enrolled for Part-Time Ph.D. Programme are required to attend the Course Work to be offered in Ist Semester as regular classes meant for Full Time Ph.D. candidates as per schedule fixed by the University and shall produce NOC at the time of Counselling and leave sanction orders for the whole duration of the Coursework and relieving certificate duly issued from their employer within two weeks

- of date of admission as per **Clause-14 (Residential Requirements)** of the Ph.D. Ordinance.
- b) To avoid the problem of taking long leave, the candidates may be offered Course Work in the form of weekend classes on the recommendations of the committee constituted by the Vice-Chancellor on the recommendations of the Dean Academic Affairs if the sufficient number of candidates joins the Part-Time Ph.D. Programme.
  - c) A candidate is required to attend 210 hours of teaching. Classes for the courses PDP-101, PDP-103 and PDP-104 will be given at weekend on every Saturday and Sunday covering **05 (Five)** hours per day during 9:00 am. to 5:00 pm.
  - d) The Course work will be offered as weekend classes only if there are at least 20 students in all three disciplines. However, if the Vice-Chancellor, deems appropriate, may permit to offer the Course work classes at weekend if the number of candidates is less than 20 subject to the financial feasibility of the course.
  - e) The examination of the Course work shall be common with the full time Programme candidates.
  - f) The candidates shall submit "No Objection Certificate" from the competent authority of the Organization where they are employed 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) He/She will be relieved from the duty at week end to complete the coursework and for the whole Ist Semester to attend the regular day classes with full time candidates, if the week end classes are not feasible to be offered.
- xii) A candidate who has already completed Pre-Ph.D./Ph.D. course work including the course **Research and Publication Ethics (RPE) notified by UGC vide D.O. No. F.1-1/2018 (Journal/Care) in 2019 and Research Methodology Course** as per UGC regulations from this University or from any other State/Central Universities/Institutes of eminence or from Private Universities accredited at least "A grade" by NAAC may be exempted from Ph.D. course work by the Vice-Chancellor subject to the condition that such candidate have to follow the complete admission process of the Ph.D. Programme. The validity of such course work will be three years from the year in which heshe passed the Ph.D. course work. These candidates will be required to pay the fee prescribed for the half year (applicable on the candidates after completion of course work) started from the date of admission upto the half year in which they submit the thesis along with Registration fee, Alumni fee and Caution money (Refundable) as per Fee structure prescribed by the University time to time.
- xiii) The Chairperson/Director of UTD/School concerned shall maintain a list of Ph.D. Supervisor (specifying the name of the supervisor, his/her designation, and the department/School), alongwith the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research, date of admission) admitted under them on the University website and update this list every academic year.

## 9. Process of Registration for Ph.D. programme

- 9.1 The candidate shall submit the Application(s) to the Chairperson/Director of Department concerned/School on the prescribed form (**Appendix-Form-‘B’**) along with synopsis for registration to Ph.D. programme so that the registration may be recommended by Departmental Research Committee (**DRC**) within **six months** from the declaration of result of the course work. The duration of six months for submission of synopsis for recommendation of registration to Ph.D. Programme in respect of the candidate having exemption in course work shall be counted from date of admission. The extension of further six months for submission of application for registration along with synopsis, on the recommendation of the Supervisor, may be given by the DRC in special circumstances on the merit of the case. If the candidate fails to submit the research synopsis even during the extension period granted by the DRC, his/her admission in Ph.D. programme shall be cancelled abinitio. However, her/his cancellation of admission may be revoked on the recommendations of DRC by the Vice-Chancellor on the merit of the case with a revocation fee of Rs. 20000/- subject to the condition that the scholar has to complete his/her thesis within the maximum period allowed in ordinance.
- 9.2 The Chairperson/Director of the Department/School concerned shall place the application(s) before the Departmental Research Committee. The candidate(s) will be invited to defend their synopsis/research proposal before DRC in the presence of Dean of concerned faculty and the Vice-Chancellor or his/her nominee. The Departmental Research Committee may
- i) Recommend the research proposal for consideration by the Board of Studies & Research (BOS&R).
  - OR
  - ii) Suggest suitable changes in the research proposal.
  - OR
  - iii) Reject the proposal.
- 9.3 The Departmental Research Committee shall consist of all the regular faculty members of the department with Ph.D. Degree. However, outside member may be associated with the permission of the Vice-Chancellor.
- 9.4 The Departmental Research Committee will adopt the following procedure:
- a) While considering the applications for registration, the DRC will consider the synopsis submitted by the candidates.
  - b) While recommending the registration of the candidate for consideration by Board of Studies & Research, the DRC shall clearly state whether in its opinion:
    - i) The subject proposed for research is suitable or not.
    - ii) The supervisor(s) is/are eligible or not.

The DRC may either reject the synopsis or may suggest suitable changes in the synopsis for reasons to be recorded. The candidate is required to resubmit the revised synopsis after having incorporated the suggested changes within a period of time specified by the Departmental Research Committee.

- c) "In special circumstances viz. in the case of subjects of interdisciplinary/multidisciplinary/inter speciality nature, the DRC may recommend a Co-supervisor who can be from within the University or its affiliated Govt./Govt. Aided Colleges running PG program in the subject concerned or from other universities (In case of Private University, it should be accredited at least "A grade" by NAAC)/Institutes of National Importance/Eminence and various Govt. Research Organization and Research Labs in the country/any autonomous institute established by the State Govt./Central Govt. as well, for reasons to be recorded. The qualifications for a Co-supervisor will be the same as prescribed for the supervisor at clause-11 of this Ordinance. The teacher to act as Co-supervisor is required to submit his consent on the prescribed proforma (Appendix-I) available on the University Website to the Chairperson of the concerned Department at the time of submission of synopsis by the research scholar for consideration of DRC."
- 9.5 The DRC shall clearly mention the Registration No., Name of the scholar, Topic of Research, Name of Supervisor, Co-supervisor if any recording full justification in its recommendations. The recommendations of the DRC for Ph.D. registration shall be placed before the BOS&R for its consideration and approval. The meeting of the BOS&R will normally be held within one month of the meeting of the DRC. The BOS&R recording the specific details of scholars as recommended by the DRC shall submit the recommended cases of Ph.D. registrations to the Vice-Chancellor for consideration and approval through Dean, Research and Development. If the BOS&R recommends the title of research with minor change in case of any scholar, the justification for the same shall be recorded by the BOS&R in its minutes.
- 9.6 The recommendations of BOS&R shall be placed before the Vice-Chancellor through Dean Research and Development for confirmation of the Registration of the scholars. After the approval of the Vice-Chancellor, the provisional admission/registration of the research scholar shall be confirmed and he/she shall be finally registered for the Ph.D. program. Consequently, the provisional enrolment number allotted to the research scholar shall become his/her Registration Number. **However, the Vice-Chancellor in cases where he deems appropriate, may refer the recommendations of the BOS&R for confirmation of Registration of the scholar of the department concerned to Academic Council for approval.**
- 9.7 The date of confirmation of registration of the research scholar shall be the same on which the BOS&R recommends the registration of the candidate. In case of research scholars with UGC-JRF, the date of joining/provisional admission in the department for Ph.D. programme shall be considered as date of registration to upload their master data on UGC portal for the purpose of grant of fellowship.
- 9.8 The Chairperson/Director of the Department/School shall make best efforts to provide infrastructural facilities to the scholars on continuous basis.
- 9.9 The Chairperson/Director of the Department/School shall provide a soft copy of the e-Synopsis of the scholar registered for Ph.D. programme to the University Library within one month of the confirmation of the registration to upload the same on INFLIBNET website as per UGC guidelines.



## **10. Modification in Topic of Research**

A candidate may, normally not later than two years after his/her registration, modify the topic of Research on the recommendations of the Board of Studies & Research. However, minor modifications may be allowed even later on, on the recommendations of the BOS&R and with the approval of the Vice-Chancellor.

## **11. Qualifications of the Supervisor/Co-Supervisor**

11.1 Any full time regular Professor/Associate Professor of the University with a Ph.D. degree with at least five research publications in peer reviewed or refereed journals and any regular full time Assistant Professor of the University with a Ph.D. degree with at least three research publications in peer reviewed or refereed journals can act as Research Supervisor/Co-supervisor. The publications should be of high quality journals as per UGC CARE list. The conditions on publications are applicable to the co-supervisors from other universities/institutes as well. Ph.D. degree awarded by the University under the supervision of a faculty member who is not an employee of the University would be in violation of this Ordinance.

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

11.2 A regular teacher fulfilling the requirements as mentioned in sub clause 11.1 above, may supervise/co-supervise the following numbers of research scholars at a time:

<b>Designation</b>	<b>No. of Research Scholars</b>
Professor	08
Associate Professor	06
Assistant Professor	04

The total number of scholars under a faculty member either as supervisor or co-supervisor shall not exceed the number of scholars prescribed above in any case.

A Teacher may also supervise two Ph.D. scholars under supernumerary seats (one for International Students and one for other categories mentioned at subclause ix of clause 7 of this Ordinance) over and above his/her maximum prescribed limit as mentioned in above table. No fresh registration will be allowed by BOS&R/Vice-Chancellor to teachers who proceeded on Extra Ordinary Leaves. However, in the case of teachers on EOL/ left/superannuated, the University may allow him/her to continue to act as supervisor if major part of research work has already been completed under his/her supervision. The teachers who superannuate from the service can continue as Co-Supervisor of the scholars already registered under them after superannuation, but not after attaining the age of 70 years. In case, new supervisor in place of the superannuated supervisor is allotted to the scholar and if the new supervisor to be allotted has reached the maximum limit of scholars, the seat of such scholar under new supervisor shall be treated over and above the limit of the scholars, he/she is entitled to

supervise at that time. However, such seat will be adjusted against the seat vacated by any scholar under him in future to remain the total number of seats within prescribe limit.

Note:

- a) After the submission of Ph.D. thesis by the Research Scholar, the said seat of the teacher concerned will be considered as vacant.
- b) The GJUS&T faculty members shall obtain NOC from the University before giving their assent to become co-supervisor for Ph.D. students registered in other institutes/universities.

11.3 In case of relocation of a female Ph.D. scholar due to marriage or otherwise (due to transfer of her/her husband in case of Govt. Employee), the research data shall be allowed by the Vice-Chancellor on the recommendations of DRC/BOS&R with the consent of the supervisor to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all other conditions in this ordinance are followed, and the research work does not pertain to a project sanctioned to the University/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. Further, such female Ph.D. scholars from other State Universities may also be allowed by the Vice-Chancellor on the recommendations of DRC/BOS&R of the department concerned to be migrated to this university with the consent of the teacher provided that there is vacant seat with the teacher under which she wants to do her research work.

## **12. Change of Supervisor/Co-supervisor**

The change of Supervisor may be allowed:

- i) In case the Supervisor has expired or has left the service of the University.

OR

- ii) By mutual consent of both the Supervisor and the Research Scholar.

OR

- iii) In case of extreme hardships where it becomes almost impossible for a research scholar to continue his/her research work with the Supervisor or in case the Supervisor or the research scholar requests for the change of Supervisor on valid/genuine grounds, the candidate or supervisor will represent to the Chairperson/Director of the Department/School, who will put the matter before the DRC and BOS&R for decision. However, the change of Supervisor in either cases will be allowed after the approval of the Vice-Chancellor.

