



**GSFC**  
**UNIVERSITY**  
EDUCATION RE-ENVISIONED  
An ISO 9001:2015 Certified

**Revised Standard Operating  
Procedure (SOP) for Ph.D. Program**

**GSFC University**  
**Academic Department**  
Office Order No. Registrar/092025/136  
Date: 06.09.2025

**Ref:** (i) Office Order No. Registrar/072025/96 dated 16.07.2025

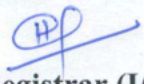
(ii) UGC (Minimum Standards and Procedure for Award of Ph.D.) Regulations, 2022

In reference to the Office Order cited at (i), and in accordance with the UGC Ph.D. Regulations, 2022, the revised Standard Operating Procedure (SOP) governing the Doctoral (Ph.D.) Programmes at GSFC University is hereby notified. This revised SOP outlines the procedures relating to Admission, Coursework, Supervisor Allocation, RAC (Research Advisory Committee) Constitution, Research Progress Evaluation, Thesis Submission, Plagiarism Policy, Code of Ethics, and Award of Degree.

The revised SOP is enclosed herewith as **Annexure-I** and shall serve as the **authoritative reference document** for all academic and administrative matters pertaining to the Ph.D. Programmes, effective **from the Academic Year 2025-26**.

All Schools, Departments, Faculty Supervisors, Ph.D. Scholars, and Administrative Units are directed to adhere strictly to the provisions of this SOP.

This issues with the approval of the Competent Authority.

  
**Registrar (I/C)**  
**University**

**Registrar**  
**GSFC University**



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**To,**

All the Concerned

**CC:**

President Office, GSFC University  
Provost's Office, GSFC University  
Director (Admin), GSFC University  
Registrar, GSFC University  
Director Campus & Dy. Dir. (Admin), GSFC University  
Deans / Associate Deans, GSFC University  
Department of Computer Science & Engineering  
Department of Chemical Engineering  
Department of Fire & EHS  
Department of Chemical Sciences  
Department of Life Sciences  
Department of Computer Applications & Data Science  
Department of Management Studies  
Department of Student Affairs  
Department of Examination & Assessment  
Department of Account & Finance  
Department of Internship & Placement  
Department of Information Technology Enabled Services  
Department of Administration  
Teaching Staff, GSFC University  
Non-teaching Staff, GSFC University  
Select File -Registrar (I/C), GSFC University

The Documents covers standard  
operating procedure for Ph.D.  
program

# Ph.D. Program

Version:2.0

Effective Date: 06.09.2025



## Revision Details

Sr. No	Revision Number	Revision Date	Revision Details	Made By	Reviewed By	Approved By	Remarks
1	1.0	16.07.2025	First Release	Dr. Priya Goel	Provost	President, GSFC University	.....
2	2.0	26.08.2025	First Revision	Dr. Priya Goel	Provost	Provost, GSFC University	.....



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## **SOP of Ph.D. Program**

### **GSFC University**

#### **1. Notification & Registration**

- Ph.D. registration is open year-round and is announced through the University's official website and other authorized platforms. Link: <https://www.gsfcuniversity.ac.in/apply-for-admission>
- Interested applicants must register in their respective discipline through the online application portal.
- During registration, candidates are required to upload all mandatory documents as per the application checklist.
- Pay the application fee via the University's designated payment gateway.
- Incomplete applications or those without the requisite fee will not be considered for further processing.

#### **2. Eligibility Criteria**

As per UGC University's Ph.D. Rules and Regulations, 2022 (Annexure-1):

- Master's degree in full time with a minimum of 55% marks or equivalent CGPA (relaxation as per Government norms).
- Master's degree should be in full-time mode only.
- Preference to candidates with NET/GATE/SET/MPhil qualifications.

#### **3. Duration of the Program**

- Minimum: 3 years from date of admission.
- Maximum: 6 years from date of admission.
- Additional 2 years may be granted via re-registration.
- Total duration shall not exceed 8 years.





#### 4. Procedure of Admission

The Ph.D. Entrance Test (PET) and interview will be conducted twice a year - **June** and **December**. The admission process consists of three stages:

1. **Ph.D. Entrance Test**
2. **Document Verification**
3. **Interview**

- Applicants will be notified of the PET and interview schedule at least 20 days in advance via their registered email ID by the Ph.D. Program Coordinator.
- A University Committee will be formed for PET, interview, and document verification by the Ph.D. Program Coordinator in consultation with Heads of Departments, Registrar, and Provost.

##### 4.1. Ph.D. Entrance Test (PET)

- **Mode:** Offline mode only.
- **Pattern:** Objective type questions including 50% Research Methodology + 50% Subject Specific.
- **Exemption:** Candidates who have qualified for fellowships/scholarships through UGC-NET/UGC-CSIR-NET/GATE/CEED or similar national-level tests and MPhil holders (as per UGC norms) are exempt from PET, subject to valid proof.
- Refer UGC University's Ph.D. Rules and Regulations, 2022 for more details (Annexure-1)

##### 4.2. Document Verification

- Candidates securing 50% or above in PET are eligible for the document verification followed by interview. (relaxation as per Government norms)
- All original documents along with one self-attested photocopy of all marksheets & certificates must be submitted.



- A Document Verification Form (Annexure-2) must be duly filled by the candidate which includes a declaration by the candidate affirming the authenticity of the documents & verification endorsement signed by the official verifying the documents.

#### 4.3. Interview

- **Mode:** Offline mode only.
- **Pattern:** Candidates must prepare and present **5–6 PowerPoint slides** (typically 8-10 minutes) before the Interview Panel Committee covering:
  - i. Research Interest
  - ii. Subject Knowledge
  - iii. Feasibility of the Proposed Topic
  - iv. Supervisor Selection (refer section 4.3.1.)
- The Interview Panel will submit a signed evaluation report to the Ph.D. Program Coordinator using the format provided as Annexure-3.
- The decision of the Interview Panel will be final.

##### 4.3.1. Supervisor Selection

- Supervisors must be recognized Ph.D. faculty at GSFC University.
- The list of eligible supervisors including name, designation, department, research area, current Ph.D. scholars, topics, and admission dates is available on the official GSFC University website.
- A list of supervisors will be updated biannually on the University website (tentatively May & November) by Ph.D. Program Coordinator.
- Supervisor selection will be based on research alignment, faculty availability, and mutual agreement between the supervisor and the candidate.



#### 4.4. Result of Interview

- The final list of selected candidates will be released only after formal approvals from the Registrar and Provost.
- The results will be published by the Ph.D. Program Coordinator within seven (7) working days from the date of the interview.

#### 5. Admission Process

- Admission to the Ph.D. program shall be granted upon fulfilment of the following criteria:
  - i. Submission of all required documents to the Admission Department.
  - ii. Payment of admission fees in full.
  - iii. Submission of an original No Objection Certificate (NOC) for candidates admitted under the part-time category, issued by their current employer to Ph.D. Program Coordinator.
  - iv. NoC must be submitted on the official letterhead of the organization, duly stamped, and in the format specified under Point 2, Section 13 of the UGC Regulations, 2022 (Annexure-1).

#### 6. University official email & ID Card

- Upon completion of the admission process, the Ph.D. Program Coordinator shall coordinate with the Admission Department and IT Department to facilitate the creation of: University email ID, and University ID Card for each newly admitted scholar.
- These credentials must be generated and issued within 20 days from the date of admission.
- The university email ID will serve as the official communication channel for all academic and administrative correspondence.



## 7. Orientation Program

- An Orientation Program will be organized for all newly admitted Ph.D. scholars at the beginning of each academic cycle (typically in July and January).
- The orientation will be coordinated by the Ph.D. Program Coordinator in collaboration with the Heads of Departments (HoDs).
- The session will cover:
  - i. Welcome & Introduction
  - ii. Overview of the Ph.D. Program
  - iii. Coursework Details
  - iv. Research Advisory Committee (RAC)
  - v. Ph.D. Progress Evaluation
  - vi. Thesis Title Registration
  - vii. Ethics and Academic Integrity
  - viii. Publication and Conference Requirements
  - ix. Administrative Processes
  - x. Q&A and Feedback
- Attendance in the orientation program is mandatory for all newly admitted Ph.D. candidates.

## 8. Admission Letter

- The Admission Letter will be issued by the Ph.D. Program Coordinator after obtaining formal approval from the Registrar (Annexure-4).
- Issuance is subject to the successful completion of all admission requirements outlined in Section 5.



## 9. University Website Updates

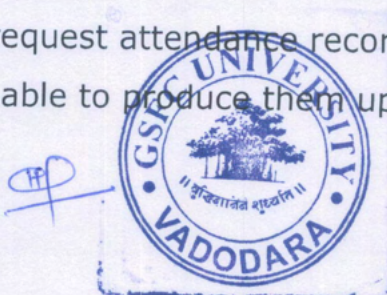
- The Ph.D. Program Coordinator will be responsible for updating the Ph.D.-related information on the University website in coordination with the IT Department and Heads of Departments (HoDs).
- The information must include (but is not limited to) the list of recognized supervisors, their research areas, current scholars, and other academic or procedural updates relevant to the Ph.D. program.
- Updates will be carried out periodically and as needed on a regular basis.

## 10. Scholar File Maintenance

- The Supervisor will submit a hard copy of each research scholar's file to the Ph.D. Program Coordinator, following the template provided in Annexure-5.
- The original hard copy will be submitted to the Ph.D. Coordinator, and a copy retained by the Supervisor.
- A soft copy must also be maintained by the scholar/Supervisor and shared with the Ph.D. Program Coordinator and Registrar.
- The Ph.D. Program Coordinator is responsible for maintaining the confidentiality of these records.

## 11. Attendance record

- Post-admission, the Supervisor is responsible for maintaining the attendance record of the research scholar.
- Supervisors are encouraged to implement a punch-in/punch-out system in coordination with the IT Department.
- Attendance must reflect participation in coursework, Laboratory or fieldwork, University-organized academic activities etc.
- The management may request attendance records for review at any time; the Supervisor must be able to produce them upon request.



- Consistent absence without valid justification may lead to warnings, temporary hold on registration, or further disciplinary action as per university norms.

## **12. Ph.D. Course Work**

### **12.1. Duration and Credit Load**

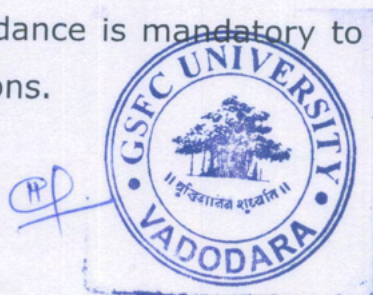
- Minimum: 1 semester (6 months)
- Maximum: 4 semesters (24 months)\*
- Total: 12-16 credits (as per UGC Guidelines)
- Compulsory Courses:
  - i. Research Methodology
  - ii. Research and Publication Ethics
  - iii. Data Analysis (Statistics)
  - iv. Subject-specific Course
  - v. Seminar and Viva
  - vi. UGC-recognized Online Course ( $\geq 3$  credits) which must be PG-level NPTEL aligned with research area and approved by supervisor.

**Note:** Coursework is mandatory for all research scholars and must be completed before the Pre-Synopsis stage.

\*An extension may be granted with the approval of the Ph.D. Program Coordinator, followed by endorsement from the Registrar and final approval by the Provost.

### **12.2. Attendance of Course Work**

- Coursework classes will be conducted in offline or hybrid mode, depending on the circumstances.
- A minimum of 75% attendance is mandatory to be eligible to appear for the coursework examinations.



### 12.3. Evaluation Structure: Total 100 Marks

- Internal Continuous Evaluation (CEC) – 50 Marks
  - Assignment/MCQ/MSQ quiz (15 marks), Review (15 marks), Presentation (15 marks), Attendance (05 marks)
  - CEC evaluation template is attached as Annexure-6.

**Note:** CEC pattern may vary slightly depending on the subject or faculty.

- End-Semester Examination - 50 marks
  - Exam paper template is attached for reference as Annexure-7.

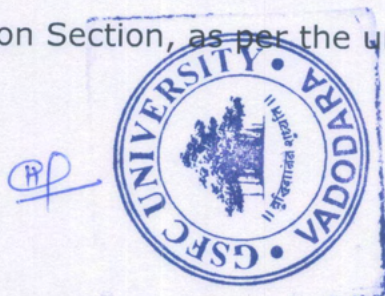
### 12.4. Result Announcement

- A minimum of 55% marks is required separately in each subject.
- Coursework results will be declared by the Examination Section after successful completion of all course components.
- The grading system will be as follows:

Letter Grade	Normalised Marks
O	91-100
A+	81-90
A	76-80
B+	71-75
B	66-70
C	61-65
P	55-60

#### In case of failure:

- The scholar is allowed to reappear for the course as per the university norms.
- If required, the scholar may request reassessment of answer copies through the Examination Section, as per the university norms.



## **12.5. Coursework Administration**

- The Ph.D. Program Coordinator is responsible for initiating the coursework every semester, commencing in July and January, in coordination with the Heads of Departments (HoDs), Examination Section, Registrar, and Provost.
- Timely communication regarding the commencement, registration, and schedule of coursework shall be shared with all enrolled scholars.
- The Ph.D. Program Coordinator must ensure that all course offerings, faculty allocations, and assessment methods comply with university policies and UGC regulations.
- The Supervisor must maintain complete records of coursework registration, progress, and completion status for their scholar.

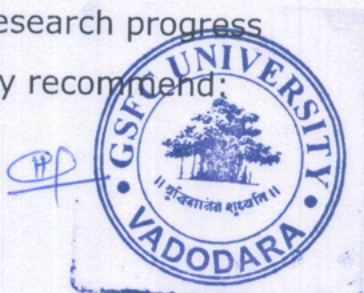
## **13. Research Work and Progress: Research Advisory Committee**

### **13.1. Constitution of RAC**

- The Supervisor is responsible for initiating and finalizing the Research Advisory Committee (RAC) for their scholar.
- The committee must include Supervisor (Chairperson) and one internal mentor and one external mentor related to the research field.
- The RAC must be constituted within 3 months of admission.
- Once constituted, the details of the RAC must be officially communicated to the Ph.D. Program Coordinator for records.

### **13.2. Roles & Responsibilities of RAC**

- Approve the initial research synopsis
- Finalize the research title and topic
- Guide the scholar on study design and methodology
- Conduct periodic reviews of research progress
- Based on review, the RAC may recommend:



- i. Continuation of the research
- ii. Modification of research objectives or methodology
- iii. Cancellation of the research work (in case of non-compliance or unsatisfactory progress)

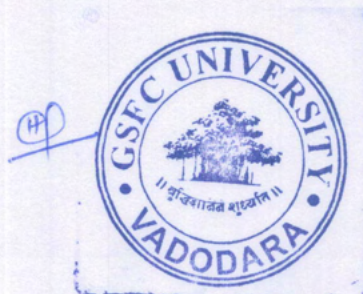
**Note:** All feedback provided during RAC meetings must be clearly documented and reflected in subsequent research work and future RAC presentations.

### **13.3. Conduction of RAC**

- Research progress review should be conducted biannually, typically in June and December, under the supervision of the respective Supervisor.
- Each scholar must submit their research progress report using Form-A (as per University-approved template – Annexure-8), along with fee payment receipts for all semesters, prior to the scheduled RAC.
- The Supervisor must submit a Proposal Note to the Ph.D. Program Coordinator for the approval of the Provost to finalize the RAC meeting date.
- Form-B must be submitted within one week after the RAC meeting (Annexure-9).
- For complete procedural guidelines, refer to Office Order No. Registrar/052025/71 (Annexure-10).
- Upon successful conduction of the RAC, the Supervisor must update the scholar's file and ensure that all RAC-related documents (e.g. external comments, forma A & B, presentation etc.) are emailed as soft copies to the RAC members, Ph.D. Program Coordinator, HoD, Registrar, Provost for official record and reference.

### **13.4. Change of RAC Member**

- A change in the RAC member(s) may be permitted under the following circumstances:



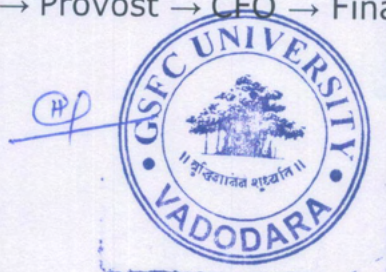


- i. Extended unavailability of the member (e.g., due to leave, retirement, resignation).
  - ii. Conflict of interest or academic misalignment with the scholar's research.
  - iii. Recommendation based on academic grounds by the Supervisor, Ph.D. Program Coordinator, or Dean.
- The Supervisor must submit a formal written request with appropriate justification, supported by relevant documentation (if applicable).
  - The request must be routed through the Ph.D. Program Coordinator and requires approval from the Provost through AMS Portal.
  - Once approved, the revised RAC constitution must be:
    - i. Officially recorded in the scholar's academic file.
    - ii. Communicated to the scholar and all relevant stakeholders

**Note:** Frequent or arbitrary changes in RAC members without valid justification will not be entertained.

### **13.5. RAC Remuneration to external members**

- The remuneration to external RAC examiners will be provided by the University as per the prevailing University policy (Annexure-11).
- The Supervisor must submit the bank account details and other required information of the external RAC members to the Ph.D. Program Coordinator within three (3) days of the RAC meeting, using the prescribed format (Annexure-12).
- The Ph.D. Program Coordinator will initiate the remuneration process twice a year (in the first week of July and January) through the AMS online portal for all eligible external RAC members following the route: Ph.D. Program Coordinator → Registrar → Provost → CEO → Finance Department



**Note:** If the Supervisor fails to submit the required details within the stipulated timeline, the Ph.D. Program Coordinator reserves the right to withhold the initiation of the payment process.

#### **14. Thesis Title Registration**

- The final thesis title of each research scholar must be registered by the Supervisor during the 1st or 2nd Research Advisory Committee (RAC) meeting.
- Upon successful registration, the Ph.D. Program Coordinator will issue an official Title Registration Letter to the scholar within 15 days. The template of registration letter is attached as annexure-13.
- In case of a title change, the scholar must submit a title change request Form (Annexure-14), providing proper justification, and relevance to the research work.
- Any title change must be initiated by the Supervisor, approved by the RAC members, and subsequently approved by the Provost before it becomes officially recognized.

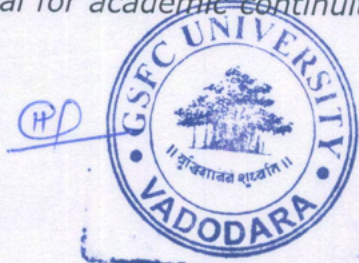
#### **15. Semester transfer Policy**

The Ph.D. Program Coordinator will initiate the semester transfer process for scholars through digital campus system (DCS) at the end of each semester (typically in the first week of July and January).

Semester transfer will be processed only after:

- Successful completion of the respective RAC (Research Advisory Committee) meeting, and
- Full payment of semester fees.

**Note:** Semester transfer is essential for academic continuity, and non-compliance may delay the scholar's progression.



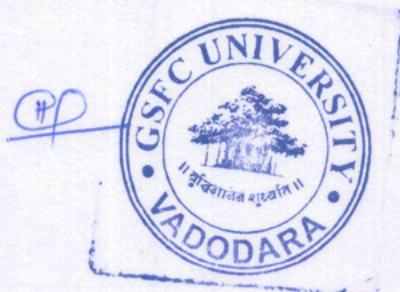
## **16. Addition of Co-Supervisor**

A Co-Supervisor may be appointed (optional) to support interdisciplinary research or to provide specialized expertise aligned with the scholar's research area.

