



दक्षिण बिहार केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya – Panchanpur Road, Village – Karhara, Post-Fatehpur
P.S. – Tekari, District – Gaya (Bihar) PIN- 824236

F.No. CUSB/Acad/1-7/2021/...!!!6

Date: 27.09.2022
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NOTIFICATION

The Academic Council in its 20th meeting held on 18th November, 2021 vide Resolution No. 14/AC-20/21 had resolved to authorize the Vice-Chancellor to approve the amended “*Ordinance (Amendments) Relating to the Award of Degree of Doctor of Philosophy – 2021*” submitted by the committee after incorporation of viable observations/suggestions received from the members/Department Committees.

This decision of Academic Council had further been approved by the Executive Council in its 44th meeting held on 18th January, 2022.

Now, the “*Ordinance (Amendments) Relating to the Award of Degree of Doctor of Philosophy – 2021*” is hereby notified by the approval of Vice-Chancellor dated 26.08.2022 for implementation.

Encl.:- *Ordinance (Amendments) Relating to the Award of Degree of Doctor of Philosophy – 2021*


(Col. Rajiv Kumar Singh)
Registrar

Copy to:

- (1) The Deans of all Schools, CUSB
- (2) The Heads of all Departments, CUSB
- (3) All faculty members, CUSB
- (4) Controller of Examinations, CUSB
- (5) Vice-Chancellor's Secretariat, CUSB
- (6) PS/PA to Registrar/FO/CoE, CUSB
- (7) Deputy Registrar [Estt.(T) & Acad.]/ S.O. (Acad), CUSB
- (8) System Analyst, CUSB
- (9) Guard File

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CENTRAL UNIVERSITY OF SOUTH BIHAR



Ordinance (Amendments)

Relating to

The Award of Degree of Doctor of Philosophy (Ph.D.) – 2021

Central University of South Bihar
SH – 7, Gaya – Panchanpur Road, Village – Karhara
Post Fatehpur, Gaya – 824 236 (Bihar)

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1. TITLE AND COMMENCEMENT

- 1.1. These Ordinances shall be called the "Ordinances Relating to the Award of Degree of Doctor of Philosophy". These ordinances shall come into effect from the academic session 2022 onward.
- 1.2. The Degree of Doctor of Philosophy (herein after referred to as the Ph.D. Degree) of the Central University of South Bihar shall be conferred on the candidate who fulfills the requirements as specified in these ordinances.

2. DEFINITIONS

- 2.1. **University** means a University defined under Section 2(f) of the University Grants Commission Act, 1956.
- 2.2. **CUSB** means Central University of South Bihar
- 2.3. **Board of Studies** means the Board of the Studies of the Department/Centre of Studies.
- 2.4. **URDC** means University Research Degree Committee
- 2.5. **DRDC** means Departmental Research Degree Committee
- 2.6. **AMC** means Ph.D. Research Scholar Admission Monitoring Committee
- 2.7. **Supervisor** means the main research guide of a Ph.D. student
- 2.8. **Co-Supervisor** means an additional research guide of a Ph.D. student
- 2.9. **MoU** means Memorandum of Understanding
- 2.10. **Residency Period** means a prescribed period (from the date of registration to the date of submission) for which a Ph.D. Scholar shall be required to be present as full-time research scholar in the University.

3. APPLICATION FOR ADMISSION

- 3.1. There shall be two terms of six months each in a year for the Ph.D. Programme: one beginning from July and another from January through rolling-advertisement by the University.
- 3.2. A candidate may be admitted to the Ph.D. Programme at the beginning of any semester provided the result of the qualifying examination is declared before the commencement of counseling for admission to the semester and she/he fulfills the eligibility criteria laid down in this Ordinance.
- 3.3. The admission to the Ph.D. Programme shall be either through Entrance Test or through direct admission as per Clause 7 of this Ordinance. The application form shall be the same for all categories of candidate as described in Clause 7.

