

St. Peter's University
St. Peter's Institute of Higher Education & Research
(Declared under Section 3 of the UGC Act, 1956)
Avadi, Chennai 600 054, Tamil Nadu

REGULATIONS FOR DOCTOR OF PHILOSOPHY (Ph.D.)
(Revised as on 01-08-2009)

1. GENERAL ELIGIBILITY

- 1.1 Master's degree of this University or any other qualification recognized as equivalent thereto in the fields of study notified from time to time by this University with not less than 55% marks. Specific Educational Qualifications are given in Clause 2. Relaxation in minimum marks may be considered by the Board of Management.

2. EDUCATIONAL QUALIFICATIONS

Programme		Qualification for Admission
(i)	Ph.D. Degree in Engineering/Technology	M.E./M.Tech. or M.S. (By Research) in the relevant branch of Engineering or Technology
(ii)	Ph.D. Degree in Science, Humanities and Social Sciences	M.Sc./M.A./M.S. (By Research) in the relevant branch of Science, Humanities, and Social Sciences / M.C.A.
(iii)	Ph.D. Degree in Management Studies	MBA/Post Graduate Diploma in Business Management or Administration awarded by Indian Institute of Managements (IIMs) / M.S. (By Research) in Management Sciences.
(iv)	Ph.D. Degree in Architecture and Planning	M.Arch./M.Plan/M.S. (By Research) in Architecture and Planning
(v)	Ph.D. Degree in Education	M.Ed.

3. Ph.D. PROGRAMMES

Candidates who satisfy the eligibility criteria as in Clauses 1 and 2 are eligible to apply for Ph.D. Programme.

3.1 Full-time Ph.D. Programme

- 3.1.1 Candidates registered for full time programme shall be available during the working hours for curricular, co-curricular and related activities.

- 3.1.2 Candidates in employment, who want to pursue Full-time studies should be sponsored by their employer and should avail leave for the research period and should get formally relieved from their duty to join the research programme.
- 3.1.3 Candidates who are sponsored by the AICTE under Quality Improvement Programme for Teachers of Engineering Colleges and who satisfy the eligibility conditions shall be eligible for Full-time only, in the disciplines as notified in AICTE guidelines.
- 3.1.4 Candidates who are selected in Fellowship programmes of National or any recognized bodies and who satisfy the eligibility conditions as per the regulations are eligible for full time studies in the respective disciplines.
- 3.1.5 Foreign nationals sponsored by Government of India on any exchange programme and who satisfy the eligibility conditions as per the regulations, are eligible for full time study.
- 3.1.6 Full time candidates may be allowed to convert as Part time candidates during their research work, if they satisfy the conditions of Clause 3.2, subject to approval.

3.2 Part time Ph.D. Programme

The following categories of candidates are eligible to apply for part-time programme.

- 3.2.1 Full time teachers of this University. They shall be called 'Part time (Internal)' candidates.
- 3.2.2 Candidates working in this University in projects undertaken from State/Central/Quasi Government and totally funded through the projects. They shall also be called 'Part time (Internal)' candidates.
- 3.2.3 Candidates working in colleges / industrial units or R&D Departments / Labs / Units of Government / Quasi-Government or any other research laboratories, and sponsored by the respective employer/Organization. They shall be called 'Part time (External)' candidates.
- 3.2.4 Part time candidates may be allowed to convert as Full time candidates during their research work, if they satisfy the conditions of Clause 3.1, subject to approval.

4. PLACE OF RESEARCH

The place of research in respect of Full-time and Part-time programme is as under:

4.1 Full-time

The full-time programme shall be undertaken in the research departments of this University.

4.2 Part-time

- 4.2.1 The place of research for teachers of this University shall be the Department of this University.
- 4.2.2 The place of research for the candidates working in projects mentioned in Clause 3.2.2 shall be the Department where the project is undertaken.
- 4.2.3 The place of research for the candidates working in industrial units etc. mentioned in Clause 3.2.3 shall be the respective institution or unit or organization as the case may be. However if the respective institution or unit or organization has not been recognized for the purpose of research, the place of research shall be the institution where the Supervisor is working or in the alternative it shall be the University as may be decided by the University.
- 4.2.4 In case the place of research is different from that of the Supervisor, there shall be a Joint Supervisor at the place of research.

