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**RAGGING IN ANY FORM ON THE CAMPUS, INCLUDING  
HOSTELS, IS REGARDED AS A VERY SERIOUS OFFENCE  
AND WILL INVITE VERY STRICT ACTION FROM THE  
UNIVERSITYAUTHORITIES**



## UNIVERSITY OF JAMMU

### ■ RESEARCH PROGRAMME AT THE UNIVERSITY OF JAMMU

The University of Jammu offers Research Programmes leading to the Degree of Doctor of Philosophy in various disciplines viz.

✱	<b>Biotechnology</b>	✱	<b>Law</b>
✱	<b>Biochemistry</b>	✱	<b>Library Science &amp; IT</b>
✱	<b>Botany</b>	✱	<b>Management</b>
✱	<b>Buddhist Studies</b>	✱	<b>Mathematics</b>
✱	<b>Chemistry</b>	✱	<b>Microbiology</b>
✱	<b>Commerce</b>	✱	<b>Physics</b>
✱	<b>Computer Science &amp; IT</b>	✱	<b>Electronics</b>
✱	<b>Dogri</b>	✱	<b>Political Science</b>
✱	<b>Economics</b>	✱	<b>Psychology</b>
✱	<b>Education</b>	✱	<b>Punjabi</b>
✱	<b>English</b>	✱	<b>Sanskrit</b>
✱	<b>Environmental Sciences</b>	✱	<b>Strategic &amp; Regional Studies</b>
✱	<b>Geography</b>	✱	<b>Statistics</b>
✱	<b>Geology</b>	✱	<b>Sociology</b>
✱	<b>Hindi</b>	✱	<b>Urdu</b>
✱	<b>History</b>	✱	<b>Zoology</b>
✱	<b>Home Science</b>	✱	<b>Remote Sensing &amp; GIS</b>
✱	<b>Hospitality &amp; Tourism</b>	✱	<b>Museology</b>
✱	<b>Management(IB)</b>		

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✱	<b>History</b>		

### For Queries, Contact

**ASSISTANT REGISTRAR**  
**RESEARCH & AWARDS**  
Phone No. 0191-2458652

# UNIVERSITY OF JAMMU

## REGULATIONS RELATING TO THE PROCEDURE OF ADMISSION TO M.PHIL/PH.D PROGRAMME

1. There shall be a combined entrance test for admission to M.Phil/Ph.D Course. The notification inviting applications to appear in the Combined Entrance Test shall be issued by the office of the Dean Research Studies once in a year i.e. in the first week of July. Students desirous of being enrolled as M.Phil or Ph.D candidates will indicate their preference for either of the two courses in the application form. All the candidates eligible under Statutes governing M.Phil/Doctor of Philosophy in various faculties shall apply to appear in the entrance test for admission to Ph.D/M.Phil course in the Departments against notification. *The candidates who have appeared in M.A./M.Sc./4<sup>th</sup> semester/final examination may also be considered for appearing in combined entrance test of M.Phil/Ph.D and their case will be considered only if their result is declared at the time of determining the merit.* The entrance test will not be required for the exempted candidates including the *M.Phil with entrance test (regular mode), UGC-NET (including JRF)/ UGC-CSIR-NET (including JRF) /SLET/SET/GATE and Teacher fellowship holder.*
2. After admission of the candidates under exempted category i.e. *M.Phil with entrance test (regular mode), UGC-NET (including JRF)/ UGC-CSIR-NET (including JRF) /SLET/SET/GATE and Teacher fellowship holder*, the number of vacancies and specializations in each Department for Ph.D will be communicated by the Head of the Department concerned to the office of Dean Research Studies for the purpose of Combined Entrance Test as per the notified Research Calendar.
3. Every applicant seeking admission to Ph.D Programme (*except those with M.Phil from University of Jammu, UGC-NET (including JRF)/ UGC-CSIR-NET (including JRF) /SLET/SET/GATE , Teacher fellowship holder and M.Phil with entrance test (regular mode) from other Universities*), shall have to undergo entrance test. However, such exempted candidates as mentioned above will have to apply for the enrolment as per the notification of the Dean Research Studies and shall have to complete other requirements for pursuing the said course. Enrolment of such candidates shall take place before the entrance test only.

The order of preference for grant of admission to M.Phil/Ph.D programme shall be as under:

- i) M.Phil. (Freshers) applicable for Ph.D. only
- ii) JRF (if the number of candidates is more than the number of seats, then the merit will be determined on the basis of the marks secured at the Master Degree level).
- iii) Master Degree with NET/SLET/SET/GATE/Teacher fellowship holder (if the number of candidates is more than the number of seats, then the merit will be determined on the basis of the marks secured at the Master Degree level).

**Note:**

**The candidates who have discontinued studies after their M.Phil programme for lack of Ph. D seats and are desirous to be admitted to the Ph.D programme shall be given the last preference. However the candidates admitted in same session shall be treated at par.**

**If the number of candidates under exempted category seats is more than 5 times the number of seats, the Department concerned, can conduct Entrance test for the exempted category seats as well.**

4. The admission for Ph.D Programme for the exempted category students will be finalized and communicated to the office of DRS as per the notified Research Calendar.
5. (a) Each Department through DRC shall devise its independent syllabi for Combined Entrance Test which shall be made available to all the desirous eligible candidates on the day of submitting the applications.
  - (b) The paper shall have the following components:-
    - i. Research Aptitude Component /Methodology - 50 marks
    - ii. Academic Component - 50 marks(as per Post-Graduate Syllabi of the University of Jammu)

Research Aptitude/Methodology questions shall be of descriptive nature and there shall be eight questions in this section. Every candidate shall attempt five questions out of the given eight questions. Each question shall carry 10 marks and the candidate shall answer every question in about 300 words. The section shall cover all the areas/specialization in a particular discipline as recommended by the Departmental Research Committee. In the academic component there shall be 50 multiple choice objective type questions (with four alternative responses) covering the syllabi at the Post-graduate courses of the University of Jammu. Each question

shall carry one mark and candidate shall attempt all the 50 questions of this component.

