



# KALAHANDI UNIVERSITY

Manikya Vihar, Bhawaniptna (Kalahandi) - 766001, Odisha

Letter No. **373** /COE/KU

Dt. **19/8/2022**

## NOTIFICATION

In pursuance of the decision taken in the meeting of All Heads of the Departments held on 29 June 2022, it is for the information of all concerned that the Regulation for Doctor of Philosophy (PhD) Examination in faculty of Humanities & Social Sciences, Science & Technology, Commerce & Management of Kalahandi University has been formulated in accordance with Common Research Policy and procedures for State Universities of Odisha formulated by Odisha State Higher Education Council (OSHEC) 2021 as well as UGC Regulation 2018 is hereby notified.

**This Regulation is effective from 19 August, 2022.**

By Order of Hon'ble Vice Chancellor

*19.08.2022*  
Controller of Examinations  
Kalahandi University  
Bhawaniptna

Memo No. **174** /COE/KU, Dt. **19.08.22**

Copy Forwarded to:

1. Chairman, SRC of all subjects for information and necessary action.
2. Heads/ Coordinators of all P.G Departments for information with a request to circulate among the faculty members of their respective Departments.
3. Principals of all affiliated Colleges for information with a request to circulate among the faculty members of their respective College.
4. Vice Chairman, Odisha State Higher Education Council (OSHEC) for information.
5. Principal Secretary to Government, Higher Education Department for information.
6. P.A to Vice Chancellor, PS to Registrar, Chairman P.G Council, Comptroller of Finance, Controller of Examinations, Director Research and Development Cell, Director IQAC, Director Library for information.
7. Officer in Charge of University website for information with a request to upload the regulation in the University website.



REGULATION FOR DOCTOR OF PHILOSOPHY EXAMINATION IN FACULTIES OF  
HUMANITIES & SOCIAL SCIENCES, SCIENCE & TECHNOLOGY, COMMERCE &  
MANAGEMENT UNDER KALAHANDI UNIVERSITY, BHAWANIPATNA

IN ACCORDANCE WITH UGC (MINIMUM STANDARDS AND PROCEDURE FOR  
AWARD OF M.PHIL/Ph.D DEGREES) (1st AMENDMENT) REGULATIONS, 2018

**In commensurate with UGC Notification dated 27 August 2018**

The Ph.D. Regulations-2022 of Kalahandi University, Bhawanipatna is in commensurate with UGC minimum standard and procedure for award of M.Phil/Ph.D. Regulations 2018.

**SUBJECTS APPROVED BY THE UNIVERSITY**

Anthropology, Botany, Chemistry, Commerce, Economics, Education, English, Geography, Hindi, History and Archeology, Home Science, Management, Mathematics, Odia, Philosophy, Physics, Political Science, Psychology, Sanskrit, Sociology, Zoology and any other subject approved by the University from time to time.

*PO Mulls*  
19.08.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



## ADMISSION PROCEDURE INTO Ph.D. PROGRAMME

### **1. THE NOTIFICATION SHOULD BE GOVERNED BY THE FOLLOWING:**

1.1 Having been decided on an annual basis through the approval of academic body of different departments of the University, a predetermined and manageable number of Ph.D. scholars are to be admitted and shall be notified, depending on the number of available Research Supervisors and their vacant positions, availability of other academic and physical facilities such as laboratory, library and other facilities.

1.2 Notification will be made well in advance in the University website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language. Information regarding the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) for conducting the entrance test etc., will be communicated for the benefit of the candidate well in advance.

### **2. ELIGIBILITY CRITERIA FOR ADMISSION INTO Ph.D. PROGRAMME**

Any candidate who satisfies the following conditions is eligible to seek registration for Ph.D. in a Department upon the application for provisional registration subject to the fulfilment of conditions stated in the Regulations and Guidelines for Ph.D. which shall be supplied along with the application form.

2.1 A candidate shall have Masters Degree or any other Degree/ Diploma of the University or any other Degree/ Diploma of any other University/ Institution recognized as equivalent thereto, with minimum of 55% marks or equivalent Cumulative Grade Point Average (CGPA) or an equivalent Grade. Due relaxation shall be given to the applicants belonging to the reserved categories as per the rules of the State Govt/Govt. of India. The candidate should possess a good moral character, certified by the Head of the Institution/Department last attended, to be enclosed along with the application for registration.

2.2 For admission into Ph.D. programme, the candidate has to undertake Pre-Ph.D. course work conducted by Kalahandi University or any other University/Institution recognized as equivalent by Kalahandi University. Further, the successful candidates of Pre-Ph.D. course work shall be eligible for Ph.D. registration in their subjects concerned. Registration in Allied/ Inter-disciplinary subjects other than his/ her subject at the Master's level will be decided by the Subject Research Committee (SRC).

**2.3 Eligibility:** Applications for Entrance Test shall be invited only once in a year. The Controller of Examinations shall invite application from the eligible candidates as per the availability of the vacancy position of the Ph. D. Supervisors of the University. Eligibility to Ph.D. Programs will be as notified by UGC or the appropriate agency of Ministry of Education, Govt. of India as issued from time to time. The admission to these programs will be through an advisement in June, followed by an entrance examination (**Research Eligibility Test, RET**) and interview. To be called for an interview the following conditions apply.

2.3.1. Successful clearance of the written part of RET scoring at least 50% marks (relaxation of 5% of marks for the candidates belonging to SC/ST/OBC(Non-Creamy layers)/EWS/ Differently abled category). For the selection of candidates, a weightage of 70% to the written test and 30% to the performance in the admission interview shall be given.



OR

2.3.2. Qualification in NET/JRF (conducted by the UGC/CSIR/DET/DBT/ICAR/other national testing agencies with eligibility for research), GATE or INSPIRE Fellowship, Maulana Azad Fellowship, UGC National Fellowship for SC, ST, and OBC candidates, and/or such other research fellowships awarded by the state and the central funding agencies. Performance in Interview will be the sole criterion.

OR

2.3.3. Possession of an M.Phil. degree from any University recognised by the UGC. Performance in Interview will be the sole criterion.

2.3.4 The candidates covered by University-Institution or University-Industry MoU or Executive Ph.D. will be assessed based on interview only.

2.4 The entrance test for Ph. D. shall consist of one paper in each subject of 100 marks with 3 hours duration. The syllabus of the Entrance Test, as far as practicable, shall consist of 50% from research methodology and 50% from the subject concerned. A candidate securing at least 50 marks out of 100 (45 marks out of 100 in case of SC/ST/OBC (Non-creamy layer)/differently abled category candidates) in the Entrance Test shall be declared as eligible to appear in the interview for final selection.

The number of vacancies and name of respective guides will be available in the University website in advance. Following selection, the selected candidates will be required to do a pre-doctoral course as per UGC /ME guidelines.

2.5 The interview / viva voce shall be conducted by the SRC. The SRC shall also consider the following aspects, viz., whether:

- i) The candidate possesses the competence for the proposed research;
- ii) The research work can be suitably undertaken at the University/College/Institute;
- iii) The proposed area of research can contribute to new/additional knowledge;
- iv) Availability of the vacant position of the Guide

2.6 It should be noted that successful completion of entrance test and appearance for an interview before the SRC just imply the eligibility of a candidate for admission to Pre-Ph.D. course work in the University, but shall not guarantee an admission to Ph.D. degree program. The results of the Entrance Test (RET) and interview shall be declared by the Controller of Examinations who shall issue the eligibility certificate to successful candidates in the Entrance Test. The eligibility certificate shall be valid for two years.

2.7 The Controller of Examinations will notify the final result by issuing the list of students to be admitted for the Pre-Ph.D. course work, ensuring adherence to the regulation in detail.

**2.8. Exemption from Pre-Ph.D. Course work:** Candidates with M.Phil. degree or who has completed a pre doctoral course successfully from a UGC recognized university will be exempted from the coursework at Kalahandi University provided their qualifying degree has been obtained in the same subject within last 5 years. For example, to be eligible to register for Ph. D. in 2022, the candidate must have completed Pre Ph. D. or equivalent (M. Phil.) course qualifying examination and obtained the certificate during/after 2017.



### 3. PROCEDURE FOR ADMISSION FOR PRE-Ph.D. COURSE WORK:

3.1 The selected candidates will have to undertake a coursework of one semester (six months) in the discipline concerned.

3.2 The course work shall be conducted in the respective PG Teaching Departments and in the affiliated colleges of the University having PG courses.

3.3 The pre-doctoral coursework for working candidates covered under MoU or Executive Ph.D. will be planned through seminars, reading courses, and/or online/offline courses for equivalent credits. However, all candidates irrespective of mode and place of course work, have to appear at the end-term examination.

3.4 The candidates shall get admission after payment of the requisite fees and documents to pursue the Pre Ph.D. course work in the concerned Departments. Application forms can be obtained from the office of the Controller of Examinations/University Website for admission process. The duly filled-in application forms shall be sent to the Controller of Examinations, Kalahandi University, Bhawanipatna - 766001, Odisha, by the Head of the concern Department along with all necessary enclosures as stipulated in the form after completion of admission procedure.