- The Co-Supervisor must fulfil the criteria of Ph.D. guideship, either internal or external, in accordance with UGC Regulations, 2022.
- Appointment of a Co-Supervisor is permitted any time before the Pre-Synopsis Seminar.
- The Supervisor must initiate the request with appropriate academic justification and supporting documents, through the Academic Management System (AMS) following the route: Supervisor → HoD → Ph.D. Program Coordinator → Registrar → Provost
- Once approved, the appointment or change will be officially recorded and reflected in the scholar's academic records & university website.
- If the co-supervisor is from outside the GSFC University, a letter to co-supervisor will be issued by the Ph.D. Program Coordinator, duly signed by the Registrar, as per the prescribed template (Annexure-15).

## **17. Change of Supervisor/Co-Supervisor**

- A change in the Ph.D. Supervisor may be considered under the following circumstances:
  - i. Unavailability of the Supervisor due to transfer, resignation, retirement
  - ii. Long-term leave or medical condition
  - iii. Excessive academic or administrative workload
  - iv. Conflict or incompatibility between the scholar and the Supervisor  
(must be supported by valid justification and formal inquiry, if required)



## Process:

- The scholar must submit a written request by submitting the predefined form (Annexure-16) to the Ph.D. Program Coordinator, clearly stating the reasons, along with necessary supporting documents.
- Ph.D. Program Coordinator will initiate the request via AMS, following the route: Ph.D. Program Coordinator → HoD → Registrar → Provost
- The final decision rests with the University Management, and once approved, the change will be officially documented in the scholar's file.
- In the case of a Co-Supervisor, the individual must fulfil the minimum eligibility criteria for Ph.D. supervision as per the UGC Regulations.

**Note:** *Frequent or arbitrary changes in Supervisor/Co-Supervisor without valid justification will not be entertained.*

## 18. Ph.D. Program Budget

- The Ph.D. Program Coordinator, in consultation with the Head of department and Registrar, shall prepare an annual budget for the Ph.D. program.
- The budget shall cover the following components (indicative list):
  - Remuneration for external RAC members and examiners.
  - Expenses related to Ph.D. NPTEL course, workshops, seminars, and orientation programs.
  - Infrastructure and software support (e.g., plagiarism tools, Shodhganga upload access).
  - Miscellaneous academic administrative expenses.
- The proposed budget must be submitted to the Registrar and Provost for approval in March each year, for implementation in the next academic session.
- All expenditures shall follow the university's financial guidelines and require appropriate documentation and approval prior to disbursement.

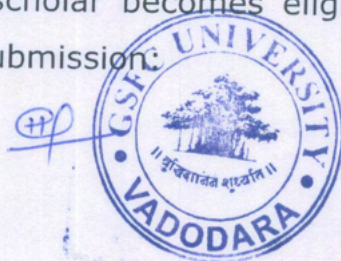


## **19. Research Budget and Access to Resources**

- The Supervisor is responsible for finalizing the workspace, laboratory, or designated research setting for the newly admitted scholar within one month of joining.
- The Supervisor and/or Scholar may explore and apply for internal (e.g., University Seed Grant) or external research grants to support their research work.
- At the initial stage, the scholar must submit a research proposal to the Supervisor. This proposal may be applied under the University Seed Grant Scheme, and subsequently, based on the progress and merit, submitted to prestigious national/international funding agencies.
- Ph.D. scholars may utilize already available chemicals, software, instruments, and laboratory facilities at the University strictly for approved research purposes coordinated through the Supervisor and the respective resource In-Charge.
- If the required chemicals, software, outsourcing for sample analysis or other specific resources are not available at the University, the scholar must arrange or procure them independently.
- Access must be coordinated through the Supervisor and the respective Lab/Resource In-Charge.
- Scholars must comply with established scheduling procedures, safety protocols, and maintain usage records as per University norms.

## **20. Minimum Requirement for Pre-Synopsis Seminar/Thesis Submission**

Although the UGC does not mandate specific minimum criteria for awarding a Ph.D. degree, GSFC University, in its commitment to maintaining high academic and research standards, has established the following minimum requirements that must be fulfilled before a scholar becomes eligible for the Pre-Synopsis Seminar and subsequent thesis submission.





- Two (2) peer-reviewed publications in Indexed Journals (Scopus/Web of Science/SCI) or Journals of equivalent standing as the first author.

**Note:** All activities must be relevant to the scholar's research domain and should be properly documented with certificates/publication proofs.

## 21. Pre-Synopsis Seminar

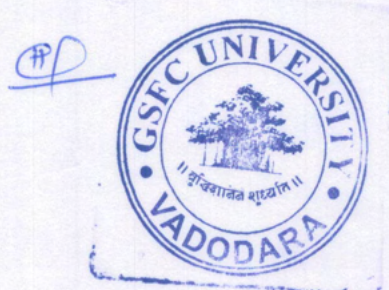
- Upon satisfactory completion of
  - i. Course work and obtaining the marks/grade prescribed in as mentioned in section 12 above
  - ii. At least five (5) satisfactory RACs, typically after three (3) years or six (6) semesters from the date of admission.

Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.

- Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee, which shall also be open to all faculty members and other research scholars/students.
- The presentation must include scholar's research progress, key findings, and proposed structure of the thesis before the RAC members for comprehensive feedback.
- All recommendations or suggestions made by the committee during the seminar must be incorporated into the final thesis draft.
- The scholar is eligible to submit the thesis any time after the successful completion of the Pre-Synopsis Seminar.

## 22. Thesis Format & Specification

The thesis must be prepared strictly in accordance with the University's approved guidelines, as detailed in Annexure-17 a & b.





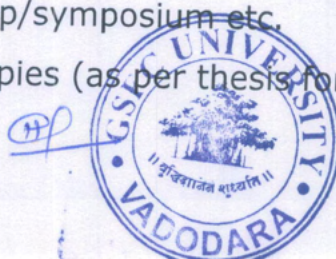
### **23. Plagiarism Check & Certification**

- All research-related documents, including RAC reports, pre-synopsis, and thesis drafts, must undergo plagiarism screening using the University's approved plagiarism detection tool.
- The Supervisor must forward the documents to the University Library for plagiarism screening.
- The library will issue a Plagiarism Certificate which must be countersigned by the Supervisor. (Annexure-18)
- The acceptable Similarity Index must be  $\leq 10\%$ .
- Any violation of plagiarism norms will be treated seriously and may lead to disciplinary action, including rejection of the thesis or cancellation of registration.
- For more details, University Grants Commission (Promotion Of Academic Integrity and Prevention of Plagiarism In Higher Educational Institutions) Regulations, 2018 is attached as Annexure-19.

### **24. Documents for Thesis Submission**

The following documents must be submitted to the Research Cell/Controller of Examinations for initiating the thesis evaluation process:

- Pre-synopsis seminar form
- Thesis Submission form
- Plagiarism Report (generated by the University Library using institutional software)
- Ph.D. Scholar's No-Plagiarism Undertaking (Annexure-20)
- Library Plagiarism Certificate attested by the Librarian and Supervisor (Annexure-18 as mentioned in section 23)
- Proof of Publications
- Proof of Conferences/workshop/symposium etc.
- Soft Copy and Hard Bound Copies (as per thesis formatting guidelines)





- No-Dues Certificate from all relevant departments and administrative units
- Originality Certificate from the Supervisor, affirming that the thesis is the scholar's original work and has not been submitted for the award of any other degree or diploma at any other Higher Educational Institution (Annexure-21)

## **25. Thesis Evaluation & Viva Voce**

### **25.1. Thesis Evaluation**

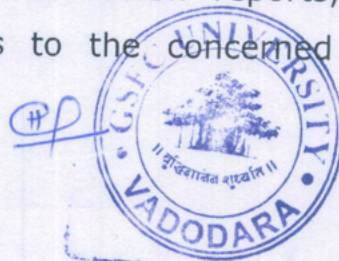
The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the Higher Educational Institution concerned.

#### **Panel Proposal:**

- The Supervisor shall propose a list of 10 external examiners (national and international), using the prescribed format (Annexure-22), for the Provost's approval.
- Proposed examiners should be Such examiner(s) should be academics with a good record of scholarly publications in the field.

#### **Selection for Review:**

- Out of the 10 examiners (5 national and 5 international), 4 external examiners will be selected by the Provost for blind peer review of the thesis.
- Wherever possible, one of the external examiners should be chosen from outside India.
- Registrar's Office will send the thesis to the approved external examiners and will coordinate all follow-ups to ensure timely submission of evaluation reports.
- Upon receipt of at least three review reports, Registrar will formally communicate the outcomes to the concerned Supervisor for further





action.

- The concerned shall complete the entire process of evaluating a Ph.D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

#### **Evaluation Outcomes:**

- Accepted – No or minor revisions required.
- Revision Required – Substantial improvements needed; thesis to be resubmitted post revision.
- Rejected

#### **In Case of Rejection:**

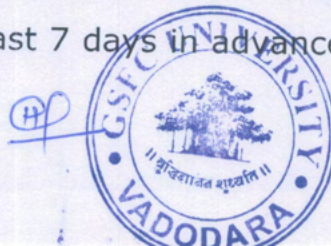
- If one external reviewer recommends rejection, the university concerned shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis.
- If the third examiner accepts the thesis, Viva Voce will be conducted.
- If the third examiner also rejects, the thesis stands rejected, and the scholar is ineligible for the award of Ph.D.
- If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.

### **25.2. Viva Voce**

#### **Eligibility:**

- The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if two external reviewers recommend acceptance of the thesis after incorporating any corrections suggested by them.

**Public Notification:** A formal public notice of the Viva Voce must be issued by the concerned supervisor at least 7 days in advance (as per the attached



template as annexure-23).

### **Viva Voce Committee Composition:**

- Chairperson: Supervisor(s)
- RAC Members
- One or Two External Examiners (depending on availability; may attend online or offline)
- Dean and Head of the Department
- Open to all interested faculty, researchers, and students

### **Format:**

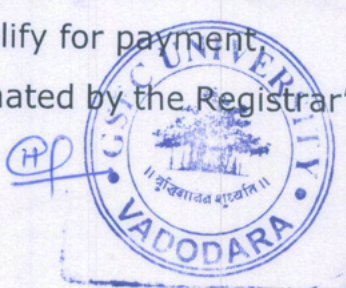
- The scholar shall deliver a 45 to 60-minute presentation following the prescribed template (Annexure-24).
- The Supervisor must review and verify the final presentation to ensure adherence to the specified template, format, and content.
- Followed by a Question & Answer session with the audience and panel.

### **25.3. Remuneration for External Reviewers (Thesis Evaluation)**

External reviewers involved in the evaluation of Ph.D. theses shall be paid honorarium/remuneration as per the GSFC University norms and approved budgetary provisions.

The Registrar's Office will initiate the payment process after receiving:

- Thesis evaluation report from the reviewer.
- Bank account details and required information in the prescribed format (Annexure-12).
- The honorarium amount and payment mode will be determined based on the university's latest financial policy.
- Reviewers must confirm submission of an original, confidential, and unbiased evaluation report to qualify for payment.
- The entire process shall be coordinated by the Registrar's Office's Office, in





consultation with the Finance Department.

## 26. Post-Ph.D. Compliance

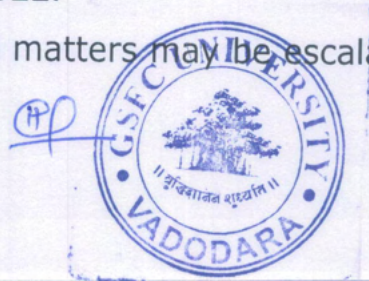
- Ph.D. scholar must upload the final approved version of the thesis on the Shodhganga portal maintained by INFLIBNET, as per UGC guidelines.
- A hard copy and softcopy of the thesis must be submitted to the University Library for inclusion in the institutional repository.
- The Supervisor shall ensure that the Scholars are registered on the Alumni Portal for the University's Alumni Database and actively participate in the Alumni Network. They may also be invited to contribute through mentorship activities, seminars, or future research collaborations.

## 27. Award of Degree

- Upon successful completion of the viva voce examination, the Ph.D. Program Coordinator will recommend the scholar for the award of the degree to exam section.
- Prior to the actual award of the Ph.D. degree, University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of UGC Ph.D. Regulations 2022.
- The Ph.D. degree shall be officially conferred during the University Convocation Ceremony.

## 28. Leave Policy

- Ph.D. supervisors are responsible for reviewing and approving all leave requests submitted by their respective scholars.
- Leave applications must be submitted through the official Digital Campus System (DCS) for recordkeeping and tracking.
- Female Ph.D. scholars are entitled to maternity/child care leave of up to 240 days during the entire duration of the Ph.D. program, in accordance with the UGC Ph.D. Regulations, 2022.
- In exceptional cases, leave-related matters may be escalated to the Ph.D.





Program Coordinator and the Registrar for further guidance and resolution.

## **29. Student Transfer from Full time to Part Time Mode**

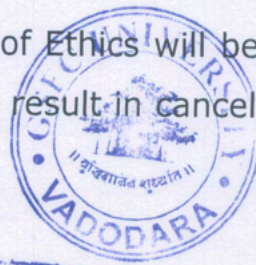
A Ph.D. scholar may request to shift from full-time to part-time under valid circumstances, subject to the following:

- Must have completed at least 1 semester as a full-time scholar.
- A valid reason must be provided (e.g., employment, health issues, family commitments) along with supporting documents.
- The scholar must submit a written application to the Supervisor, clearly stating the reason and attaching supporting documents (e.g., job offer letter, medical reports).
- Supervisor forwards to HoD → Ph.D. Program Coordinator → Registrar → Provost for final approval.
- Issued by Ph.D. Program Coordinator; records updated accordingly.
- Scholar must follow part-time fee structure and academic schedule.

**Note:** Once transferred to part-time mode, reversal to full-time is not allowed.

## **30. Code of ethics**

- All Ph.D. scholars must adhere to the highest standards of academic integrity and ethical conduct throughout the research process.
- Scholars are expected to:
  - i. Acknowledge all sources properly and avoid plagiarism.
  - ii. Ensure authenticity of data and research findings.
  - iii. Maintain transparency in methodology and publication practices.
  - iv. Respect intellectual property rights.
  - v. Avoid fabrication, falsification, or manipulation of research data.
- Scholars must sign and submit a Code of Conduct and Ethics Declaration at the time of provisional admission.
- Any breach of the University's Code of Ethics will be subject to review by the Ph.D. Ethics Committee and may result in cancellation of admission or





other disciplinary action as per University regulations.

### **31. Other relevant information**

- Any special cases or exceptions not explicitly covered under the above sections may be brought to the attention of the Ph.D. Program Coordinator by the concerned Supervisor.
- Such cases will be reviewed by the Ph.D. Program Coordinator and the Registrar, and may be escalated to the Provost for final consideration and approval, if required.
- All such exceptions must be justified in writing and accompanied by supporting documents wherever applicable.
- Submission of any false information or documents may result in the cancellation of my candidature without any further notice.



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# भारत का राजपत्र The Gazette of India

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PART III—Section 4

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विश्वविद्यालय अनुदान आयोग  
अधिसूचना

नई दिल्ली, 7 नवम्बर, 2022

विश्वविद्यालय अनुदान आयोग (पीएच.डी. उपाधि प्रदान करने हेतु न्यूनतम मानदण्ड और प्रक्रिया) विनियम, 2022

क्रम मि. सं० 1-3/2021 (क्यूआईपी).—विश्वविद्यालय अनुदान आयोग अधिनियम, 1956 (1956 का 3) की धारा 26 की उप-धारा (1) के अनुच्छेद (च) एवं (छ) के द्वारा प्रदत्त अधिकारों का प्रयोग करते हुए और यूजीसी (एम.फिल./पीएच.डी. उपाधि प्रदान करने हेतु न्यूनतम मानदण्ड और प्रक्रिया) विनियम, 2016 और इसके संशोधनों के प्रतिस्थापन में विश्वविद्यालय अनुदान आयोग एतद्वारा निम्नवत विनियम बनाता है, नामतः—

1. लघु शीर्ष, अनुप्रयोग एवं प्रवर्तन—

- (1) इन विनियमों को विश्वविद्यालय अनुदान आयोग (पीएच.डी. उपाधि प्रदान करने हेतु न्यूनतम मानदण्ड और प्रक्रिया) विनियम, 2022 कहा जाएगा।
- (2) ये विनियम, ऐसे प्रत्येक विश्वविद्यालय पर लागू होंगे जो किसी केन्द्रीय अधिनियम, प्रांतीय अधिनियम अथवा राज्य अधिनियम के तहत स्थापित अथवा निगमित है, तथा ऐसा प्रत्येक महाविद्यालय जो विश्वविद्यालय अनुदान आयोग अधिनियम, 1956 की धारा 3 के तहत मानित विश्वविद्यालय संस्थान हैं।
- (3) ये विनियम भारत के राजपत्र में अधिसूचित किए जाने की तिथि से लागू माने जाएंगे।

2. परिभाषाएं—

- (1) इन विनियमों में, जब तक कि संदर्भ से अन्यथा अपेक्षित न हो, —

क) "अधिनियम" का अर्थ विश्वविद्यालय अनुदान आयोग अधिनियम, 1956 (1956 का 3) है;

ख) अनुबंधक संकाय" का अर्थ है एक अंशकालिक या आकस्मिक प्रशिक्षक, लेकिन पूर्णकालिक संकाय सदस्य नहीं, जो एक उच्चतर शिक्षण संस्थान द्वारा पढ़ाने के लिए नियुक्त किया गया

है;

ग) "संचित ग्रेड प्वाइंट औसत (सीजीपीए)" का अर्थ सभी सेमेस्टर में एक छात्र के समग्र संचित प्रदर्शन का परिणाम है। सीजीपीए सभी सेमेस्टर में विभिन्न पाठ्यक्रमों में एक छात्र द्वारा अर्जित कुल क्रेडिट अंकों तथा सभी सेमेस्टर में सभी पाठ्यक्रमों के कुल क्रेडिट के योग का अनुपात है। इसे दशमलव के दो स्थानों तक व्यक्त किया जाता है;

घ) "क्रेडिट" का अर्थ है एक सेमेस्टर की अवधि में प्रति सप्ताह आवश्यक शिक्षण के घंटों की संख्या। एक सेमेस्टर में तीन-क्रेडिट पाठ्यक्रम का अर्थ है प्रति सप्ताह एक घंटे के तीन व्याख्यान जिसमें प्रत्येक एक घंटे के व्याख्यान को एक क्रेडिट के रूप में गिना जा सकता है;

ङ) "महाविद्यालय" का अर्थ है उच्चतर शिक्षण और/या अनुसंधान में संलग्न एक संस्था, जिसे या तो किसी विश्वविद्यालय द्वारा इसकी घटक इकाई के रूप में स्थापित किया गया है या इससे संबद्ध है;

च) "आयोग" का अर्थ यूजीसी अधिनियम 1956 की धारा 4 के तहत स्थापित विश्वविद्यालय अनुदान आयोग है;

छ) "पाठ्यक्रम" का अर्थ उन विशिष्ट इकाइयों में से एक है जो अध्ययन के एक कार्यक्रम को शामिल करती हैं;

ज) "कोर्स वर्क" का अर्थ है स्कूल/विभाग/केंद्र द्वारा पीएच.डी. उपाधि के लिए पंजीकृत शोधार्थी के अध्ययन के लिए निर्धारित पाठ्यक्रम;

