

AC02.2 DOCTOR OF PHILOSOPHY PROGRAMME

Under statute 23.1.1 and 23.1.3 of Assam Don Bosco University

Objective

1. The University shall offer a Ph.D. programme with the objective of enabling a scholar to undertake research which leads to a contribution to the body of existing knowledge characterized either by the discovery of new facts, solution of unsolved problems, development of new techniques or by reinterpretation of known facts or new solutions to problems. A research scholar who has completed the Ph.D. programme of the University should be capable undertaking independent research and with further experience, should be able to guide others in research.
2. The Ph.D programme shall comprise two parts, viz., (a) course work and (b) thesis.

Admission and Eligibility

3. Admission to the Ph. D. programme shall be either directly or through M. Phil./M. Tech. programme.
4. The number of seats available for Ph.D. in each Department shall be determined by the Department in accordance with the norms laid down by the UGC and forwarded to the School Board.
5. Candidates who have obtained at least 55% marks for Master's Degree in the concerned subject or an allied subject shall be eligible for admission directly to the Ph.D. Programme. Candidates admitted through an M. Phil./M. Tech. Programme, will be required to obtain a CGPA of 6.0 to be admitted to the Ph. D. programme.
6. Such candidates are required to appear for a written test and/or an interview to be conducted by the Department of Studies organizing the programme. Candidates shall be selected for admission into the programme according to merit determined after giving suitable weightage to the following as specified in the Regulations:

- a. marks in the Master's Degree/grades obtained at M. Phil./M. Tech.
- b. performance in the test and/or interview

The admission shall be finalised on the basis of the number of seats available and the performance of the candidates.

7. The following categories of persons may not be required to appear at the written test provided for under this Ordinance: A candidate who
 - a. is awarded a fellowship on the basis of a National level examination recognised by UGC
 - b. has successfully completed a recognized M.Phil. programme
 - c. has completed at least one year of research in a research laboratory/institute
 - d. has completed at least one year of research in a University/Institution under a supervisor who may have subsequently joined this University
 - e. has Master's degree in the relevant or allied subject and at least seven years' experience of administration, management and specialized knowledge in the proposed field of research, to the satisfaction of the University Department of Studies concerned
 - f. is a teacher of this University.
8. In all cases, there shall be an interview to be organized by the Department conducting the programme at which the candidate discusses his/her research interest/area.

Duration

9. No scholar shall be permitted to submit the thesis for the Ph.D. degree, unless s/he has pursued research at the University for not less than two years from the date of the candidate's registration for the Ph. D. programme. Provided that in the case of candidates admitted to the programme through an M. Phil./M.Tech., programme pursued in this University, s/he may submit the thesis one year after the registration.
10. The name of a scholar shall be removed from the rolls of the University if s/he fails to submit his/her thesis within five years of the date of registration. Provided that in exceptional circumstances, the School Board on the recommendation of the Department of Studies may extend the registration of the candidate for a maximum period of two more years. If the candidate fails to submit his thesis within the extended period his registration shall lapse automatically.

Course work

11. There shall be a course work for a minimum period of one semester (six months). The course work shall be treated as preparation for Ph.D. and must include a course in research methodology which may include quantitative methods and computer applications. It may also involve reviewing of published research in the relevant field. If a course in research methodology was included in the

M.Phil./M.Tech. course work, the School Board may decide to waive the course work for a candidate who has completed M. Phil./M. Tech. course work with a minimum grade point of 6.00.

12. The course work may be carried out by doctoral candidates in related Departments/Institutes either within or outside the University.

