

## **Ph.D. REGULATIONS**

### **Doctor of Philosophy (Ph.D.) Degree Ordinance, 2022**

#### **1. Short title, Application, and Commencement –**

This Ordinance may be called Dharmashastra National Law University (Minimum Standards and Procedure for Award of Ph.D. Degree) Ordinance, 2022.

#### **2. Definitions -**

1. In this Ordinance, unless the context otherwise requires, -
  - a. “Act” means the University Grants Commission Act,1956 (3 of 1956);
  - b. “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution;
  - c. “Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;
  - d. “Credit” means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit;
  - e. “Commission” means the University Grants Commission established under Section 4 of the UGC Act 1956;
  - f. “Course” means one of the specified units which go to comprise a programme of study;
  - g. “Course Work” means courses of study prescribed by the School/Department/ Centre to be undertaken by a student registered for the Ph.D. Degree;
  - h. “Degree” means a degree awarded by a Higher Educational Institution in accordance with the provisions of section 22 (3) of the Act;
  - i. “External examiner” means an academician/researcher with published research work who is not part of the University;
  - j. “Foreign Educational Institution” means—(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme (s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;
  - k. “Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale;
  - l. “Guide/Research Supervisor” means an academician/researcher recognized by University to supervise the Ph.D. scholar for his/her research;
  - m. “Interdisciplinary Research” means research conducted by a Ph.D. scholar in

two or more academic disciplines;

- n. "Open and Distance Learning Mode" shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
  - o. "Online Mode" shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
  - p. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own;
  - q. "Programme" means a higher education programme pursued for a degree specified by the Commission under sub-section (3) of section 22 of the Act;
  - r. "Prospectus" means any document, whether in print or otherwise, issued for providing fair and transparent information relating to the University and programmes, to the general public (including to those seeking admission in the University) by the University;
  - s. "Ph.D. Coordinator" means a regular teacher of the University appointed as Ph.D. Coordinator by the Vice Chancellor. The Ph.D. Coordinator shall be the person in-charge of the Ph.D. programme of the University and shall be the convener of all events and activities of the Ph.D. programme.
  - t. "Research Proposal" means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme;
  - u. "University" means the Dharmashastra National Law University, Jabalpur.
2. Words and expressions used and not defined in these Regulations but defined in University Grants Commission Act, 1956 and not consistent with these Regulations shall have the meanings assigned to them in that Act.

### **3. Eligibility criteria for admission to the Ph.D. Programme -**

The following are eligible to seek admission to the Ph.D. programme offered by the University in the identified subjects, namely – Law, Political Science, Economics & English. However, the Ph.D. topics in Political Science, Economics and English must have interface with the discipline of Law, so that, the Ph.D. is an interdisciplinary work with the compulsory interface with Law.

1. Candidates who have completed:
  - i. A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a pointscale wherever grading system is followed in the relevant subject.

or equivalent qualification in the relevant subject from a foreign educational 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 to assess, accredit or assure quality and standards of the educational institution.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

2. Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational 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 to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time

#### **4. Candidate Intake -**

The total number of seats for the Ph.D. Course shall be such as may be fixed by the Vice Chancellor on the basis of number of teachers eligible to become supervisor in accordance with the provisions of University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022 as amended and notified from time to time.

#### **5. Duration of the Ph.D. Programme -**

1. Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

2. A maximum of an additional two (2) years can be given through a process of re-registration provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.

3. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.
4. The teachers (regular or contractual) employed at the Dharmashastra National Law University, Jabalpur may also be admitted to the Ph.D. Degree programme of the University. The duration of their Ph.D. programme shall be same as mentioned above in Ordinance 5.

## **6. Ph.D. through Part-time Mode-**

1. Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.

Explanation- The duration of the Ph.D. through part time mode shall be same as mentioned above in Ordinance 5.