झ) "उपाधि" का अर्थ है अधिनियम की धारा 22 (3) के प्रावधानों के अनुसार किसी उच्चतर शिक्षण संस्थान द्वारा प्रदान की गई उपाधि;

ञ) "बाह्य परीक्षक" का अर्थ है एक शिक्षाविद/छात्रवृत्ति प्राप्त शोधकर्ता जो शोधकार्य प्रकाशित होने के साथ उस उच्चतर शिक्षण संस्थान में नियोजित नहीं है जहां पीएच.डी. शोधार्थी ने पीएच.डी. कार्यक्रम के लिए पंजीकरण कराया है;

ट) "विदेशी शैक्षिक संस्थान" का अभिप्राय— (प) उस देश में विधिवत स्थापित या निगमित ऐसे संस्थान से है जो अपने देश में स्नातक, स्नातकोत्तर और उच्च स्तर पर शैक्षिक कार्यक्रम पेश करता हो और (पप) जो पारंपरिक मुखाभिमुख तरीके के माध्यम से डिग्री प्रदान करने के लिए अध्ययन के कार्यक्रम(ओं) की पेशकश करता हो, ना कि ऑनलाइन मुक्त एवं दूरस्थ ज्ञानार्जन माध्यम से।

ठ) "ग्रेड प्वाइंट" का अर्थ है 10-बिंदु पैमाने पर प्रत्येक अक्षर ग्रेड को आवंटित संख्यात्मक भार;

ड) "गाइड/शोध पर्यवेक्षक" का अर्थ है उच्चतर शिक्षण संस्थान द्वारा मान्यता प्राप्त एक शिक्षाविद/शोधकर्ता जो पीएच.डी. शोधार्थी और उसके शोध की निगरानी करे।

ढ) "उच्चतर शिक्षण संस्थान" का अर्थ इन विनियमों के विनियम 1 के खंड 2 के तहत विनिर्दिष्ट विश्वविद्यालय या संस्थान है;

ण) "अंतर्विषयक शोध" का अर्थ है दो या दो से अधिक शैक्षणिक विषयों में पीएच.डी. शोधार्थी द्वारा किया गया शोध;

त) "मुक्त एवं दूरस्थ ज्ञानार्जन माध्यम" का वही अर्थ होगा जो यूजीसी (मुक्त एवं दूरस्थ ज्ञानार्जन माध्यम एवं ऑनलाइन कार्यक्रमों) विनियम, 2020 के तहत परिभाषित है;

थ) ऑनलाइन माध्यम का वही अर्थ होगा जो यूजीसी (मुक्त एवं दूरस्थ ज्ञानार्जन माध्यम एवं ऑनलाइन कार्यक्रमों) विनियम, 2020 के तहत परिभाषित है;

द) "साहित्यिक चोरी" का अर्थ है किसी और के कार्य या विचार को स्वयं के मूल कार्य के रूप में प्रकाशित कराना।

ध) "कार्यक्रम" का अर्थ अधिनियम की धारा 22 की उप-धारा (3) के तहत आयोग द्वारा निर्दिष्ट उपाधि के लिए अपनाये जाने वाला उच्चतर शिक्षा कार्यक्रम है;

न) "विवरण-पुस्तिका" का अर्थ है कोई भी प्रकाशन, चाहे वह प्रिंट में हो या अन्यथा, उच्चतर शिक्षण संस्थान और कार्यक्रमों से संबंधित सर्वसाधारण जनता को (ऐसे उच्चतर शिक्षण संस्थानों में प्रवेश के इच्छुक हो) निष्पक्ष और पारदर्शी जानकारी प्रदान करने के लिए उच्चतर शिक्षण संस्थानों द्वारा जारी किया गया हो;

प) "शोध प्रस्ताव" का अर्थ है प्रस्तावित शोध कार्य की रूपरेखा देने वाला एक संक्षिप्त आलेख जो पीएच.डी. कार्यक्रम हेतु पंजीकरण के लिए आवेदन के साथ पीएच.डी. अभ्यर्थी द्वारा प्रस्तुत किया जाएगा;

फ) "विश्वविद्यालय" का अर्थ एक केंद्रीय अधिनियम, एक प्रांतीय अधिनियम, या एक राज्य अधिनियम द्वारा या उसके तहत स्थापित या निगमित एक उच्चतर शिक्षण संस्थान है, और इसमें अधिनियम की धारा 3 के तहत एक मानित विश्वविद्यालय के रूप में माना जाने वाला उच्चतर शिक्षण संस्थान शामिल होगा।

(2) इन विनियमों में प्रयुक्त और परिभाषित नहीं किए गए शब्दों और अभिव्यक्तियों, लेकिन अधिनियम में परिभाषित और इन विनियमों के अनुरूप नहीं हैं, उनका अर्थ क्रमशः उस अधिनियम में दिया जाएगा।

**3. पीएच.डी.कार्यक्रम में प्रवेश के लिए पात्रता मानदण्ड** – निम्नवत अभ्यर्थी पीएच.डी. कार्यक्रम में प्रवेश प्राप्त करने हेतु पात्र हैं :-

(1) वे अभ्यर्थी जिन्होंने पूरा कर लिया है:-

i). 4-वर्षीय/8-सेमेस्टर स्नातक उपाधि कार्यक्रम के बाद 1-वर्ष/2-सेमेस्टर स्नातकोत्तर उपाधि कार्यक्रम अथवा 3-वर्षीय स्नातक उपाधि कार्यक्रम के बाद 2-वर्षीय/4-सेमेस्टर स्नातकोत्तर उपाधि कार्यक्रम अथवा संबंधित सांविधिक निकाय द्वारा स्नातकोत्तर उपाधि के समकक्ष घोषित योग्यताएं, जहां कहीं भी ग्रेडिंग प्रणाली का पालन किया जाता है; अथवा एक मूल्यांकन और प्रत्यायन एजेंसी द्वारा मान्यता प्राप्त ऐसे विदेशी शैक्षणिक संस्थान से समकक्ष योग्यता, जो किसी प्राधिकरण द्वारा स्थापित, मान्यता प्राप्त या अधिकृत है, में कम से कम 55: अंकों के साथ या इसके समकक्ष ग्रेड में एक बिंदु पैमाने पर अथवा ऐसे प्रत्यायित विदेशी शैक्षणिक संस्थान से समकक्ष उपाधि प्राप्त की हो, जो कि किसी आकलन एवं प्रत्यायन एजेंसी द्वारा प्रत्यायित है, जोकि शैक्षणिक संस्थानों की गुणवत्ता एवं मानकों को सुनिश्चित करने एवं उनके आकलन, प्रत्यायन हेतु ऐसे किसी सांविधिक प्राधिकरण द्वारा अथवा ऐसे एक प्राधिकरण के अंतर्गत स्वीकृत एवं प्रत्यायित है जो कि उस देश में किसी कानून के अन्तर्गत स्थापित अथवा निगमित है।

अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग (नॉन-क्रीमी लेयर)/दिव्यांग व्यक्ति, आर्थिक रूप से कमजोर वर्ग (ई.डब्ल्यू.एस) और अन्य श्रेणियों के अभ्यर्थियों को समय-समय पर विश्वविद्यालय अनुदान आयोग के निर्णय के अनुसार 5: अंकों अथवा ग्रेड में समतुल्य छूट प्रदान की जा सकती है।

बशर्ते, 4-वर्षीय/8-सेमेस्टर स्नातक उपाधि कार्यक्रम के बाद प्रवेश पाने के इच्छुक उम्मीदवार के न्यूनतम 75: अंक होने चाहिए या इसके समकक्ष ग्रेड एक पॉइंट स्केल में जहां भी ग्रेडिंग सिस्टम का पालन किया जाता है; अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग (नॉन-क्रीमी लेयर)/दिव्यांग व्यक्ति, आर्थिक रूप से कमजोर वर्ग (ई.डब्ल्यू.एस) और अन्य श्रेणियों के उम्मीदवारों के लिए समय-समय पर आयोग के निर्णय के अनुसार 5: अंकों या ग्रेड में समतुल्य की छूट की अनुमति प्रदान की जा सकती है।

(2) एम.फिल. पाठ्यक्रम को कम से कम 55: अंकों के साथ उत्तीर्ण करने वाले अथवा जहाँ कहीं भी-ग्रेडिंग प्रणाली अपनाई जाती है वहाँ बिंदु मानक पर समतुल्य ग्रेड अथवा ऐसे प्रत्यायित विदेशी शैक्षणिक संस्थान से समकक्ष उपाधि प्राप्त की हो, जो कि किसी आकलन एवं प्रत्यायन एजेंसी द्वारा प्रत्यायित है, जोकि शैक्षणिक संस्थानों की गुणवत्ता एवं मानकों को सुनिश्चित करने एवं उनके आकलन, प्रत्यायन हेतु ऐसे किसी सांविधिक प्राधिकरण द्वारा अथवा ऐसे एक प्राधिकरण के अंतर्गत स्वीकृत एवं प्रत्यायित है जो कि उस देश में किसी कानून के अन्तर्गत स्थापित अथवा निगमित है, से समतुल्य योग्यता प्राप्त अभ्यर्थी पीएच.डी. कार्यक्रम में नामांकन के लिए पात्र होंगे।

#### 4. कार्यक्रम की अवधि-

(1) पीएच.डी. कार्यक्रम की अवधि कम से कम तीन (3) वर्ष की होगी, जिसमें पाठ्यक्रम से संबंधित कार्य (कोर्स वर्क) भी शामिल होगा तथा पीएच.डी. कार्यक्रम में प्रवेश की तिथि से अधिकतम अवधि छह (6) वर्ष होगी।

(2) संबंधित उच्चतर शिक्षण संस्थान के सांविधि/अध्यादेश के अनुसार पुनः पंजीकरण की प्रक्रिया के माध्यम से अधिकतम दो (2) वर्ष का अतिरिक्त समय दिया जा सकता है; बशर्ते, कि पीएच.डी. कार्यक्रम पूरा करने की कुल अवधि पीएच.डी. कार्यक्रम में प्रवेश की तिथि से आठ (8) वर्ष से अधिक नहीं होना चाहिए।

बशर्ते कि, महिला पीएच.डी. शोधार्थियों एवं दिव्यांग व्यक्तियों (40: से अधिक विकलांगता वाले) को दो (2) वर्षों की अतिरिक्त छूट की अनुमति दी जा सकती है, हालांकि, पीएच.डी. कार्यक्रम पूरा करने की कुल अवधि ऐसे मामले में पीएच.डी. कार्यक्रम में प्रवेश की तारीख से दस (10) वर्ष से अधिक नहीं होना चाहिए।

(3) महिला पीएच.डी. शोधार्थियों को पीएच.डी. कार्यक्रम की पूरी अवधि में 240 दिनों तक के लिए मातृत्व अवकाश/शिशु देखभाल अवकाश प्रदान किया जा सकता है।

### 5. प्रवेश की प्रक्रिया—

(1) प्रवेश, यूजीसी और अन्य संबंधित वैधानिक/नियामक निकायों द्वारा जारी किए गए दिशा-निर्देशों/मानदंडों को ध्यान में रखते हुए, और केंद्र/राज्य सरकार द्वारा समय-समय पर जारी किए गए आरक्षण नीति का पालन करते हुए, संस्थान द्वारा अधिसूचित मानदंडों पर आधारित होगा।

(2) पीएच.डी. कार्यक्रम में प्रवेश निम्नलिखित विधियों का उपयोग करके किया जा सकता है:

(क) उच्चतर शिक्षण संस्थान एक साक्षात्कार के आधार पर यूजीसी-नेट/यूजीसी-सीएसआईआर नेट/गेट/सीईईडी और इसी तरह के राष्ट्रीय स्तर के परीक्षाओं में अध्येतावृत्ति/छात्रवृत्ति के लिए अर्हता प्राप्त करने वाले छात्रों को प्रवेश दे सकते हैं।

और/या

(ख) उच्चतर शिक्षण संस्थान अपने स्तर पर आयोजित प्रवेश परीक्षा के माध्यम से छात्रों को प्रवेश दे सकते हैं। प्रवेश परीक्षा में 50: प्रश्न शोध पद्धति तथा 50: विशिष्ट विषय के पूछे जाएंगे।

(ग) प्रवेश परीक्षा में 50: अंक अर्जित करने वाले अभ्यर्थी साक्षात्कार के लिए बुलाए जाने के पात्र होंगे।

(घ) आयोग द्वारा समय-समय पर लिए गए निर्णय के अनुसार अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग/दिव्यांग वर्ग, आर्थिक रूप से कमजोर वर्ग (ई.डब्ल्यू.एस) और अन्य श्रेणियों के उम्मीदवारों के लिए प्रवेश परीक्षा में 5: अंकों की छूट की अनुमति दी जाएगी।

(ङ) उच्चतर शिक्षण संस्थान उपलब्ध पीएच.डी सीटों की संख्या के आधार पर साक्षात्कार के लिए बुलाए जाने वाले पात्र छात्रों की संख्या तय कर सकते हैं।

(च) बशर्ते कि, उच्चतर शिक्षण संस्थान द्वारा आयोजित प्रवेश परीक्षा के आधार पर उम्मीदवारों के चयन के लिए, प्रवेश परीक्षा के लिए 70: और साक्षात्कार/मौखिक परीक्षा में प्रदर्शन के लिए 30: का महत्व दिया जाएगा।

### (3) विश्वविद्यालय और महाविद्यालय जो पीएच.डी. कार्यक्रम चलाने के पात्र है, वे:

i. दाखिले हेतु सीटों की संख्या, उपलब्ध सीटों का विषय/विषय-वार संवितरण, दाखिले का मानदंड, दाखिले की प्रक्रिया और अभ्यर्थियों के लिए अन्य सभी संगत जानकारी को निर्दिष्ट करते हुए संस्थान की वेबसाइट पर एक विवरण-पुस्तिका को पहले से ही सूचित करेंगे;

ii. राष्ट्रीय/राज्य स्तरीय आरक्षण नीति का यथास्थिति अनुपालन करें।

(4) उच्चतर शिक्षण संस्थान पीएच.डी. पर्यवेक्षकों की एक सूची का रख-रखाव (पर्यवेक्षक का नाम, उसका पदनाम और विभाग/स्कूल/केंद्र निर्दिष्ट करते हुए), पीएच.डी. के लिए पंजीकृत छात्रों के विवरण के साथ (पंजीकृत पीएच.डी. छात्र का नाम, उनके शोध का विषय और दाखिले की तारीख का उल्लेख करते हुए) अपने वेबसाइट पर अपलोड करेंगे और हर शैक्षणिक वर्ष में इस सूची को अद्यतन करेंगे।

### 6. शोध पर्यवेक्षक का निर्धारण—शोध पर्यवेक्षक, सह-पर्यवेक्षक बनने हेतु पात्रता मानदण्ड, प्रति पर्यवेक्षक के लिए अनुमेय पीएच.डी. शोधार्थियों की संख्या, आदि।

(1) उच्चतर शिक्षण संस्थान के प्रोफेसर/एसोसिएट प्रोफेसर के रूप में काम करने वाले स्थायी संकाय सदस्य जिन्होंने पीएच.डी. प्राप्त करने के साथ पीयर-रिव्यू या संदर्भित पत्रिकाओं में कम से कम पांच शोध प्रकाशित किए हैं और उच्चतर शिक्षण संस्थानों में सहायक प्रोफेसर के रूप में काम करने वाले स्थायी संकाय सदस्य जो पीएच.डी. उपाधि धारक हो तथा जिसके द्वारा पीयर-रिव्यू या संदर्भित पत्रिकाओं में कम से कम तीन शोध प्रकाशन प्रकाशित किए गए हों उन्हें वि"वविद्यालय अथवा इसके संबद्ध स्नातकोत्तर महाविद्यालयों/संस्थानों में शोध पर्यवेक्षक के रूप में मान्यता दी जा सकती है जहां वे कार्यरत है। ऐसे मान्यता प्राप्त शोध पर्यवेक्षक अन्य संस्थानों में शोधार्थियों के पर्यवेक्षक नहीं हो सकते हैं, पर वहां वे केवल सह-पर्यवेक्षक के रूप में कार्य कर सकते हैं। अगर पीएच.डी. की एक उपाधि एक विश्वविद्यालय द्वारा एक ऐसे संकाय सदस्य की देखरेख में प्रदान की जाती है जो उस विश्वविद्यालय या उसके संबद्ध स्नातकोत्तर महाविद्यालयों/संस्थानों का कर्मचारी नहीं है, तो इसे इन विनियमों का उल्लंघन माना जाएगा।

केंद्र सरकार/राज्य सरकार के अनुसंधान संस्थानों में कार्यरत पीएच.डी. शोधार्थी जिनकी डिग्री उच्चतर शिक्षण संस्थानों द्वारा दी जाती है, ऐसे शोध संस्थानों के वैज्ञानिक जो प्रोफेसर/एसोसिएट प्रोफेसर/सहायक प्रोफेसर के समकक्ष हैं, उन्हें पर्यवेक्षक के रूप में मान्यता दी जा सकती है यदि वे उपरोक्त आवश्यक मापदंड को पूरा करते हैं।

बशर्ते कि उन क्षेत्रों/विषयों में जहां कोई पीयर-रिव्यू या संदर्भित पत्रिकाएँ नहीं हैं, या केवल सीमित संख्या में हैं, उच्चतर शिक्षण संस्थान लिखित रूप में उचित कारण दर्ज करते हुए शोध पर्यवेक्षक के रूप में किसी व्यक्ति की मान्यता के लिए उपरोक्त शर्त में छूट दे सकता है।

एक ही विभाग या एक ही संस्थान के अन्य विभागों या अन्य संस्थानों के सह-पर्यवेक्षकों को सक्षम प्राधिकारी के अनुमोदन से अनुमति दी जा सकती है।

अनुबंध संकाय सदस्य (एडजंक्ट फैकल्टी) शोध पर्यवेक्षक नहीं हो सकते, वे केवल सह-पर्यवेक्षक के रूप में कार्य कर सकते हैं।

- (2) अंतर्विषयक/बहुविषयक अनुसंधान कार्य के मामले में, यदि आवश्यक हो, विभाग/स्कूल/केंद्र/महाविद्यालय/विश्वविद्यालय के बाहर से एक सह-पर्यवेक्षक नियुक्त किया जा सकता है।
- (3) किसी एक समय में एक पात्र प्रोफेसर/एसोसिएट प्रोफेसर/सहायक प्रोफेसर क्रमशः आठ (8)/छह (6)/चार (4) पीएच.डी. छात्रों का मार्गदर्शन कर सकते हैं।
- (4) विवाह अथवा अन्यथा किसी कारण से किसी पीएच.डी.महिला शोधार्थी के अन्यत्र चले जाने पर, शोध आंकड़ों को ऐसे उच्चतर शिक्षण संस्थान को अंतरित करने की अनुमति होगी जहाँ शोधार्थी पुनः जाना चाहे बशर्ते कि इन विनियमों के अन्य सभी निबंधन और शर्तों का शब्दशः पालन किया जाए तथा शोध किसी मूल संस्थान/पर्यवेक्षक द्वारा किसी वित्त पोषण एजेंसी से प्राप्त न किया गया हो। तथापि, शोधार्थी मूल संस्थान के मार्गदर्शन तथा संस्थान के पूर्व में किए गए शोध कार्य के लिए उसे पूर्ण श्रेय देगा।
- (5) ऐसे संकाय सदस्य जिनकी सेवानिवृत्ति को तीन वर्ष से कम की अवधि बची है उन्हें अपने पर्यवेक्षण में नए शोधार्थियों को लेने की अनुमति नहीं होगी। बशर्ते कि, हालाँकि, ऐसे संकाय अपनी सेवानिवृत्ति तक पहले से ही पंजीकृत शोधार्थियों का पर्यवेक्षण जारी रख सकते हैं और सेवानिवृत्ति के पश्चात् सह-पर्यवेक्षक के रूप में 70 वर्ष की आयु प्राप्त करने तक ही कार्य कर सकते हैं उसके बाद नहीं।

