



HINDUSTAN SARVA VIDHYAPEETH

An Internationally Reputed And Recognised Autonomous Institution

Run by A Registered Not-For-Profit Autonomous Organisation Under Indian Govt. Act 2 of 1882.

INDUSTRY INTEGRATED EDUCATION PROGRAMME

M.Phil / PH.D ORDINANCE BY HSV AS PER UGC NOTIFICATION May'2016 University Grants Commission (Minimum Standards and Procedure for Award of M.PHIL. / PH.D Degrees) Regulations, 2016

In supersession of the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009, notified in The Gazette of India [No. 28, Part III- Section 4] for the week July 11-July 17, 2009

No. F. 1-2/2009(EC/PS)V(I) Vol. II - 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) Regulation, 2009, notified in The Gazette of India [No. 28, Part III-Section 4] for the week July 11 — July 17, 2009, the University Grants Commission hereby makes the following Regulations, namely:-

1. Short Title, Application and Commencement:

- 1.1 These Regulations may be called University Grants Commission (Minimum Standards and Procedure for Award of M.Phil. / Ph.D. Degrees) Regulations, 2016.
- 1.2 They shall apply to every University established or incorporated by or under a Central Act, a Provincial Act, or a State Act, every affiliated college, and every Institution Deemed to be a University under Section 3 of UGC Act, 1956.
- 1.3 They shall come into force from the date of their publication in the Gazette of India.

2. Eligibility criteria for admission to the M.Phil. Programme:

- 2.1 Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7 - point scale (or an equivalent grade in a point scale wherever grading system is followed) or **an equivalent degree 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 for the purpose of assessing, accrediting or assuring quality and standards of institution.**

2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC / ST / OBC (non-creamy layer) / Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3. Eligibility criteria for admission to Ph.D. Programme:

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

3.1 Master's Degree holders satisfying the criteria stipulated under Clause 2 above.

3.2 Candidates who have cleared the M.Phil. coursework with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7- point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC / ST / OBC (non-creamy layer) / Differently-Abled and other categories of candidates as per the decision of the Commission from time to time.

3.3 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the same Institution;

3.4 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, 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 for the purpose of assessing, accrediting or assuring quality and standards of HSV, shall be eligible for admission to Ph.D. programme.

4. Duration of the Programme:

4.1 M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters / one year and a maximum of four (4) consecutive semesters / two years.

4.2 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

4.3 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute / Ordinance of the individual Institution concerned.

4.4 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil and two years for Ph.D. in the maximum duration. In

addition, the women candidates may be provided Maternity Leave / Child Care Leave once in the entire duration of M.Phil / Ph.D. for up to 240 days.

5. Procedure for admission:

5.1 HSV shall admit M.Phil / Ph.D. students through an Entrance Test (Research Aptitude Test). Entrance Test for those students who qualify UGC-NET (including JRF) / UGC-CSIR NET (including JRF) / SLET / GATE / Teacher fellowship holder or have passed M.Phil programme. Similar approach may be adopted in respect of Entrance Test for M.Phil programme. .

5.2 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 bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

HSV shall admit candidates by a two stage process through:

5.4.1 An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be Subject specific.

5.4.2 An interview/viva-voce to be organized by the HSV, when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.

The interview / viva-voce shall also consider the following aspects, viz. whether:

5.5.1 The candidate possesses the competence for the proposed research;

5.5.2 The research work can be suitably undertaken at the Institution,

5.5.3 The proposed area of research can contribute to new/additional knowledge.

➤ The HSV shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his / her research, name of his / her supervisor / co-supervisor, date of enrolment / registration.

6. Allocation of Research Supervisor: Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of M.Phil./ Ph.D. scholars permissible per Supervisor, etc.

6.1 Any regular Professor of the University / Institution Deemed to be a University / College with at least five research publications in refereed journals and any regular Associate / Assistant Professor of the university / institution deemed to be a university / college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

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

6.2 Only a full time regular teacher of the concerned University / Institution Deemed to be a University / College can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.

6.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.

6.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department / Faculty / College / Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions / Colleges.

6.5 A Research Supervisor / Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.

6.6 In case of relocation of a M.Phil / Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution / supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

7. Course Work:

Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

7.1 The credit assigned to the M.Phil. or Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.

7.2 The course work shall be treated as prerequisite for M.Phil./ Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil. / Ph.D. Programme.

7.3 All courses prescribed for M.Phil. and Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.

7.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee, as stipulated under sub-Clause 8.1 below, of the research scholar.

7.5 All candidates admitted to the M.Phil. and Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.

7.6 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

7.7 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the Institution/College.

7.8 A M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade / CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

8. Research Advisory Committee and its functions:

8.1 There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the Statutes / Ordinances of the Institution concerned, for each M.Phil. and Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

8.1.1 To review the research proposal and finalize the topic of research;

8.1.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.

8.1.3 To periodically review and assist in the progress of the research work of the research scholar.

8.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution with a copy to the research scholar.

8.3 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution / College with specific reasons for cancellation of the registration of the research scholar.

9. Evaluation and Assessment Methods, minimum standards / credits for award of the Final Certificate, etc:

9.1 The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. Programme Final Certification shall not be less than 24 credits.

9.2 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the M.Phil./ Ph.D. scholar shall be required to undertake research work and produce a draft dissertation / thesis within a reasonable time, as stipulated by the Institution concerned based on these Regulations.

9.3 Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation / thesis in consultation with the Research Advisory Committee.

9.4 M.Phil scholars shall present at least one (1) research paper in a conference / seminar and Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences / seminars before the submission of the dissertation / thesis for adjudication, and produce evidence for the same in the form of presentation certificates and / or reprints.

9.5 The Academic Council (or its equivalent body) of the Institution shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation / thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree / diploma of the same Institution where the work was carried out, or to any other Institution.

9.6 The M.Phil. Dissertation submitted by a research scholar shall be evaluated by his / her Research Supervisor and at least one external examiner who is not in the employment of the Institution. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts / researchers.

9.7 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the Institution / College, of whom one examiner may be from outside the country. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts / researchers.

9.8 The public viva-voce of the research scholar to defend the dissertation / thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation / thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner in case of M.Phil.dissertation, or one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the Institution shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the Programme Final Certification.

9.9 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. Dissertation / Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

10. Treatment of Ph.D / M.Phil. through Distance Mode / Part-time:

10.1 AS per UGC HSV shall not conduct M.Phil. and Ph.D. Programmes through distance education mode.

10.2 Part-time Ph.D will be allowed provided all the conditions mentioned in the extant Ph.D Regulations are met.

11. Award of Final Certification:

11.1 Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil / Ph.D. Programme Final Certification, Prior to the actual award of the Certificate, HSV shall issue a provisional Certificate to the effect that the Programme Final Certificate has been awarded in accordance with the provisions of these UGC Regulations, 2016.