Note: In case of change of supervisor due to his/her sad demise, the seat of the scholar under the new supervisor will be treated over and above the maximum limit of scholars, a teacher is entitled to supervise.

### 13. Period of Research Work

- i. Every research scholar shall submit his/her thesis within a period of six years (including Ph.D. course work) but not before three years from the date of commencement of the course work failing which his/her registration shall be treated as cancelled. The minimum and maximum period of submission of thesis for the scholars permitted exemption of course work will be 2½ year and 5½ years from the date of admission in Ph.D. Programme.

However, the candidate may be allowed re-registration for extension of further two years (upto 8<sup>th</sup> years) paying a re-registration fee of Rs. 50,000/-, in exceptional cases, by the Vice-Chancellor on the recommendations of the Supervisor and the Departmental Research Committee. The Departmental Research Committee shall give proper justification while recommending such reregistration for extension mentioning the extent of work done by the scholar. Provided that the total period of completion of a Ph.D. Programme shall not exceed eight (08) years from the date of commencement of the coursework/date of admission. All the scholars running on extension shall submit their semester fees as usual till the half year in which they submit their thesis.

- ii. The women candidates and Persons with Disability (having more than 40% disability) may be allowed an additional relaxation of two years for submission of Ph.D. thesis, one year at a time by the Vice-Chancellor on the recommendations of Supervisor and Departmental Research Committee with extension fee of Rs. 25,000/- per year. However, total period for completion of a Ph.D. programme in such cases shall not exceed ten (10) years from the date of commencement of coursework/date of admission. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days. The period of maternity leave shall be considered towards counting of stipulated period of submission of thesis. The Department concerned shall issue the leave orders to this effect under intimation to the Registration Branch, Accounts Branch and Secrecy Branch.
- iii. No research scholar shall join any other regular course of study while doing research. The Vice-Chancellor may, however, allow a candidate to appear in any examination or to attend a course which is conducive to his or her research and is of minor nature, including improvement of any previous result.

### 14. Residential Requirement

- i. All the employed candidates seeking admission to Ph.D. programme (full time/part time) shall have to produce NOC from their employer at the time of counselling stating that:
  - a) The candidate is permitted to pursue studies on a part-time/full time basis.
  - b) His/her official duties permit him/her to devote sufficient time for research.
  - c) He/She will be relieved from the duty to complete the coursework. (for Full time)

OR

He/She will be relieved from the duty at weekend to complete the coursework and for the whole 1<sup>st</sup> Semester to attend the regular day classes with full time candidates, if the week end classes are not feasible to be offered. (For Part-Time)

After admission, they shall have to submit their leave sanction orders and relieving certificate from their employer for the entire duration of the first semester of the Ph.D. course work within two weeks of the date of admission failing which their admission stands cancelled.

- ii. Further, a three years residential requirement is mandatory for all the candidates during the entire Ph.D. Programme. The scholars getting fellowships/scholarship will have to remain on campus throughout their research work during their fellowship/scholarship period.

The supervisor concerned shall maintain the record of attendance of each scholar to ensure the fulfilment of the residential requirement and submit the same to the Chairperson/Director of the Department/School concerned on monthly basis. The supervisor shall submit a certificate to this effect to the Controller of Examinations at the time of submission of thesis.

- iii. In case, a research scholar intends to join service after the enrolment in Ph.D. course, he/she will have to submit an application to the Chairperson/Director of the Department/Institute/School concerned to seek permission from the competent authority of the University, subject to the fulfilment of stay condition required under subclause (ii).

In case, a scholar gets the service during the 1st semester of Ph.D. course work, he/she shall also submit leave sanction orders and relieving certificate from his/her employer for the remaining period for the 1st semester alongwith submission of NOC from his/her employer as mentioned in sub clause-(i) within 15 days of his appointment in service, with the application seeking permission of the competent authority

Further, if such candidate(s) has been getting any kind of scholarship from the University or from outside organizations (i.e. University Research Scholarship/Fellowship, JRF/SRF etc.), he or she shall also mention it in the application seeking permission of the competent authority and the same shall be discontinued automatically from the date of his joining in the service. The Chairperson/Director of the concerned Department/ Institute/School shall inform the concerned branches about it. Such scholar shall inform the respective funding agency about the discontinuation of the fellowship through Supervisor and do the needful as per terms and condition of the fellowship.

A full time Research Scholar if selected to a regular Govt. job may be allowed to be converted to Part Time scholar after completion of course work by the Vice-Chancellor on the recommendations of Departmental Research Committee (DRC). The seat of the scholar so converted in Part Time mode shall not be treated as supernumerary. The same shall remain in the prescribed limit of scholars, a teacher is entitled to supervise as mentioned in table at sub clause 11.2 of clause 11.

- iv. A Part-Time Research Scholar will be allowed exemption from the stay period of three years provided that they have access to research facilities at their places of work that are approved by the Departmental Research Committee of the Department concerned. A Part time scholar shall have contact hours with their supervisors for minimum 180 hours per year till submission of the thesis.



