

POORNIMA UNIVERSITY

REGULATION FOR DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

I. Preamble

Poornima University, Jaipur offers broad-based research program leading to the award of Ph.D. degree. The research work may be characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts or development of equipment making a distinct advancement in instrument technology. Promotion to productivity and creativity is the basic tenet underlying the research program. It should bear evidence of the capacity of the research scholar for critical examination, analysis and sound judgment as well as his ability to carry out independent investigation, design or development. The award of Ph.D. degree is in recognition of high academic achievements and application of knowledge to the solution of real life problems in every sphere. The University encourages research in interdisciplinary areas and provides excellent opportunities for research work in the modern era of 21st century.

II. Applicability

1. This Ordinance shall apply to the program leading to the degree of Doctor of Philosophy (Ph.D.) in relevant Faculty.
2. The University shall provide facilities for studies and research leading to award of the degree of Doctor of Philosophy. The program shall be conducted at and through the University, subject to the guidelines laid down by the Academic Council.
3. A Research Scholar shall be required to pursue his research work or any prescribed course work at the University/approved institution and/or industry under the guidance of approved supervisor(s). The SRC may permit a research scholar to carry out either part time or full time research work outside the University at a Research Centre approved by the University. Further, the SRC may also permit the research scholar to work at his place of employment provided adequate facilities for research on the proposed topic of research are available there to the entire satisfaction of the ASRC. In the absence of such facilities, the research scholar will have to pursue his research work at the University.

III. Definitions

1. **"University"** shall mean the Poornima University, Jaipur.
2. **"Candidate/Applicant"** shall mean a person who has applied for the Ph.D. program but is not yet registered for the same.
3. **"Ph.D."** shall mean the degree of Doctor of Philosophy.
4. **"Degree"** shall mean the degree of Doctor of Philosophy (Ph.D.) of the University.
5. **"COE"** shall mean Controller of Examinations of the University.
6. **"ASRC"** shall mean Advance Study and Research Committee.
7. **"SRC"** shall mean a School Research Committee.
8. **"BOS"** shall mean the Board of Studies of the Department.
9. **"Supervisor"** shall mean a member of the academic staff of the University/other recognized/outside staff approved by the ASRC on the recommendation of the SRC to guide/supervise the research work of the research scholar.
10. **"Caretaker Supervisor"** shall mean a member of the academic staff appointed to act as the supervisor of the research scholar in the absence of the original Supervisor before and/or after submission of the thesis.
11. **"Co-Supervisor"** shall mean a member of the academic staff of the University/other outside staff, other than the Supervisor, and approved by the ASRC on the recommendation of the SRC to guide/supervise the research work of the research scholar.
12. **"Minimum Submission Period"** shall mean the minimum period for which a research scholar must be registered, prior to the date of submission of the thesis.
13. **"The date of Registration"**: The date on which the ASRC/President accepts the proposal shall be the date of registration of Ph.D.
14. **"Registration Period"** shall mean the length of period commencing from successful completion of course work till the submission of thesis.
15. **"Research Scholar"** shall mean a person registered for the Ph.D. program and devoting adequate time for completing the requirements of this degree.

Note: In this Ordinance where ever 'He' and 'His' occurs, these shall mean to imply 'he/she' and 'his/her' respectively.

IV. Advanced Studies & Research Committee (ASRC)

As per the Section 21 (iv) of the Poornima University Act, Advanced Studies & Research Committee is constituted for preparing plans for research and higher studies in the University and supervise the execution of the same.

1. Constitution

The Advanced Studies & Research Committee shall consist of the following members, namely:

- i. President as Chairman;
- ii. Pro-President;
- iii. Provost;
- iv. Deans and Professors of all Schools;
- v. One senior teacher not below the rank of Associate Professor or equivalent nominated by the Chairperson;
- vi. Coordinator Research-teacher/officer not below the rank of Associate Professor or equivalent to be nominated by the President - member secretary; and
- vii. Such number of External experts from the relevant fields co-opted by the President for specific meetings.

All nominated members shall hold their membership for a period of two years. However, the persons so nominated shall be eligible for re-nomination for further terms.

