

Rules and Regulations for the Aspiring Candidates to PhD Programme

1. Eligibility criteria for admission to Ph.D. programme:

For admission to the Ph.D. programme in a related subject in the faculty of **Science & Technology**, applicants fulfilling the following criteria shall be treated as eligible:

- 1.1 Candidate for admission to the Ph.D. programme shall have a ME/M.Tech in case of Engineering CHLR and M. Phil for Science CHLR 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). 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/NT/OBC (non-creamy layer)/differently-abled and other categories of candidate. **However, for reservation policy, any amendment in the rules and regulations of Government of Maharashtra will be applicable time to time.**
- 1.2 A candidate whose dissertation of M.E/M.Tech course has been evaluated and the viva voce is pending may also be eligible for provisional admission to the Ph.D. programme subject to fulfilment of criteria 1.1 after passing relevant post-graduation degree.
- 1.3 Persons holding the rank of Asstt. Director/Scientist B or above and working in National Laboratories / Institutes / Government/Private Organizations nominated/sponsored by the respective employer, shall be eligible for admission to Ph.D. programme.
- 1.4 Applications for research in inter-disciplinary subject/areas satisfying rule 1.1 to 1.3 above are eligible for admission to PhD programme subject to availability of guide/co-guide from inter-disciplinary subject/areas. In such cases, the guide should be from the subject in which the candidate has completed his/her Master's Degree and the Co-guide from the allied subject of the respective CHLR. **The guide and co-guide for one particular thesis can be from same subject area.**
- 1.5 As per the provision in the Ordinance No. 116, no candidate shall be allowed to register simultaneously for regular Ph.D. and for any other regular degree course in the same or different University. The breach of this condition observed in any time in future shall result in automatic cancellation of registration in this University and admission **at this CHLR.**

2. Provisional Admission to CHLR for PhD Programme:

The admission for the Ph.D. degree shall be given at the University after undergoing the following procedures:

- 2.1 The candidates who are fulfilling the above criteria mentioned in (1) and **qualified the Ph.D. Entrance Test (PET) conducted by the Gondwana University, Gadchiroli** OR qualified GATE/JRF in case of Engineering and SET/NET/JRF in case of Science are exempted from PET. **In case of admission to PhD in engineering, the GATE qualified candidates will be given more weightage in the selection.**
- 2.2 **The eligible candidate shall apply well in advance to the CHLR along with "Purpose of PhD" (consists of short reason of carrying PhD in the relevance area) in the first place/instance for admission to the Ph.D. programme subject to fulfilment of 1 and 2.1 in the prescribed format under Annexure I (Admission Registration Form) such that CHLR can process their applications and forward to the university before the specified deadlines mentioned by the Gondwana university (refer Gondwana University circular time to time). For the schedule of admission, visit institute website.**
- 2.3 **An eligible candidate can approach to the respective department of CHLR of this institute, where he intends to do the research work prior to admission process.**
- 2.4 On the basis of number of seats available with the approved Ph.D. Guides and the research interest of the candidate, the guide shall be provisionally allotted by RAC of respective department. The decision of RAC will be final in this regard.
- 2.5 The modality regarding conduct of meetings of the committee, preparation of list of guides, vacancies with individual guides, their specialization and any other matter shall be such as laid down by the University.
- 2.6 **After above approval procedure of CHLR, the eligible candidate shall fill-up online/offline Ph.D. admission application form and submit the application to the Ph.D. Section at Gondwana University along with approval letter of the CHLR. The students will be given provisional admission to Ph.D. programme at CHLR after processing his/her application by the university.**

3. Confirmation of Admission to CHLR for PhD Programme:

- 3.1 After six months within which having successfully completed the **course work** (for details of Course Work, refer Annexure-II), the given scholar is admitted to the CHLR and