- i. The duration of the test shall be three hours.
  - ii. **An entrance test shall be qualifying with qualifying marks as 50%.**
  - iii. The entrance test shall be conducted at the centre(s) notified in advance by the concerned Department.
- c. The setting of the question paper shall be done as follows:
- i) Model Test Papers shall be prepared by all the members of the DRC of the Teaching Department which shall be handed over to the Convener of the DRC.
  - ii) The Convener DRC shall prepare three sets of question papers from the Model Test Papers prepared by the DRC members.
  - iii) Dean Research Studies shall choose one set out of the three for the entrance test to be conducted by the Department.
  - iv) The test shall be conducted within 45 days from the date of issue of notification by the concerned department.
  - v) The Head of the Department shall be responsible for the conduct of the Entrance Test and the Centre.
- (d) The conduct and evaluation of the paper shall be done under the overall supervision of the DRC concerned which shall have the authority to involve as many evaluators as it deems proper in view of the specializations of the Department.
- (e) The merit list of the selected candidates shall be notified within one week from the date of conduct of the entrance test and it shall be calculated as per the criteria given below:
- i) Academic weightage – 50% of the marks obtained by a candidate at the Post-Graduate level.
  - ii) Entrance test weightage – 50% of the marks obtained by a candidate in the entrance test conducted by the Department. A candidate shall be required to secure at least 50% marks in the entrance test in aggregate.
  - iii) **Interview – For allotment of the Supervisor of the selected candidates.**
6. The selection for admission to Ph.D and M.Phil shall be done on the basis of merit cum given preference by the students. The first rankers if they so opt can be

considered for admission to Ph.D subject to availability of seats and the rest can be considered for admission to M.Phil course subject to the availability of seats. However, qualifying the entrance test merely will not entitle the students for admission to Ph.D/M.Phil Course.

7. The candidates who have been declared selected for admission to Ph.D and those exempted candidates who have submitted their application forms in the Departments will have to appear for an interview before the DRC for finalizing the area of research to be undertaken in Ph.D course.
8. After the interview of the candidate by the DRC, the result shall be compiled by the DRC and the list of selected candidates for M.Phil and Ph.D programmes shall be notified by the Head of the Department. A copy of the result notification shall be sent to the office of DRS.
9. All the candidates selected for admission to Ph.D Programme (who have not done M.Phil) may in the first instance be enrolled and registered provisionally. Such enrolled students will be required to undergo a coursework comprising a minimum of two Papers. Of these one will be Research Methodology Paper and the other will be related to the candidate's proposed area of research. If DRC deems it fit, more papers may be added in particular to the Ph.D programme.

Doctoral Students may be permitted to take courses in related and allied subjects being offered by other Departments of the University.

The credit assigned to the M.Phil or Ph D. Course work shall be a minimum of 8 credits and a maximum of 16 credits.

10. The Course work should be completed in a period of one semester (45 contact hours spread over 90 working days). At the end of one semester the students shall be evaluated and if a student is not able to pass a course with 55% marks he/she shall be allowed to reappear in the examination in the subsequent semester.
11. After the successful completion of the Course Work, the Research Synopsis of the candidates duly approved by the DRC will be presented before the BORS for its approval. On approval of the synopsis, the provisional registration will be confirmed.
12. The University shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

13. For the purposes of fellowships, cases of duty leave and deputation, the date of enrolment and provisional registration will be considered as the date of registration. In case of fellowships, if a student fails to complete the course work or submit the synopsis after one semester, his/her fellowship will be discontinued till the time his/her registration is ratified by the BORS.

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## **STATUTES GOVERNING DEGREE OF MASTER OF PHILOSOPHY (M.PHIL)**

1. The Degree of M.Phil shall be instituted in the Faculties of Arts, Social Sciences, Sciences, Life Sciences, Mathematical Sciences, Business studies and Education and in such other faculties as the University Council, on the recommendation of the Academic Council, may decide from time to time.
2. The objectives of the M.Phil programme shall be to provide advanced specialized knowledge in a particular area and initiation in research. It shall also be considered as a Pre-Ph.D Degree and first part of the M.Phil-Ph.D integrated programme. Its components shall be course work as well as research work. This Degree course would aim at providing advanced training in interdisciplinary studies as well as opportunity for undertaking research and where necessary would also include a course in research methodology.
3. The Admission to the M.Phil Programme in all the Teaching Departments shall be based on Combined Entrance Test to be conducted by each Department once in an academic session The Notification inviting applications to appear in the Combined Entrance Test for admission to M.Phil/Ph.D shall be issued by the Office of the Dean Research Studies as per the notified research calendar notified.

The number of vacancies in each Department shall be communicated by the Head of the Department concerned as per the notified research calendar.

Other statutory provisions regarding vacations etc. applicable to the post-graduate departments shall be applicable to the M.Phil course also.

4. Candidates for admission to the M.Phil programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an 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 educational institutions.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/ /OBC (Non-Creamy Layer), Differently-abled or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.



A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil scholars, Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil scholar.

5. Admission to the M.Phil Course in the teaching departments of the University shall be made on the basis of Combined entrance test for M.Phil. However, those who have qualified UGC-NET (including JRF) / UGC-CSIR NET (including JRF) / SET/ SLET / GATE / Teacher fellowship holder will be exempted from the entrance test. 50% of vacant seats shall be filled through exempted category and 50% seats shall be filled by the entrance test. In case of shortfall of the students, the seats can be redeemed from other categories. Admission shall be followed by an interview to be organized by the concerned Department. At the time of interview, the candidates are expected to discuss their research/interest areas.

- (a) i) There shall be reservation of 8% seats for SC/ST categories each.
- ii) There shall be 3% reservation for persons with disabilities (As per University Notification No. Coord/Statutes/13/3735 dated 29.08.2013).

(b) First preference for admission to the M.Phil Course in a department shall be given to the following categories:-

- i) Qualifying the UGC-NET (JRF)/ UGC-CSIR NET (JRF), UGC/CSIR-NET or SET/SLET/GATE.
- ii) The Teacher Fellows selected under the UGC scheme of Faculty Improvement (Teacher Fellowship holders).

(C) The merit list shall be prepared and the remaining seats (if any) shall be given to the following candidates:-

- i) who have passed the qualifying examination from the University of Jammu; or
- ii) who are permanent residents of the territorial jurisdiction of the University but have passed the qualifying examination or an equivalent examination from a University other than the University of Jammu.

Provided that students who have passed their qualifying or equivalent examination from the University of Kashmir will be treated at par with the students who have passed the corresponding examination from the University of Jammu for purpose of admission to a course which does not exist in the University of Kashmir, subject to the condition that such concession is also provided by the University of Kashmir for students who have passed the qualifying or equivalent examination from the University of Jammu and seek

admission to a course of study in the University of Kashmir for which arrangements for teaching do not exist in the University of Jammu; or

- iii) who are employees of the Central or the State Government or a Public Undertaking or any organization recognized for this purpose by the Syndicate, posted within the territorial jurisdiction of the University or son or daughter or husband or wife of such employees; or
- iv) who are not permanent residents of the territorial jurisdiction of the University of Jammu but have passed from a University other than the University of Jammu the Master's Degree Programme (qualifying examination) securing not less than 60% marks.

