

REGULATIONS GOVERNING THE AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY, DOCTOR OF SCIENCE AND DOCTOR OF LITERATURE

2019



**Binod Bihari Mahto Koyalanchal University,
Dhanbad, Jharkhand – 828130**

Members of the Core Committee for Preparing 'Ph.D./D.Sc./D.Litt. Regulation'

Prof. (Dr.) A. K. Srivastava, Vice-Chancellor	Chairman
Prof. (Dr.) A. K. Mahato, Pro Vice-Chancellor	Member
Dr. Dilip Kumar Giri, CCDC	Convener
Dr. Ranjana Srivastava, Head, University Dept. of Economics	Co-ordinator
Dr. B. Kumar, Dean, Faculty of Science	Member
Dr. B. N. Sinha, Dean, Faculty of Commerce	Member
Dr. Debjani Biswas, Dean, Faculty of Social Science	Member
Dr. Seema Sinha, Dean, Faculty of Humanities	Member
Dr. S. K. Sharma, Dean, Education	Member
Dr. L. B. Singh, Dean Students' Welfare	Member
Dr. Meena Shrivastava, Proctor	Member
Dr. S. K. Sinha, Head, Univ. Dept. of Zoology and EVS & DM	Member
Dr. B. K. Sinha, Principal, PKRM College, Dhanbad	Member
Dr. Navita Gupta, Head, University Dept. of Life Science	Member
Dr. Satyajit Kumar Singh, Controller of Examinations	Member
Col. (Dr.) M. K. Singh, Registrar	Secretary

Contents

S. No.	Title	Page No.
1.	PREAMBLE	7
2.	THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)	7
3.	REGULATIONS FOR AWARD OF Ph.D. DEGREE	7
4.	REGULATORY BODIES	8
5.	POST GRADUATE RESEARCH COUNCIL (RC)	8
6.	DEPARTMENTAL RESEARCH COUNCIL (DRC) AND ITS FUNCTIONS	9-10
7.	ELIGIBILITY CRITERIA FOR ADMISSION TO Ph.D. PROGRAMME	10
8.	Ph.D. ENTRANCE TEST (PET)	11
9.	PROCEDURE FOR ADMISSION TO Ph.D. PROGRAMME	11
10.	EXEMPTION FROM Ph.D. ENTRANCE TEST (PET)	11-12
11.	STRUCTURE OF THE Ph.D. ENTRANCE TEST (PET)	12-14
12.	CATEGORIES OF REGISTERED CANDIDATES	14
13.	DURATION OF THE Ph.D. PROGRAMME	15
14.	INSTITUTIONS WHERE RESEARCH WORK CAN BE UNDERTAKEN	15
15.	ALLOCATION OF RESEARCH SUPERVISOR	15-19
16.	PROVISIONS FOR THE INTERDISCIPLINARY RESEARCH WORK	19
17.	COURSE WORK	20-21
18.	COURSE FEE	21
19.	SYNOPSIS OF THE PROPOSED RESEARCH WORK	22
20.	REGISTRATION PROCEDURE	22
21.	MODIFICATION OF RESEARCH SCHEME	23
22.	MONITORING PROGRESS OF CANDIDATE	23-24
23.	EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS FOR AWARD OF THE DEGREE	24-25
24.	CANCELLATION OF REGISTRATION	25
25.	TRANSFER OF REGISTRATION/CHANGE OF SUPERVISOR	26
26.	PRE-SUBMISSION SEMINAR	26

27. GENERAL COMPOSITION OF THESIS	27-28
28. FORMAT/LAYOUT OF THE THESIS	28-29
29. SUBMISSION OF THE THESIS	29
30. EVALUATION OF THE THESIS	30-31
31. ORAL OR PRACTICAL EXAMINATION	31-32
32. AWARD OF DEGREE	32
33. TREATMENT OF Ph.D. THROUGH DISTANCE MODE/PART-TIME	33
34. AWARD OF Ph.D. DEGREES PRIOR TO NOTIFICATION OF THESE REGULATIONS OR DEGREES AWARDED BY FOREIGN UNIVERSITYS	33
35. DEPOSITORY WITH INFLIBNET	33
36. REGULATIONS FOR AWARD OF DOCTOR OF SCIENCE (D.Sc.) AND DOCTOR OF LITERATURE (D.Litt.) DEGREE	34
37. ELIGIBILITY FOR REGISTRATION	34
38. ELIGIBILITY OF THE SUPERVISOR	34-35
39. PROVISIONS FOR THE INTER-DISCIPLINARY RESEARCH WORK	36
40. WHERE SUPERVISOR NOT REQUIRED	36
41. INSTITUTIONS WHERE RESEARCH WORK CAN BE DONE	37
42. NUMBER OF CANDIDATES	37
43. CATEGORIES OF REGISTERED CANDIDATES	37
44. DURATION OF THE RESEARCH PROGRAMMES	38
45. RESIDENTIAL REQUIREMENTS	38
46. SYNOPSIS OF THE PROPOSED WORK	38
47. REGISTRATION PROCEDURE	38-39
48. MODIFICATION OF RESEARCH SCHEME	39
49. CHANGE OF SUPERVISOR	39-40
50. MONITORING PROGRESS OF CANDIDATE	40
51. CANCELLATION OF REGISTRATION	41
52. PRE-SUBMISSION SEMINAR	41
53. GENERAL COMPOSITION OF THESIS	41-42
54. FORMAT/LAYOUT OF THE THESIS	42-44

55. SUBMISSION OF THE THESIS	44
56. EVALUATION OF THE THESIS	44-45
57. ORAL OR PRACTICAL EXAMINATION	45-47
58. AWARD OF DEGREE	47
59. TREATMENT OF D.Sc./D.Litt. THROUGH DISTANCE MODE/PART-TIME	47
60. AWARD OF D.Sc./D.Litt. DEGREES PRIOR TO NOTIFICATION OF THESE REGULATIONS OR DEGREES AWARDED BY FOREIGN UNIVERSITYS	47
61. DEPOSITORY WITH INFLIBNET	47-48
62. APPENDIX-A: APPLICATION FORM FOR REGISTRATION IN RESEARCH PROGRAMMES	49-54
63. APPENDIX-A1: PRE-REGISTRATION SEMINAR: PERFORMA-1	55
64. APPENDIX-A2: PRE-REGISTRATION SEMINAR: PERFORMA-2	56
65. APPENDIX-A3: REPORT ON PERCENTAGE OF PLAGIARISM IN THE SYNOPSIS	57
66. APPENDIX-A4: SUMMARY OF THE CANDIDATE FOR THE Ph.D. REGISTRATION	58
67. APPENDIX-B: DECLARATION BY THE CANDIDATE	59
68. APPENDIX-C: ANNUAL PROGRESS REPORT OF THE CANDIDATE/MID-TERM SEMINAR	60
69. APPENDIX-D: DECLARATION OF ATTENDANCE	61
70. APPENDIX-E: CERTIFICATE	62
71. APPENDIX-F: REPORT ON PERCENTAGE OF PLAGIARISM IN THE THESIS	63
72. APPENDIX-G: THESIS SUBMISSION FORMAT	64
73. APPENDIX-H: PANEL OF EXAMINERS	65-69
74. APPENDIX-I: Ph.D./D.Litt./D.Sc. THESIS EVALUATION REPORT	70-71
75. APPENDIX-J: EXAMINER'S REPORT ON THE OPEN VIVA - VOCE EXAMINATION	72-73
76. APPENDIX-K: REQUIRED INFORMATIONS/DOCUMENTS ON THE DAY OF VIVA-VOCE	74-75
77. APPENDIX-L: FORMAT TO BE FILLED BY THOSE WHO ARE ALREADY SUPERVISORS/ CO-SUPERVISORS	76

78.	APPENDIX-M: FORMAT TO BE FILLED BY PERSONS WHO DESIRES TO BE APPOINTED AS SUPERVISOR/CO-SUPERVISOR FOR THE FIRST TIME	77
79.	APPENDIX-N: DECLARATION BY RESEARCH SCHOLAR	78
80.	APPENDIX-O: DECLARATION BY RESEARCH SUPERVISOR	79
81.	THESIS TEMPLATE (PRESCRIBED BY INFLIBNET)	80-91

PREAMBLE:

The **Ph.D./D.Sc./D.Litt. Programme** offered by **Binod Bihari Mahto Koyalanchal University** shall be known as **Ph.D./D.Sc./D.Litt. Regulations 2019 of Binod Bihari Mahto Koyalanchal University, Dhanbad** and will be governed by **Ph.D./D.Sc./D.Litt. Regulations 2019 of Binod Bihari Mahto Koyalanchal University, Dhanbad**. It is adopted in consonance with the provisions of the **University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016**, in supersession of the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009, notified in The Gazette of India [No. 28, Part III- Section 4] for the week July 11-July 17, 2009.

THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

The Degree of **Doctor of Philosophy (Ph.D.)** shall be awarded to a candidate on the basis of original research work of merit incorporated in a Thesis, recommended by a Board of Examiners and successfully defended by the candidate during a viva-voce. The Thesis shall demonstrate that the candidate has technical mastery of the chosen field of investigation and is capable of pursuing independent research work. The result of research embodied in the Thesis shall be a contribution to existing knowledge, either by a discovery of new facts or by discovery of some new relations between facts already known or by a critical survey of facts/issues leading to a new interpretation. The Thesis is to be ordinarily written in English or Hindi except for Literature subjects.

I. REGULATIONS FOR AWARD OF Ph.D. DEGREE

These shall be applicable to every candidate applying for admission, registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.) of Binod Bihari Mahto Koyalanchal University.

Notwithstanding anything contained in any other rule or Regulation for the time being in force, all admissions, registrations, course work and conferment of Degree shall be guided by these Regulations.

Definitions:

- **The University**, wherever mentioned in these Regulations refers to Binod Bihari Mahto Koyalanchal University, Dhanbad.
- **The Regulations** hereinafter refers to the Ph. D. Regulations 2019 of Binod Bihari Mahto Koyalanchal University, Dhanbad. The degree of Doctor of Philosophy of

Binod Bihari Mahto Koyalanchal University, Dhanbad. (herein after referred to as the Ph.D. degree) shall be awarded to those fulfilling the conditions as laid down in these regulations.

- **The Commission**, wherever mentioned in these regulations refers to University Grants Commission.
- **Department**, wherever mentioned in these Regulations refers to a Departments of the University.
- **Scholar**, wherever mentioned in these regulations refers to any eligible person who is registered at the University for any specific Ph.D. programme. Prior to registration, this person is referred to as an applicant.
- **RC**, wherever mentioned in these regulations, refers to the University/Post Graduate Research Council of the University.
- **DRC**, wherever mentioned in these regulations, refers to any Departmental Research Council of the University.
- **Guide/Co-guide/Internal Guide/External Guide** is a person approved by the DRC for the guidance of the scholar while pursuing the programme of research leading to Ph.D. degree of the University.

1. REGULATORY BODIES:

The following shall be the Regulatory Bodies to regulate and maintain minimum standards & procedure for award of Ph.D. Degree:

1.1 POST GRADUATE RESEARCH COUNCIL (RC)

The Research Council shall ensure uniform implementation of the Regulations and advise on all matters related to research.

The **University/Post Graduate Research Council** shall consist of the following persons:

- | | |
|--|------------------------------|
| • The Vice- Chancellor | Chairman (Ex-officio) |
| • The Pro Vice- Chancellor | Member |
| • The Dean of the concerned Faculty | Member |
| • All University Professors/Associate Professors in the University Department of the concerned Faculty and Colleges imparting Post Graduate teaching in the subject and | Members |

- Four teachers imparting Post Graduate teaching of the concerned Faculty to be nominated by the Vice-Chancellor in each academic Year. - Members

1.2 DEPARTMENTAL RESEARCH COUNCIL (DRC) AND ITS FUNCTIONS:

There shall be a **Departmental Research Council (DRC)** in each department to monitor and decide upon all research activities in the department. DRC will decide upon whether the research work could be carried out in this University with the available infrastructure and suggest any modification required in the research proposal.

The DRC shall consist of the following:

- **Head of the Department - Chairman (Ex-officio)**
- **All Professors /Associate Professors of the Department - Members**
- **Two Assistant Professors of the Department, according to seniority, by rotation every two years. – Members**
(If there are four or fewer than four teachers in the Department, the DRC shall consist of all teachers of the Department.)
- **Supervisors other than from the University Department will be the invited members of DRC for the candidate concerned only.**

The DRC shall appoint one of its members as Secretary and Convener.

1.3 The Departments where DRC cannot be constituted as per criteria envisaged in **Clause (1.2)**, the DRC shall be constituted as follows:

- **Dean of the Faculty – Chairman (Ex-officio)**
- **Head of the Department - Member**
- **Three regular faculty members from sister Departments/ Colleges or from other University not below the rank of Associate Professor/equivalent with the approval of the Vice -Chancellor.**

Those departments in which no regular teacher is available, DRC may constitute with sister Departments as:

S. No.	Name of New Departments	Name of the Existing Departments i.e. Sister Department as recognized by Academic Council of the University
1.	Management	Economics/Commerce
2.	Environmental and Disaster Management	Zoology/Botany/Psychology

3.	Mass Communication	English/Hindi/Urdu/Bengali
4.	Computer Science	Physics/Mathematics
5.	Life Science	Zoology/Botany, Chemistry
6.	Art & Culture	From Affiliated B.Ed./M.Ed. Colleges where there is regular appointment
7.	Foreign Languages	Humanities
8.	Law	From Affiliated B.Ed./M.Ed. Colleges where there is regular appointment
9.	Education	From Affiliated B.Ed. Colleges where there is regular appointment

1.4 In case of any dispute in DRC, the matter shall be forwarded to the Dean of the faculty, which may then be forwarded by the Dean with necessary recommendations, to the Vice-Chancellor for final decision on the matter.

1.5 Functions of DRC:

1.5.1 To review the research proposal and finalize the topic of research.

1.5.2 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.

1.5.3 To review periodically and assist in the progress of the research work of the research scholar.

1.6 A research scholar shall appear before the DRC once in year to make a presentation of the progress of his/her work for evaluation and further guidance. The annual progress report forwarded by the Supervisor shall be submitted by the DRC to the concerned Dean with a copy to the research scholar.

2. ELIGIBILITY CRITERIA FOR ADMISSION TO Ph.D. PROGRAMME:

Candidates for admission to the Ph.D. programme shall have a Master's degree or 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. 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 and, he/she has to qualify the **Ph.D. Entrance Test** organised by Binod Bihari Mahto Koyalanchal University, Dhanbad.

3. Ph.D. ENTRANCE TEST (PET):

3 (A) PROCEDURE FOR ADMISSION TO Ph.D. PROGRAMME:

- 3.1 The University shall admit Ph.D. students through an Entrance Test conducted at the level of University.
- 3.2 University shall notify the number of seats for admission subject wise well in advance in the University website and through advertisement in newspapers.
- 3.3 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC.

3.4 University shall admit candidates by a two-stage process through:

- 3.4.1 An Entrance Test shall be qualifying with qualifying marks as 50% for General candidates and 45% for SC/ST/OBC. However, a candidate will be declared to have qualified for the Ph.D. Entrance Test if he/she secures cut-off marks fixed for the relevant subject **on the basis of written test (70%) and interview (30%)** i.e., the cut-off marks shall vary from subject to subject.
- 3.4.2 A Pre-Registration Seminar to be organized where the candidates are required to discuss their research proposal through a presentation and interview/viva-voce before a duly constituted Departmental Research Council (DRC).
The interview/*viva voce* shall also consider the following aspects, viz. whether:
 - the candidate possesses the competence for the proposed research;
 - the research work can be suitably undertaken at the Institution/College;
 - the proposed area of research can contribute to new/additional knowledge.
- 3.5 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.

3. (B) Exemption from Ph.D. Entrance Test (PET):

Candidates fulfilling one of the following criteria shall be exempted from **Ph.D. Entrance test (PET)**.

- (a) Completed an M.Phil./M. Tech./M.D./M.E./M.Pharm or equivalent Degree from any recognized University in India as per the UGC guidelines amended from time to time.

- (b) Qualified in GATE/SET/NET/(JRF) Examination/Teacher Fellowship holder of the apex bodies as CSIR/UGC/ICAR/ICMR/DBT only.
- (c) Holds regular/substantive appointment as Assistant Professor in the University Departments/Colleges of this university.
- (d) Regular faculty teachers of Affiliated Colleges (appointed by competent authority against the sanctioned post) who are in continuous service having more than 10 years of teaching experience.
- (e) Holds the post of scientist in any National level Research Laboratory and has published at least two research papers in refereed journals.
- (f) Scientists/professionals working at defence and space institutions / organizations / R&D Institutes of the Government of India / State Government and with whom the University has signed a Memorandum of Understanding (MoU).
- (g) Foreign nationals holding Research Visa issued as per the guidelines of HRD, Ministry of the Government of India, provided other eligibility conditions are met.

3.6 All teachers engaged in research, working in various departments of this university under sponsored research schemes/projects shall be eligible to enroll themselves as Ph.D. scholars while continuing to hold these posts, provided they fulfill the conditions as laid down in **Clause 2** and further their registration for Ph.D. will not interfere with their normal work.

3.7 The University employees other than those covered **under Clause 3.6** shall have to take leave for six months in the last year of his/her research provided they fulfill the requirement of registration as mentioned above.

4. STRUCTURE OF THE Ph.D. ENTRANCE TEST (PET):

4.1 Syllabus and Pattern of Question Paper

(a) Syllabus:

It shall consist of various topics included in the compulsory/core papers at Post Graduate Degree level in the respective subject of Binod Bihari Mahto Koyalanchal University.

(b) Pattern of Question Paper:

The examination will be of **200 marks** and **three hours** duration. There will be **200 multiple choice objective type questions** each carrying **ONE MARK**. The questions shall be categorised into two groups i.e. Group A and Group B.

Group A: Basic concept of **Research Methodology**, which shall have **100 questions** and shall be common for all subjects.

Group B: Understanding of the subject matter as per Post-Graduation Syllabus of Binod Bihari Mahto Koyalanchal University from **Compulsory (Core) papers of the subject concerned**, which shall have **100 questions**.

(c) Interview/viva-voce:

Candidates will be selected for Ph.D. programme on the basis of both written test (70%) and interview/viva-voce (30%).

Candidates who are exempted from PET as per clause 3(B) of Ph.D. Regulations-2019 will appear in the interview/viva-voce (30%) only.

4.2 Qualifying marks:

A Ph.D. Entrance Test shall be qualifying with qualifying marks as 50% for General candidates and 45% for SC/ST/OBC. However, a candidate will be declared to have qualified for the Ph.D. Entrance Test if he/she secures cut-off marks fixed for the relevant subject **on the basis of written test (70%) and interview (30%)** i.e., the cut-off marks shall vary from subject to subject.

4.3 Publication of Result:

The result of examinations (written + viva-voce/interview) combined shall be published on University website www.bbmku.ac.in. The result of candidates, who have appeared or are appearing at the Post Graduate/Qualifying examination, shall be published within 30 days of the submission of their results of the qualifying examination.

4.4 Validity of the Result of Ph.D. Entrance Test:

The validity of the results of the previous Ph.D. Entrance Tests of the University shall cease to be operative from the date of publication of the result of the succeeding Ph.D. Entrance Test.

4.5 Application for Enrolment in Ph.D. Programme:

- (a) Candidates who have passed the **Ph.D. Entrance Test (PET) of Binod Bihari Mahto Koyalanchal University** or who are exempted from the test under **Clause 3(B)** of this regulation shall apply for admission to the respective Post Graduate Head along with all the relevant documents.
- (b) After scrutiny of applications received, a list of eligible candidates shall be displayed on the notice board/website.

- (c) In case the result is found more than the available seats in the Department, the department will take admission on the basis of merit to be decided on the basis of their marks in PG examination, publications and interview.

5. CATEGORIES OF REGISTERED CANDIDATES:

There shall be three categories of registered doctoral candidates:

- 5.1 Full Time Candidate:** All research scholars getting research fellowships, who pursue full time study in this University.
- 5.2 Part Time Internal Candidate:** Candidates who are employed in the University service and are actively engaged in the research in addition of their regular work.
- 5.3 Part Time External Candidate:** All candidates working in the colleges of other Universities or in Research Organizations, Govt. Departments or Industrial units and are pursuing Ph.D. Programme in the University, while continuing their job shall belong to this category. They shall pursue research both in their place of employment and in the University. These candidates shall spend 6 months in spells of not less than one month at a time in this University with their Supervisor during their research period. **External candidates should have a minimum of two years of professional experience after post-graduate qualifications.**

6. DURATION OF THE Ph.D. PROGRAMME:

A candidate registered for Ph.D. shall have to submit the Thesis as per the following schedule:

CATEGORY OF THE CANDIDATE	MINIMUM DURATION	MAXIMUM DURATION
Full-Time	3	6
Part-Time Internal	3	6
Part-Time External	3	6

- 6.1 Ph.D. programme shall be for a minimum duration of **three years, including course work** and a maximum of **six years**.
- 6.2 Extension beyond the above limits will be governed by the relevant Clauses as stipulated in the statute/ordinance of the University.
- 6.3 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of **two years** for Ph.D. in the maximum duration. In addition, the

women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

6.4 Residential Requirements: A full-time candidate (with research fellowship) registered for Ph.D. degree shall attend the Department daily except the statutory holidays and the leave period as entitled. A part-time candidate registered for Ph.D. degree shall put at least **two hundred days** of attendance with the Supervisor. A declaration by the full time candidate, countersigned by Supervisor and the Head of the Department, drawn up on prescribed form (**Appendix-D**) will be part of the Thesis. For part- time candidate a declaration by the candidate, countersigned by Supervisor will be part of the Thesis. (**Appendix-D**)

7. INSTITUTIONS WHERE RESEARCH WORK CAN BE UNDERTAKEN:

A candidate may be permitted to pursue a Ph.D. research programme in any of the following institutions:

- (a) A University Department.
- (b) The Department of a Constituent College/s with facilities for carrying on research leading to Ph.D. degree in the branch of proposed study concerned.
- (c) National or Regional research institution in Public Sector or well equipped R&D Department in Private Sector Undertakings recognized by the concerned Departmental Research Council.

8. ALLOCATION OF RESEARCH SUPERVISOR: (*Eligibility criteria to be a research Supervisor, co-Supervisor, number of Ph.D. scholars permissible per Supervisor, etc.*)

8.1 The proposed Supervisor must be a **Regular Teacher in the University /College** either in the cadre of **Assistant Professor /Associate Professor /Professor** and must possess a Ph.D. degree and be updated in the relevant areas of research in which he/she proposes to supervise the candidate. The proposed Supervisor should have at least **one year of service** in the University/College and a minimum of two research publications in the relevant areas of the research in refereed journals **or** Ph.D. guidance experience with research publication in refereed journal **or** successful completion of minor or major research project with research publications in refereed journals or evidence of attending at least two National **or** International Conference with at least one research publication in refereed journal (research publication not constituting the part of his/her own Ph.D. Thesis) **or** a single-authored book of high standard not related to his /her doctoral work published by a reputed publishing home.

- 8.2 Regular Teachers (Assistant Professor /Associate Professor /Professor)** of this University/Colleges may be recognised as Supervisor even if he/she does not have Ph.D. degree but have **10 years** of continuous service in the University and have valuable research contributions in the form of published research papers (at least **two** research publications in National or International refereed journals).
- 8.3 Only a full time regular teacher of the University/College** can act as a Supervisor. **External Supervisors are not allowed.** However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the DRC.
- 8.4** 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 other Departments/Institutions/Organisations, the Department, may allow a Co-Supervisor from outside the Department/ Faculty/College/Institution/organisation on such terms and conditions as may be specified and agreed upon by the consenting Departments/ Faculties/Colleges/Institutions/organisations.
- 8.5** A person can be appointed Co-Supervisor if the Supervisor consents to have such a Co-Supervisor for guidance of the interdisciplinary research work (i.e., having relevance in two aspects of the subject/different subjects/ fields in the Faculty/Faculties) provided the person is **(i)** a Ph.D. degree holder and has the capability of carrying on research as evidenced by at least **two** research papers published in refereed journal/s, and **(ii)** is associated with the University as a teacher of Post Graduate standard or a Scientist or equivalent in the research laboratory/institute located in the territorial jurisdiction of the University recognized by the DRC for carrying on such research work. Provided further that such a person is expected to remain associated with the University during the entire period of the scholar's research work.
- 8.6 Teachers, Scientists** in the cadre equivalent to **Assistant Professor or Associate Professor or Professor** having Ph.D. degree and employed for at **least five years** in substantive post in Technical Institutes in the jurisdiction of the University and imparting courses leading to post graduation degree of this University and possessing at least **three** research publications in refereed journals to his/her credit, may be considered for supervising Ph.D. programme either independently or in association with the teachers of the University.

- 8.7 Teachers employed in Colleges/University not covered by above regulation but affiliated to this University for imparting courses leading to honours graduation degrees of this University may be considered by concerned postgraduate Research Council of the University on the recommendation of the concerned DRC for supervising Ph.D. students provided teachers concerned (i) must possess Ph.D. degree recognized by this University, (ii) must hold substantive post of either **Assistant Professor or Associate Professor or Professor**, (iii) should have **five years** of continuous service in the concerned College, and (iv) must have at least **two** research publications in the refereed journals, **not constituting part of their own Ph.D. Thesis**. The students registered under such teachers will have to work in the concerned University Department under the direct administrative supervision of the DRC.
- 8.8 **Quota for Supervisors:** A Research Supervisor/Co-Supervisor who is a Professor, at any given point of time, cannot guide more than **Eight (8)** Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of **Six (6)** Ph.D. scholars at any point of time and an Assistant Professor as Research Supervisor can guide up to a maximum of **four (4)** Ph.D. scholars at any point of time. This number may change on directions of UGC/State Government/other relevant authorities received from time to time.
- 8.9 Teachers of this University enrolled as Ph.D. scholars shall be counted within the quota prescribed (**Clause 8.8**) for the Supervisors.
- 8.10 Teachers of this University who have registered themselves as Ph.D. scholars shall not be assigned any Ph.D. scholar.
- 8.11 In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, the research work shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ Supervisor from any funding agency. The scholar will however give due credit to the parent Supervisor and the Institution for the part of research already done.
- 8.12 Teachers of another University who are on deputation and fulfil the eligibility criteria (**Clause 8.1**) or appointed as scientist under Research Projects in this University shall

be eligible to guide Ph.D. scholars provided they hold lien on their substantive post and are otherwise qualified to do so.

