

## **SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY**

### **REGULATIONS FOR INTEGRATED M.Phil-Ph.D. PROGRAMME**

#### **I. Short Title**

These regulations shall be called Sree Sankaracharya University of Sanskrit Regulation for Integrated M.Phil.-Ph.D. Programme December 2009.

#### **1. Notifications**

Notification inviting applications for admission to the Integrated M.Phil-Ph.D programme shall be issued in the month of October every year. Programme will start on December 1<sup>st</sup>, which is the date of commencement of summer semester for all other programmes of the university.

#### **2. Format**

The prescribed application form for admission shall be issued from the University Office on receipt of the cost fixed by the University from time to time.

Applications indicating the department to which admission is sought shall be submitted to the Registrar, Sree Sankaracharya University of Sanskrit. The application shall be accompanied by the original receipt of entrance examination fee prescribed by the University.

#### **3. Eligibility**

Candidates who possess Master's Degree in the subject concerned or in the related subjects specified by the Department with not less than 55% marks/ B+Grade of this University or equivalent degree of any other Indian or Foreign University recognized by the University are eligible to apply for the Integrated M Phil-PhD. Programme. SC/ST candidates need require a minimum of 50% marks only or B grade in their Masters Degree. Those candidates who are awaiting results of their PG examinations can also apply and are eligible to get admitted based on their performance in the entrance test. However such candidates shall produce their PG mark lists and provisional certificate within three months from the date of admission. Failure in the production of the mark list within that period will lead to the automatic cancellation of their admission.

### **Explanation**

Related subject can be in any discipline having some converging issues with the native subject offered by the department concerned. Candidate seeking admission from a related subject can be admitted only if his/her research is of an interdisciplinary nature. The research committee of the department has to ensure it.

### **Admission**

Admission to the M.Phil-Ph.D programme shall be on the basis of an Entrance Examination conducted by the university. UGC-JRF holders, the teachers of the University and teachers of Government and Aided Colleges with a minimum of two published works in referred journals and candidates with M.Phil are exempted from the entrance examination. In each subject there shall be a rank list prepared, based on the marks secured by the candidates at the entrance examination, and interview conducted by the research committee of the academic department concerned. Admission shall be made from the rank list.

## **4. Entrance Examination**

The entrance examination shall carry 100 marks, out of which 80 marks are for the written test and the remaining 20 marks shall be for the Interview/Group Discussion conducted by the Research committee of the department concerned. The questions for the entrance examination have to be provided by the departments.

The candidates who secure 50% marks or above in the entrance examination alone will be considered for admission. The candidates belonging to the SC/ST communities require only a minimum of 45% in the entrance examination. However, they will be eligible for all the relaxation as per the U.G.C. guidelines. In the absence of sufficient number of candidates from the SC/ST categories the vacancies shall be filled up as per rules, after re-notification. The reservation policy adopted by the State/Central Governments and UGC for the students belonging to SC/ST, OEC&OBC from time to time shall be followed. For this each Department will be treated as a separate unit.

## **5. Intake**

The number of candidates to be admitted to the M.Phil/Ph.D programme in a department in a year shall be decided by the Research committee of the department based on vacancy of berths and availability of supervising teachers but the maximum number admitted for M.Phil-Ph.D in a year shall not exceed ten.

## **6. Documents to be produced**

Every candidate shall submit the following original documents at the time of admission.

1) The original/provisional PG Degree certificate and PG mark list (2) Community Certificate to prove the Caste and Religion in the case of SC/ST/OEC/OBC candidates (3) A 'No Objection Certificate' from the Employer in the case of employed persons (4) Conduct Certificate (5) Transfer Certificate. In the case of candidates from other Universities, the migration certificate is to be submitted within 3 months from the date of admission. A period of three months shall be given in the case of the candidates whose results of the qualifying examination are not declared to produce mark-lists and provisional degree certificates.

