

MADHAV UNIVERSITY, PINDWARA (SIROHI) RAJASTHAN

(Established by the State Legislature Act 7 of 2014)

Ph.D GUIDELINES

Vision of Madhav University: To establish a learning centre of academic and professional excellence at a global level for fulfilling the social, technological, business and well-being needs of the society.

Mission: University stands for academic, professional and ethical empowerment of the youths, the rural youths in particular, by using the state-of-art technology/systems, time tested and innovative concepts, excellent infrastructure and internationally acclaimed facilitators. It disseminates quality education in multidisciplinary branches with special emphasis on research.

Location: The University is situated on a strategic location with picturesque surroundings. It is located on NH-27, Pindwara, Distt. Sirohi. The famous hill station Mount Abu is 27 kms away, which is also known for Jain Delaware Temple, Nakki Lake and Sun-set point. The head-quarters of Prajapita Brahma Kumaris and the renowned temple of Goddess Ambaji are also nearby.

Why Madhav University For Pursuing Ph. D Course?

1. The university strictly follows the latest UGC (Minimum standard & Procedures for award of M. Phil/Ph. D degree Regulations, 2016).

List of 13 criteria as per U.G.C Regulations, 2016	
Sr.No	Particulars
1	Admission through Entrance test and interview
2	No. of Scholars per supervisor as per U.G.C Guidelines , 2016
3	National / State Reservation policy to be followed
4	Mandatory Six – Months course work for all registered Scholars
5	Four Theory Papers and one computer applications practical to be covered during Pre- Ph.D Six Months Course work. Qualifying Course work Exam mandatory for continuation in Ph.D Course.
6	Topic and Synopsis approval by Research Advisory Committee
7	Six Monthly review of research work by R.A.C
8	Pre. Ph. D presentation of draft thesis before the R.A.C , which shall also be open to all Faculty Members and other research scholars
9	Publication of at least two research papers in refereed journals as per U.G.C. latest Ph.D Regulations guidelines before thesis submission.

10	Presentation of 2 Research papers in National / International conferences/seminars
11	Evaluation of thesis by two experts other than supervisor, one out of the state
12	The public viva –voce of the research scholar, if evaluation reports are found satisfactory and also include a specific recommendation by one examiner for conducting the viva – voce.
13	Submission of soft copy in the university, which shall forward the same to UGC within thirty days for hosting the same in INFLIBNET.

2. The university possesses the requisite wherewithal & is well equipped to cope with hi-tech requirements of the research scholar.
3. The university is striving to tie-up and collaborate with various Research Laboratories of Govt. and Semi-Govt. and soft-ware development firms, E-resources & industries to assist & help the students in pursuing their required research work.
4. The University conducts work-shops, conferences, seminars & symposiums providing opportunities to research scholars for exposing them to intellectual Diaspora.
5. The University Teaching Departments have top academicians possessing doctoral degrees with vast teaching & research experience, who are the registered guides of the university.
6. The university is planning to set-up research labs in various fields like solar energy & wind energy.

7. Library:

The Central library of the University is fully automated and well-stocked with more than 40000 books. The books are well indexed and have been duly compartmentalized into various disciplines. There is a vast spectrum of text & reference books by Indian & foreign authors. Besides, the library subscribes to numerous periodical journals, research magazines, bulletins and newspapers.

8. Science Laboratories :

The university has well-equipped & spacious Physics, Chemistry, Botany, Zoology, Micro-biology, Bio-Tech, Bio-Chemistry, Pharmacy, Engineering, Para-Medical, Agriculture & Horticulture laboratories.

9. **Computer Labs:** The University has state-of-the-art labs with latest computers, software, LCD, projector & scanner.

10. Accommodation:

The following facilities are being provided.

- (a) Separate hostel facilities for boys & girls.
- (b) Each room is well-furnished with beds, study tables, chairs & almirahas.
- (c) Common-Room for general activities like cable T.V & indoor games.
- (d) Wi-Fi campus.
- (e) Cafeteria

Rules for the Degree of Doctor of Philosophy (Ph.D)

Eligibility:

A candidates intending for admission to Ph. D. course must have obtained the relevant academic qualification(s) from the following:

1. At least 55% marks in the main subject (allied subject or an examination recognized as equivalent thereto at Master degree level (SC/ST/OBC Non Creamy-Layer/Physically & visually handicapped candidates will be given relaxation of 5% in the minimum percentage of marks)
2. The candidates pursuing M. Phil. Course or any other course shall not be considered for enrolment to Ph. D course, till their pursuing course is completed.
3. The candidates may apply for admission to Ph. D course whose qualifying result has not been declared. However, they will have to submit the copy of the DMC of the qualifying examination at the time of interview, proving that he/she is eligible for admission to Ph. D. course as per rules. The candidates having qualified UGC/CSIR-JRF/NET may submit provisional/qualifying certificate at the time of interview.
4. In-service applicants will submit their application duly forwarded by their employer along with "No Objection Certificate" from the employer. In case, the candidate joins service after the enrollment in Ph. D course, he/she will have to obtain the prior permission of the university subject to fulfillment of conditions required as per rules. He/ she, shall also have to obtain N.O.C from the employer for continuation of his/her Ph.D Course (Part-time). Every candidate during research in a subject/discipline, where experimental work in a laboratory is required, shall have to stay for a minimum period of six hundred hours at Madhav University, Pindwara (Sirohi) or at University /Institute/Laboratory recognized by the university for prosecuting the research . In case of other candidates the minimum period of stay at university will be three hundred hours. In exceptional cases, where there is sufficient justification for doing so, the condition of minimum stay at the university may be relaxed by the President on the recommendation of the supervisor(s) and Dean/Head of the institute/ R.A.C Concerned.
5. The teachers employed in a University/ College before 31.03.1992 and are continuing in service on a regular basis and are desirous of registering for the Ph. D Programme shall be permitted for registration, if they have a minimum of 50% marks at the Master's Degree course.
6. The candidates shall work for Ph. D degree in a subject studied at the Master's Degree or allied subject under a recognized guide. She/he may be permitted with the approval of the concerned R.A.C to conduct research in a subject other than the one chosen for the Master's Degree, provided it is of an interdisciplinary nature.
7. The fellow members of the Institute of Chartered Accountants and/or Institute of Cost and Works Accountants shall be considered eligible for registration for Ph. D in the subject of Accountancy and Actuarial Science in the faculty of commerce, provided they possess a Bachelor's Degree of any statutory university and have 10 Years Experience. However their application for registration in Ph.D has to be duly approved by the R.A.C
8. Applications for research in inter-disciplinary areas and from applicants belonging to a subject other than the faculty of the subject in which the research is proposed to be done and from the international students

[those who have not obtained the degree from Indian Universities] shall be considered on the basis of the proven ability and aptitude of the researcher for such kind of research. Such proposal shall be examined by the Guide and the Department Head before giving provisional admission. The admission will be confirmed after the R.A.C approves the topic.

9. Above mentioned rules will also be applicable to the foreign students who have obtained the Master's degree from the statutory Indian Universities/Recognized Foreign Universities.
10. Exceptional ability- Extra ordinary performance/ achievement/ National awards Winners in any stream can also be considered for enrollment as Research Scholar.

Standard Procedures for Pursuing Ph.D

PROCEDURE FOR ADMISSION

1. The university will notify the number of available seats for Ph. D degree course in different subjects in advance through advertisement in National / Vernacular newspapers and the university website on the basis of number of available Supervisors in the relevant subject
2. The candidates shall apply for admission on the prescribed form available in the University office, Madhav University, Pindwara (Sirohi) or can be downloaded from the university website.
3. Every Year, the application for admission to Ph. D course in different subjects shall be submitted along with entrance test fee for the Ph. D course, as fixed by the university, to the Registrar, Madhav University, Pindwara (Sirohi) **through the bank draft in favor of Madhav University, payable at Abu Road (Sirohi)** by the date to be notified. A candidate may apply for admission to Ph. D course in one subject i.e. main subject (in which he/she has obtained Master's degree) or its allied subject. A list of subjects/allied subjects shall be duly placed at the university website.
4. Prepare research proposal of approximately 4-6 pages as indicated in Annexure A
5. The candidates are required to appear for Interview before the Research Advisory committee on the date (s) notified by the university along with research proposal.
6. Ph. D seats will be filled up out of the candidates qualifying the entrance test and counseling/Interview in order of merit. Exemption from the entrance test will be allowed as per UGC rules. Reserved seats remaining vacant shall be filled up out of Provisional Registration general category on merit.
7. The date of admission will be counted from the date of deposit of first semester fee.
8. The Scholar may submit the final thesis in the stipulation, which is minimum three years, and shall be counted from the date of admission/ the date of Provisional registration.
9. If the thesis is not completed due to non- availability of data or other reason(s), the period can be extended semester-wise as per requirement up to maximum period of 3 years on the recommendations of the research guide. The women candidates and persons with disability (more than 40% disability) may be allowed a

relaxation of two more years (four semesters). Women candidates may be provided maternity leave once in the entire duration of Ph.D upto 240 days