3.5 On completion of the course work, there shall be a written examination to assess the performance of the candidate conducted by COE.

3.6 The mode of examination for theory shall include written examination at the end of the Pre-Ph.D. course work. Duration of examination for each theory paper (04 credits) shall be of 3 hours. The candidates shall have to answer 04 questions. Each question consists of either one long question of 20 marks or two bit questions of 10 marks each.

3.7 The University shall notify the time table and details of the course work including the schedule. A candidate must have a minimum of 75% of attendance, failing which he/she is deemed to have not been successful in course work and the provisional registration of the candidate will be cancelled.

The course structure and the suggested assessment scheme are presented in the table below:

Paper Title	Paper Type	Credit Hours	Marks [Internal + End Term]
Research Methodology & Computer Applications	Theory	6	100 [40+60]
Recent Trends in _____ [concern subject]	Theory	6	100 [40+60]
Literature Review	Project	2	50
Preparation of Research Proposal/ Synopsis	Project	2	50
<b>Total</b>		<b>16</b>	<b>300</b>

3.8 The Controller of Examinations shall make the necessary arrangement for the timely preparation of the question paper, notify the date of examination and get the scripts evaluated for the papers of the course work.

3.9 The pass mark of individual paper for the Pre-Ph.D. course work should be 50% and 55% marks in aggregate.

3.10 Admission to Ph.D. course work does not guarantee the candidates for undertaking



Ph.D. in Kalahandi University with course completion certificate.

3.11 (i) Candidates who are unsuccessful, but have fulfilled the attendance requirement, shall be permitted to give another (single) chance to appear the examination.

(ii) The candidate who has fulfilled the attendance as per requirements and filled the form to appear the examination but fails to appear the examination shall be permitted to give another (single) chance to appear the examination.

(iii) All successful candidates shall receive a course completion certificate.

3.12 The allotment of Supervisor should be made through mutual discussion by the **Subject Research Committee (SRC) within 30 days from the date of admission into the Ph.D. program.** The candidates will evolve their research problem through mutual discussion with the designated advisors.

3.13 The candidates will be required to make a presentation of their research problem and plan of execution in front of the SRC before the final examination of the Predoctoral course. **The Ph.D. registration must be completed by the institution within 30 days of completion of the pre-doctoral course.**

#### 4. REGULAR REGISTRATION FOR Ph.D.

##### 4.1 Submission and Presentation of Synopsis

4.1.1 An eligible candidate, after successful completion of the Pre Ph.D. course work from Kalahandi University, shall apply ordinarily **within one month from the date of publication of result**, for presentation of the synopsis in the prescribed form, which shall be available from the office of the COE or can be downloaded from Kalahandi University website <https://kalahandiuniversity.ac.in>. The completed application must be submitted in the office of the COE by registered post or by hand, along with the requisite fee in the form of account payee bank draft/ bank challan. The Ph.D. Course Work certificate issued by other University will be accepted for waiver of the same at Kalahandi University provided the course work is equivalent to the Course Work at Kalahandi University.

4.1.2 The PhD scholars exempted from the 'course work' should submit the synopsis before SRC **within two months** maximum from the date of the allotment of Supervisor.

4.1.3 The Chairman, SRC in coordination with COE shall convene the Subject Research Committee (SRC) meeting on date(s) approved by the Vice-Chancellor. Letters to the persons concerned be communicated by the COE. All SRC meetings shall be coordinated by the Controller of Examinations/the person authorized by the COE.

4.1.4 Applications for Ph.D. registration shall be placed before the SRC. A candidate has to give a presentation in support of her/his proposed work. *The presentation shall include 1) introduction, 2) review of literature, 3) objective of the work, 4) materials and methods/ methodology to be used, 6) possible outcome of the proposed work and tentative time frame 7) references.*

4.1.5 In addition to SRC members, faculties of PG Department and faculties of allied subjects, those who are interested, may attend this presentation. It is the responsibility of the candidate to invite her/his supervisor(s) to remain present at the time of his synopsis presentation. If any SRC/ SRC member is the supervisor, s/he shall not participate in the decision making of her/his candidate.



4.1.6 The proceedings of the SRC meeting with the final synopsis of the PhD scholars should be submitted by the Chairman, SRC to the COE **within seven days** from the date of the SRC meeting.

4.1.7 The SRC may accept, suggest necessary changes or reject any application. If the SRC recommends/ does not recommend/ suggest for modification, if any, for the candidate for registration, the candidate must be informed in writing by the COE **within 30 days of presentation of synopsis.**

4.1.8 The SRC shall assess the preparedness of the candidate and may recommend to present the synopsis again if the performance/ preparedness of the candidate in the first instance is not satisfactory. Only one re-appearance is permitted within one month from the date of the first presentation.

4.1.9 If the SRC does not approve the research proposal even after the second presentation, such a candidate, after a lapse of **six months** from the date of the second presentation, can again present the synopsis presentation, after fresh application with requisite fees without undergoing Course Work.

4.1.10 The SRC shall record the suggestions/suggested changes/ reasons of rejection to the COE. If the SRC recommends for revision of synopsis, the candidate is required to resubmit a revised synopsis to the Controller of Examinations. If the candidate fails to resubmit the revised synopsis within the schedule time, as suggested by SRC, it shall be construed that the applicant is no more interested to pursue the proposed degree under the University. After receiving the revised synopsis, the COE shall forward the same to the person as suggested by the SRC, who will take a decision on acceptance or rejection of the revised synopsis. The entire process has to be completed within 60 days from the date of presentation of synopsis. In case the SRC rejects the synopsis and does not recommend for registration, the same shall be communicated by the COE to the candidate in writing with reasons. Further, the candidate may apply afresh for fresh presentation if s/he desires.

4.2 The Chairman of the SRC shall inform the decision of the synopsis presentation to the Controller of Examinations of the University through the Head of the Department. Based on the recommendations of the SRC, the candidate is permitted to apply for Registration. The lists of the candidates permitted to apply for Registration will be notified by the COE in the University website within two weeks of the synopsis presentation. The registration letter should be issued to PhD Scholars within seven days from the date of acceptance of the final synopsis by the SRC along with the application form and requisite fees.

4.3 At the time of registration of PhD thesis, a research advisory committee (RAC) including **two advisors recommended by the Supervisor and the supervisor and co-supervisor (if any) would be formed for each candidate** to monitor the progress of the PhD work. They will discharge their responsibility in confidence with the supervisor and/or co-supervisor of the PhD student. The student may like to discuss her/his problems linked to the PhD work with the advisors anytime with permission from the Supervisor or Co-supervisor. There will be an annual review by the RAC with reports submitted regularly to the SRC and Controller of Examinations (COE).

4.4 The Research Advisory Committee (RAC) should be convened **within 15 days** from the receipt of the synopsis from the SRC.

**4.5 Application for Ph.D. Registration:** After successful presentation of the synopsis, an eligible candidate shall apply for Ph.D. registration in the prescribed form which shall be



available from the office of the COE or can be downloaded from the University website. The completed application must be submitted in the office of the COE, by registered post or by hand, along with the requisite fees in the form of account payee bank draft/challan. Further the eligible candidate has to submit the place of research certificate from the Head of the Department of the University/Principal of the affiliated colleges of Kalahandi University having PG courses/ Head of the Institutes under MoU in the prescribed format. Other University/Research Institution may be permitted as the place of research on request only after the approval of the University Research Committee.

4.6 If any candidate fails to apply for Registration within the specified duration, he/ she forfeits his/ her claim for Registration. Such a candidate has to re-apply for admission and go through the Entrance Test afresh.

4.7 The Controller of Examinations has to notify the Registration **within one month of the receipt** of the recommendations of the SRC to the candidate/ Guide/ Chairman, SRC/ Department/ Research Institute/ Doctoral committee members.

4.8 The Registration is effective from the date of admission to Pre-PhD course work for those who have undergone the course work at Kalahandi University and continuing their final Ph.D. registration at Kalahandi University. The effective date of registration for the candidates who are exempted from the Pre-Ph.D. course work is the date of approval of SRC meeting approving the proposed synopsis.

4.9 The Ph.D. Registration is valid for **FIVE years** only from the date of Registration. However, on the recommendation of the SRC, the time may be **extended by one year** on payment of prescribed fees. Under no circumstances extension shall be given beyond one year.

4.10 Ph.D. programme shall be for a minimum duration of **THREE years**, including course work (or **two and a half years** from the date of registration after coursework) and a maximum of five years.

4.11 The women candidates and Persons with Disability (more than 40% disability) are allowed a relaxation of two years for Ph.D. in the maximum duration with regular fee. In addition, the women candidates may avail Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

## 5. CHANGE OF TITLE/ RESEARCH SUPERVISOR

5.1 A candidate desiring to change the title of the Thesis shall apply to the Controller of Examinations with 05 copies of revised Synopsis and changed Title through the Guide and Head of the Department after paying the prescribed fee.