Provided that the number of seats under this category shall not exceed 10% of the total number of seats available with the department for the course.

Admission of candidates to the M.Phil Course shall be subject to their conduct having been certified to be satisfactory during their studies in the Master's Degree Programme.

#### **ALLOCATION OF SUPERVISOR:**

The allocation of the Supervisor for a selected student shall be decided by Departmental Research Committee of the Department in a formal manner depending on the number of students per faculty member, the available specialization among the faculty supervisors and the research interest of the student as indicated during interview by the student. The allotment/allocation of supervisor shall not be left to the individual student or teacher.

In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institution/College.

6. M.Phil programme shall be for a minimum duration of two (2) consecutive semesters or one year and a maximum of four (4) consecutive Semesters or two years.

The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil for up to 240 days.

7. Every student admitted to the M.Phil Programme shall be required to offer and undertake course/research work in the following manner:-

i) 8 Courses of Study (4 courses in each term), each course carrying 100 marks.

OR

ii) 4 Courses of Study in the 1st term and 2 courses with Project work in the 2nd term. Each course of study will carry 100 marks and the Project work will carry 200 marks.

OR

iii) 4 Courses of Study in the 1st term and dissertation in the 2nd term. Each course of study will carry 100 marks and the dissertation will carry 400 marks.

OR

iv) In the Subjects included in the Faculty of Life Science/ Mathematical Science/ Science only 2 Courses of Study in the 1st term and dissertation (including Practical Work) spread over to 1st and 2nd terms. Each course of study will carry 100 marks and the Dissertation will carry 600 marks.

**NOTE:**

The overall minimum credit requirement, including credit for the coursework, for the award of M.Phil. Degree shall not be less than 24 credits.

The course work shall be treated as prerequisite for M.Phil preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses to prepare the students for M.Phil degree.

8. The M.Phil Programme in the Department of Study in the University will be administered by Departmental Research Committee under the supervision of the Board of Research Studies in the Faculty concerned.

9. The Constitution of the Departmental Research Committee for the purposes of M.Phil shall be same as for Ph.D Course.

(a) The majority of the members shall form the quorum. All matters shall be decided by the majority of the members present. The Chairman, in the event of equality of votes, shall have the casting vote. If a meeting is adjourned for want of quorum, no quorum shall be necessary for the subsequent meeting.

(b) The DRC shall also act as RAC for each M.Phil scholar. The Committee shall have the following responsibilities:

- i. To review the research proposal and finalize the topic of research.
- ii. To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/ she may have to do.
- iii. To periodically review and assist in the progress of the research work of the research scholar.

c. The research scholar shall appear before the DRC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. After the presentation of the six monthly progress of work, the six monthly progress report shall be submitted to the DRC and the DRC shall submit it to the Institution or the concerned Board of Research Studies.

d. If the DRC finds the progress of a candidate unsatisfactory, it shall record the reasons for the same and suggests corrective measures. If the research scholar fails to implement these corrective measures, the DRC may recommend with specific reasons for cancellation of the registration of the research scholar.

10. The DRC shall also perform the following functions: -

- a) Scrutinize applications and make admission to the M.Phil Course subject to the approval of the Dean Research Studies;
- b) Draw up details of the Courses;
- c) Assign these courses to the concerned teachers of the Department;
- d) Organize lectures and seminars and arrange supervision of the dissertation/project work;
- e) Recommend names of examiners for dissertation/project work to the University;
- f) Recommend the award or otherwise of the degree to the students on the basis of assessment;
- g) Decide whether the M.Phil Course to which a candidate intends to seek admission is allied to a subject in which he/she has obtained Master's Degree or not;

Provided that in case of any difference of opinion in the DRC the matter shall be decided by the Board of Research Studies concerned.

h) An M.Phil scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA) in the coursework in order to be eligible to continue the programme and shall submit the dissertation.

i) Upon satisfactory completion of the coursework, and obtaining the marks/ grades as specified above, the M. Phil scholar shall be required to undertake research work and produce a draft dissertation within a reasonable time, as stipulated under statutes.

11. M.Phil Programme shall be a whole-time course and a student admitted to this Programme of Study shall devote himself/herself exclusively to the pursuit of study for this Programme (upto submission of dissertation in the department). There shall be at least three contact hours per week per term for each Course of Study. Every student shall also be required to participate in seminars/group discussions arranged in the Department during the programme of study. The minimum attendance required shall not be less than 75% of the total number of working days in each term. Every student must also present atleast one research paper in a conference/seminar and produce evidence for the same in the form of presentation certificate.

12. The DRC of the Department concerned shall be competent to cancel admission of a student to this programme if:

a) a student remains absent without permission of the Head of the Department concerned for a period of one month continuously.

b) a student does not attend the Department for 50% or more of the total working days in a term in an academic year.

13. The duration of examination in each course will be three hours. The examination in practical/research methodology/assignments will be wholly internal and the mode of assessment and maintenance of record shall be determined by the DRC.

14. A candidate in order to pass the course work shall be required to obtain at least grade 'C' in each course separately and grade 'B' of the courses taken together.

Provided that if a candidate after qualifying in each course separately fails to obtain grade 'B' of the course work taken together, he/she may be allowed to reappear in any course(s) in which he/she has failed to obtain 'B' grade.

15. The question paper for the term examination in each course shall be drawn by the faculty members who conducted the Course. The evaluation will be done by the two internal examiners to be nominated by the concerned Board of Studies out of which one is the teacher who has conducted the course.

16. A candidate who had fulfilled all the requirements of eligibility to appear in the first term examination but either fails to appear in the examination or having appeared or failed to qualify in all the courses of study prescribed for the 1st term may be permitted to continue his/her studies in the second term and appear in the paper(s) of the first term in which he/she had not qualified, along with the courses of the next batch.

Prior to submission of the thesis, the student shall make a pre-M.Phil presentation in the Department before the DRC that shall also be open to all faculty members and other research scholars, for getting feedback and comments, which may be suitably incorporated in consultation with the DRC.

