

REGULATIONS RELATING TO M.PHIL. AND PH.D. PROGRAMME

[Framed in compliance with the UGC (minimum standards and procedures for award of M.Phil. / Ph. D. degrees) Regulations, 2016]

1. Short title, Application and Commencement:

- 1.1 These Regulations shall be called the **North Bengal University Regulations relating to M.Phil. and Ph.D. programmes.**
- 1.2 They shall apply to all M.Phil. and Ph.D. programmes offered by the University of North Bengal.
- 1.3 They shall come into force with immediate effect.
- 1.4 Unless there is anything repugnant in the subject or context, words and expressions used in these regulations shall have the meaning, respectively assigned to them in the Acts, Statutes and Ordinances of the university.

2. Eligibility criteria for admission to the M.Phil. Programme:

- 2.1 Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent in a point scale wherever grading system is followed, or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer) / differently abled, and other categories of candidates as per the decision of the University Grants Commission from time to time, or for those who had obtained their Master's degrees prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are

permissible based only on the qualifying marks without including the grace mark procedure.

3. Eligibility criteria for admission to the Ph.D. Programme:

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

- 3.1 Master's Degree holders satisfying the criteria stipulated under Clause 2 above.
- 3.2 Candidates who have cleared M.Phil. from this university with at least 55% marks in aggregate, or an equivalent grade on the point scale of the grading system followed by the university, shall be eligible to proceed to do research work leading to Ph. D. Degree. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to the SC/ST/OBC (non-creamy layer) / differently abled and other categories of candidates as per the decision of the University Grants Commission from time to time.
- 3.3 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending under any Department / Centre or Research Programme of the university, may be provisionally admitted to the Ph.D. programme of the university but the admission will be confirmed if the candidate qualifies in the M.Phil. degree with the requisite percentage of marks / grade.
- 3.4 Candidates possessing a degree considered equivalent to the M.Phil. degree of other Indian Institutions, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme.

4. Duration of the Programme:

- 4.1 M.Phil. programme shall be for a duration of four (4) consecutive semesters (two years).
- 4.2 Ph.D. programme shall be for a minimum duration of three years, including the course work and for a maximum period of six years.

- 4.3.1 The registration for the Ph.D. degree shall remain valid for a period of six years including the course work from the date of entry into the Ph. D. programme of the university.
- 4.3.2 In case the thesis is not submitted for adjudication within the initial period of six years, the registration may be extended for a period of another five years. The fees payable for registration / extension of registration shall be prescribed separately. The registration will remain valid until the successful defence in the open viva-voce.
- 4.3.3 The registration may be cancelled on the recommendation of the Board of Research Studies (BRS) in the following cases:
- (a) If the candidate applies for such cancellation through the Research Advisory Committee (RAC) as constituted under clause 8 of these regulations.
 - (b) Where the RAC suggests cancellation on grounds of unsatisfactory performance or progress of the candidate. In such cases, the candidate shall be given adequate opportunity for self-defence.
- 4.4 Women candidates and persons with more than 40% disability may be allowed a relaxation of one year for M.Phil. and two years for Ph.D. programme in the maximum duration. In addition, the women candidates may be provided maternity leave / child care leave once in the entire duration of the M.Phil. / Ph.D. programme for up to 240 days.

5. Procedure for admission:

- 5.1.1 All M.Phil. / Ph.D. students shall be admitted through an Entrance Test conducted at the Department / Centre concerned and organised at the level of the university. Provided that the candidates who have qualified UGC- NET (including JRF) / UGC – CSIR NET (including JRF) / SLET/ SET/ GATE, or who are teachers of this university, or who are fellowship holders, or have obtained the M.Phil. degree with at least 55% in aggregate from another university, shall not be required to appear in the written part of the entrance test. Provided further that candidates who have qualified UGC- NET (including JRF)/ UGC – CSIR NET (including JRF) / SLET/ SET/ GATE or are teachers of this university, or are fellowship holders or have obtained M.Phil. degree from other universities

with at least 55% in aggregate, shall appear for the interview / viva-voce part of the entrance test.