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- 3.4. The candidates shall present their candidature by filling an online application form on or before the last date announced by the University in each semester. The number of seats for admission, subject/discipline wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) for the conduct of entrance test along with all other relevant information shall be published/notified on the University website and in at least two (2) national newspapers, of which at least one (1) shall be in the regional language.
- 3.5. All applications of the candidates belonging to the categories of the Clauses 4.2 and 4.3 shall be routed through proper channel.
- 3.6. Reservations: 15% of the total number of available seats shall be reserved for SC candidates, 7.5% for ST candidates, 27 % for OBC candidates and 10% for EWS candidates. 5% horizontal reservation for Physically Challenged (PC) candidates shall be provided as per the UGC/Gol rules.

Note for 'Physically Challenged' Candidates: In certain Courses / Departments (like Department of Physical Education), admission of Physically Challenged candidates is not permissible. Each SC/ST/OBC/EWS candidate shall have to submit **a copy of the recent category Certificate** mentioning that the candidate belongs to SC/ST/OBC/EWS community. Such certificates shall be subject to verification from the concerned District Magistrate. The following are empowered to issue the certificate:

- (a) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Addl. Deputy Commissioner/ Deputy Collector/ 1st Class Stipendiary Magistrate/City Magistrate/Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate / Extra Assistant Commissioner.
- (b) Chief Presidency Magistrate/Addl. Chief Presidency Magistrate/Presidency Magistrate.
- (c) Revenue Officer not below the rank of Tehsildar.
- (d) Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides.
- (e) Administrator/Secretary to the Administrator/ Development Officer (Lakshadweep Islands). Candidates must note that Certificate from any other persons/authority shall not be accepted in any case. If the candidate belongs to SC, ST or OBC, his/her caste/tribe must be listed in the appropriate Govt. of India schedule. The caste Certificate should be in the Govt. approved format and should clearly state:

- (a) Name of his/her caste/tribe
- (b) Whether he/she belongs to SC/ST/OBC/EWS
- (c) District and the State or Union Territory of his/her ordinary residence and
- (d) The appropriate Govt. of India Schedule under which his/her caste/tribe is approved by it as SC, ST or OBC.











(e) Further, the OBC certificate should clearly mention that the candidate does not belong to creamy layer.

4. CLASSIFICATION OF THE CANDIDATES AND REGISTRATION

All candidates seeking admission to any of the Ph.D. Programme offered by the concerned Department can be broadly classified into following categories and they shall be registered under only one of the following category:

4.1. Full-time Research Scholar

A candidate who has been admitted to the Ph. D. Programme for whom following criteria shall apply is considered as a full time research scholar.

- a) Should have been admitted through Direct/Entrance Test mode.
- b) Should have to complete coursework in regular mode.
- c) Should have to complete 3 years of residency period.

4.2. Part-time (Internal) Research Scholar

The permanent teaching and non-teaching employees of Central University of South Bihar, who have been directly enrolled as Ph.D. research scholar shall be treated as a part-time (internal) research scholar and fulfilling the eligibility criteria mentioned in Clauses 7.2.10, 7.2.12 and 7.2.13. However, the DRDC of the respective department shall ensure that the research scholar will complete his/her Ph.D. coursework (in case of permanent teachers) without hampering their regular duties.

Note:

The teaching employees who have been enrolled as Ph.D. research scholar as an Part-time (internal) research scholar under as per this Ph.D. ordinance and who has joined the job in another organization after taking lien from CUSB can continue his/her Ph.D. in CUSB subject to the condition that she/he shall not resign his/her job in the University services before submission of his/her Ph.D. thesis.

4.3. Part-time (External) Research Scholar

Any teacher/researcher with minimum qualifications prescribed by UGC and working as a full-time regular teacher/researcher in other Central Universities or Central Institutions shall register themselves as a part-time (external) research scholar to pursue research under a recognized supervisor of CUSB, Gaya. The part-time (external) Research Scholars shall be required to complete the course work at the CUSB.

4.4. Registration for Ph.D. Programme

Registration for Ph.D. programme shall be in any one category, viz., only full-time or Part-time with or without stipend/fellowship.

- (a) Any candidate with the minimum qualification prescribed by University Grants Commission (UGC) shall be able to register herself/himself only as a full-time research scholar, to pursue research under a recognized supervisor in the University. A relaxation of 5% of marks from 55% to 50%, or an equivalent relaxation of grade, may be allowed



for those belonging to SC/ST/OBC (non-creamy layer)/ differently-abled category and other categories of candidates as per the decision of UGC from time to time.

