

# Ph.D Regulations

## 1. ELIGIBILITY FOR ADMISSION:

### 1.1 Educational Qualifications (Full-time and Part-time)

- (a) Candidates who have studied under 10+2+3 pattern of education (or 10+2+5) and qualified for the Master's Degree in the subject concerned or in allied subject and qualifications as prescribed by the regulations for the subject concerned under all the Schools / Departments / Centres of Humanities and Social Sciences, Management, Commerce, Science, Education, Fine Arts and Languages and such other disciplines of Pondicherry University, or a degree accepted as equivalent by the University securing a minimum of 55% marks (or equivalent grade).
- (b) Candidates who have studied under 10+2 pattern of education and qualified for the Master's degree in the Schools / Faculties of Law, Engineering and Technology, Agriculture, Veterinary Science or the degree of Doctor of Medicine or Master of Surgery in the Faculty of Medicine of this University or any other University, through regular full time study, recognized by this University securing a minimum of 55% marks (or equivalent grade).
- (c) Candidates who have studied under 10+2 pattern of education and qualified for the Degree of Master of Science of three-year duration in the School / Faculty of Medicine of this University or of any other University recognized by this University securing a minimum of 55% marks (or equivalent grade).
- (d) Candidates of Indian origin or overseas students who have qualified for a Master's Degree of an accredited overseas university securing a minimum of 55% marks (or equivalent grade).

### 1.2 Requirement of Experience for Ph.D. Part-Time (Internal)

- (a) Teacher candidates working in College/University departments and such other institutions recognized by Pondicherry University with at least one year of continuous teaching experience at degree and / or post-graduate level in the subject concerned.
- (b) Teacher candidates teaching in Recognized Schools at the High School level situated within the jurisdiction of Pondicherry University and have put in at least 5 years of continuous teaching experience in the subject concerned.
- (c) Non-teaching staff employed in a time scale of pay in this University and other affiliated research institutions provided that (i) the candidate has at least 10 years of work experience of which at least two years should be relevant to the field of research proof of which to be evidenced through two research papers published in standard journals **OR** (ii) the candidate has at least 5 years of work experience with M.Phil. in the subject concerned and published two research papers in standard journals in the subject concerned.
- (d) Candidates under the regulations of part-time (Internal) shall be required to work in a department approved for research by this University while the Guide / Supervisor may or may not be working in the same department. Interdisciplinary research for such part-time internal candidates shall be allowed only with the approval of the Chairperson of the Academic Council.

- (e) Candidates under the regulations of part-time (Internal) are prohibited from taking any other remunerative assignments or joining any other course of study without the prior approval of the Chairperson of Academic Council.

### **1.3 Requirement of Experience for Ph.D. Part-time (External)**

- (a) Permanent academic staff of colleges / universities / other educational institutions of higher learning / Research & Development Laboratories and Organizations with at least two years of continuous teaching / research experience
- (b) Employees with a minimum of ten years of experience in Government, Local Bodies, recognized Institutes, Public Sector Undertakings, Non-Governmental Organizations, provided the candidate has experience in the relevant field of research for at least three continuous years out of ten years of service and published, at least, two papers in standard journals or reports / monologues / book of equivalent standard or a patent registered, in the concerned subject / area of research.
- (c) Technocrats, Scientists, Social Scientists & Scholars and Administrators with at least 10 years of experience in India or abroad and educational qualifications as in section 1.1, having sufficient exposure in research & development and generated useful data / patent / knowledge as evidenced by their contributions in their respective area of research.
- (d) A candidate possessing a master's degree from an accredited overseas university and who is residing abroad or working abroad in a university/industry may also apply. Such applications shall be routed through the concerned department and placed before the Ph.D. admission committee. There shall be sufficient correspondence between the candidate and the supervisor to effectively evaluate the candidate's potential and feasibility of supervision on the identified topic. A well written research proposal should be placed before the admission committee along with the consent of the supervisor.
- (e) The candidate would be required to give a seminar on the proposed topic of research in the concerned School/Department/Centre. Such a seminar may be fixed with mutual convenience of the candidate, the supervisor and the admission committee and held before the application along with research proposal is sent to the University. The admission committee / University may also adapt any other method of evaluation of the candidate which will also form the basis for considering the provisional admission to the candidate. The Admission Committee / University should be convinced of the potential of the candidate to carry out research.
- (f) All the part-time internal as well as external candidates applying for admission to the Ph.D. program should submit a clear written proposal of the research to be conducted, giving sufficient background material and the proposed line of research, and obtain the consent of a guide duly recognized by the University within the University area. In case of candidates working outside the University area, a Co-guide duly recognized by the University may be permitted, if necessary, in addition to the University Guide / Supervisor on the recommendation of Doctoral Committee.