2. Powers and Functions of the Advanced Studies & Research Committee

- i. The Advanced Studies & Research Committee shall regulate and oversee the formulation and conduct of all Post Graduate, M. Phil., Doctoral and Post-Doctoral instructions and all research programmes of the University, in accordance with the directions of the Academic Council;
- ii. The Advanced Studies & Research Committee shall consider and may approve recommendations of the Boards of Studies and School Research Committees on all academic matters within the scope of Clause (i);
- iii. The Advanced Studies & Research Committee shall formulate procedure for consideration and approval of proposals for registration for studies at Masters, M. Phil., Ph.D. and other doctoral level degrees, and for all other matters concerning the supervision and evaluation of research work under such post-graduate and doctoral programmes, and recommend them to the Academic Council;
- iv. On behalf of the Committee, the President may act on recommendations made by examiners on M. Phil. dissertation and Ph.D. thesis, in accordance with the

- procedure laid down in this behalf by relevant Ordinances or Regulations made under these Statutes;
- v. The Advanced Studies & Research Committee may recommend to the Academic Council criteria for formulation and execution of research proposals by teachers and/or scholars attached to the University;
 - vi. The minutes of the meeting of the Advanced Studies & Research Committee shall be placed before the Academic Council for consideration; and
 - vii. The Advanced Studies & Research Committee may make recommendations to the Academic Council on all matters within the scope of its functions.

V. School Research Committee (SRC)

1. There shall be a School Research Committee (SRC) for each School of the University consisting of the following: -
 - i. Dean of the concerned School – Convener
 - ii. One Head of the Department of the School to be nominated by the President for two years
 - iii. One Professor of each department of the concerned School to be nominated by the President for two years
 - iv. One external expert to be nominated by the President on the recommendation of the Dean for two years
 - v. One external expert to be nominated by the Convener based on the topic of the candidate
 - vi. Coordinator Research – Member Secretary
2. The SRC may meet as often as necessary in the interest of academic excellence.
3. The quorum of the SRC shall be not less than one-third of its members.
4. The SRC shall perform the following functions, namely:-
 - i. to shortlist the eligible candidates;
 - ii. to prepare the syllabus for Entrance Test for Ph.D. programme;
 - iii. to conduct entrance exam and interviews as per norms laid down;
 - iv. to recommend the names of selected candidates to ASRC for approval;
 - v. to examine and recommend the candidates for registration to Ph. D. program at the end of course work;
 - vi. to determine the course content for 'course work' of Ph.D. programme;
 - vii. to examine six monthly progress report and presentations (from time to time) for offering feedback and comments to be incorporated into the draft thesis by the candidate;
 - viii. to organize conduct of pre-thesis submission synopsis presentation and recommending names for permission to submit main thesis within prescribe time;
 - ix. to conduct open defence as per provisions;

- x. to recommend names of successful PhD scholars to the ASRC for approval and award of degree;
- xi. to perform such other functions as are required by the ASRC or any authority or any Statute or Ordinance of Poornima University, Jaipur.

VI. Admission Notification

Poornima University shall notify the following before start of each semester on the University Website and /or advertisement in the national or regional newspaper:

1. Number of seats available in each School /Department / Subject
2. Fee Details
3. Important Dates
4. Admission procedure including Entrance Test & Interview

VII. Categories of Candidates For Admission To Ph.D. Programme

1. Full-time candidates
2. Part-time candidates

1. Full Time candidates:

- i. A Full Time candidate shall have to remain in the University for Full time during working hours of the University for complete duration of course work and for minimum prescribed duration of research.
- ii. Such candidates are eligible for applying to receive assistantship from the University or fellowship from CSIR/UGC or any other funding agency to cover his/her living expenses and expenditure on his/her research work.

2. Part Time Candidates:

A Part Time candidate shall have to attend the six month course work of the University as per the UGC guidelines 2009.

VIII. Modes of Doctoral Programme

1. **Full Time**
2. **Part Time**
3. **Dual Degree (full time only):** This mode is available in School of Engineering and Technology only. Addition of programmes other than engineering can be considered provided ASRC recommends it to the Academic Council as a special case. In the first three semesters, the course of M. Tech. degree will include the course equivalent to the course work requirement of Pre Ph. D. Course work in addition.

After satisfactory completion of this three semester course, the candidate shall be given following two options:

- i. To opt for M. Tech. degree only by continuing with fourth semester of M. Tech. program and leaving the Ph.D. part of Dual Degree. M. Tech. degree shall be awarded after successful completion of all the requirements of M. Tech. program.
- ii. To opt for registration to Ph. D. program as a full time candidate or part time candidate.
- iii. If the candidate opt for registration to Ph. D. program, he/she shall submit research proposal and make the presentation to the concerned SRC.