## **7. Fee**

The selected candidates shall remit the prescribed fee and the caution deposits to the University fund. The subsequent installments of annual fee and library fee for the integrated M.Phil-Ph.D programme shall be remitted within 15 days from the beginning of each semester and with a fine of Rs. 25/- within the next 15 days. If the fees and fine are not paid by the due date the name of the student shall be removed from the rolls. He/she may be readmitted by the Head of the Department within the next 15 days on payment of all dues together with a re-admission fee of Rs. 150/-, provided the Head of the Department is satisfied with the reasons for the default. However, the student may be eligible to appeal to the University. During the period of the programme the candidate shall not (a) undertake any employment (b) join any other course of study.

## **8. Course work and credits**

All candidates who get admission to the Integrated M.Phil-Ph.D. programme shall do the following course work, the duration of which shall be two semesters. Teachers working in Colleges/Universities shall be permitted to convert to part time research after successful completion of M.Phil programme. Maximum period permissible for

such part time research scholars to submit the Ph.D thesis shall be six years from the date of registration for the Ph.D programme. An extension of one more year for them can be granted by the Vice Chancellor on recommendation of the doctoral committee, if necessary.

The courses and credits will be as follows:-

### **1. First Semester**

- |                             |   |
|-----------------------------|---|
| a) Methodology              | - 4 Credits (2 for internal assessment conducted in the classroom & 2 for the end semester examination conducted by the university) |
| b) Core course              | - 4 Credits (2 for internal assessment & 2 for the end semester examination conducted by the university)                            |
| c) Optional/Elective Course | - 4 Credits (2 for internal assessment & 2 for the end semester examination conducted by the university)                            |

### **II. Second Semester**

- |                                      |                             |
|--------------------------------------|-----------------------------|
| a) Seminar Course                    | - 4 credits (internal only) |
| Those who want to take M.Phil Degree |                             |
| Dissertation                         | - 12 credits                |
| Viva – voce                          | - <u>4 credits</u>          |
| Total                                | - 32 Credits                |

## **9. Evaluation**

The valuation of the answer scripts of the end semester examination of the first 3 courses of the first semester shall be done both internally and externally. In the case of the elective course the teacher who offers the course shall be included in the valuation. The candidates shall submit the applications for examination in the prescribed form along with the receipt of remittance of the prescribed fee through the Head the Department by the end of each semester for onward transmission to the Pro-Vice-Chancellor. The Head of the department has to hand over the score/grades of the internal evaluation of the candidate to the Pro-Vice-Chancellor at the end of the first semester. Only those students who score a minimum of B grade in the internal assessment and appeared for the end semester examination of the first

semester shall be permitted to register for the second semester. Those who complete the second semester with a cumulative grade of B+ are eligible to move to the Ph.D programme without submitting the M.Phil dissertation. For that he/she shall make a written request to the Head of the department for the same immediately after the completion of the second semester. Those who would like to secure M.Phil degree have to submit three copies of the dissertation within one month after the end of the 2<sup>nd</sup> semester.

End semester University examinations must be conducted for core courses I, II and Optional/elective course. End semester examination will carry the value of 2 credits each for the courses. Continuous internal assessment within the class may be carried out for the remaining 2 credits of each course.

Seminar Course of the second semester need only be evaluated internally. A student has to present four seminars, preferably on the area of research he/ she intends to choose, and submit the written papers to the department. The seminar papers shall be evaluated by two teachers and the average grade shall be taken.

## **10. Publication of Results**

The dissertation submitted for the M.Phil degree shall be evaluated by the members of the Board of Examiners consisting of one external examiner chosen from a panel of five external examiners submitted by the respective supervising teacher not later than one month after the submission of the Dissertation. The Head of the Department shall forward the panel of 5 (five) external examiners received from the supervising teacher to the Vice Chancellor. The Head of the Department shall be the Chairman of the Board of Examiners. After the evaluation of the dissertation there shall be a Viva-voce examination which has to be conducted jointly by the external examiner, supervisor, and the Head of the Department. The Head of the Department shall hand over the grades awarded on the dissertation and the grades given for the Viva-voce examination in respect of all the candidates to the Pro-Vice-Chancellor within 5 days of the conduct of the Viva- voce. The University shall publish the results, within 15 days from the date of receipt of the grades.