- 8.13** Scientists/scientific officers/ research officers under research projects/ research centres of this University shall be eligible to guide Ph.D. scholars provided their appointment in the University is for a period of not less than five years and fulfil the eligibility criteria (**Clause 8.6**) and are otherwise qualified to do so.
- 8.14** Regular Teachers (Assistant Professor/ Associate Professor/ Professor) of this university shall also be permitted to guide Ph.D. scholars already registered in other Universities provided (i) there is a vacancy with the guide under whom the candidate intends to work (ii) the sponsoring University of research scholar seeks prior permission in this matter, and (iii) the concerned Departmental Research Council approves it.
- 8.15** Scientists/professionals working at institutions established by an act of Parliament, Government of India (Central Universities/ Defense & Space organizations /R & D Institutes of Govt. of India) / State Universities/Deemed Universities under the UGC Act / Private Universities established by an act of State Assembly Govt. of Jharkhand can sign the Memorandum of Understanding (MoU) with the BBMK University to be eligible to supervise a PhD Scholar/s as a co-supervisor, provided he/she (i) possess a PhD degree, (ii) working on a regular post continuously for the last five years (iii) must have at least two research publications in the refereed journal in the relevant field. They will be entitled to become supervisor with faculty members of BBMKU as Co-supervisor, only after the first Ph.D. in BBMKU under them has been successfully produced.
- 8.16** Those departments in which no regular teacher is available, the department may allow a Supervisor from outside the Department/ Faculty/ College/ Institution/ University/ Organisation under the geographical jurisdiction of the Jharkhand/Bihar/Bengal and imparting courses leading to post-graduation degree/ undertaking the consultancy/ research work in similar field and possessing at least two research publications in refereed journals to his/her credit, may be considered for supervising Ph.D. programme either independently or in association with the teachers of this University as co-supervisor. Founder teachers of such departments shall be eligible to **supervise with co-supervise to the limit of one Ph.D. degree** under BBMKU in lieu of their services rendered in establishing such departments. **This rule shall be applicable till**

regular appointment in the above Department is made. After regular appointment in the above Department, Clause 8/ 8.1 of Ph.D. Regulation-2019 shall become applicable.

8.17 Supervisor should not be related with the candidate.

8.18 Teachers who are already Supervisors or those who desire to be Supervisors or co-Supervisors for the first time shall fill the form given in **Appendix-L** and **Appendix-M** respectively.

9. PROVISIONS FOR THE INTERDISCIPLINARY RESEARCH WORK

9.1 A candidate interested in interdisciplinary research work, and eligible for registration in research programme in the University, and fulfilling the criteria as laid down in **Clause 2** of this Regulation, shall be registered in the University Department offering Master's degree in his/her subject or an allied subject.

9.2 Departments possessing the potentiality of guiding research work of interdisciplinary nature should define the areas of related and allied disciplines which shall be approved by the DRC of the related Departments.

9.3 Where the candidate has applied for conducting research on a topic of inter-department/inter-faculty areas and requests for a Supervisor from another Department/Faculty, the joint DRCs will approve the topic, synopsis with amendments, if any and assign Co-Supervisor.

9.4 The joint DRCs will assess the candidate's suitability and eligibility for registration in a Department for working on an interdisciplinary topic.

9.5 After registration of such candidates their progress will be monitored by an Advisory committee to be constituted by the joint DRC and approved by the Vice-Chancellor. This advisory committee will consist of the Supervisor, Co-Supervisor, and some other teachers from the two Departments belonging to the same area of Research/Specialization.

9.6 After the registration of such candidates, the Research proposal, the progress report, forwarding of the Thesis. evaluation of the Thesis, viva-voce or practical examination, etc. are to be done by the main Supervisor as well as the Co- Supervisor who would have an equal status in all matters pertaining to the supervision, submission and evaluation of the Thesis as mentioned in this Regulation applicable to candidates registered under single Supervisor.

10. COURSE WORK:

- 10.1 Every candidate must undergo the course work as per **UGC Regulation 2009, published in the Gazette of India, July 11, 2009.**
- 10.2 The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research and Publication Ethics, 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 (i) Basic Core Courses (subject-specific) and (ii) Advanced Level Courses preparing the students for Ph.D. degree.
- 10.3 The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.
- 10.4 All candidates admitted to the Ph.D. programmes shall be required to complete the Course work conducted by the Department during the initial one or two semesters after registration.
- 10.5 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the Academic Council.
- 10.6** The syllabus of coursework shall be approved by the Academic Council. Every Department shall notify the list and content of courses for Ph.D. programme on the University website. The credit of Course work shall be transferable between the Departments of the University and Inter-University subject to their acceptance by the RC but within the stipulated time (**Clause 10.4**).
- 10.7 Candidates already holding M.Phil. Degree and admitted to the Ph.D. programme and have already completed the course work as part of their M.Phil., may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.
- 10.8 The mid-semester and end-semester examinations shall be conducted by the Department concerned and marks in the course work papers shall be finalized after a combined assessment by the DRC. The final marks shall be communicated to the Controller of Examination of the University for the Publication of result.

- 10.9 A Ph.D. 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 a point scale) in the course work in order to be eligible to continue in the programme and submit the Thesis.
- 10.10 Students will be required to obtain at least 50% in each paper/course in order to be declared passed. But, to continue in the Ph.D. programme, a student must obtain at least 55% marks in aggregate.
- 10.11 If a student is declared pass in all papers in the Ph.D. course work by obtaining at least 50% marks in each paper, but fails to obtain 55% in aggregate, he/she shall be eligible to appear in the regular semester examination in subsequent corresponding semester. He/she may opt for appearing in any one or all of the papers in the Qualifying Examination by surrendering the marks obtained by him/her in that/those paper/papers, and the marks obtained in the Qualifying Examination shall be final. A candidate can appear in Qualifying Examination only once.
- 10.12 Students who fail to qualify in course/paper but obtained 55% marks in aggregate shall be eligible to appear for the course/same paper in the regular semester examination in subsequent corresponding semester. But the candidate can appear in Qualifying Examination only once.

11. COURSE FEE:

11.1 All the categories of students are required to submit the requisite fees, as applicable in the University.

11.2 Following are the fee structure for the Ph.D. Programme:

Application form for Ph.D. Entrance Test:	GEN/OBC	Rs. 1000.00
	SC/ST/PH/VH	Rs. 500.00
Ph.D. Registration fee		Rs. 5000.00
Ph.D. Course fee		Rs. 5000.00
Annual Research fee		Rs. 2000.00
Ph.D. Thesis submission fee (including viva-voce)		Rs. 10000.00

The fee structure may vary from time to time.

11.3 Fees once paid to the University shall not be refunded.

12. SYNOPSIS OF THE PROPOSED RESEARCH WORK:

Every candidate shall submit his/her application for registration in the doctoral programme on the prescribed form "**APPLICATION FORM FOR REGISTRATION IN RESEARCH PROGRAMMES**" (**Appendix-A**) along with **six copies of the synopsis** of the proposed research work prepared as per the guidelines stated in the form.

13. REGISTRATION PROCEDURE:

13.1 The candidates eligible and desirous of registration in Ph.D. programme shall submit the filled-in prescribed form (**Appendix-A**) to the concerned department along with the necessary supporting documents and within the stipulated time.

13.2 DEPARTMENTAL RESEARCH COUNCIL (DRC) shall scrutinize and process the Ph.D. application forms and display the list of eligible candidates on the notice board/website.

13.3 PRE-REGISTRATION SEMINAR: After the scrutiny of the Ph.D. registration forms, the candidate will be informed at least one week in advance to present his/her synopsis in an open Pre-Registration Seminar to be held in the Department, the date of which will be fixed in consultation with Dean of the Faculty concerned. Participation of the Dean of the Faculty, members of the DRC, Supervisor, other Faculty members of the Department and the Post Graduate students will be ensured by the Head of the Department. The research plan and synopsis of the proposed research programme will be discussed by the DRC as per **sub-Clause 3.4.2** and, if found acceptable, shall be recommended to the concerned Post Graduate Research Council of the University for final approval.

13.4 DATE OF REGISTRATION: The date of the successful Pre-Registration Seminar shall be taken as the provisional date of registration, subject to the approval of the Post Graduate Research Council.

13.5 APPROVAL OF RESEARCH COUNCIL: All the applications for Ph.D. registration will be considered by the Research Council. The Research Council will decide finally whether such permission for registration be given. The candidate will then be asked to deposit the requisite registration fee. The University will thereafter notify the decision of the Research Council giving the name of the candidate, name of Supervisor, the topic of research, Faculty of registration, the place work and the effective date of registration.

14. MODIFICATION OF RESEARCH SCHEME:

A candidate registered for the Ph.D. degree may be permitted to modify the scheme of his research work or the nature or scope of his/her subject with the express permission of the DRC and the Research Council at least six months before the expected date of submission. The topic registered shall in no case be changed.

15. MONITORING PROGRESS OF CANDIDATE:

15.1 The candidate shall submit progress report of his work annually to the DRC in prescribed form (**Appendix-C**) and at least present his work once before the DRC and faculty members before completion of his work, which will be termed as '**Mid-Term Seminar**'. Suggestions, if any, from the members of the DRC and the faculty present may be incorporated in the work. The DRC will forward a progress report on the prescribed form (**Appendix-C**) for onward transmission to the Research Council. The **Mid-Term Seminar** shall be given at least **one year** prior to final submission so that suggestions of DRC may be incorporated.

15.2 Upon satisfactory progress as indicated by the DRC meetings, the draft Thesis complete in all respects shall be presented by the student in a **Pre-Ph.D. submission seminar**. The seminar shall be open to all. The feedback and comments obtained from by them may be suitably incorporated into the draft Thesis in consultation with the DRC.

15.3 The candidate shall submit the Thesis and a summary of the Thesis (**5** hard copies with a soft copy) within a month after receipt of the letter to the Controller of Examinations duly forwarded by the Supervisor, Head of the Department and Dean of the concerned Faculty.

15.4 Every Thesis shall mandatorily have a certificate of attendance from the Supervisor (**Appendix-D**) and certificate stating that it 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 (**Appendix-E**).

15.5 Every Thesis shall mandatorily have a plagiarism check certificate (**Appendix-F**).
Plagiarism: *UGC (Promotion of Academic Integrity and Prevention of Plagiarism In Higher Educational Institutions) Regulations, 2018)*

The similarity checks for plagiarism shall exclude the following:

- All quoted work reproduced with all necessary permission and/or attribution.
- All references, bibliography, table of content, preface and acknowledgements.
- All generic terms, laws, standard symbols and standards equations.

Acceptable plagiarism in the submission of Thesis will be up to 10%. If similarities are found above 10%, then such students shall be asked to submit a revised script within a stipulated time period not exceeding 6 months to meet the acceptable condition. This condition however may change as per UGC guidelines circulated to Universities from time to time.

- 15.6 Consequent upon submission of Thesis along with the requisite Ph.D. Thesis processing Fee, the student shall receive a written acknowledgement of Thesis submission by the Controller of Examination.

16. EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS FOR AWARD OF THE DEGREE:

- 16.1 Upon satisfactory completion of course work and obtaining the marks/grade, the Ph.D. scholar shall be required to undertake research work, submit the Annual Progress Report, give a Mid-Term Seminar and produce a draft within a reasonable time.
- 16.2 Prior to the submission of the Thesis, the scholar shall make a presentation at a Pre-Ph.D. submission seminar in the Department before the DRC of the concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft Thesis in consultation with the DRC.
- 16.3 Ph.D. scholars must publish from his research **at least one (1) research paper** in refereed journal and make **two paper presentations** in Conferences/Seminars prior to the submission of the Thesis for adjudication, and produce evidence of the same in the form of presentation certificates and/or reprints.
- 16.4 The Academic Council shall evolve a mechanism using well-developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the Thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work and there is no plagiarism and that the work has not been submitted for the award of any other degree from any other Institution.

- 16.5 The Ph.D. Thesis submitted by a research scholar shall be evaluated by his/her **Research Supervisor** and at least **Two External Examiners**, who are not in employment of the University/College, of whom one examiner may be from outside the country. The viva voce examination, based among other things on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners. This and shall be open to be attended by Members of the DRC, all faculty members of the Department, other research scholars and other interested experts/researchers.
- 16.6 The viva-voce of the research scholar to defend the Thesis shall be conducted only if the evaluation reports of both the external examiners on the Thesis are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner is unsatisfactory and does not recommend viva-voce, the University shall send the Thesis to another external examiner selected 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.
- 16.7 University shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. Thesis within a period of six months from the date of submission of the Thesis.

17. CANCELLATION OF REGISTRATION:

The registration of a candidate whose progress is not found satisfactory as per the recommendation of Supervisor and the DRC will be cancelled. Also, the Ph.D. registration shall be automatically cancelled if the submission date of the Thesis exceeds the maximum period stipulated for the research programme as in **Clause 6**. However, if for genuine reasons (like serious illness/accidents etc. of the scholar) submission is delayed the Vice-Chancellor shall place the matter in the Post Graduate Research council or Academic Council, and on its recommendations, can take the final decision on the matter which shall not form any precedents.

18. TRANSFER OF REGISTRATION/CHANGE OF SUPERVISOR:

- 18.1 Normally, a candidate shall be required to complete his/her Doctoral research under the supervision of his/her Supervisor. However, a candidate may be permitted for transfer of his/her registration from one Supervisor to another eligible Supervisor with the approval of the Research Council of the concerned subject.
- 18.2 Provided firstly, that the original Supervisor gives a **No Objection Certificate** for such a transfer and the new Supervisor to be appointed agrees to accept the candidate as his/her Ph. D. Scholar and is in the quota allotted to him/her.
- 18.3 Provided secondly, that the **No Objection Certificate** will not be required if the candidate justifies the non-availability of his /her Supervisor.
- 18.4 Provided thirdly, that in the case of such a transfer, a candidate shall have to work for a minimum period of one calendar year under the supervision of the new Supervisor before he is allowed to submit his/her Thesis.
- 18.5 Provided in case of sudden demise of Supervisor after **Mid-Term Seminar**, the Thesis shall be submitted under the Head of the Department concerned.
- 18.6 In case of a dispute between a candidate and his/her Supervisor, the matter shall be referred to Vice-Chancellor through necessary recommendation of Dean of the concerned faculty. The decision of Vice-Chancellor shall be final.