2. The University shall obtain a “No Objection Certificate” through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:
  - i. The candidate is permitted to pursue studies on a part-time basis.
  - ii. His/her official duties permit him/her to devote sufficient time for research.
  - iii. If required, he/she will be relieved from the duty to complete the course work.
3. The part-time Ph.D. Scholar shall give the undertaking that he/she shall report in person to the guides at least once in two months and discuss about the progress and the future course of action of their work.
4. There shall be no Ph.D. programme through distance and/or online mode.

## **7. Conversion of Ph.D. Registration to part time -**

1. A candidate, registered for the Ph.D. programme can apply for conversion of his/her Ph.D. programme into part time Ph.D. programme if he/she has taken up employment (regular or contractual) with any Institution/Organization.
2. The permission to convert the Ph.D. programme into a part time Ph.D. programme shall be allowed by the Vice Chancellor subject to the fulfillment of conditions mentioned above in Ordinance 6.

## **8. Procedure for Admission -**

1. Admission to the Ph.D. programme shall be made using the following methods:
  - i. University may admit students through an Entrance Test conducted at the level of the University. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject-specific.

Provided that a UGC Junior Research Fellow (JRF) in the relevant subject shall be exempted from the written test. Such candidates shall be called for the Interview/viva voce directly in order to examine the suitability of such candidates for admission in the Ph.D. programme.
  - ii. Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.
  - iii. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the University Grants Commission from time to time.
  - iv. University may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.
    - v. Provided that for the selection of candidates based on the entrance test conducted by the University, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.
2. The University shall notify a prospectus well in advance on the University's website specifying the number of seats for admission, subject wise distribution of available seats, criteria for admission, the procedure for admission and all other relevant information for the candidates.
3. The reservation policy in admission to the Ph.D. programme shall be such as notified at the time of Ph.D. Admission.

## **9. Change of Topic of Research -**

A candidate who is registered for Ph.D. programme shall be eligible to apply for the change of the topic including the area of research by submitting an application with payment of the prescribed fee of Rs.5,000/- and the Research Advisory Committee shall be competent to give assent to the request.

Provided that, such an application for change of topic / the area of research shall be permitted only once during the period of registration, and, that the application for the same shall be made at least 18 months prior to the notice for submission of thesis.

## **10. Allocation of Research Supervisor -**

Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

1. Permanent/Regular faculty members working as Professor/Associate Professor of the University with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent/regular faculty members working as Assistant Professors in University with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor by the Vice Chancellor. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. The Research Supervisor shall be appointed after the successful completion of Course Work by the Ph.D. candidate

Co-Supervisors from within the same subject teacher or other subjects' teacher of the University or other University/Institutions may be permitted with the approval of the Vice Chancellor.

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

2. In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/University may be appointed.
3. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.

For the purpose of calculating the vacancy of seats under a Research Supervisor, the award of provisional Ph.D. Degree to the supervised Ph.D. candidate shall be the determining factor.

4. On the occurrence of any contingency, including but not limited to the resignation of the Research Supervisor or his/her removal from the University, the Vice Chancellor shall appoint a new Research Supervisor/ Co-Supervisor to ensure that the research work does not suffer adversely.
5. Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.
6. In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.

**11. Admissions of International Students in Ph.D. programme -**

1. Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 10.3 above.
2. The University may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

**12. Supervision of additional Ph.D. candidates not permitted -**

At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 10.3 and clause 11.1.

**13. Course Work- Credit requirements, number, duration, syllabus, minimum standards for completion, etc. -**

1. The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
2. All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education/pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
3. A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

**14. Research Advisory Committee and its functions -**

1. There shall be a common Research Advisory Committee or an equivalent body for each Ph.D. scholar to be constituted by the Vice Chancellor. The Research Supervisor of the Ph.D. scholar concerned along with the Ph.D. coordinator of the University shall be the Convener of this committee, and this committee shall have the following responsibilities:
  - i. To review the research proposal and finalize the topic of research. The topics must be finalized before the completion of one year of registration of the candidate as a Ph.D. Scholar.