## 11. Direct Ph.D. Programme

- a) Admission to direct Ph.D. shall be conducted after integrated M.Phil/Ph.D. admission is completed. Those candidates who possess M.Phil Degree of this University with B+ Grade or equivalent M.Phil. Degree of other universities recognized by the University can be admitted for the direct Ph.D programme, subject to their fulfilling the other relevant conditions. Admission will be through the Entrance Examination conducted by the departments concerned and interview conducted by the Research Committees of the Departments concerned exempting the regular teachers of Universities/Colleges with a minimum service of five (5) years from the Entrance Examination. Availability of approved guides, their willingness to guide on a specific research proposal, vacancy of seats etc shall be taken into account for giving admission. Admission to direct Ph.D. Programme shall be conducted only if the department demands for it each year. The candidates who have qualified for the JRF can register for the direct Ph.D Programme as and when they are awarded the fellowship by the UGC provided they have either M.Phil Degree or have passed the course work with B+.
- b) The candidate has to secure confirmation of his Ph.D registration by the Research committee of the Department concerned and the University within two months from the commencement of the Second year, that is before 1<sup>st</sup> February.
- c) Each candidate shall work out the preliminaries of his/her research project to be carried out for the Ph.D thesis under a recognized supervising teacher.
- d) An approved supervising teacher is entitled to supervise the research work of the candidate doing research under his/her guidance in an approved research centre of the university. In normal circumstances it shall be confined to the main centre of the university.
- e) The supervising teacher shall be assigned by the Research committee, on the basis of the mutual consent of the supervising teacher and the candidate. The nature of the research proposal of the student and the competency of the supervisor to guide research in that area also should be taken into account. Those candidates who intend to continue for the Ph.D Programme shall submit within one month from the commencement of the third semester a written synopsis outlining the Ph.D. programme, containing: (a) the tentative title of the research

project (b) the objectives of the study, (c) the importance and relevance of the Investigation (d) a review of the earlier work done in the area of the proposed work and (e) the details of methodology.

- f) The number of candidates registered for the Ph D programme under one supervising teacher at any point of time shall not exceed 8 (eight). For calculating the number of vacancies under a supervising teacher the date of submission of the thesis or the period of research permissible for a candidate, whichever is earlier will be taken into account. The approved guides who supervise research work in this University shall secure a permission/NOC from this University to supervise research work elsewhere. A teacher shall not supervise more than five M. Phil. dissertations at a time.
- g) The research scholars are required to submit a monthly progress report and statement of attendance duly signed by the supervising teacher. This is mandatory for the disbursement of scholarships for the student every month.
- h) **Leave Rules:** The leave rules as per U.O. No. 3021/Acd.A2/2004/ssus dtd. 01-06-04 will be applicable to the research scholars.

### **Direct Ph.D. programme in Ayurveda**

**Eligibility:-** Masters degree in Ayurveda from a recognized University and approved by C.C.I.M.

**Admission:-** Admission to the Direct Ph.D. programme in Ayurveda shall be on the basis of the entrance examination conducted by the University and the Interview conducted by the Research Committee. All candidates who get admission to the Direct Ph.D. programme in Ayurveda shall do a course work in the following areas for a minimum period as specified by UGC.

- a) Research Methodology and Bio/Medical Statistics
- b) Trends and advances in interdisciplinary research
- c) Development of integrated research models
- d) Scientific/Technical language and literature in Sanskrit

Teachers working in Colleges/Universities shall be permitted to convert to part-time research after the successful completion of the course work.