Mere possession of required educational and other qualifications alone can not be claimed as a right for admission to the Ph.D. programme in the Pondicherry University.

## **2. ADMISSION**

### **2.1 Mode of Admission (Full-time and Part-time)**

- (a) Admission for Ph. D. Programmes shall be advertised in leading newspapers and also in the University's website once each year.
- (b) The candidates seeking admission have to fill in the prescribed admission form and submit the same within the prescribed date specified in admission announcement.
- (c) There shall be an entrance test for all the candidates, Full-time, Part-time internal, Part-time external, except those mentioned in 2 (d), (e), (f), (g), (h) & (i). The short-listed candidates have to appear for interview and / or give a seminar or group discussion or any such method of evaluation as per the requirement by the Admission Committee / University.
- (d) Teacher candidates working in the institutions admitted to the privileges of this University and other Universities provided they are qualified, have at least one year of continuous teaching experience at degree and / or post-graduate level in the subject concerned and granted leave for the required period, under Quality Improvement Program or equivalent program to do full-time PhD are exempted from the admission test.
- (e) The admission test is waived off for candidates who have qualified National Eligibility Test/UGC/CSIR or such other examination recognized by University as equivalent and awarded a junior research fellowship (JRF). These candidates could be admitted any time of the year, on the recommendation of the Admission Committee constituted by the Head of Department with the approval of the Dean of the concerned School. NET without JRF qualified candidates will have to take the entrance test.
- (f) Candidates admitted under MoU between Pondicherry University and a University / Institution in India or abroad where specific clause(s) exist for registration of candidates to PhD degree by the university and those selected under international cultural/educational exchange schemes of Government of India / UN bodies are exempted from taking the admission test.
- (g) Pondicherry University teachers and teachers from affiliated colleges who have cleared NET Lecturership seeking admission to part-time PhD are exempted from the written admission test and are eligible to register immediately after completing probation in the University.
- (h) Non-resident Indians and foreigners residing/working abroad, who are otherwise qualified and working in academics/research/industry at least for five year, are also exempted from entrance test but they shall give a seminar before the Admission Committee which shall evaluate and give its opinion about suitability of the candidate for admission to the PhD Part time (external) program.
- (i) Persons with five years of industry experience, including in the field of media, who have a rich collection of data in their field and seeking admission to PhD Part-time (external) are exempted from written entrance exam, but they have to give a seminar before the Admission Committee which shall evaluate and recommend on the suitability of the candidate for admission to the Chairperson, Academic Council. Such candidates, not exceeding two, could be registered at a time in a Department

## **2.2 Admission committee**

- (a) For selection of Ph.D. candidates, an Admission Committee for each Department shall be constituted consisting of all the faculty members eligible to guide in that Department and a VC's nominee. Head of the Department will convene the meetings of the Admission Committee
- (b) For affiliated colleges and institutions where PhD program is offered a Admission Committee will be constituted by the Principal / Head of the institution with a VC's nominee
- (c) The Committee shall scrutinize the academic, professional and research potential of the candidates. Based on the performance in the written examination (if required; see 2.1) and interview / seminar / Group Discussion the Committee shall duly certify on the eligibility of the candidate for provisional registration for Ph.D. program.
- (d) Each selected candidate shall be issued with an admission letter by the appropriate authority.

## **3. DURATION OF THE PROGRAMME**

### **3.1 FULL TIME**

The duration of the Ph.D. Full-Time program shall be a minimum period of three years from the date of registration and two years for those with M. Phil. or equivalent degree. In exceptional cases the minimum period could be reduced by up to one year on recommendation of the Doctoral Committee by the Academic Council.

### **3.2 PART-TIME (Internal, External and Overseas)**

Part-Time candidates, both Internal and External, shall have to complete a minimum of three years from the date of registration unless otherwise exempted by the Doctoral Committee in exceptional cases viz. Ph.D. research work of very high caliber as evidenced by three publications in peer reviewed journals/patents etc.

All candidates shall publish minimum of one research paper in standard peer reviewed journal and present papers at least one in national / international level seminars / conferences / workshops before submitting the thesis.

For maximum period of research, please see 6.3 below.