- (b) Candidate's registration either full-time or part-time (internal/external) shall be decided at the time of admission. The registration status shall not change or interchange in any circumstances till the completion of the Ph.D. programme / degree.
- (c) Scientists /Research Fellows/ Research Assistants/ Technical Assistants/ Project Assistants/ Project Fellows/ Research Associates appointed in the research projects funded by recognized International agencies/ Government agencies/ Government industries shall be able to register as a full-time scholar to pursue his/her research under a recognized supervisor and co-supervisor (if required) preferably with the Principle Investigator or Co-Investigator of the project, in the University.

Note: Definition of recognized supervisor for guiding full-time research scholars is a full-time regular teacher of CUSB, Gaya having successfully completed his / her Ph.D. degree from the UGC recognized university and have published at least three (03) research papers in the UGC CARE Listed journals after earning his / her own Ph.D. degree.

- (d) Candidates working in Central Government funded Research Institutes* (like NIT, CSIR, DBT, DST, DAE, ICMR, ICAR, MoEFCC, MoES etc.) or in Central Government (like Indian Arm Forces etc.) and having qualification as mentioned in Clause 4.1 are allowed to register for part-time (external) Ph.D. programme subject to the production of 'No Objection Certificate' from their respective Head of the Institution to pursue research under a recognized supervisor from the respective Departments of CUSB and payment of Rs. 10,000/- as additional fee in addition to the fee prescribed for the programme per semester (*Detailed list is provided in the Annexure – C).
- (e) A candidate registered for part-time (external) Ph.D. Programme shall submit the certificate on his/her employment from the employer to the University every year through the research supervisor and the concerned DRDC.
- (f) Any candidate working as a Guest lecturer in a Government College/in a Government Aided College shall not be allowed for registration in the part-time Ph.D. programme.
- (g) A candidate already holding a Ph.D. degree in a discipline/subject specialization is eligible to register for pursuing Ph.D. degree in another discipline / subject specialization subject to the fulfillment of the conditions stipulated for admission/registration in the present regulations.
- (h) The medium of instruction for the candidates registering for Ph.D. programme in the linguistic department is the language itself only of they should have studies UG/PG degree courses with medium of instructions in that language and for other candidates, the medium is English. However, in special case such as high quality work with significantly high number of publications, with permission of the Hon'ble Vice-Chancellor she / he may submit his /her Ph.D. thesis in their choice of language.
- (i) Candidates who wish to register for Ph.D. without fellowship are required to qualify in the NLCET conducted by CUSB or/and any other National Level Entrance/Eligibility test conducted by any Indian National Agency or International candidate recommended by Office of International Affairs (OIA), CUSB. Candidates possessing a degree, considered equivalent to M.Phil. degree of an institution in India or of an educational institution

situated in abroad accredited by an Assessment and Accreditation Agency which is approved or recognized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme of CUSB.

4.5. Conversion of Ph.D. Registration

The Ordinance allows registration of Ph.D. candidate in full-time / part-time mode. In no circumstances, a conversion from full-time to part-time or vice versa shall be permitted. However, in case of registration before this ordinance, in special circumstances, if a Ph.D. scholar opts to change his/her mode, she/he needs to go for new admission process which has to be initiated by the University. In such case, the minimum tenure for part/full time Ph.D. should be counted from the date of new admission in the Ph.D. program. If the scholar has already completed his/her Ph.D. course work during his/her previous Ph.D. registration in the CUSB, the credits for the already completed course work shall be transferred and she/he need not complete his coursework again. However, to avail the benefit of the credits transfer the candidate should go for new admission within a year of his/her change of mode of admission.