5. MODE OF SELECTION

- 5.1 The University will issue notification for Ph.D. admission twice in a year. The candidates should apply in the prescribed form, through proper channel wherever applicable, before the due date as indicated in the notification issued from time to time.
- 5.2 The applications of the candidates shall be processed by duly constituted committees.
- 5.3 Admission shall be based on combined merit of entrance examination and interview conducted by the University.

6. RECOGNITION AS SUPERVISOR

- 6.1 The applicant for recognition as Supervisor shall be working full time in this University or recognized institutions as mentioned in Clause 3.2.3.
- 6.2 The applicant should possess Ph.D. Degree in the relevant area of research in which he/she proposes to guide.
- 6.3 The applicant working in industrial organizations (as in clause 3.2.3) shall function as Joint Supervisor only.
- 6.4 The applications received for recognition as Supervisors shall be processed by a duly constituted committee.

7. CHANGE OF SUPERVISOR

- 7.1 When a Supervisor is on leave, for more than 6 months and up to one year, he/she shall continue to guide the research scholar. However, if recommended by the Supervisor, a Supervisor-in-charge may be nominated by the University in

consultation with the respective Head of the Department (HOD). The Supervisor-in-charge shall function till the Supervisor returns.

- 7.2 When a Supervisor is on leave for more than one year or retires from service or leaves service, he/she shall make arrangements for change of supervisor for the research scholar. However, the Supervisor who retired from the service may continue to guide a research scholar, on his/her written request, provided he/she has guided the research scholar continuously for three years or the research scholar has submitted the synopsis. However a Joint Supervisor shall be nominated by the University in consultation with Head of the Department to take care of the administrative and the research responsibilities of the research scholar. If the Supervisor had left without making arrangements for change of Supervisor or expired or unable to function as a Supervisor, the research scholar may apply to the University for change of Supervisor through a recognized Supervisor and Head of the Department.

8. NUMBER OF CANDIDATES

A Supervisor shall not guide more than eight research scholars for Ph.D. at a time. However a supervisor may guide three more research scholars as a Joint Supervisor.

9. DURATION OF THE PROGRAMME

- 9.1 The duration of the programme and the time for submission of thesis are counted from the date of provisional registration. The minimum and maximum period for submission of thesis and the duration of the programme shall be as under.
- 9.2 The minimum duration of the Full-time/Part-time programme in Engineering, Technology, Architecture and Planning shall be three years.
- 9.3 The minimum duration of the Full-time/Part-time programme in Science & Humanities, Social Sciences, Education and Management shall be three/four years respectively. However for holders of M.Phil. Degree relating to the field of research of the Ph.D. programme, the minimum duration may be reduced by one year.
- 9.4 The maximum duration for submission of thesis shall be six years.

10. EXTENSION OF MAXIMUM DURATION

- 10.1 In exceptional circumstances if the Doctoral Committee recommends and the Research Board deems it fit, a maximum grace period of 2 years beyond the maximum period of 6 years may be granted.
- 10.2 If the research scholar fails to submit the thesis within the extended period of two years, the registration shall stand cancelled automatically and the name shall be removed from the rolls.
- 10.3 Break of study to research scholars shall be granted up to a maximum period of two years in spells of 6 months at a time. Such period shall be accounted for the counting of duration of the programme (Clause 9). The research scholar should

remit the programme fee during the break of period.

- 10.4 The University may permit break of study of the research scholar under extraordinary circumstances like medical grounds and other compelling reasons which warrant his/her absence from the programme.

11. DOCTORAL COMMITTEE

- 11.1 There shall be a Doctoral Committee for each research scholar to monitor the progress of his/her research work.
- 11.2 The Supervisor shall furnish for every candidate a panel of names of 6 experts well versed academia, preferably with doctoral qualifications in the field of proposed research, from the faculty of the University and other organizations from whom two will be nominated by the Vice Chancellor as members of the Doctoral Committee.
- 11.3 The Supervisor of the research scholar shall be the Convener of the committee.
- 11.4 For the candidates doing research in interdisciplinary area, there shall be a Joint Supervisor in the respective area.
- 11.5 The Joint Supervisor, if any, shall also be a member.

