

MANIPAL UNIVERSITY JAIPUR

Regulations for Research Program Leading to Award of Ph.D. Degree

1. General

The MUJ Ph.D. program is modeled on the pattern of Ph.D. programs followed in IITs. Detailed instructions exist in the University for its Ph.D. Program. The Ph.D. awarded by the University is of high standard comparable to that of IITs and is held in high esteem by the environment.

University Grants Commission has issued Guidelines for conducting Ph.D. program by universities in the country and has issued instructions that candidates with Ph.D. degrees awarded by universities which do not strictly follow the Instructions issued by UGC will not be considered for employment in teaching posts. These instructions comply with UGC Guidelines for Ph.D.-2009. The main change is regarding the requirement of conducting an admission test for admitting candidates to the Ph.D. program. A Ph.D. Entrance Exam has been made mandatory for registration for Ph.D. in the University. These Regulations also stipulate evaluation of the Ph.D. Protocol and the candidate by two committees to ensure that only those candidates who are competent to carry out high quality research and to make positive contribution to knowledge in their chosen field, are allowed to register for Ph.D.

This document shall be called “**MUJ Regulations for Research Program Leading to Award of Ph.D. Degree – 2011**”. These Regulations have been approved by the Academic Senate of MUJ and come into effect forthwith.

Research program at the University will be controlled by the President through the following committees:

- (a) University Research Committee.
- (b) Research Protocol Evaluation Committee (RPEC) at each Department/Constituent College.
- (c) A Research Progress Committee (RPC) for each research candidate.
- (d) A Board for Examination for Ph.D. (Defense Committee) for each candidate.

Admission to Ph.D. Program will be confirmed after the candidate passing the University Ph.D. Entrance Examination or on submitting a valid UGC/CSIR(JRF)/GATE/SLET/NET Examination score card/M.Phil. degree. The University will conduct Ph.D. Entrance Examination twice a year.

A summary of the registration process, research work and award of Ph.D. degree is presented in the table below and the details follow after the table.

**Summary of the Process of Registration, Research Work
and Submission & Approval of Thesis for
Award of Doctor of Philosophy**

Before Registration

- Submission of Application to Registrar MUJ/Head of Dept./Head of Institute.
- Contact Head of Dept./Head of Institute where Ph.D. work is planned.
- Presentation of Protocol to RPEC at Dept./Institute.
- Modification of Protocol as per RPEC recommendations.
- Submission of Approved Protocol to Registrar MUJ.
- Presentation of Protocol to University Research Committee.
- Modifications to Protocol as per University Research Committee Recommendations.
- Resubmission of Protocol to Registrar MUJ.
- Provisional Registration.
- Confirmation of Registration on passing Ph.D. Entrance Exam or submission of UGC/CSIR(JRF)/GATE/SLET/NET Examination score card/M.Phil. degree.

After Confirmation of Registration

- Completion of Course Work and residential requirement.
- Ph.D. Research Work at designated Dept./Institute/Approved Research Centre.
- Present Progress Seminar to RPC once every Semester (every six months).
- Recommendation by RPC regarding continuation, mid-course correction or discontinuation depending on progress and quality of work after every six monthly progress presentation.
- In case the RPC at any stage during the research work feels that the candidate is not making sufficient progress or is not likely to complete his Ph. D. for any reason, the RPC, in consultation with the Guide, may recommend discontinuation of research work and cancellation of registration of the candidate.
- RPC will encourage the candidate to write research papers and to communicate these to indexed/peer reviewed journals for publication.

After Completion of Research Work

- After completion of sufficient research work and specified minimum period after registration, if satisfied, RPC recommends writing of Pre Synopsis Report by the candidate.
- Presentation of Pre-synopsis Report to RPC.
- RPC may recommend further work if not satisfied or may recommend writing of synopsis if satisfied. Recommendation of RPC will also be sent to Registrar.
- On approval by RPC, the candidate will write the Synopsis and submit ten copies duly signed by the Guide, to Registrar MUJ within one month.
- The candidate will write and submit six copies of Thesis to Registrar MUJ within three months of submission of Synopsis.

After Submission of Synopsis and Thesis at MUJ.