5. Eligibility Criteria for Admission to Ph.D. Programme

5.1. Eligibility criteria for admission to Ph.D. Programme

- (a) Candidates for admission to the Ph.D. Programme shall have a Master Degree or a Professional Degree declared equivalent to the Master degree by the corresponding statutory/regulatory bodies, with at least 55% marks in aggregate (Annexure- A) or its equivalent grade 'B' in the UGC 7-point scale or an equivalent grade in a point scale wherever grading system is followed or an equivalent degree from a foreign educational institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- (b) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-abled/EWS and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master Degree prior to 19th September, 1991. The eligibility marks of 55% or an equivalent grade in a point scale wherever grading system is followed and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

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5.2 Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

- (a) Master Degree holders satisfying the criteria stipulated under Clause 4.1 and 4.2.
- (b) Candidates possessing a Degree considered equivalent to M.Phil. Degree of a recognized Indian Institution and 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

6. DURATION OF THE PROGRAMME

6.1. Minimum Period of Research work required for the Submission of Thesis:

- (a) For the full time Ph.D. programme a minimum duration shall be of three years including coursework, from the date of joining the PhD program and a maximum of six years.
- (b) For the part time Ph.D. programme, a minimum duration shall be four years including course work, from the date of joining the PhD program and a maximum of six years.
- (c) Extension beyond the above limits will be governed by the Clause 6.2 as stipulated in these Ordinances.

6.2. Extension of Duration for the Submission of Thesis

- 6.2.1.** A candidate need not seek any extension or re-registration for submission of thesis up to 6 years from the date of joining the PhD program. i.e., the date of joining the PhD program by the candidate.
- 6.2.2.** If a research scholar fails to submit the thesis at the end of the stipulated period as prescribed in Clause 6.1, i.e., after 6 years, a maximum of two years extension (one year at a time) be granted for the submission of the thesis, while giving the justification. Extension may be granted by the Dean of the School, on the request of the research scholar has to be recommended by the Supervisor along with RAC and the DRDC of the respective Department. No further extension shall be given under any circumstances. A fee of Rs 25,000/- per year will be levied from such candidates. It is clarified that however, this fee will not be charged up to eight (08) years from the women candidates and from the persons with disability having more that 40% disability.
- 6.2.3.** The women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration of six (06) years. Hence, they will be eligible for maximum duration of eight (08) years. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.
- 6.2.4.** In case of relocation of a woman Ph.D. scholar due to marriage or otherwise, research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided (a) all other conditions in these regulations are followed and (b) the

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research work does not pertain to a project secured by the parent institution / supervisor from any funding agency. The scholar will give proper credit to the parent guide and institution for the part of research he/she has already done.

- 6.2.5. If a candidate fails to submit the thesis in 08/10 years (stipulated period) as per the above mentioned Clauses; his/her registration shall be cancelled. Registration cancellation process shall be initiated by his/her supervisor through proper channel.

6.3. Residency Period

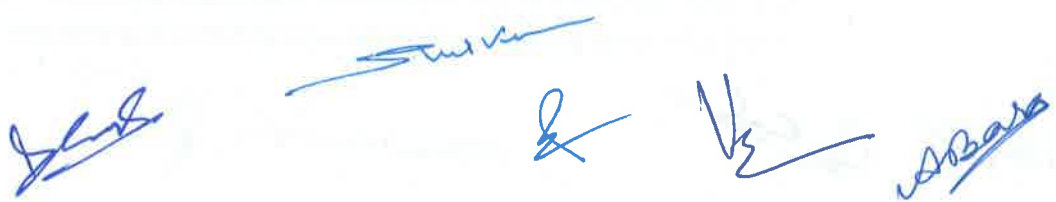
- 6.3.1. A Ph.D. scholar shall be required to be present in the University till her/ his thesis is submitted which is known as the Residency Period. The minimum duration for thesis submission is three (03) years including coursework for full time Ph.D. scholar and four (04) years including coursework for part-time Ph.D. scholar (internal/external).
- 6.3.2. The hostel facility to any research scholar shall not be extended beyond four years period from the date of his/her joining the Ph.D. program. The hostel facility for PhD research scholar is under the subject of availability of vacant hostel's rooms.

6.4. Part of Research Work outside the University

- 6.4.1. The DRDC may recommend a full-time Ph.D. scholar to pursue a part of his/ her research work at a place outside the University or at a University/Institute/ Research facility in India or abroad. The Dean of the concerned School may approve the recommendations of DRDC which are for a period of six months or less. However, if such recommendations are for a period beyond six months, the recommendations of the DRDC shall be placed before the URDC, which may permit a full-time Ph. D. scholar to pursue a part of his/her research work at a place outside the University for a period of one year without exceeding the maximum time limit for the submission of the thesis laid down in these Ordinances.
- 6.4.2. The DRDC and URDC may exercise the above Clause 6.4.1 even during the residency period of the scholar. However, the required coursework must successfully be completed.