IX. Duration of Programme

1. After the Registration (successful completion of course work), the Ph.D. Scholar shall undertake research work and produce a draft thesis within a reasonable time but not less than minimum prescribed time. The duration of the Ph.D. Program shall be calculated from the date of Registration till the submission of Thesis as per the details given below:

Program	Duration (in years)	
	Minimum	Maximum
Full time	1½	4½
Part Time	2½	5½
Dual (Full Time)	First three Semester includes course work of Ph. D. + 1½ yrs	First three Semester includes course work of Ph. D. + 4½ yrs
Dual (Part Time)	First three Semester includes course work of Ph. D. + 2½ yrs	First three Semester includes course work of Ph. D. + 5½ yrs

2. The registration of a scholar shall be cancelled if he/she fails to submit his/her thesis within the maximum duration from the date of his/her registration.

3. However, before completion of maximum years, if the candidate feels, may apply for extension for next one year. The case may be considered by the Academic Council / ASRC on the recommendation of SRC. No extension shall be allowed further.
4. Registration of candidates, who fail to submit their thesis within the stipulated period as mentioned above or who fails to apply for grant of extension would automatically stand cancelled.

X. Course Work:

1. After having been admitted, each Ph.D. student shall be required to undertake course work for a minimum period of one semester.
2. The course work shall be treated as pre Ph. D preparation. It shall include a course on research methodology which may include quantitative methods and computer application. It may also involve reviewing of published research in the relevant field. A candidate must secure minimum SGPA of 5.5 in the PhD course work in order to become eligible for Ph. D registration. The course work shall include the following subjects with varying contents as per requirements of specific School / Department.

Paper	Title	Credits
Paper-I	Research Methodology	4
Paper-II	Writing & Presentation Skills in Research	4
Paper-III	Mathematics for Research	4
Paper-IV	Area Specific Course	4
Paper-V	Review Paper & its Presentation	2

3. Paper I - III is common for all the Ph. D candidates, whereas Paper IV and Paper V shall be area specific papers, applicable for Full time and Part Time candidates.
4. The candidate belonging to Full Time and Part Time category, shall be given TWO chances to qualify the course work, else admission may stand cancelled. In such case if candidate wishes to pursue Ph.D. shall go through entire selection process (Entrance Test and Interview) again.
5. A Dual Degree (M.Tech. + Doctoral Degree) candidate shall be given FOUR consecutive chances to clear Theory / Lab work.
6. Paper –V, "Review Paper & its Presentation" includes review of paper published in the area, submission of a research proposal along with a presentations to SRC. The SRC may suggest modification / revision of proposal / title of research and ask for presentation again after stipulated time as the SRC deems fit.

7. A candidate shall ordinarily be allowed only two attempts for presentation before the SRC. In case the Research Plan of a candidate is not approved within the limitations prescribed in this clause, a third attempt may be allowed only with the approval of the President on the recommendation of the SRC.
8. While recommending the Research Proposal, the SRC shall also approve the supervisor(s) of the thesis. In case, it deems fit not to approve the proposed supervisor, or any of the joint supervisors, it may advise the candidate to propose alternate name/names for consideration of the SRC.
9. After successful completion of course work SRC shall recommend the names of the candidates along with topic of research and their supervisor(s) to the ASRC for approval.

XI. Registration of the Ph.D. Candidate:

Consequent to satisfactory completion of course work with minimum SGPA requirement and recommendations of SRC, the eligible candidates shall be registered to the Ph. D. program after the approval of ASRC/President. A registration letter shall be issued to all such candidates by the Registrar. After receiving the registration letter, each candidate shall ensure completion of registration formalities including submission of prescribed registration fee (if due) within fifteen (15) days of issue of registration letter.

The date on which the ASRC/President accepts the proposal shall be considered as the date of registration to Ph.D. program.

