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DOCTOR OF PHILOSOPHY

(Ph.D.)

Hand Book

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P. K. University

Shivpuri Dist. – M. P.

Ph.D. Programme – Regulations and Curriculum

CHAPTER – I

ACT PROVISIONS

In accordance University Established under section 2(F) of UGC Act 1956 vide Madhya Pradesh Government Act No. 17 of 2015 Ordinance no.12 of 2016 of the P.K. University Governing the Award of the Degree of Doctor of Philosophy is prepared with the approval of the Syndicate.

CHAPTER –II

REGULATIONS FOR DOCTOR OF PHILOSOPHY -2022-23

Definitions and Nomenclature

In the Regulations, unless the context otherwise requires

- i. "University" means P.K.University, Thanara Village, Karera Tehsil, and Shivpuri District Madhya Pradesh- 473665.
- ii. "Departmental Research Committee" means the committee duly constituted by the Vice Chancellor of the University for Effective Coordination of the research activities of the department.
- iii. "Programme" means Doctoral Programme leading to the award of Ph.D.degree in Arts / Science / Engineering & Technology / Management / Commerce / Law / Pharmacy / Computer Science & Application.
- iv. "Supervisor" means any faculty member of the University who has been recognized by the University to guide the research scholars.
- v. "Co-supervisor" means a recognized supervisor to guide the scholars in interdisciplinary research that requires more than one expert to guide the research scholars.
- vi. "Head of the Department" means Head of the Department of the Supervisor.
- vii. "Place of Research" for the scholars shall be the Department where the supervisor is working.
- viii. "Research Advisory Committee" means a committee constituted by the Vice-Chancellor for each scholar, to monitor the progress of his/her research work.
- ix. "Research scholar" means any candidate admitted by the University either under Full time category pursuing research for the award of Ph.D. degree of the University.
- x. "Course Work" means theory course(s) subject(s) /practical course /theory cum practical course that is / is prescribed by the Research Advisory Committee for the scholar to undergo as a part of the programme requirement.

xi. "Grade Point" means the total marks in percentage divided by ten and rounded off to two decimal points.

xii. "Credit Point" means the grade point multiplied by the corresponding credit hours.

xiii. "Grade Point Average (GPA) means the total credit points secured in a semester divided by the total credit hours registered in a semester.

xiv. "Cumulative Grade Point Average (CGPA) or Overall Grade Point Average (OGPA)" means the total credit points secured by a research scholar for conducted semester divided by the total credit hours of the courses registered and rounded off to two decimals.

xv. "Publication" means full length research articles reporting new research findings in respective fields which comprise presentations on new concepts, the development of innovative methods that include figures, tables and references; the results of which have a general impact and contribute to the advancement of the particular field, and are always peer reviewed.

1.0 .PREAMBLE

Doctor of Philosophy (Ph.D.) is the Highest Academic Degree which requires in-depth study and extensive intellectual effort. The Doctor of Philosophy (Ph.D.) Degree is awarded to a candidate who, as per these regulations, has submitted a thesis on the basis of original research either in any particular subject / discipline or involving more than one discipline (interdisciplinary) that makes a contribution to the advancement of knowledge, which is approved by Board of Examiners as required. The Ph.D. Regulations -2022-2023 of P.K .University from the admission to the award of "Degree of Doctor of Philosophy" is based on the **UGC (Minimum Standards and Procedure for award of Ph.D. Degree) Regulations dated 5th May, 2016 and subsequent amendments made during 2018.**

2.0 General Eligibility

2.1. Master's Degree from UGC recognized University or any other qualification recognized as equivalent there to in the fields of study notified from time to time by the University.

2.2.A minimum of 55% marks or CGPA 5.50 on a 10 point scale in the qualifying examination for Faculties of Arts, Science, Engineering & Technology, Management, Commerce, Law, Pharmacy, Agriculture and Computer Science & Applications. In the case of SC/ST/OBC (Non-creamy layer) / differently- able candidates, 50% marks or CGPA of 5.0 on a 10 point scale in the Master's degree.

2.3. A minimum of OGPA or CGPA 7.00 on a 10 point scale in the qualifying examination for Faculty of Agriculture.

2.4. Candidates who have passed Curriculum of NEP -2020, level -8 are eligible. And one Year Master Degree with 7.5 GPA.

3.0 Ph.D. PROGRAMME

Ph.D. Programme is available in the following category:

- a) Full- time.

Candidates who satisfy the eligibility criteria as in clause 2.0. are eligible to apply for Ph.D. Programme.

4.0. MODE OF PH.D. ENTRANCE TEST

4.1. University shall issue notification for Ph.D. admission for every year as per our University Academic Calendar year.

