



**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

“(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017).)”

**DIRECTION NO. 23 of 2018**

**Minimum Standards and Procedure for Award of the Degree of  
M.Phil. / Ph.D., Direction, 2018**

**(Issued under Section 12 (8) of the Maharashtra Public Universities Act, 2016.)**

Whereas, the Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017) (hereinafter the ‘Act’) has come into force with effect from 1.3.2017;

AND

Whereas, by virtue of the provisions of Section 3(1) of the Act, the Rashtrasant Tukadoji Maharaj Nagpur University (hereinafter the University) is governed by the provisions of the said Act;

AND

Whereas, the University Grants Commission, in supersession of the UGC (Minimum Standards & Procedures for Award of Ph.D. Degree of the Universities) Regulations, 2009, has issued the University Grants Commission (Minimum Standards & Procedure for award of M.Phil./Ph.D. Degree) Regulations, 2016 (the University Grants Commission Regulations, 2016), vide its Notification dated 5th May 2016, published in the Gazette of India No.278, Part III – Section 4, dated 5th July 2016;

AND

Whereas, the Secretary University Grants Commission, New Delhi Vide No. F.No.20-1/2014 (PS) dated 17<sup>th</sup> March 2017 has issued Public Notice explaining the words “Regular Mode” appearing in the University Grants Commission’s ‘Regulations on minimum qualifications for appointment of teachers and other Academic Staff in Universities and Colleges and measures for the Maintenance of Standards in Higher Education 2010 (4<sup>th</sup> Amendment)’ notified in Gazette of India dated 11<sup>th</sup> July 2016;

AND

Whereas, the committee under the Chairmanship of Pro Vice-Chancellor of the University appointed by Vice-Chancellor to study and recommend mechanism for pursuing Ph.D. programme in part time mode having submitted its report on 5<sup>th</sup> April 2017 and the same was approved by the Vice-Chancellor under provisions of sub section (7) of section 12 of the Act, on behalf of the Board of Research, which is competent to decide upon policy for maintenance of standards of research for Ph.D. degrees, in consonance with the norms of the University Grants Commission and Other Regulatory Bodies;

AND

Whereas, the recommendations made by the committee appointed by the Vice-Chancellor are required to be included in the existing norms of the University regulating the Minimum Standards and Procedure for award of the Degree of M.Phil/Ph.D.;

AND

Whereas, by virtue of Section 73(1) of the Act, an Ordinance is required to be made regulating the Minimum Standards and Procedure for award of the Degree of M.Phil/Ph.D., incorporating the UGC Regulations, 2016 and also the recommendations of the Committee under the Chairmanship of Pro Vice-Chancellor;

AND

Whereas, making of an ordinance was a time consuming process and there was an urgency in implementing the U.G.C. regulations 2016;

AND

Whereas, for regulating the U.G.C regulations 2016, the Vice-Chancellor of the University, in exercise of the powers vested in him under provision of section 12(8) of the Maharashtra Public Universities Act, 2016, had issued Direction No.37/2017 on 11-12-2017;

AND

Whereas, it is provide under proviso of section 12(8) of the Maharashtra Public Universities Act, 2016 that the Direction issued by the Vice-Chancellor shall exist for a period of six months. After completing the period of six months, the said Direction shall automatically lapsed;

AND

Whereas, Direction No.37/2017 issued by the Vice-Chancellor on 11-12-2017 was automatically lapsed on 10-6-2018 as per provision made under the proviso of section 12(8) of the Maharashtra Public Universities Act, 2016;

AND

Whereas, it is necessary to regulate the matter relating to minimum standards and procedure for award of the Degree of M.Phil/Ph.D. by providing an ordinance for the said purpose;

AND

Whereas, making of an ordinance is time consuming process;

AND

Whereas, for regulating the matter relating to minimum standards and procedure for award of Degree of M.Phil/Ph.D., the subordinate legislation is required to be made and issued;

Now, therefore, I, Dr. Siddharthvinayak P. Kane, Vice-Chancellor, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur in exercise of the powers vested in me under the provision of Section 12(8) of the Act, do hereby issue the following Direction: -

1. This Direction shall be called "Minimum Standards and Procedure for Award of the Degree of M.Phil / Ph.D., Direction, 2018

2. This Direction shall come into force with effect from the date of its issuance.

3. **Scope: -**

This Direction shall govern award of the Degrees of M.Phil and Ph.D. in all the faculties of the University.

4. **Definitions: -**

In this Direction, unless the context requires otherwise: -

(a) "Act" means the Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017).

- (b) "Approved P.G. teacher" means a teacher who has been appointed for conducting Post Graduate courses and approved by the University.
- (c) "Board of Studies" means a Board for a particular subject or a group of subjects constituted as per provisions of Section 40 of the Act.
- (d) "Board of Deans" means a Board of Deans constituted by the University as per provisions of sub-section (2) of section 36A of the Act.
- (e) "College" means a conducted/affiliated college of the university.
- (f) "Faculty" means a faculty constituted as per the provisions of Section 34 (2) of the Act and the relevant Direction/Ordinance of the University.
- (g) "Head, Place of Research" means the Head of the Department of the University/Principal of the College/ Director of the Institute/Head of the Organisation, which is recognised as a place of research and higher learning by the University.
- (h) "Place of Research" means all the post-graduate teaching departments of the University and includes any other college/institute/organization which is duly recognized as the place of "Higher learning and research" by the University as per the applicable rules from time to time.
- (i) "Ph.D. Entrance Test (PET)" means and includes the entrance test conducted by the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur in accordance with the applicable rules framed by the University in this regard from time to time for admission to M.Phil./Ph.D. programmes.
- (j) "Post Graduate Department" means a Department in a college or institution of higher learning and research or specialized studies, recognized to be so by the University and imparting post-graduate instructions or guidance for research and includes the post-graduate teaching department of the University.
- (k) "Research Advisory Committee" means a committee constituted as per the provisions of this Direction;
- (l) "Recognised P.G. teacher" means a teacher who has been recognised as a post graduate teacher as per the existing rules of the University.
- (m) "Research & Recognition Committee" means a committee for the particular Board of Studies constituted by the University as per the provisions of Section 37 (2) of the Act,
- (n) "Supervisor" means a person who is recognised as Ph.D. supervisor as per the provisions of this Direction.
- (o) "University" means Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.

**5. Eligibility Criteria for admission to M.Phil/ Ph.D. Programme:-**

**(a) For M.Phil. Programme:**

- (i) Candidates for admission to the M.Phil. programme shall have passed Post Graduate Degree (Master's Degree) Examinations of the University or an equivalent Degree of any other recognised statutory university; in the concerned subject, with at least 55% marks in, aggregate or its equivalent grade "B" in the UGC- 7 point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent Degree from a foreign educational institution accredited by an Assessment and Accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose

of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% of marks, from 55 to 50% or an equivalent relaxation of grade, may be allowed for those belonging to S.C./S.T./O.B.C. (Non-Creamy Layer) /V.J.N.T./S.B.C./differently abled and other categories of candidates as per the University Grants Commission's Regulations, 2016, or those who had obtained their Master's Degree prior to 19<sup>th</sup> 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/class of candidates mentioned above are permissible only on the qualifying marks without including the grace marks.