- 5.1.2 The university shall issue advertisement in major national dailies and on the university web-site regarding the entrance test, indicating the number of Ph.D. candidates to be admitted under particular disciplines and also the curriculum for entrance test.
- 5.2 In the entrance test 50% shall be the qualifying marks. The syllabus of the entrance test shall consist of 50% of research methodology and 50% shall be subject specific. The entrance test shall be conducted at the Department/ Centre. Curriculum for the entrance test will be decided by the respective Departmental Research Committee (DRC) of the Department / Centre.
- 5.3 An interview/viva-voce to be organized by the Department / Centre when the candidates are required to discuss their research interest / area through a presentation before a duly constituted DRC of the Department/Centre. All teachers eligible to act as supervisor shall be the member of the DRC. Head of the Department will act as the Convenor and Chairman of the DRC.
- 5.4 The interview/viva-voce shall also consider the following aspects, viz. whether:
 - 5.4.1 the candidate possesses the competence for the proposed research;
 - 5.4.2 the research work can be suitably undertaken at the University / Institution / College;
 - 5.4.3 the proposed area of research can contribute to new/additional knowledge;
 - 5.4.4 candidates securing at least 50% marks in the written part of the entrance test, shall be eligible to appear in viva-voce. Panel of selected candidates will be prepared on the basis of performance in the entrance test.
- 5.5 The university shall maintain a list of all the M.Phil. / Ph.D. registered students in 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 registration.

6. **Allocation of Research Supervisor:** Eligibility criteria to be a Research Supervisor, Co-Supervisor, number of M.Phil./Ph.D. scholars permissible per supervisor etc.

6.1 Any regular Professor of the University/Centre/College with at least five research publications in refereed/peer-reviewed journals and any regular Associate/Assistant Professor of the University/Centre/College with a Ph.D. degree and at least two research publications in refereed/peer-reviewed journals, may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the university may relax the above condition for recognition of a person as research supervisor with reasons to be recorded in writing. The BRS shall decide on the matter on the recommendation of the DRC.

Note: A Teacher who does not possess a Ph. D. degree but has already successfully guided students leading respectively, to their Ph.D./M.Phil. degrees and have sufficient number and quality of papers published in refereed/peer-reviewed journals as may be considered equivalent to a Ph.D. degree, may be considered for allowing supervision of Ph. D./ M. Phil. Students by the Executive Council on the recommendation of the BRS concerned.

6.2 Only a full time regular teacher of the University/College employed against a substantive post can act as a supervisor. External supervisors are not allowed. However, Co-Supervisors can be allowed in inter-disciplinary areas from other Departments/Centres/Colleges under this university or from other related institutions/universities with the approval of the DRC.

6.3 The allocation of research supervisor for a selected research scholar shall be decided by the DRC of the respective Department/Centre depending on the number of scholars per research supervisor, the available specialization among the supervisors and research interests of the scholars as indicated by them at the time of interview/viva-voce.

6.4 In case of the topics that are of inter-disciplinary nature, where the DRC concerned feels that the expertise available in the DRC has to be supplemented from outside, the Department/Centre may appoint a Research Supervisor from the Department itself, who shall be known as the Research

Supervisor, and a Co-Supervisor from outside the Department/Centre/Faculty/ College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institution/College.

- 6.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil., and Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars, and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.
- 6.6 In case of relocation of a woman scholar of M.Phil./Ph.D. due to marriage or otherwise, the research data shall be allowed to be transferred to the university to which the scholar intends to relocate, provided all 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 supervisor of the parent institution for the part of research already undertaken.
- 6.7 A student of any other university pursuing her/his Ph.D. programme as per UGC regulations 2016, will be allowed to take a lateral entry to the Ph.D. programme of this university in the respective discipline, subject to the recommendation of the DRC concerned.
7. **Course Work:** Credit requirements, number, duration, syllabus, minimum standards for completion etc.
 - 7.1 The credit assigned to the M.Phil. and Ph.D. Preparatory Course Work (PCW) shall be eight (8) credits.
 - 7.2 The PCW shall be treated as a prerequisite for M.Phil. and Ph.D. preparation. Four (4) credits shall be assigned to one or more courses on Research Methodology which would cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work etc. The other four (4) credits shall be assigned to advanced level courses for preparing the students for M.Phil. and Ph.D. degree.