5.2 The Controller of Examinations shall seek the opinion of the SRC for the change of title. Such a change can be permitted any time before the Pre-thesis Submission (Pre-presentation). Minor corrections can be allowed any time, but if there are major corrections that may need modifications in plan of work mentioned in the synopsis, such changes can be allowed after proper justification and presentation before SRC.

5.3 Generally change of Guide is not permissible. It may be permitted only under exceptional circumstances such as death/disability/other medical conditions of the Guide or legal actions on the Guide by the administration. However, if there is any written complaint about conflict between the Guide and the candidate, the Controller of Examinations shall refer the matter to a Committee constituted by the University whose decision has to be placed before the Vice-



Chancellor for final decision.

## **6. CONSTITUTION AND FUNCTIONS OF THE SUBJECT RESEARCH COMMITTEE: CONSTITUTION:**

6.1 There shall be a Subject Research Committee (SRC) for each subject covered under this regulation, comprising at least five members, ordinarily two from among the faculty members of the PG teaching Departments of Kalahandi University and at least one faculty member each from affiliated colleges having PG courses in regular mode recognized by Kalahandi University and at least one in the same subject from other Universities. In case of nonavailability of sufficient faculty members from the concerned PG teaching departments, members of SRC from allied discipline of the University will be nominated.

6.2. The tenure of the members of SRC shall be for three years from the date of approval by the Syndicate. Vacancy if any shall be filled in by the Syndicate for the remaining period.

6.3 The Controller of Examinations is authorised to convene the meeting of the SRC.

6.4 Head of the Department is the chairman of the SRC of all the subjects running under Head of the Department.

6.5 In the absence of the Chairman in any meeting, the members present on the date may elect one amongst them to Chair the meeting.

6.6 To be a SRC member, one must hold a Ph.D. degree in the concerned/allied subject. Presence of two SRC members shall form the quorum. However, one of them should be from outside the PG teaching department of the University.

## **FUNCTIONS OF THE SUBJECT RESEARCH COMMITTEE:**

6.7. The Chairman, Subject Research Committee (SRC) in coordination with COE shall convene the meeting on date(s) approved by the Vice-Chancellor. Letters to the persons concerned be communicated by the COE. All SRC meetings shall be coordinated by the Controller of Examinations/the person authorized by the COE. The Head of the concern department will be the Chairman, SRC.

6.8. The Subject Research Committee shall monitor and assess the following:

- i) Shall scrutinize the successful candidates in KU-RET through personal interview for admission in Pre-Ph. D. Course Work as per the vacancy position of the respective department.
- ii) Shall select the candidates (those who have completed course work) through Synopsis presentation for final Ph.D. Registration as in 4.1.
- iii) Shall consider and recommend for change of topic/title of the research if found necessary/ genuine at the request of the scholar with approval of the Supervisor, while the research is in progress. The COE on the recommendation of the SRC may allow minor changes in the topic/title of the thesis if found necessary and genuine till the pre-Ph.D. seminar presentation in the SRC.
- iv) Progress reports of a candidate submitted periodically as in Section 8/ Extension of registration beyond six years.
- v) Pre-thesis submission as in 9.2



- vi) Open viva-voce of the candidate as in 9.11
- vii) Selection/approval to Faculty members as Ph.D. Supervisor/ Co- Supervisor.
- viii) Any other duty assigned by the Vice-Chancellor

## 7. ELIGIBILITY CRITERIA FOR RECOGNITION AS RESEARCH SUPERVISOR:

7.1 a) All Professors, Associate Professors/Readers, Assistant Professors/ Lecturers possessing Ph.D. degree and in regular service in PG Departments of the University/Colleges having PG/ UG courses are eligible to be Supervisor or Co-supervisor.

b) Have at least three research articles in reputed peer reviewed journals after obtaining Ph.D. degree on the research theme in the discipline in which they are desirous of guiding candidates, of which at least two publications should be during preceding five years.

c) A person from outside the jurisdiction of the Kalahandi University with required eligibility criteria may become Co-supervisor subject to approval of SRC, but not the Guide. The recognised guides/co-guides from Government and aided colleges under Kalahandi University will maintain their guideship status on transfer/relieve to any other college within the state.

d) The faculties/ scientists from the institutes having MoU with Kalahandi University are eligible to be Supervisor or Co-supervisor.

e) The incumbent Vice-Chancellors, if they are eligible guides in their parent institution, will continue in their status as a Ph.D. guide in that institution.

f) Any near relation of a Ph.D. student cannot act as a Supervisor or Co-supervisor.

6.2. a) The number of candidates that can be supervised by a Guide/ Co-Guide is governed by the following table

Category of Research Supervisor	Maximum No of PhD Scholar
Professor	8
Associate Professor/Reader	6
Assistant Professor/Lecturer	4

b) A Guide/ Co-guide has to sign a declaration about the number of candidates working with him/ her at the time of enrolment of each candidate. A faculty who joins the University and is guiding candidates working in other Universities/Institutions shall inform the University of the same and get permission to continue guiding these candidates. However, the total number shall not exceed as specified in table above.

c) A Guide /Co-guide who has been recognized to supervise the work in more than one subject, is also governed by the preceding regulations. The total candidates working under any Guide/ Co-guide shall be the sum total of all the candidates working under his/ her supervision in all the subjects.

7.3 To decide upon recognition of Guide, the Controller of Examinations shall refer the application with CV and other enclosures including publications to the SRC to seek the opinion of the SRC members by circulation (if SRC meeting is not scheduled around that time). The Chairman of



SRC accordingly shall inform the recommendation regarding the recognition of the guide to the Controller of Examinations.

Controller of Examinations shall notify the recognition after the formal approval by the Vice Chancellor.

7.4 Faculty members who attain superannuation or resign their jobs will forfeit recognition as Guide/ Co-guide for taking fresh students. However, they will maintain their supervisor status to supervise the already registered Ph.D. students for five years post-superannuation or until the student registered under him/her submit their theses, whichever is earlier. In such situation, the person shall sign a letter that he/she shall have the responsibility of continuing to guide candidates who were registered under him/ her, before getting relieved from the University/ Institution/ Centre. In case the research guide/supervisor who quits the institution/research centre cannot take the responsibility of the ongoing candidate (s) then the research centre /institution should make alternate arrangements in the interest of the candidate(s) in consultation with Controller of Examinations.

7.5 In exceptional cases where a Guide who has attained superannuation but continues to work under sponsorship from recognized funding agencies, the Vice Chancellor can extend the recognition of such person as Guide for a specific period after superannuation on a case-by-case basis upon request from the concerned guide supported by relevant evidences of such funding/ sponsorship.

## 8. PROGRESS OF RESEARCH WORK

8.1 After Provisional Registration, there will be a **half yearly** review by RAC with reports submitted regularly to the SRC and Controller of Examination (COE) for each Ph.D. registered candidate. If the progress report is found unsatisfactory, the candidate will be intimated asking compliance and unless satisfactory compliance is received, subsequently, SRC will recommend for cancellation of registration.

8.2 **Failure to submit TWO Consecutive Research Progress Reports** shall entail cancellation of the Registration, and this shall be notified by the Controller of Examinations.

8.3 The candidate shall publish at least **two research articles** as main author/ co-author based on his/ her Research Work in peer reviewed/ UGC-CARE list journal/s of repute and should **present two papers** in conference / seminar/ workshop to be eligible to submit the final thesis to the University. If the published reprints are not available, the candidate has to provide the evidence of acceptance of two journal papers attested by the guide.

## 9. SUBMISSION OF THE THESIS AND EVALUATION:

9.1 The candidate is eligible to submit his/ her final thesis **only after completing 2.5 years of Research Work** from the effective date of his/ her Registration.

9.2 Pre-Ph.D. thesis Submission (Pre presentation):

- I. The RAC will review the progress on **half yearly** basis and submit its report to the respective SRC. The PhD Scholars shall be allowed to apply for the Pre-PhD Thesis Submission Presentation through their Supervisors and Chairman, SRC to the COE/ Registrar after the **minimum elapsed time of 24 months** from the effective date of registration (with an intimation to the COE) with approval from RAC.