- ii. To guide the Ph.D. scholar in developing 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 Ph.D. scholar. For this purpose, the committee shall meet at least twice every academic year. The committee shall also examine the six-monthly progress report of the Ph.D. candidate.
2. Each semester, and especially after the submission of the six-monthly progress report, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the University concerned through the Ph.D. coordinator. A copy of such recommendations shall also be provided to the Ph.D. scholar.
3. In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

**15. Synopsis Preparation, Presentation and Approval -**

- (a) The research scholar, guided by the Research Supervisor, shall work towards completion of Research Synopsis.
- (b) The Research Synopsis shall briefly outline all the details of the proposed research work including full title, theme, research methodology, techniques, and proposed time frame for completion.
- (c) The Research Synopsis shall be presented before the Research Advisory Committee which will then suggest amendments, updates and mark the Synopsis as Approved/Rejected or may call for Re-Submission.
- (d) Upon Rejection, the Research Scholar shall prepare a synopsis afresh, guided by the Research Supervisor.
- (e) Upon call for Re-Submission, the Research Scholar will present an amended synopsis before the Research Advisory Committee.
- (f) No Research Scholar shall be permitted to Re-Submit the synopsis more than twice. On Rejection or Re-submission being the mandate of the Research Advisory Committee in the third instance, the registration and enrolment of the doctoral scholar will automatically lapse.
- (g) The Research Synopsis shall be presented and approved within two years of registration of the Ph.D. candidate.

**16. Evaluation and Assessment Methods, Minimum Standards/Credits for award of the degree, etc.**

1. Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Ordinance 13 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
2. Before submitting the final dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the University, which shall also be open to all faculty members and other research scholars/students.
3. The University shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.
4. A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution. The Ph.D. scholar shall submit six copies of the dissertation/thesis, six copies of the abstract of the thesis and a soft copy of the thesis and the abstract.
5. The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the University. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students.
6. For the evaluation of the Ph.D. dissertation/thesis, the Research Supervisor shall give the names of the four external examiners to the Ph.D. Coordinator and the Ph.D. Coordinator shall forward the names given to the Vice Chancellor for approval. The Vice Chancellor may select any two external examiners from the list given. The Vice Chancellor shall have the liberty to appoint external examiners who are not mentioned in the list of names given by the Research Supervisor.
7. The names of the two external examiners finalized by the Vice Chancellor shall be forwarded to the Controller of Examination by the Ph.D. Coordinator for necessary action in this regard.

8. The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted by the Controller of Examinations in consultation with the Ph.D. Coordinator and the Research Supervisor, if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner appointed by the Vice Chancellor and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.
9. The viva voce, based on positive reports by all the examiners, will be scheduled by the Ph.D. coordinator and will be conducted by the panel of examiners comprising of Research Supervisor and an external examiner. The external examiner shall preferably be the one out of the two external examiners who have evaluated the dissertation/thesis.
10. The panel of Research Supervisor and the external examiner shall after the viva voce make a clear recommendation that:
  1. The thesis be accepted for the award of PhD degree without correction; or
  2. The thesis be accepted for the award of Ph.D. degree with minor corrections. In that event the corrections will have to be incorporated by the Ph.D. candidate and the approval of the corrections made shall have to be obtained from the panel of Research Supervisor and the external examiner. The Ph.D. Coordinator shall take the written approval of the corrections made by the Ph.D. candidate from the panel of examiners consisting of the Research supervisor and the external examiner of the viva, for the award of the Ph.D. degree.

(iii) The thesis be rejected.
11. Based on the recommendation of the Research Supervisor and the external examiners (both of the dissertation/thesis and viva voce), the Vice Chancellor shall accordingly order the award or rejection of the Ph.D. After the order of rejection, the registration of the Ph.D. candidate shall automatically lapse.
12. The University shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

#### **17. Issuing a Provisional Certificate and Notification -**

Prior to the actual award of the Ph.D. degree, the degree- awarding University shall issue a formal notification on the website of the University signed by the Registrar of the University to the effect that the Ph.D. is being awarded in accordance with the provisions of University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022.