## **4 PROVISIONAL REGISTRATION TO THE Ph.D. PROGRAM:**

(FULL-TIME AND PART-TIME)

- (a) A candidate, certified as eligible for Ph.D. program by the Admission Committee, shall be provisionally registered for the Ph.D. Degree with the approval of the University and on payment of prescribed fee.
- (b) A candidate applying for provisional registration shall do so, specifying the broad-field or an interdisciplinary field in which he / she intends to pursue research, the subject of research being wholly or partly related to the main branch of knowledge chosen for the post-graduate degree in which the candidate has qualified and the name of the recognized guide under whom he / she proposed to do research.

- (c) The admission to Ph.D. programme will be once in each academic year which shall be completed normally by September each year.
- (d) Candidates who propose to carry out research work in interdisciplinary area will be permitted to have, a Co-guide on the recommendations of the Supervisor / Doctoral Committee if necessary. The Co-guide could be chosen from different department / centre of the Pondicherry University or from any other University / institution in India or abroad.
- (e) Candidates can also register under a supervisor outside the country / overseas professor with a co-guide in the University provided that the University has an MoU with such institutions and the supervisor is duly recognized by the University
- (f) Provisional registration of all candidates shall be attended to by the Academic II Section of the University and all stages thereafter are to be taken care of by the Examination Section. The following functions are to be carried out by the office of the respective Dean:
  - I. Monitor timely Constitution of the Doctoral Committee.
  - II. Monitor meetings of Doctoral Committee, at least, once in a year where the candidate's progress is assessed.
  - III. Maintaining the records of the reports/minutes of the Doctoral Committee.
  - IV. On submission of the synopsis and list of Examiners, the relevant documents are to be forwarded to the Examination Section for processing appointment of examiners

## 5. DOCTORAL COMMITTEE

- (a) When the candidate is accepted for provisional registration, a Doctoral Committee will be constituted in each case. The Doctoral Committee shall consist of the Guide / Supervisor (as Coordinator he/she would initiate steps for the formation of the Committee), Co-Guide, if applicable, one or two faculty members from the Department and one faculty member from outside the Department / School (within the University or outside the University) specializing in a related field. However the maximum number of members of the Committee shall be limited to four. All members of the Doctoral Committee must be recognized as research guides. The Committee will be formed from the panel of names suggested by the Supervisor and nominated by the Dean/ Vice-chancellor.
- (b) The first meeting of the Committee shall be within six-months after provisional registration and in this meeting the Committee shall prescribe the courses that the candidate needs to take as requirement for the **Part-I** examination.
- (c) **Part I** examinations shall be conducted by the Supervisor/HOD/Principal within two years in consultation with the Doctoral Committee. The Doctoral Committee shall meet after the conduct of the examination to finalize the result. The supervisor will communicate the result to the Dean/Controller of Examinations.
- (d) The Committee shall conduct in the Department a seminar in which the candidate makes a public presentation of his synopsis on a working day. The thesis shall be submitted after 3 months but before completion of 6 months from the date of the synopsis seminar.
- (e) The Committee after examining the progress made by the candidate shall recommend the submission of the synopsis and the thesis within the due date stipulated by the University. The Doctoral Committee shall endorse changes in the title of the thesis, if any proposed by the candidate and supervisor.

- (f) The Committee shall suggest names of the panel of examiners for the evaluation of the thesis to the Dean of the School. The Committee shall ensure that all the examiners are of high standing in the field of the research of the candidate.

## 6. COURSE OF STUDY

The course of study for the Ph.D. program shall consist of two written papers under Part-I and thesis and public *viva-voce* under Part-II.

### 6.1 Examination under part I of the Ph.D. program

- (a) Unless otherwise indicated, in the light of the candidate's attainment and with a view to fulfilling the requirements of research, each candidate provisionally registered shall be required to work under a supervisor and undergo such courses of instructions as may be prescribed by the doctoral committee during the first year of provisional registration.
- (b) A Ph.D. candidate shall, after the completion of the first year, take examinations consisting of, at least, two written papers of 3 hours duration each and a maximum mark of 100 for each paper, which will be conducted by the Supervisor/HOD.
- (c) Generally, the Paper I shall be on Research Methodology and Paper II shall be on the specific area of research and allied fields. However, considering the courses passed by the candidate and his/her experience, the titles of the above courses and syllabi shall be suitably redefined by the doctoral committee with suitable justification. The Doctoral Committee can also suggest additional courses taking into account of the candidate's proficiency in the topic of research.
- (d) Syllabus for the Paper I shall be prepared and published by the respective School Boards for the benefit of the Ph.D. scholars
- (e) Valuation in respect of paper-I will be done by one of the examiners from the panel approved by the University for a period of three years. The evaluation of Paper II will be left to the supervisor / teacher who offers the course. The passing minimum for each of the papers shall be 50 % marks.
- (f) A candidate who fails in the written examination may be permitted to reappear for the examination but not for more than two occasions. All the candidates shall have to clear the part-I examination within two years from the date of registration. During the reappearance the candidate shall be exempted from appearing for the papers in which he / she secured 50 % or more.
- (g) A candidate who fails in the third attempt shall not be permitted to continue and the provisional registration shall be cancelled.