## **12. Supervision of Research**

All permanent teachers of the University with Ph.D. degree are eligible to be approved as supervising teachers. They shall apply for approval in the prescribed form with necessary details. The Syndicate shall decide on each case, considering the number of research publications, years of teaching experience and participation in innovative study programmes. Normally, no teacher shall be recognized as a supervisor for the Ph.D. programme unless he/she has a Ph.D degree in the subject concerned and a minimum of two published research works and two years of teaching experience. However, the Syndicate shall be competent to waive these requirements in exceptional cases, for which reasons are to be recorded. No teacher shall refrain himself/herself from Research Supervision and the Research Supervision in the Department shall be distributed as equally as possible; and the teachers shall give maximum concern to the supervisory work.

### **13. A) Research Committee.**

- a) Every Department offering the Ph.D programme shall constitute a Research Committee consisting of all approved Research Guides of the Department and two supervising teachers of other Departments. The Research committee shall have a minimum strength of five members. In those department where approved supervisors are less in number competent persons in the discipline or related disciplines can be nominated from outside into the Research Committee with the approval of the Vice- Chancellor. The Head of the Department will be the Chairman of the Research Committee. If the Head of the Department is not a qualified supervising teacher the senior most supervisor of the department shall be the Chairman of the Research Committee.
- b) Functions and duties of the Research Committee include 1) conducting of the interview for admission to M.Phil-Ph.D Programme (2) conducting the interview to the direct Ph.D programme (3) Assessing of the proposal and recommending confirmation of registration of the Ph.D Programme (4) Assigning supervising teachers to the research scholars.



- c) The Head of the department shall maintain the records of the Research Committee.
- d) The Research Committee of every department is competent to recommend inter-disciplinary research programmes provided it is convinced of the competence of the researcher and the supervisor in the relevant disciplines. This may be ascertained on the basis of training, experience, and publications of the candidate and the supervising teacher. If necessary the research committee can assign a co-supervising teacher in such cases, who can be preferably from within the university.
- e) In the interdisciplinary centers of study the Syndicate can allow M Phil-Ph.D programme based on the availability of competent supervising teachers. In such centers the Vice-Chancellor shall form the Research Committee by nominating two experts in the subject/area of study concerned from outside the university, if necessary. While assigning supervising teachers the Research Committee can recommend/appoint a co-guide from within the university if it finds that competency of the available supervising teacher is not sufficient to guide a particular research proposal.

### **13. B) Doctoral Committee:-**

- a) There shall be a Doctoral Committee for each candidate constituted by the department with the approval of the Vice-Chancellor, consisting of the supervising teacher as Convener, the Head of the Department as chairman and a subject expert. If the Head of the Department is not an approved research guide the Dean of the faculty shall be the chairman. The supervisor shall maintain the records of the Doctoral Committee.
- b) The Doctoral Committee shall monitor the progress of the research work. Such monitoring shall be done at the end of every year. Annual approval of the Doctoral committee is necessary for the student to move onto the subsequent years. The Doctoral Committee shall also scrutinize, review and evaluate the written account of the research programme submitted by the candidate at the end

of every year. It shall also ensure that the research scholar has got sufficient attendance as stipulated in the leave rules of the university and the UGC. The doctoral committee can suggest modifications in the topic/research work after discussion with the candidate. Also for the submission of the Ph.D thesis the student has to get the approval of the Doctoral Committee.

- c) A research scholar has to publish at least one research paper or get an acceptance letter/communication from the publisher or present a paper in a seminar/workshops/symposium every year of the Ph.D programme. Such activities shall be recorded in the progress report. A Ph.D. student shall publish at least one research paper in a referred journal before the submission of the thesis and produce evidence for the same in the form of reprint of the paper or acceptance letter from the publisher.
- d) Changes in the Research Programme including the area and the title of research can be done only with the consent of the Doctoral Committee. No change in the topic and title will be permitted after the completion of four semesters of the Ph D programme. The change of supervising teacher can be made with the consent of the present supervising teacher and the willingness of the proposed supervising teacher with the recommendations of the Doctoral Committee.