17. The dissertation shall be submitted only when the supervisor concerned is satisfied that the dissertation is worthy of consideration in partial fulfillment of the M.Phil Degree. The candidate may incorporate in his/her dissertation/project work the contents of any work which may have been published by him/her on the subject and will inform the examiner of having done so but he/she will not submit his/her dissertation for which a degree has been conferred on anybody else by this or any other University.

In case of relocation of an M.Phil woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions are followed and the research work does not pertain to the project secured by the parent institution / supervisor from any funding agency. The scholar however will give due credit to the parent guide and the institution for the part of research already done.

18. A candidate offering dissertation will supply two type written or printed copies of the dissertation on a paper of 28 cms x 21 cms with margins of 3 cms on one side and at least one cm on the other (style to be used: Times New Roman, 12 font and 1.5 space) along with a soft copy thereof (2 CDs). Essentially both sides of the paper are to be used. It may be bounded in cloth with the name of the author and title on the outside of the cover.

The dissertation shall be accompanied by a certificate from the supervisor stating:-

- a) that the dissertation embodies the work of the candidate himself/herself.
- b) that the candidate worked under him/her for the period required under Statutes; and
- c) that he/she has put in the required attendance
- d) has presented a paper in a conference / seminar during that period.
- e) and that there is no plagiarism for which a certificate shall be attached and the work has not been submitted for the award of any other degree/ diploma of the same institution where the work was carried out, or to any other institution.

The dissertation for the M.Phil degree shall be submitted in English, provided that in case the subject is connected with any of the Oriental Classical or Modern Indian Languages, the dissertation may be written either in English or in the classical language concerned or the cognate Modern Indian Language.

Provided further that dissertation in the subject of Urdu be presented in the form of calligraphy.

19. The dissertation shall be evaluated by two examiners.

- 1) an external examiner to be appointed by the Vice-Chancellor, out of a panel submitted by the DRC in consultation with the Supervisor, and
- 2) the supervisor concerned.

Each examiner shall state in his report the detailed justification:-

- a) Whether the dissertation be-
  - i) accepted;
  - ii) re-submitted after revision;
  - iii) rejected.
- b) Whether the dissertation is fit for publication by the candidate in the original form or in a revised form;

In case there is a divergence of opinion between two examiners in regard to the acceptance of the dissertation the Vice-Chancellor may refer the dissertation to another examiner to be appointed by him/her whose decision shall be final.

20) Viva-voce shall be compulsory for all the candidates offering dissertation.

The viva-voce shall be conducted by a Board of examiners consisting of: –

- i. Head of the Department concerned;
- ii. The external examiner who examined the dissertation failing which another examiner to be appointed by the Vice-Chancellor; and
- iii. The supervisor.

The viva- voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together (External examiner and the supervisor), and shall be open to be attended by members of the DRC, all faculty members of the Department, other research scholars and other experts/ researchers.

21. No re-registration will be allowed for a candidate, who is not able to submit his/her M.Phil dissertation within a period of two years from the date of admission in M.Phil Course.

22. In case a candidate is required to revise his/her dissertation he/she shall re-submit it within a period of six months from the date the decision is intimated to him/her.

23. A candidate who has been on rolls of the department for the M.Phil course for two terms and has completed all requirements for eligibility to appear in the examination but has either failed to appear or qualify in all or any of the courses of study prescribed for the degree may be permitted to appear in the courses in which he/she could not appear or qualify, to pass the examination subsequently without attending a fresh course provided he/she completes and passes the examination in all courses prescribed for the M.Phil degree within a period not exceeding two following terms, but not exceeding the prescribed period of two years.

In case a candidate fails to do so his/her candidature to the M.Phil degree/examination shall be treated as cancelled.

24. The evaluation of the candidates both in respect of courses of study and the dissertation/project work to be submitted by them shall be done by grading method carrying the following notation:-

Notation	Credit points	Equivalent numerical Scores
O	4	80% & above
A	3	65% to 79%
B	2	50% to 64%
C	1	35% to 49%
D	0	Below 35%

The average grade point shall be calculated by dividing the total grade points secured by the total number of papers comprising the course.

Provided that the fraction of less than 5 shall be ignored and those of 5 or more shall be raised to a whole for purposes of calculating the average grade points of all grades.

25. The courses and the topics of dissertation shall be approved by the DRC of the Department.

26. A candidate may apply to the DRC for permission to modify the topic of his/her dissertation within a period of three months from the date of his/her admission in the second term.

27. Every candidate for the M.Phil degree shall be allowed to publish his/her work after successfully completing the course without permission of DRC/Board of Research Studies as a research article.

#### **DEPOSITORY WITH UGC:**

Following the successful completion of the evaluation process and announcements of the award of M.Phil, the Controller of Examinations shall submit a soft copy of the M.Phil Dissertation to the Central Library, University of Jammu within 30 days, for hoisting the same in INFLIBNET, accessible to all Institutions/Universities.

Prior to the actual award of the degree, the Controller of Examinations shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations 2016.

The office of Controller of Examinations shall complete the entire process of evaluation of M.Phil dissertation(s) within a period of six months from the date of submission of the dissertation.

28. Subject to the provisions of these Statutes, the Controller of Examinations shall publish the results on receipt of the decision of the DRC and shall issue a provisional certificate certifying to the effect that the Degree has been awarded in accordance with the provisions/Regulations of the UGC.



29. The fees will be charged from each candidate as approved by the University for the particular year.

30. The examiner shall be paid remuneration as revised from time to time.

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## **STATUTES GOVERNING DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D)**

1. The Degree of Doctor of Philosophy may be awarded in such faculties of the University as are recognized for the purpose.

1.2 Every candidate shall pursue his/her research in the Department of the University or in a research institute recognized by Syndicate as centre for research leading to Ph.D Degree in the field of study concerned.

### **Eligibility**

2 A candidate seeking admission to the Ph.D. Programme must fulfill any of the following eligibility criteria: -

I) Candidates for admission to the Ph.D Programme shall have a Master's Degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7 point scale or an equivalent grade in a point scale wherever grading system is followed or an equivalent degree from a foreign educational Institution accredited by the Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

II) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer) / Differently-abled or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace marks procedures.

III) Candidates who have cleared the M.Phil course with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil Degree shall be eligible to proceed to do research work leading to the Ph.D Degree in the same institution in an integrated manner subject to the availability of seats. Such candidate will need to apply to the HOD of the concerned department against notification.

IV) A person whose M.Phil result has been declared be admitted to the Ph.D programme of the same Institution.

V) Candidates possessing a Degree considered equivalent to M.Phil Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory

authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institution, shall be eligible for admission to Ph.D programme.

VI) Project Fellows appointed in various research projects be allowed to simultaneously pursue Ph.D. Programme subject to the condition that the topic of Ph.D be broadly related to the theme of research project (as per University Notification No. Coord/Statutes/13/3735 dated 29.08.2013) subject to fulfillment of other eligibility conditions (i.e., Entry through entrance test or under exempted category).

VII) There shall be reservation of 8% seats for SC/ST Categories each (As per University Notification No. F.Acad/11/23/10/1803-47 dated 25.05.2010).

VIII) There shall be 3% reservation for persons with disabilities (as per University Notification No. Coord/Statutes/13/3735 dated 29.08.2013).

3. The eligible Candidates desirous of joining Ph.D Programme after Master Degree Programme and those who seek registration after M.Phil shall fill up the prescribed form (as per notification) and submit it to the concerned Head of the Department. He/She shall state his/her qualification and the area he/she proposes to investigate in the application form and shall also enclose a statement of the work he/she might have already done in the proposed field of investigation. The application form shall be accompanied by the application fee as may be prescribed by the University from time to time.

#### 4. (i) Constitution of DRC

There shall be a Departmental Research Committee for each subject. The Departmental Research Committee will consist of the Convener / Head of the Department and all the faculty members of the Department. The teachers of the offsite campuses shall also be the members of the DRC. However, in case of Law, the Dean Faculty of Law shall also be member of Departmental Research Committee. The term of the Departmental Research Committee will be co-terminus with the tenure of the Head of the Department concerned.

The meetings of the Departmental Research Committee will be requisitioned by the Head and Convener and will be chaired by the Convener or the Incharge Head in the absence of the Convener. Majority of the members shall form the quorum of the meeting. All matters shall be decided by majority of the members present. The person, in the event of equality of votes shall have the casting vote. If a meeting is adjourned for want of quorum, no quorum shall be necessary for the subsequent meeting.

The DRC shall also act as the Research Advisory Committee (RAC) for each M.Phil/Ph. D scholar. The Committee shall also have the following responsibilities:

- i. To review the research proposal and finalize the topic of research.
- ii. To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/ she may have to do.
- iii. To periodically review and assist in the progress of the research work of the research scholar.

Presentation cum progress report is mandatory. Every scholar has to submit the progress report in time else he/she shall not be allowed to submit his/her thesis. The Supervisors who are on deputation or have superannuated shall send the status of their scholars through email to the Head of the Department. The research progress of such scholars shall be monitored by the HOD concerned. The attendance of the scholars has to be marked only with the Head of the Department concerned.

The research scholar shall appear before the DRC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the DRC to the Office of Dean Research Studies (DRS) certifying that the presentation of research done/ completed till date has been made by the scholar/s.

Supervisors who go on deputation or get superannuated BORS shall appoint a co-supervisor on the recommendations of the DRC of the Department concerned. Supervisors who go on deputations or get superannuated shall send the status of their scholars through e-mail to the Head of the Department. The research progress of such scholars shall be monitored by the HOD concerned.

If the DRC finds the progress of a candidate unsatisfactory; it shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the DRC may recommend to the DRS with specific reasons for cancellation of the registration of the research scholar.

The Board of Research Studies shall consider such cases as are referred to it by the Departmental Research Committee of the Department concerned.

#### **Admission:**

The students seeking admission to Ph.D. after Masters degree (other than UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/ NET/ SET/ SLET/ GATE /teacher fellowship holder or have passed M.Phil programme with entrance test (regular mode) will have to appear in the Combined Entrance Examination.

The DRC shall hold interview of the candidates admitted for Ph.D course to decide about the area of research to be followed. The application forms will be processed for provisional registration by the Department only after the candidate deposits the prescribed registration fee.

(ii) The candidates joining the Ph.D programme shall be enrolled and registered provisionally in the concerned department in the first instance. Such enrolled and provisionally registered candidates will be required to undergo a course work that is comprised of a minimum of two papers. Of these one will be Research Methodology Paper and the other shall be based on the area of research of the candidate. On the recommendation of the DRC, a Department may increase the number of Papers of the Coursework. The students may take one paper in a related or allied subject being offered by the Departments other than the Department where the student is enrolled.

(iii) The DRC shall formulate the syllabi for the prescribed papers. The course work shall be completed within a period of one semester with a minimum of 45 contact hours (spread over 90 working days) in each prescribed paper. A candidate is required to complete the course work during initial one or two semesters.

(iv) The HOD shall notify the dates for the conduct of the examination on completion of class work, and get papers evaluated. Qualifying marks in each paper shall be 55%. The students getting 55% or more in each paper or its equivalent grade in UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work shall be eligible to continue in the programme and submit the synopsis.

The grades in the course-work, including research methodology courses shall be finalized after a combined assessment by the DRC and the final grades shall be communicated to the DRS office.

(v) If student is not able to pass a Paper, he/she shall be allowed to reappear in the examination to be held in the next semester (maximum 1 year).

(vi) The provisional registration of the students in the concerned Department shall require ratification by the Board of Research Studies (BORS). After the successful completion of the course work, the Synopsis of the candidates, duly approved by the DRC, shall be presented before the Board of Research Studies (BORS) for its approval. On approval of the synopsis, the provisional registration of students shall be confirmed.

(vii) The date of effect of registration shall be counted from the date the student is enrolled through admission to the course work or as the BORS deems it fit in case of those admitted after M.Phil. The registration particulars of the students shall not be modified after two months from the date of issuance of the registration letter.

(viii) If a candidate fails to submit synopsis for Ph.D within one year from the date of enrolment his/her enrolment will automatically stand cancelled.

5. For candidates joining Ph.D with M.Phil Degree, the Ph.D Programme shall consist of only research work. They will be exempted from course work.

The Departmental Research Committee will assign the students to Supervisors keeping in view the M.Phil Dissertation and the proposed topic of research for Ph.D.

In such cases where the candidate was attached to a particular Supervisor at the M.Phil stage, the same Supervisor will continue to supervise him/her for the Ph.D also, unless the candidate or the supervisor wants otherwise.

## **6. Board of Research Studies**

(i) The Board of Research Studies concerned, after considering the recommendations of the DRC, may, if it deems fit, grant the registration, approve the topic of research and the supervisor(s).

(ii) The Board of Research Studies in each Faculty shall ordinarily meet twice a year as per research calendar, to consider applications for registration. However, a special meeting may be called at any time, if necessary.

Majority of the members shall form the quorum of the meeting.

7. (i) Every candidate shall pursue as a whole-time research scholar of the University, a course of research for not less than three years (including course-work) from the date of registration. If a candidate joins service before the completion of two years, his/her admission to Ph.D Programme shall stand cancelled.

(ii) A scholar must submit his/her thesis after a period of three years (including course-work); extension shall be granted for two years beyond three years only if the progress of research work is 50% (40% in case of women candidates and persons with disability) and the case is duly recommended by the DRC concerned.

Extension beyond 5 years will be granted only to those scholars whose research work is 80% and above (60% in case of women candidates and persons with disability). All such scholars are required to submit the thesis within one year from the date of Extension (the total period of PhD shall remain six years only. The female scholars and the scholars with disability can submit their thesis upto a maximum of eight (8) years.

Note: The department will ensure that the DRC recommends the cases of extension three months prior to the expiry of the registration period of the candidate.

(iii) In case a student undertakes employment (Govt./Private) after successful completion of two years from the date of enrolment in the Department, his/her status from whole-time to part-time will be converted by the BORS on the recommendations of the DRC.

If a student joins service (Govt./Private) after the completion of the minimum period of Ph D i.e. three (03) years, he/ she is required to get his/her status converted from whole-time to part-time by the BORS on the recommendation of the DRC.

(iv) The women candidates / Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. The women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D for up to 240 days.

**8. Part-time scholars** – Notwithstanding anything to the contrary contained in Statute 7, the following categories of employees shall be eligible for registration for Ph.D Programme as part-time scholars on production of written permission of the employer and subject to the fulfillment of other conditions of eligibility:-

i) Teachers of the University and its affiliated Govt./Private Colleges appointed on regular basis.

ii) Non-teaching employees of the University of Jammu appointed on regular basis.

- iii) Scientific staff of Research Institutes recognized by the Syndicate as Centres for research leading to Ph.D Degree.
- iv) Employees of the Central/State Government / Public undertakings / Autonomous bodies / Academic NGOs/corporate executives working in Public/Private Limited Companies with minimum of 3 years managerial experience serving within the State of Jammu and Kashmir.
- v) The candidates who are working as contractual teachers/Teaching Assistants in any of the campuses of the University of Jammu with three years' experience.
- vi) Teachers employed in the University of Kashmir, may also be considered for registration as research scholars in the University of Jammu on reciprocal basis in the areas where facilities are not available in Kashmir University.
- vii) In case of law, Judges/ Advocates with at least three years experience who are otherwise eligible may also be registered as part-time scholars.

NOTE:

- a) Regular service for the purpose of registration as a part-time scholar mean that the candidate has put in two years service against a clear vacancy after being appointed through a properly constituted Selection Committee.
- b) The employees other than University and Government College teacher seeking part-time registration for Ph.D Degree must have at least two years regular service to their credit.
- c) Registration as research scholar leading to Ph.D Degree or award of this degree in respect of every member of scientific staff employed by the approved institutions of research shall be subject to the condition that the research conducted by the scholar has been supported by two standard independent research publications.

Part-time Ph D will be allowed provided all the conditions mentioned in the extant Ph.D Regulations are met.)

9. (i) The part-time scholars shall not be permitted to submit thesis for the Ph.D Degree before the successful completion of a period of four years from the date of registration. An extension shall be granted after 4 years, for a period of 2 year on the recommendations of the Supervisor and DRC. The total period of Ph.D shall remain the same i.e. 6 years and 8 years in case of women candidates and persons with disability.

(ii) Employees who are working outside Jammu city, even if registered as part-time scholars shall be required to put in whole-time attendance at the University Department concerned for at least six months before submitting their thesis. The attendance can be completed in parts also.

10. (i) A candidate who has been registered for the Degree of Doctor of Philosophy in another University and has pursued a course of study for not less than one year after confirmed registration may be permitted by the Board of Research Studies

concerned on the recommendations of respective Departmental Research Committee to be registered as a whole-time or a part-time scholar of the University as the case may be. Such a candidate shall be allowed to submit his/her thesis after expiry of not less than three years from the date of registration, provided the topic of research offered by him/her is not substantially different from the one pursued by him/her at the University from which he/she either intends to migrate or has migrated to this University.

Relocation of a scholar: In case of relocation of a Ph D woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions are followed and the research work does not pertain to the project secured by the parent institution / supervisor from any funding agency. The scholar, however, will give due credit to the parent guide and the institution for the part of research already done.

11. Every candidate shall pursue his/her research in the Department of the University or in a research institute recognized by Syndicate as centre for research leading to Ph. D Degree in the field of study concerned.

12. The Board of Research Studies, on the recommendation of the Departmental Research Committee may permit a research scholar to be absent from the place where he/she is doing his/her research work for not more than 6 months at a stretch on the ground that it is in the interest of his/her research that he/she should work elsewhere.

Provided that the permission to do research outside shall not be granted either during the first three months after registration or the last three months of the period of research.

13. (i) A candidate may, not later than one year after his/her registration, modify his/her topic of research with the approval of the Departmental Research Committee and the Board of Research Studies. The Board may accord approval to such modification/s provided that the modified topic is relevant to the original plan of research submitted at the time of registration.

(ii) Applications for precision of title shall be submitted through the Departmental Research Committee concerned ordinarily not less than six months before the submission of thesis.

(iii) At the time of seeking modification/precision of the title the candidates shall submit the original plan of work approved by the Board of Research Studies and indicate clearly the nature and extent of modification/precision sought.

14. Allocation of Research supervisor: Eligibility criteria to be a research supervisor, co-supervisor

(i) Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.



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

(ii) Only a full time regular teacher of the University can act as a supervisor. The external supervisors are not allowed. However, Co- Supervisor can be allowed in inter-disciplinary areas from other departments of the same institution or from other related institutions with the approval of the Department Research Committee.

**Note:**

It is clarified that the University may appoint Co-supervisor from outside the Department/Faculty/University because of the fact that the topics are of interdisciplinary nature and the Departmental Research Committee feels that expertise has to be supplemented from outside provided that the terms and conditions are specified by the Departmental Research Committee. It is further clarified that the Supervisor has to be from amongst the regular faculty of the host University and only Co-supervisor can be appointed from outside the University.

(iii) The allocation of Research Supervisor for a selected research scholar shall be decided by the Departmental Research Committee (DRC of the Department concerned) depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview.

(iv) In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/Faculty.

15. The maximum number of scholars (whole-time and part-time taken together) that a Supervisor will guide at any given point of time shall be as under: -

A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars, Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.

16. On the recommendations of the Departmental Research Committee concerned, the Board of Research Studies may appoint Co-Supervisor in any particular case. However, in case of superannuation of the supervisor, he/she shall continue to supervise the existing scholars. However, Co-supervisor shall be allotted by the DRC in all such cases.

For cases of scholars who have been allotted Co-supervisors, (after the superannuation of the original guide or due to other reasons) such candidates shall be considered over and above the quota of the teachers for supervision. However, the cases

of Co-supervision should not exceed 50% of the prescribed limit for a teacher under Statutes.

17. (i) A candidate shall not be permitted to submit his/her thesis for Ph.D Degree unless his/her Supervisor(s) is/are satisfied that the thesis presented is worthy of consideration for the award of Ph.D Degree.

(ii) The candidate will present his/her findings of research to the teaching staff and research scholars of the department concerned in a seminar before the submission of the abstract of the thesis. The seminar will be followed by discussion in which the candidate will defend his/her work. Information to the effect that the seminar has been conducted must be communicated to the Dean Research Studies by the Head of the Department.

(iii) As far as possible the candidate will incorporate suggestions emanating from the discussion in the seminar presentation.

(iv) A Ph.D. scholar must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the thesis for adjudication and produce evidence for the same in the form of presentation certificates and/or reprints.

18. (a) A candidate shall supply five (six in case a candidate is working under two Supervisors) printed/typed/photocopies but not published copies (and one soft copy) of the thesis which shall comply with the following: -

i) it may be a piece of research characterized either by the discovery of facts or by a fresh approach towards the interpretation of facts or theories in either case, it should evince the candidate's capacity for critical examination and sound judgment. The candidate shall communicate how far the thesis embodies the result of his/her own observations and in what respect his/her investigations appear to him/her to advance knowledge in the subject.

Further a plagiarism certificate shall be added by the research scholar and the supervisor attesting to the originality of the work, vouching that there is no plagiarism beyond the permissible limit and that the work has not been submitted for the award of any other degree/ diploma of the same institution where the work was carried out, or to any other institution.

ii) it shall be satisfactory so far as its literary presentation is concerned and must be in a form suitable for publication;

iii) the thesis typewritten or printed or photocopied essentially on both sides must ordinarily be on a paper of 28 cms. X 22 cms, or A4 size with margins of 3 cms. On one side and against one cm. on the other (Font size 12 of Times New Roman and line spacing 1.5). It must be properly bound with name of the author and the title printed on the face of the cover.

(b) The thesis shall be accompanied by a certificate from the Supervisor(s) stating-

- i) That the thesis embodies the work done by the candidate. It is original and not copied from any other source.
- ii) That the candidate worked under him/them for the period required under Statutes.
- iii) That the candidate has put in the required attendance in the Department.
- iv) The candidate fulfils all the requirements of the UGC-MSP-2016 regulations.
- v) That the candidate has fulfilled the statutory conditions as laid down in Section 18.

19. The thesis shall be submitted in English provided that in case the subject is connected with one of the Oriental Classical, Modern Indian Languages or Buddhist Studies, the thesis may be written either in English or any other language approved by Departmental Research Committee.

Provided further that thesis in the subject of Urdu may be presented in the form of calligraphy.

20. The candidate may incorporate in his/her thesis the contents of any work which he/she may have published on the subject and shall mention in his thesis that he/she had done so but he/she shall not include in his/her thesis any work for which a Ph.D Degree or any other Degree has already been conferred by this or any other University.

21. On receiving information from the Supervisor through the Head of the Department concerned that the thesis is complete and likely to be submitted within a period of three months from the date of submission of the abstract, the Vice-Chancellor in consultation with the Dean of the Faculty shall appoint three external examiner(s). Before appointing the examiners, the Vice-Chancellor shall have before him/her an abstract of the thesis including the contents and brief description of the topic pursued.

**EXPLANATION:**

The following procedure will be adopted for appointment of external examiners:-

- i) The Supervisor shall submit a panel of at least 6 persons not below the rank of University Professor to the Head of the Department concerned. Scientists and other professionals not below the rank of a University Professor may also be included in the panel for appointment as examiners.
- ii) The HOD/Convener of the Department may add to the panel a maximum of four persons not below the rank of University Professor and forward the same to the Dean of the Faculty. The Dean shall get the examiners appointed by the Vice-Chancellor.
- iii) In case of a Faculty having one Department only, the Dean of faculty may add to the panel one or two persons not below the rank of University Professor.

iv) The Vice-Chancellor shall approve the External Examiner in consultation with the Dean of the faculty concerned and the Dean concerned shall forward the same to the Controller of Examinations along with relevant papers for further follow up action.

22. Before submission of thesis, a scholar shall be required to obtain 'No Outstanding Certificate' from the Central Library/Departmental Library/Store Laboratory/Internet Lab./Computer Lab. / Provost Hostels etc. and submit the same to the Head of the Department.

23. (a)The Scholar shall be governed by the Statutes and Regulations relating to discipline of students of the teaching departments of the University as prescribed by the University from time to time.

(b) The Board of Research Studies based on the recommendations of the Head of the Department concerned shall be competent to cancel registration of a scholar on grounds of misconduct/misrepresentation/suppression of facts during the period he/she remained on rolls of the department as a research scholar.

24. The thesis shall be accepted on the recommendations of the majority opinion of External Examiners who will be required to submit their evaluation reports and recommendations in the Performa prescribed by the University for the purpose.

25. The Examiners may recommend that the degree be awarded or that the thesis be rejected or may make such suggestions as they may deem fit for the improvement of the thesis for its re-submission.

26. The candidate, who is required to re-submit his/her thesis, must do so not earlier than six months and not later than two years from the date the decision in this respect is communicated to him/her. On re-submission, the thesis may only be examined by the original Board of examiners, unless they or any of them is/are, not available or unwilling to act, in which case, substitute examiner(s) shall be appointed, preferably from within the panel submitted earlier.

27. (a) In case of rejection of Ph.D. thesis by an external examiner, the Institution shall send the thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

(b) If all the examiners have recommended conduct of viva-voce, a committee of following shall review the reports of the examiners before an examiner is appointed for conduct of the viva-voce: -

- a) Dean Research Studies
- b) Dean of concerned Faculty

- c) Controller of Examinations
- d) Head of the concerned Department
- e) Supervisor(s)

In case, the examiners have made some suggestions to be incorporated in the thesis before viva-voce, the same may be highlighted by the committee. The candidate in such like situations will be sent a gist of the changes to be incorporated within three months or as the committee decides.