## 15. Requirements after completion of Course Work-Ist semester

- i) Every research scholar will be required to show continuous semester wise progress after the completion of course work (Ist Semester) of his/her Ph.D. work from IInd Semester onward till the submission of the thesis and it will be monitored by the supervisor of the candidate.
- ii) Every research scholar shall be required to submit his half yearly (semester report) on the prescribed proforma (**Appendix-II**) **within 10 days of end of each semester**. The supervisor of the research Scholar will give assessment about the progress of the scholar. The Report shall be placed before the Departmental Research Committee for its evaluation in its meeting to be held preferably in the month of **January and July**. The progress report along with receipt of fee paid for that half year (Semester) will be submitted to the Chairperson/Director of the department/school concerned for record and he/she will ensure, before accepting the progress report, that the scholar has paid all fees/dues up to the period of the submission of the half yearly report. In case two consecutive six monthly (**semester**) reports are unsatisfactory, the Chairperson/Director of the Department/School, on the recommendations of the DRC may recommend to BOS&R for cancellation of the registration. However, the DRC will record in writing the reasons for the report to be unsatisfactory and issue a show cause notice to the scholar to explain his version before recommending the cancellation of registration to the BOS&R. The Chairperson of the Department concerned shall submit one copy of the filled up proforma of progress report of the scholar (Appendix-II) to the Registration Branch along with minutes of DRC.
- iii) Once in a year, the Research Scholar will present a seminar on his/her research conducted in the previous year, before DRC. This seminar will be organized by the Chairperson/ Director of the Department/School concerned.

The Ph.D. scholars shall publish two research papers [not review article(s)] relevant to the research topic/thesis having the complete address of the university with research scholar as first author, supervisor(s) as corresponding author in refereed journal(s) as per UGC CARE list. The inclusion of Co-authors from outside institutions other than Co-supervisor can only be done with prior approval (before communicating) of Dean, Research & Development with proper justification. The Ph.D. scholar is also required to present at least one research paper in international/national conference/seminar/workshop/symposium before the submission of the thesis, and produce evidence for the same in the form of certificate/acceptance letter or the reprint of the published paper. The copy of published papers and certificate of presentation(s) should also be submitted along with the Ph.D. thesis. However, only publications having the name of supervisor and affiliation of the University shall be considered.

- iv) Prior to submission of the thesis, the student shall make a Pre-submission Ph.D. presentation before DRC. It may be open to all faculty members and research students for

getting the feedback and comments which may be incorporated into the draft thesis under advice of the supervisor.

#### **16. Cancellation of Registration/Re-Registration**

The Vice-Chancellor, on the recommendations of the BOS&R, may cancel the registration of a research scholar whose research work has been reported to be unsatisfactory by the Board of Studies & Research of the department/school concerned or who has not submitted his/her two consecutive progress reports before DRC or who has been found indulged in any fraudulent activity/ misconduct/ misbehaviour/ malpractice/ malfeasance/ wrongdoing/ grave indiscipline. However, if Vice-Chancellor deems appropriate, may refer the matter to the Academic Council for its consideration and approval. However, approval of Academic Council is not necessary if the scholar himself/herself requests to the Chairperson concerned for cancellation of his/her registration in Ph.D. programme. There will be no refund of fee, if any deposited by the scholar in the university in any case.

In case of cancellation of registration due to any reason except due to involvement in any fraudulent activity/ misconduct/ misbehaviour/ malpractice/ malfeasance/ wrongdoing/ grave indiscipline, the scholar may request for re-registration with a re-registration fee of Rs. 50,000/- for consideration of DRC/BOS&R. The re-registration shall be allowed by the Vice-Chancellor on the recommendation of BOS&R under the same Supervisor or new supervisor as deemed appropriate by DRC/BOS&R. The re-registered candidate shall submit the thesis under prevailing rules of Ph.D. in the University. DRC/BOS&R shall examine appropriateness of existing topic/title of research and may recommend change in case of outdated/non-relevant research proposal. After re-registration, same rules of submission of thesis as applicable on fresh registration shall be applicable on the re-registered scholar. The scholar shall pay all semester fees till the half year in which the thesis is submitted by him/her.

#### **17. Appointment of Examiners**

On submission of the application/request along with an abstract of the thesis including synopsis/chapter scheme with minimum two research publications [not review article(s)] having the complete address of the university with research scholar as first author, supervisor as corresponding author and having good impact factor, at least one certificate of participation and presentation of thesis research work in international/national seminar/conference/symposium outside Haryana, by the research scholar (irrespective of his/her session of admission/Registration) to the Chairperson duly certified and recommended by the Supervisor that his/her research work is complete and the PhD thesis is ready for submission, the supervisor will draw a list of at least **10** examiners/specialists [**02** from Haryana and Eight from different states (one from each state)] (with complete mailing address, mobile number and email address) keeping in mind their specialization for the evaluation of the thesis of her/his research scholar before DRC. The specialists recommended shall be either Professors or persons of eminence and their specialization shall be relevant to the topic of the thesis. Names of only those persons shall be recommended who are known to be physically fit and are able to undertake a journey for the conduct of viva-voce examination, if invited. Further, the Departmental Research Committee of the respective departments/school shall recommend a panel of at least **08**

examiners from the list of examiners/specialists provided by the supervisor confidentially. No examiner should be from the institutes/universities located in Hisar. There should not be more than 02 examiners from the institute/universities located in Haryana. No two examiners should be from the same outside state and university/institute.