- (ii) M.Phil Programme shall be for a minimum duration of two(2) consecutive semesters/one year and a maximum of four (4) consecutive semesters/ two years.
- (iii) The women candidates and person with disability (more than 40% disability) may be allowed a relaxation of one year in the maximum duration. In addition, the women candidates may be provided maternity leave/child care leave once in the entire duration of M.Phil for up to 240 days.
- (iv) Admission for M.Phil Programme shall be through an entrance test conducted by the University.
- (v) While granting admission to candidates for M.Phil programme, due attention shall be paid to the State Reservation Policy.

**(b) For Ph.D. programme:**

- (i) Candidates for admission to the Ph.D. programme shall have passed Post Graduate Degree (Master's Degree) Examinations of the University or an equivalent Degree of any other recognised statutory university in concerned subject, with at least 55% marks in aggregate or its equivalent grade "B" in the UGC- 7 point Scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent Degree from a foreign educational institution accredited by an Assessment and Accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% of marks, from 55 to 50% or an equivalent relaxation of grade, may be allowed for those belonging to S.C./S.T./O.B.C. (Non Creamy Layer) /V.J.N.T./S.B.C./differently abled and other categories of candidates as per the University Grants Commission's Regulations, 2016, or for those who had obtained their Master's Degree prior to 19<sup>th</sup> 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/class of candidates mentioned above are permissible only on the qualifying marks without including the grace marks.

- (ii) Candidates who have successfully passed the M.Phil. Course programme as per conditions laid down by U.G.C. Regulations, 2009 published in Government of India Gazette, July 11-July 17, 2009, i.e. admitted on the basis of entrance examination, with at least 55% marks in aggregate or its equivalent grade B in the UGC 7 point Scale or an equivalent grade in a point scale, wherever grading system is followed, and successfully completed the M.Phil. Degree shall also be eligible for admission to Ph.D. Programme.

AND

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Has qualified in the two-stage qualifying examination PET-I and PET-II (M.Phil. or Ph.D. Entrance Test), conducted by the University as per the applicable rules in force. The candidate who has been declared to be successful in the Entrance Test (PET) of the university shall be eligible to submit his/her application for admission/registration for M.Phil./Ph.D. within a period of 36 months from the date of result of his/her Ph.D. Entrance Test (PET).

**6. Entrance Test for M. Phil/Ph.D. Programmes:**

**(a) General Aptitude Test (PET-I)**

- (i) The M.Phil/Ph.D. Entrance Test (PET-I) shall be conducted in the ONLINE Mode. However for senior citizens (60 years and above age) it may be conducted in OFF LINE mode on request. The University shall invite application forms from the eligible candidates, desirous of appearing in the PET-I, and all the application forms shall be filled only ONLINE on the website of designated agency and print outs of the forms along with certificates and prescribed fees in the form of Demand Draft, drawn in favor of "Finance and Accounts Officer, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur" payable at Nagpur shall be submitted in the office of the designated agency. On scrutiny of the applications, University shall prepare the statement along with all the particulars of the applicants and publish the list of eligible candidates with their Roll Numbers.
- (ii) The PET-I shall be based upon multiple choice questions and shall be in English, Marathi and Hindi.
- (iii) The examination shall consist of one paper of 90 minutes duration based on General Aptitude Test, carrying 100 marks and containing 100 multiple choice questions, based on :-
  - (a) Analytical reasoning,
  - (b) Numerical ability and
  - (c) Language competency
  - (d) Computer and Environment awareness
  - (e) Logical reasoning of data interpretation.
- (iv) The valuation of answers shall be based on negative marking system in accordance with the marks allotted for each individual question. The negative marks shall be 0.5 marks per wrong answer.
- (v) The PET Examination Committee constituted by the University shall be the competent authority to redress grievances of any candidate with respect to the conduct of PET-I.
- (vi) The candidate shall be declared successful if he/she secures minimum 50% of marks in the PET-I

**(b) PET-II : (Only for Ph.D. Programme)**

Every candidate who has passed in PET-I shall be required to appear in the PET-II Examination which will be in the off line mode. PET-II examination shall consist of two sections i.e. Section-A and Section-B and shall be of descriptive nature. The duration of examination shall be of three hours carrying 100 marks (each section carrying 50 marks) and covering the following areas:

**SECTION-A :** Research Methodology (Common for all)

- i) Fundamentals of research,
- ii) Selecting a problem and preparing a research proposal,
- iii) Types of research,
- iv) Tools and techniques of research and
- v) Review of Literature.

**SECTION-B:** Subject specific: Syllabus of relevant subjects shall be displayed on the University web site; [www.nagpuruniversity.org](http://www.nagpuruniversity.org).

- (c) Minimum passing percentage for PET-II examination shall be 40% in each section i.e. Section A and Section B and 50% in the aggregate.
- (d) Ph.D. entrance test shall be conducted by the university at the centres notified in advance in accordance with the rules framed by the university. This information shall also be published in two national newspapers of which one shall be in the regional language.

**Provided that candidates belonging to reserved categories appearing to the entrance test (PET-1 & PET-2) to be conducted by the university shall have to obtain 45% marks to become qualified.**

7. PET being one of the eligibility criteria for applying for **M.Phil. (PET I) / Ph.D. (PET I & PET II)** admission/registration, the declaration of the candidate to be successful in PET examination shall not confer on the candidate, the right of admission/registration.

**8. Exemption from PET for Ph. D. program: -**

Candidates who have qualified the UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE/GPAT/SET/teacher fellowship holder or have passed M.Phil. programme (admitted through entrance test) in the concerned subject from any Statutory University.

**9. Number of seats for admission, subject/faculty-wise distribution of available seats, criteria for admission adhering to the National/State level reservation policy: -**

- (a) The maximum number of researchers in the University's post graduate teaching departments, which are also recognised as places of research work, shall not exceed fifty.
- (b) The maximum number of researchers at affiliated colleges/institutions/organisations which are recognized places of research, shall not be more than ten for professional courses, and twenty for the non-professional and traditional courses.
- (c) The University shall maintain the list of all M.Phil./Ph.D. registered students on its website on year wise basis. The list shall include the name of registered candidates, topic of research, names of supervisor/ co-supervisor and the date of registration. The list, also shall display the vacancies at each research centre.
- (d) While granting admission for M.Phil/Ph.D. programmes due attention shall be paid to the State Reservation Policy.
- (e) RRC shall be, subject-wise University committees, before which the candidates are required to discuss their research interest/area through a presentation by way of interview/viva-voce.