#### Exemption from Pre Ph.D. - Part I Exam

- (h) In exceptional cases where candidate with at least two research publications in standard refereed journals / patents in the relevant area of research are exempted from taking the pre Ph.D. Part-I examination on the recommendation of the Doctoral Committee.
- (i) Candidates with M. Phil. qualification or post-graduate professional qualifications mentioned in clause 1.1 (b) and 1.1 (c) of the Ph.D. regulations or any other qualification as prescribed by the University from time to time are exempted from taking the pre-Ph. D. Part-I examination, provided they are admitted to the research program in their own Faculty / Discipline.

## **6.2. Confirmation of provisional registration and submission of thesis under part - II**

- (a) The provisional Registration of a candidate for the Ph.D. Degree shall be confirmed on receipt of the report of the result of the Ph.D. Part-I examinations conducted under the supervision of the Supervisor/HOD (vide 4.c) and the candidate will be registered under part-II of the Ph.D. program, namely, thesis and viva-voce. Such candidates shall be required to choose a research topic program and submit a thesis incorporating the results of his / her investigations carried out under the guidance of a recognized Supervisor.
- (b) Candidates admitted to Ph.D. program under Part-time (External) are expected to put in residence at Pondicherry for at least 90 days continuously or on maximum of 3 spells before preparing the Ph.D. thesis. The time spent by the candidate in field-studies / visits to laboratories for research work / interactions with the co-supervisor could be also included to the above minimum residence requirement of the program.
- (c) Conversion of Ph.D. research from full-time to part-time and vice-versa will be allowed only in special circumstances and on payment of the prescribed status change fee of Rs.1000.00.
- (d) The following formula will be adopted for conversion of Ph.D. program from full-time to part-time and vice-versa: The residual period that the candidate has to complete, at the time of his / her submission for conversion (from full-time to part-time or part time to full time as the case may be), for fulfilling the requirement of the minimum duration of submitting the thesis under the existing category will be taken note of, and the equivalent period of the corresponding shall be determined and intimated to the candidate, without exceeding the maximum duration.

## **6.3. Maximum Time Limit**

The maximum time limit for submission of Ph.D. thesis from the date of provisional registration is five years in the case of full time and six years in the case of part-time (internal / external) candidates. However, a maximum of two extensions times of six-months duration shall be given at the discretion of Vice Chancellor / A.C. on recommendation of the Supervisor / Doctoral Committee.

## **7. CANCELLATION OF REGISTRATION**

- (a) Registration may be cancelled on the recommendations of the Doctoral Committee based on the lack of progress as reported by the Guide and also after giving due opportunity to the candidate for defending his case.
- (b) Registration of the candidate will be automatically cancelled if he / she fails to submit Ph.D. thesis within six years from the date of provisional registration in the case of full-time candidates and seven years from the date of provisional registration in the case of part-time candidates.

## **8. SUPERVISORS**

### **8.1 Assignment of Supervisor/s**

- (a) Assignment of supervisor will be mainly according to the candidates' preference. The candidate will select Supervisors according to their area/s of interest commensurate with the supervisor's area of specialization. The candidate will be required to select 2 guides, out of which one will be allotted by the Admission Committee in accordance with his/her availability. In the event of non-availability of the supervisor(s) chosen by the candidate the Admission Committee may recommend any other supervisor on the field.
- (b) The Pondicherry University shall prepare a panel of Research Supervisors in each discipline from both within the University and from leading research centers / institutions in India and abroad. The selection of the supervisors for empanelment shall be made both with the consent of the person and after due deliberations of his academic standing by the concerned School Board and approval of the Academic Council. The panel of supervisors shall be put on the website of the University and the prospective candidates can enter into advance correspondence with the supervisor and obtain his / her consent letter.
- (c) In order to promote interdisciplinary research supervisor and co-supervisor can be chosen from allied subjects from the same school or other schools
- (d) A supervisor may be chosen by the candidate from any Institution in India and abroad, provided that he has been recognized by the Pondicherry University as Research Supervisor of the Ph.D. program
- (e) In the event of an external supervisor, their shall be a co-supervisor from the Pondicherry University
- (f) Internal and external part time and full time Ph.D. students with the approval of the admission committee / doctoral committee can have co-supervisors from other departments of the University or from any Institution in India or abroad duly recognized by the University of Research Supervisor.

