

# Jawaharlal Nehru University

New Delhi

## Evaluation Branch

Eval.I/2017

Date:22/12/2017

### Circular

This is notified for the information of all the Deans of the Schools/Chairpersons of the Special Centres/Chairpersons of the Centres of the University that the Academic Council in its 144<sup>th</sup> (B) meeting held on December 01, 2017 vide item no. 07, resolved to approve as under:

“Resolved to approve the draft of M.Phil. Ordinance and Ph.D. Ordinance and the recommendations of the Committee regarding recent amendments made by the JNU to its M.Phil. and Ph.D. Ordinances as per the UGC (Minimum Standards and Procedure for the Award of M.Phil./Ph.D. Degrees) Regulations, 2016 related to M.Phil. and Ph.D. Programme as per **Annexure-IV & V**.

Since the matter relating to the UGC (Minimum Standards and Procedure for the Award of M.Phil./Ph.D. Degrees) Regulations, 2016 is sub-judice, the date of applicability of the provisions of the said UGC Regulations, 2016 incorporated in the proposed draft M.Phil. Ordinance and Ph.D. Ordinance will be as per the decision/order of the Hon'ble High Court. The Clause 1.2 of proposed draft M.Phil. Ordinance and Ph.D. Ordinance will also be amended accordingly.”

The Executive Council approved the above recommendation of the Academic Council by circulation.

This issues with the approval of the competent authority.



(Dr. Sajjan Singh)  
Assistant Registrar (Evaluation)

#### Copy to:

1. OSD to VC
2. PS to Rector-I/Rector-II/Rector-III/Registrar/CoE
3. ARs of all Schools
4. All Notice Boards of Schools/Centres
5. President Students Union
6. Concerned file

### 13. ORDINANCE RELATING TO THE AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY

#### 1. Short-title and Application

- 1.1 This Ordinance shall be called the "JNU Ordinance Relating to the Award of the Degree of Doctor of Philosophy".
- 1.2 This Ordinance shall apply to the students admitted to the Degree of Doctor of Philosophy in accordance with the Admission Notification/Prospectus issued by the University on or after July 05, 2016.

#### 2. Definitions

- 2.1 "Course" refers to an individual subject, either compulsory or optional, taught during the academic semester.
- 2.2 "Credit" (C) is the weightage assigned to a course in terms of contact hours.
- 2.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.
- 2.4 "Grade point" (G) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.
- 2.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$\text{CGPA} = \frac{(g1 \times c1) + (g2 \times c2) + \dots}{\text{Total number of credits opted by the student upto and including the semester for which cumulative index is required.}}$$

Total number of credits opted by the student upto and including the semester for which cumulative index is required.

- 2.6 "Final Grade Point Average" (FGPA) is the final index of a student in the courses (including, where ever it refers to FGPA in M. Phil., dissertation grades). It shall be calculated on the basis of the formula indicated below:

$$\text{FGPA} = \frac{(g1 \times c1) + (g2 \times c2) + \dots}{\text{Total number of credits opted by the student in all the semesters.}}$$

Total number of credits opted by the student in all the semesters.

- 2.7 "Foreign Educational Institution" means an 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 educational institutions.

- 2.8 "Semester Grade Point Average" (SGPA) is the semester index grade point average of a student calculated in the following manner:

$$\text{SGPA} = \frac{(g1 \times c1) + (g2 \times c2) + \dots}{\text{Total number of credits opted by the student in any particular semester for which cumulative index is required.}}$$

### 3. Eligibility Criteria for Admission:

- 3.1 **Eligibility for provisional admission directly to Ph.D programme:** A Candidate shall be eligible for provisional admission to a programme of research leading to the Degree of Doctor of Philosophy (Ph.D) if he/she has:

3.1.1 M. Phil. Degree from any Indian University recognized by the University Grants Commission or from a Foreign Educational Institution; OR

3.1.2 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.

Provided that 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 category, or for those who had obtained their Master's degree prior to 19th September, 1991. The relaxation of 5% is based only on the qualifying marks without including the grace mark procedures.

**Explanation:** Any issue relating to equivalence of a foreign degree with an Indian degree shall be referred to the Equivalence Committee established by the University for the time being.

3.1.3 In addition to the qualifications mentioned above, the Centre or School/Special Centre may, with the previous approval of the Board of Studies prescribe additional requisites for seeking admission directly to Ph.D. Programme.

3.2 **Eligibility Criteria for Provisional Admission to Ph.D. in Integrated M.Phil - Ph.D Programme:** Candidates who have been admitted to Integrated M.Phil. - Ph.D. programme shall be eligible for provisional admission to a programme of research leading to the Degree

of Doctor of Philosophy (Ph.D) in the same Centre or School/Special Centre, as the case may be, if he/she has:

- 3.2.1 Passed the M.Phil. course work with at least 5.00 CGPA [4.5 CGPA in case of candidates belonging to SC/ST/OBC(non-creamy layer)/differently-abled categories];

Provided that if a student has taken more courses than the prescribed number of courses and has secured the grade higher than F in each course then in that case the best grades of the required number of courses shall be taken into account for calculation of CGPA for the purpose of deciding his/her case for provisional admission to the Ph.D. programme. AND

- 3.2.2 Submitted Dissertation in partial fulfillment for the award of M. Phil. degree, the evaluation and the viva voce of which are pending.

#### **4. Procedure for Admission directly to the Ph. D. Programme**

- 4.1 The University shall issue admission notification and prospectus, well in advance, which shall contain, *inter alia*, intake (number of seats) in each Centre, School/Special Centre; criteria for admission; reservation of seats as per the applicable policy, procedure for admission; examination centre(s) and all other relevant information.
- 4.2 The intake (number of seats) in each Centre, School/Special Centre shall be determined, on an annual basis, by the concerned Centre or School/Special Centre keeping in view the number of available Research Supervisors, the norms regarding the scholar- teacher ratio (as indicated in clause 6.4) and other academic and physical facilities available including laboratory, where necessary. The intake so determined shall be forwarded to the Admission Branch to be placed before the Academic Council for its consideration and approval.
- 4.3 The admission notification and prospectus containing the details mentioned in Clause 4.1 shall be uploaded on the website of the University and the admission notification shall be published in at least two national newspapers, of which at least one shall be in the regional language.
- 4.4 Admissions to the programme shall be made through two stage process consisting of Entrance Examination and interview/viva - voce.
- 4.4.1 An Entrance Examination, conducted by the University, for admission to the programme shall be qualifying with fifty per cent as qualifying marks. The format of entrance examination shall be as recommended by the Committee for Advanced Studies and Research or its equivalent body of the School or Special Centre concerned. The syllabus of the entrance examination, recommended by the said Committee, shall consist of topics from

both research methodology and specific subject(s) in the relevant area of specialization in equal proportion.

The Committee for Advanced Studies and Research or its equivalent body, as the case may be, of the School or Special Centre concerned may recommend separate terms and conditions for Ph.D. Entrance Examination for those candidates who have qualified UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE/teacher fellowship holder or have M.Phil. Degree.