- Registrar sends the synopsis to three reviewers selected by President, for their consent to review the thesis of the candidate. Where possible, one of the reviewers will be from a foreign university.
- On receiving consent of the reviewers, Registrar sends the thesis to the reviewers for review, asking them to review the thesis and send their comments, in the prescribed format, within 45 days. Polite reminders will be sent to the reviewers every 15 days after expiry of 45 days till they send the reviews. In case a reviewer fails to send the review within six months, President may identify another reviewer and ask the Registrar to send the thesis for review.

- On receipt of reviews from two reviewers, if both the reviewers have recommended the thesis for award of Ph.D., the President will ask the Controller of Examinations to organize Defense of the thesis. The Committee for Defense will comprise members of RPC, University Research Committee and minimum one external examiner who will normally be one of the reviewers.
- In case of non-recommendation or recommendation for additional work/major modifications to thesis, President will advise the candidate and the Guide to do further work/modifications as the case may be, in consultation with the Research Committee, and ask him to resubmit the thesis after complying with the instructions.
- In case the reviews suggest cancellation of registration of the candidate for poor quality research work or unacceptable practices such as plagiarisation, President may, in consultation with Research Committee and after giving due chance to the candidate to present his/her case, order cancellation of registration of the candidate.

On successful Defense of Thesis

- On successfully defending the thesis and recommendation of the Defense Committee, the candidate will be eligible for award of Degree of Doctor of Philosophy (Ph.D.) on the day of Defense. On receiving the recommendation of the Defense Committee, and a No Dues Certificate regarding clearance of all dues to the University, Controller of Examinations will issue a provisional certificate to the effect that the candidate has successfully defended his thesis and has been declared eligible for the award of Ph.D. Degree. The provisional certificate will also state that the certificate has been issued in accordance with the provisions of UGC Regulations for Award of M.Phil./Ph.D.-2009.
- The candidate will be awarded the Ph.D. Degree during the next convocation.

2. Designation of the Degree

The Ph.D. degree shall be designated as Doctor of Philosophy of Manipal University Jaipur.

3. Eligibility for Registration for Ph.D.

A candidate seeking admission to the Ph.D. Program of MUJ should:

- (a) Have a Master's degree of this University or its equivalent of another recognized university or Institute with a minimum of 55% marks. In case of candidates holding a qualifying degree from foreign universities, registration for Ph.D. will be confirmed after determination of equivalence by the relevant University body.
- (b) In exceptional cases, a candidate with B. Tech./B.E./B.Arch./MBBS degree having high first class with experience in relevant field may be considered for registration on the special recommendation of the University Research Committee. Such candidates will be required to complete higher number of credits (24 to 36 credits) as course work compared to 8 to 12 credits for those with postgraduate qualifications.
- (c) Should be recommended by University Research Committee as well as Dept/Institute Research Protocol Evaluation Committee (RPEC) based on presentation of Research Protocol.

- (d) Foreign students will be required to produce clearance from the Government of India/relevant authorities, for being considered eligible and who have obtained and are holding research visa.
- (e) All candidates except those who have passed UGC/CSIR(JRF)/GATE/SLET/NET Examination/M.Phil. will appear for the Ph.D. Entrance Examination conducted by the University. Registration will be confirmed only for those who pass the exam or those who have passed UGC/CSIR (JRF)/GATE/SLET/NET examination/M.Phil. degree.
- (f) Number of Ph.D. registrations in the University at any given time will not be more than eight times the number of registered guides in the University. The maximum number of Ph.D. candidates to be registered every year will be worked out and notified by the University in Feb./Mar. every year.

4. Types of Candidates for Research

- (a) Full Time research scholars who will carry out their research full time on the campus. Normally each of the full time research scholars will receive a scholarship from the University Research Grant/UGC/AICTE/A sponsoring Institute/Agency or a Teaching Assistantship from the institute/department to cover his living expenses and expenditure on his research work.
- (b) Part Time Internal Candidates (applicable to working faculty members in any of the constituent colleges/departments of MUJ).
- (c) External Candidates, who will register with the University, complete the mandatory residential and credit requirements as laid down and will be then permitted to continue their research work at their place of work if approved as a research institute by the University. They will make a presentation to the Research Committee/RPEC at the University/Constituent College through which they have registered, on the progress of their research work once every six months (At the end of each semester). External candidates who are working in a full time job will be considered as part time external candidates.