## 7. अंतर्राष्ट्रीय छात्रों का पीएच.डी. कार्यक्रमों में प्रवेश –

- (1) प्रत्येक पर्यवेक्षक पीएच.डी. शोधार्थियों की अनुमति संख्या के ऊपर दो अंतर्राष्ट्रीय शोधार्थियों को एक अतिरिक्त आधार पर मार्गदर्शन कर सकता है, जैसा कि ऊपर खंड 6.3 में निर्दिष्ट है।
- (2) उच्चतर शिक्षण संस्थान संबंधित सांविधिक/नियामक निकायों द्वारा समय-समय पर जारी दिशा-निर्देशों/मानदंडों को ध्यान में रखते हुए अंतर्राष्ट्रीय छात्रों का पीएच.डी. में दाखिले के लिए अपनी चयन प्रक्रिया स्वयं तय कर सकते हैं।

8. किसी भी समय, पीएच.डी. छात्रों की कुल संख्या, एक संकाय सदस्य के अधीन या तो पर्यवेक्षक या सह-पर्यवेक्षक के रूप में छात्रों की संख्या खंड 6.3 और खंड 7.1 में निर्धारित संख्या से अधिक नहीं होगी।

## 9. कोर्स वर्क— क्रेडिट आवश्यकताएं, संख्या, अवधि, पाठ्यक्रम, पूरा करने के लिए न्यूनतम मानदण्ड आदि।

- (1) पीएच.डी. कोर्स वर्क के लिए कम से कम 12 क्रेडिट की आवश्यकता होगी, जिसमें "शोध और प्रकाशन नैतिकता" कोर्स, जैसा कि यूजीसी द्वारा डी.ओ. मि० सं० 1-1/2018 (जर्नल/केयर) 2019 में अधिसूचित है और जिसमें एक शोध पद्धति पाठ्यक्रम शामिल है। शोध सलाहकार समिति पीएच.डी. कार्यक्रम के लिए क्रेडिट आवश्यकताओं के हिस्से के रूप में यूजीसी द्वारा मान्यता प्राप्त ऑनलाइन पाठ्यक्रमों की सिफारिश भी कर सकती हैं।
- (2) सभी पीएच.डी. शोधार्थी को अपने डॉक्टरेट अवधि के दौरान अध्ययन के विषय की परवाह किए बिना अपने चुने हुए पीएच.डी. विषय से संबंधित शिक्षण/शिक्षा/शिक्षाशास्त्र/लेखन में प्रशिक्षण प्राप्त करने होंगे। पीएच.डी. शोधार्थियों को ट्यूटोरियल या प्रयोगशाला कार्य और मूल्यांकन के संचालन के लिए प्रति सप्ताह 4-6 घंटे शिक्षण/शोध सहायक के कार्य भी सौंपे जा सकते हैं।
- (3) एक पीएच.डी. शोधार्थी को पीएच.डी. कार्यक्रम को जारी रखने और अपनी शोध प्रबंधन (थीसिस) जमा करने हेतु पात्र होने के लिए न्यूनतम 55: अंक या यूजीसी 10-पॉइंट स्केल में इसके समकक्ष ग्रेड प्राप्त करना होगा।

**10. शोध सलाहकार समिति और उसके कार्य—**

- (1) प्रत्येक पीएच.डी. छात्र के लिए एक शोध सलाहकार समिति होगी या समकक्ष निकाय, जैसा कि संबंधित उच्च शिक्षा संस्थान के कानूनों/अध्यादेशों में परिभाषित किया गया है। पीएच.डी. शोधार्थी के शोध पर्यवेक्षक इस समिति के संयोजक होंगे और इस समिति के उत्तरदायित्व निम्नवत् होंगे:
  - i. शोध प्रस्ताव की समीक्षा करना और शोध के शीर्षक को अंतिम रूप देना।
  - ii. शोधार्थी को अध्ययन ढाँचे तथा शोध पद्धति को विकसित करने के लिए मार्गदर्शन प्रदान करना तथा उसके द्वारा पूर्ण किए जाने वाले पाठ्यक्रम (ओं) की पहचान कराना।
  - iii. पीएच.डी. शोधार्थी के शोध कार्य की प्रगति की आवधिक समीक्षा और प्रगति में सहायता करना।
- (2) प्रत्येक सेमेस्टर में एक बार पीएच.डी. शोधार्थी शोध सलाहकार समिति के समक्ष उपस्थित होकर मूल्यांकन तथा आगे का मार्गदर्शन प्राप्त करने के लिए अपने कार्य की प्रगति पर एक संक्षिप्त रिपोर्ट जमा करेंगे और प्रस्तुति देंगे। शोध सलाहकार समिति पीएच.डी. शोधार्थी की प्रगति रिपोर्ट की एक प्रति के साथ अपनी सिफारिशें संबंधित उच्चतर शिक्षण संस्थान को प्रस्तुत करेगी। ऐसी सिफारिशों की एक प्रति पीएच.डी. शोधार्थी को भी उपलब्ध कराई जाएगी।
- (3) यदि पीएच.डी. शोधार्थी की प्रगति असंतोषजनक हो तो, शोध सलाहकार समिति इसके कारणों को दर्ज करेगी और सुधारात्मक उपाय सुझाएगी। यदि पीएच.डी. शोधार्थी इन सुधारात्मक उपायों को कार्यान्वित करने में विफल रहता है तो शोध सलाहकार समिति विशिष्ट कारण दर्ज कर पीएच.डी. शोधार्थी के पंजीकरण को रद्द करने की सिफारिश कर सकती है।

**11. उपाधि प्रदान करने के लिए मूल्यांकन तथा निर्धारण पद्धतियां न्यूनतम मानदण्ड/क्रेडिट, आदि—**

- (1) पाठ्यक्रम का काम संतोषजनक ढंग से पूरा करने और उपरोक्त विनियम 9 के खंड (3) में विहित अंक/ग्रेड प्राप्त करने पर, पीएच.डी. शोधार्थी को शोध कार्य करने और एक मसौदा शोध प्रबंध/थीसिस प्रस्तुत करने की आवश्यकता होगी।
- (2) शोध प्रबंध/थीसिस जमा करने से पूर्व, पीएच.डी. शोधार्थी संबंधित उच्चतर शिक्षण संस्थान की शोध सलाहकार समिति के समक्ष एक प्रस्तुति देगा जिसमें सभी संकाय सदस्य तथा अन्य शोधार्थी/विद्यार्थी उपस्थित होंगे।
- (3) संबंधित उच्चतर शिक्षण संस्थान के पास शोध कार्य में साहित्यिक चोरी का पता लगाने के लिए सुविकसित सॉफ्टवेयर अनुप्रयोगों का उपयोग करने वाला एक तंत्र का होना आवश्यक है और शोध सत्यनिष्ठा पीएच.डी. उपाधि प्रदान करने के निमित्त सभी शोध गतिविधियों का एक अभिन्न अंग होगा।
- (4) पीएच.डी. शोधार्थी मूल्यांकन हेतु शोध प्रबंध/थीसिस प्रस्तुत करेगा, जिसके साथ (क) शोधार्थी से एक वचनवद्धता प्राप्त करना होगा जिसमें यह आश्वासन दिया जाएगा कि किसी भी प्रकार की कोई साहित्यिक चोरी नहीं हुई है और, (ख) शोध पर्यवेक्षक द्वारा शोध प्रबंध/थीसिस की मौलिकता के अनुप्रमाणन स्वरूप एक प्रमाण पत्र जमा करना होगा, जिसमें यह आश्वासन दिया जाएगा कि यह शोध प्रबंध किसी अन्य उच्चतर शिक्षण संस्थान में किसी अन्य उपाधि/डिप्लोमा के पाठ्यक्रम करने के लिए थीसिस जमा नहीं किया गया है।
- (5) किसी भी पीएच.डी. शोधार्थी द्वारा प्रस्तुत पीएच.डी. शोध प्रबंध/थीसिस का मूल्यांकन उसके शोध पर्यवेक्षक और कम से कम दो ऐसे बाह्य परीक्षकों द्वारा किया जाएगा जो संबंधित क्षेत्र में विशेषज्ञ हो और संबंधित उच्चतर शिक्षण संस्थान में नियोजित नहीं हो। ऐसे परीक्षक वे शिक्षाविद होंगे जिनको संबंधित विषय क्षेत्र में विद्वतापूर्ण प्रकाशन की सुकीर्ति प्राप्त हो। यथासंभव, बाह्य परीक्षकों में से एक को भारत के बाहर से चुना जाना चाहिए। मौखिक परीक्षा में बोर्ड में शोध पर्यवेक्षक और दो बाह्य परीक्षकों में से कम से कम एक शामिल होगा और यह ऑनलाइन मोड में आयोजित किया जा सकता है। मौखिक परीक्षा में शोध सलाहकार समिति के सदस्यगण/संकाय सदस्य/शोध अन्य शोधार्थियों तथा छात्र भाग ले सकते हैं, उच्चतर शिक्षण संस्थान इस विनियम के प्रावधानों को लागू करने के लिए उपयुक्त नियम/अध्यादेश तैयार कर सकते हैं।
- (6) शोध प्रबंध/थीसिस के पक्ष में शोधार्थी की मौखिक परीक्षा केवल उस स्थिति में आयोजित की जाएगी जब दोनों बाह्य परीक्षक उनके द्वारा सुझाए गए सुधारों को शामिल करने के बाद थीसिस को स्वीकार करने की सिफारिश करते हैं। यदि इन बाह्य परीक्षकों में से कोई एक अस्वीकृति की सिफारिश करता है, तो संबंधित उच्चतर शिक्षण संस्थान परीक्षकों के अनुमोदित पैनल से एक वैकल्पिक बाह्य परीक्षक को थीसिस भेजेगा और मौखिक परीक्षा केवल तभी

आयोजित की जाएगी जब वैकल्पिक परीक्षक थीसिस की स्वीकृति की सिफारिश करता है। यदि वैकल्पिक परीक्षक थीसिस की स्वीकृति की अनुशंसा नहीं करता है, तो थीसिस को अस्वीकार कर दिया जाएगा, और पीएच.डी शोधार्थी को पीएच.डी. के अवार्ड के लिए अपात्र घोषित कर दिया जाएगा।

(7) संबंधित उच्चतर शिक्षण संस्थान पीएचडी के मूल्यांकन की पूरी प्रक्रिया वाइवा-वॉयस परिणाम की घोषणा सहित पीएच.डी. थीसिस, थीसिस जमा करने की तारीख से छह (6) महीने की अवधि के भीतर पूरी करेगा।

**12. पीएच.डी. कार्यक्रमों को प्रस्तुत करने के लिए महाविद्यालयों द्वारा पूर्ण की जाने वाली शैक्षणिक, अनुसंधान, प्रशासनिक और अवसंरचनात्मक अपेक्षाएं—**

(1) वे स्नातकोत्तर महाविद्यालय जो 4-वर्षीय स्नातक कार्यक्रम और/या स्नातकोत्तर कार्यक्रम चलाते हैं, पीएच.डी. कार्यक्रम चला सकते हैं। बशर्ते, वे इन विनियमों के अनुरूप पात्र शोध पर्यवेक्षकों, अपेक्षित अवसंरचना तथा सहायक प्रशासनिक और अनुसंधान सुविधाओं की उपलब्धता को सुनिश्चित करते हों।

(2) केंद्र सरकार या राज्य सरकार द्वारा स्थापित वे महाविद्यालय और शोध संस्थान जिनकी डिग्री उच्चतर शिक्षण संस्थानों द्वारा प्रदान की जाती है, पीएच.डी. कार्यक्रम की पेशकश कर सकेंगे, बशर्ते कि उनके पास:—

i. एक महाविद्यालय में कम से कम दो संकाय सदस्य या शोध संस्थान में दो पीएच.डी. उपाधि धारक वैज्ञानिक होने चाहिए।

ii. उच्चतर शिक्षण संस्थान द्वारा निर्दिष्ट पर्याप्त बुनियादी ढांचा, प्रशासनिक सहायता, अनुसंधान सुविधाएं और पुस्तकालय संसाधन की व्यवस्था हो।

**13. अंशकालिक शिक्षा पद्धति के माध्यम से पीएच.डी.—**

(1) अंशकालिक पद्धति के माध्यम से पीएच.डी. कार्यक्रमों को चलाने की अनुमति दी जाएगी बशर्ते इन विनियमों में विनिर्दिष्ट सभी शर्तें पूरी हों।

(2) संबंधित उच्चतर शिक्षण संस्थान को अंशकालिक पीएच.डी. के लिए अभ्यर्थी के माध्यम से उस संस्थान के सक्षम अधिकारी द्वारा निर्गत एक "अनापत्ति प्रमाण पत्र" प्राप्त करना होगा जहां अभ्यर्थी कार्यरत है और जिसमें यह स्पष्ट रूप से यह उल्लेख किया गया हो कि:

i. उम्मीदवार को अंशकालिक आधार पर अध्ययन करने की अनुमति है।

ii. उनके आधिकारिक कर्तव्य उन्हें शोध के लिए पर्याप्त समय देने की अनुमति देते हैं।

iii. यदि आवश्यक हुआ तो उन्हें कोर्स वर्क पूरा करने के लिए कार्यभार से मुक्त कर दिया जाएगा।

(3) वर्तमान में लागू इन विनियमों अथवा किसी अन्य कानून में अंतर्विष्ट किसी भी बात के बावजूद, कोई भी उच्चतर शिक्षण संस्थान या केंद्र सरकार या राज्य सरकार का शोध संस्थान दूरस्थ और/या ऑनलाइन पद्धति के माध्यम से पीएच.डी. पाठ्यक्रम नहीं चलाएगा।

**14. एम.फिल.उपाधि की स्वीकृति—** उच्चतर शिक्षण संस्थान एम.फिल.(मास्टर ऑफ फिलॉसफी) उपाधि प्रदान नहीं करेंगे।

**15. अनंतिम प्रमाणपत्र जारी करना—** उपाधि को वास्तव में प्रदान करने से पूर्व उपाधि प्रदान करने वाला उच्चतर शिक्षा संस्थान इस आशय का एक अनंतिम प्रमाणपत्र जारी करेगा कि उपाधि, इन विनियमों के प्रावधानों के अनुरूप प्रदान की गई है।

**16. इन विनियमों की अधिसूचना से पूर्व पीएच.डी. उपाधि प्रदान करना—** इन विनियमों के अधिनियमन से पहले शुरू होने वाले एम.फिल उपाधि कार्यक्रम इन विनियमों की किसी भी बात से अप्रभावित रहेगा। ऐसे अभ्यर्थी जो पीएच.डी. पाठ्यक्रमों के लिए 11 जुलाई, 2009 को अथवा उसके पश्चात, इन विनियमों की अधिसूचना तक पंजीकृत हुए थे, ऐसे अभ्यर्थी को उपाधि प्रदान किया जाना, यू.जी.सी. (एम.फिल./पीएच.डी. उपाधि प्रदान करने के न्यूनतम मानक और प्रक्रिया) विनियम, 2009 अथवा विश्वविद्यालय अनुदान आयोग (एम.फिल./पीएच.डी. उपाधि प्रदान करने हेतु न्यूनतम मानदण्ड और प्रक्रिया) विनियम, 2016, जैसा भी मामला हो इसके अलावा) पहले से पंजीकृत एवं पीएच.डी. कर रहे उम्मीदवारों को उपाधि प्रदान करने के लिए इन विनियमों या विश्वविद्यालय अनुदान आयोग (एम.फिल./पीएच.डी. उपाधि प्रदान करने हेतु न्यूनतम मानदण्ड और प्रक्रिया) विनियम 2016 के प्रावधानों द्वारा शासित होंगे। इन विनियमों के अधिनियमन से पहले प्रारंभ एम.फिल उपाधि कार्यक्रम का इन विनियमों से कोई प्रभाव नहीं पड़ेगा।

17. इनफिलबनेट के साथ डिपॉजिटरी- पीएच.डी. उपाधि(यों) को अवार्ड करने हेतु मूल्यांकन प्रक्रिया के सफल समापन के पश्चात् तथा पीएच.डी. उपाधि को प्रदान किये जाने की घोषणा से पूर्व, संबंधित उच्चतर शिक्षण संस्थान पीएच.डी. शोध प्रबंधन की इलेक्ट्रॉनिक प्रति इनफिलबनेट के पास प्रदर्शित (होस्ट) करने के लिए जमा करेगा ताकि सभी उच्चतर और अनुसंधान संस्थानों को यह सुलभ हो।

रजनीश जैन, सचिव

[विज्ञापन-III/4/असा./367/2022-23]

**UNIVERSITY GRANTS COMMISSION  
NOTIFICATION**

New Delhi, the 7th November, 2022

**University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree)  
Regulations, 2022**

**No. F. No. 1-3/2021(QIP).**—In exercise of the powers conferred by clauses (f) and (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the UGC (Minimum Standards and Procedure for Awards of M.Phil. /Ph.D. Degree) Regulations, 2016 and its amendments, the University Grants Commission hereby makes the following Regulations, namely: -

**1. Short title, Application, and Commencement. –**

- (1) These Regulations may be called University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022.
- (2) They shall apply to every university established or incorporated by or under a Central Act, a Provincial Act, or a State Act, every college, and every institution deemed to be a University under section 3 of the University Grants Commission Act, 1956.
- (3) They shall come into force from the date of their publication in the Gazette of India.

**2. Definitions.-** (1) In these Regulations, unless the context otherwise requires,-

- a) “Act” means the University Grants Commission Act, 1956 (3 of 1956);
- b) “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution;
- c) “Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;
- d) “Credit” means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit;
- e) “College” means an institution engaged in higher education and/or research, either established by a University as its constituent unit or is affiliated with it;
- f) “Commission” means the University Grants Commission established under Section 4 of the UGC Act 1956;
- g) “Course” means one of the specified units which go to comprise a programme of study;
- h) “Course Work” means courses of study prescribed by the School/Department/ Centre to be undertaken by a student registered for the Ph.D. Degree;
- i) “Degree” means a degree awarded by a Higher Educational Institution in accordance with the provisions of section 22 (3) of the Act;
- j) “External examiner” means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the Ph.D. programme;
- k) “Foreign Educational Institution” means—(i) an institution duly established or incorporated in its home

country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;

- l) “Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale;
  - m) “Guide/Research Supervisor” means an academician/researcher recognized by Higher Educational Institution to supervise the Ph.D. scholar for his/her research;
  - n) “Higher Educational Institution” means a university or institution specified under clause 2 of Regulation 1 of these Regulations;
  - o) “Interdisciplinary Research” means research conducted by a Ph.D. scholar in two or more academic disciplines;
  - p) “Open and Distance Learning Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
  - q) “Online Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
  - r) “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own;
  - s) “Programme” means a higher education programme pursued for a degree specified by the Commission under sub-section (3) of section 22 of the Act;
  - t) “Prospectus” means any document, whether in print or otherwise, issued for providing fair and transparent information relating to a Higher Educational Institution and programmes, to the general public (including to those seeking admission in such Higher Educational Institutions) by the Higher Educational Institutions;
  - u) “Research Proposal” means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme;
  - v) “University” means a Higher Educational Institution established or incorporated by or under a Central Act, a Provincial Act, or a State Act, and shall include any institution for higher education deemed to be a University under Section 3 of the Act.
- (2) Words and expressions used and not defined in these Regulations but defined in Act and not consistent with these Regulations shall have the meanings assigned to them in that Act.