XII. Admission Eligibility

A candidate possessing any one of the following qualifications shall be eligible to apply for admission to a Ph.D. program of the University:

1. A Master's degree in Engineering/Technology/Science/Architecture/Humanities/Commerce/Management/ of a recognized Indian University, or a degree approved by the Association of Indian Universities, or any other equivalent qualification in the relevant field to the satisfaction of the Academic Council of the University, with not less than 55 per cent marks in aggregate.
2. In exceptional cases a candidate with a Bachelor's degree in engineering/technology/any other professional discipline, with
 - i. either 80 per cent or more marks in aggregate with a minimum of three years' experience
 - ii. or 60 per cent or more marks in aggregate with a minimum of ten years' experience

- iii. or 55 per cent or more marks in aggregate with a minimum of fifteen years relevant experience

in recognized Institute/University/Industry/ Government organization; may be considered eligible for admission on the recommendation of the SRC and approval by the ASRC provided that such applicants may, in case considered, be required to qualify in the course(s) specified by the SRC/ASRC.

3. Candidates who have passed their final examinations of ICAI/ICWA/ICSI, and are graduates would be treated to have completed post graduate degree in commerce/management or allied discipline for the purpose of PhD registration. Such candidates with professional experience of minimum of five years, will be eligible for a relaxation of 5% in marks under eligibility conditions prescribed under clauses XII (1) and (2) above.
4. For applicants belonging to SC/ST category and/or physically handicapped applicants, a relaxation of 5% in marks shall be admissible under eligibility conditions prescribed under clauses XII (1) and (2) above.
5. Teachers working in any University and having a teaching/research/other relevant experience of not less than five years may be allowed a relaxation of 5% in marks under clause XII(1).

Provided that out of the four relaxations stipulated under clauses XII (3) to (4), only one relaxation is permissible for an applicant.

XIII. Reservation Policy

National/State reservation policy as applicable to the University shall be followed while granting admission to the Ph.D. program.

XIV. Admission Process

The candidate shall apply for admission in the prescribed form available from the Registrar / accounts office of the University. The applicant shall explain his eligibility, mention the topic of his proposed research and enclose a statement/synopsis (six copies) of the work that he intends doing or may have done on the subject or topic.

Applicants who are in employment of any organization either in India or abroad will be eligible for admission as Research Candidate provided:

1. they fulfill qualifications and/or experience laid down in Clause XII above;

2. the applicant proves to the satisfaction of the SRC/ASRC that his employment duties will permit him to devote sufficient time for research work and prescribed course, if any;
3. the application for admission is endorsed by the Head of applicant's employing organization, and
4. if the applicant has been serving in any organization located in a country other than India then such a research scholar shall further satisfy the SRC/ASRC that his stay outside the country shall not debar him/her in having warranted guidance for his/her research work from the Supervisor(s).
5. Each candidate shall be required to take a University **Research Aptitude Test (RAT)** which shall be of 100 marks and will consist of two parts (Part A – objective test to judge the research aptitude and Part B – descriptive test to assess subject specific knowledge). The questions would also be on logical reasoning. The RAT intends to test the basic capability of the candidate to undertake research work. A minimum score of 40 percent shall be required to clear the test and be eligible to present the research plan to the SRC. However, the candidates who have qualified
 - i. Research Plan Presentation and Interview and / or
 - ii. Course Work and / or
 - iii. GATE/SET/NET/UGC/SCIR (JRF) examination/SLET/Teacher fellowship holders or have passed M. Phil. shall be exempted from RAT.
6. On clearance of the entrance test (RAT) and Interview, SRC shall recommend the name of the candidate to ASRC for approval to admission to the program.
7. Upon admission, the candidate would be required to carry out the course work as specified in X above.

XV. Thesis Supervisors

1. Each candidate shall have a supervisor, duly approved by the University, as provided in this clause. A candidate may also have one co-supervisor recommended by SRC, if necessary.
2. The ASRC, on the recommendation of the SRC, shall consider the names of the Supervisor/Co-supervisor, and if it approves the same, these shall be appointed after obtaining approval of the President. If the names proposed by the applicant are not approved, the candidate may be asked to suggest other names, or, in exceptional circumstances assigned by the ASRC on recommendations of SRC, with the concurrence of the candidate and the supervisor (if any), and approval of the President.