Further, the Registrar shall also issue a provisional certificate to the Ph.D. candidate to the effect that the Ph.D. is being awarded to him/her in accordance with the provisions of University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022.

**18. Ph.D. Degree**

The Ph.D. degree shall be awarded to the Ph.D. candidate in receipt of the provisional Ph.D. degree in the next Convocation of the University after obtaining the approval of the Academic Council of the University and the Executive Council of the University.

**19. Publication of thesis**

A candidate who has been awarded the degree of Doctor of Philosophy shall be free to publish his/her thesis with proper information and acknowledgement to the University.

**20. Residential Requirement**

Every research scholar shall pursue coursework by being physically present in the University campus during the period mandated. The University may schedule the course work to coincide with the weekends in order to facilitate the physical presence of Ph.D. candidates who are in employment elsewhere. For the full-time Ph.D. scholars, the University may prescribe a two years residential requirement. Under the residential requirement, the Ph.D. candidate shall have to physically report to the University on all working days. Such Ph.D. candidates may be allowed 15 days casual leave in an academic year to be approved by the Ph.D. Coordinator on the recommendation of the Research Supervisor.

**21. Teaching responsibility of full-time Ph.D. Scholars**

The full-time Ph.D. Scholars shall be allocated 4 to 6 hours of teaching per week in the subjects of their choice beyond the period of course work during their compulsory residential period. The University may give some honorarium to such Ph.D. Scholars as per the discretion of the Vice Chancellor.

**22. Fee Structure and Remuneration**

(a) The fee structure for the PhD programme will be as follows:

i. Application and Entrance Examination fee	Rs.3000/- (UR), Rs.1500/- (SC,ST,OBC,SAP)
ii. Admission fee at the time of provisional admission	Rs.10000/-
iii. Annual Fee*	Rs.50000/-
iv. Thesis Submission Fee	Rs.10000/-

v. Conversion from full time to part time	Rs.5000/-
vi. Change of research topic	Rs.5000/-
vii. Library and IT Fees*	Rs.12100/-
viii. Hostel Charges	As per University rules
ix. Mess Charges	As per actuals

**Refundable charges**

x. Caution Money	Rs.15000/-
xi. Library Deposit	Rs.10000/-

Note: \*The annual fee and Library and IT Fees will be charged for the entire period of enrolment of the research scholar i.e. up to the date of submission of thesis.

- (b) The Vice-Chancellor may waive up to 50% of the Annual fee for the Research scholars who are faculty members of the University. Further, the faculty members of the University will be exempted from the payment of the Library and IT Fees.
- (c) There shall be a 10% waiver in the yearly fee for SC/ST/OBC (non-creamy layer) and SAP research scholars for all the above-mentioned categories.
- (d) Fess once paid to the University shall not be refunded except the caution Money and Hostel deposit which shall be paid back to the scholar within three months from the date of award of Ph.D. Degree or cancellation of registration whichever is earlier.
- (e) In addition to the fees payable by the candidate during the duration of his/her Ph.D. registration, the Ph.D. scholar shall have to pay full fees to the University for all the extended periods as the case may be.
- (f) There shall be a 10% increase in the fees every year excluding the annual fee. Annual fee can be revised by the Executive Council on the recommendation of Finance Committee.
- (g) The remuneration for PhD Evaluation and other requirements shall be as follows-
 

3. For thesis evaluation	Rs.5000/-
4. For conducting thesis viva voce	Rs.3000/-

For Research Advisory Committee meetings Rs.2000/- for half day and Rs. 4000 for full day

\*The fee towards the payment of remuneration for Ph.D. evaluation may be increased subject to the decision of the Governing Bodies.

**23. Depository with INFLIBNET -**

Following the successful completion of the evaluation process and before the

announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

**24. Other Requirement -**

The University shall maintain, on its website, an updated list of active doctoral scholars including details of enrolment, name of Research Supervisor, area of research etc. on a year wise basis.