12. PROGRAMME STRUCTURE

12.1 Course Work

- 12.1.1 The Doctoral Committee shall meet within 3 weeks from the date of communication of provisional registration of the candidate to prescribe course work of the research scholar.
- 12.1.2 A minimum of four courses relevant to the area of research (including one on research methodology), shall be recommended by the Doctoral Committee.
- 12.1.3 The prescribed course work shall be completed within 12 months from the date of provisional registration in the case of Full-time research scholar and 18 months in the case of Part-time research scholar.
- 12.1.4 Candidates with the M.Phil Degree in the Faculty of Science and Humanities, Social Sciences, Education and Management may be exempted from the prescribed course work, if the M.Phil Degree is related to the proposed Ph.D. field of research and if duly recommended by the Doctoral Committee.

12.2 Comprehensive Examination and Confirmation of Provisional Registration

- 12.2.1 On the successful completion of the prescribed course work by the research scholar, the Doctoral Committee shall conduct a qualifying/comprehensive written and/or oral examination to test the background knowledge of the research scholar in the broad area of specialization and the course work undergone. Based on the result of this examination, the Doctoral Committee shall recommend the fitness of the

research scholar for confirmation of the provisional registration.

12.2.2 Research scholars with M.Phil. degree and who have not taken course work as per clause 12.1.4 shall also undergo comprehensive examination not earlier than six months of his/her registration.

12.2.3 If, based on the results of the comprehensive examination, confirmation of registration of a research scholar is not approved by the Doctoral Committee, a grace period of up to a maximum of six months may be given at the end of which the research scholar shall be re-examined. If found fit at the re-examination, the research scholar may be permitted to proceed with the doctoral work. Otherwise, the provisional registration of the research scholar shall be cancelled.

13. RESEARCH OUTSIDE THE UNIVERSITY

13.1 During the course of the Programme, for reasons approved by the Doctoral Committee, a research scholar may be permitted to spend up to one year in an Institution or on a project approved for the purpose, outside the University or approved place of research as the case may be, for carrying out research in areas related to the subject of investigation.

14. MONITORING PROGRESS OF CANDIDATES

14.1 Every six months commencing from the date of provisional registration, the candidate shall submit progress report in the prescribed format to the Supervisor who shall forward it to the University through HOD.

14.2 The Supervisor shall arrange to make a presentation by the research scholar on his/her work twice a year before the faculty of the department and once in a year to the Doctoral Committee.

14.3 The Doctoral Committee shall meet at least three times during the research work as mentioned below.

- After provisional registration, to finalize the course work.
- After completion of course work, to confirm the provisional registration.
- At the time of submission of Synopsis.

However, if the minimum period is to be extended, the Doctoral Committee shall recommend extension on yearly basis only after reviewing the progress of the research work.

15. CANCELLATION OF REGISTRATION

15.1 The registration is liable for cancellation if

- i. the research scholar has not paid the semester fees within the stipulated time
- ii. two consecutive six monthly progress reports are not submitted or are not satisfactory

- iii. the performance of the scholar is found not satisfactory by the Doctoral Committee and accordingly the Committee recommends cancellation, or
- iv. the research scholar wishes to withdraw from the course and wishes to cancel his/her registration.

15.2 In case of cancellation, the fees paid by the research scholar shall not be refunded.

16. SYNOPSIS OF THESIS

16.1 After successful completion of research work and on the recommendation of the Doctoral Committee, the candidate shall submit to the Doctoral Committee through the Supervisor, in prescribed format, six copies of the synopsis of the Ph.D. work carried out along with the prescribed fee.

16.2 If the Doctoral Committee approves the synopsis, the Supervisor shall forward six copies of the approved synopsis along with a panel of six examiners, three from India and three from abroad.

16.3 Ph.D. research scholars shall publish one research paper in a refereed journal before the submission of thesis for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint.

17. SUBMISSION OF THESIS

17.1 Five copies of the thesis in the format shall be submitted within three months from the approval of the Synopsis by the Doctoral Committee along with three copies of the abstract of the thesis in about 400 words. Extension of time of a maximum of three months for submission of thesis may be granted under special circumstances on the recommendation of the Doctoral Committee.

17.2 The thesis shall include a certificate of the Supervisor as prescribed, to the effect that the thesis is a record of the bonafide research work carried out by the research scholar under his/her supervision and guidance and that the work reported in the thesis has not been submitted elsewhere for a degree or diploma.

18. THESIS EVALUATION

18.1 The thesis shall be referred to two examiners (one from India and another abroad) appointed by the University from the panel of examiners recommended by the Supervisor. The University, if necessary, may also nominate the examiners from outside the panel.

18.2 The examiners are expected to send their reports in the prescribed form within two months from the date of receipt of the thesis.

18.3 The examiner shall include in his report an overall assessment placing the thesis in one of the following categories.

- Recommended for the award of the degree of Doctor of Philosophy: Commended/Highly commended.

- Revision required.
- Rejected.

- 18.4 The examiner shall enclose a report of 200 to 300 words, indicating the standard attained, the nature of revision and the reasons for rejection as the case may be.
- 18.5 If both the examiners recommend the award of the degree, thesis shall be provisionally accepted. Any minor revision, modification etc. suggested by the examiners shall be carried out before the Public Viva-Voce examination is arranged.
- 18.5.1 If both the examiners recommend rejection, the thesis shall be rejected and the registration of the research scholar shall stand cancelled.
- 18.5.2 If one examiner recommends the award of the degree while the other recommends rejection, then the thesis shall be referred to a third examiner to be appointed by the University. If two of three examiners recommend the award, the thesis shall be provisionally accepted. If two of the examiners recommend rejection, the thesis shall be rejected and the registration of the research scholar shall stand cancelled.
- 18.5.3 If any examiner recommends revision of the thesis the candidate shall be permitted only once to revise and resubmit the thesis within 6 months and the revised thesis shall be referred to the same examiner only in the situation such as (i) when the examiner recommends new experiments and major modification involving new methodology and also (ii) the examiner insists the University to send the thesis back to the same examiner after revision for offering his final recommendation on the thesis which should only be either recommended for the award or rejected. In case, the examiner does not insist on sending the thesis back to him, the Supervisor shall ascertain and certify the corrections carried out in thesis as suggested by the examiners. The Supervisor shall study the report of the examiners and recommend for constitution of Public Viva-Voce examination board, within a period of three months from the receipt of the reports by the Supervisor.

19. PUBLIC VIVA-VOCE EXAMINATION

- 19.1 The Supervisor shall recommend a panel of three examiners from recognized institutions within India for constitution of Public Viva-Voce Examination Board.
- 19.2 The Examiners for Public Viva-Voce Examination shall be nominated by the Vice Chancellor as follows:

Examiner of the thesis in India or a specialist in the subject from the panel (in the absence of the former)	Member
Supervisor of the candidate in the University	Convener

Provided that the University, if necessary may nominate a member from outside the panel and the Joint Supervisor as an additional member.

- 19.3 If the performance of the research scholar at the Public Viva-Voce Examination is reported by the Public Viva-Voce Examination Board to be NOT SATISFACTORY, the research scholar may opt to reappear for the Oral Examination at a later date (not later than 6 months from the date of the first Public Viva-Voce Examination). On the second occasion, the Board shall include one more examiner appointed by the University.
- 19.4 If the performance of the research scholar at the Public Viva-Voce Examination on the second occasion also is reported to be NOT SATISFACTORY, the thesis shall be rejected.
- 19.5 On satisfactory completion of Public Viva-Voce Examination, the research scholar shall submit a copy of the thesis in CD ROM duly certified by the Supervisor that all the corrections have been duly carried out as suggested by the examiners if any, for UNIVERSITY ARCHIVES.

20. CONFERMENT OF Ph.D. DEGREE

If the report of the Public Viva-Voce Examination Board is SATISFACTORY, the candidate will be awarded the Ph.D. Degree with the approval of the Board of Management.

21. PUBLICATION OF THESIS

Papers arising out of the thesis may be published by the research scholar. However, the thesis as a whole shall not be published by the candidate without the specific approval of the University.

22. THE ACT OF PLAGIARISM

- 22.1 In the case of a research scholar who has copied a dissertation/thesis/book for Ph.D. degree, his/her thesis shall be forfeited and his/her research registration shall be terminated in this University and also he/she shall be debarred to register for any other programme in this University.
- 22.2 For the abetment of such a malpractice by a scholar, the recognition of his/her Supervisor shall be withdrawn for a period of 5 years and he/she shall be debarred from guiding research scholars for any research programme in this University till such period.