19. PRE-SUBMISSION SEMINAR:

After completion of the entire research work, the candidate shall apply for Pre-Ph.D. Submission Seminar, provided he/she has obtained the **Certificate of Course work** and presented the **Mid-Term Seminar**. The candidate will be required to submit the following:

- (a) Annual Progress Reports (**Appendix-C**)
- (b) Certificates of Course work and Mid-Term Seminar.
- (c) Five copies of the summary of the research work completed.
- (d) Draft copy of the Thesis complete in all respect.
- (e) Reprints (three copies) of published/accepted research papers based on the Thesis.

Head of the concerned Department after the receipt of the above documents shall fix a date for Pre-Submission Seminar in consultation with the concerned Dean of the Faculty and Supervisor and notify the same. In this seminar, the candidate is supposed to defend his work before the Dean of the Faculty, Supervisor, members of the DRC, Faculty members and students.

20. GENERAL COMPOSITION OF THESIS:

20.1 A Thesis for the degree of Ph.D. shall:

- (i) be composed upon a particular aspect of the subject stated in the candidate's application;
- (ii) embody the result of research;
- (iii) show evidence that it is a piece of research work characterized either by the discovery of new facts or is an attempt at a fresh interpretation of known facts and theories. It shall also demonstrate the candidate's capacity for originality, critical examination and judgements.
- (iv) shall be satisfactory in presentation so far as language, style and form are concerned and in the format laid down by the faculty concerned.
- (v) include an abstract not exceeding 700 words. The abstract should concisely state what was done, how it was done, principal results, and their significance;
- (vi) include reprints of published/accepted research papers.

20.2 A candidate shall indicate clearly and extensively in the **preface** to his/her Thesis and specifically in notes, the following:

- (i) The source from which information is taken.
- (ii) The extent to which he/she has availed himself/herself of the works of others and the portion of the Thesis which he/she claims to be original, and
- (iii) Whether his/her research has been conducted independently; or under advice, or in co-operation with others.

20.3 Every candidate must also include with his/her Thesis:

- (i) A **Declaration** from the Student that shows no part of this Thesis has formed the basis for the award of any degree or fellowship previously. (**Appendix-B**)
- (ii) A **Declaration** from the Supervisor about his/her attendance at the place of work. (**Appendix-D**)
- (iii) A **Certificate** from the Supervisor drawn up in the prescribed form (**Appendix-E**) that the subject matter of the scholar's Thesis is independently done under his/her guidance and that the contents of this Thesis did not form a basis of the award of any previous degree to the scholar or to anybody else to the best of his/her knowledge.

The **testimonies** by the Supervisor and the Head of the Department mentioning that the candidate, in habit and character, is a fit and proper person for the degree of Ph.D.

- (iv) **The candidate and the Supervisor shall certify that the Thesis is free from Plagiarism. (Appendix-N & Appendix-O)**

21. FORMAT/LAYOUT OF THE THESIS:

The Thesis shall be presented with the following specifications:

21.1 **Size of Paper:** A4. Thesis must be printed on one side of the paper.

21.2 **Font Type:** Times New Roman/Arial for English and Kruti Dev 010 for Hindi.

21.3 **Font Size:** Font size for English text is 12pt. in standard form and for Hindi is 14pt.

21.4 **Font of Chapter Headings and Sub-Headings:**

- Chapter headings may be written in all Capitals, bold text in point size 15
- Sub-headings are written with left margin alignment
- First level sub-headings are written in normal sentence case using bold text in point size 14
- Second level sub-headings are point size 13

21.5 **Spacing and Paragraphing:**

- Printing shall be in standardised form with 1.5 line spacing
- Leave as triple spacing (2 empty lines) in base point size 12 before and after sub-headings and one empty line after all sub-headings
- Use one empty line between left-justified paragraphs

21.6 **Margin:** Left margin should be 4cms and right and top margin should be 2cms. Bottom margins should be 2.5cms. No ornamental bordering of sides is permitted.

21.7 **Page Numbering:** Preliminary pages of the Thesis, i.e. those preceding in text are to be numbered in Roman numbered. Text should be numbered in Arabic beginning with Pg No 1 on the first page of chapter 1.

21.8 Preliminary sections of the Thesis should include, Declaration of the Candidate (**Appendix-B**), Declaration of Attendance (**Appendix-D**), Certificate from Supervisor (**Appendix-E**), Plagiarism Check Certificate (**Appendix-F**), Declaration by Candidate and Supervisor regarding Plagiarism (**Appendices- N & O**), Acknowledgement, Table of Contents, List of Tables, List of Figures/Diagrams, List of Abbreviations (if any) and an Abstract of the Thesis.

- 21.9 Illustrations and Tables should be cited in text and in numerical order. Footnotes and equations should be in consecutive numerical order.
- 21.10 **Referencing:** In text references should be numbered and numbered list of these references must be provided at the end of each chapter in order of citation. **ibid** and **op.cit** may be used appropriately.
- 21.11 **Bibliography:** All references cited in the Thesis along with other important works read and used to enhance understanding but not cited in the Thesis, must be given in alphabetical order at the end of Thesis under Bibliography.
- 21.12 **Referencing and Citation Style:** Citation i.e. a way of giving credit to individuals for their creative and intellectual works that you utilised to support your research, differs by faculty in the style of ordering, punctuating and formatting of name, date, page, work etc.
- The referencing of work and Citation style in the Thesis submitted in **Faculty of Science and Social Science** will be in **IEEE Referencing Style/American Psychological Association (APA) style (7th edition)**, for **Faculty of Humanities** except for the Indian Languages, format shall be **Modern Language Association (MLA) (8th edition)** and for **Medical Science**, it shall be **Vancouver style**.

22. SUBMISSION OF THE THESIS:

- 22.1 The concerned Head of the Departments shall forward the application for submission of Thesis along with the report of Pre-Submission Seminar and Thesis Submission Certificate (**Appendix-G**) to the concerned Dean of the Faculty within a week and the Dean shall forward the same to the Registrar of the University. The Registrar will present the above mentioned relevant documents of the candidate before the Vice-Chancellor for his order for submission of the Thesis.
- 22.2 Registrar after obtaining the order of the Vice-Chancellor will issue a letter to the candidate concerned to submit the Thesis to the Controller of Examination **within a month** of the receipt of the letter. A copy of the letter shall also be sent to the Supervisor, concerned Head of the Department and the Dean of the Faculty. After receiving the letter, and paying the requisite examination fee, the candidate shall submit **five copies**, printed or type-written, of his/her Thesis along with five copies of the abstract. The Thesis will then be forwarded by Head of the Department through the Dean of the Faculty concerned, to the Controller of Examinations of the University for Evaluation.

23. EVALUATION OF THE THESIS:

- 23.1 At the time of submission of the Thesis, the Supervisor shall submit a Panel of subject expert, drawn up in the prescribed format (**Appendix-H**), not below the rank of the Associate Professor, preferably Professor, as examiners including the Supervisor. The Panel as per the layout in **Appendix-H** shall contain the names of eight Indian experts, if possible from the same area of specialization. There should not be more than one expert from within the state of the University; other experts should be from different states across the country. The Panel will be placed before the DRC which will recommend the Panel to Examination Board for consideration. The DRC may request the Supervisor to revise the Panel if not found suitable.
- 23.2 The Thesis shall be examined by a Board of three examiners, one internal and two externals, appointed by the Vice-Chancellor/Examination Board. If necessary, the Vice-Chancellor shall have the option to nominate the examiner(s) from outside the Panel submitted by DRC and the Examination Board. The internal examiner shall ordinarily be the concerned Supervisor.
- 23.3 The Controller of Examinations shall take such steps as deemed necessary to enable the reports of the examiners to be received as quickly as possible on the prescribed form (**Appendix-I**).
- 23.4 The examiners are expected to send the reports in the prescribed form (**Appendix-I**) within three months from the date of receipt of the Thesis.
- On the reports of the Examiners, the Thesis will be either provisionally accepted (subjected to viva-voce) or rejected. The following criteria shall be adopted for the purpose:
- 23.5 If all the Examiners recommend the award of the degree, the Thesis shall be provisionally accepted. A minor modification, typing, errors, etc if specifically suggested by the examiners shall be carried out before the oral Examination is arranged.
- 23.6 If two of the three examiners do not recommend the award of the degree, the Thesis shall be rejected and the registration of the candidate shall be cancelled.
- 23.7 If only one examiner recommends the rejection of the degree then the Thesis shall be referred to another examiner to be nominated by the Vice-Chancellor from the Panel.
- 23.8 If any examiner recommends revision of the Thesis the candidate shall be permitted only once to revise and re-submit the Thesis. The Thesis shall be referred to the same

examiner for obtaining his final recommendation on the Thesis, which should only be either recommended for the award or reject it.

- 23.9 Individual cases not covered by the above regulation shall be referred to the Examination Board for its recommendation.
- 23.10 The recommendation of the examiners will be placed before the Examination Board, which will provisionally approve the report on the Thesis and recommend for oral examination.
- 23.11 Controller of Examinations will place before the Vice-Chancellor, the recommendation of the Examination Board for his approval of one of the two external examiners to be the examiner for viva-voce examination.

24. ORAL OR PRACTICAL EXAMINATION:

- 24.1 If the Thesis of the candidate is approved by all the examiners and the Examination Board, he/she may be required to sit for a written examination, if required, by any of the examiners and then shall face an oral or practical test.
- 24.2 The Supervisor, in consultation with the external examiner, will forward a tentative date for the viva-voce examination to the concerned Head, and the Head of the Department in consultation with the Dean will finalize the date of viva-voce examination and the same will be informed to the controller of Examination.
- 24.3 The Controller of Examination will issue the letters with the date of viva-voce examination to the external examiner, Supervisor, Head of the Department and the Dean of the faculty.
- 24.4 The viva-voce Examination shall be conducted as **"OPEN DEFENCE"** type examination. The viva-voce or practical examination shall be with reference to the Thesis and the special subject which he/she has offered. It shall be conducted by the DRC with two Thesis examiners (internal and at least one external) and the members of the concerned department in the office of the Dean of the Faculty.

The viva-voce is an oral defence of the candidate's Thesis and its purpose can be summarized as follows:

- 24.5 It is the means by which the awarding body determines whether the candidate has fulfilled the requirements for the award and that the Thesis is of an appropriate standard,
- 24.6 It provides a mechanism to ensure that the work is the candidate's own.

- 24.7 It helps the examiners to determine how far the candidate is able to talk about his/her research project and enables them to seek clarification on candidate's research methods and findings.
- 24.8 If the candidate fails to satisfy the examiners at the oral or practical examination, the examination Board may, on the recommendation of the examiners permit him/her to appear again at the oral or practical examination after six months, but within the period not exceeding **one year** following the date of his/her failure. On the second occasion, the Panel of oral or practical examiners shall include one more examiner nominated by the Vice- Chancellor. However, if the performance of the candidate on the second occasion is found **"NOT SATISFACTORY"** by at least two examiners, the Vice-Chancellor, if he deems it fit, shall refer the remarks of the examiners drawn on the prescribed form (**Appendix-J**) along with the Thesis to the Examination Board for the final decision.
- 24.9 The viva-voce or practical examination report of the examiners shall indicate whether the Thesis meets the requirements specified in the regulations as appropriate and shall include a reasoned statement of the examiners' judgment of the candidate's performance.
- 24.10 Examiners have the right to make comments in confidence to the University in a separate report. Such comments should not normally be concerned with the performance of the candidate but may cover, for example, matters which they wish to draw to the attention of the Department or the University.

25. AWARD OF DEGREE:

If the performance of the candidate at oral or practical examinations is found **"SATISFACTORY"**, the examiners who conducted the examination shall report to the Examination Board on the prescribed form (**Appendix-J**). The examination Board with its opinion shall then place the report before the Academic Council, which finally shall approve the award of Ph.D. degree to the candidate. A degree under the seal of the University shall be subsequently delivered to the candidate. It is a requirement for the award of the degree that one copy of a successful Thesis is placed in the University Central Library and one copy in the Departmental Library of the concerned Department.

26. TREATMENT OF Ph.D. THROUGH DISTANCE MODE/PART-TIME:

- 26.1 Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, the University shall not conduct Ph.D. Programme through distance education mode.
- 26.2 Part-time Ph.D. will be allowed provided all the conditions mentioned in the extant Ph.D. Regulations are met.

27. AWARD OF Ph.D. DEGREES PRIOR TO NOTIFICATION OF THESE REGULATIONS OR DEGREES AWARDED BY FOREIGN UNIVERSITIES:

Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009 till the date of Notification of these Regulations shall be governed by the provisions of the Ph.D. Regulations, 2019 of Binod Bihari Mahto Koyalanchal University.

28. DEPOSITORY WITH INFLIBNET:

- 28.1 Following the successful completion of the evaluation process and after the announcement of the result of the Ph.D. degree, the University concerned shall submit an electronic copy of the Ph.D. Thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges. **(Appendix-K)**
- 28.2 Prior to the actual award of the degree, the University shall issue a Provisional Certificate/result to the effect that the degree has been awarded in accordance with the provisions of the UGC Regulation, 2016.