3. At any given time, the faculty of the Poornima University shall not have more than eight research scholars in case of a Professor, six research scholars in case of an Associate Professor and not more than four research scholars in case of an Assistant Professor. The numbers shall be three (3), two (2) and one (1), respectively in case of the supervisor being from other university/college/industry. Joint registration (registration under more than one supervisor) shall be counted as half towards the seats allocation to the Supervisors/Co-supervisors.
4. A change of Supervisor shall be permitted in case of inability or non-availability of the Supervisor. The ASRC, on recommendation of the SRC, shall seek approval from the President for appointment of a Caretaker Supervisor.
5. The following persons may act as supervisors/co-supervisors after recommendations of SRC and approval of ASRC/President:
 - i. Any regular teacher of the University (Assistant Professor/Associate Professor/Professor) who holds a Ph.D. degree and has a teaching/research/industrial experience of not less than three years in supervisory capacity shall be eligible to be a supervisor or a co-supervisor.
 - ii. A recognized teacher from the University Teaching Departments with a Ph.D. degree and experience of teaching/research of less than 3 years in supervisory capacity will be eligible to become a co-supervisor. A person from the industry with a minimum of 15 years' experience with Post graduate degree and 20 years of experience with graduate degree can also become a co-supervisor, subject to his research/work experience being approved by the ASRC on the recommendation of the SRC.
 - iii. A recognized teacher working in reputed teaching/research institution in India or abroad who holds a Ph.D. degree with a teaching experience of not less than five years and has an established record of independent research; shall be eligible for the appointment either as a supervisor or a co-supervisor. Any other person from approved Number of Research Scholars under a Supervisor
 - iv. A person from Research Centre/Public Sector Undertaking/Advance Study Centre/Other reputed established industry or institutions conducting research programs shall also be eligible to be appointed either as a Supervisor or a Co-supervisor provided he/she holds a Ph. D degree and has established record of research evidenced through publications in standard refereed journals.

XVI. Performance Monitoring after Registration

1. The academic/research progress of each research scholar will be monitored by the SRC. For this purpose, each candidate shall be asked to submit a progress report at the end of each semester through his supervisor(s).
2. On receipt of the progress report, each Scholar shall be asked to have a presentation before the SRC to review the progress made.
3. The SRC after having considered the progress report of each research scholar shall recommend any of the following: i) Continuation of registration, or ii) Continuation of registration and issuance of a warning to the research scholar and making recommendation of steps necessary to improve his performance in consultation with the supervisor(s) or iii) Termination of registration.

If the candidate is issued a warning letter, two times, the minimum registration period for allowing a candidate to submit the thesis shall be increased by one semester every time a warning has been issued.

4. A candidate shall be required to renew his registration every semester and pay all the due fees as prescribed by the University time to time.

XVII. Pre-Thesis Submission Presentation

1. A pre-thesis submission presentation by the research scholars before the Presentation SRC is an essential requirement. On completion of the research work, the research scholar shall submit eight copies of the summary of his research work including bibliography along with a covering letter mentioning to arrange Pre-thesis presentation to the SRC through his supervisor(s) and make a presentation at which faculty members and other research scholars/students may be present.
2. The research scholar shall be required to submit his thesis within three months from the date of approval to recommendations of SRC for thesis submission. However, in case a candidate fails to submit his thesis within the stipulated time and has suitable justification for the same, the SRC may grant an extension of not more than three months, i.e., the research scholar may be allowed to submit his thesis within a period not exceeding six months from the date of approval for permission to thesis submission.
3. The research scholar will be required to submit a certificate from his supervisor(s) in the prescribed format countersigned by the Dean /Head of the Department that the work embodied in the thesis entitled " _____ " is original and has

been carried out by the research scholar and that it has not been submitted in full or in part for any other diploma or degree of this or any other University.

XVIII. Thesis Submission

1. The thesis shall be a piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts or development of equipment making a distinct advancement in instrument technology. It should bear evidence of the research scholar's capacity for analysis and sound judgment as well as his ability to carry out independent investigation, design or development. A thesis may be supplemented by published work, if necessary. No part of the thesis or supplementary published work shall have been submitted for the award of any other diploma or degree anywhere.
2. The thesis shall be written in English in specified format in accordance with the instructions contained in Annexure-B to this Ordinance, until otherwise required by the specific discipline. In case the thesis to be submitted is written in language other than English, the same shall be approved by the Vice Chancellor on the recommendation of the SRC/ASRC.
3. A research scholar may submit his thesis within the time period as stipulated in clause IX of this Ordinance, provided he has:
 - i. Completed the minimum period of registration as provided in clause IX.
 - ii. Published minimum of two research papers in international/national Publication /referred/peer reviewed journals.
4. However, wherever it has not been possible to do so, then this fact must be brought to the notice of the SRC along with sufficient reasons to justify as to why the thesis should be accepted in the absence of two published research paper. The justification should be acceptable to SRC/ ASRC and the President of the University. However, if the research paper has been accepted for publication, the same shall be treated as under publication and the SRC can approve the submission of the thesis.
5. Soft Copy of the Thesis on CD/ DVD along with four hard copies of the thesis and seven copies of summary of the thesis in soft binding for record shall be submitted in the School, where the Research Scholar has been registered. The same shall be forwarded to the COE for evaluation. In case a research scholar is being supervised by one or more supervisors, appropriate number of additional copies must be prepared to provide them one copy each.