4.2. The candidates desirous of registering for Ph.D. Programme under any one of the above categories shall apply by filling all the relevant details mentioned in the online application form posted in the University website and submit the completed application online and submit before the due date as indicated in the notification issued from time to time.

4.3. The Directorate of Academic Research (DARE) shall screen the applications as per the eligibility norms and the Directorate shall conduct the written test only for eligible candidates. Candidates appearing for the written test should obtain minimum marks as specified by the University to qualify for the interview process.

4.4. Entrance test will be conducted on the following:

Paper – I Research Methodology – 2 Hrs Duration

Paper –II Related Subject / Course- 3 Hrs Duration.

4.5. According to merit list of the Entrance examination, candidates would be called for Interview.

Entrance marks -40% weightage

Interview marks-40% weightage

Aggregate of Qualifying P.G. Examination -20% weightage.

4.6. Candidates with M. Phil Degree before 2022-23 academic years, from an approved University and UGC-JRF/NET/SLET/GATE/CSIR/ICHR/ICPR/ICSSR qualified candidates and teacher fellowship holders are exempted from the Entrance test **but they have to appear for the Interview.**

5.0. Departmental Research Committee/Research Doctoral Committee (RDC)

The following is the constitution of the Departmental Research Committee (hereafter referred to as DRC / RDC). The members other than Head of the Department and the coordinator of DDE shall serve only for one academic year.

Designation	Members
The Head of the Department	Convener
The respective Coordinator of DDE, if exists	Member
Two Professors / Senior Faculty members nominated by the Vice-Chancellor (in rotation)	Members
One Associate Professor (in rotation)	Member
One Assistant Professor (in rotation)	Member

6.0. ADMISSION

6.1. The selected candidates shall be issued admission cards and they will be admitted to Ph.D. programme in the respective department based on his/her PG qualification/ Allied courses. The candidates should join before the last date mentioned in the selection order by paying the prescribed fees, failing which they will forfeit the seats.

6.2 The scholar, supervisor, co-supervisor, Research Advisory Committee (RAC) members and examiners shall not be relatives to one another.

7.0. TUTION FEES & OTHER FEES.

7.1. The selected candidates shall pay the prescribed fees before the last date mentioned in the selection order, failing which they will forfeit the seats.

7.2. The yearly fees shall be paid by the scholars within the prescribed date.

7.3. Late payment of fees will attract fine as per the university norms.

7.4. The Supervisors should monitor the regular payment of yearly fees by those scholars who are working under them.

7.5. The registration is liable for cancellation if the research scholar has not paid the yearly fees within the stipulated time.

7.6. Non-payment of yearly fees is a serious lapse on the part of scholars. Explanation for non-payment of yearly fees shall be called for from the supervisors.

8.0. SUPERVISOR RECOGNITION

8.1. The applicant for supervisor recognition should possess Ph.D. degree from UGC recognized university in the relevant area of research in which he/she has carried out research.

8.2. A research supervisor shall not be allowed to register a candidate for Ph.D. if the candidate is a blood relative to the supervisor.

8.3. A faculty member who accepts an Administrative position such as Controller of Examinations, Registrar or Vice-Chancellor shall not function as a research supervisor. However. He/she may be allowed to complete the thesis of candidates registered with him/her and after that he/she cannot register fresh candidates.

8.4. The Professor in the University who has obtained a doctorate in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

8.5. An Associate Professor or Reader in the University who has obtained a doctorate degree in the subject and has published at least five research paper on the concerned subject in standard journals of repute.

8.6. An Assistant Professor in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in standard journals of repute and has at least three years experience of Post Ph.D.

8.7. A Retired Professor who has published at least five papers in peer reviewed standard journals of repute.

8.8. A person who wants to get himself/herself recognized as a supervisor/co-supervisor shall apply in the prescribed Performa, duly forwarded by Head/Principal/Dean Academic/RDC/RAC/DRC of his Institution. The case will be put up before the RDC/RAC/DRC which will decide about the recognition.

9.0. CHANGE OF SUPERVISOR:

9.1. Change of research supervisor shall not be permitted as a routine. In exceptional cases, such change may be permitted, if valid reasons are provided by the candidate. The committee headed by the Vice-Chancellor shall look into the request of the petitioner, if there is any conflict between the scholar and the research supervisor. The research supervisor under whom the scholar has originally registered shall give a "No Objection Certificate" and the new proposed research supervisor should give a "Certificate of Willingness" to guide the candidate. However, the Vice-Chancellor, on the recommendation of the Department Research Committee, has the right to assign a new research supervisor to the research scholar, and change of supervisor order shall be issued officially.

9.2. When the change of research supervisor is approved, the candidate shall work for a minimum of one year with the new research supervisor before submitting the synopsis provided he/she fulfils the attendance requirements. However, based on the merit of the request of the scholar, the decision of the Vice –Chancellor is final.

10.0. NUMBER OF SCHOLARS ASSIGNED TO SUPERVISOR

10.1. A Professor who is a recognized supervisor shall guide only a maximum of **8** Ph.D. scholars as supervisor / co-supervisor at any time. Associate Professor who is a recognized supervisor shall guide only a maximum of **6** Ph.D. scholars as supervisor / co-supervisor and an Assistant Professor who is a recognized supervisor shall guide only a maximum of **4** Ph.D. scholars as supervisor / co-supervisor at any time.

11.0. DURATION OF THE PROGRAMME

11.1. The duration of the programme and the time for submission of thesis are counted from the date of provisional registration.

11.2. The minimum duration of the programme is three years for those who join after completing Master's degree and two years for those with M.Phil. Degree for Full-time scholars.

11.2. Break of study shall be granted upto a maximum period of one year. Such request shall be made in writing by the scholar with the recommendation of the supervisor, Head of the Department and Dean of the Faculty, and it should reach the Dean Academic / Director. The orders for break of study shall be issued by the Director / Dean Academic after assessing the need prior permission is not sought and obtained, it will be considered as a case of discontinuation and action will be taken to cancel the registration of scholars. Break of study period will be counted for the maximum duration of the programme. The scholar should remit the yearly fees during the break of study period also.

11.3. The maximum duration of the programme shall be **Five** years for full-time of all the faculties.

12.0. EXTENSION OF DURATION

12.1. Scholars who do not submit the thesis within the maximum duration of the programme (Five years) shall apply for extension of time three months prior to the completion of five years in the prescribed format with the recommendation of Supervisor, Head of the Department and Dean of the Faculty. In such cases a maximum grace period of one year, beyond the normal maximum period of five years shall be granted by the Director/ Dean Academic with the approval of Vice-Chancellor.

12.2. If the Scholar fails to submit the thesis within five years from the date of joining the programme, the registration shall be cancelled without any further notice.

13.0. RESEARCH ADVISORY COMMITTEE (RAC) / RESEARCH DOCTORAL COMMITTEE (RDC)

13.1. There shall be a Research Advisory Committee (RAC) for every scholar to monitor the progress of research work.

13.2. The Research Advisory Committee (RAC) shall consist of the Head of the Department as Chairperson, the research supervisor as the convener, co-supervisor if applicable and two experts in the field of research of the scholars.

13.3. For the selection of two experts for RAC, the research supervisor should suggest three names within the department and another three name from other departments, who have some expertise in the area of research of the scholar. The Vice-Chancellor will select one expert from the department of the scholar and the other expert from any other department.

13.4. The Research Advisory Committee will meet once in six months.

13.5. The first RAC meeting shall be convened within two months from the receipt of provisional registration orders. The research topic and the courses to be undertaken by the scholar shall be decided in the meeting and the minutes of the first RAC meeting forwarded to the Director/Dean Academics.

14.0. PH.D.COURSE WORK AND EXAMINATION - PROGRAMME STRUCTURE

a).After provisionally admission into the Ph.D. Program all the registered candidates shall take up (present/attend) the Ph.D. Course Work in the respective Department / Research Centres for a period of 240 days and this is mandatory for all candidates.

b).The Ph.D. Course Work shall comprise of THREE theory papers

14.1. All research scholars shall undergo a minimum of 12 credits stipulated by the UGC Regulation - 2019.The course work shall include on:

a) Research Methodology – 4 Credits – 100 marks

b) Chosen field of research / Related Subject – 6 Credits – 150 marks.

c) Research and Publication Ethics – 2 Credits -50 marks.

Total Maximum Marks: 300

Course work Examination – Evaluation Scheme

Sl no.	Name of the Subject	Number of Credits	Maximum Marks	Duration of Examination
1.	Research Methodology	4	100	3 Hrs
2.	Related Subject / Chosen field	6	150	3.5 Hrs
3.	Research and Publication	2	50	2 Hrs
	Total	---	300	

14.2. Candidates already holding M.Phil. Degree (upto 2022-23) and admitted to the Ph.D. programme in the same area of M.Phil. Research, may be exempted from Ph.D. course work.

14.3. The total marks for course work final examination will be 300 marks. The candidate shall secure minimum 50% in the course work examination, failing which he/she has to reappear for the same course work examination in the next semester. If a candidate does not pass the course work examination in three appearances, his/her registration will be cancelled.

14.4. The research scholars shall be required to complete the course work within a period of eighteen months from the date of provisional registration in order to pursue further with their research work. For those who fail to complete the course work within the stipulated time, the RAC is convinced of their performance. If not, the RAC may recommend the cancellation of Ph.D. registration.

14.5. A scholar is deemed to have cleared the course(s) only if he / she have more than 80% attendance, appeared for the examination and secured a minimum of 50% marks in the course(s).

14.6. The performance of a scholar in each course is evaluated in terms of percentage of marks with a provision for conversion to Grade Point (GP). The sum total performance in each semester will be rated by Grade Point Average (GPA), while the continuous performance will be rated by Cumulative / Overall Grade Point Average (CGPA/OGPA).

15.0. FACULTY OF AGRICULTURE

(As per Indian Council of Agricultural Research (ICAR) norms).

15.1. A student enrolled for Doctoral program in the departments of Faculty of Agriculture shall be eligible for the degree, provided he/she has completed 100 credits.

Sl no:		Credits
	i. Course work	
	Major courses	12
	Minor courses	06
	Supporting courses	05
	Common courses	----
	Seminar	02
	ii. Thesis Research	75
	Total	100

Major courses: From the discipline in which a student takes admission. Among the listed courses, the core courses compulsorily to be taken may be given *mark.

Minor courses: From the subjects closely related to a student's major subject.

Supporting courses: The subject not related to the major subject. It could be any subject considered relevant for student's research work (such as Statistical Methods, Design of Experiments etc.) or necessary for building his/her overall competence.

16.0. RESEARCH CENTRE / RESEARCH OUTSIDE THE UNIVERSITY

16.1. The research scholar shall be permitted to carry out his/her research in an institution or National Laboratory, CSIR Labs, DRDO Labs, or reputed established by Central Government and after M.o.U. signed by the University with such establishment or R&D centre outside the University for a maximum period of one year only after the confirmation of the provisional registration. Such request from the scholar shall be approved by the Dean Academic / Director, only if the request of the scholar has been recommended by the supervisor and forwarded by the Head of the Department and Dean of the Faculty of the Supervisor.

16.2. Organization of Government / Reputed corporate establishment with established R&D Laboratories etc recognized as a research centre by the Academic Council, provided that a M.o.U. shall have to sign between the University and the Institute / Organization.

16.3. After the M.o.U., the candidates may also be allowed by RDC / RAC to pursue research work at an Industry of International repute involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India approved R&D centre and shall be recognized for this purpose by the B.o.M of the University.

16.4. A candidate permitted to work such Industry as stated in above para having M.o.U. with the University, shall be required to take at least one supervisor/co-supervisor such supervisor / co-

supervisor should be Scientist/Director of the R&D centre not below the rank or the Associate Professor / Professor of the University.

17.0. RESEARCH DOCTORAL COMMITTEE (RDC) / RAC

17.1. After successful completion of Pre-Ph.D. course work, the candidate shall be eligible to submit a Synopsis of his/her proposed research work along with the title of Thesis duly forward by the supervisor and Head of the Institution where the candidate is pursuing his/her research. The synopsis has to be submitted in ten copies, with Signatures of candidate, Supervisor, co-supervisor and Head of the Institution on each of the copy on each of the page.

17.2. Proforma for Synopsis

- a).Title of the Thesis (place the university logo, name of the university etc. on the cover page)
- b).Introduction: Giving purpose of research (in about 200 words)
- c). A brief review of the work already done in the field.
- d). Noteworthy contributions in the field of proposed work.
- e).Proposed methodology during the tenure of the research work.
- f).Expected outcome of the proposed work.
- g).Reference in the standard format.
- h).List of published papers of the candidate.

Signature of the Supervisor

Signature of the Candidate

Date:

Date:

Signature of the Co-supervisor

17.3. The candidate shall be required to make an oral presentation of the proposal work before the Research Degree Committee / RAC consisting of the following members:

- a).Hon'ble Vice Chancellor – Chairman
- b).Dean of the School concerned.
- c).Chairman board of studies of the subject in the school.
- d).Head of one Professor of the University teaching department all in the case of non-availability of Professor one Associate Professor of the University teaching department if the subject.
- e).One external subject expert of the rank of university Professor to be appointed by the Vice Chancellor ordinary out of a panel of a 5 expert given by the Dean of the School concerned external expert and to other members shall from the quorum.

Note: On the request of the supervisor, Vice Chancellor may permit him to be present and the observed during the oral presentation of the candidate.

17.4. The meeting of Research Degree Committee (RDC)/RAC shall be held in the University office twice year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor .As per the University Ordinance and recommend the eligibility of the person for the appointment as supervisor/co-supervisor.

17.5. After approval by the RDC/RAC of the title of the Thesis, synopsis, supervisor, co-supervisor (if any) and place of research work, the candidate shall be registered for Ph.D. degree from the date on which the candidate had deposited the registration fee and other fees mentioned as per the university ordinance, at time of admission and this date will be the “ Date of Registration” of the candidate. The letter of registration shall be issued by the registration and sum to all those concerned. The candidate shall be enrolled as a student from the date of registration and will be required to pay regular tuition, library and laboratory fees to the university.

17.6. If the RDC makes any change only in the title of thesis, the approved changed title shall be communicated to the candidate in the meeting of RDC itself. The letter of registration shall be issued mentioning the approved title.

17.7. If the RDC/RAC suggests any change in the synopsis, then the change required shall be communicated to the candidate by the Dean Academic / RDC/RAC. The candidate will be required to resubmit the synopsis (ten copies) as revised by hi/her, incorporating the changes suggested by the RDC within 3 months time. The Dean Academic / RDC/RAC of the school shall examine the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Dean Academic/Dean/RDC/RAC.

17.8. If the RDC/RAC decides that major revision is required in the synopsis and or the oral presentation was also found to be unsatisfactory, the candidate may be asked to revise the synopsis and/or improve upon the oral presentation and reappear at the next meeting of the RDC/RAC.

17.9. If the RDC/RAC does not recommend a candidate for registration to Ph.D. degree, the candidate shall be communicated the same by the Registrar. In case, only the caution money deposited by the candidate shall be refunded.

18.0. SIX MONTHLY PROGRESS REPORT – THREE

18.1. After the completion of the course work classes and the Ph.D. course work examination, every candidate shall submit half-yearly progress report to the Dean duly forwarded by the Research Supervisor. The half-yearly Progress Report should cover, among others, the aspects such as the review of literature, data collected, techniques developed, progress in research, discussion of the work done including any findings, etc. If necessary, this progress report may be forwarded to the RDC/RAC by the Dean for further examination.

18.2. If a candidate fails to submit two consecutive half-yearly progress reports in time and/or if the progress of the candidate is not satisfactory for two half-year periods, the RDC/RAC shall recommend to the Dean of faculty for the cancellation of his/her registration in consultation with the concerned Research Supervisor.

19.0. PERIOD FOR SUBMISSION OF THESIS

19.1. The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her/thesis not earlier than 24 months after successfully completion of course works at the research centre and not later five calendar year from the date of registration. In case a candidate does

not submitted his/her thesis within five calendar year, from date of registration and does not apply for extension in time, his/her registration shall automatically cancelled.

19.2. Provided that the period for submission of thesis can be extended by one year by the Vice Chancellor. If the candidate applies for extension at least one month before the expire of registration period together with a fee as prescribed by the University. In case candidate does not submit his/her thesis within the extended period his/her registration shall stand automatically cancelled.

19.3. Provide also that after the expiry of five years from the date of registration the Vice Chancellor may permit a candidate to get registration on the same topic on payment of re-registration fees as prescribed by the university the condition of minimum period of 24 months and attendance shall not apply to such re-registered candidate for summation of the thesis. For re-registration approval by RDC/RAC is not required. The candidate must submit the thesis within four years from the date on which the original registration expired. No extension in this period is allowed. The registration will stand automatically cancelled after 9 years from the date of original registration. After this period if a candidate desire to pursue research work for Ph.D. degree he / she will have to apply for registration as a fresh candidate.

19.4. SUMMARY OF THESIS AND APPOINTMENT OF EXAMINER

19.5. The candidate shall submit 10 copies of the summary of the thesis together with a list of research papers published or accepted publication in the peer reviewed standard journals of repute as approved the university form time to time through his/her supervisor to the register about 3 months prior to the anticipated date of submission of thesis.

19.6. The supervisor shall submit to the register in a sealed cover a panel of at least 6 name of examiner actively engaged in the concerned area of research not below the rank of Associate Professor of University. Teaching department for college Professor from outside the jurisdiction of this university. At least half of the name should be from outside the state another panel of the list 6 examiner, actively engaged in the concerned area of research and not below the rank of Associate Professor of a University. From outside the jurisdiction of this university shall be submitted by chairman board of studies examination committee of the concern department in which the candidate is pursuing Ph.D.

19.7. In case the candidate related to the supervisor then the first panel of examiner shall obtained from Head, University teaching department of the subject concerned of a senior Professor nominate by Vice Chancellor.

19.8. The Vice Chancellor shall appoint to examiners out of two aforesaid panel submitted by the supervisor and examination committee respectively. The consent of examiner shall be obtained by sending them the summary and list of publication.

Note: The summary shall be send by post/airmail/email.

20.0. PRE-SUBMISSION DEFENSE COMMITTEE (PSDC)

20.1. Prior submission of Thesis, the candidate shall prepare a draft thesis and shall submit it in soft and hard copy in the prescribed format of the university.

20.2. However prior to the submission of draft Ph.D. thesis and PSDC the candidate published at list two research paper in the peer reviewed standard journals of repute, as approved by the university from time to time, in which the candidate is the sole author or once of the co-authors, then his/her name should be as first author. The reprint of such a paper along with reprints of other research papers published by him/her if any shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the acceptance letter along with approved manuscript (i.e. reprint) shall be appended inside the thesis at the end.

20.3. The candidate shall make a Pre-Submission Defense, based on that draft thesis, in the university teaching department in the subject or any place in the university premise fixed by the university for the purpose. Arrangement for this shall be made on request from the candidate, duly recommended by the supervisor to the university given in the appendix.

21.0. SUBMISSION OF THESIS AND SOFT COPY IN PENDRIVE – UGC SHODHGANGA

21.1. After getting an approval from PSDC as mentioned in para 20.0, the candidate can finalize his/her thesis.

21.2. The finalized thesis shall be typed set on a computer using standard software like MS word or Latex. It shall then be type written only on one side of pages. It may then be photocopied (only one side of the pages) for producing multiple copies.

*As per the UGC Regulations 2022 (Minimum Standards and Procedure for Award of Ph.D. Degree) thesis cover of all the faculties shall be in the following colours:

i.	Faculty of Science – Purple	
ii	Faculty of Commerce and Management – Orange	
iii	Faculty of Engineering and Technology – Sky Blue	
iv	Faculty of Education – Black	
v	Faculty of Pharmacy – Green	
vi	Faculty of Arts – Navy Blue	
vii	Faculty of Law – Golden Brown	
viii	Faculty of Agriculture – Light Green	

21.3. The candidate shall submit the thesis to the University as follows:

a). 6 hard bound copies of the Thesis and

b). To upload the Thesis soft copy in **UGC SHODHGANGA** - The following is the format (pdf) / order to carry the content of file to have unique name for each file that are meaningful in pdf.

1	Title _ pdf	Title
2	Supervisor Certificate _ pdf	Supervisor Certificate
3	Abstract _ pdf	Abstract
4	Declaration _ pdf	Declaration
5	Acknowledgement _ pdf	Acknowledgement
6	Contents _ pdf	Contents
7	List of tables _ pdf	List of tables
8	List of figures _ pdf	List of figures
9	Abbreviations _ pdf	Abbreviations
10	Chapter 1 _ pdf	Chapter 1
11	Chapter 2 _ pdf	Chapter 2
12	Chapter.....	Chapter.....
13	Conclusion _ pdf	Conclusion
14	Summary _ pdf	Summary
15	Bibliography _ pdf	Bibliography

21.4. In the thesis after the cover page, the forwarding letter/declaration/certificate mentioned in (a)(b) and (c) below must be given.

a).Thesis should be forwarded by Head of the Department.

b).The Thesis must be accompanied by a declaration form the candidate (as per annexure) that the thesis embodies his/her own work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the ordinance.

c).The certificate from the supervisor together with co-supervisor, if any, (as per annexure).

Note-i) The candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.

ii).The no dues certificates from the place of work and the University library must be submitted along with the thesis.

22.0. EVALUATION OF THESIS AND VIVA – VOCE EXAMINATION

22.1. On receipt of the thesis, required fee and no dues certificates, the thesis shall be send to the two examiners already consented.

22.2. The thesis to be accepted for the award of the Ph.D. degree must comply of the following conditions:

- i) It must be a piece of research work characterized either by the discovery of the new facts or by a fresh approach towards the interpretation of fact. In either case, it should evince the candidate's capacity for critical examination and sound judgement.
- ii). It must be satisfactory in point of language and presentation of the subject matter.
- iii). The thesis will send to the prescribed 2 examiners selected by the Vice Chancellor- out of 6 panel member examiners list.
- iv). The Vice Chancellor may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of thesis or such other date as may be extended by the Vice Chancellor and appoint another Examiners from the panels of Examiners.
- v). In the both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the supervisor, co-supervisor (if any) and one of two examiners, selected by the Vice Chancellor, who have accepted the Thesis for the award of the Ph.D. degree. In case the candidate is related to the supervisor, then the Vice Chancellor shall appoint Head of Studies/ Institution/ Chairman Board of Studies of the subject concerned to act as Viva Voce Examiner, in place of the Supervisor.
- vi). The candidate shall present the work embodied in the Thesis before the board of examiners, members of faculty research scholars in open Viva. After the presentation of the research work the Board shall ask question together with those questions which have been given along with examiners reports. Others in the audience can also ask question and the candidate shall reply only those question which are permitted by the external examiner.
- vii). In case the viva voce examination is not satisfactory; the candidate shall reappear for viva voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva voce Examination. The same examiner/external examiner for second viva voce examination shall be appointed by the Vice Chancellor as above. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected.
- viii). If the examiner recommend that the candidate be asked to revise/improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted form the date of the issue of orders to the candidate.

The candidate shall be provided examiners reports without disclosing the names of the examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned to candidate.

ix). In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he/she carried out the work.

x). The resubmitted three copies of the thesis must make clear mention that is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

23.0. PUBLICATION OF THESIS

23.1. The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this approved for award for the Ph.D. degree of the University.

24.0. AWARD OF PH.D

24.1. After the successful viva-voce, the matter shall be reported to the Board of Management for their approval in its forthcoming meeting.

25.0. REPORTS OF EXAMINERS

25.1. After the declaration of the results the successful candidates may be provided the copies of reports examiners who recommended for the award of the degree on payment of fee prescribed by the university. The reports will not disclose the identity of the examiners.

26.0. WITHDRAWAL OF DEGREE

26.1. On detection of any irregularity or any plagiarism, the University shall take suitable steps to withdraw the degree.

STRUCTURE & FORMAT OF Ph.D.THESIS

S.No.	Content	
1	Title Page	Annexure-I
2	Certificate of the Supervisor	Annexure-II
3	Declaration by the Candidate	Annexure-III
4	Forwarding Letter of Head of Institution	Annexure-IV
5	Acknowledgement	Annexure-V
6	List of Abbreviations	Annexure-VI
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9	Course work Certificate	Annexure-IX
10	Plagiarism Report from the Central Library	Annexure-X
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12	Abstract	Annexure-XII
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20	Confidential Progress Report	Annexure-XVIII
21	Certificate Ph.D. Pre-Submission	Annexure-XIX
22	Provisional Certificate regarding award of Ph.D. Degree	Annexure-XX

[Annexure- I]
Front Page of Thesis

TITLE

A Thesis

Submitted towards the Requirement for the Award of Degree of

Doctor of Philosophy

In

Name of the Subject
Under the Faculty of.....

By

NAME OF THE SCHOLAR

Under the Supervision of

NAME OF THE SUPERVISOR

Designation

P.K.UNIVERSITY



Year of Submission

P.K.University

NH-27, Vill.Thanra(P.O.-DINARA),

ShivpriM.P.India-473665

www.pkuniversity.edu.in

[Annexure-II]

CERTIFICATE OF THE SUPERVISOR

This is to certify that the work entitledis a piece
of research Work done by Shr./Smt./Ku
Under My/Our Guidance and Supervision for the degree of Doctor of Philosophy of.....
University (M.P) India.

I certify that the candidate has put an attendance of more than 240day with me. To the best of my
Knowledge and belief the thesis:

I –Embodies the work of the candidate himself/herself.

II – Has duly been completed.

III –Fulfil the requirement of the ordinance relating to the Ph.D.degree of the University.

Signature of the Co-Supervisor

Date:.....

Signature of the Supervisor

Date:.....

[Annexure-III]

DECLARATION BY THE CANDIDATE

I declare that the thesis entitled.....

Is my own work conducted under the supervision of Dr.....

(Supervisor/Co-Supervisor) at.....

(Center).....

Approved by Research Degree Committee. I have put more than 240 days of attendance with
Supervisor at the center.

I further declare that to the best of my knowledge the thesis does not contain my part of any work
Has been submitted for the award of any degree either in this University or in any other University
Without proper citation.

Signature of the candidate

Date:.....

Place:.....

[Annexure-IV]

FORWARDING LETTER OF HEAD OF INSTITUTION

The Ph.D.thesis entitled.....

.....

..... Submitted by Shri/Smt./Ku. Is forwarded to the university in six copies. The candidate has paid the necessary fees and there are no dues outstanding against him/her.

Name.....Seal..... Date:

Place:.....

(Signature of Head of Institution where the Candidate was registered for Ph.D degree)

Signature of the Supervisor Date:

Date:

Address:.....

Place:.....

.....

.....

[Annexure-V]

ACKNOWLEDGEMENT

**“Acknowledging everyone who contributed in the successful completion
of the thesis”**

[Annexure-VI]

“LIST OF ABBREVIATION”

(If abbreviations are mentioned in your thesis)

[Annexure-VII]

“LISTOF TABLES”

(If tables are mentioned in your thesis)

[Annexure-VIII]

“LIST OF FIGURES”

(If figures are mentioned in your thesis)

[Annexure-IX]

COURSE WORK CERTIFICATE

This is to certify that _____ (Reg. No. _____)

Son/Daughter of Mr./Ms. _____

Scholar of the Ph.D in (Department of _____)

under the faculty of _____,

has successfully passed the course work examination with „_____“ grade

(„_____“percentage)from P.K.University,Shivpuri(M.P.).

**Registrar
P.K.University
Shivpuri (M.P.)**

[Annexure-X]

PLAGIARISM REPORT FROM THE CENTRAL LIBRARY

CERTIFICATE OF PLAGIARISM REPORT

1. Name of the Research Scholar :
2. Course of Study : Doctor of Philosophy (Ph. D)
3. Title of the Thesis :
4. Name of the Supervisor :
5. Department :
6. Subject :
7. Acceptable Maximum Limit : 10% (As per UGC Norms)
8. Percentage of Similarity of Contents Identified :
9. Software Used : DrillBit/Ouriginal (Formerly URKUND)
10. Date of Verification :

Signature of Ouriginal Coordinator
(Librarian, Central Library)
P.K.University, Shivpuri (M.P.)

[Annexure-XI]

COPYRIGHT TRANSFER CERTIFICATE

Title of the Thesis: _____

Candidate's Name: _____

COPYRIGHTTRANSFER

The undersigned hereby assigns to the P.K.University,Shivpuri all copyrights that exist in and for the above thesis submitted for the award of the Ph.D.degree.

Date:

Name of the scholar

Note: However, the author may reproduce/publish or authorize others to reproduce, material extracted verbatim from the thesis or derivative of the thesis for author's personal use provided that the source and the University's copyright notice are indicated.

[Annexure-XII]

“ABSTRACT”

“TABLE OF CONTENTS”

CHAPTER

“All chapters to be written in prescribed format”

[Including all chapters]

[Annexure-XIII]

“REFERENCES”

[Annexure-XIV]

CONFERENCE / SEMINAR / WORKSHOP CERTIFICATE

[Annexure-XV]

COPY OF PUBLISHED PAPER 1

[Annexure-XVI]

COPY OF PUBLISHED PAPER2

“OTHER RELEVANT FORMATS”

[Annexure-XVII]

PROFROMA FOR SYNOPSIS

1. Title of the thesis
2. Introduction: Giving purpose of research (in about 200 word)
3. A brief review of the work already done in the field.
4. Noteworthy contribution in the field of proposed work.
5. Proposed methodology during the tenure of the research work.
6. Expected in standard format.
7. List of published papers of the candidates.

Signature of the Supervisor

Signature of the Candidate

Date:

Date:

..... Signature of Co

supervisor (If any)

Date:.....

[Annexure-XVIII]

CONFIDENTIAL PROGRESS REPORT

Six monthly progress report of the research work done for the period

from.....to.....

of the teacher scholar.

1. Name of the scholar.....
2. Subject.....
3. Topic registered for Ph.D. Degree.....
4. Name of the Supervisor.....
5. Name of Co-Supervisor (if any).....
6. Description of the guidance on the topic

Period with dates the candidates has been with
The guide for research work (It may also indicate
The date of leave availed by the candidate
during The above period).

Remarks of the supervisor on the work done by the candidate onTopic.

Fees paid via receipt No.....Date..... Date:

Place:.....

(Signature of head of institution where the
Candidate was registered for Ph.D.Degree)

Signature of the Supervisor

Address:.....

Date:

.....

Place:.....

.....

[Annexure-XIX]

CERTIFICATE Ph.D. PRE-SUBMISSION

This is to certify that Mr./Ms. _____, a bona fide research scholar

Of this department/centre, has successfully completed the pre-submission seminar requirement

as a part of Ph.D. programme.

Date:

Place: Shivpuri

(Signature of the Head of the
Department/Dean Faculty)

[Annexure-XX]

PROVISIONAL CERTIFICATE REGARDING AWARD OF Ph.D. DEGREE

This is to certify that vide notification no

..... Dated Of this university, the Board of

Management has decided that the degree

of Ph.D in (Subject) be awarded to.....

.....

.....

The title of Ph.D. thesis

.....

.....

.....

... The title of Ph.D. thesis The Ph.D. degree has been awarded in compliance of the “University Grants Commission standards and procedure for award of M. Phil /Ph.D. degree) Regulation, 2018”

Registrar

Date:.....