- II. A candidate shall submit a request letter to the Controller of Examinations through the concerned Guide duly forwarded by the Head of the Department (HOD)/ Chairman, SRC to conduct pre-presentation before submission of the Thesis. The candidate have to submit 5 copies of the Synopsis of his/ her Ph.D. Thesis highlighting contents of the Thesis and enclosing evidences of two research publications in peer reviewed/ UGC-CARE list journal/s of repute and two seminar presentations to the Chairman, SRC/ Head of the Department.
- III. The COE shall organize the Pre-thesis Submission meeting in the concerned Department in consultation with the Head of the Department and SRC members **within fifteen days** of the receipt of the Synopsis. The presentation shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the SRC.
- IV. The SRC shall advise and offer suggestions to the candidate for the finalization of the Thesis.
- V. The Chairman of the SRC shall inform the decision of the Pre-thesis Submission presentation to the Controller of Examinations of the University as well as to the candidate **within 03 days** of conducting the pre-presentation.
- VI. If the Doctoral Committee is not satisfied with the Pre-thesis Submission presentation of a candidate, it may ask the candidate to reappear for the pre-presentation again after a gap of one month or time period suggested by SRC.
- VII. Title/topic of the thesis shall not be changed after pre-thesis presentation.

### 9.3 Plagiarism Check

9.3.1 The students and their guides/ supervisors, before submitting the thesis, or synopsis, or any kind of academic document, related to the curriculum of the university, must follow the below given criteria for plagiarism checking.

9.3.2 The candidate will submit a declaration that the thesis is free from plagiarism or produce a certificate from the institutional plagiarism cell to that effect.

9.3.3 Plagiarism check should be carried out using the iThenticate/Ouriginal/Turnitin software or any other software, like Copyleaks provided to each supervisor by the Controller of Examination (COE).

9.3.4 The supervisors are herewith advised to follow the exclusion criteria outlined below at the time of actual checking of the document.

- (a) Quotes('....' Or" ...") used in the manuscript
- (b) Bibliography or References
- (c) Common words or Phrases like ("the," "an," "a," "and," "but," "of" and so forth)
- (d) Small word matches up to 10 words
- (e) Similarity up to 10% or less than 10%
- (f) Author name(s)
- (g) Affiliation details
- (h) Mathematical or statistical formulae
- (i) Anything that is considered 'common knowledge.



9.3.5 The cumulative similarity matching up to a maximum of 15% shall be permitted. However, the supervisors should encourage the students to limit similarity matching below 10%.

9.3.6 The supervisors are also advised to do away with self-plagiarism. However, the materials and methods section and the results section of previously published research papers/articles [if they contribute to the similarity] of the candidate who is submitting the thesis or dissertation shall be excluded, provided the findings reported in the paper relates to her/his PhD work.

9.3.7 The plagiarism report along with the thesis/dissertation should be forwarded by the guide through the head of the Department to the COE. The COE is the ultimate authority to check the plagiarism status, and his report shall be final for taking action as deemed fit.

9.3.8 The certificate obtained after plagiarism checking by the COE has to be submitted, along with the thesis/dissertation at the time of its final submission.

#### **9.4 Submission of Final Ph.D. Thesis:**

9.4.1. A candidate shall prepare a Thesis embodying results of original research done by him/ her and submit 05 copies of Ph.D. thesis in soft binding form (06 copies in case of having Co-Guide) and an electronic version of the synopsis and thesis in .PDF format (3 CDs) for the evaluation, **within 3 months from the date of Pre-Ph.D. seminar.** Failure to submit the Thesis within this period shall entail cancellation of the Ph.D. Registration of the candidate.

**9.4.2 The Institutional Ethics Committee (IEC) clearance certificate (if required) and plagiarism certificate signed by designated authority are required to be submitted during the submission of the thesis.**

9.4.3 The publications submitted in support of the Ph.D. thesis submission should be based on the Ph.D. work of the student and the papers published out of the Ph.D. work will be included in the thesis.

9.4.4 A certificate duly signed by the Guide and Co-guide, if any, to the effect that the candidate has produced as main author/ co-author, two research articles based on his/ her research work in his/ her Ph.D. Thesis and that the Research Work and the Thesis content has not been previously submitted by the candidate or the Guide or the Co-guide, if any, either for award of any Degree or Diploma to this or any other University, shall be enclosed along with the Thesis.

9.4.5 The final submission of the thesis has to be within the stipulated Five Years from the date of Registration.

9.4.6 If any candidate fails to submit his/ her Ph.D. Thesis within five years, he/ she may apply in the proforma to the COE for Extension of his/ her Registration for a maximum of one more year with the recommendation of the Guide, through the Head of the Department, by remitting the prescribed fee. The extension of his/her Registration for a maximum of one more year will be allowed after the evaluation of his/her progress by the SRC.

9.4.7 If the candidate fails to submit Thesis even after six years then his/ her Ph.D. Registration is annulled and the Controller of Examinations shall notify the same. Such a candidate has to begin the admission process of writing entrance examination if he/ she desires to work again.

#### **9.5 Evaluation of the Ph.D. Thesis:**

The Thesis shall be evaluated by the Board of Examiners as follows:

9.5.1 Six months prior to the Thesis submission, the Guide has to submit the list of eight Examiners not below the rank of Associate Professor (excluding the Supervisor) shortlisted by RAC from outside the state of Odisha (Except Odia) to the COE for evaluation. The COE will



place the list of examiners before the Board of Studies (BOS) for approval. In case of urgency, the Chairman of BOS is empowered to approve the list for ratification in the next BOS meeting. The Thesis shall be evaluated by the Board of Examiners of the Thesis, with Guide as the Chairman of the Board and also as an Internal Examiner and two External Examiner and the Co-Guide (if any).

9.5.2 The Controller of Examinations shall seek the acceptance from two of the Examiners in the Panel in the order of preference as approved by the Vice Chancellor.

9.5.3 The Examiners shall be asked to sign a Declaration that he/ she is not a relative of the candidate or the Guide or the Co-guide and that he/ she has no conflict of interest in adjudicating valuing the Ph.D. Thesis.

9.5.4 The Examiners have to assess whether the candidate has achieved the objectives mentioned in the thesis while preparing his/her report on the thesis.

## **9.6 Dispatch of Thesis**

9.6.1 The PhD thesis will be dispatched to the adjudicators within maximum of 10 days from the receipt of total documents along with the hard & soft copies of the thesis from the scholar duly forwarded by the supervisor.

9.6.2 The panel of adjudicators should be finalized **two months before** the expected date of the submission of the PhD thesis and their consent obtained. The expected date should be communicated to the University by the PhD student and/or her/his supervisor.

9.6.3 A consent letter or otherwise from all the adjudicators shall be procured by the office of the COE in advance within one month of the list being finalised. In case necessary, a second list should be finalized within 7 days of refusal from the selected adjudicators and consent requests sent. Communication should be made through email and confirmation obtained.

## **9.7 Period of Evaluation of Thesis**

A maximum of **six weeks** may be given to the adjudicators for the evaluation of the thesis. Follow-up action may be initiated **after 30 days from the date of dispatch** of the thesis to the adjudicators. In case of noncompliance **beyond 45 days**, correspondence with the 3rd Examiner shall be initiated with prior approval of the Vice-Chancellor.

## **9.8 Evaluation Reports:**

9.8.1 The External Examiners, Guide / Co-guide shall send the Evaluation Reports directly to the Controller of Examinations of the University.

9.8.2 Apart from the Evaluation Report, each Examiner is required to submit a Short Report in the prescribed Pro-forma sent by the University duly signed and sent as Hard Copy.

## **9.10 Decision about the Evaluation:**

9.10.1 If both External Examiners reject the Thesis outright, the Controller of Examinations shall notify rejection of the Thesis and cancellation of Ph.D. Registration to the candidate and Guide.

9.10.2 If one of the External Examiners rejects the thesis, the thesis shall be referred to another examiner from the approved panel. If this Examiner also rejects the Thesis, the Controller of Examinations shall notify Rejection of the Thesis and cancellation of Ph.D. Registration to the candidate and Guide.

9.10.3 If any one of the Examiners recommends Revision and re-submission of the Thesis, then the candidate shall revise the Thesis based on the suggestions made by the Examiner (s) and



submit the revised thesis after a lapse of six months of time, duly certified by the Guide and with payment of the prescribed fees, if any, to the Controller of Examinations of the University through the Head of the Department. The Controller of Examinations shall send the Revised Thesis within fifteen days to the same Examiner (s), if they have mentioned that the re-submitted thesis has to be reevaluated by them.

9.10.4 If any Examiner (s) recommends the award of degree after incorporating the suggested revisions/ corrections, such modifications shall be complied with by the candidate and Guide and ratified by the SRC upon receipt of the letter from the Controller of Examinations. After ratification, the Revised Thesis shall be submitted to the Controller of Examinations along with the prescribed fees if any.

9.10.5 If both External Examiners recommend acceptance of the Thesis, Controller of Examinations on approval from the Vice-Chancellor issue a letter to the Guide for fixation of a date and time in consultation with the approved External Examiner and the Head of the Concerned department.

### **9.11 Viva -Voce Defence**

9.11.1 The Viva Voce Examination shall be conducted **within 15 days** from the receipt of the reports from all adjudicators. The viva-voce committee will consist of the RAC, the external examiner, one member of SRC, and a nominee of the Vice-Chancellor. The committee will be chaired by the HoD of the concerned department and convened by the guide.