- (f) In the interview/viva-voce, the RRC shall also consider the competence of the candidate for proposed research.

**10. Recognition of Ph.D. Supervisor: -**

**Following persons shall be eligible to be recognized as Ph.D. Supervisor in the University, if they are working within the territorial jurisdiction of the university :-**

Any full time approved post-graduate teacher having Ph.D. Degree and having not less than three years of teaching experience after obtaining Ph.D. Degree and having publication of research papers in refereed journals (Two in case of Assistant Professor and Associate Professor and Five in case of Professor).

OR

Any full time recognised postgraduate teacher having Ph.D. Degree and having not less than five years teaching experience out of which three years shall be after obtaining Ph.D. Degree and having publication of research papers in refereed journals.(Two in case of Assistant and Associate Professor and Five in case of Professor).

OR

A person working at an institute/organization, in the private or public sector, with not less than ten years of experience as a scientist with Ph.D. Degree and having published at least five research papers in refereed journals.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the above condition of publication of research papers in refereed journal may be relaxed by recording reasons in writing by the Board of Research constituted as per provision of section 59(2) of the Act.

However, notwithstanding anything to the contrary herein the persons who are already recognized as Ph.D. supervisors shall continue to be recognized as Ph.D. supervisors of the University although they are not working as regular Professors / Associate Professors / Assistant Professors of the University/Institution/College or have ceased to be working in an organisation recognised as the research centre of the University until last research scholar under him/her submits his/her Ph.D. thesis to the university or the period of registration of research scholar has expired, whichever is earlier.

**11. Permissible number of Ph.D. scholars under the supervisor.**

The maximum number of Ph.D. scholars who could be registered under a recognised Ph.D. supervisor shall be eight in case of a Professor, six in case of an Associate Professor and four in case of an Assistant Professor and other supervisors. While counting the maximum permissible number of Ph.D. scholars who could be registered under a particular supervisor his/her appointment as a co-supervisor shall also be taken into consideration. In addition to above the Ph.D. supervisor may be allotted 3 candidates for M.Phil programme if the supervisor is Professor; two candidates if the supervisor is Associate professor and one candidate if the supervisor is Assistant professor.

If the recognised Ph.D. supervisor of the university is also recognized Ph.D. supervisor in other university, the number of Ph.D. scholars registered under him/her in that University shall also be taken into account while allocating Ph.D. scholars to him so that at no point of time he/she has more than the permissible number of Ph.D. scholars registered under him under this Direction.

The candidates fulfilling the qualifications for registration for the degree of Doctor of Philosophy (Ph.D) in the faculty comprising of his/her subject shall have to apply to the centre of research recognized by the university in the subject concerned. On the basis

of application received from the candidate, he/she shall be allotted Supervisor working in that recognized research centre. After allotment of supervisor, the synopsis of the research work shall be prepared in consultation with the Supervisor. The said synopsis shall be approved by the Research Advisory Committee in that subject at the recognized research centre. After approval of the synopsis by the Research Advisory Committee, the candidate shall be eligible for making application for registration to the university.

**12. Research Advisory Committee: -**

- (a) **There shall be Research Advisory Committee (RAC) at every place of research which shall consist of:-**
- (i) **Head, University Teaching Department/ Director of the Institute of the University/ Principal of the College/Head of the Organisation which is recognised research centre of the University in the subject or a group of subjects comprised in each Board of studies (Ex-Officio Chairperson), provided he/she is having Ph.D. degree.**
  - (ii) **Two research supervisors in the subject or a group of subjects comprised in the Board of studies, nominated by the Vice-Chancellor (Members).**
  - (iii) **Recognised Research Supervisor of the Ph.D. Scholar. (Member).**
- (b) If the chairperson can not attend the meeting of the committee on the scheduled date, he / she shall nominate senior research supervisor in the department to chair the meeting of the committee as working chairperson. If no research supervisor is available in the Department / Institute of the University / conducted college / affiliated college/organisation which is a recognised research centre of the university in the subject or a group of subjects comprised in each Board of Studies, one senior person out of two research supervisors nominated by the Vice-Chancellor shall be preside as Chairperson.
- (c) The Research Advisory Committee shall meet as per the requirements at the place of research.
- (d) Research Supervisor of the Research Scholar shall attend the meeting as a member of the committee as and when candidate(s) under his/her supervision shall be called before the committee meeting for presentation of the research proposal and for periodical review.
- (e) Out of the two research supervisors nominated by the Vice-Chancellor one must be present in the meeting for transacting the business.
- (f) **The committees shall have following responsibilities: -**
- (i) to review the research proposal and finalize the topic of the research and
  - (ii) to periodically review and assist in the progress of research work of the research scholar.
- (g) A research scholar shall appear before the Research Advisory Committee once in every six months to make presentation of the progress of his/her work for guidance.



### 13. Allocation and change of Research Supervisor: -

- (a) There shall be a Research Supervisor Allocation Committee (the committee) at every research centre of the University. Such committee shall be constituted by the concerned Head of the Research Centre.
- (b) **The committee shall consist of: -**
  - (i) Head of the Research Centre who shall be ex-officio chairperson of the committee, provided the Head is having Ph.D. degree.
  - (ii) Two senior recognised Ph.D. Supervisors in the concerned subject (Members).
- (c) Head of the Research centre shall convene the meeting of the committee as per the schedule notified by the university.
- (d) The allocation of the Research Supervisor for an eligible research scholar shall be made by the committee taking into consideration the number of scholars already registered with the research supervisor, the specialization of the supervisors and research interest of the research scholar as indicated by him/her. While allotting the supervisor by the Research Supervisor Allocation Committee it shall bear in mind the requirement that the Ph.D. thesis can be submitted only after expiry of the period of thirty six months from the date of registration. Therefore, as far as possible the committee shall not allot to the candidate the supervisor who is due for retirement before expiry of the above said period of thirty six months.
- (e) Where the research topics indicated by the research scholar is of inter disciplinary nature, if the committee is of the opinion that the expertise at the research centre has to be supplemented from outside, then it shall appoint a research supervisor from the centre itself and a co-supervisor belonging to relevant other discipline of other discipline from other research centre within the jurisdiction of the University on such terms and conditions as may be specified and agreed upon by the two centres of research.
- (f) In case of relocation of a woman scholar due to marriage or otherwise, if no objection certificate is issued by the supervisor and Head, place of research, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate, provided all other conditions of this Direction are complied with and the research work does not pertain to the project secured by the parent centre of research/supervisor from any funding agency. The research scholar, however will have to give due credit to the parent supervisor and the centre of research for the part of the research already done.
- (g) Where the allotted supervisor is not able to supervise the research scholar either due to death or disability of the supervisor, for whatever reason, the research scholar may apply to the Director, Board of Examinations and Evaluation, for change of the supervisor. The Director, may place the matter before R.R.C. which shall take and appropriate decision on the application. In other circumstances the R.R.C. may allow change of supervisor on submission of 'No Objection Certificate' from the supervisor and acceptance letter from the new supervisor. In case of voluntary change of supervisor, the candidate must work for the minimum period of twenty four months under new supervisor.

