

## **Ph.D. REGULATIONS**

(w.e.f. JULY 2017)

### **1.0 ELIGIBILITY**

- 1.1. Candidates (Indian / Foreigner) who have studied under 10+2+3+2 years or 10+2+5 years or 11+1+3+2 or 10+2+3+3 or 10+2+4+2 pattern of education and qualified for the award of the Master's Degree in the relevant discipline at Gandhigram Rural Institute (Deemed to be University) (GRI-DU) or any other university recognized by the University Grants Commission (UGC) in the relevant discipline with not less than 55% marks. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed for those belonging to SC / ST / OBC (non-creamy layer) / Differently Abled and other categories of candidates as per the decision of UGC from time to time, or for those who had obtained their Master's degree prior to 19<sup>th</sup> September, 1991.
- 1.2. Candidates should qualify in the entrance test conducted by GRI in accordance with provisions laid down under section 5 of this regulation.
- 1.3. Candidates qualified in the UGC - JRF / NET / GATE / CSIR / ICAR / ICSSR or obtained M.Phil in the relevant PG discipline will be allowed to appear for the interview directly.

### **2.0 CATEGORIES OF Ph.D. CANDIDATES**

There shall be three categories of Ph.D. candidates: (i) Full-time candidates, (ii) Part-time candidates (Internal) and (iii) Part-time candidates (External).

#### **2.1 Full-Time Candidates**

- 2.1.1. Those candidates who pursue their full-time research for Ph.D. at GRI fall under this category. UGC / CSIR/ NET qualified Research Fellows and Project Fellows / Research fellows working in GRI in the projects sponsored by the UGC / CSIR / ICSSR / ICAR / DOE / DST / DBT / MOES / MOEN / MNRES and other national / international funding agencies and industries, candidates awarded with any other recognized fellowships,

and qualified technical staff working in projects with a duration of not less than two years shall also be eligible to register for Ph.D. under this category.

2.1.2 Candidates belonging to the category of Project Associates / Project Fellow / Research Fellow / Foreign Nationals / NRIs shall be allowed to register for the Ph.D. programme during any time of the year.

## 2.2. Part-Time Candidates (Internal)

2.2.1 Teachers and the non-teaching staff working at Gandhigram Rural Institute will fall under this category.

2.2.2 Teacher candidates should have two full academic years of teaching experience in teaching at the time of registration.

2.2.3 The non-teaching candidates working at Gandhigram Rural Institute should have five years of experience at the time of registration.

2.2.4 The study leave conditions of UGC shall be applicable for the part-time (internal) candidates.

2.2.5 The candidates are required to complete their course work before undertaking their research work.

## 2.3. Part-Time Candidates (External)

2.3.1. Persons working in Academic / Research Institutions and Government Departments in their relevant discipline will come under this category.

2.3.2 Such in-service candidates should have five years of experience at the time of applying for the Ph.D programme.

2.3.3 The candidates are required to complete their course work before undertaking their Ph.D research work. During the period of research, the candidates, after the course work at GRI are required to stay at GRI for a minimum of 180 days in a single spell or in different spells. It could be at GRI, or in the organization of the Doctoral Committee Member or in outside agencies or in the field or in all the above mentioned institutions cumulatively.

2.3.4. The Research Supervisor, at the time of submission of synopsis by the candidate, shall furnish a certificate to the Controller of Examinations to the effect that the candidate has fulfilled the residential requirement of 180 days for Ph.D. research work.

### **3.0 INTERDISCIPLINARY RESEARCH**

- 3.1. Admission to Ph.D. programme will be considered only in those Schools / Departments / Centres which are in existence at GRI.
- 3.2. The candidates are permitted to do Ph.D. programme in interdisciplinary subjects on the condition that they should have their PG degree in the primary subject.
- 3.3. Those candidates admitted for Ph.D. programme under interdisciplinary research mode will have two supervisors: Research Supervisor from the prime subject from GRI and a Joint Research Supervisor from the interdisciplinary subject either from GRI or from outside. The Joint Supervisor should be a recognized guide.

### **4.0 PROCEDURE FOR APPLYING**

- 4.1. Application for admission will be done through the online mode for both foreign and Indian candidates.
- 4.2. There shall be only one session (July) with effect from the academic year 2017-18 for admission.
- 4.3. Candidates seeking admission to Ph.D. programme should fill the application by referring to the instructions given and by remitting the cost of the application through online.
  - 4.3.1 Admission for Foreign Scholars  
Foreign / NRI candidates can download the application from GRI website. The filled-in application should be submitted on or before the prescribed date remitting the cost of application or in the form of DD in favour of the Registrar (Canara Bank, GRU Campus, Gandhigram (Code No.8500) or State Bank of India, Ambathurai (Code 3373).

Foreign nationals including NRIs must produce a valid research visa at the time of admission to the Ph.D. programme. If admitted, they will be governed by such rules and regulations as may be framed by the Government of India and by the authorities of GRI from time to time.

The foreign/NRI scholars will be admitted as full-time scholars through online Entrance test and interview through video conferencing. No foreign scholar will be considered under part-time category.

Online entrance test and interview will also be conducted for candidates from North (other than southern states) and North Eastern regions.

A separate fee will be collected for such online examination and online interview as follows:

Fee for online entrance test/interview

1. Foreigners - US\$100
2. North and North Eastern region - Rs.1000  
(other than southern States)

(Note: For online entrance test (subject test) following the multiple choice questions, the pattern prescribed under 5.1(a) shall be followed)

## **5.0 ENTRANCE TEST, PROVISIONAL ADMISSION AND ALLOCATION OF RESEARCH SUPERVISOR**

5.1 A Common Entrance Test will be conducted by the Controller of Examinations for the eligible candidates as detailed below:

a. Question paper pattern for Research Aptitude Test

1. Duration - 1 hour
2. Type - Multiple Choice Questions
3. Marks - 50 (50x1)

b. Question paper pattern for Subject Test (Descriptive)

1. Duration - 1 hour
2. Distribution - 5 out of 7 questions
3. Marks - Each question carries 10 Marks (5x10)

- 5.2 A minimum of 60% in each component is a must to become eligible for provisional admission. Question papers for Research Aptitude Test (General) and Subject Test will be set and evaluated by a Board consisting of the HOD and the Research Supervisors concerned.
- 5.3. Pattern of online Entrance Test: 60 objective type questions will have to be answered within one and a half hours time. The question paper consists of Research Aptitude (25%) and the subjects concerned (75%). This pattern is applicable for Indian, NRI and foreign students.
- 5.4 There will be an Admission Committee consisting of the Registrar, the Director (Academic), the Director (R&D), the Controller of Examinations and the Dean & Head of the Department of Schools / Departments / Centres concerned and two more recognized supervisors for interviewing the qualified candidates. During the interview, the candidates shall present their research area/concept.
- 5.5 After the selection of the candidates for Ph.D. programme, the allocation of supervisors for the selected candidates will be done by a committee of the respective Schools / Departments / Centres headed by the Dean / HOD / Director concerned and the Research Supervisors under whom vacancies are available. Allotment will be done depending upon the number of vacancies available with the Research Supervisors, specialization of the supervisors, and the research interests as indicated by the candidates during the interview.
- 5.6 Admission will be made for each discipline as per the reservation policy of the Government of India / UGC.

## 6.0 COURSE WORK

- 6.1. All candidates who are given provisional admission for Ph.D. programme shall undergo course and research work as given below:

Sl.No	Course Type	Course/Credit	Total credits
1	Core Courses	4 courses x 4 credits	16
2	Supportive Courses (a) Research Methodology (b) Quantitative Techniques	2 courses x 4 credits	8
3	Topical Research/Term Paper (in the area of specialization)	(1) + Seminars (3) (in the area of specialization)	4
4	Thesis		42
Total			70

Note:

- a) Languages and Science Departments may customize course work on Quantitative Techniques.
  - b) Normally all the courses shall be completed by a scholar in the first two semesters of his / her Ph.D. programme including the seminars and term paper / topical research.
  - c) The course work and seminars shall be completed by a scholar within 4 semesters after joining the Ph.D. programme failing which his/her admission to Ph.D. programme shall stand automatically cancelled.
  - d) Core courses shall be decided by the Department/School/Centre concerned, of which the course on Area of Specialization of the candidate shall not be more than one.
  - e) Three Core courses and the supportive course on Research Methodology will be conducted during the First Semester. The course on Area of Specialization and the second supportive course will be undertaken by the candidate during the Second Semester along with Seminars and Topical Research / Term Paper.
  - f) The provisional registration granted for Ph.D. programme will be confirmed only after the successful completion of course work examinations and seminars / topical research / term paper within the prescribed time limit. Otherwise, the registration will stand cancelled.
  - g) Course work will be conducted by following the semester pattern of 90 working days.
  - h) Course work examinations will be conducted along with the examinations of other academic programmes.
  - i) The seminar papers / topical research / term papers shall be undertaken by the research scholar on the topics related to the area of specialization.
  - j) Credit weightage are given for thesis and seminars / topical research / term paper for monitoring purpose only.
- 6.2 Those who have been admitted with M.Phil. degree are exempted from course on Research Methodology.

- 6.3 Project Associates / Project Fellows / Research Fellows / Foreign Nationals / NRI who register for the Ph.D. programme shall be allowed to complete their course work and seminars within a period of three years.
- 6.4. The syllabus for the Course Work and panel of examiners shall be prepared by the respective Schools / Departments / Centres with the approval of the Board of Studies.

## **7.0 DOCTORAL COMMITTEE**

- 7.1 A Doctoral Committee (D.C.) shall be constituted separately for every candidate within two months from the date of admission.
- 7.2. The Doctoral Committee shall consist of (a) Research Supervisor as the Chairperson & Convener; (b) Joint Research Supervisor, if required (appointed from outside/inside) and (c) An external expert in the relevant discipline from among a panel of five experts suggested by the Research Supervisor concerned with the approval of the Vice-Chancellor. External experts shall be drawn from reputed universities / research institutions in the relevant discipline and such experts shall be either Professors or Associate Professors.
- 7.3 The functions of the Doctoral Committee are: (i) to scrutinize the research proposal submitted by the candidate; (ii) to frame the syllabus and set the question papers for the course on Area of Specialisation with the panel of examiners within 8 weeks from the date of admission of the candidate; (iii) to distribute the proposed research work over 4 semesters (2 semesters for M.Phil. holders) with corresponding credit weightage (iv) to prepare the question papers with the panel of examiners wherever necessary;
- (v) to approve the synopsis of the thesis; (vi) to prepare the panel of examiners for the evaluation of the thesis; and any other matter related to the candidate's Ph.D work. The Convener will convene the Doctoral Committee meetings with intimation to the Registrar and the Controller of Examinations.
- 7.4 The Doctoral Committee for each candidate shall meet *at least twice* during the Ph.D. programme.
- 7.5 The DC meeting can also be conducted through video conferencing or internet chat, with the prior approval of the Vice-Chancellor, if the candidate or the

Supervisor or the Joint Supervisor is in a foreign country, or is unable to attend the Doctoral Committee meeting due to unforeseen circumstances.

- 7.6 Doctoral Committee meetings can be conducted outside GRI with the approval of the Vice-Chancellor.
- 7.7 The minutes of the meeting of the Doctoral Committee along with the enclosures shall be submitted to the CoE and a copy of the covering letter (without minutes / enclosures) shall be sent to the Registrar.

## **8.0 RESEARCH QUALITY CIRCLE (RQC)**

Each School / Department / Centre shall have a Research Quality Circle (RQC) with the Dean / HoD / Director as the Convener and the other Research Supervisors as members. The Dean / HoD / Director shall facilitate seminar / research presentations by both full-time and part-time research scholars before the RQC, teachers, research scholars and students of the School / Department / Centre concerned.

## **9.0 EXAMINATION**

- 9.1 The CoE will conduct the course work examinations and declare the results.
- 9.2 Assessment  
Assessment of the scholars' attainment will be through an End Semester Examination (ESE) for Core and Supportive courses.
- 9.3 End Semester Examination (ESE)  
ESE for each course will be of three hours' written examination and shall be conducted by the CoE after the completion of 90 working days in a semester.
- 9.4 Setting of question papers for ESE
  - 9.4.1 Questions for ESE for Ph.D. coursework shall be set by the external examiners for all the courses and sent to the CoE along with the scheme of valuation.



9.4.2 Hard copy of the question papers shall be sent to the Dean / HoD / Director concerned and the same will be scrutinized for the coverage of syllabus, pattern of questions, correction of mistakes etc by a Question Paper Board consisting of the Dean / HoD / Director and two other Research Supervisors (on rotation) and will be forwarded to the CoE in a sealed cover.

## 9.5 Valuation of Answer Scripts

9.5.1 There shall be a single valuation by the course teacher concerned.

9.5.2 Appeal against ESE evaluation can be made by the candidate in the format prescribed within 10 days after the declaration of result, by paying the prescribed fee of Rs.500 per paper.

## 9.6 Grading

9.6.1 The marks scored by the candidates will be converted into Grades (G) and Grade Points (GP) as shown below:

Mark	Grade	GP
90 – 100	A+	10
80 – 89	A	9
70 – 79	B+	8
60 – 69	B	7

9.6.2 A candidate has to score a minimum of B grade to get a pass.

## 9.7 Seminars

9.7.1 All the seminars are to be presented in the respective School / Department / Centre before the RQC. It shall be evaluated by a committee of faculty members who are eligible to guide Ph.D. programme, of whom one shall be the Dean / HoD / Director and two other faculty members on rotation, based on seniority.

9.7.2 Seminar paper presentation shall last for about 45 minutes followed by discussion/ question-answer session.

9.7.3 Seminars shall be presented every Thursday and each research scholar shall present at least one seminar in a month thereby completing all the three seminars in a semester. The seminar papers shall be evaluated by 75% for the contents and 25% for the presentation.

9.7.4 The mode of seminar presentation shall be powerpoint presentation along with the submission of the seminar paper.

9.7.5 The RQC shall grade all the three seminar paper presentation as satisfactory (S) or unsatisfactory (US) and send them to CoE. In case the seminar papers presented by the research scholar is graded unsatisfactory, then he / she has to repeat the seminar paper presentations in the next succeeding semester.

#### 9.8. Term Paper / Topical Research

9.8.1 Each research scholar would submit a term paper / topical research paper at the end of the semester followed by a presentation.

9.8.2 The term paper / topical research paper shall be evaluated by the same committee of faculty members which evaluated the seminar. In such evaluation, 75% assessment shall be made for the contents of the term paper / topical research paper and the remaining 25% assessment will be based on the presentation.

9.8.3 The RQC shall grade all the term paper / topical research paper as satisfactory (S) or unsatisfactory (US) and send them to CoE. In case the term / topical research paper presented by the research scholar is graded as unsatisfactory, he/she has to resubmit the term / topical research paper in the next succeeding semester.

### **10.0 ATTENDANCE**

10.1 Full-time candidates shall regularly sign the attendance register maintained in the Schools / Departments / Centres concerned during the entire period of the programme. Part time candidates shall sign the attendance register during the period of course work.

10.2 The progress report and attendance certificate shall be verified by the RQC periodically and the report of the RQC shall be submitted to the CoE in each Semester.

### **11.0 PROGRESS OF RESEARCH WORK / EVALUATION OF RESEARCH CREDITS**

11.1 Research credits shall be taken up by the research scholars only after the successful completion of all the Core and Supportive courses (Except for candidates working in projects).

11.2 Doctoral Committee, constituted for each candidate, in its first meeting besides formulating the course work shall scrutinize, finalize and approve his/her research proposal and shall also apportion the proposed research work optimally over 4 semesters of the Ph.D. programme (2 semesters for M.Phil. holders) along with appropriate credit weightage for each semester's research work. The DC shall allot a maximum of 4 credits for literature collection, planning and methodology of thesis and research work before the initiation of field / laboratory work. A maximum of 6 credits shall be assigned to the synopsis, thesis submission and final viva. Research programme shall become complete only if the candidate gets satisfactory result in the final viva. The research programme of 42 credits can be decided by the DC as per the model / plan of programme given below:

Project Planning including literature collection, finalization of objectives and methodology	4 credits
Field / Lab Studies, Data collection, compilation of results, statistical analysis, results and final conclusion	32 credits
Synopsis, thesis submission and final viva	6 credits

11.3 The credit weightage for the research work in each semester shall range from 4 to 12 (8 to 24 for M.Phil. holders) depending upon the quantum of work allocated and such allocation shall start even from the second semester onwards.

- 11.4 At the beginning of each semester, the Research Supervisor shall intimate the CoE the quantum/details of research work to be undertaken by the research scholar along with the credit weightage through Form A (Annexure III (i)).
- 11.5 At the end of each semester, the scholar shall present the details of his / her completed research work in the RQC meeting. After the satisfactory presentation and answering of queries by the scholar, the RQC shall evaluate the extent of research work completed by the research scholar and shall grade it as 'Satisfactory' or 'Unsatisfactory'. Such grading shall be countersigned by the Dean / HoD / Director concerned and communicated to the Controller of Examinations through Form B (Annexure III (ii)).
- 11.6 If the research scholar has not secured the research credit earmarked for that particular semester, the same shall be carried over to the following semester. Only after the satisfactory completion, acquisition of the research credit earmarked for particular semester, the research scholar shall be allowed to register for the research credit of the following semester.
- 11.7 Only after the satisfactory completion of the all the 36 research credits as required under Section 11.2, the research scholar shall be permitted to submit his / her synopsis and subsequently the thesis.
- 11.8 All the 42 research credits shall be completed within the maximum period of his / her Ph.D. programme.

## 12.0 DURATION OF THE PROGRAMME

Category	with M.Phil.		without M.Phil.	
	Minimum (Yrs)	Maximum (Yrs)	Minimum (Yrs)	Maximum (Yrs)
Full-time	2	4	3	5
Part-time	3	5	4	6

Women candidates and Persons with Disability (more than 40% disability) shall be allowed a relaxation of two years for Ph.D. thesis submission in the maximum duration. In addition, women candidates shall be provided Maternity Leave / Child Care Leave once during the entire duration of her Ph.D. programme for upto 240 days.

### **13.0 CONVERSION**

- 13.1 Conversion from part-time to full-time and vice-versa shall be done at any time by producing authenticated documents justifying the conversion.
- 13.2 If a candidate has already completed the minimum period as a full time or a part-time scholar, he / she need not seek any conversion.

### **14.0 EXTENSION**

- 14.1 The first spell of extension after the expiry of the maximum period prescribed in the guidelines will be granted for a period of six months subject to the condition that extension will be granted only if any minor part of the research work remains to be carried out. The second spell of extension will be granted for a period of six months only on these conditions that all the research work has been completed and writing / typing works of the thesis alone remain to be completed and this should be certified by the Guide and Dean / Head / Director concerned.
- 14.2 The prescribed extension fee is to be paid besides the regular annual research fee as shown in Annexure-I. The candidate must have cleared all his / her dues to the university if his / her application for extension is to be processed.
- 14.3 In exceptional situations, on the request of the candidates and on the recommendations of the Doctoral Committee, the Vice-Chancellor may give additional three months extension beyond two extensions. The candidates shall have to remit the prescribed fees to GRI for this purpose. Beyond the special extension of three months granted by the Vice-Chancellor, no more extension shall be given.

### **15.0 CANCELLATION OF REGISTRATION**

- 15.1 A research scholar who fails to fulfill the RQC requirements and / or fails to submit his / her thesis even after the maximum period mentioned above, including the special extension, if any, will have his / her registration cancelled.

15.2 A candidate's registration stand cancelled automatically in the event of non-payment of Annual Research Fee within 3 months from the due date. No request for condoning the delay in the payment of fees and submission of report will be entertained from the candidates whose registration is cancelled automatically.

## **16.0 RE-REGISTRATION**

If a candidate has made significant progress in his / her work, but has not completed his / her thesis even after availing all extensions, she / he will be allowed for re-registration with the same topic on payment of prescribed fee and on the recommendation of the Research Supervisor besides fulfilling RQC requirements with adequate published / documented work. Re-registered candidates need not undergo course work again. Such candidates will be permitted to submit the thesis after 12 months and not later than 24 months from the date of re-registration. Re-registered candidates are not eligible for any extension. Even after re-registration, if the candidate is not able to submit his / her thesis within the prescribed time, his / her re-registration will be cancelled. He / She will not be admitted for Ph.D. in GRI anymore.

## **17.0 LEAVE**

**17.1** A full-time research scholar may avail him / herself leave for a maximum period of one year during his / her research period within the maximum period fixed for the submission of the thesis. But he / she is not eligible for leave during the extension period.

**17.2** However, a full-time research scholar may avail him / herself leave during the extension period under extraordinary circumstances such as maternity and medical grounds. Such leave will be granted by the Vice-Chancellor only on the specific recommendation of a registered medical officer not below the rank of an Assistant Civil Surgeon and the recommendation of the Research Supervisor and the Dean / HoD / Director.

## 18.0 EARLY SUBMISSION

A candidate may be permitted to submit his / her thesis early ie. six months before the expiry of the minimum period based on the evidence of having published research work and recommended by the Doctoral Committee, on the approval of the Vice-Chancellor.

## 19.0 RESEARCH SUPERVISOR

19.1 A Professor / Associate Professor / Assistant Professor of GRI will be recognized as a Research Supervisor, if he/she fulfills the following conditions:

- a) Permanent teachers with Ph.D. degree and whose probation has been declared.
- b) He / She should have published a minimum of two research articles in refereed journals after the Ph.D viva-voce.

The application for recognition should be submitted along with copies of supporting documents (CV, copy of the Ph.D degree certificate and reprints) to the Registrar through the Dean / HoD / Director concerned and recognition will be given based on experts' opinion.

19.2 The Research Supervisors of GRI are not permitted to guide the research scholars of other Universities / Institutes. Recognized Research Supervisors of other University/Institutions are permitted to guide GRI scholars as Joint Supervisors.

19.3 Research Supervisors in the cadre of Professor / Associate Professor / Assistant Professor can guide a maximum of Eight / Six / Four candidates respectively. This is inclusive of JRF and Project Fellows and excluding number of Post-Doctoral Fellows.

The credit for the Joint Research Supervisor is the same as that of the Research Supervisor. But, it shall not be counted for calculating the number of candidates allocated to him / her.

19.4 Normally no change of Research Supervisor is permitted. However, in exceptional cases, it may be permitted on valid grounds by the Vice-Chancellor.

19.5 If a Research Supervisor retires or takes up an assignment outside GRI on deputation/lien, the candidate will be permitted to continue his / her research under the same Research Supervisor OR he/she may be permitted to change his

/ her Research Supervisor if he / she desires. But the date of registration, the area of research and the title of the study shall remain unaltered.

- 19.6 In case the Research Supervisor leaves GRI permanently, he/she can continue to guide those scholars in the pipeline.
- 19.7 Research Supervisors on lien/deputation to other institutions cannot enroll fresh candidates for Ph.D. at GRI.
- 19.8 Those Research Supervisors who are left with only one year for their superannuation shall not be allocated candidates for guidance.

## **20.0 RESEARCH FEE**

- 20.1 Research Fee will be decided and notified from time to time by the authorized committee.
- 20.2 Those who have not paid the research fee within the prescribed date shall have to remit the fee along with the prescribed late fee notified from time to time.
- 20.3 If a candidate has not paid the fee within 3 months of his / her due date, his/her registration will be cancelled automatically.

## **21.0 TITLE**

A tentative title shall be decided in the first meeting of the Doctoral Committee. However, this title can be modified and a new title will be finalized by the Doctoral Committee at the stage of synopsis submission. This new title shall be approved by the authorities. Only the approved title should be used in the synopsis and thesis. The title of the thesis should be concise and adequate enough to reflect the content of the research.

## **22.0 SUBMISSION OF SYNOPSIS**

- 22.1 Research Scholars should present their synopsis before the RQC and the Doctoral Committee members. Before submitting their synopsis they should incorporate the comments and feedback of the RQC as well as the Doctoral Committee. The



Research Supervisor through the Convener of RQC, will forward 11 copies of the synopsis, along with a soft copy to the CoE duly approved by the Doctoral Committee along with the attendance certificate. A Minimum of 15 members should be present for the synopsis presentation.

- 22.2 The synopsis should contain the objectives, methodology and findings in about 4 to 10 pages (Annexure –IV).
- 22.3 The Ph.D. thesis must be submitted within six months from the date of the submission of the synopsis. In exceptional cases and on valid grounds, the Vice-Chancellor may grant 3 months' extension. Even, after the extension, if the thesis is not submitted, the Registration will be cancelled. The candidate, if he / she wishes, can re-register.

### **23.0 RESEARCH REPORT (THESIS)**

- 23.1 Candidates should have published at least 2 research papers in peer-reviewed journals listed in the UGC's approved list of journals. The candidate concerned should be the first author in each of the research paper.
- 23.2 The thesis shall not exceed 300 pages excluding the bibliography, annexures, etc. The thesis should be prepared in accordance with the format given in Annexure-V.
- 23.3 The thesis may also be submitted in book format (B5 Size : Double side Printing).
- 23.4 Five copies of the thesis along with a soft copy (as per Annexure -V) shall be submitted. The research supervisor shall forward the copies of the thesis to the CoE through the Dean / HoD / Director concerned with intimation to the Registrar.
- 23.5 Baring Tamil, Hindi and Malayalam, all Ph.D. theses should be in English.
- 23.6 The thesis should be subjected to a plagiarism check. A certificate to this effect is to be given which meets the institutional requirement.

## **24.0 PANEL OF EXAMINERS AND EVALUATION OF THESIS**

- 24.1 The Doctoral Committee shall provide a panel of 10 examiners, 5 from India and 5 from other countries / other states who are specialists in the subject in which the candidate has submitted the thesis. While submitting the panel of examiners, the Doctoral Committee has to submit a one page CV highlighting their specialization and recent contributions. Such examiners should be not be below the rank of a Professor / Associate Professor or an equivalent position drawn from reputed Universities / Research Institutions.
- 24.2 The thesis will be evaluated by three examiners. One shall be from outside the country and one must be from outside Tamil Nadu and at the same time not belonging to the State to which the candidate belongs. The Research Supervisor will be the third examiner and shall consolidate the evaluation reports.
- 24.3 Wherever it is not possible to find a suitable examiner outside the country for some specialized topics, another examiner within the country, but outside the state and also not belonging to the state of the scholar, may be considered for adjudicating the thesis.
- 24.4 Soft copies of the thesis can be sent to External Examiner (s) in case he / she prefers soft copy over the printed one.
- 24.5 The examiners will adjudicate the thesis and send their evaluation reports to the CoE by selecting any one of the following options:
- I. The Thesis can be accepted for the award of the Ph.D degree in the present form.
  - II.
    - a) The thesis can be accepted for the award subject to the incorporation of minor corrections/reviews indicated in my report
- (OR)
- b) The thesis can be accepted subject to the candidate's satisfactory clarifications at the time of viva-voce.
  - III. The thesis must be revised, as suggested in my report and the revised thesis may be referred to the supervisor for verification and need not be

sent back to me. A certificate to that effect is to be given by the Supervisor, before the viva-voce.

- IV. The thesis must be revised as suggested in my report and the revised thesis must be resubmitted to me.
  - V. The thesis cannot be accepted for the award of the degree in its present form and hence it is rejected (valid reasons must be given in the detailed report).
- 24.6 The thesis will be accepted for the award of Ph.D. degree if all the three examiners accept it. If two of the examiners reject the thesis, the thesis shall stand rejected. If one of the examiners rejects the thesis, it will be sent to the fourth Examiner from the same category and the decision of the fourth Examiner will be final.
- 24.7 If a revision of the thesis is sought, the candidate shall revise and resubmit it within a period of 3 months from the date of receipt of the communication from the COE.
- 24.8 The thesis will be sent for revaluation only to those examiner(s) who suggested revision as under Section 24.5(IV).
- 24.9 If revision is suggested for the second time as under Section 24.5 (iii), then the thesis, along with the reports of the examiner, will be placed before the Doctoral Committee. If the Doctoral Committee, after going through the reports and the thesis, endorses a second revision, the thesis will be revised again by the candidate and will be referred to the same examiner for re-evaluation. If the Doctoral Committee does not endorse the second revision, the thesis, without further revision, will be referred to the fourth examiner from the same category without the report of the examiner who had suggested for second revision. The decision of the majority of examiners will be final.
- 24.10 If the revised thesis is rejected, it will be rejected once for all.
- 24.11 The examiners are expected to send their evaluation report within 60 days. At the end of 30 days and 45 days, reminders will be sent to the examiners by the COE. A final reminder will be sent on 60<sup>th</sup> day and, in the event of no response within 2 weeks after the third reminder, another examiner from the panel will be considered for evaluating the thesis.

## **25.0 PUBLIC VIVA-VOCE**

- 25.1 A candidate shall submit himself / herself to the viva-voce examination only when the thesis has been accepted by all the three examiners. The viva-voce Board shall consist of the Research Supervisor and one of the adjudicators (Indian Examiner). The Research Supervisor shall be the Chairperson of the Viva-Voce Board.
- 25.2 The viva-voce must be conducted by the Convener within 60 days from the date of receipt of all the three reports from the CoE.
- 25.3 The viva-voce Board can award the final six research credits based on the candidate's defense of his / her thesis and recommend the thesis for the award of degree of Doctor of Philosophy.
- 25.4 At least fifteen persons should attend the viva-voce.
- 25.5 In case, a candidate could not defend his/her thesis successfully in the viva-voce in the first appearance, the board may recommend reappearance within 30 days.
- 25.6 A candidate who is not successful in the second viva-voce also, his/her thesis will be rejected.
- 25.7 Video conferencing facilities may be permitted in special cases.

## **26.0 AWARD OF DEGREE**

- 26.1 The recommendations of the viva-voce Board will be placed before the Board of Management (BoM) for approval. However, the COE shall declare the result with the approval of the Vice-Chancellor and issue the provisional certificate with effect from the date of the viva-voce.
- 26.2 The name of the School / Department / Centre along with the title of the Ph.D. thesis will be mentioned in the provisional / degree certificates. But in the case of inter-disciplinary research, the title of thesis alone will be mentioned. The testimonial to be issued by the CoE, based on the request of the candidate, will indicate that the research area of interdisciplinary and will mention both the subjects of the candidate and the name of the School / Department / Centre.

26.3 A soft copy of the thesis incorporating all the corrections / suggestions recommended at the viva-voce, if any, must be submitted to the CoE within 15 days after the date of viva-voce.

## **27.0 PUBLICATION OF THESIS / FINDINGS**

The thesis, once submitted, becomes the property of the Institute. In case the research comes under the "classified" category, it shall not be published without the approval of the Board of Management. For other categories, the Board of Management may grant permission for publishing the results / findings on the recommendation of the Vice-Chancellor. Five copies of the thesis in its published form must be submitted to the office of the Registrar.

## **28.0 QUESTION PAPER TEMPLATE FOR COURSE WORK, FORMAT FOR SUBMISSION OF SYNOPSIS AND THESIS**

The CoE shall prescribe the following templates / format and make them available in the Institute's website.

- (a) Question Paper pattern for Ph.D. course work examinations
- (b) Progress report
- (c) Format of Synopsis submission
- (d) Format for submission of Thesis
- (e) Certification by the Research Supervisor
- (f) Declaration by the candidate
- (g) Declaration against Plagiarism
- (h) Technical Specifications, if any

## **29.0 EXIGENCIES**

29.1 In the event of any unforeseen problems/issues, the Vice-Chancellor's decision shall be final.

29.2 Notwithstanding anything contained above, the Board of Management is vested with the powers to revise any part of these regulations from time to time on the recommendations of the Research Advisory Committee through the Academic Council.

## FEE DETAILS

## Application Fees

Sl.No.	Programme	Cost of Application	
		SC/ST*	Other categories
1	Ph.D.		
	a) Online	Free of cost	Rs. 2,000/-
	b) Foreigners		
	i) SAARC & Developing countries		US \$ 100
	ii) Other countries		US \$ 200
	c) Fee for online entrance test and online interview		
	i) Foreign / NRI candidates		US \$ 100
	ii) North and North Eastern regions		Rs.1000

\* on producing the number mentioned in the community certificates.

The fee for research scholars from SAARC and developing countries will be the same as that of Indian candidates. However, Research Scholars from other foreign countries have to pay four times of all the fees levied for Indian candidates in US \$ except caution deposit.

## a) Fee Structure for Ph.D. programmes:

Fee Particulars	ARTS		SCIENCE	
	Full-Time	Part-Time	Full-Time	Part-Time
	Rs.	Rs.	Rs.	Rs.
<b>Per Annum</b>				
Research Fee	10000	20000	10000	20000
Laboratory Fee	--	--	5000	5000
Library Fee	500	500	500	500
Computer Fee	500	500	500	500
Health Care Fee	300	300	300	300
Group Health Insurance*	200	--	200	--
Calendar Fee	100	100	100	100
Subscription for Journal of Extension and Research / Gandhigram Literary Review	500	500	500	500
<b>Sub Total-(A)</b>	<b>12100</b>	<b>21900</b>	<b>17100</b>	<b>26900</b>
<b>One-Time</b>				
Smart Card	150	150	150	150
General Caution Fee	2000	5000	2000	5000
Lab Caution Deposit	--	--	2000	2000
Library Caution Deposit	500	500	500	500
Coop.Store Share Capital	50	--	50	--
Alumni Association	100	100	100	100
<b>Sub Total-(B)</b>	<b>2800</b>	<b>5750</b>	<b>4800</b>	<b>7750</b>
<b>Grant Total-(A+B)</b>	<b>14900</b>	<b>27650</b>	<b>21900</b>	<b>34650</b>
<b>Other Fee</b>				
Re-Registration Fee	10000	20000	10000	20000
Thesis Processing Fee	2000	2000	2000	2000
Evaluation & Postal Expenses	Actuals	Actuals	Actuals	Actuals



## b) Extension Fee

First Extension Fee (upto 6 months) : Rs.5,000/-

Second Extension Fee (7<sup>th</sup> month to 12<sup>th</sup> month) : Rs.10,000/-

Special Extension fee upto 3 months : Rs.20,000/-

c) Fee for Course Work Examination (for each paper) : Rs.1,500/-

## 2. Late Fee

a) Those who do not pay the research fee within the prescribed time, the following period-wise late fee will be collected:

i) Upto one month : Rs.500/-

ii) Upto three months : Rs.2000/-

b) Late fee for delayed submission of thesis : Rs.5000/-

(Those candidates who are unable to submit their thesis within six months after the submission of their synopsis and before the expiry of nine months after the submission of synopsis shall pay the late fee)

c) Re-registration Fee for all Ph.D. programmes : Rs.15000/-

Note 1 - If any Research Scholar does not pay the research fee even beyond three months, his / her Ph.D. registration shall stand automatically cancelled and this will be intimated to the candidate through the HOD and the Research Supervisor.

Note 2 - The fee may be paid online using Debit Card or by Demand Draft drawn in favour of the Registrar, Gandhigram Rural Institute, Gandhigram, payable at Canara Bank, Gandhigram (8500) or State Bank of India, Ambathurai (3373).

Question Paper Pattern for Ph.D. Course Work

QUESTION CODE	
Title of the Programme [(Ph.D. (Subject))]	
Title of the Course	
Time: 3	Maximum: 100
Answer ALL	
	5 x 20 =
I	A
	(OR
	B
II	A
	(OR
	B
II	A
	(OR
	B
I	A
	(OR
	B
V	A
	(OR
	B

Note: Each question may contain any no. of subdivisions with the specification of mark distribution for each subdivision.

## Progress Report on Research Credits

(Form —A)

1. Name of the Candidate :
2. Reg.No. :
3. Name of the Research Supervisor :
4. Name of the Joint Supervisor, if any :
5. School / Department / Centre :
6. Title of Research work :
7. Semester :
8. Period : From To
9. No. of credits so far completed :
10. No. of credits registered for the current semester :
11. Details of research work to be carried out :
  - 1.
  - 2.
  - 3.
  - 4.
  - 5.

Signature of the Candidate

Signature of the  
Research SupervisorSignature of the  
Joint Supervisor (if any)Signature of the  
Dean / HoD / Director

## Progress Report on Research Credits

(Form —B)

1. Name of the Candidate :
2. Reg.No. :
3. Name of the Research Supervisor :
4. Name of the Joint Supervisor, if any :
5. School / Department / Centre :
6. Title of Research work :
7. Semester :
8. Period : From To
9. No. of credits registered for the current semester
10. Details of research work carried out :
  - 1.
  - 2.
  - 3.
  - 4.
  - 5.
11. a) No. of credits registered and evaluated for the current semester  
b) No. of credits to be completed/to be carried over to the following semester
12. Grading Awarded (for completed credits) : Satisfactory / Not Satisfactory

Signature of the Candidate

Signature of the  
Research SupervisorSignature of the  
Joint Supervisor (if any)Signature of the  
Dean / HoD / Director

FORMAT OF THE SYNOPSIS

(Cover Page)

Title of the Thesis

Synopsis of the Thesis to be submitted  
to The Gandhigram Rural Institute  
(Deemed to be University)  
in partial fulfillment of the requirements for the award of the  
Degree of Doctor of Philosophy

By

(Name of the candidate)



The Gandhigram Rural Institute  
(Deemed to be University)  
Gandhigram – 624 302  
Tamil Nadu  
India

Month and Year

Note:

The synopsis of the thesis should be submitted by strictly following the specifications given below:

- i) A4 size paper (any brand).
- ii) The synopsis must contain a minimum of 6 pages and must not exceed 10 pages.
- iii) 11 copies of the synopsis must be submitted to the Controller's office, through proper channel.
- iv) The title of the synopsis and the thesis should be the same.

GENERAL INFORMATION FOR THESIS

Prescribed format for submission of Thesis for Ph.D. programmes

i) Cover / Face Sheet

Title of the Thesis

(Title of the Thesis should be compact)

Thesis submitted to  
The Gandhigram Rural Institute  
(Deemed to be University)  
in partial fulfillment of the requirements for the award of the  
Degree of Doctor of Philosophy

By  
Name of the candidate



The Gandhigram Rural Institute  
(Deemed to be University)  
Gandhigram – 624 302  
Tamil Nadu  
India

Month and Year

ii) Certificate

Name of the Research Supervisor  
Designation  
School / Department / Centre  
Gandhigram Rural Institute  
Gandhigram – 624 32  
Tamil Nadu

CERTIFICATE

This is to certify that the Ph.D. thesis entitled \_\_\_\_\_ is a bona fide record of the original research work carried out by \_\_\_\_\_ under my supervision and that it has not been submitted elsewhere for the award of any degree / diploma.

Place :

Signature of the

Date :

Supervisor

iii) Declaration

DECLARATION

I \_\_\_\_\_ declare that the Ph.D. thesis entitled \_\_\_\_\_ is a bona fide record of the original research work carried out by me under the guidance of \_\_\_\_\_, and that it has not been submitted elsewhere for the award of any degree / diploma.

Place :

Date :

Signature of the Candidate

---

iv) DECLARATION AGAINST PLAGIARISM

I, \_\_\_\_\_, hereby declare that to the best of my knowledge and belief, the thesis / dissertation titled " \_\_\_\_\_ " submitted for the award of the degree of Ph.D. to the Gandhigram Rural Institute (Deemed University) is my own work to the extent that all sources have been properly acknowledged.

Further, I submit a soft copy (PDF format) and affirm that the above work may be checked for data-matching and if found to be plagiarized, of any part, I may be subjected to any disciplinary action including either rejection of the work and or cancellation of the registration.

Place :

Date :

Signature of the candidate

Counter Signature of the Research Supervisor/Guide.



v) Acknowledgement

ACKNOWLEDGEMENT

The thesis shall carry an acknowledgement of not more than two pages, where the candidate shall thank the Supervisor, the Institute specifying the department and the School, other persons / institutions who helped him / her academically and those who helped him / her non-academically in the course of his / her study and in the preparation of the thesis. Thanking the typist / Xerox Company and others should be avoided. Dedication is not allowed.

Place :

Date :

Signature of the Candidate

---

vi) Contents

CONTENTS

The table of contents shall list the chapters of the thesis and the bibliography in their order along with the numbers of the first pages. In the case of thesis, where chapters are subdivided into distinct sections, the sectional subdivisions may also be listed in their order with the numbers of their first page under each subdivision. The Appendix may be listed after the bibliography.

vii) List of Symbols & Abbreviations

Symbols and abbreviations used in the thesis, wherever applicable, shall be listed with their explanation / expansion.

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viii) List of Tables

Tables shall be listed in the content page with their respective page numbers. Within the body of the thesis, the figures should have captions with explanation for symbols used therein.

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ix) List of Figures

The Figures shall be listed in the content page with their respective page numbers. Within the body of the thesis, the tables should have self-explanatory captions.

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x) Abstract

The Abstract of the thesis shall not exceed two pages (a soft copy of the same in a CD should be handed over to the Office of CoE).

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xi) Bibliography

A list of publications to be given in any one of the internationally recognised style manuals.

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xii) Other specifications to be followed for thesis

Paper	:	A4 size paper (any brand)
Book format	:	B – 5 size
Font size	:	10 to 14
Font type	:	Times New Roman / Gothic
Line Spacing	:	1.5 or 2
Top margin	:	0.75 inch
Bottom margin	:	1 inch (with page no. at the centre)
Left margin	:	1.5 inch
Right margin	:	0.75 inch
Binding	:	With flexible Whiteboards

====ooOoo====