10. The reservation of seats shall be applicable as per Govt. rules.

ENTRANCE TEST

1. The University shall conduct the entrance test on the date(s) notified by the University.
2. The scheme/policy of entrance test will be as under:
 - (a) The medium of Examination shall be English only (except language subjects Hindi and Sanskrit)
 - (b) Entrance Test Question Paper shall comprise of 100 objective type questions (50 questions on mental ability & general awareness and 50 questions on the main subject. Each question shall carry one mark.
 - (c) The duration of examination shall be two hours.
 - (d) The validity of result of the entrance test will be six months from the date of declaration of result, subject to the availability of seats in the particular subject/discipline at the time, the student wants to take the admission.
 - (e) There will be no provision of re-evaluation of answer books of the entrance test.

The following categories of candidates will be exempted from entrance test for admission to Ph.D

Course:

- (i). Qualified UGC-JRF/NET, CSIR-JRF/NET, SLET examination in the concerned subject.
- (ii) M. Phil. candidates of Madhav University, Pindwara (Sirohi). (Candidates who have obtained M. Phil degree through Distance Education or any other University will not be exempted from Ph. D Entrance Test.)
- (iii) Candidates having more than 12 Years professional experience.

ALLOCATION OF SUPERVISOR

1. The Departmental Research advisory committee (D.R.A.C) will scrutinize the application of the selected candidates and allot the supervisor on the basis of candidates' merit and area of research. R.A.C shall consist of :
 - (a) Dean/Head of the faculty/Department(Convener)
 - (b) All the professors/Associate Professors of the department

OR

The Dean of the faculty may recommend three senior most teachers having Ph. D degree in case, the number of Professors/Associate Professors in the department is less than three and if the required number

of teachers are not available in the department, they may recommend the name(s) of eligible teachers from allied subject (s) from within the university Teaching Departments as members of Research Advisory Committee with the approval of the President.

If the research topic is of interdisciplinary in nature, the candidate with the consent of his guide may opt for a co-guide, who should also be the recognized guide of the university. However the main responsibility of supervising research work shall vest with the guide and the candidate shall finalize and submit the thesis through the guide.

The allocation of seats with the supervisors will be as per number of seats available with them in view of the available laboratory/infrastructure, specialization among the eligible supervisors, and the research interest of the student as indicated during counseling of the student.

COURSE WORK

1. **The course work is compulsory for all students.** The candidates shall be required to undertake specified course work which will be for a minimum period of one semester or 200 hours (120 hours of academic class-room studies plus 80 hours for assignments consisting of at least 40 to 50 pages, shall be considered equivalent to twenty hours) and will commence on the date notified by the university. The course work will be treated as pre-Ph D. preparation.
2. 75% attendance for the course work will be compulsory during the whole semester, however, 15% attendance may be condoned by the President on the recommendation of the Head of the department through the Dean of Faculty/R.A.C
3. Syllabi and other details for the course work (Paper setting, conduct of examination and evaluation etc.) shall be framed/carried out by Departmental Research Advisory Committee. The course work shall comprise of four papers: on Research Methodology, Quantitative Techniques/ Sahitya Sidhant aur Alochana/ Critical Theory & Approaches of English Lit, Research Ethics and Critical review and Computer Applications.
4. On fulfillment of the condition of the attendance, the candidate will be required to qualify the course work examination. The Scheme of course work Examination will be as under:
 - (i) There will be four papers having 100 marks each as mentioned below.
 1. Research Methodology
 2. Quantitative Techniques/ Sahitya Sidhant aur Alochana/ Critical Theory & Approaches of English Lit
 3. Computer application (Theory : 50 Marks : Practical : 50 Marks)
 4. Research Ethics and Critical Review

- (ii) Apart from four papers, the Scholars are required to submit assignments on all the four papers, which shall consist of 50 Marks each and will be duly evaluated by the examiners.
- (iii) The qualifying marks of Theory Papers, Practical and Assignment shall be minimum 55%.(in aggregate and 50% in each individual subject)
- (iv) In case, a student fails in the Ph. D Course work, he/she shall be given one more chance to appear in the Examination scheduled to be held in the next semester of the course work.