**3. Eligibility criteria for admission to the Ph.D. Programme.**—The following are eligible to seek admission to the Ph.D. programme:

(1) Candidates who have completed:

- i. A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed

or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

(2) Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its

equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

**4. Duration of the Programme.-** (1) Ph.D. Programme shall be for a minimum duration of three

(3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

(2) A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Higher Educational Institution concerned; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.

(3) Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

**5. Procedure for admission. -**

(1) The admission shall be based on the criteria notified by the institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

(2) Admission to the Ph.D. programme shall be made using the following methods:

i. HEIs may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview.

And/or

ii. HEIs may admit students through an Entrance Test conducted at the level of the individual HEI. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject-specific.

iii. Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.

iv. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.

v. HEIs may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.

vi. Provided that for the selection of candidates based on the entrance test conducted by the HEI, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.

(3) Universities and Colleges which are eligible to conduct Ph.D. programmes, shall:

i. Notify a prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;

ii. Adhere to the National/State-level reservation policy, as applicable.

(4) The Higher Educational Institution shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of

admission) admitted under them on the website of the institution and update this list every academic year.

**6. Allocation of Research Supervisor.-** Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

- (1) Permanent faculty members working as Professor/Associate Professor of the Higher Educational Institution with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post-graduate Colleges/institutes would be in violation of these Regulations.

For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Higher Educational Institutions, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements.

Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the Higher Educational Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

- (2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/University may be appointed.
- (3) An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.
- (4) In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
- (5) Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

**7. Admission of International students in Ph.D. programme.-**

- (1) Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.3 above.
- (2) The HEIs may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

**8.** At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 6.3 and clause 7.1.

**9. Course Work.- Credit requirements, number, duration, syllabus, minimum standards for completion, etc.**

- (1) The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a "Research and Publication Ethics" course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
- (2) All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

- (3) A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

**10. Research Advisory Committee and its Functions.-** (1) There shall be a Research Advisory Committee or an equivalent body as defined in the Statutes/Ordinances of the Higher Educational Institution concerned for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:

- i. To review the research proposal and finalize the topic of research.
- ii. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
- iii. To periodically review and assist in the progress of the research work of the Ph.D. scholar.

(2) Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Higher Educational Institution concerned. A copy of such recommendations shall also be provided to the Ph.D. scholar.

(3) In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

**11. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.-**

- (1) Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Regulation 9 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
- (2) Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the Higher Educational Institution concerned, which shall also be open to all faculty members and other research scholars/students.
- (3) The Higher Educational Institution concerned shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.
- (4) A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.
- (5) The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the Higher Educational Institution concerned. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students. Higher Educational Institutions may formulate appropriate rules/ordinances to effect the provisions of this Regulations.
- (6) The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the Higher Educational Institution concerned shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.
- (7) The Higher Educational Institution concerned shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

**12. Academic, research, administrative, and infrastructure requirements to be fulfilled by Colleges for getting recognition for offering Ph.D. programmes.-**

- (1) Post-graduate Colleges offering 4-year Undergraduate Programmes and/or Post-graduate Programmes, may offer Ph.D. programmes, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities as per these Regulations.
- (2) Colleges and research institutions established by the central government or a State government whose degrees are awarded by Higher Educational Institutions shall offer Ph.D. programmes provided they have:
  - i. At least two faculty members in a college or two Ph.D.-qualified scientists in the research institution.
  - ii. Adequate infrastructure, administrative support, research facilities and library resources as specified by the HEI.

**13. Ph.D. through Part-time Mode-**

- (1) Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.
- (2) The Higher Educational Institution concerned shall obtain a “No Objection Certificate” through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:
  - i. The candidate is permitted to pursue studies on a part-time basis.
  - ii. His/her official duties permit him/her to devote sufficient time for research.
  - iii. If required, he/she will be relieved from the duty to complete the course work.
- (3) Notwithstanding anything contained in these Regulations or any other law, for the time being in force, no Higher Educational Institution or research institution of the Central government or a State Government shall conduct Ph.D. programmes through distance and/online mode.

**14. Grant of M.Phil. Degree.-** Higher Educational Institutions shall not offer the M.Phil.(Master of Philosophy) programme.

**15. Issuing a Provisional certificate.-**Prior to the actual award of the Ph.D. degree, the degree-awarding Higher Educational Institution shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.

**16. Award of Ph.D. degrees prior to Notification of these Regulations.-** Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in these Regulations shall impact the M.Phil. degree programmes commencing prior to the enactment of these Regulations.

**17. Depository with INFLIBNET.-** Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Higher Educational Institution concerned shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./367/2022-23]



## Ph.D. Admission Document Verification Form

**Academic Year:** A.Y. Sem (Odd/Even)

**Program Applied for:** Ph.D. in \_\_\_\_\_

### 1. Candidate Details

Full Name (as per documents):

Application Number:

Date of Birth:

Contact Number:

Email Address:

Category (GEN/OBC/SC/ST/EWS):

Exempted from Ph.D. Entrance Examination: YES/NO

### 2. Document Checklist (To be filled by the verifying authority)

Sr. No.	Document Name	Subjects	Year	Percentage/CGPA/Rank	Remarks (if any)
1	10 <sup>th</sup> Marksheet & Certificate				
2	12 <sup>th</sup> Marksheet & Certificate				
3	Bachelor's Degree Marksheet & Certificate				
4	Master's Degree Certificate & Marksheet				
5	CSIR-NET/GATE/SET/Equivalent Certificate (if applicable)				
6	Aadhaar Card/Identity Proof				
7	Caste Certificate (if applicable)				
8	EWS Certificate (if applicable)				
9	Experience Certificates (if applicable)				
10	Others (if any)				



**4. Declaration by the Candidate**

I, \_\_\_\_\_, hereby declare that the information provided above is true and accurate to the best of my knowledge. I understand that submission of any false information or document may lead to cancellation of my candidature.

**Signature of the Candidate:**

**Date:**

**Name & Signature of Verifying Authority:**

**Date:**

Remarks (if any):

Date:

**Selection Committee for Ph.D. Admission**  
**School of Technology/Science/Management**  
**Evaluation & Recommendation Sheet**  
**A.Y. \_\_\_\_\_ Sem Odd/Even**

**1. Name of the Candidate:**

**2. Subject:**

**3. Mode (Part time/full time):**

**3. Evaluation:** Recommended/Not recommended

Criteria for the selection	Yes	No
The candidate possesses the competence to carry out the proposed research		
The research work can be suitably undertaken at the University / Proposed place of work		
The proposed area of research can contribute to new / additional		

**4. Comments: If any**

**5. Name of the Proposed Supervisor (s):** \_\_\_\_\_

Selection Committee for Ph.D. Admission, School of \_\_\_\_\_, Department of \_\_\_\_\_ recommends / not recommends \_\_\_\_\_ provisional admission for Ph.D. Program, **A.Y. 2025-26 Odd Semester** under the supervision of above-mentioned faculty member.

**6. Overall Marks (out of 100):**

Sr. No.	Interview Committee	Signature
1		
2		
3		

**Rubrics of Interview marks:**

<b>Criteria</b>	<b>Weightage</b>	<b>Excellent (10)</b>	<b>Good (7-9)</b>	<b>Average (4-6)</b>	<b>Poor (1-3)</b>
<b>1. Research Interest &amp; Clarity of Objectives</b>	20 Marks	Well-defined, innovative, and aligned with faculty expertise.	Clear and relevant with minor refinement needed.	Somewhat vague or lacking focus.	Unclear or poorly articulated.
<b>2. Subject Knowledge</b>	20 Marks	Demonstrates deep understanding and command of subject.	Shows good subject awareness with minor gaps.	Basic understanding but lacks depth.	Poor or incorrect subject understanding.
<b>3. Feasibility of Research Topic</b>	20 Marks	Realistic, relevant, and achievable within given time/resources.	Generally feasible but needs more detailing.	May face implementation challenges.	Not feasible or practical.
<b>4. Communication &amp; Presentation Skills</b>	10 Marks	Highly confident, articulate, engaging with excellent visuals.	Clear and structured, visuals well-used.	Understandable but lacks polish or clarity.	Disorganized, poor articulation.
<b>5. Awareness of Research Methodology</b>	10 Marks	Strong grasp of research tools, methods, and planning.	Good understanding with some conceptual clarity.	Partial awareness of methods or tools.	No clear understanding of research methodology.
<b>6. Motivation &amp; Commitment for Ph.D.</b>	10 Marks	Highly motivated with long-term goals clearly defined.	Good motivation and clarity of purpose.	Average level of motivation.	Weak or unclear purpose.
<b>7. Alignment with Supervisor's Research Area</b>	5 Marks	Excellent alignment with supervisor's area of expertise.	Good alignment; minor refinement needed.	Somewhat related; scope for realignment.	Poor alignment with supervisor expertise.
<b>8. Overall Impression &amp; Potential for Research</b>	5 Marks	Exceptional potential to contribute to the research community.	Promising candidate with good potential.	Average; may need additional support.	Not suitable at this stage.

**Certificate No. GSFC/PhD/202X/-----**

Date:

**PhD Admission Letter**

This is to certify that Mr./Ms. **[Full Name of Scholar]** has been admitted for the Doctor of Philosophy (Ph.D.) program in the Department of **[Subject/Department Name]** on Academic Year 20XX-20XX Odd/Even Semester with Enrollment No. .... under the supervision of Dr. **[Supervisor's Full Name]** at GSFC University, Vadodara.

We welcome the scholar to the Ph.D. program and wish them success in their research journey.

**Registrar**

(Important Note: the above certificate should be furnished on the letterhead of the institute)

## **NOTING SIDE**

### **Ph.D. Student File**

**Name of the Student:**

**School/Program/Mode:**

**Admission Year:**

**Enrollment No. :**

**Course Work Status:**

**No. of Semesters completed:**

**No. of RACs completed:**

**Name of the Supervisor:**

**Name and Affiliation of Co- Supervisor (if any) :**

**Name and Affiliation External RAC Member:**

## **CORRESPONDENCE SIDE**

**Enclosures:**

1. CV of the scholar
2. Application form
3. Aadhar card
4. Mark sheets and certificates
5. RAC reports
6. PPT of all RACs
7. Copy of registration certificate
8. Copy of course work mark sheet
9. Any other relevant document (If any)

## GSFC UNIVERSITY

### AWARD OF CONTINUOUS EVALUATION COMPONENT (CEC) MARKS

Academic Session:

Program:

Branch:

Semester:

Course Code:

Name of Course:

Sr. No.	Enrollment No	Name of Student	Marks allotted in			TOTAL MARKS OUT OF 50
			Assignment/MCQ/ MSQ Quiz (15)	Review Writing (15 marks)	Presentation (20 marks)	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Date of Submission:

Name of Faculty:

Enrollment No: \_\_\_\_\_

**GSFC UNIVERSITY**  
**SCHOOL OF TECHNOLOGY / SCIENCE / MANAGEMENT & LIBERAL ARTS**  
End Semester Examination, A.Y. \_\_\_\_\_ Odd / Even

Semester:

Course Code:

Course Name:

Date:

Time:

Total Marks: 50

**Instructions**

1. Attempt all questions.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.

<b>Q.1</b>	<b>It contains questions from Unit 1.</b>	<b>(10)</b>	<b>CO1</b>
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	
<b>I.</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	
<b>Q.2</b>	<b>It contains questions from Unit 2.</b>	<b>(10)</b>	<b>CO2</b>
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	
<b>I</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	
<b>Q.3</b>	<b>It contains questions from Unit 3.</b>	<b>(10)</b>	<b>CO3</b>
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	
<b>I.</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	
	<b>OR</b>		
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	<b>CO3</b>
<b>I.</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	

<b>Q.4</b>	<b>It contains questions from Unit 4.</b>	<b>(10)</b>	<b>CO4</b>
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	
<b>I.</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	
<b>OR</b>			
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	<b>CO4</b>
<b>I.</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	

<b>Q.5</b>	<b>It contains questions from Unit 5.</b>	<b>(10)</b>	<b>CO5</b>
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	
<b>I.</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	
<b>OR</b>			
a.	Two MCQs / Two fill in the blank questions. Each carries 1 mark.	(02)	<b>CO5</b>
<b>I.</b>			
<b>II.</b>			
b.	One Short Question.	(02)	
c.	One Long Question.	(06)	

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Form-A

**PROGRESS REPORT of Ph.D. WORK**

(From: xx/xx/xxxx to xx/xx/xxxx)

**Date of Research Advisory Committee (RAC) Meeting:**

**Venue:**

<b>Name of PhD Scholar</b>	
<b>Name of School</b>	
<b>Name of Department</b>	
<b>Enrolment Status (Full time/Part time)</b>	
<b>Name of the Supervisor</b>	
<b>Name of the Co-Supervisor (If any)</b>	
<b>Date of Admission</b>	
<b>Date of Title Registration</b>	
<b>Title of Thesis (Mention Proposed Title if not Registered)</b>	
<b>Date of Earlier Progress Report</b>	
<b>Date of Next Review Meeting (Tentative)</b>	

**STUDENT SELF-ASSESSMENT SECTION:**

Please add the write up for each of the following points (not more than 3 pages) and attach sheets as annexures.

1. Provide a brief overview of your Research work during the last 6 months. **[Max 200 words]**
2. Please provide the novelty of your Research work. **[Max 100 words]**
3. Provide a brief assessment of your progress in the last six months (you can add the Gantt chart, figures, tables and pictures related to your Research work). **[Max 1000 words]**
4. Write a brief plan of your Research Work for the next 6 months. **[Max 200 words]**
5. Details of Research Papers Published in Refereed Journals/Conference Proceedings/Book/Book Chapter in Last Six Months with Impact Factor, if applicable (*Reprint should be enclosed*)
6. List the details of conferences, workshops, short-term courses, or related activities attended in the last six months. (*Certificate should be enclosed*)
7. Any other notable achievement

**Date:**

**Signature of Ph.D. Scholar**

**Place:**

**Note:** Please email the report as a PDF document to Supervisor, Co-Supervisor (if applicable), PhD Program Coordinator with a copy to the Registrar, Department Head, and RAC members. The RAC meeting will be held within a week time after the submission of your report. Prior to any communication, it is essential to share the report with your supervisor and obtain their consent.



Form-B

**REPORT of RESEARCH ADVISORY COMMITTEE**

<b>Name of PhD Scholar</b>	
<b>Name of School</b>	
<b>Name of Department</b>	
<b>Enrolment Status (Full time/Part time)</b>	
<b>Name of the Supervisor</b>	
<b>Name of the Co-Supervisor (If any)</b>	
<b>Date of Admission</b>	
<b>Date of Title Registration</b>	
<b>Title of Thesis (Mention Proposed Title if not Registered)</b>	
<b>Date of Earlier Progress Report</b>	
<b>Date of Next Review Meeting (Tentative)</b>	

**REMARKS OF THE EXTERNAL EXPERT**

<b>1.</b>	
<b>2.</b>	
<b>3.</b>	
<b>4.</b>	<b>Overall Satisfaction with the Quality of Work:</b>

*Note: Additional information can be attached as an Annexure, if required.*

**REMARKS OF THE INTERNAL EXPERT**

<b>1.</b>	
<b>2.</b>	
<b>3.</b>	
<b>4.</b>	<b>Overall Satisfaction with the Quality of Work:</b>

*Note: Additional information can be attached as an Annexure, if required.*

Name & Signature  
**Supervisor**

Name & Signature  
**Co-Supervisor** (*if any*)

Name & Signature  
**External Member, RAC**

Name & Signature  
**Internal Member, RAC**

Name & Signature  
**Dean/Head of Department**

Name & Signature  
**PhD Program Coordinator**



**Constitution, Roles, and Procedures for  
Research Advisory Committee (RAC) Meetings**

**GSFC University**  
**Administrative Department**  
Office Order No. Registrar/052025/71  
Date: 15.05.2025

The University Grants Commission (UGC) (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022, mandates the constitution of a Research Advisory Committee (RAC) for each Ph.D. scholar.

**Constitution of the Research Advisory Committee**

Upon acceptance of the candidate for provisional Ph.D. registration, the RAC shall be constituted for each Ph.D. research scholar consisting of the following 4 members.

1. Research supervisor: Convenor
2. Co-supervisor: if applicable
3. One faculty member from within the Department (nominated by the Dean/HOD) from the panel of **three members** proposed by the research supervisor.
4. One faculty member from outside the Department / School (within the University)/external member specialized in the related field from Industry/research institute (**nominated by the Provost**) from the panel of **three members** recommended by the research supervisor.



### **Roles & Responsibilities of the RAC**

1. Shall prescribe the course(s) for the course work and review the research proposal of the research scholar to finalize the topic of research.
2. Shall provide guidance to the research scholar to develop the study design, methodology of research, conceptualize the research issues, and monitor the research ethics observed.
3. Shall constructively review and appraise the progress of the research scholar once in every six months.
4. The RAC shall submit its recommendation along with a copy of Ph.D. scholar's progress report to the PhD coordinator
5. In case the progress of the Ph.D. scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement those corrective measures, the RAC may recommend, with specific reasons, the cancellation of registration from the Ph.D. Programme.

### **Procedure of the RAC meetings**

1. The RAC meeting is to be convened in consultation with the Ph.D. Coordinator, and the Registrar.
2. The first RAC meeting must be conducted within six months after the provisional registration of the research scholar. The committee shall prescribe the specialization/elective paper (prescribed by the research supervisor) that the research scholar needs to take as a requirement during coursework during the first meeting. The research scholar has to present and submit every six months a progress report to the RAC members through the research supervisor (as per Ph.D. Cell prescribed format).
3. The meeting is to be conducted offline at the University campus. External members may join online, but the research scholar must make the presentation in person at the University. The University will provide TA and sitting fees for external members from Industry/research institute attending the meeting



4. The research scholar shall make a presentation of his/her progress of research work for evaluation and further guidance. The research scholar must submit the research progress report as per the template to RAC members and PhD coordinator atleast one week prior to the meeting.
5. The minutes of the RAC meeting with relevant enclosures shall be furnished to the PhD Coordinator by the research supervisor. A copy of the minutes shall also be given to the Registrar.
6. If there is a need for modification of the title/topic of research, the research scholar shall apply to the RAC through the Supervisor, stating the valid reasons for the same.