5. Course work and residential requirement

- (a) On registration for Ph.D. all candidates will be required to undertake Course Work as part of the Program. The credits requirement and duration of Course Work will be as under:
 - (i) Candidates with post graduate degree: 8 to 10 credits as specified by the RPEC, in six months.
 - (ii) Candidates with under graduate degree: 24 to 36 credits as specified by the RPEC, in one year. Date of registration for these candidates will be the date on which they complete the Course Work Credits.

- (b) The subjects to be undertaken by the candidate to satisfy the coursework requirement will be decided by the RPEC in consultation with the Research Guide. The course work may include courses and seminars. Research Methodology will generally be one of the subjects specified.
- (c) All candidates will spend at least 16 weeks in the University during the first one year, as a compulsory residential requirement.

6. Registration for the Ph.D. Program

- 6.1 Applications from candidates for registration for Ph.D. will be received throughout the year.
- 6.2 Applications will be submitted in prescribed format and shall state the subject or inter-disciplinary field in which the candidate desires to pursue his research work, and the University department/constituent college where the research work will be carried out.
- 6.3 Candidates can submit their applications either to the constituent institute or to Registrar MUJ.
- 6.4 The Research Protocol Evaluation Committee (RPEC) at each department/institute shall be headed by the head of Dept/Head of the Institute and have minimum five other senior faculty and external members. The RPEC will meet once in three months and will evaluate all the proposals received during the three months period. Proposals approved by RPEC will be submitted to the Registrar MUJ for processing with the University Research Committee.
- 6.5 Before applying for registration for Ph.D., the candidates are expected to have selected a research area and done some literature survey. Candidates are also expected to have discussed the proposal with proposed Guide/Head of the Department through which the research work is intended to be carried out.
- 6.6 Each candidate will have a research guide and may have one or more co-guides, especially for research problems of inter-disciplinary nature. Only those candidates who meet the laid down criteria for Ph.D. guides and are registered with the University as Ph.D. guides will be allowed to guide Ph.D. work. Normally, those with Ph.D. and working in the University departments/constituent institutes and meeting the laid down criteria for Ph.D. guides, will be guides/co-guides for candidates registered with the University. In special cases, on recommendation of RPEC, those working in other universities/research organizations may apply for registration as Ph.D. guides. Once registered, they may be permitted to guide Ph. D. work in case they are in a position to effectively supervise the research work. In case a candidate has an external guide, he/she will be required to have an internal co-guide.

- 6.7 Under exceptional circumstances, where the candidate has already achieved eminence in his/her area of work and is involved in high quality research work in his organization, the President may, in consultation with the relevant RPEC University Research Committee, allow a candidate to pursue a Program independently, that is without having a guide. However, all other instructions contained in these Regulations will apply to such candidates also.
- 6.8 Candidates will apply for admission to the Program of this University in the prescribed format and submit six copies of the Ph.D. Protocol (Approach Paper) covering the broad areas of interest, motivation for research in the selected area, brief display of knowledge gained and work done in that area, statement of research problem, objectives and methodology of the proposed research. The Protocol shall ordinarily not exceed 5000 words.
- 6.9 Candidate will present the Protocol to Research Protocol Evaluation Committee (RPEC) at the/Department/Institute through which he/she has planned to register.
- 6.10 The RPEC may approve/reject the proposal or suggest some modifications to the proposal. The proposal duly modified/corrected as suggested by RPEC will be submitted to the Registrar MUJ, along with the recommendations of RPEC. Names of Guide/Co-guide(s) and their registration numbers with the University (as guides) will be included in the proposal. Where the Guide/Co-guide is not already registered with MUJ as Guide/Co-guide, details of the Guide/Co-guide will be submitted as per specified format for approval of the University.
- 6.11 Registrar will communicate to the candidate the date and time of presentation of Ph.D. Protocol to the University Research Committee.
- 6.12 If University Research Committee is satisfied with the proposal and presentation by the candidate, it will approve the candidate for registration for the Ph.D. Program subject to his clearing the entrance examination and ratification by the Academic Senate. The Committee shall also approve the proposed Title of Research Work and the appointment of Guide & Co-guide(s) for the candidate.
- 6.13 University Research Committee may suggest modifications to the protocol. In such cases candidates will incorporate all the suggestions made by the committee and resubmit the modified proposal duly signed by the Guide to the Registrar. In case there are major changes suggested, the committee may ask the candidate to present the protocol again after 30 days.
- 6.14 After the approval from the University Research Committee, provisional Registration Number will be allotted to the candidate. After the allotment of provisional registration number, the candidate will submit the fees as prescribed by the University.
- 6.15 All candidates provisionally registered, except those who have passed UGC/CSIR or GATE/NET examination/M.Phil. degree will be required to appear for the Ph.D.

Entrance Exam. Registration will be confirmed on passing this examination or on submission of UGC/CSIR (JRF)/GATE/SLET/NET Examination score card/M.Phil. degree.

- 6.16 The date of approval by the University Research Committee shall be the date of registration of the candidate. In the case of candidates not having a post graduate degree, date of registration will be the date on which they complete the Course Work Credits.
- 6.17 All candidates will be required to complete the specified number of credits for Ph.D. Course Work within six months (one year for those with undergraduate degree) of provisional registration.
- 6.18 The Program shall be carried out in the University Department or in a constituent college or in a Research Institutes recognized by the university for the purpose. If the research program requires utilization of facilities outside the University, the candidate may avail of such facilities on recommendation of the guide and approval of the University. The Depts./Constituent institutes through which the candidates register will constitute a separate Research Progress Committee (RPC) for each candidate. The research work of the candidate will be monitored by this committee till the candidate completes his Ph.D.
- 6.19 A candidate may pursue part of his work in another University/Institution where suitable research facilities are available in the candidate's area of research, with the recommendation of the Guide and RPC. However, every candidate shall work under the direct supervision of the guide for a minimum period of 180 working days during the period of his research work. For candidates carrying out research work in other universities/research organizations, in addition to Internal guide(s), there will be external supervisor(s), approved by the University, who will supervise the candidate's research work in that organization.
- 6.20 Whenever University faculty members have research grants, with provision for selecting the research students, the faculty members holding that grant will select the candidates who have passed UGC/CSIR(JRF)/GATE/SLET/NET examination after evaluating the suitability of the candidates. In case such candidates are not available then test and interview will be held under the arrangements of the University as in the normal cases. Rest of the procedure will be as outlined in these Regulations.
- 6.21 The title of the research problem may be modified, if necessary, by the candidate on recommendation of Guide and approval of the University Research Committee. However, such modification will not be permitted after submission of the Pre-synopsis Approval Report (vide Clause 13.4 below) by the RPC. However, a minor change of title may be permitted any time during the tenure of research.

7. Fees

- 7.1 The candidates will pay the following fees:

- (a) Non-refundable Registration fee along with the application.
- (b) Annual fees including laboratory fees for the first year will be paid on the date of registration and subsequently in the same month as that of registration every year till submission of the thesis. Laboratory fees may not be paid by the candidates whose research work does not involve experimental work involving use of laboratory facilities. The Guide will intimate the same to the finance section for the waiver of laboratory fees.
- (c) Examination fee shall be paid at the time of submission of thesis. The student will obtain no dues certificate and clearances before payment of examination fee.

7.2 The quantum of fees will be decided by the University from time to time.

8. Cancellation of Registration

- 8.1 Registration may be cancelled on the recommendation of the RPC, based on lack of progress, or if requested by the Guide and after giving due opportunity to the candidate for defending his/her case. The candidate on his part will be allowed to withdraw if he/she so desires. Such a candidate will not get any benefit of earlier registration if he/she joins for Ph.D. again.
- 8.2 Registration may be cancelled if the candidate fails to submit the thesis within the maximum stipulated period.

9. Eligibility Criteria for Guides and Co-guides

- 9.1 The Guide should have a Ph.D. from a recognized University/Institute and should possess preferably two years post-doctoral experience. For Medical Allied Health Sciences, 5 years teaching experience after Post Graduation/Ph.D. from a recognized University/College.

Publications (Desirable): 3 publications in the indexed/peer reviewed national/international journals.

- 9.2 Co-guide must be a faculty member with Ph.D. degree from a recognized University/Institute or post graduate with adequate experience/academic work comparable to Ph.D.
- 9.3 The Academic Senate will also approve the appointment of Guides/Co-guides while approving the research proposals.
- 9.4 The criteria for appointment of Guides laid down in 9.1 and 9.2 above may be relaxed by the Academic Senate in exceptional cases.

- 9.5 The MUJ may also recognize eminent research scholars from outside the Institutions of MUJ as Guides especially in research areas of interdisciplinary nature.
- 9.6 Updated lists of Guides and Co-guides will be approved by the Academic Senate once every year.
- 9.7 Candidates registered for Ph.D. in MUJ, may choose persons of eminence in their areas of specialization from outside their institutions, as co-guides with the approval of the University.
- 9.8 Approved guides shall normally not register more than two candidates in one academic year. Also the total number of Ph.D. candidates registered with a guide at any given time will not be more than eight.
- 9.9 The guide and co-guide(s) shall not be closely related to the candidate.
- 9.10 In the absence of the guide for a prolonged period of time (more than one year), the President may appoint another person as guide with the recommendation of the RPC/University Research Committee.

10. **Research Committees**

- 10.1 The Program shall be monitored by the Academic Senate with the help of the **University Research Committee** headed by the President.
- 10.2 In addition to the University Research Committee, there shall be a **Research protocol Evaluation Committee (RPEC)** in each university department/constituent institute. University departments/constituent institutes may also constitute RPECs in various subjects or distinct specializations within subjects and interdisciplinary fields in consultation with the relevant Departmental RPEC.
- 10.3 Department/Institute where the candidate is pursuing his/her research shall constitute a **Research Progress Committee (RPC)** for each candidate registered for Ph.D. through the department/Institute. Department/Institute shall communicate the names of committee members to the Vice-Chancellor.
- 10.4 Research Progress Committee (RPC) shall consist of the Guide/Co-guide and a minimum of three other senior faculty members with requisite expertise in the area of research. Two members will be from within the department and one shall be either an external expert in the subject or from another department. Head of Dept/Institute and Dean Academics if not a members of the Doctoral Committee shall be permanent invitees to all meeting of the committee. The RPC will be constituted for each research scholar to monitor the progress of his research work at the end of each semester and recommend the continuation or otherwise of the registration in respect of that research scholar. At the end of each semester the research scholar will submit a progress report in the specified format for evaluation

by the RPC. The candidate will also make a presentation to the RPC after submitting the progress report.

10.5 The RPC shall evaluate the research work based on the six monthly report and advise the candidate on suitable modifications, if necessary.

10.6 There shall also be a Ph.D. examination committee (Defense committee) for open defense as stipulated in Section 14 of these Regulations. The Defense Committee will be constituted by the Controller of Examinations for each candidate and will comprise of members of RPC, RPEC, University Research Committee and subject experts generally including one of the reviewers of the thesis in question.

11. Progress of Research Work.

11.1 The candidates with post graduate qualification (refer Para 3.2) should complete their course work of 8 to 10 credits within six months of registration. They should score a min GPA of 6.75 (or 60% marks in aggregate where percentage system is used) to make them eligible to continue their research work.

11.2 Candidates should submit the progress reports every six months i.e., at the end of each semester in the specified format. The RPC will assess this progress report and recommend continuation or otherwise of research work.

11.3 The RPC will write a progress report after presentation of the Progress Seminar by the candidate every six months and submit to Registrar, MUJ.

11.4 The candidate will communicate adequate number of research publications to indexed international/national journals and international/national conferences. The RPC will decide the minimum research publications prior to writing of the thesis. Usually a minimum of two research publications accepted in the peer reviewed indexed international journals will be required before writing the thesis.

12. Duration of the Course

12.1 The duration of the course will be from the time of registration to submission of thesis.

12.2 The minimum period for completion of Ph.D. work and submission of thesis for full time candidates will be two years and for the part time candidates it will be three years.

12.3 The maximum period for completion of Ph.D. work and submission of thesis for full time candidates will be five years and for part time candidates it will be seven years.

12.4 However, in exceptional circumstances, under the recommendations of the RPC, extension of two years for full time candidates and one year for part time candidates

may be permitted. If the thesis is not submitted within this stipulated period the registration of the concerned candidate for Ph.D. Program will be cancelled.

- 12.5 A full time candidate may convert his status from full time to part time after completion of two years with the approval of the University on recommendation of the Guide and RPC.

13. Thesis Submission and Evaluation

- 13.1 After completion of sufficient research work and specified minimum period after registration, if satisfied, RPC will recommend writing of Pre-Synopsis Report by the candidate.
- 13.2 The candidate will write and submit six copies of the Pre-synopsis Report to the Convener of RPC duly signed by the Guide and Co-guide(s). The Pre-synopsis Report will be a detailed document covering the complete research work including literature survey, statement of research problem, research methodology, data collection/experimental work, analysis of data and results. It will be similar to the final Thesis. Convener RPC will send one copy of Pre-synopsis Report to each member of RPC.
- 13.3 After allowing one to two weeks' time for the RPC members to go through and evaluate the Pre-synopsis Report, Convener RPC will convene the RPC and ask the candidate to present the Pre-synopsis Report (Seminar) to the RPC. This presentation will be open to all faculty members and students.
- 13.4 After the presentation, RPC may recommend further work if not satisfied or may recommend writing of Synopsis if satisfied. Recommendation of RPC will also be sent to Registrar.
- 13.5 On approval by RPC, the candidate will write the Synopsis and submit ten copies duly signed by the Guide, to Registrar MUJ within one month.
- 13.6 The candidate will write and submit six copies of Thesis to Registrar MUJ within three months of submission of Synopsis. One soft copy of the thesis will also be submitted. The candidate may also submit in support of the thesis the contents of any work which may have been previously published by him/her, but the candidate shall not submit any work for which a degree or distinction has been earlier conferred on the candidate by this or any other university. The candidate will not, however, be precluded from incorporating any such work in a thesis covering a wider field, provided a clear statement of the work so incorporated is given.
- 13.7 Thesis will be submitted within five years (7 years for part time candidates) but not earlier than two years (three years for part time candidates) from the date of registration of the candidate.

- 13.8 Convener RPC will submit to the President, a panel of six to ten experts who are acknowledged leaders in the field of study undertaken by the candidate. President will select two or three experts from the list for reviewing the thesis of the candidate. The experts who have been referred in the thesis for their work in the area of research may also form the basis for selection of the reviewers. It shall be ensured that the reviewers are not known to the Guide or the Candidate so as to get unbiased adjudication of the thesis. The names of the external reviewers will be kept confidential and shall not be communicated to the Guide and the Candidate until the reports from the examiners are received. One of the reviewers will be from outside the State of Rajasthan preferably from outside the country.
- 13.9 Registrar will send the synopsis to two/three reviewers selected by President, for their consent to review the thesis of the candidate.
- 13.10 On receiving consent of the reviewers, Registrar will send the thesis to the reviewers for review, asking them to review the thesis and send their comments, in the prescribed format, within 45 days. Polite reminders will be sent to the reviewers every 15 days after expiry of 45 days till they send the reviews. In case a reviewer fails to send the review within six months, President may identify another reviewer and ask the Registrar to send the thesis for review.
- 13.11 The reviewers shall submit a detailed report on the thesis. Their recommendations for acceptance of the thesis shall accompany a precise certificate that the candidate's work is of a standard suitable for awarding the degree. When a thesis is unanimously and unconditionally recommended for the award of Ph.D. degree by two reviewers, the candidate will be eligible for appearing at the Viva-Voce (Defense) to defend his thesis. At the Viva-Voce the candidate shall respond to the suggestions made by the examiners, if any, in the thesis.
- 13.12 If both reviewers reject the thesis, it will stand rejected and shall not be referred to any other examiner. The RPC of the candidate will then decide on whether the candidature of the scholar is to be cancelled or he/she is to be allowed to work on a revised topic. In case the scholar is allowed to continue his work on a revised topic, the evaluation of thesis will be done afresh as outlined in 13.1 to 13.9 above.
- 13.13 In case one reviewer approves the thesis for award of Ph.D. and the other is of the opinion that the thesis is not up to the standard and is therefore rejected, precise reasons for such rejection shall be stated by the reviewer. President will select another reviewer and ask the Registrar to send the thesis for review by this third reviewer. In case this new reviewer approves the thesis, it will be considered as approved. In case this reviewer rejects the thesis, the case will be decided as in 13.12 above.
- 13.14 If one of the reviewers feels that the thesis can be accepted after a revision, he shall state the points on which revision is needed. If there is any ambiguity or conditionality in the reports of the examiners, the President may consider the

appointment of the third reviewer. In case this new reviewer approves the thesis, it will be considered as approved.

- 13.15 If one or more examiners recommend re-submission of the thesis after modifications, it shall be done within a maximum period of six months from the date on which the candidate is so informed by the University or within maximum period of registration whichever is later.
- 13.16 If the report from any one of the external examiners is not received within six months, the President will appoint a new examiner from amongst the approved panel of examiners and a copy of the thesis will be sent to the new examiner for review.

14. Open Defense of the Thesis/Viva-Voce Examination

- 14.1 After the reviewers have approved the thesis, a public defense of the thesis and Viva-Voce will be held by a board of examiners appointed for the purpose. Copies of reports of the reviews of the thesis shall be sent to all members of the board of examiners conducting the Defense/Viva-Voce and also to the candidate prior to the Defense. Wide publicity will be given to the date, time and venue of Defense/Viva-Voce Examination.
- 14.2 The board of examiners for the viva voce/defense shall consist of Guide, Co-guide(s), one external examiner, one internal examiner from the RPC and one or two members from the RPEC concerned and the University Research Committee. The external examiner will generally be one of the reviewers of the thesis of the candidate.
- 14.3 The examiners of the Viva-Voce/Defense shall jointly submit a report to the registrar on the performance of the candidate at the Defense, clearly indicating whether the candidate deserves to be admitted to the degree. If the candidate fails to satisfy the examiners at the Viva-Voce/Defense, the candidate shall be allowed by the Vice-Chancellor to defend his thesis again after a period of three months from the date of first Defense.

15. Results

The candidate shall be declared eligible for the award of the degree of Doctor of Philosophy, on the recommendation of the board of examiners, after the Defense.

16. Award of the Degree

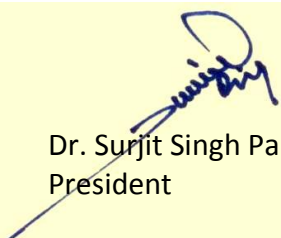
- 16.1 The Vice-Chancellor, after considering the reports on the thesis and Defense, shall recommend to the Senate the award of Degree to the candidate.
- 16.2 The candidate shall be awarded the Degree at the next convocation of the University.

- 16.3 A provisional certificate will be issued to the candidate by Controller of Examinations, on successful completion of Defense. The certificate will also include words to the effect that the certificate has been issued in accordance with the provisions of UGC Regulations for Award of M. Phil/Ph.D. – 2009.
- 16.4 A Ph.D. degree certificate under the seal of the University in the specified format and signed by the Vice-Chancellor, will be given to each successful candidate at the next annual convocation of the University.
- 16.5 Copies of the thesis accepted for the Degree of Doctor of Philosophy, with necessary corrections or modifications, if there be any, shall be retained in the University, College and Departmental libraries. Soft copy of the thesis will be hosted on the University/Institute Library Network. Abstracts of thesis of all candidates admitted to the Degree by the university will be published in the “MUJ Dissertation Abstracts”.
- 16.6 Abstracts, written in English, of all thesis, accepted by the University, will also be sent by the Registrar to the “Dissertation Abstracts International” for publication, immediately after the candidate is admitted to the Degree.
- 16.7 Registrar MUJ will submit a soft copy of the thesis to the UGC within 30 days of successful Defense of the thesis by the candidate, for hosting the same on INFLIBNET.

17. Conclusion

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 the board of examiners and successfully defended by the candidate during the Viva-Voce (Defense of the thesis).

The thesis shall demonstrate that the candidate has technical mastery of the chosen field of investigation and is capable of doing scholarly work. The result of research embodied in the thesis shall be a contribution to existing knowledge either by a discovery of some new facts or by a discovery of some new relation between facts already known, or by a critical survey of facts leading to some new interpretation. The thesis will be written in English.



Dr. Surjit Singh Pabla
President

MANIPAL UNIVERSITY JAIPUR

Application Form for Ph. D Entrance Examination

Paste your
Photograph

Put a tick on the boxes wherever necessary:

1. **Financial Status:** Sponsored Self Financing
2. **Type of Registrations:** Full-time External
3. **Department to which you are applying:**
4. **Name: (In capital letters)**
5. **Gender:** Male Female
6. **Date-of-birth (d d/ mm/ y y y y) :**
7. **Father's Name:**
8. **Mother's Name:**
9. **Address for Correspondence:**
 PIN:
- E-mail: Tel. No
10. **Permanent Address:**
 PIN Code:
- E-mail: Tel. No:
11. **Qualifying Degree (Master's Degree):**
 Qualifying Exam. Duration of the course (Years).
 Discipline..... Year of Passing
- Name of University / Institute :
- Aggregate %of marks/grades obtained:
12. **Previous Academic Record:**

Details of Marks secured in the Examinations other than qualifying examination				
Exam./Degree	Subjects	Institute/University	Year of Passing	% Marks/CGPA
10+2/Equivalent				
Graduation				

Post-Graduation				
Any other (Please specify)				

3. **Mode of obtaining the Form:**

By Post

Downloaded

Payment details: Bank Draft No. Drawn on:

If application form downloaded from internet, enclose Bank Draft for Rs. 1000/-

14. **Willing to accept teaching assistantship if offered:** Yes

No

Declaration by the Applicant

Certified that all information provided by me in the form is correct to the best of my knowledge and belief. I understand that any willful misrepresentation of facts will result in my dismissal from doctoral program, if admitted; I shall abide by all the rules and regulations of the university.

Date :

Signature :

Important Instructions

1. Fill the entries neatly in the form.
2. Attach DD of Rs 1000/- with the downloaded form in favor of Manipal University Jaipur.
3. Scholarship/Teaching Assistantship of Rs 20,000/- per month for selected candidates.

Mailing Address for Application Form for Ph.D. Exam at Manipal University Jaipur (MUJ):

**Registrar,
Manipal University Jaipur
Vatika Infotech City
Near Capital GVK Toll Plaza
Jaipur – Ajmer Expressway
Post – Thikaria, Jaipur – 302 026**

Manipal University Jaipur

Syllabus for Ph.D Entrance Examination

1. **Meaning of research:** Fundamental or Pure research, Applied research, Action research.
Types of research: Historical Research, Descriptive Research, Experimental Research.
2. **Research Problem:** Selection of the problem, Statement of problem, Objectives of research problem, Evaluation of the problem, Hypothesis, Research proposal or synopsis.
3. **Review of the related literature:** Purpose of the review, Identification of the related literature, Organizing the related literature.
4. **Tools for research:** Questionnaire, Interview, Psychological tests & inventories, Characteristics of good test.
5. **Data Collection:** Sampling, Methods of sampling, Sample data organization, Sorting & Tabulating data, Tables & Figures.
6. **Data Analysis:** Analysis of data, Modern computational Mechanical Aids, Elements of a computer system, Interpretation of results.
7. **Statistical Methods:** Types of data, Classification of data, Graphic representation of data, Descriptive statistical measures, Measures of central tendency, Measures of variability, Normal probability curve, Coefficient Correlation.
8. **Research Report:** General format of the research report, Style and format of writing, Typing of the research report – Footnotes, bibliography, headings, paginations, tables and figures. Proof reading of the final draft of the research report.

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