OTHER RULES

1. Fee once paid is not refundable in any case.
2. Any legal dispute relating to admission of the M Phil / Ph. D candidate(s) shall be subject to courts at Sirohi or Courts having jurisdiction in Sirohi (Rajasthan)
3. Provided that the President shall have the power to cancel the admission of a candidate, at any time, after the issue of a due show-cause notice, on disciplinary or any other grounds which are considered to be not in consonance with the dignity and behavior of a research scholar.
4. The student shall present his/her work at 4 open seminars after his/her permanent registration, after the completion of the course- work First seminar may be held after six months gap from the date of permanent registration & subsequent three seminars may be held after six months duration . **Prior to submission of thesis, (pre-submission seminar of the student shall be conducted, at least three months prior to the final submission only after a certificate given by the Supervisor and Head/Director of the Department/Institute regarding requisite period of stay as required under Ph.D. ordinance) The student shall make presentation of his/her research work in the Institute/Department, which may be open to all the faculty members & research students, for getting feedback and comments, which may be suitably incorporated into draft thesis under advice of the supervisor.**
5. Every candidate shall submit his/ her six monthly progress report (from the date of qualifying the Pre Ph. D Course Work Examination) duly recommended by the Supervisor to the Dean/Head of the Department/Faculty for consideration in D.R.A.C. If the student fails to submit the progress report up to the stipulated notified date the Research advisory committee may allow extension upto a certain period and after the lapse of that period may consider his/her name for cancellation of registration in Ph.D.
6. The R.A.C may allow a subject of research to be modified up to one year after Permanent registration. Minor changes in the wording of the topic of a thesis may be allowed by the D.R.A.C up to six months before the submission of the thesis.
7. In case of Engineering, Pharmacy, Physical Sciences, Chemical Sciences, Life Sciences etc. students shall have to undergo the required practical training at University Laboratories. However, the students may work for practical training in a reputed & well equipped Lab. duly recognized by the University. The students have to seek prior approval of the laboratory (ies) concerned for this purpose and also have to seek approval from University Authorities, who may inspect or may seek duly certified laboratory detailed information.

8. The candidate may incorporate in his/her thesis the contents of any work that he/she may have published on the subject but shall declare this fact in the thesis. However, he/she shall not submit in his/ her thesis for which a degree has been conferred on him /her by any university. .
9. Minimum three years period shall be required to submit the thesis, which shall be counted from the date of registration. After the lapse of three years period, if a student fails to submit his/her thesis, he/she may apply for extension along with requisite fee for the subsequent months, failing which his/her registration will be cancelled. The registration shall be valid for a maximum period of six years for men and eight years for women candidates and persons with 40% disability.

SUBMISSION OF THESIS:

1. The candidate shall be allowed to submit his/ her thesis only after he/ she has done the following research activities:
 - a. Publish at least two research papers in national / international refereed journals as per U.G.C latest Ph.D Regulations guidelines.
 - b. Present two research papers in national / international conferences/ Seminars
 - c. Plagiarism criteria as per UGC norms.

In case of delay in publication of research papers a scholar may furnish the proof of acceptance, only the research paper in question should be related to work reported in the thesis.

2. The candidate shall submit four copies of his or her thesis, typed in 12 font (English)/16 font (Hindi) & in 1.5 spaces with art paper binding along with a softcopy (CD) of his or her thesis. After finalization of the award of Ph.D. degree, one copy of the thesis will be sent to the university library and remaining two copies of the thesis to the departmental library. The thesis should be accompanied by a declaration from the candidate duly countersigned by the supervisor that the material embodied in the present work is based on his or her research work. The certificate will further state that the contents of the thesis have not been earlier submitted in part or parts for any degree or diploma of any other institute or university

Evaluation

1. The Departmental Research Advisory Committee shall recommend a panel, often specialists in the field for appointment as evaluators for thesis. The R.A.C will draw a list of sufficient number of specialists keeping in view their specialization. The specialists recommended shall be either professors/ associate professor or persons of eminence or persons holding equal status and their specialization shall be relevant to the topic of the thesis. Names of only those persons shall be recommended who are known to be physically fit and are able to undertake a journey for the conduct of viva-voce, if invited. Provided that, if the D.R.A.C feels that the panel should consist of more than six names. 'It may consider additional names.