- supervisor allotted to him/ her during following six months through the **RAC**. The date of presentation before RAC will be considered as date of approval for the research.
- 3.2 After approval of application by Research and Recognition Committee, the particulars of the candidate, title of research work, research guide, by the University, the candidate has to report the CHLR, Government College of Engineering Chandrapur for the admission. The candidate has to submit the letter of acceptance of Registration issued by the Gondwana University, Gadchiroli and pay the admission and other fees as per Annexure-III. Failure of the payment of fees without approval of Head of the institutions before the last date of registration shall forbid his/her right for admission to PhD programme. The same will be applicable for payment of the fees in subsequent semester/years.
- 3.3 The admission of the candidate for the Ph.D. degree shall be considered as confirmed only after successful completion of the Pre-Ph.D. theory course work, followed by presentation of Outline (Research Proposal) before **RRC**. After completion of this one year period, the research scholar shall have the opportunity to come back to RRC at CHLR to change his synopsis in consultation with the allotted supervisor. The proposal for partial modification, however, should be recommended by the RAC of the respective CHLR, Government College of Engineering Chandrapur.
- 3.4 In case of any suggestions given by the **RAC** for improvement in the topic of research, the candidate shall make changes in consultation with the guide accordingly in the research proposal (research outline) within one month from the date of presentation to the RRC.
- 3.5 After receipt of registration letter, the candidate has to apply for the eligibility within **one month** from the date of issue of the said letter. For eligibility form, visit to official website of Gondwana university.

4. Duration of Ph.D. Programme:

- 4.1 Ph.D. programme shall be for a minimum duration of **three years** from the date of registration, **including course work** and a maximum of five years.
- 4.2 Extension beyond the above limits up to a maximum period of 2 year can be given only if considerable work has been done by the candidate.
- 4.3 The women candidate and Person with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in addition to the maximum duration. In addition, the women candidate may be provided Maternity Leave/Child Care Leave once

in the entire duration of Ph.D. for up to 240 days. In such case of Woman candidate minimum period will be extended by 240 days.

5. Validity of registration and extension:

5.1 The validity of PhD Registration shall be for the minimum duration of three years subject to satisfactory progress reports submitted by RAC at the end of each six months for Ph.D. degree program including course work and a maximum of five years. For the format of progress report, refer the Annexure- IV.

5.2 The concerned candidate must submit the application to Ph.D. section of university for extension through RAC of the respective department of CHLR at least 2 months prior to completions of the three years.

5.3 If, extension granted, candidate has to pay the fees prescribed by the university. After completion of this period, the registration of the candidate automatically stands cancelled.

5.4 The candidate, who submits the synopsis of the Ph.D. thesis on or before the date of completion of minimum stipulated period and got it approved through RAC and also in position to submit draft thesis within three months and shall submit the final thesis within six months from the date of submission of synopsis, need not apply for extension.

5.5 If the candidate is not able to submit the thesis within six months of stipulated period after approval to his/her synopsis submission has to take extension with appropriate fees prescribed by the university including late fees if any and has to resubmit the synopsis before RAC for approval prior to completion of the extension period of PhD.

6. Conditions for cancellation of admission /registration

6.1 If a Ph.D. scholar is absent from the Institute for more than four weeks without notifying the Supervisor or Head of Department or Dean (R&D), his/her registration will be terminated and name will be removed from the Institute roll.

6.2 Non completion of course work within stipulated period by the University.

6.3 If reports of two consecutive seminars are unsatisfactory, RAC may recommend discontinuation of registration.

6.4 If three consecutive seminar reports are unsatisfactory OR if total four seminar reports are un-satisfactory, the registration shall be automatically cancelled. If seminar is not given, it shall be considered as not satisfactory.

- 6.5 Candidate alone or supervisor with RAC or candidate and supervisor(s) can apply for cancellation citing reason thereof, to the university through Head of the CHLR.
- 6.6 If a candidate after registration found to be guilty of commissions and omissions of misconduct like indiscipline, dereliction of duties, unbecoming misbehaviour etc., the registration shall be cancelled by RRC by way of punishments on receipt of the report from the guide and recommendation by Head of the CHLR.
- 6.7 The registration of the candidate committing breach of provision of Ordinance and/or rules approved by the university shall be cancelled by the university on receipt of the report from guide and head of the CHLR provided candidate shall be given opportunity to submit his explanation.