**Registrar(I/C)**  
**GSFC University**

To,

All the Concerned

CC,

President Office, GSFC University - For kind information, Please  
Provost's Office, GSFC University  
Director (Adm) Office, GSFC University  
Registrar Office, GSFC University  
Dept. Dir. (Adm) & Director Campus, GSFC University  
Dean / HoDs, GSFC University  
DOST - AI Cell, GSFC University  
Finance Division, GSFC University  
HR Division, GSFC University  
Lab Assistants of Various Computer Labs  
Department of Information Technology Enabled Services  
Department of Computer Science & Engineering  
Department of Chemical Engineering  
Department of F & EHS  
Department of Chemical Sciences  
Department of Life Sciences  
Department of Computer Applications  
Department of Data Science  
Department of Management Studies & Liberal Arts  
Department of Account & Finance  
Department of Internship & Placement  
Department of Examination & Assessment



**GSFC**  
**UNIVERSITY**

EDUCATION RE-ENVISIONED

Department of Administration  
Department of Admission

Teaching Staff & Non-Teaching Staff, GSFC University  
All Visiting Faculty, GSFC University  
Select File- Registrar, GSFC University



GSFCU/HR/00/1679

March 16, 2021

**Office Order**

**Sub: Honorarium and Travel Expense Reimbursement for Guest Speaker/Expert Lecturer/Industry Expert/ Subject Expert/External Experts**

**Preamble:**

At GSFC University for conducting the Business of various executive / academic bodies, as part of field Expert for teaching and non-teaching recruitment, as part of Foundation course, for conducting Seminars / lectures for Students and GUIITAR and also now as part of selection committee for Admission and as Industry Evaluator for Virtual Internship, various level Signatories, Field & Subject Experts are invited.

The Invitees are either paid Cash or kind Honorarium. Except for the Honorarium for Executive bodies, HR recruitment etc, there is no laid down / approved guideline and for all other requirements. It is paid on a case to case basis subject to Management approval.

In view it is considered necessary to have a common Policy document and guideline to cover all such requirements for smooth function and uniformity.

**Decisions:**

1. It has been therefore decided by GSFCU Management to fix honorarium and travelling reimbursement to Experts on the basis of qualification and experience. All initiator has to take prior approval from the Provost/Director (Administration) as applicable before inviting any guest/speaker/expert or trainer.
2. Category wise honorarium details are as follows:

Division	Honorarium (Per Day)	Transport & Conveyance Facilities
<b>Executive Councils :</b> 1. Board of Studies (BOS) 2. Board of Research Studies (BRS)	Rs. 5000	Air fare (Economy class)/Train Fare (2 tier AC)/Rented Car
RAC (Research Advisory Committee)	Rs. 2000	Train Fare (2 tier/3 tier AC)/Rented Car



<b>Admission Selection Process :</b>	<b>Rs. 5,000/- for a full day session.</b> <b>Rs 3,000/- for Half day session.</b>	Train fare (2 tier/3 tier AC)/Rented car
<b>For Foundation Course, GUIITAR, Seminar, Expert Lectures, Training sessions etc based on the qualification and experience of the Guest :</b>		
Ph.D/Post Graduate/Bachelors with prescribed experience in Industry with less than 5 years experience in academics/Industry/Research	Rs 1500* per hour	Train fare (3 tier AC)/Rented car
Ph.D/Post Graduate/Bachelors with prescribed experience in Industry with 5 to 10 years experience in academics/Industry/Research	Rs 2000* per hour	Train fare (2 tier AC)/Rented car
Ph.D/Post Graduate/Bachelors with prescribed experience in Industry with 10 to 20 years experience in academics/Industry/Research	Rs 2500* per hour	Airfare (Economy class)/Train fare (2 tier AC)/Rented car
Ph.D/Post Graduate/Bachelors with prescribed experience in Industry with 20 to 30 years experience in academics/Industry/Research	Rs 3000* per hour	Airfare (Economy class)/Train fare (2 tier AC)/Rented car
Ph.D/Post Graduate/Bachelors with prescribed experience in Industry with more than 30 years experience in academics/Industry/Research	Rs 3500* per hour	Airfare (Economy class)/Train fare (2 tier AC)/Rented car


3. After completion of Program or meet, Payment note shall be initiated by initiator directly to CFO through Director (Administration). At the time of payment recommendation, attachment of prior approval is mandatory.

4. Transport & Conveyance as per **Table** shall be provided as per following guidelines:

- Air/Train/ Rented Car/Bus tickets shall be arranged by the University or else the Expert can also book the tickets and the expense made for the tickets shall be reimbursed to him on submission of actual tickets along with reimbursement form through proper channel The University shall also arrange for a Pick up Drop Facility for local experts.



- In case the Expert hires a Car from the airport/station, the amount shall be reimbursed to him on submission of actual bill.
- In case the Expert uses his own vehicle/Car, He/She shall be paid mileage allowance of Rs. 8 per KM as per GSFC-U travel policy.
- In case of cancellation of the tickets due to rescheduling or termination of the Expert Lecture from GSFC University because of unavoidable circumstances, then the cancellation charge shall be paid to the individual (if He/She) has booked tickets.
- Accommodation arrangement for the Expert/Guest Lecturer shall be made in GSFC Guest house in case they have to stay back. If the Guest House is not available, other arrangements shall be made by University.

  
R B Panchal,  
Director (Admin)

To,

Deans/Associate Deans, GSFC University  
CEO- GUIITAR, GSFC University  
Head of Non Teaching Divisions, GSFC University

Cc through e-mail to –

1. President Office, GSFC University. ... .. For kind information please
2. Provost Office, GSFC University
3. Director (Admin) and Registrar Office, GSFC University
4. Director Campus & Dy Director (Admin) Office, GSFC University
5. Finance Division, GSFC University
6. HR Division- Select File, GSFC University



### Bank Details Format for RAC Remuneration

**Name of External Expert:**

**Designation:**

**Affiliation:**

**Email id:**

**Mobile No.:**

**Bank Details:**

Sr. No.	Particulars	Requisite Details
1	Name of the Bank	
2	Name of the Branch	
3	Name of the Account	
4	Account No	
5	Type of Account	
6	IFSC Code	
7	PAN Number	
8	MICR Code	

**Signature & Date**

**Certificate No. GSFC/PhD/202X/-----**

Date:

**PhD Title Registration Certificate**

This is to certify that Mr./Ms. ....  
is registered for the PhD program in  
..... on ..... with  
Registration No. .... under the supervision of Dr.  
.....

The approved title of his/her PhD thesis is  
".....".

**Registrar**

(Important Note: the above certificate should be furnished on the letterhead of the institute)

**GSFC University**  
**Vadodara, Gujarat**

**Thesis Title Change Request Form**

*(To be filled by the supervisor)*

**1. Scholar Details**

<b>Name of Scholar:</b>	
<b>Enrollment Number:</b>	
<b>Program/Department:</b>	
<b>School:</b>	
<b>Date of Admission:</b>	
<b>Current Semester:</b>	

**2. Current Registered Thesis Title** \_\_\_\_\_

**Approved in RAC No.:** \_\_\_\_\_ **Date of RAC:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

**3. Proposed Registered Thesis Title** \_\_\_\_\_

**4. Justification for Title Change** *(attach additional sheet if needed)*

**5. Consent and Approval**

I hereby declare that the above request for a thesis title change is made with mutual understanding between myself and my scholar. The revised title is justified and remains consistent with the scope and objectives of the research work undertaken by the scholar.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

No. GSFCU/PHD/Co-SUP/20XX-XX/XX

Date:

To,

Name of Co-Supervisor  
Affiliation

**Subject: Recognition as Ph.D. Co-Supervisor of [Scholar's Name]**

Dear Dr. [Name of the Co-supervisor],

This is to certify that you have been formally recognized as the Co-Supervisor for the Ph.D. research work of Ms./Mr. [Scholar's Name], a registered Ph.D. scholar in the Department of \_\_\_\_\_ at GSFC University, Vadodara, Gujarat. [Scholar's Name] is pursuing her research under the primary supervision of [Supervisors Name], and your collaboration and expert guidance as Co-Supervisor are duly acknowledged and appreciated.

We look forward to your valuable contributions to her academic and research journey.

Best Wishes!

Registrar  
GSFC University



## **GSFC University Vadodara, Gujarat**

### **Ph.D. Supervisor Change Request Form**

*(To be filled by the research scholar)*

#### **1. Scholar Details**

<b>Name of Scholar:</b>	
<b>Enrollment Number:</b>	
<b>Program/Department:</b>	
<b>School:</b>	
<b>Date of Admission:</b>	
<b>Current Semester:</b>	
<b>Reason for Change:</b>	<i>(Please briefly explain the reason for requesting the change of supervisor, if required attached as annexures)</i>

#### **2. Declaration & Consent of Existing Supervisor/Co-Supervisor**

<b>Name:</b>	
<b>Designation:</b>	
<b>Department / School:</b>	

I hereby agree to the scholar's request for the change of supervision.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

#### **3. Details of Proposed New Supervisor**

<b>Name:</b>	
<b>Designation:</b>	
<b>Department / School:</b>	

I hereby accept the responsibility to act as the Ph.D. supervisor for the above-mentioned scholar.

**Signature:** \_\_\_\_\_



**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

#### **4. Recommendation of Head of Department (HoD)**

I have reviewed the request and support the change in supervision.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## GSFC University

To ensure uniformity and quality in thesis submissions, the following specifications must be adhered to:

### 1. Structure of the Thesis: The thesis should be organized in the following order:

- a) **Title Page** – The title of the thesis should appear first.
- b) **Certificate** – A declaration by the candidate and certification by the supervisor(s).
- c) **Abstract** – A summary of the thesis not exceeding 1500 words, accompanied by relevant keywords.
- d) **Acknowledgment** – A section to express gratitude to contributors.
- e) **Table of Contents** – A structured outline of the thesis.

### 2. Formatting Guidelines

- a) **Font:** Use a clear and legible font, preferably Times New Roman (12 pt).
- b) **Spacing:** The abstract and main text should be double-spaced.
- c) **Paragraphs:**
  - Paragraphs should begin without indentation.
  - Maintain a 12-point vertical space between section titles and the first paragraph of each section and subsection.
- d) **Chapters:** Each chapter should start on a new page.
- e) **Numbering:** Use Roman numerals (i, ii, iii...) for the preliminary pages (e.g., acknowledgments, table of contents) and Arabic numerals (1, 2, 3...) from Chapter 1 onward.

### 3. Figures, Tables, and Diagrams

- a) **Diagrams** should be neatly drawn in ink or printed on a light background.
- b) **Tables and Figures** should have consistent formatting, including captions and numbering.
- c) **Tabular content** should be clearly arranged.
- d) **Decimal points** should be represented using a full stop (e.g., 3.14).

### 4. Referencing and Citations

- a) **In-text Citations:** References should be cited using the author's name followed by the year (e.g., Smith, 2023).
- b) **Reference List:** References should be listed at the end of the thesis in **alphabetical order** based on the authors' last names.
  - Each reference should include:
  - Author's Name & Initials
  - Year of Publication

- Title of the Paper or Book
  - Journal Name or Publisher
  - Volume and Page Numbers
- c) **Standard abbreviations** may be used for journal names.
- d) **Citation Style:** Maintain consistency with a recognized citation style such as APA, MLA, or Chicago.

## 5. Paper and Binding Requirements

- a) **Paper Size:** A4 (21 cm × 29.7 cm), Executive Bond paper (100 GSM or more).
- b) **Margins:** Left: 3.5 cm, Top: 2.5 cm, Right & Bottom: 1.25 cm
- c) **Printing:** Thesis should be printed on both sides of the paper with 1.5-line spacing.
- d) **Initial Submission:** The thesis should be spiral bound.
- e) **Final Submission** (After Viva-Voce Examination):
- The thesis must be hard-bound using card sheet paper (22 cm × 29 cm) in black color.
  - The cover should display the candidate's name, enrollment number, degree, and year in bold.
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## 6. Plagiarism Report

- a) A plagiarism check must be conducted before submission.
- b) The plagiarism report should be attached as a separate document, ensuring compliance with the university's plagiarism policy.
- c) The similarity index should be  $\leq 10\%$  as per GSFC University guidelines.

## 7. Digital Submission

A soft copy of the final thesis must be submitted on an **R-CD** after the viva-voce examination.

By adhering to these guidelines, candidates ensure a professional and standardized submission of their research work.

**TITLE**

**Ph.D. THESIS**

*by*

**RESEARCH SCHOLAR NAME**

**Enrollment No.**

**Under the supervision of**

**SUPERVISOR'S NAME**



**DEPARTMENT NAME**

**School of Science / Technology / Management & Liberal Arts**

**GSFC UNIVERSITY**

**VADODARA-391 750 (INDIA)**

**Month, Year**

**TITLE**

**A THESIS**

***SUBMITTED IN PARTIAL FULFILMENT OF THE  
REQUIREMENTS FOR THE AWARD OF THE DEGREE***

*of*

**DOCTOR OF PHILOSOPHY**

*in the*

**DEPARTMENT NAME**

*by*

**Enrollment No.**

**RESEARCH SCHOLAR'S FULL NAME**



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# ABSTRACT

■

## ACKNOWLEDGMENTS

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## ABBREVIATIONS (if any)

Sl. No.	Abbreviation	Full Form
1.		

## SYMBOLS (if any)

Sl. No.	Symbols	Explanation	Unit
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**CHAPTER 1**  
**INTRODUCTION**

■

## **REFERENCES**

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अधिसूचना

विश्वविद्यालय अनुदान आयोग (उच्चतर शिक्षा संस्थानों में अकादमिक सत्यनिष्ठा एवं साहित्यिक चोरी की रोकथाम को प्रोत्साहन) विनियम, 2018

नई दिल्ली, 23 जुलाई, 2018

मि. सं. 1-18/2010 (सीपीपी-II).—

प्रस्तावना

जबकि, विश्वविद्यालय अनुदान आयोग (यूजीसी) अधिनियम, 1956 के अनुसार, उच्च शिक्षा के मानकों को समन्वित एवं सुनिश्चित करने के लिए आदेशाधीन है।

तथा जबकि, किसी छात्र या संकाय या शोधकर्ता या कर्मचारी द्वारा निष्णात तथा शोध स्तर पर डिग्री प्रदान करने हेतु आंशिक रूप से सम्पादित किया गया कार्य, जिसका अकादमिक एवं शोधकार्य का मूल्यांकन किया जा चुका हो, जो शोध-निबन्ध, शोध-प्रबन्ध, शोध पत्रों के प्रकाशन, पुस्तकों में अध्याय, सम्पूर्ण पुस्तकों के रूप में हो तथा कोई अन्य समरूप कार्य, जो अकादमिक, सत्यनिष्ठा एवं मौलिकता के मूल तत्वों को दर्शाये तथा जिसका उच्चतर शिक्षा संस्थानों (HEIs) द्वारा अपनायी गई विभिन्न संबंधित प्रक्रियाओं में अवलोकन किया जाए।

अतः, वि. अ. आ. अधिनियम 1956 के अनुच्छेद 26 के उप अनुच्छेद (1) के खण्ड (एफ) एवं (जी) के साथ पठित अनुच्छेद 12 के खण्ड (जे) के द्वारा प्रदत्त अधिकारों का प्रयोग करते हुए, वि. अ. आ. ने एतद्वारा निम्नलिखित विनियम निर्मित किए हैं:—

1. संक्षिप्त शीर्षक, अनुप्रयोग तथा प्रारंभ :

- (ए) इन नियमों को, विश्वविद्यालय अनुदान आयोग (उच्चतर शिक्षा संस्थानों में अकादमिक सत्यनिष्ठा एवं साहित्यिक चोरी की रोकथाम को प्रोत्साहन) विनियम 2018 कहा जाएगा।
- (बी) ये विनियम, देश के सभी उच्चतर शिक्षा संस्थानों के छात्रों, संकायों, शोधकर्ताओं तथा कर्मचारियों पर लागू होंगे।
- (सी) ये विनियम, सरकारी राजपत्र में उनकी अधिसूचना की तारीख से प्रभावी होंगे।

**2. परिभाषा:**

इन विनियमों में, जब तक कि प्रसंग में अन्यथा अपेक्षित न हो—

- (ए) “अकादमिक सत्यनिष्ठा” से तात्पर्य, किसी क्रियाकलाप को प्रस्तावित करने, निष्पादित करने, सूचित करने एवं बौद्धिक ईमानदारी से है, जिससे बौद्धिक गुणों का सृजन हो सके।
- (बी) “रचनाकार” रचनाकार के अंतर्गत उच्चतर शैक्षिक संस्थान (HEI) के छात्र या संकाय या शोधकर्ता या कर्मचारी आते हैं जो विचाराधीन कार्य के सृजनकर्ता होते हैं।
- (सी) “आयोग” से अभिप्राय वि. अ. आ. से है, जैसा कि वि. अ. आ. अधिनियम, 1956 में यथापरिभाषित है।
- (डी) “सामान्य ज्ञान” से अभिप्राय, सुप्रसिद्ध तथ्य, उद्धरण, आंकड़ा या जानकारी से है जिसकी अधिकांश व्यक्तियों को जानकारी हो।
- (ई) “डिग्री” से अभिप्राय, वि. अ. आ. द्वारा निर्धारित की गई ऐसी डिग्री से है जो कि वि. अ. आ. अधिनियम 1956 के अनुच्छेद 22 के अंतर्गत सरकारी राजपत्र में अधिसूचित की गई हो।
- (एफ) “विभागीय अकादमिक सत्यनिष्ठा नामसूची” से तात्पर्य होगा विभागीय स्तर पर गठित निकाय, जो साहित्यिक चोरी के आरोपों की जांच पड़ताल करेगा।
- (जी) “संकाय” से तात्पर्य, किसी उच्चतर शिक्षा संस्थान में नामांकित किसी व्यक्ति से है जो छात्रों को शिक्षण तथा/या मार्गदर्शन प्रदान करता हो, चाहे वह किसी भी क्षमता का हो अर्थात् नियमित, तदर्थ, अतिथि, अस्थायी, मुलाकाती आदि।
- (एच) “उच्चतर शिक्षा संस्थान (HEI)” से अभिप्राय ऐसे वि. वि. से है जो वि. अ. आ. अधिनियम, 1956 के अनुच्छेद 2(एफ) के अंतर्गत मान्यताप्राप्त हो या वि. अ. आ. अधिनियम 1956 के अनुच्छेद 3 के अंतर्गत वह संस्थान जो मानित वि. वि. के अंतर्गत आता हो या मान्य महाविद्यालय/संस्थान या किसी वि. वि. की एक संघटक इकाई हो।
- (आई) “सूचना” इसके अंतर्गत आंकड़े, संदेश, पाठ्यवस्तु, आकृतियां, ध्वनि, आवाज, कोड, कम्प्यूटर कार्यक्रम, सॉफ्टवेयर एवं डाटाबेस या माइक्रोफिल्म या कम्प्यूटर सृजित माइक्रोफिश सम्मिलित हैं।
- (जे) “संस्थागत अकादमिक सत्यनिष्ठा नामसूची” से अभिप्राय एक ऐसे निकाय से है जो विभागीय अकादमिक सत्यनिष्ठा नामसूची की सिफारिशों पर विचार करने के लिए तथा साहित्यिक चोरी के आरोपों के बारे में उचित निर्णय लेने तथा दण्ड लागू करने संबंधी निर्णय लेने के लिए संस्थागत स्तर पर गठित किया गया हो। अपवादिक मामलों में यह न्यास संस्थागत स्तर पर साहित्यिक चोरी के आरोपों की जांच करेगा।
- (के) “अधिसूचना” से तात्पर्य, सरकारी राजपत्र में प्रकाशित की गई अधिसूचना से है तथा अधिसूचित करने की अभिव्यक्ति का उसके समानार्थी तथा व्याकरणीय भिन्नता के अनुरूप अनुमान लगाया जाएगा।
- (एल) “साहित्यिक चोरी” से अभिप्राय किसी अन्य के द्वारा किए गए कार्य या विचार को निज प्रयोग में लेना तथा अपने नाम से दूसरे को देना।
- (एम) “पाठ्यक्रम” से तात्पर्य, अध्ययन किया जाने वाला वह पाठ्यक्रम जिसके लिए निष्णात एवं शोध स्तर पर डिग्री प्रदान की जाए।
- (एन) “शोधकर्ता” से तात्पर्य है उच्चतर शैक्षिक संस्थानों में अकादमिक/वैज्ञानिक शोध करने वाला व्यक्ति।
- (ओ) “पाण्डुलिपि” के अंतर्गत शोध-लेख, शोध-निबन्ध, शोध-पत्र, पुस्तकों में अध्याय, सम्पूर्ण पुस्तकें तथा अन्य समान कार्य का मूल्यांकन/अभिमत हेतु जमा किया जाने वाला कार्य जो उच्चतर शिक्षा संस्थान के छात्रों या संकाय या शोधकर्ता या कर्मचारी द्वारा निष्णात एवं शोधस्तर की डिग्रियों को प्राप्त करने या प्रिंट या इलेक्ट्रॉनिक मीडिया में प्रकाशन हेतु तैयार किया जाए। तथापि, इसमें नियत कार्य/आवधिक पत्र/परियोजना रिपोर्ट/पाठ्यक्रम संबंधी कार्य/निबन्ध तथा उत्तर पुस्तिकाएं शामिल नहीं होंगी।
- (पी) “स्रोत” से अभिप्राय, किसी भी स्रोत से किसी भी रूप में प्राप्त की गई प्रकाशित मुख्य एवं गौण अध्ययन सामग्री से है, जिसमें लिखित जानकारी तथा अन्य व्यक्तियों अर्थात् विख्यात विद्वानों, लोकप्रिय हस्तियों, किसी भी प्रकार के पेशेवर व्यक्तियों से प्रत्यक्षतः प्राप्त किये गए दृष्टिकोण को शामिल किया गया हो। इसके अतिरिक्त, इलेक्ट्रॉनिक रूप में आंकड़े एवं सूचना यथा श्रव्य, दृश्य, आकृति या पाठ्यक्रम के रूप में, जिसकी सूचना समान अर्थ में, सूचना प्रौद्योगिकी अधिनियम 2000 के अनुच्छेद 2(1)(V) के अंतर्गत वर्णित है तथा जिसको यहां विनियम 2(1) में पुनः प्रस्तुत किया गया है।