9.11.2 After the receipt of the consent letter from the Guide, the Controller of Examinations shall issue the notification for conducting the open Viva-Voce of the candidate in presence of the external examiner, Co- Guide (if any), members of the RAC, Faculty members of the concerned department, research scholars and students by giving wide publicity as it is an open viva voce examination. The committee members will be given the privilege of examining first following which, the others can raise their queries.

9.11.3 The Proceedings of this meeting and the original Evaluation and Consolidated Reports shall be sent to the Controller of Examinations along with 01 copy of the thesis bound (hard copies) after all corrections incorporated, if any, to the Controller of Examinations to notify the declaration of the result. The electronic version of the corrected thesis shall also be submitted (3 CDs). The guide has to ensure that CDs contain the entire thesis submitted including corrections if any.

9.11.4 In case of death/disability/non-availability of the Guide, or legal actions against the Guide initiated by the administration, the Vice-Chancellor may nominate a member from the Panel of Examiners/Chairman of respective Board of Studies to act as the Chairman. Board of Examiners of the Thesis to adjudicate the thesis and to conduct the Viva-Voce examination.

### **9. 12 Ph.D. Notification**

Result Notification will be made within **seven working days** from the date of the Viva-Voce Examination.

The **Ph.D.** Declaration Notification by the Controller of Examinations shall be on the Official Letter Head and shall contain

(a) The Name of the candidate, (b) the Discipline/Subject of the Ph.D. (c) the Names of Guide, Co-guide (s), if any (d) the Name of the Department where the research work was carried out, (e) The Title of the Thesis and also the language in which the thesis is written.



The notification must be copied to PA to VC, UGC, Head of the concern Department, Head of all Departments, Newspapers, Kalahandi University Website, Coordinator, IQAC, Supervisor, Co-supervisor (if any), External examiners and any other person in concern.

Prior to the award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations, 2018.

**9.13** The Controller of Examinations shall affix a Seal with the University Emblem stating that the Thesis was accepted for the award of Ph.D. Degree as per 2022 Regulation and issue this copy to the candidate. After the notification is issued, the thesis will be uploaded on the website and the same will be sent to Infilbnet, as prescribed by the UGC.

#### **9.14 Plagiarism Charges and Subsequent Actions**

9.14.1 If the University receives complaint of plagiarism with sufficient evidence or if any Examiner points out occurrence of plagiarism in the Thesis, the Thesis shall be sent to a subject Expert selected by the Vice Chancellor from the panel of experts approved by the BOS/SRC/URC to verify and ascertain the occurrence of plagiarism.

9.14.2 If plagiarism is proved, then a show cause notice shall be issued to the candidate and the Guide. After reply to the show cause notice, all documents/reports/answers to the show cause notice shall be placed before the Syndicate for appropriate action including possible annulment of Registration of the candidate and initiation of disciplinary action against the candidate and the Guide.

9.14.3 Unsigned and undated complaints without the address of the complainant shall not be entertained by the University.

9.14.4 The university shall also strictly maintain confidentiality of the name and address of the complainant.

### **10. LANGUAGE OF THE THESIS AND PHYSICAL LAYOUT OF THE THESIS**

I 0.1 In case of language subject, the candidate shall be required to write the thesis in the same language or in English, while in all other subjects the thesis will be written in English.

10.2 A thesis shall be typed in 12 point font Times New Roman, 1.5 spacing on both sides of the paper, with one inch margin all sides. Tables, appendix, references etc, can be of single spacing. The cover page of the thesis must be of single colour preferably blue with golden font without any picture, diagram, symbol, etc.

### **11. FEE STRUCTURE**

The fee structure shall be decided by the Syndicate from time to time (see Annexure XII).

### **12. COMPLETION OF Ph.D. DEGREE**

12.1 The entire process of award of Ph.D. degree starting from the date of thesis submission to notification is to be completed within 120 days.

12.2 In instances of revision of the PhD thesis, the result should be published within 90 days following submission of the revised PhD thesis.



### 13. D. Sc/ D. Litt./ LL.D PROGRAMMES

#### For admission into D. Sc./ D. Litt./ L.L.D. Programmes

##### 13.1 Eligibility For Registration

For D. Sc/ D. Litt./ L.L.D., a candidate having Ph.D. ( either in the subject or in allied subject) with at least eight research publications in UGC-CARE list journals after the award of Ph.D. shall be eligible to register, if the concerned SRC so recommends. The candidates can apply for D. Sc./ D. Litt./ LLD etc., only after 5 years from the date of award of Ph.D. degree.

13.2 A candidate will also be eligible for admission to D. Sc./ D. Litt./ LLD to any subject/ allied/multi disciplinary/ inter disciplinary subject other than his/her subject at the Master's degree level, but should be approved by the Subject Research Committee (SRC) and in the subsequent academic council.

##### 13.3 Supervisor/co-supervisor

Guidance of supervisor in case of scholar for D. Sc/ D. Litt./ LLD etc. will not apply. He/She has to register himself/ herself independently provided he/she fulfils the minimum eligibility criteria for registration into D. Sc/ D. Litt./ LLD.

13.4 SRC Shall scrutinise the applications for registration into D. Sc/ D. Litt./ LLD and forward the applications of suitable candidates to the URC

13.5 In case of D. Sc./ D. Litt./ LLD thesis evaluation, three Indian and three foreign examiners names will be suggested and if the candidate is not having any guide, BOS will propose the list of examiners and approve it. For the purpose, the supervisor need to submit a panel of examiners to the COE which will be placed before the respective Board of Studies of various departments for approval. In case of urgency, the Chairman of BOS is empowered to approve the list of subjects to ratification in the next BOS meeting.

##### 13.6 Submission and Award of Thesis

13.6.1 Every candidate whose registration has been confirmed can submit his/her thesis on completion of four years from the date of final registration.

13.6.2 Each D. Sc/ D. Litt./ LLD registered candidate should submit annual progress report which will be placed in the subsequent SRC for evaluation. If the progress report is found unsatisfactory, the candidate will be intimated, and unless satisfactory compliance is received subsequently, SRC will recommend for cancellation of registration. Every candidate, six month before submission of his/her thesis shall inform the Controller of Examinations, through his/her Supervisor about the tentative date of submission.

13.6.3 The minimum period for submission of the D.Sc., D. Litt., LLD theses will be **FOUR years** from the date of registration with **10 publications** listed in journals in the SCOPUS/UGC care list.

13.6.3 Five copies ( six, if there is co-supervisor) of thesis need to be submitted in soft bound form ( not spiral binding) along with soft copy in pdf format of the same in CD/DVD. It shall be submitted along with t following:

- a) Original letter including renewal letter(s) of D. Sc/ D. Litt./ LLD registration
- b) Six copies of the abstract (within 1500-2000 words) soft bound (Not spiral or stick binding) along with the soft copy in pdf format of the same in CD/DVD
- c) A certificate from the supervisor that the work done by the candidate is original and is



- consistent with the approved proposal and also that no part of the thesis has been submitted to any other Universities/ Institution for any degree or diploma.
- d) A declaration from the candidate that the work carried out in the thesis is original, and is consistent with the approved proposal and also no part of the thesis has been submitted to any other Universities/ Institution for any degree or diploma.
  - e) Prescribed fee in the form of challan or DD payable to the "Comptroller of Finance, Kalahandi University" payable at Bhawanipatna.
  - f) D. Sc/ D. Litt./ LLD candidate must submit ten research papers published in the SCOPUS/ UGC-CARE list journals, based on the findings of the thesis, besides the articles which are submitted for the consideration of registration. The candidate needs to be the first/ corresponding author of the published papers submitted along with the thesis.
  - g) The thesis checked for less than 10% minimum plagiarism (excluding self-plagiarism) will be examined by **three examiners including one foreign examiner**.
  - h) The minimum average grade point on a scale of 10 for award of D.Sc., D. Litt., LLD degree will be 8.

#### 14. UNIVERSITY RESEARCH COMMITTEE (URC)

15.1 The Syndicate shall form a University Research Committee (URC). It shall consist of the Vice- Chancellor as Chairman, Chairman PG Council, Director (Academics & Research), COE and two other academicians nominated by the Vice-Chancellor as members. The COE is the Co-covenor or the URC.

15.2 The tenure of the URC shall be for a period of three years from the date of approval by the Syndicate. Vacancy if any during the tenure shall be filled in by the Syndicate for the remaining period.

15.3 Shall decide the eligibility of an institution as a place of research on the basis of the recommendation by SRC.

15.4 Shall interpret and give effect to the regulations of the University from time to time meant for Ph.D/D.Sc./D. Litt/ LLD etc.

15.5 Shall deal with the adverse reports/lack of unanimous recommendation by the examiners on such matters.

15.6 Shall deal with such matters as may be brought before it for consideration by the Vice-Chancellor, the COE, by SRC or by any member of URC.