7. MODE OF ADMISSION

CUSB is looking for academically sound, highly motivated and hardworking qualified candidates as mentioned in Clause 7, in the Ph.D. programme. Initial registration for the admission of Ph.D. programme is compulsory for all the candidates who are willing to take admission in CUSB. A candidate who has passed the qualifying examination with requisite percentage of marks as prescribed in Clause 4 of these Ordinances is eligible for admission to the Ph.D. programme through one of the following modes:



7.1. Admission through Entrance Test:

- 7.1.1. A candidate qualified in Entrance Test as per the details given in Clause 8.1 (a) shall be considered for admission to the Ph.D. programme depending on the number of seats available in a Department / School.
- 7.1.2. The prospective number of seats available in Departments shall be as notified in advertisement. The number of candidates to be called for counseling will be
- 7.1.2.1. Five (05) times, if the number of seats advertised falls within 01 to 05, or all the qualified candidates, whichever is less.
- 7.1.2.2. Three (03) times, if the number of advertised seats is more than Five (05) or all the qualified candidates, whichever is less.
- a) The Controller of Examinations shall conduct National Level Combined Entrance Test once in a year, the results of which shall remain valid for one academic year only.

7.2. Direct Admission:

A candidate who fulfills one of the following requirements may be considered for direct admission to the Ph.D. programme without appearing in the National Level Combined Entrance Test as mentioned in sub-sections below:

- 7.2.1. A candidate who is qualified in a national level test such as National Eligibility Test (NET-JRF), NET-LS (without fellowship), Graduate Aptitude Test for Engineering (GATE) in respective discipline.
- 7.2.2. A candidate who is qualified in a State Level Eligibility Test (SLET) in respective discipline.
- 7.2.3. A candidate who have cleared / qualified in any entrance test (in respective discipline) conducted by government run institution / university having NIRF ranking within top 10.
- 7.2.4. A candidate who is a recipient of National Doctoral Fellowship or other fellowships from government/semi-government organizations (through All-India selection procedure conducted by the agencies/organizations for award of research fellowships) such as Council of Scientific and Industrial Research (CSIR), University Grants Commission (UGC), All India Council for Technical Education (AICTE), Department of Science and Technology (DST), Defense Research and Development Organization (DRDO), Department of Atomic Energy (DAE), Department of Biotechnology (DBT), Indian Council of Agricultural Research (ICAR), Indian Council of Medical Research (ICMR), Indian Council for Social Science Research (ICSSR), Inspire Students, Indian Council for Historical Research (ICHR) and similar National Level Organizations.

Note: However, a research scholar earlier admitted under Entrance Test-exempted category (NET-LS/GATE) could be extended the Non-NET UGC fellowship, subject to fulfillment of following conditions, without any break in continuity of his/her research work done as an Entrance Test- exempted candidate:

- (a) She/he is not getting any financial support/fellowship from any other source;

(b) She/he publishes at least one research paper in UGC CARE Listed journals after his/her enrollment as Ph.D. scholar in the University out of the research work generated as a Ph.D. scholar and the research paper must be a part/included in his/her Ph.D. thesis;

Or

(c) The award of fellowship shall be only for the remaining period to be calculated based on the Non-NET UGC Fellowship Scheme and shall commence from the month following the one in which either of the aforesaid conditions in Clause 7.2.4.(b) is fulfilled by the scholar.

