

M.Phil.-Ph.D. Integrated Programme
Rules and Regulations
{Sub – section (1) (b) of Section 28 of the Central Universities Act, 2009}

1. TITLE AND COMMENCEMENT

- 1.1 These rules and regulations shall be called the Rules and Regulations of M.Phil.-Ph.D.Integrated Programme hereinafter referred as the Programme, and shall be applicable to all the M.Phil.-Ph.D. Integrated programmes unless otherwise stated.
- 1.2 Subject to the overall control of the Academic Council, the programme shall be administered by the concerned School Board.
- 1.3 These rules and regulations shall come into force with immediate effect.

2. DURATION

- 2.1 The minimum duration for completion of the Programme is 08 semesters and the maximum duration 12 semesters. Out of this period minimum of 03 semesters must be spent for M.Phil. phase of the Programme for which maximum duration is five consecutive semesters, or as may be decided by Academic Council from time to time.
- 2.2 In respect of candidates who had discontinued for a valid reason and are readmitted to the programme by the School, the period for which such candidates had discontinued shall not be counted while calculating the maximum period of six years prescribed in clause 2.1.
- 2.3 A semester (s) may be declared a zero semester (s) in case of a student who could not continue with the programme during that period due to illness and hospitalization or due to accepting a foreign scholarship/fellowship *or any other valid reason accepted by the vice chancellor* subject to the fulfillment of requirements as laid down by the relevant rules. Such zero semester (s) shall not be counted for calculation of the duration of the programme in case of such a student.

3. NUMBER OF SEATS

The number of seats in each of the M.Phil.-Ph.D. Integrated Programme, shall be as approved by the statutory bodies of the university.

4. ADMISSION CRITERIA

- 4.1 Admission of a candidate to the programme would be made only in its first semester. He/she shall be promoted to the subsequent semesters of the programme after completing necessary formalities as specified under clause 8.
- 4.2 In exceptional cases lateral entry of a candidate, shall be considered for admission to a later semester of any programme on the recommendations of the concerned School Board.
- 4.3 Foreign nationals either residing in India or abroad or Indian nationals residing abroad may be admitted to this programme according to the policy guidelines laid down by the Government of India/statutory authorities of the university from time to time.
- 4.4 No candidate shall be eligible for admission to the programme if he/she is already registered for any other full time programme of this university or any other university/Institute.

Note: However, students admitted to evening Post Graduate Diploma Programmes shall be permitted to pursue any regular programme in other institutions. Students admitted to a regular programme in the university shall also be permitted to pursue part-time evening Certificate/Diploma Programmes of professional nature in the university or other institutions.

4.5 No candidate admitted to this programme shall undertake any employment or join any other course of study before completing the minimum residency period as may be decided by the university.

5. ELIGIBILITY FOR ADMISSION

- 5.1 A candidate shall be eligible for admission to the programme in any discipline provided he/she has qualified for the award of Masters Degree in the concerned subject or in an allied subject (to be determined by the School Board) of any recognized university or a degree recognized by the university for this purpose as its equivalent with a minimum of 55% marks or its equivalent Grade of B in the 7 point scale with letter grades O, A, B, C, D, E and F.
- 5.2 For SC/ST/OBCs, Differentially abled candidates a concession of 5 percent of marks shall be given in the minimum eligibility marks.
- 5.3 The policy of the Government of India and the guidelines of the UGC, regarding reservation of seats for candidates belonging to Scheduled Castes, Scheduled Tribes, OBCs and for Differently abled candidates shall be implemented.

6. PROCEDURE FOR ADMISSION

- 6.1 As per Academic Calendar, the University shall invite applications from eligible candidates for admission to the programme in each academic session, giving details of the academic calendar, number of seats available, eligibility criteria, prescribed fees, etc.

- 6.2 Admission for the programme shall be advertised in leading newspapers at the national level and also on the university website.
- 6.3 The admission to the programme shall be made on the basis of the entrance test to be conducted by the university as per a schedule to be notified for the purpose or as decided by the statutory bodies of the university. The entrance test shall be conducted at national level at the designated centers to be decided by the university, depending upon the number of students opting for a centre.
- 6.4 The selected candidates shall submit the prescribed fee and other relevant documents to the university within the stipulated time.

7. PROGRAMME STRUCTURE

- 7.1 Following a modular approach the course of study of M.Phil.-Ph.D. Integrated Programme shall consist of following two phases:
- 7.1.1 Phase 1 of the Programme (M.Phil.) would comprise of the theory and practical courses, a dissertation and public viva voce, comprising 50 credit hours.
- 7.1.2 Phase II of the Programme (Ph.D.) shall comprise of course work for 20 credit hours, a detailed thesis and public viva-voce. The Ph.D. thesis shall be a substantial work of original research carried out by the candidate. It shall involve in-depth study and critical review of the subject and creation of new knowledge in the area. It is expected to be potentially publishable and stand peer review. The Ph.D. Programme shall be administered as per rules and regulations framed separately for this programme.
- 7.1.3 After successful completion of Phase I of the programme, the student shall be eligible for promotion to Phase II of the programme subject to the following conditions:
- 7.1.3.1 The candidate has secured WAM equal to 60.00 and Grade Point Average of 4.50/6.00.
- 7.1.3.2 A committee consisting of the external examiner who has evaluated the dissertation of the candidate, his/her supervisor, Coordinator of the respective Centre and Dean of the concerned School, based on the merit of his/her dissertation research, recommends continuation of the candidate in Phase II of the programme.

- 7.1.4 Subsequent to the fulfillment of the requirements for promotion to Phase II of the programme under clause 7.1.3, the candidate shall be recommended for provisional registration in Ph.D. programme after payment of prescribed fee.
- 7.1.5 The continuation of a student in Ph.D. programme shall be subject to maintenance of "Good Academic Record" as prescribed by the School Board and satisfactory performance in research work.
- 7.1.6 Not later than six months after the provisional registration in Ph.D. programme, the candidate shall deliver an open house seminar on the thesis research proposal to be undertaken by him during Ph.D. programme. A committee consisting of an outside expert, supervisor, Coordinator of the respective Centre and Dean of the concerned School shall recommend suitability of the research proposal keeping in view the availability of infrastructure to carry out the proposed research work, viability of proposal and availability of guide in proposed area of research. If recommended, the student shall modify the research proposal within time limit specified by the committee.
- 7.2 The candidates shall have the option to quit the programme after obtaining the M.Phil. degree with approval of the Vice Chancellor and all the candidates who have successfully completed the M.Phil. phase (including candidates who have enrolled in Ph.D. phase) shall be awarded the M.Phil. Degree.
- 7.3 The distribution of credits of the M.Phil. Programme will be as below:
- 7.3.1 Course work - Theory and practicals, seminars, presentations, assignments (34 credit hours)
- | | | |
|---------|---|--------------------------------|
| Sem I | : | 20 credit hours |
| Sem II | : | 14 credit hours |
| Sem III | : | Dissertation (16 credit hours) |
- 7.3.2 A candidate may be required to take additional noncredit courses on the recommendation of Supervisor, Coordinator of Centre and Dean of the concerned School. Only letter grades for such courses shall be awarded and the marks shall not be counted towards CGPA.
- 7.3.3 The evaluation of dissertation shall be done as per Clause 15 and no marks/grade shall be awarded.
- 7.4 Subject to the approval of the Academic Council, the syllabus for the courses and the methodology and instructional designs to be used shall be prepared, prescribed and published by the respective School Boards.
- 7.5 The M.Phil. students successful in the examinations for course work of first semester may proceed with the initiation of the dissertation work in the second semester.

- 7.6 The topic of M.Phil. dissertation shall be approved by the School/Center on a proposal submitted by the student through his/her supervisor.
- 7.7 The presentation of seminar on research topic for M.Phil. dissertation shall be completed by the end of the second semester.
- 7.8 The topic M.Phil. dissertation, once decided shall ordinarily remain unchanged during the whole programme. However, the Dean of the concerned School on the recommendations of Centre Coordinator and supervisor of the student may permit a modification in the topic, if considered necessary. Major changes can be made in the topic only after the approval by the Vice Chancellor.
- 7.9 A student who does a part of his/her dissertation work at any centre other than the centre concerned (External Centre) shall be required to submit a progress report on the work carried out by him/her as well as a certificate regarding regular attendance at the External Centre duly approved by the external supervisor (s) as well as by the internal supervisor (s).

8. REGISTRATION AND PROMOTION TO THE NEXT SEMESTER

- 8.1 Every student admitted to the programme shall get registered at the beginning of the 1st semester of the programme in the Centre/School by completing the necessary formalities as per the schedule announced by the university.
- 8.2 A student shall be promoted and permitted to get registered in the next semester provided he/she:
 - 8.2.1 Fulfils the requirements of continuous internal assessment/project work/practical work as required under the regulations.
 - 8.2.2 Passes at least 50% of courses in the semester concerned.
 - 8.2.3 Puts in required attendance of 75 percent in each course/semester as provided under clause 9.1.
- 8.3 A student found not eligible to appear in the End-Semester Examination of a course of the programme due to shortage of attendance or those who fail in more than 50% of the prescribed courses in any semester shall be required to repeat the courses and take readmission in respective semester of the programme in the following academic year.
- 8.4 A student shall not be permitted to register in a subsequent semester of a programme unless he/she has been a registered student of the immediate preceding semester and has pursued the course (s) of that semester as a regular student.

- 8.5 In each semester, a last date shall be fixed and notified in the beginning of the semester after which admissions/re-admissions/promotion/registration shall not be ordinarily made.
- 8.6 Under special circumstances, the students may be allowed late registration by a specified date, by paying a late fee fixed for the purpose, along with the other prescribed fees.

9. ATTENDANCE

- 9.1 A candidate to be eligible for Continuous Internal Assessment/End Semester Examination of a course or a complete semester shall have to put in a minimum of 75% attendance in that course/semester in addition to satisfying all other relevant conditions laid down in the regulations.
- 9.2 The Dean of School, on recommendation of the Centre Coordinator concerned, may condone the shortage of attendance to a maximum of 5% if the claim is justified and supported by valid documents and on payment of fine as approved by competent authority.
- 9.3 The Dean Academic Affairs, on recommendation of the Centre Coordinator and Dean of the School may condone shortage of attendance beyond 5% but only up to a maximum of 10% for valid reasons (to be supported by documentary evidence) and on payment of fine as approved by the competent authority.
- 9.4 The teacher concerned shall be responsible for maintaining the record of attendance of the students registered for the course.

10. SUSPENSION/WITHDRAWAL

A student suspended or debarred from attending the classes due to any reason, whatsoever, or having withdrawn from a semester (s) on medical grounds or for any other cogent reason, shall have to seek re-admission in the appropriate semester in the next academic session as a regular student. Such students shall have to meet the requirement of 75% attendance in each course in the semester.

11. FEES TO BE PAID

The amount and mode of payment of fees payable at the time of admission, registration during subsequent semesters, at the time of examination and refund of fee under special circumstances will be governed by the relevant Rules and Regulations of the university in this regard.

12. MEDIUM OF INSTRUCTION AND EXAMINATION

- 12.1 The language for the instruction and examination shall be English.
- 12.2 In cases where the programme pertains to any language other than English, the instructions and examinations would be in that language.

13. EXAMINATION AND EVALUATION

- 13.1 A student shall be continuously evaluated for academic performance in a course through Continuous Internal Assessment (tutorials, practical work, assignment (s), term paper, field work, seminar (s), periodical tests etc.) and the End-Semester Examination, as prescribed in the examination scheme of the respective course and duly approved by the authority concerned.
- 13.2 The distribution of weightage for each component of assessment shall be as decided by the School Board.

- 13.3 Unless provided otherwise the distribution of marks for each course shall be as under:

End Semester Examination (ESE)	:	50 Marks
Continuous Internal Assessment (CIA)	:	50 Marks

- 13.4 Unless provided otherwise the breakup of Continuous Internal Assessment shall be as below:

Average of two periodical tests (Sessionals)	:	20 Marks
Assignment (s)	:	10 Marks
Term paper	:	10 Marks
Surprise Test (s)	:	05 marks
Attendance*	:	05 marks

50 Marks

*** Break-up of marks for attendance shall be as follows:**

- Attendance below 75 % : No marks
- Attendance 76% to 80% : 1 mark
- Attendance 81% to 85% : 2 marks
- Attendance 86% to 90% : 3 marks
- Attendance 91% to 95% : 4 marks
- Attendance 96% to 100% : 5 marks

- 13.5 The Continuous Internal Assessment and End-Semester Examination shall be conducted by the teacher concerned under the overall supervision of the Centre Coordinator and Dean of the School. The Coordinator of the Centre shall report the award list of CIA and

End Semester Examination in respect of all courses taken by different students to the Controller of Examinations through the Dean of the School within seven days of the completion of examination.

- 13.6 In case of a student could not appear in any of the components of the CIA due to medical reasons or under exceptional circumstances, a separate examination in that component may be arranged by the concerned Centre Coordinator (supported by documentary evidence) before the End Semester Examination.
- 13.7 For M.Phil. phase of the programme, there shall be an End Semester Examination at the end of each of the two semesters covering first academic year of the programme. The third semester shall be devoted completely to dissertation work, the evaluation of which shall be done by an external examiner as per procedure laid down under clause 15.
- 13.8 The End Semester Practical Examination (wherever applicable) shall ordinarily be held before the theory examinations.
- 13.9 A student shall be permitted to appear in the End-Semester Examination as per the Conduct of Examination Rules after filling up the prescribed examination form, payment of the prescribed examination fee, satisfying the attendance requirement and fulfilling other eligibility criteria.
- 13.10 To be eligible to appear in the End-Semester Examination of a course, the student shall have to clear the CIA of that particular course with a minimum of 50% marks. If the student fails to secure 50% marks in CIA for that course, the student shall have to repeat the course.
- 13.11 The question paper pattern of End Semester Examination shall be prescribed by the School concerned.
- 13.12 Unless prescribed in the Regulations and the Scheme of Examination of a particular programme, a candidate shall be deemed to have completed his/her courses successfully if he/she obtains at least 50% marks in each course and 50% marks in aggregate (Continuous Internal Assessment and End-Semester Examination) or 'B' Grade, measured on the following six point scale:

Marks	Grade Point	Letter Grade	Class
75-100	5.50-6.00	O	Outstanding
65-74	4.50-5.49	A+	High First
60-64	4.00-4.49	A	First
55-59	3.50-3.99	B+	High Second
50-54	3.00-3.49	B	Second
0-49	0.00-2.99	F	Fail

The calculation of exact Grade Point from percent marks obtained shall be as notified by the university.

- 13.13 If a student fails in less than 50% of prescribed courses of a semester he/she shall be allowed to appear in the End-Semester Examination of such course (s) in the supplementary examination that shall be arranged for such students within six weeks of beginning of succeeding semester. The marks of Continuous Internal Assessment as applicable shall however, be carried forward in such cases.
- 13.14 A student failing in 50% or more than 50% of the courses in a semester shall have to seek readmission in the appropriate semester as a regular student.
- 13.15 A student with a backlog can repeat End Semester Examination of a course for maximum of two chances, excluding the 1st appearance, in the subsequent supplementary examination or regular End Semester Examination without putting in any additional attendance. The marks of Continuous Internal Assessment as applicable shall however, be carried forward in such cases. Provided that on the recommendation of the Coordinator and Dean of concerned Centre, the Vice Chancellor, on merit of individual case, may consider giving one final chance (merci chance) to a student
- 13.16 The marks obtained in the Continuous Internal Assessment (CIA) shall be shown to the students.

14. AWARD OF MARKS SHEET

- 14.1 On successful completion of each semester examination, the student shall be awarded marks for that semester indicating simultaneously the marks obtained in the previous semester (s).
- 14.2 The Marks-Sheet of last semester of M.Phil. and Ph.D. programme shall indicate the marks obtained and credits earned for each course, consolidated marks of all the semesters separately for each programme, Overall Weighted Percentage Marks (OWPM), letter grade and Cumulative Grade Point Average (CGPA) as prescribed in the Regulations duly approved by statutory bodies of the university.

15. IMPROVEMENT OF GRADE

- 15.1 Students who have been declared pass in a course (s) shall be allowed to repeat End Semester Examination of maximum of two such courses in theory only once, in order to improve his/her grade/marks/division, within 6 semesters from his/her admission to the first semester along with regular students in corresponding semesters. No second chance to improve marks in a course shall be given and no separate examination would be arranged for such students.

- 15.2 Such students shall have to apply for improvement of grade/marks/division within one month of declaration of the final result on a prescribed application form and pay the fees prescribed from time to time.
- 15.3 If the candidate improves grade/marks, then the improved grade/marks shall be taken into account for working out revised award and a revised marks sheet shall be issued to him/her on the surrender of the marks sheet issued earlier. Such improved marks will not be counted for the award of Prizes/Medals, Rank and Distinction. If the candidate does not show improvement in the grade/marks, his/her previous grade/marks will continue to be taken into account.
- 15.4 No candidate shall be allowed to improve grade/marks in the practicals, project work, term paper, seminar and field work.

16. SUBMISSION AND EVALUATION OF DISSERTATION/THESIS

- 16.1 At least three months before the submission of the thesis, every Ph.D. candidate shall submit, through the supervisor and coordinator of the centre, four copies of the abstract of the thesis including a soft copy (read only version) in a format to be prescribed by the School concerned. The abstract should bring out in abridged form, the objectives for conducting research, work done, results and salient findings. The candidate shall also make a presentation of his/her research work in the Centre before submission of the abstract.
- 16.2 Prior to submission of the dissertation/thesis for M.Phil./Ph.D., the student shall make a pre-submission presentation in the Centre that shall be open to all faculty members and research students, for getting feedback and comments, which shall be suitably incorporated into the draft dissertation/thesis under the advice of his/her supervisor.
- 16.3 All Ph.D. candidates shall publish a minimum of one research paper on the topic of thesis in a peer reviewed journal and present at least one paper in a national/international level seminar/conference/workshop before finally submitting the thesis for adjudication and produce evidence for the same in the form of acceptance/participation letter or the reprint of publication.
- 16.4 Every candidate shall submit with his/her thesis a certificate from the supervisor (s) that the thesis submitted is a record of original research work carried out by the candidate under his/her supervision and that the thesis has not previously formed the basis for the award of any degree/diploma, or other similar titles of this or any other university and that the dissertation/thesis represents independent work of the candidate.
- 16.5 A panel of not less than eight external examiners in case of Ph.D. and four in case of M.Phil. having present or past affiliation with a reputed university or an accredited institution of higher learning, shall be submitted by the supervisor of the student to the

Vice Chancellor for approval through the Coordinator of Centre and the Dean of concerned School for evaluating the thesis/dissertation and conducting the viva-voce examination to be held later. The Vice Chancellor may appoint an examiner other than those proposed by supervisor of the candidate also. The Controller of Examinations shall contact each of the approved examiners to seek their consent and arrange the evaluation of thesis/dissertation and conduct of viva-voce examination of the student.

- 16.6 The external examiner (s) shall not be connected with the university, and shall be known for having made rich contributions to knowledge in their respective area (s) of study.
- 16.7 The dissertation/thesis shall be examined by one external examiner in case of M.Phil. and three external examiners in case of Ph.D. One of the three external examiners for Ph.D. thesis shall be from abroad and at least one of the two remaining examiners shall be from outside the state.
- 16.8 Each examiner, after examining the dissertation/thesis submitted by the candidate for the award of M.Phil./Ph.D. degree, shall submit a detailed report on a prescribed format along with a clear recommendation whether, in his/her opinion:
- (a) The dissertation/thesis should be accepted for the award of M.Phil./Ph.D. degree and the public defense and viva-voce examination of the candidate should be held.

OR

- (b) The dissertation/thesis should be referred back to the candidate for revision

OR

- (c) The dissertation/thesis should be rejected.

- 16.9 If the dissertation/thesis is approved, the examiner (s) may seek clarification questions, if any, to be answered by the candidate at the time of public defense and viva-voce.
- 16.10 In case the examiner does not approve the M.Phil. dissertation of a candidate, it would be referred to another examiner from the panel previously submitted or as approved by the Vice Chancellor. If the second examiner also does not approve the dissertation, then it shall be rejected and registration cancelled.
- 16.11 In case all three examiners have not approved the Ph.D. thesis, it shall be rejected and the registration cancelled. In case of one or two examiners have not approved the thesis, then it shall be referred to other examiner (s) from the panel previously submitted or as approved by the Vice Chancellor. The approval of thesis by two examiners shall be essential for holding public defense and viva-voce examination of the candidate.
- 16.12 If the examiner(s) explicitly suggest revision and re-submission of dissertation/ thesis for further examination, then the revised dissertation/thesis duly certified by the Supervisor,

Centre Coordinator and the concerned Dean shall be sent to the same examiner for further evaluation unless he/she is unable or unwilling to act as such, in which case different examiner (s) may be appointed. If the examiner concerned specifically instructs that the revised thesis need not be sent back to him/her, the revised thesis duly certified by the Supervisor, Centre Coordinator and the concerned Dean shall be accepted and the candidate shall be allowed for public defense and viva-voce.

16.13 No candidate shall be permitted to resubmit his/her thesis more than once.

17. CONDUCT OF VIVA-VOCE

17.1 After the dissertation/thesis is approved, a panel comprising the supervisor, one external examiner, and the Coordinator of the concerned Centre in the case of M.Phil. and also the Dean concerned in the case of Ph.D. shall conduct viva-voce examination in the presence of interested faculty members and students. In case where any of the examiners who evaluated the thesis is not available, the Vice Chancellor may appoint an eminent person as examiner from already approved panel or from outside the approved panel, for conducting the viva-voce examination.

17.2 A candidate, who is not successful in the viva-voce examination, shall undergo the viva-voce examination second time, within a period of four months. In the event he/she fails again, the Dean shall refer the matter to the concerned School Board for decision.

17.3 If the performance of a candidate in viva-voce examination is satisfactory, the Coordinator of concerned Center, through the Dean concerned shall forward the recommendations of the examiner (s) who adjudicated the dissertation/ thesis and the evaluation of the candidate's performance in viva-voce examination along with other such documents as may be required, by the university to Controller of Examinations for consideration and approval by the Vice Chancellor.

18. AWARD OF DEGREE

18.1 The successful candidates shall be admitted to and conferred the Degree of Master of Philosophy and Doctor of Philosophy separately in the respective discipline, as the case may be, provided he/she has:

18.1.1 No pending dues to the university, hostel or library outstanding

18.1.2 No disciplinary action pending against him/her

18.1.3 Fulfilled such other conditions as prescribed under rules

18.2 For those candidates who have qualified for the degree in disciplines which are interdisciplinary in nature, the university may issue the degree in the respective discipline in which they have registered and have completed their programme.

18.3 Along with the degree, the university shall issue a provisional certificate to the effect that the degree has been awarded in accordance with the provisions of UGC (MINIMUM STANDARDS AND PROCEDURE FOR AWARD OF M.Phil./Ph.D. DEGREE), REGULATIONS, 2009, notified wide UGC Notification No F.I-1/2002 (PS) Exemp. Dated 1st June, 2009.

19. DEPOSITORY WITH UGC

Within thirty days of the successful completion of the evaluation process and announcements of the award of M.Phil./Ph.D. degree, the university shall host a read only version of the M.Phil./Ph.D. dissertation/thesis on Shodhganga through INFLIBNET to make it accessible to all Institutions/Universities.

20. POWER TO REMOVE ANY DIFFICULTY

Notwithstanding what is contained in the Regulations; the Chairperson, Academic Council/Executive Council may in exceptional circumstances and on the recommendations of the School Board concerned or an appropriate Committee on the merits of each individual case consider, and for reasons to be recorded, allow relaxation of any of the provisions except those prescribing CGPA requirements.

Appendix- A

M.PHIL./PH.D. THESIS ADJUDICATION REPORT

1. Name of the Candidate:
2. Discipline /Subject:
3. Title of the Dissertation/Thesis:
4. Name & Address of the Examiner:
5. Recommendations of the Examiner (Kindly select one of the following):
 - a) **The dissertation/thesis is accepted for the award of M.Phil./Ph.D. degree in the present form.**
 - b) **The dissertation/thesis is accepted for the award of M.Phil./Ph.D. degree after minor corrections/revisions on the lines suggested.**
 - c) **The dissertation/thesis can be approved after obtaining clarifications at the time of viva-voce to the questions enclosed.**
 - d) **The dissertation/thesis be revised and resubmitted for evaluation on the lines suggested.**
 - e) **The dissertation/thesis is rejected for the reasons recorded in the report.**
6. Whether a sealed cover containing questions to be asked to the candidate at the time of the viva is enclosed: **Yes / No**

Signature of the Evaluator