### **8.2 Recognition of Supervisors**

- (a) Professors / Readers of Pondicherry University holding Ph.D. degree are eligible to guide from the date of their joining the University.
- (b) Lecturers of Pondicherry University, appointed as regular faculty, holding a Ph.D. degree with at least one year of teaching / postdoctoral research experience with three publications published after award of their Ph.D. in peer reviewed journals can apply for recognition. On recommendations of HOD and Dean recognition of the Lecturer may be approved by the V.C.
- (c) Teaching faculty working in affiliated colleges / institutions, appointed as regular faculty, holding a Ph.D. degree with at least two years of teaching experience with three publications in peer reviewed journals published after award of their Ph.D. can apply for recognition. On recommendation of the concerned Dean and / or a panel of subject experts recognition may be approved by the V.C.
- (d) Scientists / Faculty of a rank at least equivalent to that of Lecturer and having the prescribed qualification mentioned for teaching faculty (8.2 b & c) employed in approved research centres / institutions, in India or abroad, can also be recognized by this University as Supervisors for Ph.D.



- (e) Faculty/Scientist of a rank at least equivalent to that of Lecturer and having the prescribed qualification mentioned for teaching faculty (8.2 b & c) may be recognized as a supervisor to guide part-time (External) research in the subject or field of his / her own specialization, even though the department in which he / she is working is not recognized as a centre by the University for conducting research leading to Ph.D. degree.
- (f) Provided further that in the Faculty of Medicine, a person holding post-graduate qualifications with five years of teaching and research experience after acquiring the post-graduate qualification and with not less than five years of teaching experience at post-graduate level and at least three publications in reputed peer reviewed journals shall be eligible for recognition to be a supervisor for Ph.D. programme.
- (g) Provided further that in the faculty of Law, a person holding a Ph. D. degree with five years of teaching experience and research experience after acquiring the post-graduate qualifications in Law and with not less than one year of teaching and research experience at post-graduate level after obtaining the Ph.D. degree and at least two publications in reputed peer reviewed journals shall be eligible for recognition to be a Supervisor for Ph.D. work.

### **8.3 Responsibilities of Supervisors**

- (a) The Supervisor carries the major responsibility of guiding the academic progress of the candidate throughout the period of study. He / she counsels the student in academic matters, and provides guidance on the nature of course work and research, the standards expected, the adequacy of progress, and the quality of work.
- (b) A Supervisor may not guide more than eight students of PhD full-time and part-time (internal / external ) at any given time. In addition to this he / she can be co-guide to two candidates.
- (c) A Supervisor, who will be superannuating in less than two years period, may not take a new PhD student. However, he/she can co-supervise new students.
- (d) To ensure the successful and timely completion of the program, it is essential that supervisors and their students maintain regular contact. Supervisors must give their students advance notice if they plan to be absent from the University for an extended period of time, of at least six months, and make suitable arrangements for the continued supervision of the student.

### **8.4 Change of Supervisor**

- (a) In case of the absence of allotted supervisor for more than 6 months and up to 1 year, a supervisor in-charge may be allotted from the same Department or related Department with the approval of Doctoral Committee.
- (b) In case of the supervisor leaving the University permanently or on deputation elsewhere or otherwise for a period of more than one year, the candidate may be permitted to change the topic of research, if necessary, with the change of the guide. The duration of research will be the same if the topic of research remains the same. If there is a change in the topic, the minimum duration of research will be decided by the Doctoral Committee.
- (c) Change of supervisor will be allowed only under exceptional conditions such as non-availability of the guide for more than one year. Besides under extraordinary condition change of supervisor is warranted with the approval of the Vice-Chancellor based on the recommendation of the Doctoral Committee and Dean.

### **8.5 Co-Supervisor / Co-guide**

To accommodate interdisciplinary aspects of research, a supervisor can act as a co-guide on the basis of recommendation of the Doctoral Committee with the approval of the Director / Vice Chancellor. The number of candidates registered under co-guide shall not be taken into consideration while counting permissible number of candidates registered under a particular guide/supervisor. The main supervisor / guide shall be responsible for the successful completion of the Ph.D. program of a candidate.

The University shall prepare a panel of external supervisors chosen from amongst the leading and well known researchers in various fields. This panel shall be prepared by invitations of expression of interest from National Laboratories, National Research institutions and overseas Universities.