#### 15. PUBLICATION OF THE THESIS:

If a candidate intends to publish the Thesis, he/she shall seek the permission of the University. The University will examine whether the thesis has been accepted for publishing.

#### 16. REMOVAL OF DIFFICULTIES

16.1 Any doubt or dispute about the interpretation of this regulation shall be referred to the Vice-Chancellor, whose decision, in his capacity as the Chairman, Academic Council, shall be final and binding.



16.2 The Vice-Chancellor is authorised to:

16.2.1 Modify, amend, add and/or delete any of the clauses given in this regulation, which shall be reported to the Academic Council at its next meeting for approval.

16.2.2 Order a special procedure for the evaluation of a Ph.D/D.Sc./D. Litt/ LLD thesis to deal/ protect the work of classified nature involving national security, sovereignty and/or to protect the intellectual property rights of the candidate, the supervisor and the University.

16.2.3 Add provisions in these regulations for handling circumstances not covered by these clauses.

16.3 Notwithstanding anything contained in these Ph.D/D.Sc./D. Litt/ LLD regulations, the Vice-Chancellor may take such measures as may be necessary for removal of difficulties.

## 17. OUTSTANDING ISSUES:

Any issue not covered by the foregoing shall be governed by the decision of the Vice-Chancellor.

If it is found that a candidate has knowingly or wilfully concealed or suppressed any information/ facts which render him/her ineligible, the enrolment to Ph.D/D.Sc./D. Litt/ LLD, if granted shall stand cancelled. He /She shall have no claim whatsoever, against the University.



# **Kalahandi University**

**Bhawanipatna-766001, Kalahandi, Odisha**

## **APPENDIX-I: SCRUTINY COMMITTEE**

There shall be a scrutiny Committee constituted by the Chairman, P.G. Council consisting of five senior faculty members of the University for a period of two academic years. The Committee shall scrutinize all applications received by the Office in response to the admission notification into PhD Programme. The Committee shall make lists of candidates subject-wise as follows.

- (i) Eligible to appear the Entrance Test of Kalahandi University,
- (ii) Exempted from appearing the Entrance Test of Kalahandi University, and
- (iii) Not eligible for admission into PhD Programme of Kalahandi University.



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## APPENDIX-II: SUBJECT RESEARCH COMMITTEE (SRC)

The list of approved departments/centres for different subjects is as follows.

SL No.	Name of the Department
1	Anthropology
2	Botany
3	Chemistry
4	Commerce
5	Economics
6	Education
7	English
8	Geography
9	Hindi
10	History and Archeology
11	Home Science
12	Management
13	Mathematics
14	Odia
15	Philosophy
16	Physics
17	Political Science
18	Psychology
19	Sanskrit
20	Sociology
21	Zoology

Each Department/ centre shall have a SRC comprise of following members.

(A) In case of Department/Center of the University



- (i) Head of the Department (or Senior most member with PhD Degree) - Chairman
- (ii) Research Supervisor - Convener
- (iii) All teachers of the Department having PhD degree and recognized as supervisor-Members.
- (iv) The department in which adequate eligible staff members are not available, may enlist required number of members (maximum three) from outside the department.
- (v) One external member (outside of the department) to be nominated by the Chairman, PG Council.
- (vi) Fifty percent of total members shall constitute the quorum for the meeting of the SRC.

(B) In case of College/ Research Centre

- (i) Principal of the College or The Head of the Research Centre (not below the Rank of Associate Professor)- Chairman & Convener (Ex-officio)
- (ii) Three senior faculty members of the college having PhD degree and recognized as supervisor of the University- Members.
- (iii) One of the Associate Professor from the University PG Departments to be nominated by the Chairman, PG Council.
- (iv) Fifty percent of total members shall constitute the quorum for the meeting of the SRC.

The function of the SRC shall be as follows.

- (i) To conduct viva-voce of the eligible candidates and prepare two merit list for admission to PhD programme: (i) candidates who shall undergo the course work and (ii) candidates who shall be exempted from the course work; and issue a notification to this effect. A copy of the notification shall be sent to the COE and Chairman, PG Council.
- (ii) To constitute a Doctoral Advisory Committee in the subject for candidates admitted with due approval of the Authority
- (iii) To decide the place of research and supervisor(s) for those candidates who are exempted from the course work. While deciding the supervisor(s) the research interest of the candidate and the research area of supervisor(s) should be considered.
- (iv) To decide the elective paper of the candidate who will undertake the course work
- (v) To decide the place of research and Supervisors(s) of the candidate after successful completion of the course work by the candidate.
- (vi) To conduct the course work, examination publish results and issue grade sheet
- (vii) To conduct the Pre-PhD presentation
- (viii) To organize open PhD viva-voce examination

The meetings of the SRC shall be called by the Convener of the SRC. The decisions/ recommendations of the same shall at least be accorded from the Chairman PG Council of the



University.

In case of any dispute in SRC, the matter shall be forwarded to the Chairman, PG Council of the University which he/she may forward it to the Vice-Chancellor for final decision if the matter remains unresolved at Chairman, PG Council level.



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## APPENDIX-III: RESEARCH ADVISORY COMMITTEE (RAC)

(A) There shall be a RAC for each PhD scholar. The RAC will be constituted by SRC for every student within one month from the date of application for registration by the PhD student.

(B) The Chairman, SRC would initiate steps for the formation of the RAC and get it duly approved by the Chairman, P.G. Council of the University. Once the RAC is formed, the Supervisor, being the Convener of the RAC, shall call RAC meetings of each candidate in consultation with concerned with the Chairman of RAC. It is the responsibility of the supervisor to ensure the regular/timely meetings of the RAC.

(C) The RAC shall consist of the following.

- i. Department/Centre Head - Chairman
- ii. Research Supervisor - Convener
- iii. Co-supervisor, if applicable- Member
- iv. One faculty from the Department- Member
- v. One faculty nominated by Vice-Chancellor- Member (Mandatory) (Preferably from outside of the University with knowledge from same and/or allied research domain)

Three members, including at least one faculty member nominated by Vice Chancellor shall constitute the quorum for the meeting of the RAC.

(D) The function of the RAC shall be as follows.

- i. To evaluate the PhD research Project submitted by a candidate with PhD registration application and to submit the evaluation report and recommendation (**Annexure-III**) along with the application of the candidate to the University to be placed before the University Research Committee (URC) for consideration.
- ii. To monitor the research progress of the candidate from time to time
- iii. Shall recommend cancellation of the PhD registration in case the RAC is not satisfied with the performance and progress of the candidate
- iv. Shall examine and recommend cancellation of PhD registration of a candidate on being requested by candidate or guide with sufficient justification
- v. Shall examine and approve the change of title on being requested by the candidate through the supervisor and inform the COE.
- vi. Shall examine change of supervisor(s) on being requested by the candidate through



- the supervisor and recommend to the University
- vii. Shall recommend a recognized supervisor (s) in the event of death of supervisor
  - viii. Shall resolve any dispute between the candidate and supervisor and recommend to the University
  - ix. To consider and recommend extension of PhD registration tenure to a maximum period of one year at least three months before the lapse of registration on being requested by the candidate with justification through the supervisor
  - x. Shall recommend the list of Examiners to the Board of studies for evaluation of PhD thesis of a candidate
  - xi. Shall attend the pre-PhD presentation by the candidate in the Nodal Centre
  - xii. Shall attend the open PhD viva-voce examination of the candidate

*P. P. Mohi*  
19.08.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha


## APPENDIX-IV: UNIVERSITY RESEARCH COMMITTEE (URC)

University Research Committee (URC) is a high power research committee of the University and is constituted by the Syndicate of the University and its term is three years. It comprises of the following members.

1. The Vice Chancellor: Chairman (Ex-officio)
2. The Chairman, PG Council: Member (Ex-Officio)
3. The Controller of Examinations: Member (Ex-Officio)
4. The Senior most Faculty member from the Science Departments of the University: Member
5. The Senior most Faculty member from the Social Science, Management and Humanities Departments of the University: Member
6. An eminent academician/ researcher (Outside of the University): To be nominated by the Vice Chancellor for a period of three years: External Member
7. An eminent academician/ researcher (Outside of the University): To be nominated by the Syndicate for a period of three years: External Member

Five members, including at least one external member and the Chairman, PG Council shall constitute the quorum for the meeting of the URC. The URC shall ordinarily meet once in six months to transact its business. The meetings of the URC of the University shall be presided over by the Vice-Chancellor. The URC shall exercise and perform the following powers and functions.

- a. To review the R &D policies and programmes of the University and suggest measures for its improvement and development.
- b. To consider the research annual report and research budget of the University and to pass resolutions thereon; and
- c. To exercise such other powers and performs such other functions as may be prescribed in the act and statutes.