Evaluation of course work

13. The evaluation of the course work will be internal.
14. The performance of the candidate shall be graded as follows:

Grade	Description	Grade Points
O	Outstanding	10
E	Excellent	9
A+	Very Good	8
A	Good	7
B	Average	6
F	Not Recommended	0

15. Only candidates securing a minimum grade point of 6.00 shall be permitted to continue in the programme.

Supervisor

16. A candidate shall be assigned a supervisor by the Department at the time of admission depending on the available specialisations among faculty supervisors and the research interest of the student.
17. The supervisor shall be a person with a Ph.D. degree, with at least three years' experience in research/teaching after acquiring Ph.D. The supervisor shall ordinarily be from the University. In exceptional cases, a supervisor from a recognized institution having at least five years' experience in research/teaching after acquiring Ph.D. and proven ability to guide research may be recognized as a supervisor by the Academic Council.
18. The supervisor helps a candidate to choose an area of research, initiates the candidate into it and guides him/her in pursuing research in the chosen area. During the period of the course work, the supervisor assumes the role of mentor.
19. To ensure that the supervisor is able to devote adequate time and attention to candidates under his/her guidance, a supervisor may not guide more than eight Ph.D. scholars at a time.

Registration

20. After the period of course work, a candidate shall apply to the School Board of Studies for formal registration through the Departmental Board of Studies in the proforma as may be prescribed by the University. The application shall be accompanied by a detailed research proposal including the topic, scope of its study, tentative hypothesis and research methodology including sampling and design, where necessary. The date on which the School Board accepts the proposals for registration shall be the date of registration of the scholar for the purpose of this Ordinance. However, the maximum permissible period between the date of admission and the date of registration for Ph.D. programme shall be 18 months.
21. In case a candidate wishes to change the topic of research, s/he should do so within one year from the date of his registration. The modified research proposal should be submitted to the School Board through the Departmental Board of Studies for its consideration and approval.

Progress of Work

22. The Supervisor will regularly monitor the progress of the research work of the candidate. If the Supervisor finds that the progress of the work is not satisfactory, a report to that effect shall be submitted to the School Board through the Department Board of Studies for appropriate action.

Pre-Submission Seminar

23. When the Supervisor is of the opinion that the thesis is in the final stage of completion, well in advance before the likely date of submission, the scholar shall be required to give a pre-submission seminar on his research findings. This seminar will be given in the presence of a Committee of at least three faculty members, of which one will be from outside the Department. The candidate may

incorporate the recommendation of the Committee in his dissertation under the advice of the supervisor. Other faculty members and research students may also be present at the seminar.

Title Modification

24. If there is a need for modification of the title of research the candidate shall submit an application to the School Board through the Departmental Board of Studies at least 4 months before the date of submission of the thesis for approval.

Submission of Thesis

25. The candidate shall submit a thesis. The thesis shall be a piece of research work characterised either by the discovery of new facts or by fresh interpretation of facts or theories. In either case it should evince the candidate's capacity for critical examination of ideas, original thinking and judgment. It shall also be satisfactory as far as its literary presentation is concerned.
26. In the thesis s/he may incorporate the text of any work which s/he may have published on the subject. But s/he shall not submit as his/her thesis any work for which a Degree has been conferred on him/her by this or any other University.
27. The thesis shall include a certificate from the Supervisor and the declaration from the candidate that the thesis incorporates the student's bonafide research and that this has not been submitted for the award of any degree in this or any other University or Institute of learning.
28. The application for submission of thesis shall be countersigned by the Head of the concerned Department. The Head of the Department will then forward the thesis together with the observations of the Committee for pre-submission seminar to the Controller of Examinations for further necessary action.
29. The candidate shall be required to publish one research paper in a referred journal before the submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint at the time of submission of the thesis.

Panel of Examiners

30. At least two months before the proposed date of submission of the thesis, the supervisor shall present a panel of six names of examiners to the Department to be forwarded to the School Board for recommendation and submission to the Academic Council for approval. The School Board shall also submit a copy of the panel of Examiners to the Controller of Examinations.

Evaluation

31. The thesis will be examined by three examiners (one of them being the supervisor) to be appointed by the Vice-Chancellor from the panel approved by the Academic Council. Two of the examiners shall be from outside the University. However a supervisor shall not act as an examiner where a candidate is a wife or husband, son or daughter, brother or sister of the supervisor. Where a candidate is related to the supervisor as such, the thesis submitted by a candidate for Ph.D. degree shall be sent to another examiner selected from the panel of examiners.

Examiner's Report and Viva-Voce

32. Each examiner shall, after examining the thesis submitted by the candidate for the award of the Ph.D. Degree, submit a report in a prescribed proforma to the University containing a clear recommendation that in his opinion
 - a) the thesis is recommended for the award of Ph.D. Degree
 - b) the thesis should be modified/revised; or
 - c) the thesis may be rejected.
33. If both the external examiners recommend the thesis, the Ph.D. scholar shall be required to defend his/her thesis at a viva voce examination. The School Board shall arrange for the viva voce examination within one month of the receipt of the recommendation of the examiners.
34. However, if both the external examiners reject the thesis no degree shall be awarded.
35. In case an external examiner suggests some modifications/ improvements of the thesis on certain specific lines or points out certain lacunae in the thesis, the candidate should be asked to reply or modify the thesis as suggested and resubmit the thesis to be forwarded to the concerned examiner within a period of one year from the date of intimation of the requirement of modification by the University. If the candidate decides to reply to the points/observations raised by the examiner and if the reply is not accepted by the examiner and the candidate does not accept the modifications

suggested, the matter shall be referred to a Committee of Experts to be appointed by the Vice-Chancellor.

36. If only one of the external examiners rejects the thesis, it should be referred to a fourth examiner to be nominated by the Vice-Chancellor out of the panel already approved by the Academic Council. The opinion of the fourth Examiner shall be final.
37. The viva voce examination of the candidate will be conducted by a board comprising the following members:
 - a. Supervisor of the student who shall also be the convenor of the board
 - b. The Head of the Department or the Dean of the School (if there is no Head of the Department). In case the Head of the Department or the Dean of the School is the supervisor, the Vice Chancellor may appoint another member from among the faculty members of the concerned School.
 - c. One of the external examiners, to be specified by the Vice Chancellor at the time of fixing the examiners for the evaluation of the thesis. If this examiner is unable to be present, the other external examiner shall be appointed. In case neither of the external examiners is able to be present to conduct the Viva Voce examination, another external examiner, preferably from the panel approved by the Academic Council, may be appointed by the Vice Chancellor in his/her place.
38. At the viva voce examination, the Board shall satisfy itself
 - a. that the thesis submitted by the candidate is his/her own work; and
 - b. that the grasp of the candidate of the broad field of his/her study is satisfactory
39. The viva voce Board may, on the basis of the unanimous opinion of its members, recommend to the School Board either
 - a. that the candidate be awarded the Ph. D degree or
 - b. that the thesis be referred back to the candidate for revision and resubmission; or
 - c. that the thesis be rejected and the candidate be not awarded the Ph.D. degree.
40. The manner in which the viva voce examination is to be conducted shall be prescribed by the viva voce board itself.

Re-Submission of Thesis

41. A candidate whose thesis has been referred back for revision shall re-submit it for the award of the Ph.D Degree within one year of the intimation of the decision of the University.
42. A thesis which has been re-submitted shall be examined by the same external examiner(s). In case the examiner(s) is/are unwilling to act as such, another examiner(s) may be appointed by the Vice-Chancellor from the approved panel of examiners.

Award of Degree

43. Based on the report of the examiners and the Viva-Voce Board, the School Board may recommend to the Academic Council that the Ph. D. Degree may be or may not be awarded to the candidate. A copy of the recommendation of the School Board may be sent to the Controller of Examinations for declaration of the provisional result.

Removal of Difficulties

44. Notwithstanding anything contained in the above Ordinance, the Vice- Chancellor may take such measures as may be necessary for removal of difficulties.