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

The research scholars shall submit the thesis after a minimum period of 2 years and a maximum of 4 years (for part-time research scholars it is six years) from the date of Ph.D. registration. An extension for a period of one year may be granted for any candidate if there are adequate grounds, after which the registration will lapse automatically. However, a further extension may be granted as per the request by the research scholar on valid reasons for a maximum period of three years with a fee of Rs.3,000/- per year.\*

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\* This rule will be applicable only in the case of those research scholars who are registered for the Ph.D. Programme w.e.f. 01.12.2012 onwards

The part-time research scholars have to contact their Supervising teachers at least once in a month and this has to be recorded in their annual Progress Report. However, without availing extension, the research scholar can opt for de-registration of the programme. This option is meant for those students who want more time to finish the work, but are not sure whether they may be able to finish the work within the extended period. Such candidates can make a request for de-registration to the Registrar with the recommendation of the supervising teacher just before the expiry of the regular period. A de-registered research scholar ceases to be a student and will be removed from the rolls. However, after a break or whenever he/she thinks that his/her research has progressed and would be able to submit the thesis in a year, he/she can re-register and can become a full time student with all the facilities for one more year from the date of re-registration. During this period he/she has to submit the thesis, failure in which would lead to the automatic lapse of registration and he/she will not be allowed to submit the thesis anymore. The de-registered student shall not avail more than three years as interim period before getting registration.

- a) A Ph.D student shall submit 10 copies of the abstract of the thesis, through the supervising teacher to the Registrar three months prior to the submission of the original thesis. The certificate of approval by the Doctoral committee also has to be furnished along with this. He/she has also to remit the fee prescribed by the University for the submitting of the thesis at that moment.
- b) The student has to do two pre-submission seminars based on his/her research within the last four months before the date of submission of the thesis. Information about the schedule of the seminars has to be announced before the academic community, and the presentation shall be conducted before the other teachers and students of the department. This is to enable the student to modify the thesis if necessary based on the feed backs and comments received during the discussion.

#### **15) Documents to be submitted**

A student shall submit five copies of the thesis along with the following documents to the Head of the Department:

- i) A declaration signed by the research scholar that the study has not been used previously as a full work or as a part of any other work for the award of any other degree, diploma, associate-ship, fellowship, title or recognition.
- ii) A certificate from the supervising teacher that the thesis is a bona-fide research work carried out by the candidate and that the candidate has successfully completed the required course work.
- iii) A completed application in the prescribed format.
- iv) The original receipt of remittance of fee prescribed by the University.
- v) Permission for the submission of the thesis from the doctoral committee\_along with a certificate stating that the student has done two pre-submission seminars in the department based on his research work.
- vi) No-dues certificates from the Hostel, Library, Department and Campus Director.
- vii) A compact disc of the thesis.

The Head of the Department shall forward the thesis and the documents to the Registrar, forthwith.

## **16) Panel of Examiners**

The supervising teacher shall furnish a panel of at least 10 experts of whom 5 (five) shall be from outside the state (with the name, designation, phone number, address and area of specialization, years of service) from academic institutions or academicians in research institutions, to the Vice-Chancellor, in a sealed cover. In the case of Malayalam Department, only 3 names of experts need be given from outside the State. The Vice-Chancellor shall constitute a committee comprising of a chairman and two experts from the panel provided by the supervising teacher for the evaluation of the thesis. Out of the three experts/examiners at least one shall be from out side the State of Kerala. In the case of Malayalam Department, as far as possible this principle may be followed. The thesis shall be sent to them for the evaluation. The supervising teacher shall be the Convener of the Board of Examiners.