- (क्यू) "कर्मचारी" से तात्पर्य उच्चतर शिक्षा संस्थानों में कार्यरत् गैर-शैक्षणिक कर्मचारी वर्ग से है, जो किसी भी क्षमता अर्थात् नियमित, अस्थायी, अनुबन्धात्मक, बाह्य स्रोत आदि में कार्यरत् हों।
- (आर) "छात्र" से तात्पर्य उस व्यक्ति से है, जिसका विधिवत दाखिला हुआ हो, पाठ्यक्रम का अध्ययन कर रहा हो, जिसमें किसी भी पद्धति (पूर्णकालिक या अंशकालिक या दूरस्थ माध्यम) से अध्ययन करने वाले शोध पाठ्यक्रम को सम्मिलित किया गया है।
- (एस) "विश्वविद्यालय" से अभिप्राय उन विश्वविद्यालयों से है, जो केन्द्रीय अधिनियम, प्रान्तीय अधिनियम या राज्य अधिनियम के अधीन स्थापित अथवा निगमित हैं तथा उनमें वह मानित वि. वि. संस्थान सम्मिलित हैं जो यूजीसी अधिनियम, 1956 के अनुच्छेद (3) के अंतर्गत आते हैं।
- (टी) "वर्ष" से तात्पर्य वह अकादमिक सत्र है, जिसमें प्रमाणित अपराध किया गया हो।  
ऐसे शब्द तथा अभिव्यक्तियां, जिन्हें इन विनियमों में परिभाषित नहीं किया गया है, लेकिन वि.अ.आ. अधिनियम, 1956 में परिभाषित हैं तथा इन विनियमों के साथ सुसंगत नहीं हैं उनका इस अधिनियम में निर्दिष्ट तदनु रूप अर्थ लगाया जाएगा।

### 3. उद्देश्य:

- 3.1 शोध, शोध-पत्र, शोध-निबन्ध के दायित्वपूर्ण आचरण, अकादमिक सत्यनिष्ठा के प्रोत्साहन के प्रति जागरूकता पैदा करना, छात्र संकाय, शोधकर्ता एवं कर्मचारी वर्ग में अकादमिक लेखन में साहित्यिक चोरी सहित कदाचार से बचाव करना।
- 3.2 शिक्षण एवं प्रशिक्षण के जरिये, संस्थानात्मक तंत्र स्थापित करना, जिससे शोध, शोध-पत्र शोधनिबन्ध, अकादमिक सत्यनिष्ठा तथा साहित्यिक चोरी के निवारण में प्रोन्नति सहज हो सके।
- 3.3 साहित्यिक चोरी का पता लगाने के लिए पद्धतियां विकसित करना तथा साहित्यिक चोरी से बचाव के लिए रचना-तंत्र की स्थापना करना तथा उच्चतर शिक्षा संस्थान के छात्र, संकाय, शोधकर्ता या कर्मचारी को साहित्यिक चोरी का कृत्य करने पर दण्डित करना।

### 4. उच्चतर शिक्षा संस्थान के दायित्व :

प्रत्येक उच्चतर शिक्षा संस्थान को एक ऐसे तंत्र की स्थापना करनी चाहिए जैसा कि इन विनियमों में निर्दिष्ट किया गया है, जो कि शोध एवं अकादमिक कार्यकलापों के दायित्वपूर्ण आचरण के प्रति जागरूकता लाने में संवर्धन करे, साथ ही अकादमिक सत्यनिष्ठा को प्रोन्नत करे तथा साहित्यिक चोरी से बचाव करे।

### 5. जागरूकता कार्यक्रम एवं प्रशिक्षण :

(क) उच्चतर शिक्षा संस्थान, अपने छात्रों, संकायों, शोधकर्ताओं तथा कर्मचारियों को उचित आरोपण के संबंध में अनुदेश देगा, जहां कहीं भी आवश्यक हो, लेखक से स्वीकृति की मांग करेगा, आवश्यकतानुसार उन सुसंगत तथा अनुमतिनिर्दिष्ट अनुशासनों के स्रोत की जानकारी प्राप्त करेगा तथा जो नियमों के अनुरूप, अंतर्राष्ट्रीय सम्मेलन तथा स्रोत को नियंत्रित करने वाले विनियमों से संबंधित होंगे।

(ख) उच्चतर शिक्षा संस्थान, प्रत्येक सत्र में सम्मेलन/जागरूकता कार्यक्रमों का सुग्राही संचालन करेगा, जो शोध, शोध-पत्र, शोध-निबन्ध के दायित्वपूर्ण आचरण तथा अकादमिक सत्यनिष्ठा की प्रोन्नति तथा छात्रों, संकायों, शोधकर्ताओं तथा कर्मचारियों के लिए शिक्षा में नैतिकता को बढ़ावा देगा।

(ग) उच्चतर शिक्षा संस्थान, निम्नलिखित कार्यों पर जोर देगा :

- i. एक अनिवार्य पाठ्यक्रम कार्यविधि/माड्यूल के रूप में स्नातकपूर्व (यूजी)/स्नातकोत्तर (पीजी)/निष्णात डिग्री की पाठ्यवस्तु में अकादमिक सत्यनिष्ठा के आधारभूत सिद्धांतों को सम्मिलित करना।
- ii. निष्णात एवं शोधविशेषज्ञों के लिए अनिवार्य पाठ्यक्रम कार्यविधि/माड्यूल के रूप में शोध एवं प्रकाशन के दायित्वपूर्ण आचरण संबंधी मूल तत्वों को सम्मिलित करना।
- iii. उच्चतर शिक्षा संस्थान के संकाय एवं कर्मचारी सदस्यों हेतु अभिमुखी एवं पुनश्चर्या पाठ्यक्रमों को आयोजित करना, शोध एवं प्रकाशन के आधारभूत दायित्वपूर्ण आचरण के तथ्यों को शामिल करना।
- iv. छात्र, संकाय, शोधकर्ता एवं कर्मचारियों को साहित्यिक चोरी का पता लगाने वाले उपकरणों/साधनों तथा संदर्भप्रबन्धन उपकरणों को प्रयुक्त करने का प्रशिक्षण प्रदान करना।
- v. साहित्यिक चोरी का पता लगाने हेतु आधुनिक प्रौद्योगिकियों सहित सुविधा उपकरणों की स्थापना करना।

- vi. अंतर्राष्ट्रीय शोधकर्ताओं की पंजीकरण पद्धतियों पर छात्र, संकाय शोधकर्ता एवं कर्मचारी सदस्य के पंजीकरण को प्रोत्साहित करना।

#### 6. साहित्यिक चोरी पर रोकथाम :

- (ए) उच्चतर शिक्षा संस्थान, उपयुक्त सॉफ्टवेयर प्रयुक्त करते हुए प्रौद्योगिकी आधारित रचनातंत्र की घोषणा एवं कार्यान्वयन करेगा, जिससे यह सुनिश्चित हो सके कि शोध-पत्र, शोध-निबन्ध, प्रकाशन या कोई अन्य दस्तावेज उसकी प्रस्तुति के समय साहित्यिक चोरी से मुक्त हैं।
- (बी) ऊपर (ए) में वर्णित रचनातंत्र, शोधकार्य में संलिप्त सभी छात्रों को उपलब्ध कराया जाएगा जिसमें छात्र, संकाय शोधकर्ता एवं कर्मचारी सदस्य आदि भी सम्मिलित होंगे।
- (सी) प्रत्येक छात्र, जो शोध-पत्र, शोध-निबन्ध या समान दस्तावेज, उच्चतर शिक्षा संस्थान को प्रस्तुत करने जा रहा है, वह एक ऐसा वचन-बंध प्रस्तुत करेगा जिसमें यह दर्शाया जाएगा कि प्रस्तुत दस्तावेज उसके द्वारा तैयार किया गया है तथा यह दस्तावेज उसका मौलिक लेखन कार्य है तथा किसी भी प्रकार की साहित्यिक चोरी से मुक्त है।
- (डी) इस वचन-बंध में यह तथ्य भी शामिल किया जाएगा कि इस दस्तावेज की उच्चतर शिक्षा संस्थान द्वारा साहित्यिक चोरी का पता लगाने वाले उपकरणों के जरिये विधिवत जाँच कर ली गई है।
- (ई) संस्थान, साहित्यिक चोरी के संबंध में एक ऐसी संबंधित नीति का विकास करेगा तथा इससे संबंधित विधायी निकायों/प्राधिकरणों से उसे स्वीकृत कराएगा। स्वीकृत नीति को HEI वेबसाइट के होमपेज पर डाउनलोड किया जाएगा।
- (एफ) प्रत्येक पर्यवेक्षक, एक प्रमाण-पत्र प्रस्तुत करेगा जिसमें यह निर्दिष्ट किया जाएगा कि शोधकर्ता द्वारा किया गया अमुक कार्य, शोधकर्ता के द्वारा तथा मेरे अधीन रहकर किया गया है तथा यह साहित्यिक चोरी से मुक्त है।
- (जी) संस्थान, सभी निष्णात, शोध पाठ्यक्रम के शोध-पत्रों तथा शोध-निबन्धों को, डिग्री प्रदान किए जाने के पश्चात् 1 माह के भीतर 'शोध गंगा ई-रिपोजिटरी' के अंतर्गत डिजिटल रिपोजिटरी को पोषित करने हेतु इनफलीबनेट पर इसकी सॉफ्ट प्रतियां प्रस्तुत करेगा।
- (एच) संस्थान, संस्थानात्मक रिपोजिटरी का संस्थान की वेबसाइट पर सृजन करेगा जिसमें शोध-निबन्ध/शोध-पत्र/पत्र-आलेख/प्रकाशन तथा अन्य आंतरिक (इन-हाउस) प्रकाशनों को भी सम्मिलित करेगा।

#### 7. साहित्यिक चोरी के बहिष्करण हेतु समरूपता रोकथाम :

साहित्यिक चोरी के लिए समानता जांच में निम्नवत वर्जित होंगे :

- सभी अनिवार्य अनुमतियों और/अथवा गुणधर्म के साथ उद्धृत कार्य।
- सभी सदर्थ, पुस्तकसूची, विषयवस्तु की तालिका, आमुख तथा साभार।
- सभी सामान्य शब्दावली, विधि, मानक, चिह्न तथा मानक समीकरण।

#### नोट:

छात्रों, संकाय, शोधकर्ताओं तथा कर्मचारिवृंदों द्वारा किया गया शोधकार्य, मूल विचार पर आधारित होगा, जिसमें केवल संक्षेपण, सारांश, अवधारणा, टिप्पणियां, परिणाम, निष्कर्ष तथा सिफारिशें शामिल होंगी तथा इसमें कोई समानताएं नहीं होंगी। इसमें चौदह (14) क्रमगत शब्दों तक सामान्य ज्ञान अथवा अनुरूप शब्दावली विवर्जित होगी।

#### 8. साहित्यिक चोरी के स्तर :

साहित्यिक चोरी को परिभाषित करने के प्रयोजनार्थ उसकी गंभीरता के बढ़ते क्रम में साहित्यिक चोरी को निम्नवत स्तरों में मापा जाएगा:

- स्तर शून्य : दस प्रतिशत तक समानता— थोड़ी बहुत समानताएं, कोई दण्ड नहीं।
- प्रथम स्तर : दस प्रतिशत से चालीस प्रतिशत तक समानताएं।
- द्वितीय स्तर : चालीस प्रतिशत से साठ प्रतिशत तक समानताएं।
- तृतीय स्तर : साठ प्रतिशत से अधिक समानताएं।

**9. साहित्यिक चोरी का पता लगाना/जानकारी प्रदान करना/कार्यवाही करना :**

यदि शैक्षिक समुदाय का कोई सदस्य उपर्युक्त प्रमाण के साथ संदेह व्यक्त करता है कि किसी दस्तावेज में साहित्यिक चोरी का कोई प्रकरण बनता है, वह इस मामले की जानकारी विभागीय शैक्षिक सत्यनिष्ठा पेनल (डीएआईपी) को देगा। डीएआईपी, ऐसी शिकायत अथवा आरोप की प्राप्ति पर मामले की जांच करेगा तथा उच्चतर शिक्षा संस्थान की संस्थागत शैक्षिक सत्यनिष्ठा नामसूची (आईएआईपी) को अपनी सिफारिशों सौंपेगा।

उच्चतर शिक्षा संस्थान के प्राधिकारी साहित्यिक चोरी के कृत्य का स्वयंमेव संज्ञान भी ले सकते हैं और इन विनियमों के तहत कार्यवाहियां कर सकते हैं। इसी प्रकार, परीक्षक के निष्कर्षों के आधार पर भी उच्चतर शिक्षा संस्थान द्वारा कार्यवाही आरंभ की जा सकती है। ऐसे सभी मामलों की आईएआईपी द्वारा जांच की जाएगी।

**10. विभागीय शैक्षिक सत्यनिष्ठा नामसूची (डीएआईपी) :**

- i. उच्चतर शिक्षा संस्थान के सभी विभाग एक डीएआईपी को अधिसूचित करेंगे जिसकी संरचना नीचे दी गई है:
  - क. अध्यक्ष-विभागाध्यक्ष
  - ख. सदस्य-विभाग से इतर एक वरिष्ठ शिक्षाविद्, जिसे उच्चतर शिक्षा संस्थान के प्रमुख द्वारा नामित किया जाएगा।
  - ग. सदस्य-साहित्यिक चोरी के साधनों से भली-भांति परिचित एक व्यक्ति, जिसे विभागाध्यक्ष द्वारा नामित किया जाएगा।

बिंदु 'ख' तथा 'ग' के संबंध में सदस्यगणों का कार्यकाल दो वर्षों का होगा। बैठक के लिए सदस्यों की गणपूर्ति 3 में से 2 सदस्यों द्वारा होगी (सभापति सहित)।
- ii. डीएआईपी, छात्रों, संकाय, शोधकर्ताओं तथा कर्मचारिवृंदों के विरुद्ध साहित्यिक चोरी के आरोपों के संबंध में निर्णय देते हुए नैसर्गिक न्याय के सिद्धांतों का पालन करेगा।
- iii. डीएआईपी, को साहित्यिक चोरी के स्तरों का मूल्यांकन करने तथा तदनुसार, दण्ड की सिफारिश करने की शक्तियां प्राप्त होंगी।
- iv. शिकायत प्राप्त होने/ कार्यवाहियां आरंभ किए जाने की तिथि से 45 दिनों के भीतर डीएआईपी, जांच उपरांत, अपनी रिपोर्ट सहित लगाए जाने वाले दण्डों पर अपनी सिफारिशों को आईएआईपी को प्रस्तुत करेगी।

**11. संस्थागत शैक्षिक सत्यनिष्ठा पेनल (आईएआईपी) :**

- i. उच्चतर शिक्षा संस्थान, आईएआईपी को अधिसूचित करेंगे जिसकी संरचना नीचे दी गई है :
  - क. अध्यक्ष-उच्चतर शिक्षा संस्थान का सम-कुलपति/संकाय अध्यक्ष/वरिष्ठ शिक्षाविद्।
  - ख. सदस्य-उच्चतर शिक्षा संस्थान के अध्यक्ष द्वारा नामित एक वरिष्ठ शिक्षाविद्।
  - ग. सदस्य-उच्चतर शिक्षा संस्थान से इतर किसी अन्य उच्चतर शिक्षा संस्थान द्वारा नामित किया जाने वाला एक सदस्यगण।
  - घ. सदस्य-साहित्यिक चोरी के साधनों से भली-भांति परिचित एक व्यक्ति, जिसे विभागाध्यक्ष द्वारा नामित किया जाएगा।

एक ही व्यक्ति, डीएआईपी और आईएआईपी का अध्यक्ष नहीं होगा। अध्यक्ष सहित समिति के सदस्यगणों का कार्यकाल 3 वर्षों का होगा। बैठक के लिए सदस्यों की गणपूर्ति 3 में से 2 सदस्यों (सभापति सहित) द्वारा होगी।

- ii. आईएआईपी, डीएआईपी की सिफारिशों पर विचार करेगा।
- iii. आईएआईपी, इन विनियमों में उल्लिखित उपबंधों के अनुसार साहित्यिक चोरी के मामलों की जांच भी करेगा।
- iv. आईएआईपी, उच्चतर शिक्षा संस्थान के छात्रों, संकाय, शोधकर्ताओं तथा कर्मचारिवृंदों के विरुद्ध साहित्यिक चोरी के आरोपों के संबंध में निर्णय देते हुए नैसर्गिक न्याय के सिद्धांतों का पालन करेगा।
- v. आईएआईपी को विधिवत् औचित्य के साथ दण्ड सहित डीएआईपी की सिफारिशों की समीक्षा करने की भी शक्तियां प्राप्त होंगी।
- vi. आईएआईपी जांच उपरांत रिपोर्ट तथा उच्चतर शिक्षा विभाग के प्रमुख द्वारा लगाए जाने वाले दण्ड संबंधी सिफारिशों को डीएआईपी द्वारा शिकायत प्राप्त होने/ कार्यवाहियां आरंभ किए जाने की तिथि से 45 दिनों के भीतर भेजेगा।
- vii. आईएआईपी उस व्यक्ति(यों) को रिपोर्ट की प्रति उपलब्ध कराएगा जिसके विरुद्ध जांच रिपोर्ट प्रस्तुत की गई है।