## 18. Submission of Thesis

- i) A scholar shall submit his/her thesis in English/Hindi medium. He/she shall submit four copies of the thesis along with six copies of the summary of the thesis in about 300 words in English/Hindi medium indicating how far the thesis embodies the result of his own research and in what respects his/her investigations appear to him/her to advance the knowledge of subject of his/her thesis. The candidate may submit the copies of the summary within one month of the meeting of DRC in which Pre submission seminar presentation was given, so that the Controller of Examinations (COE) may get the examiners appointed in anticipation of the submission of the thesis. The summary may be sent to the examiners while seeking their consents for evaluation of the thesis.
- ii) The candidate shall submit his/her thesis in e-version as well as in printed version within six months from the date on which the DRC has approved the appointment of examiners provided that the Board of Studies and Research may, for satisfactory reasons, extend the period by a maximum of another six months only subject to the condition that the extension period should remain within stipulated period of PhD programme.
- iii) The scholar shall initially submit the thesis in soft binding form alongwith soft copy of the thesis preferably in pen drive. After the evaluation of thesis by the examiners, if both the examiners find the thesis worthy of being awarded Ph.D. degree, the Secrecy Branch shall inform the scholar through the supervisor within 15 days to submit hard bound copy of his/her thesis. If the thesis has been accepted with minor changes, the Secrecy Branch will intimate the scholar through the supervisor within 15 days of receipt of both the evaluation reports. The scholar will submit the revised thesis incorporating all the changes, suggested by the examiners, in hard bound form in the Department concerned. The scholar and supervisor shall submit a signed declaration along with the Final thesis that all the modifications suggested by both the examiners have been incorporated in the final thesis. The thesis finally submitted shall be in PDF format with all the essential elements (like Title of Thesis, declaration regarding prevention of plagiarism, certificates, abstract, dedication, Acknowledgement, table of contents, list of abbreviations, list of tables and figures, list of appendices (if any), chapters, conclusion, References, list of publications, Proof of Publications) as given in **Appendix-III**. It shall be up to 200 pages typed both sides (Font - Times New Roman, Size-12 and Line spacing-1.5) excluding the pages having title, acknowledgement, contents, references etc. and shall be a piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts. In either case, it shall evince the capacity of the candidate for critical examination and judgement. The literary presentation of thesis should be of a high standard-concisely laid out in a logical sequence. It should be far from grammatical and typographical errors. The research work cited in the thesis must be referenced properly. The research scholar should save and

upload each certificate and chapters in a separate file using an agreed file naming conventions in *PDF* format as given in **Appendix-IV**. All the files will be converted in *PDF* format and finally submit the softcopy of the final hard bound thesis preferably in pen drive.

- iv) The research supervisor will verify and certify that the scholar has submitted complete, correct and same version of thesis that is submitted in print version as given in **Appendix-V**
- v) The research scholar is also required to submit the certificates regarding compliance of UGC, Regulations 2009/2016/2022, Similarity Index of the thesis, Indexing of his/her publications based on the thesis work, Ph.D. Ordinance compliance as per format mentioned in **Appendix-VI**
- vi) The research scholar should also submit declaration/consent for assigning non-exclusive rights to archive and distribute their doctoral work through Shodhganga as well as through university's IPR in full-text. A draft copy of the Form is enclosed as **Appendix-VII**.
- vii) The research scholar should register himself/herself on Shodhganga web site and create an account so as to submit his/her thesis, create metadata for his/her thesis based on bibliographic information and assign appropriate keywords/descriptors.
- viii) Further, the thesis will be uploaded only after the award of degree.

## 19. Evaluation of Thesis

19.1 The thesis shall be finally referred to two examiners, out of which at least one shall be from outside the State, selected by the Vice-Chancellor from the panel drawn by DRC. The evaluator will state categorically whether in his or her opinion:

- a) Thesis should be accepted for the award of Ph.D. Degree;  
OR
- b) It should be referred to the scholar for presenting it again in revised form;  
OR
- c) It should be rejected.

The evaluator shall state reasons for approval or rejection of the thesis. If he or she recommends re-submission/ rejection, he or she shall specifically indicate what modifications he or she wants the candidate to effect and incorporate in the thesis.

In case one of the examiners rejects the thesis, the Vice-Chancellor will send the thesis for evaluation to the third examiner for taking a final decision. If the third examiner also 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. If the examiner(s) recommends re-submission with modifications, in that case the candidate shall be asked to modify the thesis and submit the same after having carried out all the modifications within a year with a certificate from the supervisor(s) that all the modifications have been carried out as suggested by the examiner.



A re-submitted thesis shall be examined by the examiner(s) who evaluated the original thesis unless any of them is unable or unwilling to do so in which case substitute(s) shall be appointed from the panel by the Vice-Chancellor. The examiner(s) for the revised thesis will only see whether the objections raised have been met or not.

- 19.2 A candidate whose thesis is rejected shall not be registered again for the Ph.D. Degree with the same topic.

## **20. Viva-Voce Examination**

- 20.1 The viva-voce examination shall be held by a Board of Examiners consisting of Supervisor and one of the examiners who evaluated the thesis, to be nominated by the Vice-Chancellor, within a period of one month of the receipt of reports of evaluation of thesis through online/offline mode. In case both the examiners who evaluated the thesis are unable to conduct the viva-voce, the Vice-Chancellor shall appoint another examiner out of the panel to conduct the viva-voce examination.
- 20.2 The offline viva-voce examination shall, unless ordered otherwise by the Vice-Chancellor, be held in the University at Hisar. The date, time and subject of the thesis shall be notified by the Chairperson/Director of the Department/ School concerned among the teachers and the research scholars of the faculty concerned, who may be permitted to be present at the time of the viva-voce examination. The teachers/scholars permitted to be present shall be allowed to ask any questions to the examinee, once the viva by the external expert is over.
- 20.3 After the viva-voce examination, the reports of all the examiners shall be placed before the Research Degree Committee consisting of the Vice-Chancellor, the Dean of the Faculty concerned, Dean Research and Development, Chairperson of the University Teaching Department/Director of School and one of the Supervisor/Co-supervisor. It shall be the function of the Committee to consider the reports and to recommend to the Academic Council whether:
- i) The degree be awarded;
  - OR
  - ii) The thesis be revised and resubmitted for re-examination
  - OR
  - iii) The thesis be rejected

Further, provisional degree shall be issued from the date of meeting of Research Degree Committee to such students in whose cases the Research Degree Committee has recommended for the award of Ph.D. Degree.

21. After finalization of the award of Ph.D. Degree, one copy (both hard and soft) will be sent to the University Library and the other to the Department. The third copy may be returned to the candidate. Further, the University shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.

22. Prior to the actual award of the Degree, the University shall issue a certificate certifying that the degree has been awarded in accordance with the provisions of UGC (Minimum standards and Procedure for award of Ph.D. Degree) Regulations, 2022. Further, the date of award of Ph.D. degree i.e. date of meeting of Research Degree Committee should clearly be mentioned on the Ph.D. degree, irrespective of the date of convocation.

**23. Publication of Thesis**

No thesis shall be published without the prior permission of the University. The research scholar may apply to the Chairperson of the Department for permission to publish his/her thesis. The Chairperson/ Director will place the request before the Departmental Research Committee which shall satisfy itself that the thesis is in publishable form. It will be guided by the reports of the examiners. A certificate will be obtained from the supervisor to the effect that the necessary improvements suggested by him/her and the examiners have been duly carried out. All published thesis will be put on University website and will include catalogue and abstract of the thesis.

**24. Withdrawal of Ph.D. Degree due to Plagiarism**

The Academic Council, on the recommendation of the Vice-Chancellor, shall have the right to withdraw the degree if plagiarism or duplication or any other form of malpractice is detected later at any stage, and to initiate such further action as it deems fit. Provided that the Vice-Chancellor shall get the complaint in the matter investigated confidentially and shall give the accused an opportunity to explain before he/she makes his/her recommendation on the matter to the Academic Council. There shall be no limitation of time for this action of the Academic Council.

25. **Fee Structure:** Fees to be paid by Ph.D. candidate during the Ph.D. programme will be as laid down by the University from time to time.

26. In case of any clarification/ambiguity/dispute, the power to interpret the rules vests with the Vice-Chancellor, the decision of the Vice-Chancellor will be final and binding.

27. All disputes are subject to the jurisdiction at Hisar.

## Appendix-I



### GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR (Established by State Legislature Act 17 of 1995) 'A+' GRADE NAAC Accredited

**Proforma for approval of appointment of Co-supervisor of a Research Scholar in Ph.D. programme at GJUS&T, Hisar.  
(To be submitted to the Chairperson of the concerned Department at the time of submission of Synopsis by the Research scholar).**

1. Name of Co-supervisor (in capital letters) : \_\_\_\_\_
2. Designation : \_\_\_\_\_
3. Department / Discipline : \_\_\_\_\_
4. Name of Organization/University : \_\_\_\_\_
5. Academic Qualification : \_\_\_\_\_
6. Specialization : \_\_\_\_\_
7. No. of Publications (Attach Bio-Data with list of publications) : \_\_\_\_\_
8. No. of scholars under Supervision / Co-supervision : In GJUS&T: \_\_\_\_\_ Outside GJUS&T: \_\_\_\_\_
9. NOC issued by the Employer of Co-supervisor (Annexure-1) : \_\_\_\_\_
10. Name of Research Scholar & Department : \_\_\_\_\_
11. Topic of Research : \_\_\_\_\_

#### (Signature)

Name of supervisor: \_\_\_\_\_  
Designation : \_\_\_\_\_  
Department : \_\_\_\_\_  
Email ID : \_\_\_\_\_  
Contact No. : \_\_\_\_\_

#### (Signature)

Name of Co-supervisor: \_\_\_\_\_  
Designation : \_\_\_\_\_  
Email ID : \_\_\_\_\_  
Contact No. : \_\_\_\_\_

**Justification to be given by the Supervisor for appointment of Co-supervisor :  
(In case of shortage of space, attach justification in separate Annexure)**

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Recommendations of DRC of the concerned Department stating whether the person is eligible for appointment as Co-supervisor as per Ph.D. ordinance of GJUS&T, Hisar

**Eligible & Recommended  
Not Recommended**  
(mark ☒ whichever is applicable)

**Signature  
(Chairperson, DRC)**

(Annexure-I)

**No Objection Certificate**  
**(To be furnished by a Co-supervisor outside GJUS&T, Hisar)**

This university/Organization has no objection if (Name of Co-supervisor) \_\_\_\_\_ is allowed to act as Co-supervisor of (Name of candidate) \_\_\_\_\_, a research scholar in Ph.D. programme in the Faculty/Department \_\_\_\_\_ at Guru Jambheshwar University of Science & Technology, Hisar.

**Signature of Employer of Co-supervisor  
(with seal)**



## Appendix-II

PROFORMA FOR HALF-YEARLY (Semester) PROGRESS REPORT OF REGISTERED RESEARCH SCHOLARS FOR THE PERIOD ENDING \_\_\_\_\_

PROGRESS REPORT FROM \_\_\_\_\_ TO \_\_\_\_\_

### PART-A

1. Name of Research Scholar :
2. Correspondence Address :
3. Registration No. :
4. Date of Confirmation of Registration :
5. Semester Fee Deposited\*\* : R.No. \_\_\_\_\_ Date \_\_\_\_\_
6. Approved Topic of Research :
7. Nature of Fellowship, if any :
8. Details of leaves availed during the period :  
under report, if any
9. Research work done during the period :
10. \* Research papers published :
11. \* Any other information not covered :

Date:

(Signature of the Research Scholar)

\*Attach separate sheets, if required, for details

\*\* Attach photocopies of University Cash Receipt as proof of semester fee deposited

**PART-B**

**REPORT OF SUPERVISOR**

1. Conduct of the Research Scholar : \_\_\_\_\_
2. Overall Assessment of the progress and specific comments of the supervisor :  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ (Signature of the Supervisor/Co-Supervisor)  
Department of \_\_\_\_\_  
GJUS&T, Hisar

**PART-C**

**SPECIFIC RECOMMENDATIONS OF CHAIRPERSON/DIRECTOR OF THE DEPARTMENT/SCHOOL**

Date : \_\_\_\_\_ (Signature of the Chairperson/Director)  
Department of \_\_\_\_\_  
GJUS&T, Hisar

**Note: The Chairperson of the Department concerned shall submit one copy of the above filled proforma regarding progress report of the scholar to the Registration Branch along with minutes of DRC.**

**Appendix-III**

**TITLE OF THE THESIS**

**A thesis submitted to the**

**Name of the Faculty**

**for the award of the degree of**

**DOCTOR OF PHILOSOPHY**

**in**

**NAME OF THE SUBJECT/SPECIALISATION**

**Name of the scholar**

**Registration Number:**

**Name of the Supervisor with Designation**

**Name of the Department**

**GJUS&T, Hisar**



**Name of the Department**

**Guru Jambheshwar University of Science & Technology**

**Hisar -125001, India**

**Month, Year**



Name of the Department  
Name of the Faculty  
**Guru Jambheshwar University of Science & Technology**  
**Hisar -125001, India**

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### DECLARATION

I, [Name of Research Scholar], Registration No. .... declare that the material embodied in the thesis entitled **"TITLE OF THE THESIS"** submitted to the .....[Name of the Faculty], Guru Jambheshwar University of Science & Technology, Hisar for the award of the degree of Doctor of Philosophy under the supervision of Prof./Dr. ....[Name of Supervisor] is my original research work. I have adequately cited and referenced the original sources, wherever, I have included any material/research work of others in this thesis. I have checked the similarity index of my thesis using TURNITIN and it is less than 10 percent as per the university norms.

I have adhered to all principles of academic honesty and integrity. I do undertake that this research work has not been submitted, in part or in full, to any other University or Institution for the award of any other degree.

Name and Signature of the Research Scholar

(Registration Number)

Department/School

GJUS&T, Hisar

Counter Signature of the Supervisor

Name of the Supervisor

Name of the Department/School

GJUS&T, Hisar





**Name of the Department**  
**Name of the Faculty**  
**Guru Jambheshwar University of Science & Technology**  
**Hisar -125001, India**

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## **Certificate**

This is to certify that this thesis entitled "**TITLE OF THE THESIS**" being submitted by [NAME OF THE RESEARCH SCHOLAR], [Registration number], to the [Name of the Faculty], Guru Jambheshwar University of Science & Technology, Hisar for the award of the degree of **DOCTOR OF PHILOSOPHY** in [Subject/Specialisation] is a bonafide research work carried out by him/her under my supervision. S/He has met all the requirement of the PhD ordinance of the university applicable to him/her.

Name of the Supervisor

Name of the Department/School

GJUS&T, Hisar

Signature of the Chairperson/Director  
with Seal

## **Abstract**

[Type your Abstract here]

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## **Dedication (If any)**

[Type your Dedication here]

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## **Acknowledgement**

[Type your Acknowledgement here]

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## **Table of Contents**

[Type your Table of Contents here]

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## **List of Abbreviations**

[Type your List of Abbreviations used in the thesis here]

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## **List of Tables**

[Type your List of Tables here]

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## **List of Figures**

[Type your List of Figures here]

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## **List of Appendices (If any)**

[Type your List of Appendices here]

Appendix I

Appendix II

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## Chapter 1: Introduction

[Type your contents of the First Chapter]

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## Chapter2 onwards to the Chapter on Conclusion

---

## Appendix I onwards (If any)

[Include your Appendices here as Appendix I, Appendix II ... ]

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## REFERNECES

The scholar shall follow the style of citation and style of listing as one of the standard journals in the subject area consistently throughout his/her thesis. For example, the scholar can use IEEE format or any author-date style such as APA. The uniformity in citation and list of references must be maintained. The following table shows the basic in-text citation for APA style.

Author type	Parenthetical citation at the end of the sentence	Narrative citation which occur in flowing text
One author	(Luna, 2020)	Luna (2020)
Two authors	(Salas & D'Agostino, 2020)	Salas and D'Agostino (2020)
Three or more authors	(Martin et al., 2020)	Martin et al. (2020)

The list of reference must be in alphabetical order of the second/surname of the authors for Author-Date style.

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## List of Publications

Type your list of publications here in the style of references followed in the thesis

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## Proof of Publications

[Include the first page of all publications based on the thesis work]

Table 1: Naming Convention used for each PDF file

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03_certificate.pdf	Certificate
04_abstract.pdf	Abstract
05_Dedication.pdf	Dedication (if any)
06_acknowledgement.pdf	Acknowledgement
07_contents.pdf	Table of Contents
08_abbreviations.pdf	List of Abbreviations
09_list_of_tables.pdf	List of Tables
10_list_of_figures.pdf	List of Figures
11_list_of_appendices.pdf	List of Appendices, if any
12_chapter1.pdf	First Chapter Introduction
13_chapter2.pdf onwards	Second Chapter onward to the chapter of conclusion
14_list of publication.pdf	List of Publications
15_Proof of publications.pdf	Proof of publications



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Sr. no.	Name of the Journal / Conference	Indexing (SCI/SCOPUS/UGC CARE) / Refereed only	Paid/Unpaid	Date of Publications/ Acceptance
1				
2				
3				
4				

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It is certified that Mr./Ms. ....Registration No. ....has completed his/her research work on the topic“.....”. S/He has complied with all the requirements of the PhD ordinance. S/He has published research papers in referred journals and has attended or presented his/her research in national/international conference/workshop/symposium/seminar. It is further certified that the objectives of synopsis submitted by the scholar matches with the Ph.D. thesis submitted.

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<b>Name of the Author</b>	
<b>Department</b>	
<b>Degree</b>	
<b>University</b>	
<b>Supervisor</b>	
<b>Thesis Title</b>	
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**Appendix-Form-B**  
No.....