- 7.2.5. A candidate who is selected under Quality Improvement Program (QIP) of AICTE or Faculty Development Programme of Central Government/ UGC.
- 7.2.6. Any teacher/researcher working as a full-time regular teacher/researcher in other Central Universities or Central Institutions, who is sponsored as a part-time (external) candidate by the said organization.
- 7.2.7. A foreign national who is recommended by Indian Council for Cultural Relations (ICCR) or any other department of Government of India and who is sponsored by his/her government.
- 7.2.8. A self-financing foreign national who is admitted through the Embassy/ High commission of his/her country or admitted under a Memorandum of Understanding (MoU) with due clearance from the Indian Missions abroad. As per revised guidelines/ instructions of the Department of Higher Education, Ministry of Education, GoI on grant of research visa, the foreigners who desire to undertake research in India, should therefore, apply to the concerned Indian Missions abroad with the brief tentative synopsis of the research project to be undertaken /interested in India, the details of places to be visited, previous visits, whether the scholar has secured admission into a recognized or reputed institution and evidence of financial resources.
- 7.2.9. International students who has completed or enrolled in any masters programme in India may take up and clear National Level Combined Entrance Test for Ph.D. admission provided she/he has a valid visa of study and permission from the embassy/competent authority.

Note:

- a) The equivalence of the degree possessed by the foreign candidates belonging to the Clauses 7.2.8 and 7.2.9 shall be settled by the **Equivalence Committee of CUSB** before their admission. They shall be admitted to the Ph.D. programme only if the degree possessed by them entitles them for enrolment as Ph.D. scholars in the universities of their own countries. English Proficiency certificate of TOEFL (minimum 50 marks) or IELTS (minimum 5 bands) or 150-154 in GRE or 600 in GMAT are mandatory for foreign candidates at the time of submission of application form for the admission in the University.
- b) The supernumerary quota for self-financing foreign nationals shall be restricted to a maximum of 10% of the total available seats in a Department/School. In a Department of one professor, two associate and five / four assistant professors will share 04 supernumerary quotas as 1, 1 and 2, respectively.
- c) However, all such candidates will have to qualify in the interview (i.e. TEST B).

- 7.2.10.** A candidate who is already registered as a Ph.D. scholar in some other university and whose supervisor joins this University. In this case, the candidate has to fulfill the terms & conditions laid down in CUSB Ph.D. Ordinances. If they wish to take registration, they may be allowed to take admission at any stage of his/her Ph.D. before completion the Ph.D. program at any time. However, they have to pay the full semester registration fee at the CUSB, Gaya. Their all benefits shall be transferred from their earlier university / institution or vice-versa.
- 7.2.11.** A candidate, working in an externally funded research project in the University as a research personnel, may be allowed to register for Ph.D. in the University provided she/he meets the eligibility criterion and publishes at least one research paper in UGC CARE listed journal after joining the project out of the research work generated in the project and this research paper shall be the part of his/her Ph.D. thesis (Note: Academic Section/DRDC must ensure this at the time of thesis submission) and the tenure left for completion of project is minimum of one year or (s)he is short-listed in Entrance Test (NLCET) conducted by the University. Provided further that in such cases, the PI of the sponsored project shall be the supervisor or co-supervisor of that candidate.
- 7.2.12.** A teacher of the CUSB holding full-time regular position provided she/he meets the eligibility criterion and has completed the probation period in the University and recommended by the concerned DRDC.
- 7.2.13.** A non-teaching employee of the CUSB holding full-time regular position provided she/he meets the eligibility criterion mentioned in the Clause 7.1 & 7.2 and has completed the probation period in the University and recommended by the Registrar of the university and accepted the concerned DRDC / CRDC. The maximum number of enrolled non-teaching employee should not exceed 10% of the total strength.

8. PROCEDURE OF ADMISSION

8.1. Eligibility for Entrance Test:

- (a) A candidate possessing the minimum qualifications with the requisite percentage of marks as prescribed in Clauses 5.1 and 5.2 of these Ordinances shall be eligible to appear in the Entrance Test.
- (b) If a candidate is an applicant and also eligible for admission to Ph.D. programme in a School different from the one in which she/he has obtained the qualifying degree, she/he shall appear in the Entrance Test conducted by the University corresponding to the subject in which the candidate possesses the qualifying degree.
- (c) The Entrance Test shall be conducted by the University normally in the month of May/June every academic year, the results of which shall be declared within two weeks.

OR

Any Joint/Combine Entrance Test conducted by the GoI, followed by their valid guidelines.

OR

Any candidate who has qualified the National Level Entrance Examination conducted by a premier Government Institute/University, which is in the top 10 list of NIRF Ranking in their category, will be called for the interview directly.