  
19.05.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



# Application for Admission to Ph. D. / D. Sc. / D.Litt./ LLD. Degree

(To be filled in by the Applicant)

7 Educational Qualification (Copies of certificates and mark sheets to be enclosed):

Staple Self  
attested  
Passport Size-  
Photographs  
here.  
(03 copies)


Interested in the School of:				Department:			
1	Name of the Applicant (In Block Letters):						
	(SURNAME)			(NAME)			
2	Mother's Name (In Block Letters):						
	Father's Name (In Block Letters) :						
3	Gender		Marital Status	Date of Birth			Age
	Male	Female		Date	Month	Year	
4	Nationality		Religion	Category			
	Indian	Foreign		General	OBC	SC	ST
5	Correspondence Address :						
	City:		Pin Code:		State:		
	Contact No.:			E-mail:			
6	Permanent Address :						
	City:		Pin Code:		State:		
	Contact No.:			E-mail:			

Name of the Examination	Board / University	Year of Passing	Class/ Division	% of Marks	Major Subjects
HSC					
Intermediate					
Graduation					
Postgraduation					
MPhil/Equivalent					
NET / JRF					
PhD Course work					



8	Teaching / Research Experience: _____ Years _____ Months					
	Name of University Department/College	Designation	Period of Teaching		Total Experience	
			From	To	Years	Months
10	<b>Whether currently employed:</b> If YES, Experience Certificate and No Objection Certificate (NOC) from the employer must be produced at the time of document verification.					Yes / No
11	<b>Research Publication Details: (Add attachment as Annexures)</b>					
	Number of Papers Published in National Journals					
	Number of Papers Published in International Journals					
	Number of Papers/ Posters presented in National Conference					
	Number of Papers/ Posters presented in International Conference					
	Out of above, Number of publication in Thomson Reuters/ Scopus Indexed / UGC Care Listed Journals					
	Number of Book Chapters Published					
	Number of Books Published					
12	<b>Whether qualified M.Phil./NET/SLET/GATE</b> (Conducted by UGC, CSIR, DBT & other national tests with Eligibility for research).					
13	<b>Do you currently hold any fellowship for research?</b> If YES, provide details of the fellowship (attach award letter)					Yes/ No
14	Whether you have been registered for similar degree in any other Institute or University.					Yes/ No
15	<b>Subject with specialization in which research is to be conducted:</b>					
	a) Subject					
	b) Specialisation					
	c) Title of the Synopsis in Capital Letters:					
	N.B.: The Candidate will present the Synopsis before the SRC and submit two hard copies [Max. 5 typed pages in A4 paper, 12-size font (TNR) and 1.5 line spacing] with date, seal and signature of the guide/ Co-guide (if any)					
16	Details of Payment /Bank Draft in favour of Comptroller of Finance (Exam Fee), A/C No. 40734707472, IFSC: SBIN00012120 Draft/Challan No.: ..... Date ..... Amount ..... Issuing Bank ..... Branch .....					

Full Signature of the Candidate with Date

  
 19.02.22  
 Controller of Examinations  
 Kalahandi University  
 Bhubaneswar



**FOR OFFICE USE ONLY**

1. a). Verified the particulars as furnished on the application with the enclosures and found correct.
- b). The guide /Co-guide (if any), has been recognized & has taken the candidate as per vacancy.
- c). The vacancy with the guide and place of research are correct.
- d). The applicant is eligible for registration under existing regulation.

**Dealing Assistant**

**Controller of Examinations**

**Recommendation of SRC (After the interview of the candidate)**


1. Synopsis is Approved and Recommended for Registration: Yes / No.....  
(Also to be written approved and signed on the body of the Synopsis by all the members with date)
2. Synopsis is Not Approved: Yes / No  
(Also to be written not approved and signed on the body of the Synopsis by all the members with date).
3. Synopsis Approved after necessary correction: Yes / No .....

Type of Corrections:

- a.
- b.
- c.

**Signature of the Members of the SRC with date**

**Signature of the Chairman SRC with date**

  
19.08.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## APPLICATION FOR REGISTRATION FOR PhD DEGREE

No. \_\_\_\_\_

1	<b>Name of the Candidate</b> (In Block Letters)	
2	<b>Occupation</b> (In case of Teacher Fellow, JRF or SRF etc. an attested copy of the appointment order and Joining report accepted by the employer along with the original for verification be submitted)	
3	<b>Qualification</b> (Please indicate the percentage of marks obtained in Master's Degree examination. The Master's Degree / Diploma in original along with an attested copy be submitted).	
4	Present Address with Cell No. and email.	
5	Are you exempted from the PhD course work? If yes, the photocopy of the relevant notification be submitted	YES / NO
6	If No in Sl. No. 5, GPA secured in one semester PhD Course work (photo copy of transcript be submitted)	
7	Title of the thesis in BLOCK CAPITAL in English	
8	Script in which the thesis will be written	

*Received*  
19.08.21  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



9	Whether 3 copies of research project of the proposed thesis of 10-15 pages signed by both the supervisor and the candidate is enclosed	YES / NO			
10	Name, Position held and address of the Supervisor(s)				
11	Subject/Faculty under which Registration is proposed				
12	Institution where the work will be carried out				
13	Total number of candidates already registered for doing research under the supervisor in Kalahandi University and outside				
	a. Already registered	Single	--	Joint	----
	b. Application submitted	Single	--	Joint	----
14	In case of joint guidance, whether justification for joint guidance submitted	YES/ NO			
15	Endorsement by the Supervisor.	<p>I am willing to supervise the PhD work of the candidate in the topic mentioned. The information provided in 9-13 is true.</p> <p>Signature of the supervisor(s) and date</p>			
16	Remarks of the Head of the Department/Institution where the work is proposed to be carried out	<p>Necessary facilities will be provided to the candidate for undertaking Research work. The institution has facilities to carry out Research work on the subject indicated in the application</p> <p>Head of the Institute/Department (Signature, date and Seal)</p>			



17	Whether No objection certificate, issued by the Head of the Institution where the Candidate is presently serving / employed is submitted	YES/ NO
18	Undertaking: I hereby undertake that I have not applied for or registered my name for PhD/DLitt/DSc degree etc. in any other University prior to the date of submission of this application and shall not register in any other university till my registration at Khallikote University stands valid.	
19	Paid Rs. 6000 (Rupees five thousand only) towards registration fee in the shape of Demand Draft (payable to the Controller of Examinations, Kalahandi University, Bhawanipatna.  DD No..... University Cash Receipt No..... Date.....	

Date      Signature of the candidate

Note: The students migrating from other Universities shall apply for registration in the following format (Annexure III) to be a student of this University before allowed to register for PhD degree. If already registered as a student of Kalahandi University, the original Registration Receipt to be attached with the application.

*Pradyumn*  
19.08.22  
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Kalahandi University  
Bhawanipatna



# Kalahandi University

**Bhawanipatna-766001, Kalahandi, Odisha**

Application for registration as a student of Kalahandi University for students migrating from other universities

1	Name (in Block Letters)	
2	Name of the Father or Guardian	
3	Date of Birth in the Christian era	
4	Religion	
5	Language, i.e., Mother tongue	
6	Where educated (Name and address of High School and Colleges)	
7	Examination: Matriculation/HSC equivalent and year of passing with Roll Number (Original Certificate should be submitted)	
8	Any examination passed / failed under this University (Name of examination Centre and year with Roll Number)	
9	Any examination passed from another University (Attested copies of examination Certificates be attached)	
10	a. Whether he/she had studentship in any of the affiliated colleges under this University on	
	b. In case of discontinuance of study in the affiliated college, the date of which the CLC was issued to him should be stated.	
	c. Name of the College / PG Department where passed Master Degree Examination.	
11	Applicant's present designation	
12	Address to which communication will be sent.	



Date :

Full Signature of the Applicant

**Note:** The applicant should enclose the following documents to this application otherwise the application will summarily be rejected and no correspondence will be made with him in this connection.

1. Receipt for payment for fees (Demand draft in favour of Kalahandi University Examination Collection Payable at Bhawanipatna).
2. Migration certificate issued by the other University or Board.
3. Information furnished above should be supported with records.

*P. S. Mishra*  
19.08.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## EVALUATION REPORT FOR PhD RESEARCH PROPOSAL/SYNOPSIS

Department/ Nodal Centre

1	Name of the candidate	
2	(i) Name of the Supervisor/Guide (ii) Name of the Co-Supervisor/Co-Guide if any	
3	Department/School where admitted for the PhD programme.	
4	Name of the Research Centre:	
5	Proposed title of thesis( in Capital Letters)	
6	Is the proposed title appropriate with the Proposed research project?	
7	Change of the proposed title may be suggested, If necessary	
8	Whether the proposed objectives are within the framework of the outline of synopsis.	
9	Specific comments on :	
	a. Statement of problem	
	b. Objectives	
	c. Methodology	
	d. References	
10	Specific suggestion and recommendation of the RAC	<b>RECOMMENDED/ NOT RECOMMENDED for PhD Registration.</b>

Signatures of the Members of Research Advisory Committee (RAC)



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## EXTENSION OF REGISTRATION FOR PhD PROGRAMME

Department/ Nodal Centre

1	Name of the candidate	
2	(iii) Name of the Supervisor/Guide (iv) Name of the Co-Supervisor/Co-Guide if any	
3	Department/School where admitted for the PhD programme.	
4	Name of the Research Centre:	
5	Proposed title of thesis (in Capital Letters)	
6	Justification for the extension of work period of the proposed research project?	
7	Recommendation of the Supervisors	
8	Recommendation of the members of RAC	

Signature of the Student

Signature of the Supervisor(s)

Signatures of the Members of Research Advisory Committee (RAC)



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## List of Examiners for the Evaluation of PhD Thesis

Sl	Name and Designation	Address for communication	Email	Mobile/ Phone number	Specialization	Number of completed years of research/ teaching in University / Institute
1						
2						
3						
4						
5						
6						
7						
8						
9						
10	The Supervisor					

Signature of the Supervisors

Signatures of the Members of Research Advisory Committee (RAC)

*19.08.22*  
 Controller of Examinations  
 Kalahandi University  
 Bhawanipatna



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## PHD THESIS EVALUATION REPORT

Report of the Thesis for the degree of Doctor of Philosophy in Arts, Science, Education, Commerce, Management, Engineering and Technology, Law and Medicine Examinations

### Part – A (To be filed up by the office)

Name of the Candidate:

Name of the subject and faculty Subject:

Faculty:

Title of the Thesis:

### Part – B (To be used by the Examiner)

Report (detailed report be submitted in separate sheet)

- do you recommend that the thesis be accepted for the award of the degree? (Please mention recommended or not recommended)
- If recommended, do you suggest that the queries/ suggestions, if any pointed out by you in your report shall be met by the candidate and submitted before the viva voce board to their satisfaction, (please mention- Yes/ No).
- If not recommended do you suggest that the thesis be resubmitted after necessary revision (Please mention- Yes or No).

If yes, kindly suggest the necessary modifications required to be done by the candidate in the report. (In such case the revised thesis will be sent to the concerned examiners for further evaluation).

Place:

Date:      Signature of the Examiner

*[Signature]*  
19.08.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## EVALUATION REPORT OF THE VIVA-VOCE EXAMINATION

Report of the Board of Examiners on the viva voce of the Candidate for the degree of Doctor of philosophy in Arts, Science, Education, Commerce, Management, Engineering, Law and Medicine examinations

### Part – A (To be filled up by the office)

Name of the candidate:

Name of the subject and faculty Subject:

Faculty:

Title of the thesis:

### Part-B (To be used by the Board of Examiners)

Report (if space is not sufficient, separate sheet may be used):

On the basis of the performance of the candidate in the viva voce and considering the reports of the thesis examiners we recommend/ do not recommend the award of the degree of doctor of philosophy to (Name of the candidate).

We certify that we have examined the reports of the thesis examiners and the queries / mistakes / suggestions reported by the examiners have been / have not been complied with by the candidate to our satisfaction.

Signature (s)

Name(s) of the examiner (s) and date:

*P. D. Mallick*  
19.05.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## REPORT OF THE HEAD, RESEARCH CENTRE

Name of the candidate:

Name of the subject and faculty Subject:

Faculty: Title of the thesis:

Registration No.:

Member of the Board of Examiners Present	1
	2
	3
Faculty members/ Research Scientist Present	1
	2
	3
	4
	5
	6
Research Scholars Present	
M.Sc. Students Present	
Duration of the presentation	

I certify that the above said candidate had presented his/her research work and defended before the board of examiners.

Signature of the Head/ Head of Research Centre (With Seal)



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## DOCTOR OF PHILOSOPHY PROVISIONAL CERTIFICATE

This is to certify that .....

Bearing registration no      passed the

Examination for the degree in Doctor of Philosophy

in Subject under Faculty of ----- held in the month of 20

on the basis of the thesis entitled "....."

This PhD degree conforms to the provisions of UGC regulation 2009 and subsequent regulations and/or amendments.

Date of Publication of Result:

Controller of Examinations

Date

*Dr. Anand*  
19.08.22  
Controller of Examinations  
Kalahandi University  
Bhawanipatna



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## DOCTOR OF PHILOSOPHY CERTIFICATE

This is to certify that.....

having passed the examination for the degree of

Doctor of Philosophy

in .....(Subject)....., under the Faculty of -----

held in the month of ..... 20.....

was this day admitted to the degree

in conformity with the provisions of UGC regulation 2009 and subsequent regulations and/or amendments.

Kalahandi University

Bhawanipatna

Vice Chancellor

Date



# Kalahandi University

Bhawanipatna-766001, Kalahandi, Odisha

## Fee Structure for the PhD Programme

Sl. No.	Particulars	Fees in INR		Heads of Account
		Subjects with Practical	Subjects without Practical	
1	Admission Form and Entrance Fee	2000	2000	Controller of Examination
2	Admission Fee	2000	2000	Controller of Examination
3	Coursework fee (only for course work candidate)	6000	6000	Controller of Examination
4	PhD Registration Fee	5000	5000	Controller of Examination
5	Annual Laboratory/Seminar fee	5000	2000	Head of the Department
6	Fees for submission and evaluation of PhD thesis	15000	15000	Controller of Examination
7	Annual Extension (Beyond five years)	6000	3000	Controller of Examination
8	Change of Title of the Thesis	500	500	Controller of Examination

Notes: (1) \*The total fee is calculated for a candidate considering completion of PhD within the stipulated period of three (03) years.

(2) In case of migration from other University, additional fee of Rs 500 is to be paid to the Controller of Examination for getting the Kalahandi University registration number.

(4) In case of arranging Viva voce test through online mode, the payment towards TA/DA of the external examination shall be deducted from the amount at Sl No. 6 as per the University rule.



# KALAHANDI UNIVERSITY

Manikya Vihar, Bhawanipatna (Kalahandi) - 766001, Odisha

## Application Form for RECOGNITION OF PhD SUPERVISOR

Interested in the School of:				Department:			
1	Name of the Applicant (In Block Letters) :						
	(SURNAME)						
	(NAME)						
2	Designation:						
	Name of the College/ Department of the University:						
	Date of Joining:			Date of Superannuation:			
3	Gender		Marital Status		Date of Birth		Age
	Male	Female		Date	Month	Year	
4	Nationality		Religion		Category		
	Indian	Foreign		General	OBC	SC	ST
5	Correspondence Address (Office):						
	City:		Pin Code:		State:		
	Contact No.:			E-mail:			
6	Correspondence Address (Residential):						
	City:		Pin Code:		State:		
	Contact No.:			E-mail:			
7	Educational Qualifications:						
	Name of Degree	Year of Passing	% /Grade/ CGPA	Name of the University/ College		Major Subject	
	PhD						
	MPhil						
	PG						



9	Teaching Experience: _____ Years _____ Months					
	Name of University Department/College	Designation	Period of Teaching		Total Experience	
			From	To	Years	Months
10	Research Experience: _____ Years _____ Months					
	Name of University Department/College	Designation	Period of Teaching		Total Experience	
			From	To	Years	Months
11	Title of the PhD Thesis:					
12	Date of Notification/Awarding of PhD Degree:					
	Name of University:					

13	Research Publication Details: (Add attachment for each point as Annexures)	
13.1	Number of Papers Published in National Journals	
13.2	Number of Papers Published in International Journals	
13.3	Number of Papers/ Posters presented in National Conference	
13.4	Number of Papers/ Posters presented in International Conference	
13.5	Out of above, Number of publication in Thomson Reuters/ Scopus Indexed / UGC Care Listed Journals	
13.6	Number of Book Chapters Published	
13.7	Number of Books Published	
Note: Attach latest THREE published papers in reputed journals.		



14	<b>Research Projects:</b> <b>Number of Research Projects Completed (as PI) :</b> <b>Number of Research Projects On-going (as PI) :</b>	
15	<b>Membership of Scientific Bodies:</b>     	
16	<b>Fellowships:</b>     	
17	<b>Are you recognized Research Supervisor in other University?</b> <b>If Yes, then provide the name of the University</b>    	
18	<b>Area of Research you wish to supervise the PhD Scholar:</b> 1. 2. 3. 4. 5.	
19	<b>Number of Scholars Supervised and awarded PhD:</b>	
20	<b>Number of ongoing PhD Scholars registered under you:</b>	
<b>Date:</b> _____ <b>Place:</b> _____ <div style="text-align: right;"> _____  <b>Signature of the Applicant</b> </div> <b>Enclosures:</b> 1. PhD Degree Certificate 2. Detailed Resume 3. Best Three Papers Published by You (Published in Reputed Journal) <b>Date:</b> _____ <b>Place:</b> _____ <div style="text-align: right;"> _____  <b>Signature of the Head of the Department with Seal</b> </div>		

*P. S. Singh*  
19.08.22  
**Controller of Examinations**  
**Kalahandi University,**  
**Bhawanipatna**