## **17. Evaluations**

The Pro-Vice-Chancellor shall make arrangements to complete the evaluation of the thesis within 6 months from the date of submission of the thesis. Within one week

from the date of receipt of the report from the experts appointed by the Vice-Chancellor, the Chairman shall fix a convenient date for the Open Viva in consultation with the Head of the Department and the supervising teacher. Examiners for the Viva shall consist of the Chairman, the Head of the Department and the Supervising Teacher. The Head of the Department shall be the Moderator and the supervising teacher shall be the Convener of the Viva-Voce. In addition to the teachers, the research scholars and the PG students of the Department concerned and all those who are interested in the field shall be allowed to attend the open defense. An invitation for the open defense shall be sent by the supervising teacher to a minimum of 20 persons in the subject concerned under certificate of posting. The Board of Examiners shall prepare a report on the open defense and it shall be forwarded along with the minutes of the session through the Head of the Department to the Pro-Vice-Chancellor, who shall forward the recommendations and the reports of the experts to the Syndicate for the award of the Ph.D degree. The Syndicate shall award the Ph.D degree based on the report of the Board of Examiners.

#### **18. Revision of thesis**

If the experts suggest corrections, modification, revision etc. for the approval of the thesis for the award of Ph.D degree, the same shall be communicated to the candidate. The candidate shall submit the revised thesis after an interval of 6 months.

If one of the experts differ in his/her opinion on the award of the Ph.D degree to the candidate, the thesis shall be sent to a 4<sup>th</sup> expert appointed by the Vice-Chancellor from the original panel submitted by the supervising teacher. If the fourth expert does not recommend the award of Ph.D degree, the thesis shall be rejected.

A thesis whether approved or not shall be published only with the permission of the University.

- 19.** Following the successful completion of the evaluation process and announcement of the award of the Ph.D. Degree, the University shall submit a soft copy of the thesis to the UGC within a period of 30 days for hosting the same in INFLIBNET, accessible to all Institutions/Universities.

- 20.** Along with the degree the University shall issue a Provisional Certificate, certifying to the effect that the Ph.D. Degree has been awarded in accordance with the provision of the UGC with regard to M.Phil.-Ph.D.

**21. Date of effect**

As soon as these new regulations for the M.Phil-Ph.D integrated course come into effect, all the earlier rules and regulations shall be treated as cancelled. However, candidates who have already registered in accordance with the old regulations shall continue to be governed by that regulations existing prior to the revision except those related to the evaluation of the thesis.

- 22.** If any difficulty arises in implementing the provisions of these regulations, the Vice-Chancellor may issue appropriate orders to remove the difficulty.

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**APPENDIX – I**

Model for the Cover and Title pages of Ph.D. thesis

(Title of the Thesis)

Thesis submitted in partial fulfillment of the requirements for the award of the

Degree of Doctor of Philosophy

By

(Name of the candidate)

in the Department of (-----)

Sree Sankaracharya University of Sanskrit, Kalady – 683 574.

(Month & Year)

**APPENDIX – 2****Declaration of the Researcher – Model****Declaration**

I, (name of the researcher) do hereby declare that the work represented in this thesis embodies the result of the original research work done by me in the Department of (-----), Sree Sankaracharya University of Sanskrit, under the supervision and guidance of (-----) and that this has not been submitted by me to any other University or institution for the award of any degree, diploma, fellowship, title or recognition before.

Sd/-

(Name and address of the researcher)

Place:

Date:



**APPENDIX –3**

Certificate of the Supervising Teacher – Model:

**C E R T I F I C A T E**

This is to certify that this thesis entitled (“-----”), is an authentic record of research work carried out by (name of Researcher) in the Department of (-----), Sree Sankaracharya University of Sanskrit, under my guidance and supervision and that this has not been submitted to any other University or institution for the award of any degree, diploma, fellowship, title or recognition before.

Sd/-

(Name and address of the Supervising Teacher)

Place:

Date: