

Ph.D. ORDINANCES

(Based on University Grants Commission Minimum Standards and Procedure for Award of Ph.D. Degrees Regulations, 2022.)

Of



SARVAJANIK
UNIVERSITY

INCLUSIVE | INTEGRATED | INNOVATIVE

Established by inclusion in the Schedule vide Section 3(1) of
Gujarat Private Universities Act, 2009
(Gujarat Act No. 8 of 2009)

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Gujarat Private Universities (Amendment) Act, 2021
(Gujarat Act No. 15 of 2021)

SARVAJANIK UNIVERSITY, SURAT

Ph. D. Ordinances

(Based on University Grants Commission Minimum Standards and Procedure for Award of Ph.D. Degrees Regulations, 2022.)

O.Ph.D.01	Short Title, Scope of application and Commencement & Definition:	<i>As per Sec. 02 of the UGC Regulations 2022</i>
	<p>a. These Ordinances shall be called “Sarvajanik University Ph.D. Ordinances, 2021 – First amendments”. It shall come into force from the date on which it is vetted.</p> <p>b. This Ordinance shall apply to the Ph.D. programs conducted in all Faculties of Sarvajanik University.</p> <p>c. These Ordinances along with Ph.D. Regulations shall govern the conditions for imparting instruction for the courses, examinations and evaluation of scholars leading to the award of Ph.D. degree. These Ordinance and Regulations will be effective from the academic year 2026-27.</p> <p>d. Sarvajanik University Doctoral Programme leading to the degree of Ph.D. shall be offered in following Faculties:</p> <ol style="list-style-type: none">1. Faculty of Architecture, Design and Planning2. Faculty of Arts3. Faculty of Commerce4. Faculty of Engineering & Technology5. Faculty of Law6. Faculty of Management7. Faculty of Science8. Faculty of Humanities <p>Any other Faculty established by the University from time to time.</p> <p>e. Any new disciplines / subject and Faculty that are introduced from time to time can be included to above list by Board of Management on the recommendations of Academic Council. The list of Faculties / disciplines are subject to change.</p> <p>f. There shall be a Sarvajanik University Research Committee (RC) to provide general superintendence and execution of policies related to research leading to award of Ph.D. degree.</p> <p>g. Any dispute pertaining to the conduct of Ph.D. programs shall be resolved by appropriate committee constituted by the Provost.</p> <p>Definition:</p> <p>a. “Act” means the University Grants Commission Act,1956 (3 of 1956).</p>	

	<p>b. “Adjunct Faculty” means a part-time or contingent instructor, but not a full-time faculty member, hired to teach by a Sarvajanik University or other Higher Education Institute.</p> <p>c. “Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places.</p> <p>d. “Credit” means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit.</p> <p>e. “College” means an institution engaged in higher education and/or research, either established by the university as its constituent unit.</p> <p>f. “Commission” means the University Grants Commission established under Section 4 of the UGC Act 1956.</p> <p>g. “Course” means one of the specified units, which go to comprise a programme of study.</p> <p>h. “Course Work” means courses of study prescribed by the respective faculties to be undertaken by a student registered for the Ph.D. Degree.</p> <p>i. “Degree” means a degree awarded by a Higher Educational Institution in accordance with the provisions of section 22 (3) of the Act.</p> <p>j. DPC means Doctoral Progress Committee. The DPC is a formally constituted committee that oversees, monitors, and evaluates a PhD scholar’s progress throughout the doctoral programme.</p> <p>k. “External examiner” means an academician/researcher with published research work who is not part of the Sarvajanik University should not have any conflict of interest.</p> <p>l. “Faculty Doctoral Committee (FDC)” means a committee constituted as per the university Ph.D. Ordinance/UGC Regulations to supervise, monitor, and regulate all matters related to Ph.D. programmes within a particular faculty of the university.</p> <p>m. “Foreign Educational Institution” means–(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate</p>	
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	<p>and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode.</p> <p>n. “Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale.</p> <p>o. “Research Guide / Research Supervisor” means an academician/ researcher recognized by Sarvajanik University to supervise the Ph.D. scholar for his/her research.</p> <p>p. “Higher Educational Institution” means a university or institution specified under clause 2(f) of UGC Act.</p> <p>q. “Interdisciplinary Research” means research conducted by a Ph.D. scholar in two or more academic disciplines.</p> <p>r. “Open and Distance Learning Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programs and Online Programs) Regulations 2020.</p> <p>s. “Online Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programs and Online Programs) Regulations 2020.</p> <p>t. “Plagiarism” means the practice of taking someone else’s work or ideas and passing them off as one’s own.</p> <p>u. “Programme” means a higher education programme pursued for a degree specified by the Commission under sub-section (3) of section 22 of the Act.</p> <p>v. “Prospectus” means any document, whether in print or otherwise, issued for providing fair and transparent information relating to a Higher Educational Institution and programs, to the public (including to those seeking f in such Higher Educational Institutions) by the Sarvajanik University.</p> <p>w. “Research Proposal” means a brief write-up giving an outline of the proposed research work, which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme.</p> <p>x. SURC means Sarvajanik University Research Committee is the apex academic body that oversees and regulates research activities at the university level.</p> <p>y. Topic means a particular work area of investigation.</p> <p>z. “University” means a Higher Educational Institution established or incorporated by or under a Central Act, a Provincial Act, or a State Act, and shall include any institution for higher education deemed a University under Section 3 of the UGC Act.</p>	
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O.Ph.D.02	Criteria for the recognition of Ph.D. Supervisor:	<i>As per Sec. 06 of the UGC Regulations 2022</i>
	<p>A. In All subjects except Architecture: -</p> <p>Permanent faculty members working as Professors or Associate Professors in a constituent college of Sarvajanic University, with a Ph.D. and at least five research publications in peer-reviewed or refereed journals, and permanent faculty members working as Assistant Professors with a Ph.D. and at least three such publications, may be recognized as Research Supervisors in the Sarvajanic University. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a Sarvajanic University under the supervision of a faculty member who is not an employee of the Sarvajanic University would be in violation of these Regulations.</p> <p>For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Sarvajanic University, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as Co-supervisors if they fulfill the above requirements.</p> <p>Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the Sarvajanic University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.</p> <p>Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.</p> <p>Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.</p> <ol style="list-style-type: none"> i. In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/ School/ Centre/College/University may be appointed. ii. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time. iii. In the case of relocation of a Ph.D. scholar due to marriage or other valid reasons, the transfer of research data to the Higher Educational Institution to which the scholar intends to relocate may be permitted, provided that all conditions prescribed in these Regulations are fulfilled and that the research work is not part of a project sanctioned to the parent 	

	<p>Institution or the Supervisor by any funding agency. The scholar shall give due academic credit to the parent Institution and the Supervisor for the portion of research already completed.</p> <p>iv. 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.</p> <p>In case of demise / leave / deputation / suspension / VRS / unavailability of the Ph.D. supervisor from the university for more than 01 year, the scholar may be permitted to change the guide on the recommendation of Research Committee.</p> <p>Under exceptional / extraordinary circumstances, a change of Supervisor / Topic may be allowed to the scholars by the Provost, on the recommendation of Research Committee following the request of student and/or supervisor.</p> <p>v. Only a full-time regular teacher of the university can act as a supervisor. Only external supervisors are not allowed. However, Co-supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the recommendation of the Research Committee with the approval of Academic Council.</p> <p>vi. The allocation of Research Supervisor for a selected research student shall be decided by the concerned FDC Research Committee depending on the number of students per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of personal interview / group discussion.</p> <p>vii. The Scholar, Supervisor, Co-supervisor, Doctoral Progress Committee (DPC) members and Examiners shall not be relatives / so connected to create the Conflict of Interest (CoI) to one another.</p> <p>viii. When a supervisor of a scholar happens to be away from the university for more than one year, an alternate Supervisor may be nominated by the Research Committee based on the request of the Supervisor/Scholar and / or the recommendations of the Dean of Faculty.</p>	
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	<p>B. In Architecture Subject: -</p> <p>i. Sarvajanik University follows Regulation of the Council of Architecture, 2016 for Ph.D. Programs in Architecture.</p> <p>ii. Full time teacher can act as Guides / Co-Guides:-</p> <p>a. Professors in Schools of Architecture;</p> <p>b. Architects and Faculty members having a Ph.D. qualification in architecture and three years of experience in teaching / research / practice; Co-Guide should be from the profession of architecture.</p> <p>c. Such other members of the Faculty who guided research at P.G. Level for 10 years;</p> <p>iii. A supervising teacher may not guide more than five doctoral candidates at any time. In exceptional cases, special permission of the Research Committee may be sought.</p> <p>iv. Research Committee should have professionals who have done significant work with at least 10 years of relevant experience in architectural profession.</p> <p>All other provisions of O.Ph.D.02, except those related to Clause B (ii), (iii) and (iv) shall be applicable to the Ph.D. programme in Architecture.</p>	
O.Ph.D.03	Norms for Allocation of Supervisors:	<i>As per Sec. 06 of the UGC Regulations 2022</i>
	<p>a. Role of Supervisor: The Supervisor holds primary responsibility for guiding, supervising, and planning the scholar's research work throughout the Ph.D. programme.</p> <p>b. Academic Guidance: The Supervisor counsels the scholar on academic matters, including course work, research direction, expected standards, adequacy of progress, and quality of work.</p> <p>c. Post-Retirement / Migration: A Supervisor who retires or migrates to another university may continue to guide already registered scholars, provided the scholar's provisional registration is confirmed and the thesis is submitted within one year from the Supervisor's retirement/relief, and based on a written request from the Supervisor.</p> <p>d. Beyond One Year: If the scholar is unable to submit the thesis within one year of the Supervisor's retirement/migration, the Provost based on the recommendation of the Research Committee shall nominate a new Supervisor.</p> <p>e. In Case of Demise: In the event of the demise of a Supervisor, the Provost on the recommendation of the Research Committee shall nominate a new Supervisor.</p>	

O.Ph.D.04	Programme duration:	<i>As per Sec. 04 of the UGC Regulations 2022</i>
	<p>a. Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.</p> <p>b. A maximum of an additional two (2) years may be granted through a process of re-registration as per the Statute or Ordinance of the Sarvajanik University; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission to the Ph.D. programme.</p> <p>Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.</p> <p>c. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme. Such students need not to submit fees for one term (one semester), it may increase due to medical emergency with due approval of competent authority.</p>	
O.Ph.D.05	Responsibilities of Supervisor & Student:	
	<p>a. The Ph.D. supervisor carries the primary responsibility of guiding, supervising and planning the progress and execution of research throughout the period of scholar's period of study. The supervisor counsels the scholar on academic matters and provides guidance on the nature of coursework and research, the standards expected, the adequacy of progress, and the quality of work.</p> <p>b. To ensure successful and timely completion of the programme, it is essential that Ph.D. supervisors and their scholars maintain regular communication.</p>	

O.Ph.D.06	Allocation of Research Guide:	<i>As per Sec. 06 of the UGC Regulations 2022</i>
	<p>a. Shortlisted candidates in the merit lists shall not have any automatic right for allocation of a particular supervisor and enrolment for Ph.D. studies in the university. This shall be subject to availability of seats / availability of resources etc. at the university.</p> <p>The allocation of guide shall not be prerogative of individual candidate or supervisor. The FDC Research Committee shall allocate students to Research Supervisors based on subject specialization, with sole authority to assign supervisors considering availability of academic/laboratory resources and expertise, the permissible number of candidates per teacher, and the research interests of the scholar as indicated in the research proposal (if any).</p> <p>b. The Research Committee shall finalize and communicate the name of the supervisor and co-supervisor (if any) within a month of admission of the candidate.</p>	
O.Ph.D.07	Criteria for admission:	<i>As per Sec. 05 & 07 of UGC Regulations 2022</i>
	<p>a. Candidates who have completed:</p> <p>A 1-year/ 2-semester master's degree programme after a 4-year/ 8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.</p> <p>A relaxation of 5% marks or its equivalent grade may be allowed for candidates 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 Commission from time to time.</p> <p>Provided that a candidate seeking admission after a 4-year/8-semester Bachelor's degree programme (Honours with Research) should have a minimum of 75% marks in aggregate or an equivalent grade on a point scale, wherever a grading system is followed.</p>	

- b.** Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme.
- c.** No student shall be registered for the Ph.D. Degree under any Faculty unless he has passed the Master's Degree examination with 55% marks (any relaxation shall be applicable as per Government of Gujarat / UGC rules).
- d.** Candidates who have passed UGC-NET/UGC-CSIR NET/GATE/CEED examination or who have the M.Phil degree from a recognized university shall be exempted from the written test of Sarvajanik University for Ph.D. admission.
- e.** Scholars seeking transfer from another Institution/University into the Ph.D. programme shall submit a No Objection Certificate (NOC) from the previous Institution or the Supervisor. Credits earned and coursework completed may be considered for equivalence and approval, subject to verification by the University. The scholar shall submit original marksheets and all relevant documents for evaluation and record as a part of the transfer process. All credit transfer shall be placed before the Sarvajanik University Research Committee (SURC) for consideration and recommendation. Transferred scholars shall comply with all rules, regulations, and requirements of the University from the date of their enrolment/registration at Sarvajanik University, and the decision of the University shall be final.
- f.** For International students, admission to the Ph.D. programme follows the prescribed guidelines. A supervisor may guide up to two international scholars within the overall permissible limit. Candidates must hold a Master's degree with at least 55% marks or an equivalent grade from a recognized foreign university, with equivalence duly verified. Employed applicants must submit a No Objection Certificate (NOC) whenever required.

	<p>Admissions are based on seats announced by SU and processed through the SU-PET entrance test and interview, with online testing permitted. Coursework may be conducted in blended manner and requires 75% attendance. Students must complete 12 credits of coursework within two semesters. Research progress is overseen by the DPC, allowing online reviews but requiring at least one physical presence each year and a physical pre-submission seminar. Thesis may be submitted electronically, but the final viva must be conducted on campus. International students must meet English proficiency, visa, FRRO registration, and health insurance requirements. Fees, scholarships, and refunds follow the international fee structure and SU norms. Admission is confirmed only after verification, and the international category cannot be changed later.</p>	
<p>O.Ph.D.08</p>	<p>Procedure for admission:</p>	<p><i>As per Sec. 05 of the UGC Regulations 2022.</i></p>
	<ol style="list-style-type: none"> a. The number of available seats for each subject in Ph.D. programs in the university shall be decided well in advance and notified on the university website or by an advertisement, along with the date for the Entrance Test. b. The candidates seeking admission shall have to fill up the prescribed admission form designed by the University and submit the same within the stipulated date. c. There shall be subject-wise common Ph.D. Entrance Test (PET) for all the eligible candidates who are interested in Ph.D. admission in the university, as per the UGC regulation. d. Sarvajanik University may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview. And / or Sarvajanik University may admit students through an Entrance Test conducted at the level of University. The Entrance Test syllabus shall consist of 50% of research methodology and 50% shall be subject specific. e. Students securing at least 50% marks in the Entrance Test are eligible to appear for the Personal Interview (PI) at the respective FDC, with a 5% relaxation for reserved categories as per the UGC regulation. f. For selection of candidates based on the entrance test conducted by Sarvajanik University, a weightage of 70% for the entrance test and 30% for the performance in the interview/viva-voce shall be given. 	

O.Ph.D.9	Course work - Credits, Curriculum and Evaluation:	<i>As per Sec. 09 of the UGC Regulations 2022.</i>
	<p>a. The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.</p> <p>b. All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.</p> <p>c. A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.</p> <p>d. For the transfer of Ph.D. admission from another University to Sarvajanic University, if the coursework is completed at the previous University, a credit transfer is granted. The scholar must submit the original grade sheet at Sarvajanic University.</p>	
O.Ph.D.10	University Transfer:	
	<p>a. If a student seeks admission to Sarvajanic University after studying at another Institute/University in India or abroad, the credits already earned there will be considered for transfer. The Academic Council will evaluate the completed coursework and decide the equivalent credits to be recorded in the student’s academic record.</p> <p>b. If the student has not cleared the coursework at the previous University, and the coursework structure at Sarvajanic University is different, the Research Committee may require the student to complete the revised coursework after giving appropriate preparation time.</p>	

O.Ph.D.11	Cancellation of Registration of Ph.D. Degree:	
	<p>The registration of a Ph.D. student shall be cancelled by the Academic Council upon the recommendation of the Research Committee in any of the following eventualities : -</p> <ol style="list-style-type: none"> i. Non-payment of fees due for two consecutive semesters. ii. Non-completion of the coursework within two years from the date of registration. iii. Failure to present and defend a Proposal within one semester after completing all prescribed coursework. iv. If he/she fails to fulfil guidelines of Ph.D. Ordinance – 4. v. Non-submission of two consecutive progress report through DPC as prescribed by university. vi. If the Research Scholar voluntarily leaves the Ph.D. Program; vii. If the Research Scholar’s academic progress is found to be unsatisfactory by the DPC. viii. If the Research Scholar is found to be involved in any act of misconduct, plagiarism ($\leq 10\%$: acceptable, 10-40%: revision, 41-60%: revision after 1 year, above 60%: cancelled), dishonesty, indiscipline, misbehaviour, providing false information at the time of admission, or any gross irregularity, appropriate action shall be initiated as per the university rules. <p>Ordinarily, a candidate shall not be eligible for re-registration once his/her earlier registration has been cancelled. The Academic Council may, however, upon the recommendation of the Research Committee, permit re-registration based on the merits of the case, to be recorded in writing.</p>	
O.Ph.D.12	Change of Topic:	
	<p>A scholar, in consultation with the supervisor, shall select and finalize the research title within a period of one year from the date of provisional registration. If a change of topic is necessary to address the desired objectives, the Doctoral Progress Committee (DPC) may recommend a change in the topic/title prior to the submission of the synopsis to the Academic Council. The title of the synopsis shall be considered final.</p>	

O.Ph.D.13	DPC and its Functions:	<i>As per Sec. 10 of the UGC Regulations 2022</i>
	<p>a. There shall be a DPC concerned for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:</p> <ul style="list-style-type: none"> i. To review the research proposal and finalize the topic and title of research. ii. To guide the Ph.D. scholar in developing the study design and methodology of research. iii. DPC constitution include supervisor(s), co-supervisor (if any), 2 subject experts. iv. DPC should conduct regular meetings at the maximum interval of 6 months. v. To periodically review and assist in the progress of the research work of the Ph.D. scholar. <p>b. Each semester, a Ph.D. scholar shall appear before the DPC to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The DPC shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Sarvajanik University. A copy of such recommendations shall also be provided to the Ph.D. scholar.</p> <p>c. In case the progress of the Ph.D. scholar is unsatisfactory, the DPC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the DPC may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.</p> <p>d. Ph.D. scholar must complete minimum 4 DPC with the satisfactory report.</p>	

O.Ph.D.14	Thesis Submission Process:	<i>As per Sec. 11 & 17 of the UGC Regulations 2022</i>
	<p>a. Before final submission of thesis, student must present a pre-thesis presentation in front of a panel consisting of a provost nominee, supervisor, Min. 1 DPC member, 2 external members.</p> <p>b. After the completion of research work to the satisfaction of the supervisor, the Ph.D. scholar shall produce a thesis within 6 months of Pre-Thesis presentation.</p> <p>c. The Ph.D. programme culminates with the submission of a thesis of a substantial work of original research carried out by the scholar under the guidance of the supervisor. This research work is expected to be potentially fit for publication and should stand peer review.</p> <p>d. The scholar shall state generally in the preface and specifically in notes, the sources from which the information is derived, the animal and human ethical approvals obtained, if any, the extent to which the work of others has been made use of, and the portion of the work the researcher claims as original.</p> <p>e. All the relevant documents shall be submitted at the time of submission of the thesis as prescribed by Sarvajanik University office from time to time.</p> <p>f. The process of the submission of thesis shall be as follows: -</p> <ul style="list-style-type: none"> i. Primary submission: 02 copies (spiral bound): to be sent to the external examiners for evaluation; ii. Final Submission: 03 copies (02 hard bound + 01 digital copy in the form of pdf version in prescribed format to be submitted with all necessary corrections and suggestions directed by the external examiners, academic information about the scholar, registration and publication etc.) iii. Following the successful completion of evaluation process and before the announcement of the award of the Ph.D. degree, Sarvajanik University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET for hosting the same to make it accessible to all the Higher Educational Institutions and research institutions. <p>g. The Ph.D. scholar should have presented/published at least two presentations/posters/publication on his/her research work in a state level/national level/international level conferences/symposia/colloquia/journal etc. before the submission of the thesis.</p>	<p><i>As per UGC Regulations (9.3) 2018</i></p>

O.Ph.D.15	Appointment of Examiners:	<i>As per Sec. 11 of the UGC Regulations 2022</i>
	<p>a. The procedure for the appointment of examiners shall be undertaken soon after the scholar submit his/her synopsis.</p> <p>b. The thesis shall be evaluated by, research supervisor and two external examiners out of which one should from outside the state.</p> <p>c. The Dean of concerned faculty should recommend a panel of minimum six examiners, out of which minimum 50% should be from outside the state.</p> <p>d. Provost shall appoint 02 examiners, as per the above norms, from the recommended list from respective Dean.</p> <p>e. The examiners should be recognized Ph.D. Supervisor (For the subject of Architecture there should be as per O.Ph.D. 02 B (ii) a,b,c).</p>	
O.Ph.D.16	Evaluation of Thesis:	<i>As per Sec. 11 of the UGC Regulations 2022</i>
	<p>a. Each examiner shall submit a detailed assessment report to the university in a prescribed proforma within a stipulated timeframe.</p> <p>b. If the assessment report is not received from an examiner within 60 days of receiving the thesis, the Provost may appoint another examiner from the panel of examiners for evaluating the thesis.</p> <p>c. Examiners shall be required to state categorically whether, in their individual opinions, the thesis shall be: -</p> <ol style="list-style-type: none"> i. Accepted for the award of Ph.D. Degree; ii. Referred to the Research Scholar for revision and resubmission; iii. Rejected. <p>d. The examiners shall state the reasons for recommending the resubmission / rejection of the thesis in detail. If a resubmission is recommended, examiners shall indicate the modifications that shall be made in the thesis.</p> <p>e. Reports from the examiners shall be placed to the university office shall peruse the reports and decide one of the following:</p> <ol style="list-style-type: none"> i. The Research Scholar shall appear for an oral defense if the examiners have unanimously approved his/her work; 	

	<p>ii. The Research Scholar shall revise the thesis and resubmit it if the examiners are unanimous that the thesis needs to be submitted in a revised form;</p> <p>iii. A third examiner is to be appointed by the Provost to assess the thesis if the examiners are not unanimous.</p> <p>f. In the case of a decision that the thesis is re-assessed by a third examiner, the examiner shall be requested to submit to the university office a detailed assessment report on a prescribed proforma within 30 days. The examiner shall be required to state categorically whether the thesis shall be accepted for the award of a PhD degree, referred to the Research Scholar for revision and resubmission or rejected. The report will be considered by the university office together with reports of the other two examiners. The university office shall decide clearly on the basis of majority opinion of examiner's whether: -</p> <ul style="list-style-type: none"> i. To approve the thesis for an oral defense; ii. The thesis shall be revised and resubmitted; iii. The thesis shall be rejected. <p>g. In the case of a resubmission, the revised thesis shall be submitted by candidate within a period of six months from the date of communication by the university. However, in exceptional circumstances, the university on recommendations of DPC may extend this period by up to one year. The revised thesis shall be sent to the original examiners for assessment. In the event of one or more of the original examiners not being available, other examiner(s) may be appointed by the Provost. If the examiners are not unanimous to approve the thesis for the Oral Defense, the thesis shall be rejected. Utmost confidentiality shall be maintained by the Office about the names in the panel of examiners.</p> <p>h. The thesis is rejected, and the research scholar may re-register if examiners are unanimous;</p> <p>i. In the event of acceptance of the thesis, the university shall arrange for the oral defense.</p>	
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O.Ph.D.17	Viva Voce and Oral Defense:	<i>As per Sec. 11 of the UGC Regulations 2022</i>
	<p>a. Upon receipt of satisfactory evaluation reports, in either hard copy, e-mail, fax or any electronic process, the Ph.D. scholar shall undergo an open <i>Viva voce</i>, where the scholar will defend the research work at university in the presence of supervisor & one of the external evaluator as appointed by the Provost.</p> <p>b. When the thesis has been approved, and the university conveys the same, the Supervisor shall coordinate the process of open <i>Viva voce</i> for the scholar. In the event of both the external examiners being unavailable for the open <i>viva voce</i>, a third (external) expert from within India shall be appointed by the Provost, on recommendations of the Dean to conduct the open <i>viva voce</i>.</p> <p>c. The Supervisor shall fix the date and time of the <i>viva voce</i> in consultation with the external examiner, who shall be appointed by Provost for conducting the open <i>viva voce</i>. The Supervisor shall ensure wide publicity for the same. The maximum time limit for conducting open <i>viva voce</i> shall be two months from the date of receipt of evaluation reports from the examiners. If the scholar fails to take open <i>viva voce</i> within 02 months on valid grounds as expressed in written request of supervisor, Provost may permit 02 months' extensions on recommendations of concerned Dean.</p> <p>d. The open <i>viva voce</i> shall be held on any working day of the university. In case when Examiner is not in a position to travel to the university, the Supervisor can arrange an open <i>viva voce</i> with the participation of the external examiner through video conferencing with the permission of Provost.</p> <p>e. In the open <i>viva voce</i>, the Supervisor shall introduce the External examiner, who shall then conduct the open <i>viva voce</i>. The scholar shall make a presentation about the research work. After the presentation, the external examiner and the Supervisor shall proceed with <i>viva voce</i> examination.</p> <p>f. If the scholar passes the open <i>viva voce</i> examination, the examiner and the Supervisor shall prepare the recommendations and submit the same to the university in the given format, for the award of the degree based on the reports of the examiners who adjudicated the thesis and by the evaluation of the scholar's performance in the open <i>viva voce</i> examination.</p> <p>g. The scholar who is successful in the open <i>viva voce</i> examination shall be declared to have qualified for the Ph.D. degree.</p> <p>h. If a scholar does not satisfy the Examiners at the open <i>viva voce</i> examination, he shall be re-examined after a period of not less than three months. The scholar shall not be declared eligible for the degree unless all the Examiners unanimously declare him eligible for the degree.</p>	

O.Ph.D.18	Award of the Degree:	<i>As per Sec. 16 of the UGC Regulations 2022</i>
	<p>a. A candidate becomes eligible for the award of the Ph.D. degree after fulfilling all the academic requirements prescribed by the university.</p> <p>b. The Ph.D. degree shall be awarded in the subject in which the scholar is registered for the Ph.D. programme. The title of the Ph.D. thesis, subject and Faculty shall be mentioned in the Degree.</p>	
O.Ph.D.19	Changes in these Ordinances:	
	In case of any disagreement; University Grants Commission Minimum Standards and Procedure for Award of Ph.D. Degrees Regulations, prevailing at specific time together with all its Amendments shall prevail in interpretation and implementation of these Ordinances. Provost has authority to resolve such disagreements by consulting / appointing a committee as deemed necessary.	