**12. दण्ड :**

साहित्यिक चोरी के मामले में निष्णात तथा शोध कार्यक्रमों के स्तर पर उच्चतर शिक्षा संस्थान में अध्ययनरत छात्रों तथा उच्चतर शिक्षा के संस्थानों के शोधकर्ताओं, संकाय तथा कर्मचारिवृंदों पर केवल उस स्थिति में ही दण्ड लगाया जाएगा जब बिना किसी संदेह के किसी व्यक्ति विशेष द्वारा शैक्षिक कदाचार किए जाने की पुष्टि हो जाती है और जब अपील के सभी विकल्पों को पूर्णतः उपयोग कर लिया जाता है और जब अमुक व्यक्ति को अपना बचाव करने के लिए स्पष्ट अथवा पारदर्शी पद्धति से पर्याप्त अवसर प्रदान किया गया हो।

**12.1 शोध-प्रबंध (थीसीस) तथा शोध-निबंध (डिसरटेशन) को प्रस्तुत करने के मामले में साहित्यिक चोरी :**

संस्थागत शैक्षिक सत्यनिष्ठा नामसूची (आईएआईपी) साहित्यिक चोरी की गंभीरता पर विचार कर दण्ड आरोपित करेगा :

- i. **स्तर शून्य : दस प्रतिशत तक समानताएं—** थोड़ी बहुत समानताएं, कोई दण्ड नहीं।
- ii. **प्रथम स्तर : दस प्रतिशत से चालीस प्रतिशत तक समानताएं—** ऐसे छात्रों को अधिकतम छह माह की विनिर्धारित अवधि के भीतर संशोधित आलेख जमा करने को कहा जाएगा।
- iii. **द्वितीय स्तर : चालीस प्रतिशत से साठ प्रतिशत तक समानताएं—** ऐसे छात्रों को अधिकतम एक वर्ष की अवधि के लिए संशोधित आलेख जमा करने से वंचित किया जाएगा।
- iv. **तृतीय स्तर : साठ प्रतिशत से अधिक समानताएं—** ऐसे छात्रों के उस कार्यक्रम के लिए पंजीकरण को रद्द कर दिया जाएगा।

**नोट 1: बार-बार साहित्यिक चोरी करने पर दण्ड :** प्रत्येक छात्र को साहित्यिक चोरी के लिए दण्डित किया जाएगा यदि उसके द्वारा की गई साहित्यिक चोरी पिछली बार की गई साहित्यिक चोरी से एक स्तर अधिक हो। यदि सर्वोच्च स्तर की साहित्यिक चोरी की गई हो तो उसे कारगर दंड दिया जाएगा।

**नोट 2: उस स्थिति में साहित्यिक चोरी जब उपाधि/क्रेडिट पहले ही प्राप्त किया गया हो—** यदि उपाधि/क्रेडिट किए जाने, जैसा भी मामला हो, प्रदान किए जाने की तिथि के बाद में साहित्यिक चोरी सिद्ध हो तो उसकी उपाधि/क्रेडिट को आईएआईपी द्वारा संस्तुत अवधि के लिए आस्थगित रखा जाएगा तथा संस्थान के प्रमुख द्वारा अनुमोदित किया जाएगा।

**12.2 शैक्षिक तथा शोध प्रकाशनों में साहित्यिक चोरी के मामले में दण्ड :**

- I. **स्तर शून्य : दस प्रतिशत तक समानताएं—** थोड़ी बहुत समानताएं, कोई दण्ड नहीं।
- II. **प्रथम स्तर : दस प्रतिशत से चालीस प्रतिशत तक समानताएं—**
  - i. ऐसे छात्रों को, पांडुलिपि वापस लेने को कहा जाएगा।
- III. **द्वितीय स्तर : चालीस प्रतिशत से साठ प्रतिशत तक समानताएं—**
  - i. उन्हें पांडुलिपि वापस लेने को कहा जाएगा।
  - ii. उन्हें एक वार्षिक वेतन वृद्धि के अधिकार से वंचित किया जाएगा।
  - iii. उन्हें दो वर्ष की अवधि के लिए किसी नई निष्णात, एम.फिल., पीएच.डी. छात्र/ विद्वान का पर्यवेक्षण करने की अनुमति नहीं दी जाएगी।
- IV. **तृतीय स्तर : साठ प्रतिशत से अधिक समानताएं—**
  - i. उन्हें पांडुलिपि वापस लेने को कहा जाएगा।
  - ii. उन्हें लगातार दो वार्षिक वेतन वृद्धि के अधिकार से वंचित किया जाएगा।
  - iii. उन्हें तीन वर्ष की अवधि के लिए किसी नए निष्णात, एम.फिल., पीएच.डी. छात्र/ विद्वान का पर्यवेक्षण करने की अनुमति नहीं दी जाएगी।

**नोट 1: बार-बार साहित्यिक चोरी करने पर दण्ड :** उन्हें पांडुलिपि वापस लेने को कहा जाएगा और उन्हें की गई साहित्यिक चोरी के निम्न स्तर से एक स्तर ऊपर की साहित्यिक चोरी के लिए दण्डित किया जाएगा। यदि की गई साहित्यिक चोरी सर्वोच्च स्तर की हो तो उसके लिए विहित दंड लागू होगा। यदि तृतीय स्तर के दोष की पुनरावृत्ति की गई हो तो उच्चतर शिक्षा संस्थान द्वारा सेवा नियमों के अनुसार निलंबन/सेवा समाप्ति सहित अनुशासनात्मक कार्रवाई की जाएगी।

**नोट 2:** उस स्थिति में दण्ड, जब साहित्यिक चोरी का लाभ अथवा क्रेडिट पहले ही प्राप्त किया गया हो— यदि लाभ अथवा क्रेडिट प्राप्त किए जाने, जैसा भी मामला हो, की तिथि के बाद साहित्यिक चोरी सिद्ध हो तो उसके द्वारा प्राप्त लाभ अथवा क्रेडिट को आईएआईपी द्वारा संस्तुत अवधि के लिए आस्थगित रखा जाएगा तथा संस्थान के प्रमुख द्वारा अनुमोदित किया जाएगा।

**नोट 3 :** उच्चतर शिक्षा संस्थान ऐसा तंत्र विकसित करेंगे ताकि यह सुनिश्चित किया जाए कि छात्र, संकाय, शोधकर्ता अथवा कर्मचारिवृंद द्वारा प्रकाशित किए गए प्रत्येक पत्र/शोध-प्रबंध (थीसीस) तथा शोध-निबंध (डिसरटेशन) को अग्रेषित/ प्रस्तुत किए जाने के समय साहित्यिक चोरी के लिए जांचा जाए।

**नोट 4 :** यदि उच्चतर शिक्षा संस्थान के प्रधान के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप उच्चतर शिक्षा संस्थान के नियंत्रण अधिकारी द्वारा उपर्युक्त कार्रवाई की जाएगी।

**नोट 5 :** यदि संस्थागत स्तर पर विभागाध्यक्ष/प्राधिकारियों के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप आईएआईपी द्वारा उपयुक्त कार्रवाई की जाएगी जिसे सक्षम अधिकारी द्वारा अनुमोदित किया जाएगा।

**नोट 6 :** यदि डीएआईपी अथवा आईएआईपी के किसी सदस्यगण के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, ऐसा सदस्य ऐसी बैठकों में भाग नहीं लेगा जहां उसके मामले के संबंध में चर्चा की जा रही हो/अथवा जांच की जा रही हो।

### 13. कठिनाइयों का निवारण

विश्वविद्यालय अनुदान आयोग, इन विनियमों के कार्यान्वयन के दौरान सामने आने वाली कठिनाइयों को भारत सरकार/मानव संसाधन विकास मंत्रालय के परामर्श से निवारण करने का अधिकार सुरक्षित रखता है।

प्रो. रजनीश जैन, सचिव

[विज्ञापन-III/4/असा./161/18]

## UNIVERSITY GRANTS COMMISSION

### NOTIFICATION

#### UNIVERSITY GRANTS COMMISSION (PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM IN HIGHER EDUCATIONAL INSTITUTIONS) REGULATIONS, 2018

New Delhi, the 23rd July, 2018

#### F. 1-18/2010(CPP-II).—

##### Preamble

*Whereas*, University Grants Commission (UGC), as per UGC Act, 1956, is mandated to coordinate and determine the standards of higher education;

*And whereas*, assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Masters and Research level, by a student or a faculty or a researcher or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by Higher Educational Institutions (HEIs);

*Therefore*, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations:-

#### 1. Short title, application and commencement –

- These regulations shall be called the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.
- They shall apply to the students, faculty, researchers and staff of all Higher Educational Institutions in the country.
- These regulations shall come into force from the date of their notification in the Official Gazette.

**2. Definitions -**

In these regulations, unless the context otherwise requires—

- a. “Academic Integrity” is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property;
- b. “Author” includes a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration;
- c. “Commission” means the University Grants Commission as defined in the University Grants Commission Act, 1956;
- d. “Common Knowledge” means a well known fact, quote, figure or information that is known to most of the people;
- e. “Degree” means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- f. “Departmental Academic Integrity Panel” shall mean the body constituted at the departmental level to investigate allegations of plagiarism;
- g. “Faculty” refers to a person who is teaching and/or guiding students enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc;
- h. “Higher Educational Institution (HEI)” means a university recognized under section 2(f) of the UGC Act, 1956 or an institution deemed to be university under section 3 of the UGC Act, 1956 or an affiliating college / institution or a constituent unit of a university;
- i. “Information” includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche;
- j. “Institutional Academic Integrity Panel” shall mean the body constituted at Institutional level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level;
- k. “Notification” means a notification published in the Official Gazette and the expression “notify” with its cognate meanings and grammatical variation shall be construed accordingly;
- l. “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own.
- m. “Programme” means a programme of study leading to the award of a masters and research level degree;
- n. “Researcher” refers to a person conducting academic / scientific research in HEIs;
- o. “Script” includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment / opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of an HEI; however, this shall exclude assignments / term papers / project reports / course work / essays and answer scripts etc.;
- p. “Source” means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1);
- q. “Staff” refers to all non-teaching staff working in HEIs in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;
- r. “Student” means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);
- s. “University” means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an institution deemed to be university under section 3 of the UGC Act, 1956;
- t. “Year” means the academic session in which a proven offence has been committed.

Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the meanings respectively assigned to them in UGC Act, 1956.

**3. Objectives**

- 3.1 To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.
- 3.2 To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- 3.3 To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of HEI committing the act of plagiarism.

**4. Duties of HEI:**

Every HEI should establish the mechanism as prescribed in these regulations, to enhance awareness about responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

**5. Awareness Programs and Trainings:**

- (a) HEI shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.
- (b) HEI shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.
- (c) HEI shall :
  - i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.
  - ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.
  - iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of the HEI.
  - iv. Train student, faculty, researcher and staff for using plagiarism detection tools and reference management tools.
  - v. Establish facility equipped with modern technologies for detection of plagiarism.
  - vi. Encourage student, faculty, researcher and staff to register on international researcher's Registry systems.

**6. Curbing Plagiarism**

- a) HEI shall declare and implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.
- b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff etc.
- c) Every student submitting a thesis, dissertation, or any other such documents to the HEI shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
- d) The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the HEI.
- e) HEI shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/authorities. The approved policy shall be placed on the homepage of the HEI website.
- f) Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free.
- g) HEI shall submit to INFLIBNET soft copies of all Masters, Research program's dissertations and thesis within a month after the award of degrees for hosting in the digital repository under the "Shodh Ganga e-repository".
- h) HEI shall create Institutional Repository on institute website which shall include dissertation / thesis / paper / publication and other in-house publications.

### 7. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations.

#### Note:

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

### 8. Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

### 9. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the HEI.

The authorities of HEI can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the HEI on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

### 10. Departmental Academic Integrity Panel (DAIP)

- i. All Departments in HEI shall notify a DAIP whose composition shall be as given below:
  - a. Chairman - Head of the Department
  - b. Member - Senior academician from outside the department, to be nominated by the head of HEI.
  - c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).
- ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
- iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.
- iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

### 11. Institutional Academic Integrity Panel (IAIP)

- i. HEI shall notify a IAIP whose composition shall be as given below:
  - a. Chairman - Pro-VC/Dean/Senior Academician of the HEI.
  - b. Member - Senior Academician other than Chairman, to be nominated by the Head of HEI.
  - c. Member - One member nominated by the Head of HEI from outside the HEI
  - d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the HEI.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- ii. The IAIP shall consider the recommendations of DAIP.
- iii. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

- iv. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of HEI.
- v. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- vi. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Head of the HEI within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.
- vii. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

## 12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the HEI only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

### 12.1 Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. **Level 0: Similarities upto 10%** - Minor Similarities, no penalty.
- ii. **Level 1: Similarities above 10% to 40%** - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. **Level 2: Similarities above 40% to 60%** - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. **Level 3: Similarities above 60%** -Such student registration for that programme shall be cancelled.

**Note 1: Penalty on repeated plagiarism-** Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

**Note 2: Penalty in case where the degree/credit has already been obtained** - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

### 12.2 Penalties in case of plagiarism in academic and research publications

- I. **Level 0: Similarities up to 10%** - Minor similarities, no penalty.
- II. **Level 1: Similarities above 10% to 40%**
  - i) Shall be asked to withdraw manuscript.
- III. **Level 2: Similarities above 40% to 60%**
  - i) Shall be asked to withdraw manuscript.
  - ii) Shall be denied a right to one annual increment.
  - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.
- IV. **Level 3: Similarities above 60%**
  - i) Shall be asked to withdraw manuscript.
  - ii) Shall be denied a right to two successive annual increments.
  - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

**Note 1: Penalty on repeated plagiarism** - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the HEI.

**Note 2: Penalty in case where the benefit or credit has already been obtained** - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Head of the Institution.

**Note 3:** HEIs shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the HEI is checked for plagiarism at the time of forwarding/submission.

**Note 4:** If there is any complaint of plagiarism against the Head of an HEI, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the HEI.

**Note 5:** If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

**Note 6:** If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/investigated.

### **13. Removal of Difficulty**

UGC reserves the right to remove difficulty/difficulties in the course of implementations of these Regulations in consultation with the Government of India/ Ministry of Human Resource Development.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./161/18]

RAKESH  
SUKUL

Digitally signed by  
RAKESH SUKUL  
Date: 2018.07.31 22:44:34  
+05'30'



## **GSFC University Vadodara, Gujarat**

### **PhD Scholar's No-Plagiarism Undertaking**

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#### **1. Scholar Details**

<b>Full Name of Scholar:</b>	
<b>Enrollment Number:</b>	
<b>Department:</b>	
<b>School:</b>	
<b>Contact Number:</b>	
<b>Email ID (University):</b>	

#### **2. Thesis Details**

<b>Title of the Thesis:</b>	
<b>Date of Submission:</b>	<b>DD/MM/YYYY</b>

#### **3. Declaration by Scholar:** I hereby declare that:

- i. The above-mentioned thesis is my original research work and has been carried out under the supervision of **Dr. [Supervisor's Name]**.
- ii. The thesis has not been submitted wholly or partially for the award of any degree or diploma at any other university or institution.
- iii. All sources of information and content taken from other works have been appropriately acknowledged and cited.
- iv. A plagiarism check has been conducted using approved software, and the similarity index is within the permissible limit as defined by GSFC University.
- v. I understand that any violation of academic integrity, including plagiarism, may lead to cancellation of my degree and disciplinary action as per university and UGC norms.

#### **4. Undertaking**

I affirm that the contents of this declaration are true to the best of my knowledge and belief.

**Signature of Scholar:** \_\_\_\_\_



**GSFC**  
**UNIVERSITY**  
EDUCATION RE-ENVISIONED  
An ISO 9001:2015 Certified

*Annexure-20*

**Date:** \_\_\_\_\_

**GSFC University**  
**Vadodara, Gujarat**

**Ph.D. Thesis Originality Certificate by Supervisor**

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**1. Scholar Details**

<b>Name of Scholar:</b>	
<b>Enrollment Number:</b>	
<b>Department/School:</b>	
<b>Title of the Thesis:</b>	

**2. Supervisor Details**

<b>Name of Supervisor:</b>	
<b>Designation:</b>	
<b>Department/School:</b>	

**3. Declaration by Supervisor**

I hereby certify that the above-mentioned thesis titled:

“ \_\_\_\_\_ ”  
\_\_\_\_\_

submitted by **Mr./Ms. [Scholar's Name]** is the **original research work** carried out under my supervision. To the best of my knowledge:

- The work has **not been submitted**, in part or full, for the award of any other degree or diploma at any other institution or university.
- The thesis is **free from plagiarism** and follows the **ethical standards** of research.
- The research has been conducted under my guidance and is appropriate for submission in partial fulfillment of the requirements for the award of the **Ph.D. degree** from GSFC University.

**Signature of Supervisor:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**GSFC University**  
**Vadodara, Gujarat**  
**Department of \_\_\_\_\_**  
**School\_\_\_\_\_**

**Ph.D. Thesis Examiner Panel Proposal Form**  
*(To be submitted by the Supervisor)*

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- 1. Name of the Ph.D. Scholar:**
- 2. Enrollment No.:**
- 3. Title of Thesis:**
- 4. Name of Supervisor:**

**Proposed List of External Examiners [National Level]**

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1. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:
2. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:
3. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:
4. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:



5. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:

### **Proposed List of External Examiners [International Level]**

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6. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:

7. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:

8. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:

9. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:

10. Name:  
Telephone No.:  
Designation:  
Affiliation:  
Email Address:  
Address:



**Declaration by Supervisor**

I hereby declare that the above-mentioned proposed examiners:

- Are subject matter experts in the field relevant to the Ph.D. thesis.
- Have no conflict of interest or recent collaboration with either the scholar or myself.
- Are eligible as per the norms of GSFC University and UGC guidelines.

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

Signature of Supervisor: \_\_\_\_\_

**For Office Use Only**

**Verified and forwarded by**

Head of Department

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Ph.D. Program Coordinator

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Approved by**

Registrar

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Provost

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**GSFC University**  
**Vadodara, Gujarat**  
**Department of \_\_\_\_\_**  
**School \_\_\_\_\_**

**No.:** \_\_\_\_\_

**Dated:** XX/XX/XXXX

**Defence Seminar Notice**

**Mr./Ms./Mrs.** \_\_\_\_\_ (En. No.: \_\_\_\_\_), research scholar of Department \_\_\_\_\_ will deliver his pre-Ph.D. presentation as per the following details:

**Title:**

**Date & Day:**

**Time:**

**Venue:**

All interested are welcome.

**Supervisor**

**Copy to:**

- 1- Head of Department
- 2- PhD Program Coordinator
- 3- Provost
- 4- Registrar
- 5- All members of RAC\*
- 6- Teaching & Non-Teaching Staff

**Supervisor –**

**Co-Supervisor (s) –**

**Internal RAC Member –**

**External RAC Member –**



**Viva**

**TITLE**

**Name:**

**Enrollment no.:**

**Supervisor:**

**Co-Supervisor:**



# Introduction



# Introduction

➤➤ **Thank You..**