## **9. INSTITUTIONS WHERE RESEARCH CAN BE DONE**

### **9.1 A candidate may be permitted to pursue research for the Ph.D. degree in any of the following institutions:**

- (a) All the Schools / Departments / Centres of the Pondicherry University.
- (b) Departments of Colleges affiliated to the University and having necessary facilities to carry out Ph.D. research and duly recognized for Doctoral Research based on the recommendation of an Expert Committee in the branch of study concerned. The recognition for conducting research is valid for ten years and the Expert Committee shall renew it after due inspection.
- (c) Regional Research Institutes located in the territorial jurisdiction of the University
- (d) National Research Institutes under ICMR, CSIR, ICSSR, IIA, NGRI, DRDO, DAE, etc., and all Government of India Research Institutes of National importance deemed to have been recognized as Research Centres.

### **9.2 Recognition of Centers / Laboratories**

- (a) R & D labs of public and private sector undertakings, Centers of research for Social Sciences, Humanities, Management etc. duly recognized by the University as having necessary facilities after due inspection by a Committee.
- (b) Foreign Universities and R & D Labs duly recognized by the University or with which MOU exists.
- (c) With regard to the Ph.D. program under external registrations, candidates may be permitted to pursue research from their place of work / residence in respect of Humanities, Social Sciences and Mathematics. In respect of Scientific and Technical Research, candidates may conduct their Research at R & D labs / institute recognized by this University but not necessarily located in the territorial jurisdiction of the University.
- (d) In case of paucity / absence of Research guides in any discipline within the University area, candidates may be permitted to register in an allied area with a guide within the University jurisdiction and have a co-guide from any other

neighbouring approved research institutions at the discretion of the Vice-Chancellor, provided he/she fulfills the applicable criteria.

## 10. TWINNING PROGRAMME / JOINT DEGREES

Where the research work has been carried out at Pondicherry University and another university / institution in India or abroad under an MOU, where provision for joint degree exists, the Ph.D. degree will be jointly awarded by both the Universities.

## 11. SYNOPSIS

- (a) Not less than three months before the submission of the thesis, every candidate shall submit to the University, through the supervisor and HOD, **ten** copies of the synopsis of the thesis, together with the title of the thesis and prescribed examination fee. The candidate shall prepare the synopsis carefully in consultation with the supervisor. The synopsis should bring out in abridged form, the aims for conducting research, work done, results and findings. The candidate shall make a presentation of the synopsis at a seminar in the Department before submission of the synopsis (see 5.3. e)
- (b) The Synopsis of the thesis shall not be less than four pages or exceed ten pages, typed on A4 size paper with one and half space. The University shall prescribe a format for the synopsis from time to time. The candidate shall also submit the electronic version (read only format) of the synopsis.
- (c) After the submission of the synopsis and on the nomination of the examiners by the Vice-chancellor the controller of examination shall contact the examiners.

## 12 SUBMISSION OF THESIS

- (a) The Ph.D. program culminates with the submission of a thesis of a substantial work of original research carried out by the candidate under the guidance of the supervisor. It is expected to be potentially publishable and stand peer review.
- (b) The candidate shall submit **four** copies of the thesis in a soft bound form to the Controller of examination for evaluation by the experts. Once the thesis gets approved the candidate shall incorporate all the corrections / suggestions, if any, and resubmit **two** copies of the final version of the thesis in hard bound form and **two** copies in the electronic form (read-only format) through supervisor and Head of the University Department / Head of the institution/Dean. The supervisor shall certify that the corrections / suggestions (if any) were incorporated.
- (c) The thesis should be submitted to the University for evaluation not later than **six** months after the submission of the synopsis, through the supervisor, and through the Head of the University Department / Head of the Institution, along with his / her application for the Ph.D. degree.
- (d) If the Candidate fails to submit the thesis within six months from the date of submission of synopsis maximum of two extensions of three months may be given with approval from the Vice-chancellor after which the process gets cancelled. Then, he / she shall submit the synopsis again based on the recommendations of the Doctoral Committee. The Guide / Supervisor, with the approval of the Doctoral Committee shall submit a fresh panel of examiners.
- (e) One copy of the thesis shall be placed in the University Library and one copy will be sent to National Library. One copy of the thesis will be placed in the internet server after the award of the Ph.D. degree.

- (f) Supplementary papers to the thesis, printed copies of any contributions to the knowledge of the subject or of any cognate branch of science that may have been published in journals or periodicals may also be included along with the thesis or given as bibliography.
- (g) The thesis shall ordinarily be submitted not later than five years from the date of registration in the case of full-time candidates and six years in the case of part-time candidates. A maximum of two extensions of six months each shall be given at the discretion of the Vice-Chancellor / A.C. on the recommendations of the Guide / Doctoral Committee after the expiry of which the registration will stand automatically cancelled.
- (h) Every candidate shall submit with his/her thesis a certificate from the Supervisor under whom he / she worked, that the thesis submitted is a record of original research work done by the candidate during the period of study under his / her supervision and that the thesis has not previously formed the basis for the award to the candidate of any Degree, Diploma, Associateship, Fellowship or other similar titles and that the thesis represents independent work on the part of the candidate.

### 13. VALUATION OF THESIS

- (a) A board of **three** examiners of high eminence shall carry out evaluation of the thesis. One of the three examiners will be from outside India except in certain subjects like Indian Languages.
- (b) A panel of not less than ten examiners, at least six from India (outside the University area) and at least four from abroad, shall be recommended by the Doctoral Committee for evaluating the thesis and for conducting the public viva-voce examination to be held later. The supervisor may contact each member in the panel of examiners to seek their consent to be placed in the panel.
- (c) The thesis shall be referred to a Board of Examiners as per the Statues and Ordinances of the University. Once all the reports reach the Controller of Exam, he shall forward them in sealed cover to Doctoral Committee. The Doctoral Committee shall make specific recommendations along with a two page consolidated report and recommend for the viva-voce. After the viva-voce the recommendations shall be sent to Controller of Exam for declaration of result with approval of Vice-chancellor.
- (d) The Examiners who value the thesis shall report on the merit of the candidate for the Ph.D. degree as follows:
  - i. **The thesis to be accepted for the award of Ph.D. degree in the present form.**
  - ii. **The thesis to be accepted for the award of Ph.D. degree after minor corrections / revisions**
  - iii. **The thesis can be passed after obtaining clarifications at the time of viva-voce.**
  - iv. **The thesis be revised and resubmitted for evaluation.**
  - v. **The thesis be rejected.**
- (e) If the thesis is approved, each examiner may seek clarification questions, if any, to be answered at the time of viva-voce.
- (f) When experts differ in their opinion while evaluating the thesis: In case, all the three examiners or two out of three examiners have not commended, the thesis shall be rejected and the registration cancelled. In case, one of the three examiners has not commended, then the thesis shall be again referred to a fourth examiner either Indian or Foreign as the case may be. If the fourth examiner

commends the thesis, the candidate shall be allowed for the viva-voce examination. If the fourth examiner does not commend the thesis, it shall be rejected and registration cancelled.

- (g) If the examiner / examiners insist on any correction / revision to be made in the thesis, the same shall be made by the candidate before the public viva-voce examination and certified by the Supervisor and the Doctoral Committee.
- (h) If the Examiner / Examiners explicitly suggests requirement of the revision and re-submission for further examination, then the revised thesis duly certified by the Guide, Doctoral Committee and the School Board shall be sent to the same examiner for further evaluation. In the absence of such a statement or if the examiner concerned specifically instructs that the revised thesis need not be sent back to him / her, the revised thesis duly certified by the Guide, Doctoral Committee and the Dean/School Board shall be accepted and the candidate shall be allowed for viva-voce.
- (i) The candidate should revise and re-submit the thesis within the shortest possible period in any case not later than one year from the date of the communication of the notice form the University.
- (j) In case the candidate fails to submit the revised form of the thesis within one year, the process of thesis evaluation gets cancelled. Then, the candidate shall submit the synopsis again to start the process of thesis evaluation.

#### **14. PUBLIC VIVA-VOCE (ORAL EXAMINATION)**

- (a) In cases where the thesis has been approved, and on receipt of communication from the University, the guide / supervisor shall coordinate the conduct of public viva-voce for the candidate.
- (b) One external Indian examiner of the thesis, and the Doctoral Committee shall conduct the public viva-voce Examination in the presence of interested members of the public. In case where the Indian examiner who evaluated the thesis is not available, the University may appoint an alternative eminent person, preferably from the panel previously submitted, for conducting the viva.
- (c) The Supervisor shall fix the date and time of the viva-voce in consultation with the external examiner appointed by the University for conducting the viva-voce examination. The Guide / Supervisor shall give wide publicity and at least 10 working days notice for scheduling of the examination. The maximum time limit for conducting viva-voce shall be three months from the date of consolidation of reports. If the candidate fails to take viva-voce within three months on valid grounds, the Vice-chancellor can permit two three-month extensions on specific request from the supervisor through Doctoral Committee, HOD and the School Board. If the candidate fails to take the viva-voce even after the extension, the Ph.D. registration gets cancelled.
- (d) The Viva-voce can be held on any working day of the University. However, no Viva-voce shall be held until one week after the final version of the thesis is made available to the Controller of Examination and the University Library.
- (e) In case the Viva Examiner is not in a position to travel to the University, the Guide / Supervisor can arrange the viva-voce with the participation of the external examiner through video-conferencing.
- (f) In the viva-voce, the Supervisor will introduce the External examiner who will then conduct the examination. The candidate shall make a 30-minute presentation of the thesis. After the presentation, the external examiner shall begin the questioning followed by the faculty present and public.

- (g) After conducting the viva-voce examination, the Guide / Convener shall convey to the Controller of Examinations of the University, through the HOD/Dean, the result of such examination endorsed by the external examiner. A candidate who is successful in the public viva-voce examination shall be declared to have qualified for the Ph.D. Degree.
- (h) A candidate, who is not successful in the public viva-voce examination, may be permitted to undergo the viva-voce examination a second time, within a period of four months. In the event of he / she failing again, his / her candidature for the degree will be rejected.
- (i) If the candidate passes the viva-voce examination, the viva-voce examiner and the Guide / Supervisor shall consolidate the recommendation and submit to the School Board for the award of the degree based on
  - 1) The reports of the examiners who adjudicated the thesis and
  - 2) The evaluation of the candidate's performance in the viva –voce examination.

The Dean/School Board shall then forward its consolidated recommendations to the University, along with such other documents as may be required, by the University for its consideration.

#### **15. AWARD OF DEGREE:**

- (a) The University shall consider the reports and decide whether the candidate is worthy of the degree of Doctor of Philosophy and may take action in accordance with such a decision.
- (b) Candidates, who qualify for the Ph.D. Degree, shall be awarded the Degree in the respective discipline as that of their Master's Degree / M.Phil. Degree.
- (c) However, for those candidates who have qualified for the Ph.D. Degree disciplines which are interdisciplinary in nature viz., Computer Science, Environmental Sciences, Management, Educational Technology, Bio-Technology, etc., the University may issue the Degree on the recommendations of the Doctoral Committee in the respective discipline in which they have registered and completed their Ph.D. programs.
- (d) A candidate, who registers for Ph.D. program in this University in an interdisciplinary area, will be awarded Ph.D. degree in the same discipline as his / her PG degree / M.Phil. Degree with explicit indication to the effect that it is an interdisciplinary research. For example, a candidate with Master's Degree in Zoology having pursued Ph.D. program in Genetics, will be awarded the degree as Ph.D. in Zoology (Genetics).

#### **16. PUBLICATION OF THESIS:**

The thesis is a public domain document and the research embodied in the thesis may be published in part in reputed journals or in the form of book.

#### **17. POWER TO REMOVE ANY DIFFICULTY**

- 1. If any differences of opinion develop between the student and the supervisor / guide at any time during the course of the PhD program then the Vice-chancellor's decision shall be final and binding.
- 2. Vice Chancellor / A.C. has powers to remove any difficulty while implementing this program notwithstanding whatever said above.

**PONDICHERY UNIVERSITY**  
**Pondicherry 605014, India**

**Ph.D. THESIS ADJUDICATION REPORT**

1. Name of the Candidate
2. Discipline / Subject
3. Title of the Thesis
4. Name & Address of the Examiner
5. Recommendations of the Examiner (kindly select one of the following):
  - i. The thesis to be accepted for the award of Ph.D. degree in the present form.**
  - ii. The thesis to be accepted for the award of Ph.D. degree after minor corrections / revisions**
  - iii. The thesis can be passed after obtaining clarifications at the time of viva-voce.**
  - iv. The thesis be revised and resubmitted for evaluation.**
  - v. The thesis be rejected.**
6. Whether a sealed cover having questions to be asked to the candidate at the time of the viva is enclosed: **Yes / No**

In addition to the above, Please enclose a detailed report on a separate sheet of paper for which you may take the following into consideration:

1. Aims, objectives and the scope of the research work and if they were well-defined.
2. Literature review and its relevance to the research work.
3. Research methodology / Experimental work and innovations adopted
4. Originality and timeliness of the work.
5. Analysis and adequacy of data, if any, by using standard / innovative methods.
6. Results / findings of the work.
7. Thesis presentation with regard to arrangement of chapters, writing style, explanations, figures, captions, titles, language, references and freedom from irrelevant material / errors etc.
8. Whether the thesis could be published in the form of a book / papers at international level.
9. Scope of further research in the field.

The detailed report is most essential to decide if the candidate is eligible to take the viva-voce.