- 7.3 All courses prescribed for PCW shall be in conformity with the credit hour, instructional requirement and shall specify the content, instructional and assessment methods. They shall be duly approved by the respective Faculty Councils.
- 7.4 The Department/Centre where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the RAC, as constituted under Clause 8 of these regulations.
- 7.5 All candidates admitted to the M.Phil. and Ph.D. programmes shall be required to complete the PCW prescribed by the Department/Centre during the initial one semester.
- 7.6 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the PCW in M.Phil. and have been permitted to proceed to the Ph.D., may be exempted by the Department/Centre from doing the PCW. All other candidates admitted to the Ph.D. programme shall be required to complete the PCW prescribed by the Department/Centre.
- 7.7 **Examination of PCW:**
- 7.7.1 The DRC shall (i) make and amend from time to time the syllabus for PCW for recommendation to the respective Faculty Councils and BRS for approval, (ii) assign courses to the teachers concerned of the Department/Centre/Sister Department, (iii) make arrangement for evaluation of performances, appoint paper-setters / examiners / scrutinisers / moderators etc. with the approval of the Vice-Chancellor.
- 7.7.2 There shall be a term-end examination at the end of the semester.
- 7.7.3 The evaluation of the students shall be based on their performances in the written examination and other continuing/internal evaluation, if any, as recommended by the DRC.
- 7.7.4 Teachers actually participating in the teaching shall ordinarily set questions and evaluate the answer scripts. The paper shall be moderated by a Board of Moderators with three members ordinarily from the teachers participating in the PCW with the approval of the Vice-Chancellor on the recommendation of the DRC. The evaluation for

viva-voce / review work / dissertation or any other internal evaluation, if any, (to be recommended by the DRC) shall be made by the examiners as recommended. The moderated question papers shall be sent by the convenor of the DRC to the Controller of Examinations in sealed envelopes for printing.

7.7.5 Percentage to Grades and Grade Points: The grades for each course would be decided on the basis of the percentage marks obtained at the end semester and internal examination as shown below:

Letter grade	Point grade	Formula percentage of Marks
O (Outstanding)	10	85 and above
A+ (Excellent)	9	70 - <85
A (Very Good)	8	60 - <70
B+ (Good)	7	55 - <60
F (Fail)	0	<55

- (a) For non-credit courses (if there is any), 'Satisfactory' or 'Unsatisfactory' will be indicated instead of the letter grade and this will not be counted for the computation of SGPA / CGPA of the PCW.
- (b) In order to qualify PCW examination, a candidate shall have to obtain a minimum of 55% marks in each paper, and a 'Satisfactory' in a non-credit paper, if any, failing which the candidate shall be given two consecutive additional chances to appear in the term-end examination, when it is offered next.
- (c) Calculation of SGPA / CGPA

$$SGPA(S) = \frac{\sum C_i P_i}{\sum C_i}$$

Where, C_i = Credit assigned to a paper
 P_i = Grade point earned in the paper

$$CGPA = \frac{\sum C_n S_n}{\sum C_n}$$

Where, C_n = Credit assigned to a semester
 S_n = SGPA earned in a semester

- (d) The CGPA required to qualify in the PCW is 7.0
- 7.7.6 Grades in the PCW, including research methodology courses shall be finalized after a combined assessment by the RAC and the DRC concerned and the final grades shall be communicated to the Controller of Examinations.

8. Research Advisory Committee (RAC) and its functions:

8.1 There shall be a RAC constituted with three members to be nominated by the DRC and the Research Supervisor for each M.Phil. and Ph.D. scholar. The research supervisor of the scholar shall be the Convener of RAC. This committee shall have the following functions:

- (a) To review the research proposal and finalize the topic of research;
- (b) To guide the research scholar to develop the design and methodology of research and identify the course(s) that he/she may have to undertake;
- (c) To periodically review and assist in the progress of the research work of the research scholar;

8.2 A research scholar shall appear before the RAC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The bi-annual progress reports shall be submitted by the RAC to the BRS with a copy to the research scholar.

8.3 In case the progress of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend to the BRS with specific reasons for cancellation of the registration of the research scholar.

9. Evaluation and Assessment Methods, Minimum standards/credits for award of the degree, etc.:

9.1.1 The overall credit requirement, including the credit for PCW, for the award of M.Phil. degree shall be 32 credits.

- (a) In the second semester there shall be two theoretical papers, each of four (4) credits or as divided into suitable halves. The duration of examination shall be

two (2) hours for a paper of two (2) credits and four (4) hours for a paper of four (4) credits.

- (b) In the third semester eight (8) credits shall be kept for seminar/term paper etc. A board of not less than three examiners, formed by the DRC, shall evaluate the seminar/term paper. In the fourth semester, a candidate shall have to complete the project/dissertation of six (6) credits under his/her supervisor. A candidate has to appear before the external and internal examiners for a viva-voce of two (2) credits based on the project/dissertation.
- (c) Pass marks shall be 55% or equivalent grade in each paper and 55% or equivalent grade each for project/dissertation. The classes will terminate seven (7) days before the commencement of the examination. The written examination shall be over within fifteen (15) days of the completion of the classes.
- (d) The practical examination, if any, shall be conducted by a board recommended by the DRC of which one member shall be an external expert from other department of this university or another university. Two examiners shall form a quorum.
- (e) A candidate who fails to secure 55% marks or equivalent grade in not more than two papers including the practical/viva-voce, shall be allowed to clear the back papers in the next two consecutive examinations when they are offered next. Those who will fail in the project/dissertation shall get one more chance after a gap of three months. A candidate who will fail to secure 55% marks or equivalent grade in the viva-voce, shall be required to appear again in the said examination on a date to be fixed by the DRC concerned within three months from the date of previous viva-voce examination.
- (f) The percentage of marks and equivalent grades shall be decided as per the provisions of Clause 7.7.5 and 7.7.6 of these regulations.

9.2 Registration of Ph. D. Thesis Title: The synopsis that has been submitted by the candidate to the RAC shall be forwarded to the DRC for its comments. The DRC shall conduct a seminar in which the candidate shall explain the details of his proposed research work, on which a report shall be forwarded to the Registrar. The Registrar shall place the same before the BRS concerned.

- (a) The recommendations of the BRS on the candidate's application for Ph.D. Thesis Title registration shall be placed for consideration before the Executive Council.
- (b) After the recommendations of the BRS are approved by the Executive Council, the Registrar shall take necessary steps for registration of the candidate's Title and Synopsis.
- (c) Upon being informed by the Office of the Registrar, the candidate shall submit the prescribed fees for Ph.D. Title registration.
- (d) The registration fees and all other fees pertaining to the Ph.D. programme will be set as per the Regulations relating to Doctor of Philosophy (Ph.D.) in the Faculty of Arts, Commerce & Law, and Faculty of Science and Faculty of Technology.

9.3 Upon a satisfactory completion of the PCW, and obtaining the marks/grades prescribed in sub-clauses 7.7.5 and 7.7.6 above, as the case may be, an M. Phil. scholar shall be required to undertake research work and produce dissertation within a minimum duration of one year and a maximum duration of three years, and a Ph. D. scholar shall be required to undertake the research work and produce a draft thesis within a minimum duration of two years and maximum duration of five years excluding the time required to complete the PCW.

9.4 Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department/Centre before the RAC concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may suitably be incorporated into the draft dissertation/thesis in consultation with the RAC within a period as specified by the RAC.

9.5 M. Phil. scholars shall present at least one (1) research paper in a conference/seminar and Ph.D. scholars must publish at least one (1) research paper in a refereed/peer-reviewed journal and make at least two (2) paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

- 9.6 While submitting for evaluation, the dissertation/thesis shall incorporate an anti-plagiarism report based on a software procured and approved by the university, to be operated from the Central Library, and shall contain an undertaking from the research scholar as well as a certificate from the research supervisor attesting the originality of the work, vouching that similarity index has not crossed 25% (excluding the bibliography and works already published elsewhere by the scholar), and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution. The BRS shall decide the mechanism to detect plagiarism and other forms of academic dishonesty for theses for which anti-plagiarism software is not available. For such subjects, an affidavit by the scholar and a certificate from the research supervisor attesting the originality of the work have to be submitted.
- 9.7 The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her research supervisor and one external examiner who is not in the employment of this university or any of its affiliated colleges. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by the members of the RAC, all faculty members of the Department/Centre, other research scholars of the department and other interested experts/researchers.
- 9.8 After completing the thesis and having complied with all other requirements under these regulations, mentioned herein above, the Ph.D. scholar shall apply to the Registrar for permission to submit the thesis for adjudication, along with a certificate from the supervisor(s) and RAC recommending submission. The candidate shall submit four (4) copies of the Ph.D. thesis (five (5) copies if there is a co-supervisor), embodying the results of his/her research and enclosing evidence of originality of research work and non-plagiarism as certified by the supervisor(s) as required under Clause 9(6). At the time of thesis submission, the candidate shall also submit ten copies of the abstract (within one thousand words) of the thesis, and two CDs containing the entire thesis as a pdf along with the article(s) published and the papers presented in conference(s).
- 9.9 Fees, as may be prescribed for submission of the thesis, shall be deposited after receiving permission from the Registrar for making this deposit.

9.10 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor (s) and two external examiners, who are not in employment of the University/College, one of whom may be from outside the country. The supervisor shall submit a panel of at least eight (8) eligible experts to the Registrar under a sealed envelope, for appointment as examiners of the Ph.D. thesis. The submitted panel of examiners, shall include postal, email addresses (if available) and telephone number(s) (if available) of the examiners. Where the candidate is a close relative of the supervisor (as in examination rules), the Head of the Department shall submit the panel of examiners in consultation with the DRC.

9.11 The panel as submitted by the supervisor or by the Head of the Department, as the case may be, shall be placed for consideration before the BRS, which shall recommend it, with modifications if necessary. The Vice-Chancellor shall nominate the Ph.D. examiners from this panel in order of her/his preference, and report the same to the Executive Council.

9.12 Along with her/his thesis every candidate shall submit clearance certificates issued by the Finance Branch, the University Library, the Research Scholars' Hostel, the Vehicle Department, the Identity Card section, and such other documents as may be specified, along with the prescribed non-refundable fees. The candidate shall also be required to bear the postal charges for despatching the thesis to the examiners as soon as this is intimated to him/her.

9.13 Provided that if the tenure of a regular research fellowship has not expired before submission of the thesis, the clearance certificates will be submitted as soon as the tenure is over. Such candidates shall be required to submit an undertaking to this effect at the time of submission of the thesis.

9.14 Before sending a thesis to an examiner, her/his consent for evaluation of the thesis shall be sought through e-mail, failing by Fax or by postal service (including courier service). If no response is received from the examiner within 15 days, a reminder will be sent allowing a time gap of another seven days. If still no response is received from the proposed examiner, or if the request is declined, the consent shall be sought from another examiner to be nominated by the Vice-Chancellor from the approved panel.

The synopsis and the thesis in PDF format may be forwarded to the examiner(s) through e-mail if the examiner gives his consent in this respect.

- 9.15 The examiners will be requested to send their evaluation reports in the prescribed pro-forma within forty five days from the date of receipt of the thesis. The evaluation report duly signed by the examiner(s) in PDF format and forwarded through e-mail shall also be accepted. The amount of remuneration for which the examiner is eligible shall also be communicated to the examiner. A reminder will be sent to the examiner, if necessary, after the expiry of an initial period of thirty (30) days stating that the report is due within next fifteen (15) days. A second reminder will be sent, if further required, after another fifteen (15) days period, with a request that the copy of the thesis be returned to the university in case the examiner is not in a position to evaluate the thesis within fifteen (15) days.
- 9.16 In case no response is received from the examiner even after such reminders, the appointment of the examiner shall be cancelled after informing him/her, and the thesis shall be referred to another examiner, to be nominated by the Vice-Chancellor from the approved panel. In case the whole panel is exhausted, a fresh list of five experts shall be sought from the Supervisor by the Office of the Registrar in confidential manner and further action shall be taken by the Registrar after taking approval from the Vice-Chancellor.
- 9.17 An open viva-voce, based among other things, on the critiques given in the evaluation report(s), shall be conducted by the research supervisor and one external examiner, and shall be open to be attended by members of the DRC, all faculty members of the Department/Centre, other research scholars of the Department/ Centre and other interested experts/researchers.
- 9.18 The open viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are positive and include(s) a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner in case of M.Phil. dissertation or one of the evaluation reports of the external examiners in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the university shall send the dissertation/thesis to another external examiner out of the approved panel, 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 dissertation/thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

9.19 The university shall complete the entire process of evaluation of M.Phil. dissertation/ Ph.D. thesis ordinarily within a period of six months from the date of submission of the dissertation/thesis.

9.20 All recommendations of the examiners and the viva-voce report relating to the evaluation of a thesis shall be forwarded to the Executive Council for its consideration and approval.

9.21 On approval of the Executive Council, the candidate shall be provisionally admitted to the degree of Ph. D. w.e.f. the date on which the candidate qualifies her/his viva-voce examination

10. **Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M. Phil./Ph.D. programmes:**

10.1 Colleges may be considered eligible to offer M.Phil./Ph.D. programmes only if they satisfy the availability of eligible research supervisors as mentioned in Clause 6, required infrastructure and supporting administrative and research promotion facilities as per these regulations.

10.2 Post-graduate departments of colleges, research laboratories of Government of India / State Government with at least two Ph.D. qualified teachers/scientists/ other academic staff in the Department/Centre concerned along with required infrastructure, supporting administrative and research promotion facilities as per these regulations, stipulated under sub-clause 10(3), shall be considered eligible to offer M.Phil./Ph.D. programmes. Colleges should additionally have the necessary recognition by the university to offer M.Phil./ Ph.D. programme.

10.3 Colleges with adequate facilities for research as mentioned below shall offer M.Phil./Ph.D. programmes:

- (i) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the university with provision for adequate space per research scholar along with computer facilities and essential software,

internet connectivity and uninterrupted power and water supply;

- (ii) Earmarked library resources including latest books, Indian and International journals, E-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/Centre, library for reading, writing and storing study and research materials;
- (iii) Colleges may also access the required facilities of the neighbouring Institutions / Colleges, or of those Institutions/ Colleges/ R&D laboratories/ Organizations which have the required facilities.
- (iv) On the basis of an application from the college concerned, the eligibility of a college to conduct research shall be decided the respective BRS on the recommendation of an Inspection committee to be constituted by the BRS for the purpose.

11. Treatment of Ph.D. / M.Phil. through Distance Mode/Part-time:

11.1 Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, University and College shall not conduct M.Phil. and Ph.D. programmes through distance education mode.

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

12. Award of M.Phil./Ph.D. degrees prior to notification of these regulations, or degrees awarded by foreign universities:

12.1 Award of degrees to candidates, registered for the M.Phil./Ph.D. programme on or after July 11, 2009 till the date of notification of the UGC (Minimum standards and procedure for award of M.Phil./Ph.D. Degrees) Regulations, 2016 effective from 5 May, 2016 shall be governed by the provisions of the UGC (Minimum standards and procedure for awards of M.Phil./Ph.D. Degrees) Regulations, 2009.

12.2 If the M.Phil./Ph.D. degree is awarded by a foreign university, the university shall refer the issue to a standing committee constituted by the respective Faculty Council of the university for the purpose of determining the equivalence of the degree awarded by the foreign university.

13 Depository with INFLIBNET:

13.1 Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil./Ph.D. degree(s), the university shall submit an electronic copy of the M.Phil. dissertation / Ph. D. thesis to the INFLIBNET for hosting the same so as to make it accessible to all institutions/universities/colleges.

13.2 Prior to the actual award of the degree, the university shall issue a provisional certificate to the effect that the degree has been awarded in accordance with the provisions of the UGC Regulations, 2016.

14. Board of Research Studies: There shall be a Board of Research Studies (BRS) in each subject, comprising of the following members:

- (i) The Vice-Chancellor — Chairperson;
- (ii) The Dean of the Faculty Council concerned for Post-graduate Studies;
- (iii) The Head of the Department/Director of the Centre concerned;
- (iv) Not more than five Teachers from the department/centre concerned, who qualify as supervisors, to be nominated by the DRC;
- (v) Teachers from allied/sister departments who qualify as co-supervisors as nominated by the Vice-Chancellor wherever applicable/necessary;
- (v) The supervisor and/or co-supervisor, if any, of the proposed research work, as invitee(s); and
- (vi) The Registrar – the ex-officio Secretary

15. Pro-forma for Submission of the Report:

Note: The evaluation of the M.Phil. dissertation / Ph.D. thesis shall comprise of two stages: (i) adjudication by the examiner(s), and (ii) a viva-voce on expressed affirmative recommendation of the adjudicators.

Title of the Thesis:

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Name of the Candidate:

.....

Ref. No.:

.....

(a) Summary of the Report:

(i) Whether the degree should be awarded to the candidate – (Please indicate by writing 'Yes' or 'No')

(ii) Whether the candidate should be allowed to re-submit the thesis after revision or providing necessary clarification(s) — (Please specify the reasons in Detailed Evaluation Report).

(iii) Whether the thesis should be rejected — (Please specify the reasons in Detailed Evaluation Report).

(iv) Whether the thesis is of such outstanding merit that the University may consider publishing it at its own cost — (Please indicate by writing 'Yes' or 'No').

(b) (i) Detailed Evaluation Report (if necessary separate sheets may be annexed):

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(ii) Do you recommend that viva-voce examination be conducted in context of the present thesis?

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(iii) Questions you would like the candidate to answer during the viva-voce.

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16. Reframing of Report: If the report is not specific, or if grounds on which the recommendation is based are not clearly stated, the examiner shall be requested to reframe the report accordingly. If no response is received within fifteen (15) days after receiving this request, a reminder shall be sent allowing another fifteen (15) days for compliance.

Provided that if a reply is not received even after that time, the Vice-Chancellor may consider appointing a new examiner from the approved panel, in which case the report of the earlier examiner shall be ignored.

17. Report to be sent to the Vice-Chancellor: The reports of the examiners shall be sent to the Vice-Chancellor by name. After all the adjudication reports are received, the Vice-Chancellor shall take a decision on the subsequent steps that need to be taken by the Registrar.

18. Award of the Ph. D. Degree: After the Board of Examiners for the viva-voce have recommended such award, the reports of all the examiners shall be handed over to the Registrar for placement before the Executive Council. If the Executive Council approves the adjudication and viva-voce reports, it shall decide to award the Ph.D. degree to the candidate in the subject in which he is registered under the Faculty concerned w.e.f. the date of the viva-voce.

19. Report of the examiners to the candidate: After the degree is awarded, the reports of the examiners may be issued to the candidate on request but without disclosing the identity of the examiners.

20. Issuance of provisional certificate: The university shall issue a provisional certificate to the effect that the degree has been awarded in accordance with the provision of the regulations relating to M.Phil. and Ph.D. programme and also in compliance with the UGC (Minimum standards and procedure for award of M.Phil./Ph.D. Degrees) Regulations, 2016. A diploma under the seal of the university and signed by the Vice-Chancellor shall be awarded to each successful candidate at the next convocation held for conferring the degrees.

21. Publication of thesis: The university may publish a thesis if the examiners unanimously recommend so. Subject to the recommendation of the adjudicators, the thesis may be

published by the candidate provided the university does not accept the responsibility for publication of the same and the candidate makes suitable mention within the publication so made that it was a thesis approved for the award of the Ph.D. degree of the University of North Bengal.

22. Revocation of thesis: If at any time after the degree has been awarded to a thesis, allegation with *prima facie* evidence is received pointing out plagiarism, and such a case shall be referred for opinion to a committee of two experts to be nominated by the BRS concerned. If the allegation is proved, disciplinary actions including revocation of the degree shall be taken after offering the candidate a reasonable opportunity for self-defence.

23. Interpretation: In case of any doubt or ambiguity relating to interpretation of these, regulations and in any case not covered by these regulations, the opinion of the Vice-Chancellor shall be final, subject to the provisions of the North Bengal University Act 1981 (West Bengal Act XXV of 1981), Statue, Ordinances and Regulations and Rules made there under.