7. Requirement for award of Ph.D. degree

7.1 PRE-SUBMISSION SEMINAR

- 7.1.1 The candidate will be eligible to present his research work after completions of five six monthly progress reports approved by RAC subject to fulfilment of following conditions:
- i. The candidate must have at least TWO research paper published or accepted for publication in reputed refereed journal like IEEE, IEE, Science direct, journal with SCOPUS, SCI /SCI-E Indexed etc., relating to his/her topic of Ph.D.
 - ii. The candidate must have at least two paper publications/presentations in reputed conferences /seminars organised by IIT/NIT/any Government/Government aided reputed institutions or reputed conference like IEEE, ASME etc. under the submission of the said proceedings
- 7.1.2 PhD Research Scholar has to present his/her pre-submission seminar before RAC after approval of the guide.
- 7.1.3 The presentation of pre-submission seminar shall be attended by other research guides or teachers in the related subject at the place of research work and other Ph.D. Researchers.
- 7.1.4 After suitably incorporating the feedback and comment suggested during the pre-submission presentation in consultation with the RAC, the candidate shall submit to the Director, Board of Examinations and Evaluation of the University, ten copies of

the summary of his thesis through his guide within three month from the date of seminar.

7.2 ANTI PLAGIARISM CHECKS IN PH.D.THESIS

In this regard, the guidelines published time to time by the university will be applicable and binding on the candidate. Respective guide shall also monitor the anti-plagiarism aspect expected by the university.

7.3 SUBMISSION OF THESIS

- 7.3.1 Successful acceptance of research work of a candidate by RAC in his/her pre-submission seminar or successful implementations of additions/deletions of submitted work by the RAC in next subsequent presentation.
- 7.3.2 The required number of copies (as defined by the CHLR) of the thesis (as mentioned in specimen format an Annexure-V)) shall be submitted in compact bound form along with a soft copy (CD), through his/her guide to the Head of the intuitions and Head of the institution shall forward to the university within maximum of two week duration.

7.4 VIVA-VOCE AND OPEN DEFENCE OF THE THESIS

- 7.4.1 The day, date, time and the place for the viva voce and the open defence of the thesis shall be notified by the Director, Board of Examinations and Evaluation of the University preferably eight days in advance.
- 7.4.2 The referees present for the viva-voce and the open defence of the thesis shall submit to the Director, Board of Examinations and Evaluation their final report in written form duly signed by them, immediately after the viva-voce and open defence is over, along with the copy of the thesis, through the Chairperson of the Viva-voce and open defence, about the award of Ph.D. Degree.
- 7.4.3 In case the viva-voce and open defence is not satisfactory the referees may unanimously recommend with reasons that a fresh viva-voce and open defence of the thesis be organized within a period of not less than one month. If the viva-voce and open defence is still not-satisfactory the committee would record the reasons for the same and refer the matter to Board of Examinations for consideration.

- 7.4.4 If all referees unanimously accept the successful open defence, then Head of the institution can issue a provisional certificate (as enclosed in Annexure-VI).
- 7.4.5 The result shall be officially declared by the Director, Board of Examinations and Evaluation within eight days from the date of the receipt of the favourable report on the vice-voce of the thesis.

(For more details refer Ordinance Nos. 55 of 2017, 87 of 2017, 105 of 2017 and Direction No. 17 of 2019, 01 of 2020, 09 of 2021)

For more university formats:

S.NO.	PERTICULARS
1.	Examination form Application for Ph.D. Course Work
2.	Hall Ticket for Ph.D. Course Work Exam
3.	Partial Report on Ph.D. Course Work
4.	ANNEXURE-II: Course Work Completion Certificate
5.	ANNEXURE-III: Progress Report
6.	ANNEXURE-IV: Front/Cover & First page of the thesis
7.	ANNEXURE-V: Certificate from Guide
8.	ANNEXURE-VI: Declaration / Undertaking
9.	ANNEXURE-VII: Certificate regarding pre-submission seminar
10.	Application for Plagiarism check report
11.	Plagiarism check report No. 1/2/3/4
12.	Certificate regarding originality of research work