### 14. Procedure of Registration for Ph.D. Programme

- (i) After allotment of supervisor, as per the provisions of this Direction, an eligible applicant seeking registration for the Ph.D. programme shall apply for registration to the University, on line, in the prescribed format (**Annexure-I**) as per the schedule notified by the university. The hard copy of the on-line application form alongwith eight hard copies of the synopsis of the research proposal, duly signed by the allotted supervisor, the allotment letter from the research centre, fees maybe prescribed by the University from time to time, and supporting documents shall be submitted to the University, through the Head, place of research, on any working day of the University. Date of registration of his/her Ph.D. programme will be considered from the date of the Meeting

of the Research and Recognition committee. In case any deficiencies are observed by the Ph.D. section of the University in the application for registration, it would be notified by the University before the date of Research & Recognition Committee. The candidate shall remove the deficiencies, the meeting of R.R.C. where deficiencies shortcomings in the research proposal of the candidate are pointed out by the R.R.C., the same shall be communicated to the candidate if the candidate removes the deficiencies/shortcomings within 30 days from the date of the communication the date of registration shall be the date of the meeting of the R.R.C. where, however the candidate remove the deficiencies within a period of six months but after the period of 30 days. The date of registration of Ph.D. programme shall be deemed to be the date on which the deficiencies have been fully removed. On failure of the candidate to remove the deficiencies within six months from the date of above said communication of the University, the application for registration shall be deemed to have lapsed and the candidate shall be required to apply a fresh for registration. The University shall not be liable to the candidate for the lapse of his application for registration under this clause.

- (ii) Every application for registration shall be placed for consideration before the Research and Recognition Committee of the concerned subject or group of subjects, constituted as per section 37(2)(a) of the Act. The Research and Recognition Committee (RRC) shall take decision either to accept or reject the research topic/title on the basis of the submitted synopsis and also the personal interview /presentation made by the candidate. The decision of the Research and Recognition Committee shall be final. After approval of the application by the RRC, the candidate shall be treated as a registered Ph.D. candidate. The concerned supervisor maybe invited during the interview/presentation by the candidate, if deemed fit by the RRC.
- (iii) After approval of application by the Research and Recognition Committee, the particulars of the candidate, topic/title of research work, research supervisor and place of work shall be displayed on the website of the University, as far as possible within a period of one month.
- (iv) Once a candidate has been registered for any Ph.D. programme of the University, he/she shall not be allowed to be continued or be registered simultaneously for any other degree/diploma/research programme of this or any other University in India or abroad. Similarly, the candidate registered for full time Ph.D. programme shall not accept any full time or part time employment. The breach of this condition shall result in automatic cancellation of his/her registration.

## 15. INTER DISCIPLINARY RESEARCH

- (i) An application for research in inter-disciplinary areas shall be referred to the Research and Recognition committee constituted under the Chairmanship of Pro Vice-Chancellor of the university as below :-
  - (a) All the Deans of the University;
  - (b) Four subject experts representing four faculties nominated by the Vice-Chancellor, in consultation with the Deans. Such experts shall be University Professors.
- (ii) The Inter-disciplinary R.R.C. may if it considers necessary co-opt any senior teacher with 15 years teaching experience preferably in the subject which is core area of research proposal, such co-opted member shall participate in the deliberation of the inter-disciplinary R.R.C. with respect to the relevant proposal.
- (iii) The Research Advisory Committee constituted at the level of the research centre shall form an opinion as whether the proposal received by it is related to research in the inter-disciplinary area and refer the proposal to the inter-disciplinary R.R.C.
- (iv) In case certain facilities of research do not exist in the jurisdiction of the University, the candidate may be permitted by the Supervisor and Head of the Place of Research work

to carry out his research work at an Institution recognized by any Statutory University or Central/State Government, outside the jurisdiction of the University.

#### 16. **PROGRESS REPORT**

Every registered candidate shall submit to the Director, Board of Examinations and Evaluation of the University, through supervisor, the progress report of his/her research work after every six months in the prescribed form, (**Annexure- II**). He/she shall appear before the Research Advisory Committee once in every six months after his/her registration for Ph.D. programme to make presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports of each scholar shall then be submitted by the candidate through Head, place of research work to the Director, Board of Examinations and Evaluation.

#### 17. **TENURE OF REGISTRATION**

- (i) Registration for Ph.D. under this Direction, shall be valid for a period of six years from the date of registration. No extension in registration shall be granted in any circumstances. In no circumstances the extension in registration period shall be granted. However, a woman candidate and person with disability (more than 40 % disability duly certified by competent authority) may be allowed an extension of two years. In addition, the women candidates may be provided maternity leave/child care leave once in the duration of the Ph.D. Programme up to 240 days.
- (ii) No candidate who is registered for Ph.D. in the full time mode shall be allowed to submit his/her Ph.D. thesis unless minimum three years are completed from the date of his/her registration. Similarly no candidate who is registered for Ph.D. in the part time mode shall be allowed to submit his/her Ph.D. thesis unless minimum four years and six months are completed from the date of his/her registration. For counting the above said period of three years and four years & six months respectively, the time spent for the course work shall also be taken into consideration.

#### 18. **MODE OF Ph.D.**

There shall be two modes of doing Ph.D. research in the University i.e. Full time and Part time. Full time Ph.D. degree programme shall mean a programme pursued by the candidates who is neither in full time nor in part time employment of any government organisation or private and public enterprise and is devoting six hours a day at the place of research for such a study. The part time Ph.D. degree programme would mean a programme pursued by any candidate who is in some employment and is pursuing the programme by devoting at least five hundred clock hours in a year for the said study, at the place of research, to be certified by the concerned supervisor and Head of the place of research.

The candidate who has registered himself/herself as a full time candidate may subsequently opt for the part-time mode. The decision in this regard shall be taken by the concerned R.R.C.

#### 19. **CANCELLATION OF REGISTRATION AND ITS CONSEQUENCE: -**

- (a) **Cancellation of registration:** - The registration of a candidate for the Ph.D. programme may be cancelled in the following circumstances: -

- (i) **Voluntary Cancellation:** -

The candidate can opt for voluntary cancellation of his Ph.D. registration. In such event the application duly signed by the candidate and duly endorsed by the supervisor and Head of the Place of Research shall be submitted to the Director of Board of Examinations and Evaluations. The Director shall forward the application submitted by the candidate to respective R.R.C. for further necessary action. The registration shall stand cancelled from the date of his/her application.