- 4.4.2 The eligible candidates, who have secured the minimum qualifying marks in the entrance examination, may be shortlisted for the interview/viva-voce based on the marks secured in the entrance examination.

However, the ratio of shortlisted candidates, ideally, shall not be less than 1:3 candidates for every seat.

- 4.4.3 The interview/*viva-voce* of the candidates qualified in the entrance examination shall be conducted by the Admission Committee of the Centre or School/Special Centre concerned, where the candidates are required to discuss their research interest/area through a presentation. The Admission Committee shall consider the following aspects, *viz.*

- (i) The competence of the candidate to undertake the proposed research;
- (ii) The suitability of the research topic/area at the Centre or School/Special Centre concerned;
- (iii) The potential of the proposed research to contribute new/additional knowledge.

- 4.5 The admission shall be based on the criteria notified/Advertised by the University 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 Government from time to time.

## **5. Duration of the Programme**

- 5.1 In case of candidates directly admitted to Ph. D. Programme, the duration of the Programme shall be four years from the date of admission to the Programme.

However, the Research Advisory Committee may, if it finds the research progress satisfactory and the thesis ready for submission, permit the Research Scholar to submit the thesis earlier provided he/she has pursued the said programme of research at the University for not less than three years, including the course work, from the date of admission. Three years shall be the minimum residency period.

- 5.2 In case of candidates admitted to Ph. D. Programme after submission of M. Phil dissertation in an Integrated M.Phil. - Ph.D. programme, the duration of the Programme shall be three years from the date of submission of M.Phil. dissertation.

However, the Research Advisory Committee may, if it finds the research progress satisfactory and the thesis ready for submission, permit the candidate to submit the thesis earlier provided he/she has pursued the said Programme of research at the University for not less than two years from the date of provisional admission to Ph.D. Programme. Two years shall be the minimum residency period.

- 5.3 Notwithstanding anything in Clauses 5.1 and 5.2, the Research Advisory Committee, on receipt of the request for extension in writing by the candidate, may recommend to the Committee for Advanced Studies and Research or its equivalent body, as the case may be, for extension of time for submission of thesis.

The Committee for Advanced Studies and Research or its equivalent body, as the case may be, shall have the authority to grant an extension for such period, as it may deem fit, but not exceeding two years beyond the period prescribed in clauses 5.1 and 5.2. However, in case of women candidates and Persons with Disability (more than 40% disability) extension may be allowed upto four years.

- 5.4 The women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of the Programme for up to 240 days.

However, if a candidate, in an M.Phil. – Ph.D. Integrated programme, has already availed Maternity Leave/Child Care leave during M. Phil. Programme, she will not be entitled to avail the leave under this Ordinance.

## **6. Appointment of Research Supervisor**

- 6.1 The Research Supervisor for a Research Scholar shall be appointed by the Committee for Advanced Studies and Research or its equivalent body, as the case may be, on the recommendation of the Centre or School/Special Centre concerned.

- 6.2 The Centre or School/Special Centre concerned shall recommend only a full time regular member of the faculty of the Centre or School/Special Centre (who is not reaching the age of superannuation in the next three academic years) as Research Supervisor and shall, while making the recommendation, bear in mind the following:

- (i) The number of scholars per Research Supervisor as specified in clause 6.4
- (ii) The specialization of the available Research Supervisors
- (iii) The research interests of the scholars as indicated by them at the time of interview/*viva voce*.

- 6.3 In case of topics which are of inter-disciplinary nature where the Centre or School/Special Centre concerned feels that the expertise in the Centre or School/Special Centre has to be supplemented, such Centre or School/Special Centre may recommend for appointing a Co-Supervisor from within or outside the Centre, School/Special Centre or University on such terms and conditions as may be specified and agreed upon by the consenting Institutions/University.
- 6.4 A Research Supervisor who is a Professor, at any given point of time, cannot guide more than eight Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to six Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to four Ph.D. scholars.
- 6.5 In cases a Research Supervisor, under whose guidance a thesis has been prepared in part or in full, ceases to be a teacher of the University he/she may, subject to his/her availability and recommendation of the Centre or School/Special Centre, be continued by the Committee for Advanced Studies and Research or its equivalent body as Co-Supervisor of the Research Scholar concerned. In such cases, the Research Scholars shall be allotted a new Research Supervisor from amongst the full time regular member of the faculty of the Centre or School/Special Centre concerned.

However, while counting the intake of the Research Supervisor under clause 6.4, the Research Scholars so allotted to him/her under this clause shall not be included. They shall be treated as supernumerary.

- 6.6 In case of insuperable difficulties, either the Research Scholar or the Research Supervisor/Co-supervisor may request in writing for change of supervision arrangement. Such request shall be addressed to the Chairperson of the Centre or School/Special Centre, who shall place it before the Faculty Committee. The Faculty Committee may, if it is considered to be appropriate, feasible and in the best interests of all, recommend to the Committee for Advanced Studies and Research or its equivalent body, as the case may be, for change of Research Supervisor/Co-supervisor. The Committee for Advanced Studies and Research or its equivalent body may appoint, in such case, different Research Supervisor/Co-supervisor.
- 6.7 While recommending appointment of a different Research Supervisor as provided under clause 6.6, the provisions contained in clause 6.2 shall be adhered to.

## **7. Course work**

- 7.1 The Centre or School/Special Centre shall prescribe the course work to be completed by all candidates admitted to the Programme. It shall be treated as prerequisite for Ph.D. preparation. The duration of the course work shall be one year divided into two semesters.

7.2 The Centre or School/Special Centre shall, with the approval of the Board of Studies decide the number of credits to be assigned to the course work and to each course.

7.2.1 Provided that they shall not assign less than eight credits and more than sixteen credits to the course work.

7.2.2 A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas, *inter alia*, 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 doctoral research.

7.3 All courses prescribed for 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 Board of Studies of the concerned School or Special Centre.

7.4 The Centre or School/Special Centre 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 Clause 13.1 below, of the research scholar.

7.4.1 The Centre or School/Special Centre may, on the recommendation of the Research Advisory Committee, allow the Research Scholar to add, drop or substitute course(s) within a period of two weeks from the commencement of the semester.

7.5 All Research Scholars admitted to the Ph.D. Programme shall be required to complete the course work in the initial two semesters only. In no case shall a Research Scholar be allowed to repeat any course either in the event of failure or for improving the grades.

7.6 A student shall be graded, in each course, on a ten point scale, which is as follows:

<b>Grade</b>	<b>Grade Point</b>
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

- 7.7 Grades in each course shall be awarded, after the assessment, by the concerned course teacher(s) and the grades so awarded in all the courses, including research methodology courses, shall be finalized after a combined review by the Research Advisory Committee and the Centre, School or Special Centre, as the case may be, in each semester of the course work and the final grades shall be communicated to the University.
- 7.8 There shall be no rounding off of SGPA/CGPA/ FGPA. The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points.
- 7.9 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme may be exempted by the Centre or School/Special Centre, in its discretion, from the Ph.D. course work. The decision to grant exemption shall have the approval of the Board of Studies of the School or Special Centre concerned.