XIX. Appointment of Examiners

1. A panel of at least six experts in the area of research work which may include experts from outside India would be suggested by the supervisor(s) and placed before the SRC for its recommendations. The SRC may delete/add any of the name(s) proposed by the supervisor(s).
2. A person from the same laboratory(ies)/institutions where the research scholar is employed, cannot be appointed as an external examiner. Further a person from a laboratory/institution/approved research center to which the Supervisor and/or joint Supervisor of the research scholar belongs, cannot be appointed as an external examiner.
3. On receipt of the summary & draft of the final thesis, the Dean of the School shall send the panel of examiners as approved by the SRC to the Controller of Examination who shall get the Board of Examiners approved from the President, for the thesis. The Board shall consist of one internal examiner from amongst the supervisor(s), and two external examiners from India or abroad. However, out of the two external examiners selected, at least one shall be from outside the state of Rajasthan. The examiners shall normally be chosen from the panel of examiners recommended by the SRC/ASRC. In case one or more external examiners so appointed decline to examine the thesis, another external examiner shall be appointed out of the panel. In case the panel gets exhausted, the SRC shall recommend additional names.

XX. Evaluation of Thesis

1. Each external examiner will be requested to submit a detailed assessment report and his recommendations on a prescribed Performa to the COE within three months of the date of receiving the thesis.
2. In case the assessment report is not received from an external examiner within four months, the President may appoint another external examiner from the panel of examiners for evaluating the thesis.
3. The external examiners shall be required to state categorically whether in their individual opinion, the thesis should be:
 - i. Accepted for the award of Ph.D. degree, or
 - ii. Referred to the research scholar for submission in the revised form, or
 - iii. Rejected.

The external examiners shall state the reasons for recommending/resubmission/rejection of the thesis. If resubmission is recommended, the external examiners shall specifically indicate the modifications that need to be incorporated in the thesis by the research scholar.

4. On receipt of reports from all the external examiners the COE shall place them before the members of SRC who will pursue the reports and recommend one of the following:
 - i. If the examiners are unanimous that the thesis be accepted for the award of the degree, the research scholar would be required to appear for oral defence.
 - ii. If the examiners are unanimous that the thesis should be rejected or that the thesis be submitted in a revised form then the result be declared accordingly or the research scholar be informed to submit the thesis in a revised form.
 - iii. If there is no unanimity between examiners, an additional external expert shall be appointed as examiner to evaluate the thesis. The report of the additional external examiner, along with all the earlier reports shall be considered by the SRC and a recommendation made either to accept the thesis for the award of the degree or reject the same.
 - iv. In case the research scholar is being required to submit a revised thesis, he/she will submit the same within a period of one year from the date of communication in this regard from the COE. However, in exceptional circumstances, this period may be extended by the SRC/ ASRC by one more year but the total revision time shall not exceed two years in any case. The revised thesis shall be sent for assessment to the original panel of external examiners. In the event of one or more original external examiners not being available, an additional external examiner may be appointed.

XXI. Oral Defence

1. A research scholar, whose thesis is recommended for acceptance in accordance with the provision of clause XX on the basis of thesis evaluation, shall be required to defend his work/thesis orally before a duly constituted committee, hereinafter referred to as Oral Defence Committee (ODC) during working hours of the University at the University premises. Any deviation from this procedure should have prior permission of the Vice-Chancellor.

2. ODC shall consist of the members of SRC and one external examiner to be appointed out of the external examiners by the President. If none of the external examiners is available for the conduct of the oral defence, an alternative external examiner shall be appointed by the Vice Chancellor for this purpose only. The external examiner invited for oral defence examination shall submit his report in the prescribed Performa to the COE.
3. On the completion of all the stages of the examination, the COE shall put before the ASRC, the report of the ODC to approve one of the following:
 - a. that the degree of Ph.D. be awarded, or
 - b. that the research scholar be re-examined at a later specified time in a specified manner, or
 - c. that the degree of Ph.D. not be awarded.