(ii) **Cancellation for misconduct: -**

If a candidate after registration, during the course of research work, is found to be guilty of commissions and omissions amounting to misconduct like indiscipline, dereliction of duties, unbecoming behaviour, insubordination etc., related to his/her research and/or, at the place of research, the registration shall be cancelled by the relevant Research and Recognition Committee by way of punishment on receipt of report from the supervisor and the Head, Place of Research.

Provided that the Head, Place of research before submitting report to the University shall grant an opportunity to the candidate for submitting his explanation and shall conduct such enquiry as deemed necessary.

(iii) **Cancellation for unsatisfactory progress of research scholar in research work: -**

If the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record reasons for the same and suggest corrective measures. If the research scholar fails to implement those corrective measures, the committee may recommend to the Director, Board of Examination and Evaluation, with specific reasons for cancellation of the registration of the research scholar. The Director shall place the matter before the concerned R.R.C. which shall take an appropriate decision on the matter. If the decision of the R.R.C. to cancel registration of the candidate is approved by the Vice-Chancellor, the registration of the research scholar shall be cancelled.

(b) **Consequence of cancellation of registration: -**

Where the candidate whose registration for Ph.D. programme has been cancelled as above has received scholarship/financial assistance from funding agencies like UGC, CSIR, University etc., the amount so received shall be recovered from the candidate and shall be promptly returned by the candidate to the funding agency. Where the funding agency happens to be the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur an interest at the Rate of 18% may be charged by the University from the candidate. On failure to return the amount within a period of 3 months from the date of cancellation of the registration, the University may take appropriate steps for recovery of the said amount from the candidate.

(c) **Redressal of Grievances: -**

There shall be Grievance Redressal Committee consisting of the following members to address grievances of the research scholar, supervisors (including Co-Supervisor) and Head Place of Research: -

- (i) Pro Vice-Chancellor (Chairperson)
- (ii) Dean of the concerned faculty
- (iii) Nominee of the Vice-Chancellor
- (iv) The Head, Place of Research (If the complaint is by or against the Head or the Dean, he/ she shall not participate in the proceedings of the meeting of the committee as a member in such cases additional member/ s may be nominated by the Vice-Chancellor)

The Grievance Redressal Committee shall have the jurisdiction to hear and decide the dispute between the research scholar and his/her supervisor (including Co-supervisor) or between the research scholar and Head, Place of Research pertaining to admission in place of research, allotment of supervisor, demand of fee more than prescribed and any other similar dispute affecting the research of the research scholar.

The Committee after giving adequate opportunity of hearing to the concerned parties shall submit its report to the Vice-Chancellor as soon as possible. The Vice-Chancellor shall take decision on the report of the Committee by giving hearing to the concerned parties, if he considers it necessary. The decision of the Vice-Chancellor shall be final and binding on the parties.

**20. COURSE WORK FOR Ph.D. PROGRAMME: -**

- (a) All candidates admitted to M. Phil. or Ph. D. programme shall be required to complete prescribed course work within one year after registration for Ph.D. programme and within six months after admission to M.Phil programme.
- (b) The credit assigned to M.Phil. or Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits
- (c) The course work shall be treated as prerequisite for M.Phil./Ph.D. preparation. A minimum of 4 credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of public research in the relevant field, training, field work etc. Other courses shall be of advanced level preparing the students for M.Phil./Ph.D. degree.
- (d) A M.Phil./ 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 system wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation / thesis.
- (e) Candidates already holding M.Phil. degree through entrance test and having done the course work as per UGC prescription shall be exempted from the course work on submission of the certificate of the course work.
- (f) The Course Work shall comprise Research Methodology, Quantitative Methods and Computer Application. It shall be divided in to three parts called C-1, C-2 and C-3. Detailed syllabus of C-1 (i.e. **Research Methodology**) shall be as given in **Appendix-1**. Course Work (C-2) shall be an **Audit Course**. The Content of C-2 shall be as per the requirement of the subject of the research concerned to be decided by the Research Supervisor of the Candidate. Course C-3 relates to Seminar and Reports as given in **Appendix-II**.
- (g) **Place of the Course Work:**

The Course Work C-1 and C-3 shall be conducted by the UGC-Human Resource Development Centre of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. It can also be organized by Post-graduate Teaching Departments of the University and also by the recognised places of research of the University, in consultation with the UGC-Human Resource Development Centre and prior approval of the University. Course Work (C-2) shall be an Audit Course to be organised at the Place of Research. It does not carry any mark and it has to be organised preferably after completion of Course Work C-1 and C-3. The completion of course work C-2 shall be certified by the supervisor and shall be forwarded by the Head, place of research to the University.
- (h) **Duration of the Course Work:**

The duration of the Course Works C-1 and C-3 shall be of 60 hours. Research Methodology (C-1) shall be of 40 contact hours (Eight hours per Unit) and shall carry maximum 80 marks i.e. 16 Marks per Unit. Course Work C-3 relating to Seminar and Report shall be of 20 contact hours and carry 20 marks.

(i) **Pattern of Examination:**

- (i) The examination pattern for Course (C-1) shall be objective i.e. multiple-choice question with maximum 80 marks. There shall be 40 questions each carrying two marks. The duration of the examination shall be 40 minutes.
- (ii) The mode of examination may be either computer based or by use of pen and paper.
- (iii) The minimum passing marks for examination of C-1 course shall be 44 for every incorrect answer one mark shall be deducted. A student failing to secure minimum passing marks can appear for re-examination in the next batch of the course Work at the same place where course work was done.
- (iv) Course C-3 relating to Seminar and Report shall carry 20 marks. A student shall be required to secure minimum 11 marks in this course.

21. **Plagiarism**

- (a) Before submission of thesis to the Ph.D. Cell of the University all the M.Phil/Ph.D. students shall submit the soft copy of their thesis to the In-Charge, University Campus Library, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur for detecting plagiarism. The In-Charge, University Campus Library, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur shall issue the certificate of no plagiarism to the candidate after processing the M.Phil/ Ph.D. thesis.
- (b) **The similarity checks for plagiarism shall exclude the following:-**
  - (i) All quoted work either falling under public domain or reproduced with all necessary permission and/ or attribution.
  - (ii) All references, bibliography, table of content, preface and acknowledgements.
  - (iii) All similarities of minor nature.
  - (iv) All generic terms, laws, standard symbols and standard equations.
- (c) If plagiarism is detected and reported by the incharge, university campus library, the candidate shall resubmit the thesis for plagiarism detection test. The candidate shall submit the thesis to the University only after he/she receives the No Plagiarism Certificate.
- (d) The candidate shall not be entitled to claim extension of time permissible for submission of his /her thesis on the ground that some time was consumed by him/her in obtaining the no plagiarism certificate under this clause.
- (e) The in-charge, University Campus Library, shall issue the requisite no plagiarism certificate, as far as possible, within the period of 30 days from the date of submission of the thesis.