Certificate for having completed the desired changes – duly endorsed by the DRC, shall be sent to Dean Research Studies who will seek the final approval of Vice-Chancellor. Thereafter, the viva-voce may be fixed.

28. The degree shall be awarded only after viva-voce test is held:

a) The viva-voce shall be conducted by not less than two examiners, one external and one internal (Supervisor) if all the examiners have recommended acceptance of the thesis; or

b) Not less than three examiners, two external and one internal (Supervisor) if any of the examiners has not recommended acceptance of the thesis. In case one of the external examiner does not recommend acceptance of the thesis, he/she will invariably be invited for viva-voce examination.

c) In case the supervisor (internal examiner) is not available and is not likely to be available in the next three months after the receipt of the last report for conducting the viva-voce test, the Vice-Chancellor in consultation with the Chairman, Departmental Research Committee and Dean of the Faculty concerned, may appoint a substitute.

d) The public viva-voce of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiners, on the thesis are satisfactory and include a specific recommendation for conducting the viva-voce examination. The Departmental Research Committee members, all faculty members of the department, research scholars and other interested expert/researchers shall be invited to attend the viva-voce. They will not ask any question but shall only be the observers.

29. If a candidate is not recommended for the Degree by the examiners at the viva-voce examination, he/she may be permitted to re-appear at a subsequent viva-voce examination to be held not earlier than three months from the date of his/her first viva-voce. The viva-voce examination of the candidate for the second time shall be conducted by the original examiners unless they or any of them is/are not available, or unwilling to act as such. In such case substitute examiners shall be appointed preferably from within the panel submitted earlier.

30. The report of the examiners shall be placed before a Committee consisting of the:-

- i) Vice-Chancellor;

- ii) Pro Vice-Chancellor, if any;
- iii) Dean Research Studies;
- iv) Dean of the Faculty concerned;
- v) Head of the University Teaching Department concerned; and
- vi) Supervisor(s).

31. (a) The Controller of Examinations shall provide a photocopy of the original reports of both External and Internal Examiners for future reference to the candidate if he/she is able to defend his/her thesis successfully in the open viva-voce examination and has completed all other formalities. However, permission to publish the thesis will be accorded to the candidate on submission of an application and also a certificate from the Supervisor(s) that the suggestions made by the examiners in the extent of the reports supplied to the candidate have been incorporated in the revised thesis.

(b) The candidate shall, on publication of the thesis, state on the title page that it is a thesis approved for Ph.D Degree of the University of Jammu.

(c) Following the successful completion of the evaluation process and before the announcements of the award of Ph.D degree(s), the concerned Department of the University shall submit a soft copy of the Ph.D thesis to the Controller of Examinations within a period of 30 days, for hoisting the same in INFLIBNET, accessible to all Institutions/Universities. A soft and a hard copy of thesis may also be sent to the Central Library.

(d) Prior to the actual award, the University shall issue a provisional certificate certifying to the effect that the Degree has been awarded in accordance with the provisions/regulations of the UGC (2009/2016).

(e) The Controller of Examination shall complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

32. The fees will be charged from each candidate as approved by the University for the particular year.

33. The remuneration payable to an examiner shall be as admissible under rules.

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# **GUIDELINES FOR MODEL CODE OF CONDUCT ON THE CAMPUS**

## **Guidelines For Model Code of Conduct on the Campus**

Notwithstanding anything contained in the regulations governing “Discipline of students of the teaching departments of the University”, Regulation 10-A of Chapter III regarding “Code of Conduct for the University Teachers” and the “Jammu & Kashmir Government Employees Conduct Rules, 1971” which are applicable to the non-teaching employees of the University and apropos to the interaction held by the University authorities with the office bearers of students’ organizations and the students/scholars representatives for the last over few days, the following guidelines are hereby laid down and circulated for the information and adherence and applicability for ONE AND ALL who form the composite University community :-

### **CODE-1 :-**

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**Any act of violence/assault/manhandling/verbal abuse/damage to property by any constituent of the University community, in whatsoever form, on the campus shall henceforth be regarded as a serious indiscipline/misconduct and shall call for immediate following actions, within three days, on being found correct by a preliminary enquiry :-**

- (i) Immediate suspension of the student/employee pending detailed enquiry which shall be completed within ten working days.**
- (ii) In case of students, the Dean Students Welfare shall maintain a record of habitual offenders and such act for more than three times shall be treated a ground of his rustication from the University.**

However, in case of grave misconduct in the first instance, rustication can be done – on the recommendations of the committee.

The disciplinary/competent authority in all the above (i) and (ii) shall be the authority as prescribed in the existing rules/statutes/regulations as mentioned aforesaid.

**CODE-2 :-**

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The Public Area of the Campus shall henceforth be a no liquor/drugs consumption zone in addition to the existing no smoking zone. Any infraction of these instructions/guidelines shall be dealt with under the new set of guide lines mentioned in (1) above.

**CODE-3 :-**

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The Chapter containing regulations with regard to discipline of students/ scholars of the University shall henceforth be a part of the admission prospectus so as to generate proper awareness as well as awakening of one and all.

For the University Hostels, the following shall be taken as amendments to the existing guidelines :-

- (i) All the boarders of the University hostels shall adhere to the rule of taking any guest in the hostel only after fully registering their names, addresses and other particulars, on the register kept for the purpose.
- (ii) Any boarder found without such entry shall himself be responsible for this lapse.



- (iii) Any act of indiscipline/misconduct/misbehavior of the guests shall make the boarder liable for immediate action as have already been defined in (1) above.
- (iv) ***RAGGING IN ANY FORM ON THE CAMPUS, INCLUDING HOSTELS, SHALL BE TAKEN AS A VERY SERIOUS OFFENCE AND WILL INVITE VERY STRICT ACTION FROM THE UNIVERSITY AUTHORITIES.***

**CODE-5:-**

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**There shall be a cooperative security group with the participation of the elected representatives of the teachers association, non-teaching employees unions, scholars association and Departmental representatives and Class representatives under the chairmanship of Dean Students Welfare and Provost (Hostels), which shall formally meet at 1:30 P.M. on first Wednesday of every month (without any further notice), in the DSW office, to have healthy inter action and shall be the recommendatory body for any further addition/ alteration to the above guidelines.**

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