Candidates who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated M. Phil. – Ph.D. programme shall be exempted from the Ph.D. course work.

## **8. Approval of synopsis**

- 8.1 The candidates admitted to the direct Ph.D. programme shall have their research proposal/synopsis approved by the Faculty Committee of the Centre or School/Special Centre within two semesters (one year) from the date of completion of their course work.
- 8.2 The candidates provisionally admitted to the Ph.D. Programme in integrated M. Phil – Ph. D. programme shall have their research proposal/synopsis approved by the Faculty Committee of the Centre or School/Special Centre within two semesters (one year) from the date of submission of M. Phil. dissertation.
- 8.3 The research proposal/synopsis approved by the Faculty Committee shall be presented before the Committee for Advanced Studies and Research or its equivalent body, as the case may be, for ratification.

## **9. Confirmation of Admission**

- 9.1 The Committee for Advanced Studies and Research or its equivalent body, as the case may be, of the School or Special Centre concerned shall confirm the admission of the candidates, who fulfill the eligibility criteria for confirmation in the Ph.D. Programme as Research Scholar.
- 9.2 The candidates provisionally admitted to the Ph.D. Programme in an Integrated M. Phil. – Ph. D. Programme shall be eligible for confirmation in the Ph.D. Programme as Research Scholar, if he or she has:

- (i) Completed the M. Phil. Programme with overall minimum FGPA of 6.00 [5.5 CGPA in case of candidates belonging to SC/ST/OBC(non-creamy layer)/differently-abled categories] including the grades of dissertation and the course work, and

Provided that if a student has taken more courses than the prescribed number of courses during the course work and has secured the grade higher than F in each course, then in that case the best grades of the required number of courses shall be taken into account for calculation of FGPA for the purpose of deciding his/her case for confirmation to the Ph.D. programme. And

- (ii) His or her research proposal/synopsis approved as stipulated under clause 8.

9.3 The candidates provisionally admitted directly to the Ph.D. Programme shall be eligible for confirmation in the Ph.D. Programme as Research Scholar, if he or she has:

- (i) Completed the course work with minimum CGPA of 5.0 [4.5 CGPA in case of candidates belonging to SC/ST/OBC(non-creamy layer)/differently-abled categories].

Provided that if a student has taken more courses than the prescribed number of courses and has secured the grade higher than F in each course, then in that case the best grades of the required number of courses shall be taken into account for calculation of CGPA for the purpose of deciding his/her case for confirmation to the Ph.D. programme. And

- (i) His or her research proposal/synopsis approved as stipulated under clause 8.

## **10. Removal of name/Cancellation of Registration**

10.1 The name of the candidate provisionally admitted to Ph.D. programme shall stand automatically removed from the rolls of the University if he or she:

- (i) Fails to fulfill the eligibility criteria specified for confirmation of admission under clause 9,
- (ii) Fails to submit his/her thesis, in case of candidates admitted directly to the Ph.D. Programme, within the period of four years from the date of admission or within the extended period, where extension has been granted under clause 5.3.

- (iii) Fails to submit his/her thesis, in case of candidates admitted to Ph.D. Programme in integrated M. Phil. – Ph.D. Programme, within the period of three years or within extended period, where extension has been granted under clause 5.3.

10.2 The Committee for Advanced Studies and Research or its equivalent body may remove, at its discretion, the name of the candidate admitted directly to the Ph. D. Programme, who is undergoing Course Work, from the rolls of the University if he or she:

- (i) Fails to clear all the courses prescribed in the first semester of the Course Work; or
- (ii) Fails to secure SGPA of 5.0 in the first semester course work (4.5 in the case of SC/ST/ OBC (non-creamy layer)/differently-abled) in order to be eligible to continue in the Programme.

10.3 The Committee for Advanced Studies and Research or its equivalent body may, in its discretion, cancel the registration of the Candidate/Research Scholar if:

- (i) The Research Advisory Committee recommends for cancellation under clause 13.4.
- (ii) For breach of provisions contained in clause 10.4 and clause 10.5 below.

10.4 Before completing the minimum residency period prescribed in clause 5, no candidate/Research Scholar shall:

- (i) Undertake any employment;

Provided if the candidate is in employment at the time of admission to the Programme, he or she shall obtain a study leave from the concerned organization and submit to the University, at the time of admission or at such later date, as may be prescribed by the Academic Council, the leave sanction letter.

Provided that those engaged in teaching or research in a recognized institution or university may, after completion of the course work, be exempted from the limitation of this sub-clause.

An application seeking such exemption shall be made to the Chairperson of the Centre or School/Special Centre who shall forward the same to the Research Advisory Committee of the Research Scholar concerned for its consideration and views.

The Chairperson, after obtaining the views of the Research Advisory Committee, shall place it before the Committee for Advanced Studies and Research or its equivalent body.

The Committee for Advanced Studies and Research or its equivalent body may, after duly considering the application of the Research Scholar and the views of the Research Advisory Committee, grant exemption subject to the following conditions:

- (a) the candidate shall be allowed to simultaneously pursue the Ph.D. programme in a part-time mode only, and
  - (b) All other provisions of this ordinance shall be duly complied with.
- (ii) Join any other course of study;
- (iii) Appear in any other examination other than those prescribed by the Centre, School or Special Centre concerned without the prior permission of the Committee for Advanced Studies and Research or its equivalent body.

10.5 No Candidate shall be eligible to register for the Programme if he/she is already registered for any full time programme of study of this University or in any other University/Institution. The selected candidate is required to make a declaration to the effect that he is not pursuing any full time programme of this University or any other University at the time of admission.

## **11. De-registration**

11.1 No Research Scholar can apply for de-registration from the Ph.D. Programme unless his or her:

- (i) Admission has been confirmed under clause 9; and
- (ii) He or she has completed minimum residency period.

11.2 The University may, by notification, specify the grounds on which de-registration may be permitted.

Provided that no such notification shall be issued without the prior approval of the Academic Council of the University.

11.3 An application seeking de-registration shall be addressed to the Chairperson of the Centre or School/Special Centre who shall forward the same to the Research Advisory Committee of the Research Scholar concerned for its consideration and views.

11.4 The Chairperson, after obtaining the views of the Research Advisory Committee, shall place it before the Committee for Advanced Studies and Research or its equivalent body, which

may, after duly considering the application of the Research Scholar and the views of the Research Advisory Committee, permit the candidate to de-register.

Provided that, if the University has issued notification specifying the grounds on which de-registration may be permitted, no candidate shall be permitted to de-register on any other ground(s).

- 11.5 Details of permission granted for de-registration, during the academic semester/year, in every Centre, School/Special Centre shall be sent to the Evaluation Branch to be reported in the Academic Council.

## **12. Re-registration**

- 12.1 A Research Scholar who has de-registered from the Ph.D. Programme or whose name has been removed from the rolls of the University for non-submission of thesis under clause 10.1 (ii) or (iii), may apply for seeking permission to re-register for the programme within five (5) years from the date of de-registration or removal, as the case may be.
- 12.2 On receipt of the application seeking permission to re-register, the Chairperson of the Centre or School/Special Centre shall forward the same to the Research Advisory Committee of the Candidate concerned.
- 12.3 On receipt of the application forwarded to it, the Research Advisory Committee shall require the Research Scholar to make presentation of the progress of his/her research work and assess the preparedness of the research scholar to submit the thesis and send the report of the same to the Chairperson.
- 12.4 The application seeking re-registration along with the report of the Research Advisory Committee shall be placed before the Committee for Advanced Studies and Research or its equivalent body, which may, after duly considering the same, permit the Research Scholar to re-register.
- 12.5 Details of permission granted for re-registration, during the academic semester/year, in every Centre, School/Special Centre shall be sent to the Evaluation Branch to be reported in the Academic Council.
- 12.6 The Research Scholar, who has been permitted to re-register, shall submit the thesis within six months from the date of permission accorded by the Committee for Advanced Studies and Research or its equivalent body.

## **13. Research Advisory Committee**

13.1 There shall be a Research Advisory Committee constituted by the Committee for Advanced Studies and Research or its equivalent body, as the case may be, on the recommendation of Centre, School or Special Centre, for each Ph. D. Scholar. The Research Supervisor shall be the Convener of this Committee.

The power of the Committee for Advanced Studies and Research or its equivalent body to constitute Research Advisory Committee, on the recommendation of Centre, School or Special Centre, shall include the power to re-constitute it, if and whenever required.

13.2 The Research Advisory Committee, in addition to the responsibilities imposed under the other provisions of this Ordinance, shall also have the following responsibilities:

- (i) To review the research proposal and finalize the topic of research;
- (ii) 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.
- (iii) To periodically review and assist in the progress of the research work of the research scholar.

13.3 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 Committee for Advanced Studies and Research or its equivalent body with a copy to the research scholar.

13.4 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 within reasonable time, the Research Advisory Committee may recommend to the Committee for Advanced Studies and Research or its equivalent body, as the case may be, with specific reasons for cancellation of the registration of the research scholar.

#### **14. Submission of Thesis**

14.1 Upon confirmation of the admission, the Research Scholar shall be required to undertake research work and produce a draft thesis within the duration of the Programme or within the extended period, where extension has been granted under clause 5.3.

14.2 Prior to the submission of the thesis, the Research Scholar shall make a presentation in the Centre or School/Special Centre before the Research Advisory Committee, 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 thesis in consultation with the Research Advisory Committee.

- 14.3 The Research Scholar, before the submission of the thesis for adjudication, shall publish at least one research paper in refereed journal and make two presentations in conferences, seminar etc. and produce, at the time of submission, evidence for the same in the form of reprints or photocopy of the paper published or acceptance letter and certificates of paper presentation.
- 14.4 The Research Scholar, before the submission of the thesis for adjudication, shall submit a soft copy of the thesis to a designated functionary of the Dr. B.R. Ambedkar Central Library of the University for plagiarism verification.

The plagiarism verification shall be carried out in accordance with the guidelines formulated by the Academic Council of the University. The software and gadgets to be used to detect plagiarism and other forms of academic dishonesty shall also be indicated in the said guidelines. The Academic Council may formulate, based on the recommendations of the Committee for Advanced Studies and Research or its equivalent body, as the case may be, of each School or Special Centre, separate guidelines to be adopted in each Centre or School/Special Centre.

The designated functionary of the University shall issue the certificate of Plagiarism Check called the Plagiarism Verification Certificate, certifying and authenticating the check performed. This certificate has to be submitted to the Evaluation Branch at the time of submission of the thesis for evaluation and adjudication.

- 14.5 While submitting for evaluation, the Research Scholar shall include in the thesis a Declaration 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 this University, or to any other Institution/University in India or abroad. The declaration of the Candidate shall be countersigned by the Research Supervisor/Co-supervisor.

## **15. Evaluation and Adjudication**

- 15.1 The Ph.D. thesis submitted by a Research Scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, of whom one examiner may be, but not necessarily, from outside the country.
- 15.2 The external examiners shall be appointed by the Vice – chancellor from amongst the panel of external examiners approved and recommended by the Committee for Advanced Studies and Research or its equivalent body, as the case may be, and the Board of Studies of the School or Special Centre concerned. No person who is in employment of the University or its recognized institutions and/or on the Board of Studies or Special Committee of the School or Special Centre concerned shall be included in the panel of external examiners.

Provided that in case an external examiner to whom the thesis has been sent for evaluation fails to forward the report to the University within three months from the date of dispatch of

the thesis, the Vice-chancellor may appoint another examiner out of the same panel or, if necessary, ask for another panel to be recommended.

- 15.3 The external examiner, after examining the thesis, shall prepare and forward a report to the University, which shall contain a clear recommendation as to whether, in his or her opinion:
- (i) The thesis should be accepted and the viva-voce examination of the Research Scholar should be held; or
  - (ii) The thesis should be referred back to the Research Scholar for revision; or
  - (iii) The thesis should be rejected.

The examiner shall not recommend that the viva-voce examination be held unless he/she is of the opinion that the thesis contributes new/additional knowledge and that the methodology adopted by the candidate is sound and the format of presentation satisfactory.

- 15.4 The reports of the external examiners shall be forwarded to the Dean of the School or the Chairperson of the Special Centre concerned, who, if satisfied that the examiners have unanimously recommended that the viva-voce examination of the Research Scholar be held, shall accordingly arrange to hold the viva-voce.
- 15.5 In case the Dean of the School or the Chairperson of the Special Centre, as the case may be, notes that both the external examiners of the thesis have not recommended unanimously that the thesis be accepted and the viva-voce examination of the Research Scholar be held or if he/she is of the opinion that in either report, an adverse opinion of a substantive nature has been expressed, materially affecting the validity of the same examiner's otherwise positive recommendation, then the Dean or the Chairperson shall place the reports of the examiners before the Committee for Advanced Studies and Research or its equivalent body for further action.
- 15.6 The Committee for Advanced Studies and Research or its equivalent body, where the Dean or Chairperson has placed evaluation reports before it with a noting expressing opinion that in either report, an adverse opinion of a substantive nature has been expressed, materially affecting the validity of the same examiner's otherwise positive recommendation, may, after duly considering the reports, either recommend to the Dean or Chairperson to arrange to hold the viva-voce or recommend to the Vice-chancellor for appointing another examiner from the approved panel of external examiners to evaluate the thesis.
- 15.7 The Committee for Advanced Studies and Research or its equivalent body shall, where either or both the examiners have referred the thesis back for revision, direct the Research Scholar to carry out necessary revisions in consultation with the Research Advisory Committee and re-submit the thesis for evaluation.

15.7.1 The Research Scholar shall resubmit the thesis, after carrying out necessary revisions, within six months from the date of communication of the recommendation of the external examiner.

Provided that, in exceptional cases, the Academic Council may, on the recommendation of the Committee for Advanced Studies and Research or its equivalent body, as the case may be, extend the period by another six months.

15.7.2 The Research Scholar shall obtain a fresh Plagiarism Verification Certificate at the time of resubmission after carrying out revision.

15.7.3 A thesis which has been re-submitted shall normally be examined by the original examiner(s) unless any one of them is, or both of them, are unable or unwilling to act as such, in which case another examiner(s) may be appointed.

Provided that, if the thesis, after revision, is not accepted by the examiner, both the original and the revised theses shall be sent to the third examiner for evaluation.

15.8 The Committee for Advanced Studies and Research or its equivalent body, as the case may be, shall, if both the external examiners have clearly recommended in their respective evaluation reports that the thesis be rejected, recommend to the University that the thesis be rejected and the research scholar be declared ineligible for the award of the degree.

15.9 The Committee for Advanced Studies and Research or its equivalent body shall, where only one of the external examiners has recommended in his/her evaluation report that the thesis be rejected, recommend to the Vice Chancellor to send the 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 thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

15.10 In no case, the viva-voce examination shall be held unless two external examiners have recommended that the viva-voce be held.

15.11 The viva-voce examination, based among other things, on the critique given in the evaluation reports, 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 Centre, School/Special Centre concerned, other research scholars and interested experts/researchers.

Provided, where neither of the external examiners, who evaluated the thesis, is in a position to conduct the viva-voce examination, another examiner may be appointed in his/her place.

Provided further that where the Research Supervisor is unable to be present within a reasonable time to conduct the viva-voce examination, the Committee for Advanced Studies and Research or its equivalent body, as the case may be, may recommend another member of the faculty in his/her place to conduct the via – voce examination.

15.12 In the viva-voce examination, the examiners shall also satisfy themselves:

- (i) That the thesis submitted by the Research Scholar is his/her own work, and
- (ii) That the grasp of the candidate of the broad field of his/her study is satisfactory.

15.13 The examiners, after conducting the viva–voce examination, shall recommend clearly that:

- (i) The candidate be awarded the Degree of Doctor of Philosophy (Ph. D.), or
- (ii) The thesis be referred back to the candidate for revision; or
- (iii) The thesis be rejected and the candidate be not awarded the Degree.

15.14 In case the Committee for Advanced Studies and Research or its equivalent body, as the case may, is satisfied that the examiners who conducted the viva –voce examination have recommended that the candidate be awarded the Ph.D degree, it shall recommend to the Academic Council through the Board of Studies of the School or Special Centre concerned that the Ph.D degree may be awarded to the candidate.

15.15 In case the examiners who conducted the viva –voce examination have unanimously recommended that the thesis of the candidate be rejected, the Committee for Advanced Studies and Research or its equivalent body, as the case may be, shall recommend to the Academic Council through the Board of Studies of the School or Special Centre concerned that the thesis be rejected and the research scholar be declared ineligible for the award of the degree.

15.16 In case the recommendation of one external member of the viva-voce Board is positive and of the other negative, the Board shall refer the case to the Committee for Advanced Studies and Research or its equivalent body, as the case may be, for its consideration and decision.

In case the examiners who conducted the viva –voce examination have recommended that the thesis be referred back for revision, it shall be referred back for revision and resubmission in accordance with the provisions in clause 15.7.

15.17 No candidate shall be permitted to re-submit his/her thesis for the award of the Ph.D degree more than once.

## **16. Award of Degree and Issue of Compliance Certificate**

- 16.1 Following the recommendation of the Committee for Advanced Studies and Research or its equivalent body for the award of the Degree, the Academic Council shall award the Degree of the Doctor of Philosophy (Ph. D.) to the Research Scholar.
- 16.2 Prior to the actual award of the degree, the Dean of School or Chairperson of the Special Centre concerned shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of UGC (Minimum Standards and Procedure for Award of M.PHIL./PH.D Degrees) Regulations, 2016.

## **17. Miscellaneous Provisions**

- 17.1 The University shall maintain and publish the list of all the 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.
- 17.2 Following the resolution of the Academic Council to award the Degree and before the announcement of the award of the Ph.D. degree or Issuance of the Degree Certificate, the University shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Universities.
- 17.3 In a School or Special Centre, where the Committee for Advanced Studies and Research does not exist, all the powers and functions of the said Committee under this Ordinance shall be exercisable or carried out by such School or Special Centre concerned. They shall be considered equivalent to the Committee for Advanced Studies and Research under this Ordinance.

The report of every decision made or action taken by the School or Special Centre, while acting as equivalent to the Committee for Advanced Studies and Research, shall be placed before the Special Committee of such School or Special Centre for consideration and ratification.

- 17.4 In a School or Special Centre, where the Board of Studies does not exist, all the powers and functions of the said Board under this Ordinance shall be exercisable or carried out by the Special Committee of the School or Special Centre concerned. The Special Committee of such Schools or Special Centres shall be considered equivalent to Board of Studies under this Ordinance.
- 17.5 The Autonomous Programmes in a School or Special Centre may also be authorized by the competent body of the University to offer Ph.D. Programme under this Ordinance.

- 17.6 In case of relocation of any 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 this Ordinance are followed in letter and spirit and the research work does not pertain to the project secured by the University/ supervisor from any funding agency. The Research Scholar will, however, give due credit to the original Research Supervisor and the University for the part of research already done.

The detailed procedure regarding relocation/transfer of Ph.D. Woman scholar may be laid down by the Academic Council of the University.

- 17.7 The Academic Council, either on the recommendation of any of the statutory bodies or otherwise, is competent to take decision on issues not covered under this Ordinance and to interpret and clear ambiguities, if any, in the Ordinance.

The decision of the Academic Council shall be consistent with and not in derogation of any of the provisions of this Ordinance.

The power of the Academic Council under this clause shall be without prejudice to the power of the competent statutory bodies of the University to amend this Ordinance.

#### 14. ORDINANCE RELATING TO THE AWARD OF DEGREE OF MASTER OF PHILOSOPHY.

##### 1. Short-title and Application

- 1.1 This Ordinance shall be called the "JNU Ordinance Relating to the Award of the Degree of Master of Philosophy".
- 1.2 This Ordinance shall apply to the students admitted to the Degree of Doctor of Philosophy in accordance with the Admission Notification/Prospectus issued by the University on or after July 05, 2016.

##### 2. Definitions

- 2.1 "Course" refers to an individual subject, either compulsory or optional, taught during the academic semester.
- 2.2 "Credit" (C) is the weightage assigned to a course in terms of contact hours.
- 2.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.
- 2.4 "Grade point" (G) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.
- 2.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$\text{CGPA} = \frac{(g_1 \times c_1) + (g_2 \times c_2) + \dots}{\text{Total number of credits opted by the student upto and including the semester for which cumulative index is required.}}$$

Total number of credits opted by the student upto and including the semester for which cumulative index is required.

- 2.6 "Final Grade" is the letter equivalent assigned to a student on the basis of his/her final grade point at the time of award of the degree.
- 2.7 "Final Grade Point average" (FGPA) is the final index of a student at the time of award of a degree. It shall be calculated in the following manner:

$$\text{FGPA} = \frac{(g_1 \times c_1) + (g_2 \times c_2) + \dots}{\text{Total number of credits opted by the student in the entire programme (all courses and dissertation)}}$$

Total number of credits opted by the student in the entire programme (all courses and dissertation)

- 2.8 “Foreign Educational Institution” means an 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 educational institutions.
- 2.9 “Semester Grade Point Average” (SGPA) is the semester index grade point average of a student calculated in the following manner:

$$\text{SGPA} = \frac{(g_1 \times c_1) + (g_2 \times c_2) + \dots}{\text{Total number of credits opted by the student in any particular semester.}}$$

### 3. Eligibility Criteria for Admission:

- 3.1 A Candidate shall be eligible for admission to a programme of research leading to the Degree of Master of Philosophy (M. Phil) if he/she has 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.

Provided that 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 category, or for those who had obtained their master’s degree prior to 19th September, 1991. The relaxation of 5% is based only on the qualifying marks without including the grace mark procedures.

**Explanation:** Any issue relating to equivalence of a foreign degree with an Indian degree shall be referred to the Equivalence Committee established by the University for the time being.

### 4. Procedure for Admission to the Programme

- 4.1 The University shall issue admission notification and prospectus, well in advance, which shall contain, *inter alia*, intake (number of seats) in each Centre, School/Special Centre; criteria for admission; reservation of seats as per the applicable policy, procedure for admission; examination centre(s) and all other relevant information.
- 4.2 The intake (number of seats) in each Centre, School or Special Centre shall be determined, on an annual basis, by the concerned Centre, School or Special Centre

keeping in view the number of available Research Supervisors, the norms regarding the scholar - teacher *ratio* (as indicated in clause 6.4) and other academic and physical facilities available including laboratory, where necessary. The intake so determined shall be forwarded to the Admission Branch to be placed before the Academic Council for its consideration and approval.

4.3 The admission notification and prospectus containing the details mentioned in Clause 4.1 shall be uploaded on the website of the University and the admission notification shall be published in at least two national newspapers, of which at least one shall be in the regional language.

4.4 Admissions to the programme shall be made through two stage process consisting of Entrance Examination and interview/viva - voce.

4.4.1 An Entrance Examination, conducted by the University, for admission to the programme shall be qualifying with fifty per cent as qualifying marks. The format of entrance examination shall be as recommended by the Committee for Advanced Studies and Research or its equivalent body of the School or Special Centre concerned. The syllabus of the entrance examination, recommended by the said Committee, shall consist of topics from both research methodology and specific subject(s) in the relevant area of specialization in equal proportion.

The Committee for Advanced Studies and Research or its equivalent body, as the case may be, of the School or Special Centre concerned may recommend separate terms and conditions for M.Phil. Entrance Examination for those candidates who have qualified UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE/teacher fellowship holder.

4.4.2 The eligible candidates, who have secured the minimum qualifying marks in the entrance examination, may be shortlisted for the interview/viva-voce based on the marks secured in the entrance examination.

However, the ratio of shortlisted candidates, ideally, shall not be less than 1:3 candidates for every seat.

4.4.3 The interview/*viva-voce* of the candidates qualified in the Entrance Examination shall be conducted by the Admission Committee of the Centre, School or Special Centre concerned, where the candidates are required to discuss their research interest/area through a presentation. The Admission Committee shall consider the following aspects, *viz.*

- (i) The competence of the candidate to undertake the proposed research;
- (ii) The suitability of the research topic/area at the Centre, School or Special Centre concerned;

- (iii) The potential of the proposed research to contribute new/additional knowledge.

4.5 The admission shall be based on the criteria notified/Advertised by the University 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 Government from time to time.

## **5. Duration of the Programme**

5.1 The duration of the M. Phil. Programme shall be four consecutive semesters/two years.

5.2 Notwithstanding anything in Clause 5.1 but subject to the conditions as may be laid down by the Academic Council, the women research scholars and persons with disability (more than forty percent disability) may, on receipt of the request for extension in writing, be allowed an extension by the Committee for Advanced Studies and Research or its equivalent body, as the case may be, for such period as it may deem fit, but not exceeding one year beyond the duration prescribed in clause 5.1.

5.3 The women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Programme for up to 240 days.

## **6. Appointment of Research Supervisor**

6.1 The Research Supervisor for a Research Scholar shall be appointed by the Committee for Advanced Studies and Research or its equivalent body, as the case may be, on the recommendation of the Centre or School/Special Centre concerned.

6.2 The Centre, School or Special Centre concerned shall recommend only a full time regular member of the faculty of the Centre, School or Special Centre (who is not reaching the age of superannuation in the next two academic years) as Research Supervisor and shall, while making the recommendation, bear in mind the following:

- (i) The number of scholars per Research Supervisor as specified in clause 6.4
- (ii) The specialization of the available Research Supervisors
- (iii) The research interests of the scholars as indicated by them at the time of interview/viva voce.

6.3 In case of topics which are of inter-disciplinary nature where the Centre or School/Special Centre concerned feels that the expertise in the Centre or School/Special Centre has to be supplemented, it may recommend for appointing a

Co-Supervisor from within or outside the Centre, School/Special Centre or University on such terms and conditions as may be specified and agreed upon by the consenting Institutions/University.

- 6.4 A Research Supervisor who is a Professor, at any given point of time, cannot guide more than three M. Phil. scholars. An Associate Professor as Research Supervisor can guide up to two M. Phil. scholars and an Assistant Professor as Research Supervisor can guide one M. Phil. scholar.
- 6.5 In case a Research Supervisor, under whose guidance a dissertation has been prepared in part or in full, ceases to be a teacher of the University he/she may, subject to his/her availability and recommendation of the Centre or School/Special Centre concerned, be continued by the Committee for Advanced Studies and Research or its equivalent body as Co-Supervisor of the Research Scholar concerned. In such cases, the Research Scholars shall be allotted a new Research Supervisor from amongst the full time regular member of the faculty of the Centre or School/Special Centre concerned.

However, while counting the intake of the Research Supervisor under clause 6.4, the Research Scholars so allotted to him/her under this clause shall not be included. They shall be treated as supernumerary.

- 6.6 In case of insuperable difficulties, either the Research Scholar or the Research Supervisor/Co-supervisor may request in writing for change of supervision arrangement. Such request shall be addressed to the Chairperson of the Centre or School/Special Centre, who shall place it before the Faculty Committee. The Faculty Committee may, if it is considered to be appropriate, feasible and in the best interests of all, recommend to the Committee for Advanced Studies and Research or its equivalent body, as the case may be, for change of Research Supervisor/Co-supervisor. The Committee for Advanced Studies and Research or its equivalent body may appoint, in such a case, different Research Supervisor/Co-supervisor.
- 6.7 Appointment of a different Research Supervisor under clause 6.6 shall be made in conformity with provisions contained in clause 6.2.

## **7. Credit requirements**

- 7.1 Subject to clause 7.2, the Centre or School/Special Centre, as the case may be, shall with the approval of the Board of Studies, decide the overall minimum credit requirements for the award of the M. Phil. Degree.

Provided that the overall minimum credit requirement, including the credit assigned for the course work, for the award of the M. Phil. Degree shall not be less than twenty-four credits.

Provided, further, that the minimum credit assigned either to the course work or to the dissertation shall not be less than eight.

## **8. Course work**

- 8.1 The Centre or School/Special Centre shall prescribe the course work to be completed by all candidates admitted to the Programme. The duration of the course work shall be one year divided into two semesters.
- 8.2 The Centre or School/Special Centre shall, with the approval of the Board of Studies, decide the number of credits to be assigned to the course work and to each course.
  - 8.2.1 Provided that they shall not assign less than eight credits and more than sixteen credits to the course work.
  - 8.2.2 A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas, *inter alia*, 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 research.
- 8.3 All courses prescribed for M.Phil. 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 Board of Studies of the concerned School or Special Centre.
- 8.4 The Centre, School or Special Centre where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee of the research scholar, as stipulated under Clause 11.2.
  - 8.4.1 The Centre, School/Special Centre may, on the recommendation of the Research Advisory Committee, allow the Research Scholar to add, drop or substitute course(s) within a period of two weeks from the commencement of the semester.
- 8.5 All Research Scholars admitted to the M. Phil. Programme shall be required to complete the course work in the initial two semesters only. In no case shall a Research Scholar be allowed to repeat any course either in the event of failure or for improving the grades.

- 8.6 A Research Scholar shall be graded, in each course, on a ten point scale, which is as follows:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

- 8.7 Grades in each course shall be awarded, after the assessment, by the concerned course teacher(s) and the grades so awarded in all the courses, including research methodology courses, shall be finalized after a combined review by the Research Advisory Committee and the Centre, School or Special Centre, as the case may be, in each semester of the course work and the final grades shall be communicated to the University.
- 8.8 There shall be no rounding off of SGPA/CGPA/ FGPA. The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points.

#### **9. Approval of synopsis**

- 9.1 The candidates admitted to the M. Phil. programme shall have their research proposal/synopsis approved by the Faculty Committee of the Centre, School or Special Centre within the time prescribed by such Centre, School or Special Centre but before the expiry of sixty days from the date of commencement of the third semester.
- 9.2 The research proposal/synopsis approved by the Faculty Committee shall be presented before the Committee for Advanced Studies and Research or its equivalent body, as the case may be, for ratification.

#### **10. Removal of name/Cancellation of Registration**

- 10.1 The name of the candidate admitted to M. Phil. programme shall stand automatically removed from the rolls of the University if he or she:
- (i) Fails in any course prescribed; or

- (ii) Fails to secure CGPA of 5.00 on completion of course work at the end of Second Semester.

Provided that if a candidate has taken more courses than the prescribed number of courses and has secured the grade higher than F in each course then in that case the best grades of the required number of courses shall be taken into account for calculation of CGPA.

10.2 The Committee for Advanced Studies and Research or its equivalent body may, in its discretion, cancel the registration of the Candidate/Research Scholar if:

- (i) The Research Advisory Committee recommends for cancellation under clause 11.4.
- (ii) For breach of provisions contained in clause 10.3 and clause 10. 4.

10.3 No candidate admitted to M. Phil. programme shall:

- (i) Undertake any employment;

Provided if the candidate is in employment at the time of admission to the Programme, he or she shall obtain a study leave from the concerned organization and submit to the University, at the time of admission or at such later date, as may be prescribed by the Academic Council, the leave sanction letter.

- (ii) Join any other course of study;

- (iii) Appear in any other examination other than those prescribed by the Centre, School or Special Centre concerned without the prior permission of the Committee for Advanced Studies and Research or its equivalent body.

10.4 No Candidate shall be eligible to register for the Programme if he/she is already registered for any full time programme of study of this University or in any other University/Institution. The selected candidate is required to make a declaration to the effect that he is not pursuing any full time programme of this University or any other University at the time of admission.

## **11. Research Advisory Committee**

11.1 There shall be a Research Advisory Committee constituted by the Committee for Advanced Studies and Research or its equivalent body, as the case may be, on the

recommendation of Centre, School or Special Centre, for each M. Phil. Scholar. The Research Supervisor shall be the Convener of this Committee.

The power of the Committee for Advanced Studies and Research or its equivalent body to constitute Research Advisory Committee, on the recommendation of Centre, School or Special Centre, shall include the power to re-constitute it, if and whenever required.

11.2 The Research Advisory Committee, in addition to the responsibilities imposed under the other provisions of this Ordinance, shall also have the following responsibilities:

- (i) To review the research proposal and finalize the topic of research;
- (ii) 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.
- (iii) To periodically review and assist in the progress of the research work of the research scholar.

11.3 A Research Scholar shall appear before the Research Advisory Committee at least 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 Committee for Advanced Studies and Research or its equivalent body with a copy to the research scholar.

11.4 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 within reasonable time, the Research Advisory Committee may recommend to the Committee for Advanced Studies and Research or its equivalent body, as the case may be, with specific reasons for cancellation of the registration of the research scholar.

## **12. Submission of Dissertations**

12.1 After completion of the course work with the requisite CGPA and approval of the Research Proposal/Synopsis, the Research Scholar shall be required to undertake research work and produce a draft dissertation within two semester/one year from the date of completion of the course work or, in case of women candidates or candidates with disability (more than forty per cent disability) within such extended period, where extension has been granted.

12.2 Prior to the submission of the dissertation, the Research Scholar shall make a presentation in the Centre, School or Special Centre before the Research Advisory Committee, 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 in consultation with the Research Advisory Committee.

- 12.3 The Research Scholar, before the submission of the dissertation for adjudication, shall present at least one research paper in a conferences, seminar etc. and produce, at the time of submission, evidence for the same in the form of certificate of paper presentation.
- 12.4 The Research Scholar, before the submission of the dissertation for adjudication, shall submit a soft copy of the dissertation to a designated functionary of the Dr. B.R. Ambedkar Central Library of the University for plagiarism verification.

The plagiarism verification shall be carried out in accordance with the guidelines formulated by the Academic Council of the University. The software and gadgets to be used to detect plagiarism and other forms of academic dishonesty shall also be indicated in the said guidelines. The Academic Council may formulate, based on the recommendations of the Committee for Advanced Studies and Research or its equivalent body of each School or Special Centre, separate guidelines to be adopted in each Centre, School or Special Centre.

The designated functionary of the University shall issue the certificate of Plagiarism Check called the Plagiarism Verification Certificate, certifying and authenticating the check performed. This certificate has to be submitted to the Evaluation Branch at the time of submission of the dissertation for evaluation and adjudication.

- 12.5 While submitting for evaluation, the Research Scholar shall include in the dissertation a Declaration 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 Jawaharlal Nehru University, or to any other Institution/University in India or abroad. The declaration of the Candidate shall be countersigned by the Research Supervisor/Co-supervisor.

### **13. Evaluation and Adjudication**

- 13.1 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 University or its recognized institution and/or on the Special Committee of the Centre/Board of Studies of the School concerned.
- 13.2 The external examiners shall be appointed by the Vice – chancellor from amongst the panel of external examiners approved and recommended by the Committee for Advanced Studies and Research or its equivalent body, as the case may be, and the Board of Studies of the School or Special Centre concerned.

Provided that in case an external examiner to whom the dissertation has been sent for evaluation fails to forward the report to the University within three months from the date of dispatch of the dissertation, the Vice-chancellor may appoint another examiner out of the same panel or, if necessary, ask for another panel to be recommended.

- 13.3 The external examiner, after examining the dissertation, shall prepare and forward a report to the University, which shall contain a clear recommendation as to whether, in his or her opinion the dissertation should be accepted and the viva –voce examination of the Research Scholar should be held or not.
- 13.4 The reports of the external examiners shall be forwarded to the Dean of the School or the Chairperson of the Special Centre concerned.
- 13.5 The Dean of the School or the Chairperson of the Special Centre concerned shall, if the evaluation report of the external examiner is satisfactory and include specific recommendation for conducting the viva-voce examination, arrange to hold the viva-voce examination.
- 13.6 The Dean of the School or the Chairperson of the Special Centre, as the case may be, shall, if the evaluation report of the external examiner is unsatisfactory and does not recommend viva-voce, have the dissertation sent to another external examiner appointed by the Vice-Chancellor out of the approved panel of examiners and the Dean of the School or the Chairperson of the Special Centre shall arrange to hold the viva-voce examination only if the report of the latest examiner is satisfactory and does include recommendation for conducting viva-voce. If the report of the latest examiner is also unsatisfactory, the dissertation shall be rejected and the research scholar shall be declared ineligible for the award of the degree.
- 13.7 The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and the external examiner, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Centre, School or Special Centre concerned, other research scholars and interested experts/researchers.

Provided, where the external examiner, who evaluated the dissertation, is not in a position to conduct the viva-voce examination, another examiner may be appointed in his/her place from the panel of examiners.

Provided further that where the Research Supervisor is unable to be present within a reasonable time to conduct the viva-voce examination, the Committee for Advanced Studies and Research or its equivalent body, as the case may be, may recommend another member of the faculty in his/her place to conduct the viva – voce examination.

13.8 The Research Supervisor and the external examiner, while recommending the dissertation for the award of the M. Phil. Degree after conducting viva – voce, shall also award grade for the dissertation. The dissertation shall be graded on a ten point scale provided in clause 8.6 for courses. The final grade for the dissertation shall be determined by taking the average of the grades awarded by the Research Supervisor and the external examiner.

13.9 The recommendation made after conducting the viva – voce examination along with the grades awarded shall be placed before the Committee for Advanced Studies and Research or its equivalent body, as the case may be.

13.10 The Committee for Advanced Studies and Research or its equivalent body, as the case may be, shall recommend to the Academic Council through the Board of Studies of the School or Special Centre concerned for the award of the M. Phil. Degree only if:

- (i) The Examiners, after conducting the viva-voce examination, have recommended for the award of the Degree; AND
- (ii) The Research Scholar has secured minimum FGPA of 5.0 (in the course work and dissertation).

Provided that if a student has taken more courses than the prescribed number of courses during the course work and has secured the grade higher than F in each course then in that case the best grades of the required number of courses shall be taken into account for calculation of FGPA.

13.11 The Committee for Advanced Studies and Research or its equivalent body, as the case may be, shall recommend to the Academic Council through the Board of Studies of the School or Special Centre concerned for rejecting the dissertation and declaring the Research Scholar ineligible for the award of the M. Phil. Degree if:

- (i) The Examiners, after conducting the viva-voce examination, have recommended that the dissertation be rejected; OR
- (ii) The Research Scholar has failed to secure minimum FGPA of 5.0 (in the course work and dissertation).

Provided that if a student has taken more courses than the prescribed number of courses during the course work and has secured the grade higher than F in each course then in that case the best grades of the required number of courses shall be taken into account for calculation of FGPA.

#### **14. Award of Degree and Issue of Compliance Certificate**

- 14.1 Following the recommendation of the Committee for Advanced Studies and Research or its equivalent body for the award of the Degree, the Academic Council shall award the Degree of the Master of Philosophy (M. Phil.) to the Research Scholar.
- 14.2 Prior to the actual award of the degree, the Dean of the School or the Chairperson of the Special Centre concerned shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of UGC (Minimum Standards and Procedure for Award of M.PHIL./PH.D Degrees) Regulations, 2016.

#### **15. Miscellaneous Provisions**

- 15.1 The University shall maintain and publish the list of all the M.Phil. 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.
- 15.2 Following the resolution of the Academic Council to award the Degree and before the announcement of the award of the M.Phil. degree or Issuance of the Degree Certificate, the University shall submit an electronic copy of the M. Phil. dissertation to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Universities.
- 15.3 In a School or Special Centre, where the Committee for Advanced Studies and Research does not exist, all the powers and functions of the said Committee under this Ordinance shall be exercisable or carried out by such School or Special Centre concerned. They shall be considered equivalent to the Committee for Advanced Studies and Research under this Ordinance.

The report of every decision made or action taken by the School or Special Centre, while acting as equivalent to the Committee for Advanced Studies and Research, shall be placed before the Special Committee of such School or Special Centre for consideration and ratification.

- 15.4 In a School or Special Centre, where the Board of Studies does not exist, all the powers and functions of the said Board under this Ordinance shall be exercisable or carried out by the Special Committee or its equivalent body of the School or Special Centre concerned.
- 15.5 The Autonomous Programmes in a School or Special Centre may also be authorized by the competent body of the University to offer M. Phil. Programme under this Ordinance.

- 15.6 In case of relocation of any M. Phil. 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 this Ordinance are followed in letter and spirit and the research work does not pertain to the project secured by the University/ supervisor from any funding agency. The Research Scholar will, however, give due credit to the original Research Supervisor and the University for the part of research already done.

The detailed procedure regarding relocation/transfer of M.Phil. woman scholar may be laid down by the Academic Council of the University.

- 15.7 The Academic Council, either on the recommendation of any of the statutory bodies or otherwise, is competent to take decision on issues not covered under this Ordinance and to interpret and clear ambiguities, if any, in the Ordinance.

The decision of the Academic Council shall be consistent with and not in derogation of any of the provisions of this Ordinance.

The power of the Academic Council under this clause shall be without prejudice to the power of the competent statutory bodies of the University to amend this Ordinance.