In case of (a) and (b) above, the COE in consultation with SRC of the School shall also provide to the research scholar a list of all corrections and modifications required in the thesis, including suggestions made by the external examiners during the thesis evaluation.

The research scholar shall incorporate all suggestions and changes as discussed in the ODC and submit the same to the SRC for review and approval for submission of the thesis after incorporating the suggestions/changes. The research scholar shall, thereafter, submit two hard-bound copies and soft copy on CD/ DVD of the thesis incorporating all necessary corrections/modifications.

XXII. Award Of the Degree

The Degree shall be awarded by the University provided that:

1. The ASRC and Academic Council so approves,
2. The research scholar produces a "No Dues Certificate" in the prescribed form,
3. The research scholar has submitted two hard bound copies of the thesis; one for the Department Library and one for the Central Library. These should incorporate all necessary corrections/modifications and have the consent of the SRC.
4. Hard bound copies and CD ROM of the Ph.D. thesis, submitted after the oral defence examination must contain the following copyright certificate in the beginning of the thesis, on a separate page on the left side:
©Poornima University, Jaipur – Rajasthan (India). All rights reserved
5. The date of approval by Academic Council or the President on behalf shall be the date of completion of the degree.

XXIII. Leave and Attendance

The Research Scholar, who has joined the research programme on a full time basis, shall be entitled to avail leave as per Leave Rules/Attendance Rules formulated and amended from time to time by the University.

XXIV. Cancellation of Registration

The registration of a research scholar shall be cancelled after due approval of the President in case of the following:

1. If being an internal and full time research scholar, he absents himself for a continuous period of six weeks without prior intimation/sanction of leave.
2. If he resigns from the Ph.D. program and the resignation is duly recommended by the SRC.
3. If he fails to renew his registration in any year subject to the provisions contained in this Ordinance.
4. If his academic progress is found unsatisfactory in terms of Clause XVI of this Ordinance.
5. If he is found to be involved in an act of misconduct and/or indiscipline and termination is recommended by the School Research Committee or any other authority so authorized by the Academic Council.

XXV. GENERAL

Notwithstanding anything contained in this Ordinance, all categories of research scholars shall be governed by the rules and procedures framed by the Academic Council on this behalf, and in force from time to time.

XXVI. INTERPRETATION AND UNFORESEEN ISSUES

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of difference of interpretation, the President may take a decision, after obtaining if necessary the opinion/advice of a Committee consisting of any or all the Provost,/Dean/ASRC . The decision of the President shall be final and binding.

ANNEXURE- A

(Refer clause XVIII)

Instructions for preparation of Ph.D. thesis

1. Thesis should be type-written on good quality A-4 size paper, on both sides, in double space with sufficient margins.
2. Suitable reproduction of Indian-ink diagrams should be used. Photographs should be suitably mounted on the same quality paper as the thesis.
3. References should be given in a style in the text consistent with a standard journal in the field.
4. Four copies of the thesis in soft binding along with one copy on CD for record must be submitted in the college concerned, from where they would be forwarded to the examination division for evaluation. In case of a research scholar being supervised by more than one supervisor, appropriate number of additional copies must be submitted.
5. The cover and inner cover page should have the following printed on it in block letters:
 - i. TITLE OF THE THESIS BY NAME OF THE RESEARCH SCHOLAR UNDER THE SUPERVISION OF Name of the Supervisor(s)
 - ii. NAME OF THE COLLEGE Submitted in fulfillment of the requirement of the degree of Doctor of Philosophy to the POORNIMA UNIVERSITY, Jaipur
6. After the Oral Defence examination, two copies of the thesis in maroon colour hard cover binding must be submitted. The cover should have the material indicated in the item 5 above printed on it. Besides, the following should be printed on the spine of the thesis:
 - i. the year of publication at the top;
 - ii. the author's last name in the middle; and
 - iii. Ph.D. at the bottom.
7. The contents of the thesis should have the following format:
 - i. Inner cover page;
 - ii. Certificate of the Supervisor(s);
 - iii. Acknowledgements;
 - iv. Abstract;
 - v. Table of Contents;
 - vi. List of Figures/Tables/Abbreviations
 - vii. Body of the thesis;
 - viii. Bibliography;
 - ix. Appendices.