II. REGULATIONS FOR AWARD OF DOCTOR OF SCIENCE (D.Sc.) AND DOCTOR OF LITERATURE (D.Litt.) DEGREE

1. ELIGIBILITY FOR REGISTRATION:

- (a) A candidate, who has obtained the Ph.D. degree of the University recognized by the University Grants Commission (UGC), may apply for registration as a candidate for the D.Sc. or D.Litt. degree.
- (b) A candidate without the Ph.D. degree may apply for registration for the D.Sc. or D.Litt. degree at least six sessions after he/she obtained the Master's degree securing at least 60% marks in aggregate provided in the opinion of Research Council, the candidate has made valuable research contributions to the subject in which he/she is applying for the registration. A number of good research publications in the area of his/her research in refereed journals is essential.
- (c) All employees engaged in research work in various Departments of this University under sponsored research schemes/projects shall be eligible to enroll themselves as D.Sc. or D.Litt. scholars while continuing to hold their posts provided they fulfill the conditions as laid down in **1(a) and 1(b)** of this regulation and further their registration for D.Sc. or D.Litt. will not interfere with their normal work.
- (d) The University employees other than those covered under **1(c)** of this regulation shall have to take leave for a year in the last year of his/her research provided they fulfill the requirements of registration as mentioned above.
- (e) A foreign national desirous of getting himself / herself registered in the research programmes of the University shall have to obtain **Research Visa** as per the guidelines of the HRD Ministry of Government of India.

2. ELIGIBILITY OF THE SUPERVISOR:

Every candidate for the D.Sc. or D.Litt. degree registered under **1(a), 1(b), 1(c), 1(d) and 1(e)** shall be required to carry on research work in his/her **own subject** or **allied subject** at least for three years from the date of his/her registration under the guidance of a Supervisor belonging to his/her **own subject/Faculty** or **allied subject/Faculty** to be appointed by the Research Council. The Research Council may permit a candidate of this University to work under an approved Supervisor of allied Faculty in another University. The Supervisor under whom a candidate proposes to carry on research programme must satisfy the requirements as under:

- (a) The proposed Supervisor must hold a substantive teaching position either in the cadre of **Reader or Professor** and must possess a Ph.D. degree in relevant areas of research in which he/she proposed to supervise the candidate. The proposed Supervisor should have a minimum of **five** original research publications in the relevant areas of research in the refereed journals, excluding the research papers he/she published from his/her Ph.D. Thesis.
- (b) Teachers of this University as defined in **2(a)** of this regulation may be recognized as Supervisor even if he/she does not have Ph.D. degree but have **15 years** of service in the University and have valuable research contributions in the form of published research papers at least **seven original research** publications in the refereed journals.
- (c) Teachers/Scientist in the cadre equivalent to Reader or Professor and employed in technical graduation degree of this University and possessing published research papers in the refereed journals to his/her credit and having 10 years of postgraduate teaching experience may be considered for supervising Ph.D. programme either independently Or in association with the teachers of this University.
- (d) A retired teacher of this University carrying on sponsored-research projects of the State Government/Central Government/UGC/CSIR/ICAR/ICMAR/ICSSR/ICHR etc as a Principal Investigator may also be considered for supervising D.Sc. or D.Litt. programme provided the sponsored project shall continue for at least two years.
- (e) The teachers of another University who are appointed as Scientists under research projects in this University shall be eligible to guide D.Sc. or D.Litt. scholars provided they hold lien on their substantive posts and are otherwise qualified to do so.
- (f) Scientists/Scientific Officers/Research Officers/ Research Fellows under research projects/research centres of this University shall be eligible to guide D.Sc. or D.Litt. scholars provided their appointment in the University is for a period of not less than five years and are otherwise qualified to do so.
- (g) Teachers of this University shall also be permitted to guide D.Sc. or D.Litt. scholars registered in other Universities provided (i) there is a vacancy with the guide under whom the candidate intends to work, (ii) the sponsoring University seeks previous permission in the matter and (iii) the concerned Departmental Research Council approves it.
- (h) Supervisor should not be related with the candidate.

3. PROVISIONS FOR THE INTER-DISCIPLINARY RESEARCH WORK:

- (a) A candidate interested in inter-disciplinary research work and eligible for registration in research programme in this University either **under regulation 1(a) or 1(b) or 1(c) or 1(d) or 1(e)** shall be registered in the Department offering Master's degree in his/her subject or allied subject.
- (b) The Departments possessing the potentiality of guiding research work of inter-disciplinary nature should define the areas of related and allied disciplines which is to be approved by the Academic Council.
- (c) Where the candidates have applied for conducting research on a topic of inter-department/ inter-faculty areas and request for a Supervisor from another Department/Faculty the joint DRCs will decide the topic to be allotted to the candidate, assign the **Supervisor** and **Co-Supervisor** meeting the requirements as in **Clause 2 of this regulation**, fix the place of work and also the quantum of the research work to be carried out by the candidate.
- (d) The joint DRCs will assess the candidate's suitability and eligibility for registration in a department for working on an inter-disciplinary topic.
- (e) After registration of such candidates, their progress will be monitored by an Advisory Committee to be constituted by the joint DRCs and approved by the Vice- Chancellor. This Advisory Committee will consist of the Supervisor, Co-Supervisor and some other teachers from the two departments belonging to the same area of research/ specialization.
- (f) After the registration of such candidates, the synopsis, progress report, forwarding of Thesis. evaluation of the Thesis, viva-voce or practical examination, etc, is to be done by the main Supervisor as well as the Co-Supervisor, who would have equal status in all matters pertaining to the supervision of submission and evaluation of the Thesis as per the regulations stated above for the candidates registered under one Supervisor.

4. WHERE SUPERVISOR NOT REQUIRED:

Teachers of this University, who possess Ph.D. degree and have done some research work and contributed research papers on the subject in the refereed journals (**at least four single-authored**) may be allowed to carry on the research work under **1 (a)** of this regulation without the guidance of a Supervisor if the Research Council considers his/her contribution sufficiently valuable.

5. INSTITUTIONS WHERE RESEARCH WORK CAN BE DONE:

A candidate may be permitted to pursue research program in any of the following institutions:

- (a) The University Departments of the University.
- (b) The Departments of the Constituent Colleges with Post-Graduate teaching and having necessary facilities for carrying on research leading to D.Sc. or D.Litt. in the branch of study concerned.
- (c) National or Regional Research Institutions in Public Sector or well equipped R&D department in Private Sector Undertakings and affiliated to this University for Post-Graduate teaching.

6. NUMBER OF CANDIDATES:

- (a) Ordinarily there shall not be more than **eight** scholars (Ph.D., D.Sc. D.Litt. taken together) at a time under a Professor and not more than **six** under Associate Professor. Teachers of this University enrolled as D.Sc. or D.Litt. scholars shall be counted within the quota prescribed for the Supervisors.
- (b) Teachers of this University who have registered themselves as D.Sc. or D.Litt. scholars shall not be assigned any D.Sc. or D.Litt. scholar.

7. CATEGORIES OF REGISTERED CANDIDATES:

There shall be three categories of registered D.Sc. / D.Litt. candidates:

- (a) **Full Time Candidate:** All research scholars who pursue full time study in this University shall come under this category.
- (b) **Part Time Internal Candidate:** Candidates who are employed in the University service and are actively engaged in the research in addition of their regular work shall belong to this category.
- (c) **Part Time External Candidate:** All candidates working in the colleges of other University or in Research Organizations, Govt. Departments or Industrial units and are pursuing Ph.D. programme in the University, while continuing in their job shall belong to this category. They shall pursue research both in their place of employment and in the University. These candidates shall spend 6 months in spells of not less than one month at a time in this University with Supervisor during their research period. External candidate should have a minimum of two years of professional experience after the post-graduate qualifications.

8. DURATION OF THE RESEARCH PROGRAMMES:

A candidate registered for D.Sc. or D.Litt. shall have to submit the Thesis as per the following schedule:

CATEGORY OF THE CANDIDATE	MINIMUM DURATION	MAXIMUM DURATION
Full Time	3	6
Part Time Internal	3	6
Part Time External	3	6

9. RESIDENTIAL REQUIREMENTS:

A full time candidate registered for **D.Sc. or D.Litt. degree** shall put at least **two hundred days** of attendance with the Supervisor in the Department during his/her research programme. A declaration by the candidate, countersigned by Supervisor and Head of the Department, drawn up on prescribed form (**Appendix-D**) will be part of the Thesis. For other categories of registration the declaration will state the attendance recorded in the Department.

10. SYNOPSIS OF THE PROPOSED WORK:

Each candidate shall submit his/her application for registration in the doctoral programme on the prescribed form "**APPLICATION FORM FOR REGISTRATION IN RESEARCH PROGRAMMES**" (**Appendix-A**) along with **five copies** of the synopsis of the proposed research work prepared as per the guidelines stated in the form.

11. REGISTRATION PROCEDURE:

- (a) The candidates desirous of registration in D.Sc. / D.Litt. programme shall submit the filled-in prescribed form (**Appendix-A**) to the concerned Department along with the necessary supporting documents.
- (b) There shall be a **Departmental Research Council (DRC)** in each Department to scrutinize and process the D.Sc. / D.Litt. application forms. The DRC will prepare the list giving emphasis on whether the work could be carried out in the University with the available infrastructure. The DRC shall consist of a chairman and five faculty members as stipulated below.

Chairman: Head of the Department

Members: **3 Senior Professors**, by rotation according to seniority every two years
2 Reader, by rotation according to seniority every two years

Note: - In case the teachers in the department are not as per requirement, the DRC shall be constituted with the existing teachers in the University Department, total number of members not exceeding five.

The DRC shall appoint one of its members as Secretary and Convener.

- (c) **PRE-REGISTRATION SEMINAR:** After the scrutiny of the D.Sc. / D.Litt. registration forms, the candidate will be informed at least one week in advance to present his/her synopsis in open Pre-Registration Seminar to be held in the department, the date of which will be fixed in consultation with Dean of the Faculty concerned. Participation of the Dean of the Faculty, members of the DRC, Supervisor, other Faculty members of the Department and the Post Graduate students will be ensured by the Head of the Department. The research plan and synopsis of the proposed research programme will be discussed and, if found acceptable shall be recommended to the concerned postgraduate Research Council of the University for final approval.
- (d) **DATE OF REGISTRATION:** The date of the successful Pre-registration seminar shall be taken as the provisional date of registration subject to the approval of the Post Graduate Research Council.
- (e) **APPROVAL OF RESEARCH COUNCIL:** All the applications for D.Sc. / D.Litt. registration will be considered by the Research Council. The Research Council will decide finally whether such permission for registration be given. The candidate will then be asked to deposit the requisite registration fee. The University will then notify the decision of the Research Council, giving the name of candidate, name of Supervisor, topic of research, Faculty of registration, the place work and the effective date of registration.

12. MODIFICATION OF RESEARCH SCHEME:

A candidate registered for the D.Sc. / D.Litt. degree may be permitted to modify the scheme of his research work or the nature or scope of his/her subject with the express permission of the DRC and the Research Council at least six months before the expected date of submission. The topic registered shall in no case be allowed to be changed.

13. CHANGE OF SUPERVISOR:

Change of Supervisor may be permitted by the Research Council subject to the 'No Objection Certificate' from the previous Supervisor stating therein the reasons of change and the subsequent recommendation of the DRC. The Candidate can also change his

Supervisor with the permission of Research Council, provided he/she submits genuine reasons for it for the consideration of Research Council. The Thesis can be submitted under new Supervisor only after one year of the change of Supervisor. The Supervisor under whom the candidate is willing to carry on his/her research project should have experience of guiding successful research work at the doctoral level and fulfil the eligibility criteria.

14. MONITORING PROGRESS OF CANDIDATE:

- (a) The DRC shall arrange for the candidate to make a presentation of his/her work **once in a year** before the faculty members of the University department. Suggestions, if any, from the members of the DRC and the faculty present may be incorporated in the work. The DRC will prepare an Annual Progress Report on the prescribed form (**Appendix-C**) for onward transmission to the Research Council.
- (b) Every Thesis shall mandatorily have a certificate of attendance from the Supervisor (**Appendix-D**) and certificate stating that it 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 (**Appendix-E**).
- (c) Every Thesis shall mandatorily have a plagiarism check certificate (**Appendix-F**).
Plagiarism: *UGC (Promotion of Academic Integrity and Prevention of Plagiarism In Higher Educational Institutions) Regulations, 2018)*

The similarity checks for plagiarism shall exclude the following:

- All quoted work reproduced with all necessary permission and/or attribution.
- All references, bibliography, table of content, preface and acknowledgements.
- All generic terms, laws, standard symbols and standard equations.

Acceptable plagiarism in submission of Thesis will be upto 10%. If similarities are found above 10%, then such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months to meet acceptable condition. This condition however may change as per UGC guidelines circulated to Universities from time to time.

15. CANCELLATION OF REGISTRATION:

The registration of a candidate whose progress is not found satisfactory as per the recommendation of Supervisor and the DRC will be cancelled. Also the D.Sc. / D.Litt. registration shall be automatically cancelled if the submission date of the Thesis exceeds the maximum period stipulated for the research programme as in **Clause 8**. However, if for genuine reasons (like serious illness/accidents etc. of the scholar) submission is delayed the Vice-Chancellor shall place the matter in the Post Graduate Research council or Academic Council and on its recommendations can take the final decision on the matter which shall not form any precedence.

16. PRE-SUBMISSION SEMINAR:

Before submission, the candidate shall be required to present his/her research findings in an open Pre-Submission Seminar organized by the concerned Department on the request of the candidate and Supervisor that the research work is complete as per proposed synopsis.

For the Pre-Submission Seminar, a candidate will be required to submit following:

- (a) Annual Progress Report (**Appendix-C**)
- (b) Five copies of the summary of the research work completed
- (c) Draft copy of the Thesis complete in all respect
- (d) Reprints (three copies) of published/accepted research papers based on the work embodied in the Thesis.

Head of the concerned department, after the receipt of the above documents, shall fix a date for pre-submission seminar in consultation with the concerned Dean of the Faculty during working days of the department to ensure the presence of Dean of the Faculty, Supervisor, and members of the DRC, faculty members and students.

17. GENERAL COMPOSITION OF THESIS:**(a) A Thesis for the degree of D.Sc./D.Litt. shall:**

- (i) be composed upon a particular aspect of the subject stated in the candidate's application;
- (ii) embody the result of research;
- (iii) show evidence that it is a piece of research work characterized either by the discovery of new facts or is an attempt at a fresh interpretation of known facts and theories. It shall also demonstrate the candidate's capacity for originality, critical examination and judgements.

- (iv) shall be satisfactory in presentation so far as language, style and form are concerned and in the format laid down by the faculty concerned.
- (v) include an abstract not exceeding 700 words. The abstract should concisely state what was done, how it was done, principal results, and their significance;
- (vi) include reprints of published/accepted research papers.
- (b) A candidate shall indicate clearly and extensively in the **preface** to his/her Thesis and specifically in notes, the following:
 - (j) The source from which information is taken.
 - (ii) The extent to which he/she has availed himself/herself of the works of others and the portion of the Thesis which he/she claims to be original, and
 - (iii) Whether his/her research has been conducted independently; or under advice, or in co-operation with others.
- (c) **Every candidate must also include with his/her Thesis:**
 - (i) A **Declaration** from the Student that shows no part of this Thesis has formed the basis for the award of any degree or fellowship previously. (**Appendix-B**)
 - (ii) A **Declaration** from the Supervisor about his/her attendance at the place of work. (**Appendix-D**)
 - (iii) A **Certificate** from the Supervisor drawn up in the prescribed form (**Appendix-E**) that the subject matter of the scholar's Thesis is independently done under his/her guidance and that the contents of this Thesis did not form a basis of the award of any previous degree to the scholar or to anybody else to the best of his/her knowledge.

The **testimonies** by the Supervisor and the Head of the Department mentioning that the candidate, in habit and character, is a fit and proper person for the degree of Ph.D.
 - (iv) **The candidate and the Supervisor shall certify that the Thesis is free from plagiarism. (Appendix-N & Appendix-O)**

18. FORMAT/LAYOUT OF THE THESIS:

The Thesis shall be presented with the following specifications:

- (a) **Size of Paper:** A4. Thesis must be printed on one side of the paper.
- (b) **Font Type:** Times New Roman/Arial for English and Kruti Dev 010 for Hindi.
- (c) **Font Size:** Font size for English text is 12pt. in standard form and for Hindi is 14pt.
- (d) **Font of Chapter Headings and Sub-Headings:**

- Chapter headings may be written in all Capitals, bold text in point size 15
 - Sub-headings are written with left margin alignment
 - First level sub-headings are written in normal sentence case using bold text in point size 14
 - Second level sub-headings are point size 13
- (e) **Spacing and Paragraphing:**
- Printing shall be in standardised form with 1.5 line spacing
 - Leave as triple spacing (2 empty lines) in base point size 12 before and after sub-headings and one empty line after all sub-headings
 - Use one empty line between left-justified paragraphs
- (f) **Margin:** Left margin should be 4cms and right and top margin should be 2cms. Bottom margins should be 2.5cms. No ornamental bordering of sides is permitted.
- (g) **Page Numbering:** Preliminary pages of the Thesis, i.e. those preceding in text are to be numbered in Roman numbered. Text should be numbered in Arabic beginning with Pg No 1 on the first page of chapter 1.
- (h) Preliminary sections of the Thesis should include, Declaration of the Candidate (**Appendix-B**), Declaration of Attendance (**Appendix-D**), Certificate from Supervisor (**Appendix-E**), Plagiarism Check Certificate (**Appendix-F**), Declaration by Candidate and Supervisor regarding Plagiarism (**Appendices- N & O**), Acknowledgement, Table of Contents, List of Tables, List of Figures/Diagrams, List of Abbreviations (if any) and an Abstract of the Thesis.
- (i) Illustrations and Tables should be cited in text and in numerical order. Footnotes and equations should be in consecutive numerical order.
- (j) **Referencing:** In text references should be numbered and numbered list of these references must be provided at the end of the each chapter in order of citation. **ibid** and **op.cit** may be used appropriately.
- (k) **Bibliography:** All references cited in the Thesis along with other important works read and used to enhance understanding but not cited in the Thesis, must be given in alphabetical order at the end of Thesis under Bibliography.
- (l) **Referencing and Citation Style:** Citation i.e. a way of giving credit to individuals for their creative and intellectual works that you utilised to support your research, differs by faculty in the style of ordering, punctuating and formatting of name, date, page, work etc.

The referencing of work and Citation style in the Thesis submitted in **Faculty of Science and Social Science** will be in **IEEE Referencing Style/American Psychological Association (APA) style (7th edition)**, for **Faculty of Humanities** except for the Indian Languages, format shall be **Modern Language Association (MLA) (8th edition)** and for **Medical Science**, it shall be **Vancouver style**.

19. SUBMISSION OF THE THESIS:

- (a) The concerned Head of the Departments shall forward the application for submission of Thesis along with report of Pre-Submission Seminar and Thesis Submission Certificate (**Appendix-G**) to the concerned Dean of the Faculty within a week and the Dean shall forward the same to the Registrar of the University. The Registrar will present the above mentioned relevant documents of the candidate before the Vice-Chancellor for his order for submission of the Thesis.
- (b) Registrar after obtaining order of the Vice-Chancellor will issue a letter to the candidate concerned to submit the Thesis to the Controller of Examination **within a month** of the receipt of the letter. A copy of the letter shall also be sent to the Supervisor, concerned Head of the Department and the Dean of the Faculty. After receiving the letter, and paying the requisite examination fee, candidate shall submit **five copies**, printed or type written, of his/her Thesis along with five copies of the abstract. The Thesis will then be forwarded by Head of the Department through the Dean of the Faculty concerned, to the Controller of Examinations of the University for Evaluation.

20. EVALUATION OF THE THESIS:

- (a) At the time of submission of the Thesis, the Supervisor shall submit a Panel of subject expert, drawn up in the prescribed format (**Appendix-H**), not below the rank of the Associate Professor, preferably Professor, as examiners including the Supervisor. The Panel as per the layout in **Appendix-H** shall contain the names of eight Indian experts, if possible from the same area of specialization. There should not be more than one expert from within the state of the University; other experts should be from different states across the country. The Panel will be placed before the DRC which will recommend the Panel to Examination Board for consideration. The DRC may request the Supervisor to revise the Panel if not found suitable.
- (b) The Thesis shall be examined by a Board of three examiners, one internal and two externals, appointed by the Vice-Chancellor/Examination Board. If necessary, the Vice-

Chancellor shall have the option to nominate the examiner(s) from outside the Panel submitted by DRC and the Examination Board. The internal examiner shall ordinarily be the concerned Supervisor.

- (c) The Controller of Examinations shall take such steps as deemed necessary to enable the reports of the examiners to be received as quickly as possible on the prescribed form **(Appendix-I)**.
- (d) The examiners are expected to send the reports in the prescribed form **(Appendix-I)** within three months from the date of receipt of the Thesis.

On the reports of the Examiners the Thesis will be either provisionally accepted (subjected to viva-voce) or rejected. The following criteria shall be adopted for the purpose:

- (a) If all the Examiners recommend the award of the degree, the Thesis shall be provisionally accepted. A minor modification, typing, errors etc if specifically suggested by the examiners shall be carried out before the oral Examination is arranged.
- (b) If two of the three examiners do not recommend the award of the degree, the Thesis shall be rejected and the registration of the candidate shall be cancelled.
- (c) If only one examiner recommend the rejection of the degree then the Thesis shall be referred to another examiner to be nominated by the Vice-Chancellor from the Panel.
- (d) If any examiner recommends revision of the Thesis the candidate shall be permitted only once to revise and re-submit the Thesis. The Thesis shall be referred to the same examiner for obtaining his final recommendation on the Thesis, which should only be either recommended for the award or reject it.
- (e) Individual cases not covered by the above regulation shall be referred to the Examination Board for its recommendation.
- (f) The recommendation of the examiners will be placed before the Examination Board, which will provisionally approve the report on the Thesis and recommend for oral examination.
- (g) Controller of Examinations will place before the Vice-Chancellor, the recommendation of the Examination Board for his approval of one of the two external examiners to be the examiner for viva-voce examination.

21. ORAL OR PRACTICAL EXAMINATION:

If the Thesis of the candidate is approved by all the examiners and the Examination Board, he/she may be required to sit for a written examination, if required, by any of the examiners and then shall face an oral or practical test.

- (a) The Supervisor, in consultation with the external examiner will forward a tentative date for viva-voce examination to the concerned Head, and the Head of the Department in consultation with the Dean will finalize the date of viva- voce examination and the same will be informed to the controller of Examination.
- (b) The Controller of Examination will issue the letters with the date of viva-voce examination to the external examiner, Supervisor, Head of the Department and the Dean of the faculty.
- (c) The viva-voce Examination shall be conducted as **"OPEN DEFENCE"** type examination. The viva-voce or practical examination shall be with reference to the Thesis and the special subject which he/she has offered. It shall be conducted by the DRC with two Thesis examiners (internal and at least one external) and the members of the concerned department in the office of the Dean of the Faculty.

The viva-voce is an oral defence of the candidate's Thesis and its purpose can be summarized as follows:

- (d) It is the means by which the awarding body determines whether the candidate has fulfilled the requirements for the award and that the Thesis is of an appropriate standard,
- (e) It provides a mechanism to ensure that the work is candidate's own.
- (f) It helps the examiners to determine how far the candidate is able to talk about his/her research project and enables them to seek clarification on candidate's research methods and findings.
- (g) If the candidate fails to satisfy the examiners at the oral or practical examination, the examination Board may, on the recommendation of the examiners permit him/her to appear again at the oral or practical examination after six months, but within the period not exceeding **one year** following the date of his/her failure. On the second occasion, the Panel of oral or practical examiners shall include one more examiner nominated by the Vice- Chancellor. However, if the performance of the candidate on the second occasion is found **"NOT SATISFACTORY"** by at least two examiners, the Vice-Chancellor, if he deems it fit, shall refer the remarks of the examiners drawn on the prescribed form (**Appendix-J**) along with the Thesis to the Examination Board for the final decision.

- (h) The viva-voce or practical examination report of the examiners shall indicate whether the Thesis meets the requirements specified in the regulations as appropriate and shall include a reasoned statement of the examiners judgment of the candidate's performance.
- (i) Examiners have the right to make comments in confidence to the University in a separate report. Such comments should not normally be concerned with the performance of the candidate but may cover, example, matters which they wish to draw to the attention of the Department or the University.

22. AWARD OF DEGREE:

If the performance of the candidate at oral or practical examinations is found **"SATISFACTORY"**, the examiners who conducted the examination shall report to the Examination Board on the prescribed form (**Appendix-J**). The examination Board with its opinion shall then place the report before the Academic Council, which finally shall approve the award of D.Sc./D.Litt. degree to the candidate. A degree under the seal of the University shall be subsequently delivered to the candidate. It is a requirement for the award of the degree that one copy of a successful Thesis is placed in the University Central Library and one copy in the Departmental library of the concerned Department.

23. TREATMENT OF D.Sc./D.Litt. THROUGH DISTANCE MODE/PART-TIME:

- (a) Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, the University shall not conduct D.Sc./D.Litt. Programme through distance education mode.
- (b) Part-time D.Sc./D.Litt. will be allowed provided all the conditions mentioned in the extant Ph.D./D.Sc./D.Litt. Regulations are met.

24. AWARD OF D.Sc./D.Litt. DEGREES PRIOR TO NOTIFICATION OF THESE REGULATIONS OR DEGREES AWARDED BY FOREIGN UNIVERSITIES:

Award of degrees to candidates registered for the D.Sc./D.Litt. programme on or after July 11, 2009 till the date of Notification of these Regulations shall be governed by the provisions of the D.Sc./D.Litt. Regulations, 2019 of Binod Bihari Mahto Koyalanchal University.

25. DEPOSITORY WITH INFLIBNET:

- (a) Following the successful completion of the evaluation process and after the announcement of the result of the D.Sc./D.Litt. degree, the University concerned shall

submit an electronic copy of the D.Sc./D.Litt. Thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges. (**Appendix-K**)

- (b) Prior to the actual award of the degree, the University shall issue a Provisional Certificate/result to the effect that the degree has been awarded in accordance with the provisions of the UGC Regulation, 2016.



APPENDIX-A

**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**
APPLICATION FORM FOR REGISTRATION IN RESEARCH PROGRAMMES

*Please affix a
passport size
recent photograph
duly attested by the
concerned H.O.D.*

Research Programme: (Please tick one)

Ph.D. ☐

D.Sc. ☐

D.Litt. ☐

Subject:.....

Faculty:.....

Area of proposed research work:.....

Title of the proposed research work:.....

ABOUT THE CANDIDATE

(To be filled by the candidate)

1. Name:.....

2. Address for correspondence:.....

3. Academic record:

(Attach the attested copies of all the relevant credentials)

Degree	Div. / Class	Subject(s)	Year of Completion	% of marks secured	College / University
Graduation Level					
Post-Graduation Level					
M.Phil./MTech./Other (if applicable)					
Ph.D. (if applicable)					

4. Specialization at the Master's Level:.....

5. Previous research work done as evidenced by publication, if any:
(Attach copies of publication)

.....

.....

6. Whether any application for research work was submitted previously to this University or any other University, if so, with what result?

.....

.....

7. Details of teaching experience:

Post-graduate years;

P.G. Department / College / University:.....

Undergraduate Years;

College / University:.....

8. Number and year of registration of this University:.....

9. Are you employed? If yes, give details of your employment mentioning the nature of job, designation, etc.

(Attach 'No Objection Certificate' from a person of organization who is authorized to do so.)

.....

.....

10. Have you qualified for NET, JRF, SLET/SET, GATE, PET etc.? If So, give details.

.....

.....

11. Are you recipient of any financial assistance in the form of scholarship /stipend, etc.? If so, give details:

.....

.....

ABOUT THE SUPERVISOR

(To be filled by supervisor)

12. Name.....

13. Designation:.....

14. Address for correspondence:.....

Telephone:.....Fax:.....Email:.....

15. Teaching experience: P.G.:.....years U.G years

College / University:.....

16. Academic record:

(Attach the attested copies of all the relevant credentials)

Degree	Div. / Class	Subject(s)	Year of Completion	% of marks secured	College / University
Graduation Level					
Post-Graduation Level					
M.Phil./M.Tech./Other (if applicable)					
Ph.D.					

Title of the Ph.D. thesis:.....

Specialization at the Master's level:.....

Specialization at the Doctorate level:.....

17. Research experience:.....years, Place of work:.....

RESEARCH PUBLICATIONS:

(Attach reprint of best two recent publications)

(a) National refereed journals:.....

(b) International (Foreign) refereed journals:.....

(c) Proceedings of the National and International Conferences:.....

(d) Books (Text as well as Reference):.....

18. Number of Ph.D. Students already received degrees working under your supervision:

.....

19. Number of Ph.D. students currently enrolled:.....

ABOUT THE CO-SUPERVISOR

(To be filled by co-supervisor)

20. Name.....

21. Designation:.....

22. Address for correspondence:.....

.....

Telephone:.....Fax:.....Email:.....

23. Teaching experience: P.G.:.....years U.G years

College / University:.....

24. Academic record:

(Attach the attested copies of all the relevant credentials)

Degree	Div. / Class	Subject(s)	Year of Completion	% of marks secured	College / University
Graduation Level					
Post-Graduation Level					
M.Phil./M.Tech./Other (if applicable)					
Ph.D.					

Title of the Ph.D. thesis:.....

.....

Specialization at the Master's level:.....

Specialization at the Doctorate level:.....

25. Research experience:.....years, Place of work:.....

RESEARCH PUBLICATIONS:

(Attach reprint of best two recent publications)

(a) National refereed journals:.....

(b) International (Foreign) refereed journals:.....

(c) Proceedings of the National and International Conferences:.....

(d) Books (Text as well as Reference):.....

26. Number of Ph.D. Students already received degrees working under your supervision:

.....

27. Number of Ph.D. students currently enrolled:.....

ABOUT THE SYNOPSIS

The **synopsis** must contain the sections such as: Introduction; Preliminary review of literature/state-of-the-art; Problem to be investigated; Objectives of the research; Research questions and or Hypotheses; Research methodology-Research Type, Research design, Tools to be used in the collection of data and analysis; Significance of proposed work; Research limitations and future work; Tentative chapterizations; References (Bibliography also desirable).

(Attach six copies of the synopsis along with Plagiarism Report issued from URKUND (OUR ORIGINAL))

28. Availability of the infrastructure and facilities at the proposed place of work in relation to the proposed synopsis. Give details:

.....
.....

29. Whether any collaboration in the form of library, laboratories, etc. is required from another Institution. If so, give details including the 'Certificate' from the authorized person of the Institute / Head of the Department / University allowing the candidate to use the facilities.

.....
.....

30. Name at least **SIX** eminent persons in the area of proposed research work in India / abroad to whom the proposed synopsis may be referred for opinion.

.....
.....

31. DECLARATION BY THE CANDIDATE:

I hereby declare the particulars furnished by me are correct. I am aware that any incorrect information may lead to cancellation of my registration. I promise to abide by the rules and regulations of the University.

Date:.....

Place:.....

Signature of the candidate

32. CONSENT OF THE SUPERVISOR:

I, hereby, give my consent to supervise the candidate on the proposed synopsis leading to Ph.D. / D.Litt. / D.Sc. degree of the University. I further certify that the synopsis, to the best of my knowledge and information, has not been published and submitted elsewhere for the award of any diploma or degree.

Date:.....

Place:.....

Signature of the Supervisor

33. CONSENT OF THE CO-SUPERVISOR:

I, hereby, give my consent to co-supervise the candidate on the proposed synopsis leading to Ph.D. / D.Litt. / D.Sc. degree of the University. I further certify that the synopsis, to the best of my knowledge and information, has not been published and submitted elsewhere for the award of any diploma or degree.

Date:.....

Place:.....

Signature of the Co-Supervisor

PROCESSING OF THE APPLICATION

34. Forwarding note of the Departmental Research Council:

.....

.....

.....

.....

35. Forwarding note of the Head of the University Department:

.....

.....

.....

36. Forwarding note of the Dean of the Faculty:

.....

.....

.....

37. Forwarding note of the University Research Council:

.....

.....

.....

.....

Note: The admission in the Research Program of the University is subject to the provisions of the Regulation for Ph.D./D.Sc./ D.Litt. of the University and the guidelines issued by the University from time in conformity with its Act, Statues and Regulation.



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

PRE-REGISTRATION SEMINAR: PERFORMA-1

Date of Pre- Registration Seminar :- _____

Name of Faculty :- _____

Name of Department :- _____

Name of Researcher :- _____

Name of Supervisor with Designation :- _____

Proposed Title :- _____

Following Teachers were present.

NAME	SIGNATURE
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

- Proposed topic is approved /approved with suggested changes for registration.
- Proposed topic is disapproved.
- Proposed synopsis is in format (*Appendix A of Ph.D. Regulation*) and is approved / suggestions need to be incorporated.

Note: If suggestions need to be incorporated, Performa-2 has to be filled after incorporation of the suggestions.

Head of the Department



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

PRE-REGISTRATION SEMINAR: PERFORMA-2

Name of the Faculty :- _____

Name of the Department :- _____

Name of the Researcher :- _____

Name of Supervisor with Designation :- _____

Proposed Title :- _____

This is to certify that the Pre-registration seminar was held on
(Performa 1 attached).

All necessary suggestions have been incorporated.

Signature of Research Supervisor

The changes have been incorporated.

D.R.C. Members Name and Signature

1. _____

2. _____

3. _____

4. _____

5. _____

The candidate may be registered on the above topic.

Signature and seal of the Head of the Department

Date:



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

Report on Percentage of Plagiarism in the Synopsis

Faculty:.....

Department/Subject:.....

Topic:.....

.....

.....

Name of the Research Scholar:.....

Name of the Supervisor:.....

Name of the Co-Supervisor:.....

URKUND Software ID No.:.....

Percentage of Plagiarism:.....
(Attached Report)

Admissible percentage: 10%

Hypothesis Checked (Yes/No):.....

Recommended for PhD Registration:.....

Dean

Head



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

Summary of the candidate for the Ph.D. Registration

Post Graduate Research Council Meeting Held on

Name of the Department _____

1.	Items	Descriptions	Signature of Member
2.	Name of the Candidate & Address		
3.	Topic of the Research		
4.	Type of the Scholar (Full Time/Part Time External/ Part Time Internal)		
5.	Name of the Supervisor & Address		
6.	Name of the Co-Supervisor & Address		
7.	Date of DRC Meeting Date of Pre-Registration Seminar		
8.	Eligibility Criteria for PhD Registration (M.Phil./NET/PET/Other)		
9.	Documents (Duly filled Application Form (Appendix – A), along with requisite documents like Appendix – L or M, Proforma – 1 or 2 or both. Certificates, NOC, Publications, Synopsis (six copies) DRC & Pre-Registration Seminar–Resolution copy		
10.	Synopsis is in the prescribed format (YES/NO)		
11.	Plagiarism of Synopsis Checked (YES/NO) (attached plagiarism report along with duly filled prescribed format)		

Dean

Head

DECLARATION

I declare that the thesis entitled.....
.....
.....
has been prepared by me under the guidance of.....
..... No part of this thesis
has formed the basis for the award of any degree or fellowship previously.

Date: _____

Research Scholar

ANNUAL PROGRESS REPORT OF THE CANDIDATE
/MID-TERM SEMINAR
(Report period_____)

Name of the candidate:_____

Regn. No. & Date of doctoral registration:_____

Thesis Title:_____

Place of work:_____

Name of Supervisor(s) with designation & address:_____

Progress report should be grouped under the following headings and submitted in quadruplicate to the chairman of the DRC:-

1. Objective of the Research project
2. Outline of the Implementation Methodology
3. Work done
4. Work to be done
5. Expected time of completion
6. Difficulties in implementation of the Project
7. Suggestions need to be considered by the DRC and Research Council
8. Details of Research paper Published / Accepted & Conferences / Seminars attended
9. Conclusions

Place_____

Date_____

Signature of the candidate

Remarks & Forwarding note of the supervisor
(with signature, date & place)

Remarks & Forwarding note of the DRC
(with signature of all members including chairman)

DECLARATION OF ATTENDANCE

Declare that the thesis entitled _____
_____ is my own work conducted the supervisor of Dr _____ of
the Department of _____ of College _____
of _____ University. I have put in more than
_____ days of attendance at the place of work and with the supervisor. I further declare that
to the best of my knowledge the thesis does not contain any part of work which has been submitted
for the award of any degree or diploma within this University or in any other University without
proper citation.

Signature of the Supervisor

Full Signature of the candidate

Forwarding note of the DRC.

CERTIFICATE

This is to certify research work reported in this thesis entitled _____
_____ is an authentic record of the research work independently
carried out by Mr./Mrs./Miss _____ registration number _____ under my
guidance and supervision, in fulfilment of the requirements for the award of Ph.D./D.Sc./D.Litt.
degree in the Faculty of _____ of _____
_____ University, _____, and further that not part thereof has
been presented elsewhere for any other degree or diploma.

I Further certify that inhabit and character, Mr./Mrs./Miss. _____ is a
fit and Proper person for the award of a Ph.D./D.Sc./D.Litt. degree of _____
_____ University, _____.

Signature of the Supervisor
Name, Designation & Address of Supervisor

Place _____

Date _____



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

EXAMINATION DEPARTMENT

Reference No.

Date

Report on percentage of Plagiarism in the Thesis

Faculty:.....

Department:.....

Subject:.....

Topic:.....

.....

Software ID No.:.....

Name of the Research Scholar:.....

Name of the Supervisor:.....

Percentage of Plagiarism:.....

Admissible percentage:.....

Recommended for Submission:.....

Controller of Examinations



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

THESIS SUBMISSION FORMAT

1. Name	:-.....		<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div>
2. Father's Name	:-.....		
3. Address	:-.....		
4. Contact No.	:-.....	Email ID.....	
5. Category	:-.....Sex.....		
6. Subject	:-.....Faculty		
7. Topic	:-.....		
8. Medium of Thesis :-	:-.....		
9. Ph.D. Registration No.:-	:-.....		
10. Date of Month & Year of Ph.D. Enrolment (with Ref. no.):-	:-.....		
11. Progress Report:	from	to	
12. 1 st Annual –	
13. 2 nd Annual –	
14. 3 rd Annual –	
15. 4 th Annual –	
16. 5 th Annual –	
17. 6 th Annual –	
18. Month & Year of Submission:-	:-.....		
19. Papers publication (National / International etc.) from thesis:-	:-.....		
20. Papers presentation in seminars/conferences etc.:-	:-.....		
21. Name of Supervisor/ Co- Supervisor, Designation &Address:-		

Date.....

Signature of Candidate



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

CONFIDENTIAL

PANEL OF EXAMINERS

Following is the panel of examiners to adjudicate the Thesis entitled _____

submitted by Mr./Mrs./Miss _____

Registration. No. and Date of doctoral registration: _____ for the

award of degree of _____ in the Faculty of _____ in the Department of _____ of _____ University.