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR**  
**(Established by State Legislature Act 17 of 1995)**  
**"A+" Grade NAAC Accredited**

**Application Form for Registration to Ph.D. for such candidates who have qualified Ph.D. course work or are given exemption from Ph.D. course work.**  
**Important: Candidates should read the Ph.D. Ordinance carefully before filling the Application Form. No column should be left unfilled.**

To

The Chairperson/Director,

Guru Jambheshwar University of Science & Technology,  
Hisar.

Space for  
photograph  
duly attested

Sir/Madam,

I intend to get myself registered for Ph.D. Programme in the Department/School \_\_\_\_\_ GJUS&T, Hisar and submit the following particulars in support of my candidates. I have read the Ordinance-Doctor of Philosophy (Ph.D.) for this course and undertake to abide by its provisions faithfully.

PARTICULARS TO BE FILLED IN BY THE CANDIDATE

1. Name of Candidate: (in block letters)	<input type="text"/>
(In Hindi)	<input type="text"/>
2. Father's Name (In block letters)	<input type="text"/>
(In Hindi)	<input type="text"/>
3. Mother's Name (In block letters)	<input type="text"/>
(In Hindi)	<input type="text"/>
4. Spouse Name (In block letters)	<input type="text"/>
(In Hindi)	<input type="text"/>
5. Date of Birth	<input type="text"/>
6. Category	<input type="text"/>
7. Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
8. Nationality	<input type="text"/>
9. Permanent Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
10. Mailing Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
11. Telephone No.	<input type="text"/>
12. Email	<input type="text"/>

13. Registration No.

14. Belongs to area Rural ☐ Urban ☐

15. Aadhaar No

**16. Educational Qualifications:**

Examination	School/ College/ University	Year	%age	Subjects
Matriculation				
10+2				
B.A./B.Sc./B.Com./ B.Tech./B.E./ B. Pharma				
M.A./M.Sc./M.Com./ M. Pharma.				
M.E./M. Tech.				
Pre-Ph.D. Course work				
Any Other Exam				

**17. Employment record:**

Sr.	Name of Organisation with address	Designation	From	To	Salary (Rs.)

**18. Research Experience (give details):**

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**19. Title of the proposed Research :**

(In English) \_\_\_\_\_

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(In Hindi) \_\_\_\_\_

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**20. Name of proposed Supervisor and Co-Supervisor (Please attach written consent).**

Supervisor: \_\_\_\_\_ Co-Supervisor \_\_\_\_\_

I declare that the information furnished above is correct to the best of my knowledge and belief. If any information is found incorrect, my registration to Ph.D. programme is liable to be cancelled.

Date: \_\_\_\_\_

(Signature of the Candidate)

21. Recommendation of Employer (Also attach a separate "No Objection Certificate from employer, if any)

---

**(Signature & Stamp of Employer)**

22. Recommendations of Board of Studies & Research (BOS&R)

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**Chairman, BOS&R**

---

(For use of Registration Branch)

Certified that Mr./Ms./Mrs. \_\_\_\_\_ S/o / D/o \_\_\_\_\_ is eligible for registration to Ph.D. program.

**Dy./Asstt. Registrar (Regn.)**



1. **CERTIFICATE OF CONSENT BY SUPERVISOR(S)/CO-SUPERVISOR**

I am willing to act as Supervisor/Co-supervisor of \_\_\_\_\_ on the  
topic of research\*\_\_\_\_\_  
in the department/school of \_\_\_\_\_. At present, \_\_\_\_\_  
Ph.D. scholars are registered under my supervision in the University.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Supervisor/Co-Supervisor

2. **CERTIFICATE OF ELIGIBILITY OF SUPERVISOR(S)/CO-SUPERVISOR**

Certified that Dr. \_\_\_\_\_ fulfils the  
eligibility conditions required for a supervisor as laid down under latest ordinance of Doctor of  
Philosophy (Ph.D.) of the University.

Date: \_\_\_\_\_

Chairperson/Director,  
Department of \_\_\_\_\_  
GJUS&T, HISAR

3. **CERTIFICATE OF ELIGIBILITY OF CANDIDATE**

Certified that the applicant Mr./Ms. \_\_\_\_\_ is eligible/not  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

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Department of \_\_\_\_\_  
GJUS&T, HISAR

### RECOMMENDATIONS OF THE DEPARTMENTAL RESEARCH COMMITTEE (DRC)

1. Recommended/ Not Recommended: \_\_\_\_\_
2. Brief reasons, if not Recommended: \_\_\_\_\_  
\_\_\_\_\_
3. Proposed Supervisor : \_\_\_\_\_
4. Co-Supervisor, if any : \_\_\_\_\_
5. Number of Ph.D. Scholars : \_\_\_\_\_  
currently supervising

Date: \_\_\_\_\_ Chairperson, Departmental Research Committee  
Department of \_\_\_\_\_  
GJUS&T, Hisar.

### RECOMMENDATIONS OF BOARD OF STUDIES & RESEARCH (BOS&R)

1. Recommended/ Not Recommended : \_\_\_\_\_
2. Brief reasons, if not recommended: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Proposed Supervisor : \_\_\_\_\_
4. Co-Supervisor, if any : \_\_\_\_\_

Date: \_\_\_\_\_ Chairperson, Board of Studies & Research  
Department of \_\_\_\_\_  
GJUS&T, Hisar.

Note : The following documents are required to be submitted along with the application:

1. Attested photocopies of the mark sheets and degree of Matriculation, 10+2, Graduation and Post-Graduation etc.
2. Attested photocopies of certificates in support of qualification of JRF and Course Work Passed.
3. Original Migration Certificate issued by the last attended Institute/University.
4. Certificate of reserve category, if applicable.
5. No Objection Certificate, Relieving Certificate along with Leave sanction orders from the applicant's employer, if he/she is employed.