22. **SUBMISSION OF THESIS:-**

**The Submission of thesis shall be on the following terms and conditions. :-**

- (i) Every candidate registered for Ph.D. programme in full time mode shall be allowed to submit his thesis only Thirty-Six months after the date of his registration. The candidate may submit the summary of his/her thesis thirty four months after the date of his/her registration.
- (ii) Every candidate registered for Ph.D. programme in part time mode shall be allowed to submit his thesis only fifty four months after the date of his registration. The candidate may submit the summary of his/her thesis fifty two months after the date of his registration.

- (iii) Every candidate (Full time as well as part time) shall submit the proof of completion of the course work (**Annexure-III**), the pre-submission seminar and publication of minimum one research paper relating to the topic of his/her research at the time and alongwith the summary of the thesis.
- (iv) At least three months before the date of submission of the summary of the thesis, each candidate shall give a pre-submission presentation. The presentation shall be made before the Research Advisory Committee constituted for the subject or a group of subjects and shall be arranged by the Head of the place of research work, on the request of the candidate duly endorsed by the supervisor. The presentation shall be attended by the Head, place of research work, the supervisor, other research supervisor or teachers in the related subject at the place of research work and other Ph.D. Researchers. The organization of the presentation should be duly certified by Head, place of research work and the research supervisor (**Annexure-IV**).
- (v) After suitably incorporating the feedback and comments suggested during the pre-submission presentation in the draft thesis, in consultation with the Research Advisory Committee, the candidate shall submit to the Director, Board of Examinations and Evaluations five copies of the summary of his/her thesis through his/her supervisor within three month from the date of presentation/ seminar.
- (vi) It shall be mandatory for the researcher to publish at least one research paper in refereed journal/ referred journal / peer reviewed journal / journal with ISSN or ISBN, relating to his/her topic of Ph.D. Research, and make two paper presentation in conferences /seminars before submission of the Ph.D. thesis for adjudication and the researcher shall submit an evidence for the same in the form of presentation certificate and reprint of published research paper.
- (vii) **The final thesis shall be presented in accordance with the following specifications:**
- (a) Five copies of the thesis in compact bound form along with a soft copy (CD), certificate of no plagiarism issued by Incharge, University Campus Library, through his/her supervisor and Head, place of research work.
- (b) The paper used for printing shall be of A4 Size.
- (c) Printing shall be in a standardized form on both sides of the paper and with minimum of one and- half spacing.
- (d) A margin of one-and-a half inches shall be on the left-hand side.
- (e) The title of the thesis, name of the university, name of the concerned subject in which thesis submitted (like Economics, Political Science, Physics, chemistry etc.) name of the concerned faculty, name of the candidate, name of the supervisor and co-supervisor (if any), month and year of the thesis submission shall be printed on the title page and the front cover. (For specimen see an **Annexure-V**)
- (viii) The thesis shall include a Certificate of the supervisor (**Annexure- VI**) and a Declaration by the candidate (**Annexure-VII**) that the work reported in the thesis has been carried out by the candidate himself/herself and that the material from other sources, if any, is duly acknowledged as well as an undertaking to vouch that there is no plagiarism & that the work has not been submitted for the award of any other degree / diploma of any other university or any other institution.
- (ix) The thesis shall be written in English/Marathi/Hindi, except where it relates to foreign or other Indian Languages. In the discipline of Science, Law, Engineering and Technology, Pharmaceutical Science the thesis shall invariably be written in English only.

## 23. APPOINTMENT OF REFEREES

- (i) On receipt of the copies of the summary of the thesis or summary and thesis, the same shall be placed before the relevant Research and Recognition Committee, as soon as possible, for recommending panel of referees, comprising not less than six referees, for evaluation of the thesis, in an alphabetical manner with their full addresses, e-mail addresses, telephone numbers, mobile numbers and pin codes for correspondence.

Provided firstly, that the RRC shall recommend the panel in such a way so as to include at least two referees within the State but out of the territorial jurisdiction of this University and at least four referees outside the state or outside the country, if available.

Provided secondly, that if the referees within the State are not available the panel shall be recommended so as to have all the referees outside the State of Maharashtra.

Provided thirdly, that if language of thesis is Marathi and referees are not available out of the state or outside the Country, the panel shall be recommended so as to have all six referees within the state of Maharashtra.

- (ii) The panel recommended by the Research & Recognition committee shall be placed before the committee constituted under section 48 (3) of the Maharashtra Public Universities Act, 2016, which shall approve the referees in order of preference for being finally approved and appointed by the Board of Examinations and Evaluation.

## 24. EVALUATION OF THE THESIS

- (i) The Ph.D. thesis submitted by the research scholar shall be evaluated by three examiners, one within the state of Maharashtra but outside the jurisdiction the University and one/two from outside the State of Maharashtra or the country (wherever available)
- (ii) After the candidate has submitted the copies of thesis and Board of Examinations has appointed category-wise referees, the Director Board Of Examinations and Evaluation shall, preferably within one week from the date of appointment of referees as per Para 24 above, request the first referee from each of the categories mentioned in proviso first of clause (i) of para 24 on the list to communicate within 30 days their willingness to examine the thesis. Copy of the summary of the thesis, submitted by the candidates, shall be sent to the referees along with the request letter. If the referee fails to convey his acceptance within 15 days, the office of the Ph.D. Cell shall send a reminder to the referee to send the acceptance letter immediately. If the referee fails to communicate his acceptance/ willingness within 30 days from the date of dispatch of the first invitation letter, the office of the Ph.D. Cell shall send the invitation letter to next referee in the category of the approved list. If the referee fails to convey his acceptance within 30 days, the office of the Ph.D. Cell shall send a reminder to the referee to send the acceptance letter immediately.
- (iii) Where the referee has accepted to examine the thesis, the office of Ph.D. Cell shall forward the thesis to him /her within one week after receipt of letter of acceptance and shall request the referee to submit the report within 45 days from the receipt of the thesis.
- (iv) The referees shall send their reports in the prescribed format to the Office of the Ph.D. Cell within forty-five days from the date of receipt of the thesis. If the referee fails to do so, the office shall send a reminder immediately after the expiry of the said period and request him / her to submit the report within thirty days. If the concerned referee fails to comply even within the extended period, the office shall cancel his/her appointment and invite the next referee from the category of approved list to evaluate the thesis.

OP



- (v) The evaluation reports received from all the three referees shall be opened simultaneously in presence of the Pro-Vice-Chancellor or an officer designated by him and shall be processed further as per the provisions of this paragraph.
- (vi) The candidate shall be declared eligible for appearing in open viva-voce test if all the three referees recommend the acceptance of the thesis. If two referees out of the three rejects the thesis the candidate shall be declared to be ineligible for award of the Ph.D. degree.
- (vii) If any one or more of the referees recommend revision of the thesis, then the candidate shall submit revised thesis (five copies) within 12 months from the date of the communication by the Office of Ph.D. Section and the revised thesis shall then be sent to the original examiner/s who suggested revision and be subjected to the process of evaluation and conduct of viva-voce test.
- (viii) If out of three referees, one recommends the acceptance of thesis, the second recommends rejection and third referee recommends revision then the following procedure shall be followed;
  - (a) The original thesis shall be sent to the next examiner (fourth) in order of preference of the same category for evaluation.
  - (b) The recommendation of referee for revision will be considered and thesis will be sent back to the candidate for revision who shall submit revised thesis (four copies) within 12 months from the date of communication by the Office of Ph.D. Cell. The revised thesis shall be sent back to the concerned referee who suggested revision for evaluation.
  - (c) If after following the procedure under (a) and (b) above, the thesis is accepted by all three examiners, then the candidate shall be declared eligible for appearing in the open viva voce test.
  - (d) If the fourth examiner recommends revision, the same procedure stipulated above shall be followed. If, however, the fourth examiner rejects the thesis the candidate shall be declared to be ineligible for the Ph.D. degree.
  - (e) After ascertaining that reports are favourable, the office of the Ph.D. Cell shall arrange the viva-voce and the defence of the thesis on the earliest date suitable to the external examiner as preference given by Pro Vice- chancellor and the Head, Place of Research work who will act as Chairperson. In case the Head of place of research work is not available, he shall nominate another research supervisor as Chairperson for the defence. The office of the Ph.D. Cell shall make the reports available to the Head of Place of research work/ Chairperson a day before the date of the viva-voce. In case of any difficulties, the Dean of the concerned faculty shall take appropriate decision.
  - (f) The supervisor of the candidate shall be the internal referee only for open viva-voce and defence.

**25. VIVA-VOCE AND OPEN DEFENCE OF THE THESIS :-**

- (a) The day, date, time and the place for the viva voce and the open defence of the thesis shall be notified by the Office of the Ph.D. Cell preferably eight days in advance. Normally the viva voce and the open defence of the thesis shall be arranged in the University's place of research (PGTD Departments). However, in exceptional cases, the Vice-Chancellor may permit the viva-voce and open defence to be conducted at a place of research approved by the University.
- (b) The open defence of the thesis shall take place in presence of supervisor (internal referee), one external examiner and the Head, place of research work who shall jointly evaluate the performance of the candidate. Such open defence viva voce examination shall be open to be attended by members of Research Advisory Committee, faculty

members, research scholars and other interested experts, researcher and/or the P.G. students. In case of any difficulty, Dean of the concerned faculty shall take the appropriate decision.

- (c) If the external referee is unable to be present at the time of the viva-voce and open defence, the Vice-Chancellor, on the recommendation of the supervisor and the Dean of the concerned faculty, shall appoint a senior research supervisor to act as an external referee for the viva-voce and open defence of the thesis. In case the internal referee is not available, the Vice-Chancellor shall appoint one of the senior research supervisors as an internal referee, on the recommendation of the Dean of the concerned faculty and the Head, place of research work.
- (d) The referees present for the viva-voce and the open defence of the thesis shall submit to the office of the Ph.D. Cell their final report in written form duly signed by them, immediately after the viva-voce and open defence is over, along with the copy of the thesis, through the Chairperson of the Viva-voce and open defence, about the award of Ph.D. Degree. The office of the Ph.D. cell shall place the reports of the referees and also the report of the viva-voce and open defence of the thesis before the Board of Examination and Evaluation for its acceptance.
- (e) In case the viva-voce and open defence is not satisfactory the referees may unanimously recommend, with reasons that a fresh viva-voce and open defence of the thesis be organized within a period of not less than one month. If the viva-voce and open defence is still not-satisfactory the committee would record the reasons for the same and refer the matter to the Board of Examinations and Evaluation for consideration and appropriate decision.
- (f) The result shall be officially declared by the office of the Ph.D. Cell within eight days from the date of decision of the Board of Examination & Evaluation accepting the reports placed before it.

**26. CERTIFICATION:**

The University may on demand of the candidate issue a certificate signed by Dean of the concerned faculty certifying that the Ph.D. research has been done in accordance with the UGC Regulations, 2016, issued by the UGC as per the Notification dated 5<sup>th</sup> May, 2016 and published in Gazette of India on 5<sup>th</sup> July, 2016.

27. The Ph.D. degree shall be conferred on the candidate in the ensuing convocation of the university under the signature of the Vice-Chancellor

**28. DEPOSITORY WITH UGC :-**

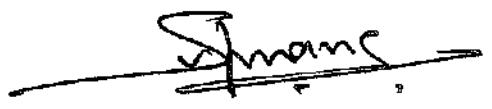
Following the successful completion of the evaluation process and announcements of the award of Ph.D. Degree, unless the researcher and or the research supervisor has lodged their objection at the time of submission of his/her thesis, the University shall submit an electronic copy of the Ph.D. thesis to the UGC, within a period of thirty days, for hosting the same in INFLIBNET accessible to all Institutions/Universities.

**29. SAVING CLAUSE:**

Notwithstanding anything contained herein, all cases in which registration has been already granted, the same shall continue to be governed by the respective Ordinances and Directions. The procedure of submission of thesis and evaluation shall be governed by the said Ordinances/Directions.

Place :- Nagpur

Date : 26-11-18

  
(Dr. Sidharthavinayak P. Kane)  
Vice-Chancellor



Registration fee: Rs. 1000/-

Faculty of \_\_\_\_\_  
Subject: \_\_\_\_\_

**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

“(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016.(Mah. Act. No. VI of 2017)”



**APPLICATION FORM FOR REGISTRATION AS A RESEARCH STUDENT FOR THE  
DEGREE OF DOCTOR OF PHILOSOPHY IN THE FACULTY OF \_\_\_\_\_  
SUBJECT \_\_\_\_\_**

This form must be submitted to the controller of Examinations, Rashtrasant Tukadoji Maharaj Nagpur University, through the Supervisor and Head of Place of Research where proposed research is carried out, so as to reach him on or before 15<sup>th</sup> July/ 15<sup>th</sup> January.

To,

The Controller of Examinations,  
Rashtrasant Tukadoji Maharaj  
Nagpur University, Nagpur.

Sir/Madam,

I hereby apply for being registered as a research student for the degree of Doctor of Philosophy (Ph.D.) in the Faculty of \_\_\_\_\_ Subject \_\_\_\_\_ of the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.