2. The thesis shall be finally referred to two examiners selected by the President from the panel drawn by R.A.C out of which one shall be out of state. The evaluator shall state reasons for approval or rejection of the thesis. If the evaluator recommends resubmission/ rejection, he/she shall specifically indicate details about the modifications to be incorporated in the thesis by the candidate.
3. If the examiners recommend the award of degree, they may also give in their report, set of questions, which they would like to put to the candidate at the time of viva voce. If one out of two examiners recommend resubmission with some modifications in the thesis, the candidate shall be asked to modify the thesis and resubmit the same only once, not later than one year, after having carried out all the modifications with a certificate from the supervisor that all the modifications have been carried out.
4. A re-submitted thesis shall be examined by the examiner (s) who evaluated the actual thesis. Unless any of them is unable or unwilling to do so, in that case, a substitute shall be appointed out of the panel by the President. The examiner (s) for the revised thesis will only verify, whether the objections raised by the earlier examiner have been met or not.
5. A candidate whose thesis is rejected shall not be registered again for Ph. D degree with the same topic.
6. The examiners for a thesis shall indicate in their report whether the thesis is fit for publication in its original or modified form. In the latter case, he shall make definite suggestions for improvement.
7. On receipt of satisfactory evaluation reports, the candidate will have to present himself for the viva-voce examination when fixed by the university, failing which he will be declared ineligible for the award of degree. However, in case, the candidate is unable to attend the Viva-Voce on the fixed date, for any unavoidable reason, the President on a request by the candidate in writing can allow one time postponement with a fee of Rs. 10000/-or as in force from time to time on a date up to a maximum period of three months from the date previously fixed by the University, failing which the candidate will be declared ineligible for the award of degree.
8. If any Ph. D candidate appears for his/her viva-voce examination but fails in oral presentation, in such cases second evaluator may be called for conducting the viva-voce examination after giving three months' time to the research scholar to prepare himself/herself. The report of Viva of second examiner will be taken as final.
9. In case two examiners recommend award of the degree, the candidate shall be examined through viva-voce examination by one of the examiners, to be nominated by the President. If both examiners are unable or unwilling to conduct the viva-voce examination, another name will be picked up for the purpose by the President from the panel already approved by the Departmental Research Advisory Committee.
10. The viva-voce examination shall be conducted by the external examiner and will be held in the concerned department at Madhav University, Pindwara (Sirohi) unless ordered otherwise, by the President. The date, time and the subject of the thesis shall be notified to the teachers including the supervisor and the research scholars of the faculty and it will be openly defended by the scholar. The presence of Dean Research and/or Dean of concerned faculty shall also be necessary during the viva-voce.

11. The reports of all the examiners shall be placed before the President of for his/her consideration for award of Ph.D. degree.

Depository with UGC:

1. On successful completion of the evaluation process and announcement of award of Ph. D degree, the university will submit a soft copy of the Ph. D thesis to the UGC within a period of thirty days, for posting the same in INFLIBNET, accessible to all institutions/universities.
2. However, the President on the recommendation of the Departmental Research Advisory Committee shall have the right to withdraw the degree, if plagiarism or duplication or any other form of malpractice is detected at any stage, and to initiate further action as it deems fit. However, the President shall get the complaint in the matter investigated confidentially and shall give the accused an opportunity to explain, before he/she makes his/her final recommendation. There shall be no limitation of time for this action.
3. Along with the degree, the university shall issue a certificate certifying to the effect that the degree has been awarded in accordance with the provisions of the regulations of UGC 2016.

FEE- DETAILS:

All fee amount is to be paid either in cash at the University Counter or in the form of demand draft, in favour of Madhav University, payable at Abu Road/Sirohi.

The students who are account holders of some bank of their city can also remit / deposit their fee to the university thru 'RTGS / NEFT.

Details of University Account are;

Bank Name	Axis Bank Ltd , Abu Road , Sirohi
Account Number	914010021264839
Account Holder Name	Madhav University Abu Road , Sirohi
IFSC Code	UTIB0001126

Entrance Test Fee	Rs.1000 /-	Draft/Fee in favour of Madhav University, Payable at Abu Road to be attached along with Entrance test form
First Semester Fee (Course work fee)	Rs.45000 /-	Fee to be paid on the notified date in cash/through Demand Draft after qualifying the Entrance Test & Interview
Second Semester fee	Rs.45000 /-	To be paid after six months of registration (After the Scholar qualifies his course work Examination)
Third Semester Fee	Rs.45000 /-	To be paid after one year of registration at the time, when first six monthly review meeting is held
Fourth Semester Fee	Rs.45000 /-	To be paid after one and half years of registration at the time, when second six monthly review meeting is held
Fifth Semester Fee	Rs.45000 /-	To be paid after two years of registration at the time, when third six monthly review meeting is held
Sixth Semester Fee	Rs.45000 /-	To be paid after two & half years of registration at the time, when pre-submission seminar of the scholar is conducted.
Viva fee	Rs.25000/-	To be paid at the time of submission of final thesis.

Note: - In case, the student fails to submit his/her thesis at the end of three years from the date of registration, he/she shall have to deposit. Rs 10000 /- per month for the subsequent months, subject to a maximum amount of Rs.45000.for six months. The same charges shall continue for the next time period as well.