Candidate's area of specialization: _____

Candidate's Place of research work: _____

Name of Supervisor with designation & address: _____

Reference letter of the University: _____

PANEL OF FOUR EXAMINERS FROM UNIVERSITIES/ LABORATORIES/ INSTITUTIONS LOCATED OUTSIDE THE STATE / OUT OF THE COUNTRY:

1	Name												
1.1	Position												
1.2	Organization Name & Address												
1.3	Fax No.												
	Phone No.												
1.4	Communication Address												
1.5	Email Address												
1.6	Area of Specialization												
1.7	Additional Information, if any												

2	Name												
2.1	Position												
2.2	Organization Name & Address												
2.3	Fax No.												
	Phone No.												
2.4	Communication Address												
2.5	Email Address												
2.6	Area of Specialization												
2.7	Additional Information, if any												

3	Name												
3.1	Position												
3.2	Organization Name & Address												
3.3	Fax No.												
	Phone No.												
3.4	Communication Address												
3.5	Email Address												
3.6	Area of Specialization												
3.7	Additional Information, if any												

4	Name												
4.1	Position												
4.2	Organization Name & Address												
4.3	Fax No.												
	Phone No.												
4.4	Communication Address												
4.5	Email Address												
4.6	Area of Specialization												
4.7	Additional Information, if any												

PANEL OF FOUR EXAMINERS FROM UNIVERSITIES/ LABORATORIES/ INSTITUTIONS LOCATED WITHIN THE STATE BUT OUTSIDE THE JURISDICTION OF THE UNIVERSITY:

5	Name												
5.1	Position												
5.2	Organization Name & Address												
5.3	Fax No. Phone No.												
5.4	Communication Address												
5.5	Email Address												
5.6	Area of Specialization												
5.7	Additional Information, if any												

6	Name												
6.1	Position												
6.2	Organization Name & Address												
6.3	Fax No. Phone No.												
6.4	Communication Address												
6.5	Email Address												
6.6	Area of Specialization												
6.7	Additional Information, if any												

7	Name												
7.1	Position												
7.2	Organization Name & Address												
7.3	Fax No. Phone No.												
7.4	Communication Address												
7.5	Email Address												
7.6	Area of Specialization												
7.7	Additional Information, if any												

8	Name												
8.1	Position												
8.2	Organization Name & Address												
8.3	Fax No.												
	Phone No.												
8.4	Communication Address												
8.5	Email Address												
8.6	Area of Specialization												
8.7	Additional Information, if any												

Signature of the Supervisor

Remarks and forwarding note of the DRC:

The Departmental Research Council (DRC) in its meeting held on _____ at _____ in the University Department of _____ approves the panel of examiners and recommends the same to the Dean of the Faculty of _____ for necessary follow up action. As per the regulation, the panel of examiners is to be considered by the concerned Postgraduate Research Council before appointment is made Vice Chancellor. Two external and one internal examiner are to be appointed.

Name and Signature of the DRC members

- 1.
- 2.
- 3.
- 4.
- 5.

Signature of the DRC chairman

Remarks and forwarding note of Dean of the Faculty:

Signature of the Dean of the Faculty

For office use only

All addresses are complete and carry other necessary information. Opinion of the Postgraduate Research Council may be sought.

Controller of Examinations

Date_____

Remarks of the Postgraduate Research Council

Order of Vice-Chancellor

Sl. No._____approved from panel of examiners.(Outside State/Foreign Examiners)

Sl. No._____approved from panel of examiners.(Inside State Examiners)

Supervisor is appointed internal Examiner

Vice-Chancellor



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

Ph.D./D.Litt./D.Sc. Thesis Evaluation Report

Name of the examiner: _____

Name of the University: _____

Designation & Address: _____

Email Address: _____ Contact No./Fax: _____

Examiner's specialization: _____

Title of thesis: _____

Subject: _____ Degree: _____ Faculty: _____

Name of the candidate: _____

Title: *Is it adequate and appropriate to the content of the thesis?*

Abstract/Summary: *Does it contain the essential information on the thesis? Is it complete?*

Motivation: *Does the problem considered have a sound motivation? The thesis should clearly demonstrate the results. The thesis should not rely solely on previous literature. (Attach additional sheet, if required).*

Academic merit: *Is the work rigorous, well organized, accurate and correct? (Attach additional sheet, if required).*

Clarity: *Are the ideas expressed clear and concise? Are the concepts understandable? Are the concepts in the thesis logically organized?*

Originality: *Is the work relevant and novel? Does the work contain significant additional knowledge to that already published? If you feel that the work presented is not original, then suggest references contribution. (Attach additional sheet, if required).*

Diagrams, figures, tables and captions: *Are they clear and relevant?*

Text: *Is the thesis clearly and intelligently conceived and stated showing insight and a growth of understanding?*

Grammar and composition: *Does grammar and composition adhere to proper grammatical usage, logical format and correct spelling?*

Referencing: *Has the author referred to the most recent and most appropriate work? Is the present work set in the context of the previous work? Are the cited materials relevant and important to the topic? (Attach additional sheet, if required).*

Balance: *Do you think the overall balance and structure of the thesis is good? Should the authors concentrate more on a specific area of the thesis, or are there some sections, which are unnecessary and should have been reduced or eliminated? (Attach additional sheet, if required).*

Conclusion: *Does the thesis contain a carefully written conclusion, summarizing what has been done and why it is interesting and useful? (Attach additional sheet, if required).*

Future direction: *What are future directions for the research presented? (Author's opinion and your opinion) (Attach additional sheet, if required).*

Significance: *Does the thesis contain important new results? Is likely to make significant impact on current research? (Attach additional sheet, if required).*

Recommended/Not Recommended /Revised: *(Please strike out whichever option does not applicable)*

Do you recommend award of degree on the basis of the thesis presented?

Reasons in support of your recommendations:

or

If not recommended state reasons:

(a) Do you suggest revision of the thesis? If, so please indicate.

(b) Do you recommend the award of degree after the revision is carried out to the satisfaction of the guide?

or

Would you like the revised thesis to be sent back to you for re-evaluation?

Viva-Voce examination: *Please set at least five questions relevant to the findings in the thesis, which the candidate shall be required to answer during open viva-voce examination. (Attach additional sheet, if required).*

Place:_____

Date:_____

Signature of the Examiner with Seal



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828103**

CONFIDENTIAL

EXAMINER'S REPORT ON THE OPEN VIVA -VOCE EXAMINATION

Name of the Candidate: _____

Reg. No. & Date of Doctoral Registration: _____

Thesis Title: _____

Nomenclature of the Degree (Ph.D./D.Sc./D.Litt.): _____

Subject: _____

Faculty: _____

Name of External Examiner with designation & address:

Name of Internal Examiner (s) with designation & address:

Name of the Chairman who presided over the open Viva-Voce Examination: _____

In viva-voce examination, the examiners and the DRC have to ensure that the,

- a. work reported in the thesis has been written by the candidate;
- b. candidate is familiar with the subject matter and whatever is written in the thesis;
- c. candidate is able to clarify the research methods and findings in reference to the questions / comments raised in the reports of external and internal examiners.
- d. candidate is well conversant with the state-of-the-art.
- e. thesis in totality is of an appropriate standard.

The viva-voce examination of the candidate referred above was held in the University Department of _____ on _____ at _____ (AM/PM) in pursuance of the University office letter vide no. _____ dated _____.

Dr. _____ as an external examiner and

Dr. _____ as an internal examiner were

present besides the members of the DRC and the members of the faculty.

Remarks:

(a) Candidate defended his/her thesis.

(b) The candidate failed to defend his/her thesis.

Recommendation: The candidate may be awarded Degree/ the candidate is not fit to be awarded Degree. (Strike off whichever is not relevant)

Signature of the Internal Examiner

Signature of the External Examiner

Signature of the DRC members:

1.

2.

3.

4.

Signature of DRC chairman



BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY, DHANBAD, JHARKHAND – 828130

Reference No. BBMKU/Exam/PhD/...../

Date...../...../....

REQUIRED INFORMATIONSDOCUMENTS ON THE DAY OF VIVA-VOCE

Faculty:

Department:

Guide / Researcher:

Name of the Researcher (Surname first)

Name of the Guide (don't use Prof./Dr.):

Degree:

Type of Degree (Ph.D./D.Sc./D.Litt.):

Date of Registration (DD/MM/YYYY):

Completed date (DD/MM/YYYY):

Awarded date (DD/MM/YYYY):

Thesis details: (Attach separate page)

Title of the thesis

Abstract (Maximum characters 2048 (including spaces), both hard copy and soft copy):

Note:

Keywords:

Language:

Citation reference (No. of reference cited):

Submitted by:

Copy right:

Submission detail:

Size (in page):

Dimensions:

Accompanying material (CD / DVD /Pen drive):

Upload files:

File (Tittle): Cover page of the thesis

File2 (Certificate):

File3 (Preliminary Pages):

File4 (Chapter 1)

File5 (Chapter 2)

File6 (Chapter 3)

File7 (Chapter 4)

File8 (Chapter 5)

File9 (Chapter 6)

File10 (Chapter 7)

File11 (Key words of the thesis, at least 5 to 10)

File12 (References):

Means all the chapters should given separately with their headline

All the files may be given either in pdf or MS word.

**University Co-ordinator
Shodhganga/
Controller of Examinations**



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828130**

(Format to be filled by those who are already Supervisors/ Co-Supervisors)

1. Name :.....
2. Designation :.....
3. Address :.....
 - (a) Mobile no.....
 - (b) E.mail.....
 - (c) Areas in which you have supervised:
 - (d) Number of Candidates:.....
 - a. To whom Ph. D. degree has been awarded.
 - b. Enrolled for Ph. D. degree as:
 - (i) Supervisor
 - (ii) Co-supervisor
 - c. No. of vacancies
4. If you are superannuated teacher, then how many scholars were registered in the last five years of your service?

Signature



**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY,
DHANBAD, JHARKHAND - 828130**

*(Format to be filled by persons who desires to be appointed
as Supervisor/Co- Supervisor for the first time)*

1. Name :.....
2. Designation :.....
3. Address:.....
4. Details of Ph. D. work done
 - (a) Title of Ph. D. thesis, subject and Faculty :.....
 - (b) Name of the Ph.D. degree awarding University :.....
 - (c) Specialization at Master's level :.....
 - (d) Specialization at Doctoral level :.....
5. Details of Research experience:
 - (a) No. of years :.....
 - (b) Place of work :.....
 - (c) Research Publications:.....
 - (d) Publication in National Journals:.....
 - (e) Publication in International Journals :.....
6. Teaching experience :
 - (a) Ad-hoc/Contractual :.....
 - (b) Regular :.....
7. Area of research work which you propose to supervise
.....

Signature

Declaration by Research Scholar

I hereby declare that I have submitted the thesis entitledafter completed the research work under the supervision of Prof./Dr.....in the subject.....faculty....., which according to my vision / knowledge is completely free from any plagiarism.

The above information is true and accurate. If it is found wrong in this regard after investigation, all its accountability will be mine.

Signature of Research Scholar

or

शोधार्थी का घोषणा पत्र

एतद द्वारा घोषणा करता/करती हूँ कि मैंने
शीषक.....

.....

डॉ.....के देखे
ख में विषय.....संकाय.....में शोधकाय
के उपरान्त शोधार्थ समाप्त किया हूँ, जो मेरे दृष्टि/जानकारी के अनुसार
पूरे शोधार्थ में शोध-सार पूर्णरूपेण मौखिक एवं सांख्यिक
नकल से मुक्त है।

उपरोक्त सूचना सच है। जांचोपरान्त इस संबंध में गति पाए
जाने पर इसकी सारी जिम्मेदारी मेरी
होगी।

शोधार्थी का हस्ताक्षर

Declaration by Research Supervisor

I, Dr.hereby declare that under my research guidance/supervision, Ms./Mrs.....has completed the research work. In my knowledge, the research thesis dedicated to the researcher and the research abstract and progress report are completely free from plagiarism.

Signature of Research Supervisor

or

शोध निदेशक का घोषणापत्र

मैं डॉ॰ घोषणा करता / करती हूँ की मेरे शोध निदेशक

मेरी सुश्री / श्रीमती /श्रीशोधार्थी के शोध कार्य पूरा नकरा है। मेरी जागरूकता मे शोधार्थी द्वारा समन्यत शोध पुस्तिका एवं शोध – सार एवं प्रगति प्रतवेदिका पूर्णरूपेण सांनहत्यक विकल (Plagiarism) से मुक्त है।

शोध निदेशक का हस्ताक्षर

[TYPE THESIS TITLE HERE]

A Thesis submitted to the [university name]

For the Award of

[Doctor of Philosophy]

in
[Department Name]

BY
[Your Name]

GUIDE
[Name of Contributor]

Department of Studies in [Department Name]
[University Name]

[Year with Month]

DECLARATION

I declare that the thesis entitled [Name of the Thesis] has been prepared by me under the guidance of [Name of the Guide], Professor of [Department Name], [University Name]. No part of this thesis has formed the basis for the award of any degree or fellowship previously.

[Your Name]

[Department Name], [University Name]

[University Address].

DATE :

CERTIFICATE

I certify that [Your Name] has prepared her thesis entitled [TYPE THESIS TITLE HERE], for the award of PhD degree of the [University Name], under my guidance. He/She has carried out the work at the Department of [Department Name], [University Name]

[Guide Name]

[Department Name], [University Name]

[University Address]

DATE:

ABSTRACT

[Type your Abstract here]

PREFACE

[Type your Preface here]

TABLE OF CONTENTS

[Type your Table of Contents here]

LIST OF TABLES

[Type your List of Tables here]**LIST OF FIGURES**

[Type your List of figures here]**LIST OF APPENDICES**

APPENDIX A: [Type your Appendix A here]

APPENDIX B: [Type your Appendix B here]

APPENDIX C: [Type your Appendix C here]

APPENDIX D: [Type your Appendix D here]

CHAPTER 1

[Type your Table of Contents of First Chapter]

CHAPTER 1

[Type your contents of first chapter here]

[BIBLIOGRAPHY]

Doe, John B. *Conceptual Planning: A Guide to a Better Planet*, 3d ed. Reading, MA: Smith Jones, 1996.

Smith, Chris. *Theory and the Art of Communications Design*. State of the University Press, 1997.

INDEX

A

Aristotle,3