The required fee of Rs. \_\_\_\_\_ has been paid in the University account on date \_\_\_\_\_ vide receipt No. \_\_\_\_\_, (A copy of the receipt is enclosed herewith)

- 1) Name in Full : \_\_\_\_\_  
(In Block Letters) Surname Middle Name First Name  
\_\_\_\_\_
- 2) Name of Mother : \_\_\_\_\_
- 3) Name of Father/Husband : \_\_\_\_\_
- 4) Date of Birth : \_\_\_\_\_  
(In words \_\_\_\_\_)
- 5) Permanent Address : \_\_\_\_\_  
\_\_\_\_\_

6) Address for Correspondence :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No. : \_\_\_\_\_ (M) \_\_\_\_\_

(E-mail) \_\_\_\_\_

7) Marital Status: (Married/ Single)

\_\_\_\_\_

8) Religion :

\_\_\_\_\_

9) Nationality :

\_\_\_\_\_

10) Caste :

\_\_\_\_\_

11) (a) Whether belong to backward class: Yes/ No

\_\_\_\_\_

(b) If yes SC/ST/OBC/VJ/NT/SBC Specify category

\_\_\_\_\_

12) Mother Tongue :

\_\_\_\_\_ Languages Known \_\_\_\_\_

13) Name of the University from where qualifying degree has been obtained:

\_\_\_\_\_

\_\_\_\_\_

14) College last attended :

\_\_\_\_\_

15) Enrolment Number, if passed from R.T.M. Nagpur University:

\_\_\_\_\_

16) Details of Examination passed:

Examina- -tion passed	University	Year	Subject offered	Divisio n	Aggregate Marks	Percentage/ grade

17) Are you employed? Yes/No :

\_\_\_\_\_

(a) Designation :

\_\_\_\_\_

(b) Address of office :

\_\_\_\_\_

\_\_\_\_\_

- 18) Subject (Relating to the Board of Studies in the Faculty) : \_\_\_\_\_
- 19) Topic of Research : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- 20) Name and address of the Department/ Institution where the proposed research is to be carried out : \_\_\_\_\_  
 \_\_\_\_\_
- 21) Name, designation and address of the allotted Supervisor under whose supervision the proposed research is to be prosecuted  
 \_\_\_\_\_  
 \_\_\_\_\_
- 22) Recognition number of Supervisor : \_\_\_\_\_
- 23) Whether the Ph.D. Entrance Test conducted by this University passed: Yes/No  
 If yes please give details :
- (a) Roll Number : \_\_\_\_\_
- (b) Percentage obtained : \_\_\_\_\_
- 24) Whether the candidate is exempted from Entrance Examination: Yes/ No  
 If yes, please give details : \_\_\_\_\_  
 \_\_\_\_\_
- 25) List of documents enclosed : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Place : \_\_\_\_\_  
 Date : \_\_\_\_\_

(Signature of the Candidate)

(Signature of the Supervisor/Co-Supervisor)

#### INSTRUCTIONS:

- 1) True copies of the mark-list/degree (with verification Certification) certificate must be attached
- 2) Candidate who has passed the qualifying examination from any University other than Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur should submit an original eligibility certificate from Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
- 3) If the Candidate belonging to the Backward Community, copy of caste/validity certificate must be enclosed. (wherever is essential a copy of Non- creamy layer certificate is also enclosed)
- 4) Incomplete application will be rejected under any circumstances.



## UNDERTAKING

I promise to abide by the provisions of Direction, rules and regulations issued in this regard from time to time and discipline of the University and read the above mentioned instructions carefully.

(Signature of the Candidate)

## ENDORSEMENT OF THE SUPERVISOR

- 1) I am willing to supervise the research work of the applicant. The proposed subject of research and the outline enclosed herewith have my approval
- 2) The subject of research refers to the Board of Studies in \_\_\_\_\_ in this Faculty of \_\_\_\_\_
- 3) The number of students already registered to work under my supervision is \_\_\_\_\_
- 4) I have been recognised / not been recognised as a research supervisor by the University vide No. \_\_\_\_\_

(Signature of the Supervisor/ Co-Supervisor)

## ENDORSEMENT OF THE HEAD OF PLACE OF RESEARCH

Forwarded and recommended. Necessary facilities available in this Department/ Institution will be provided to the applicant.

Date:

Head of the Place of Research



ANNEXURE-II

Faculty of \_\_\_\_\_  
Subject: \_\_\_\_\_

**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

“(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016.(Mah. Act. No. VI of 2017)”

**PROGRESS REPORT**

To,  
The Director (Board of Examinations and Evaluation)  
Rashtrasant Tukadoji Maharaj Nagpur University  
Nagpur

Subject: Progress report for the period from \_\_\_\_\_ to \_\_\_\_\_.

Sir/Madam,

I am submitting the submitting the progress report of Ph.D. research for the duration cited under the subject above as follows :

- 1) Name of the Research Student : \_\_\_\_\_
- 2) Name of Research Supervisor : \_\_\_\_\_
- 3) Date of Registration for Ph.D. Degree : \_\_\_\_\_
- 4) Place of Research Work : \_\_\_\_\_
- 5) Title of Research work : \_\_\_\_\_

- 6) Details in respect of Research work carried out during above mentioned period :  
\_\_\_\_\_  
\_\_\_\_\_

Signature of the Supervisor

Forwarded by Head/Principal/Director  
(Place of Research)



ANNEXURE-III

Faculty of \_\_\_\_\_  
Subject: \_\_\_\_\_

**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

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**COURSE WORK COMPLETION CERTIFICATE**

I \_\_\_\_\_ hereby certify  
that the course work on research methodology, quantitative method of computer application, seminar  
review of published research work in the relevant field for a minimum period of one semester or a term  
of half year as per Direction has been completed satisfactorily by

Signature of the Supervisor

Head/Principal/Director  
of the Place of Research





**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

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**CERTIFICATE OF Ph.D. THESIS PRE SUBMISSION SEMINAR FOR ALL FACULTIES**

certify that Shri /Smt./ Ku. \_\_\_\_\_ has presented Ph.D. thesis pre-submission seminar on the work of his/her Ph.D. in the subject -----  
Under the faculty of ----- on -----  
----- the ----- at -----  
(day) (Date) (Time)  
at the -----  
(Name of the Department/College/Institution)

**Following persons were present in the seminar**

	Name	Signature
1.	Recognised Supervisor (at the centre)	-----
2.	Recognised Supervisor	-----
3.	Recognised Supervisor (at the centre)	-----
4.	(Teacher at the centre)	-----
5.	(Teacher at the centre)	-----
6.	(Ph.D. Student)	-----
7.	(Ph.D. Student)	-----
8.	(Ph.D. Student)	-----

**Suggestions**

-----  
-----  
-----

Date (-----)  
R.A.C. Chairperson

(-----)  
R.A.C. Member R.A.C. Member R.A.C. Member & Supervisor

(Note : The candidate should submit a copy of this “Ph.D. thesis pre submission seminar” document before submission the of Ph.D. thesis.)

**FRONT /COVER PAGE OF THESIS**

- 1) The colour of the cover of the thesis should be black
- 2) The name of the candidate should mention on the top side cover of Ph.D. Thesis
- 3) Title of the Thesis (In Block Letters)
- 4) Faculty
- 5) Subject
- 6) Name of Supervisor/Co-Supervisor
- 7) Date of thesis submission

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**CERTIFICATE**

This is to certify that the work presented in this thesis entitled :

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