8.2. Procedure for Admission to Ph.D. Programme through Entrance Test:

- (a) All admissions to Ph.D. programmes in the University will be through National Level Entrance Test or any national level admission policy of the Govt. In order to identify the candidate's capabilities and aptitude for research, there shall be a two level test as below:
- (i) **Test A:** Test to assess reasoning, quantitative ability, general knowledge, language skills and subject knowledge.
- (ii) **Test B:** Research Proposal and Personal Interview to test aptitude for research by the DRDC in 100 marks total.
- (b) The Test A shall be held as per procedure adopted by the University at multiple centers across the country. The Test B shall be held at CUSB in the concerned Department by DRDC.
- (c) The 70% weightage of the aggregate will be given to the candidates for the marks obtained in Test A. In case of NET (LS or JRF) / GATE etc. qualified candidates, 70% weightage will be given to the marks obtained in the examination by the candidates.
- (d) Certain categories of candidates, as defined in the relevant Ph.D. Ordinances Clause 7.2, are exempted from appearing at Test A (Direct Admission category) and shall be called for Test B.
- (e) The 30% weightage of total shall be given to the candidates for the marks obtained in the Test B.
- (f) Direct Admission category candidates are exempted from appearing at Test A. However, all the exempted candidates would be required to qualify at Test B to be eligible for consideration for final registration for Ph.D. in the given discipline. The Direct Admission categories of applicants are also required to submit their initial registration application in the prescribed form separately as and when the applications are invited by the University for Test B.
- (g) Entrance Test shall be conducted once in a year. However, applicants from the exempted category will have to register online throughout the year initially and avail the opportunity of research guidance. Although the exempt category applicants shall initially registered online around the year and avail the opportunity. Qualified candidates in Test A and Test B shall be admitted against vacant seats as per merit in July/August. However, candidates failing to get admitted in August due to non-availability of vacancy shall under Clause 7.2.1 to 7.2.4 have another opportunity to apply for Ph.D. admission in the February term subject to the notification regarding availability of vacancy. If the candidate has already applied for Ph.D. admission then no further application is required within year.
- (h) The University shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

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8.3. Entrance Test Design:

8.3.1. Test A: Assessment of Reasoning, Analytical Ability and Subject Knowledge:

- (a) The syllabus of the Entrance Test shall consist of 40% of research methodology and 60% shall be subject specific. This written test is aimed to assess the reasoning, quantitative ability, general knowledge, language skill and subject knowledge of PG level.
- (b) This test and admission shall be regulated as per the rules and regulations decided by UATEC from time to time.

8.3.2. Test B: Assessment of Research Aptitude through Research Proposal and Personal Interview/Interaction:

The interview/interaction/viva-voce shall be of 100 marks consisting of the following aspects, viz. whether:

- (a) A couple of page research proposal written without any help, and submitted is satisfactorily defended by the candidate - 30% (15%+15%)
- (b) The candidate possesses the competence for the proposed research and can contribute to new / additional knowledge/ depth of subject knowledge - 40% (20%+20%)
- (c) Overall assessment of the candidate based on his / her behavior, attitude, hardworking nature, dedication, responses, presence of mind etc. - 30%
- (d) The suitability and availability of the experts at the department related to the proposed research work and candidate's research interest.

8.3.3. The qualifying marks for Test A shall be 50%. However, the final merit list shall be prepared on the basis of 70% of the total marks obtained in the Test A and 30% of the total marks obtained in the Test B. The cut off marks to be eligible for getting place in the merit list shall be 50% of the total marks obtained in the final merit list and it shall be determined in accordance with the number of vacancy available in the concerned discipline in that academic session. The ratio of vacancy and number of candidates called for Test B shall be 1:5.

8.4. Admission:

8.4.1. Merit Order and Minimum Marks:

- (a) Merit orders of Entrance Test and Entrance Test - exempted candidates will be prepared by the Interview Board for the discipline.
- (b) Final merit order of Entrance Test and Entrance Test-exempt candidates shall be prepared on the basis of Test-B with 30% weightage of total and Test-A with 70% weightage of total.
- (c) (i) For selection of candidate a weightage of 70% to the score of NET (LS or JRF)/GATE qualifying exam etc. (on 100 point scale) and 30% to the

performance in the interview shall be given. Interview of 100 marks shall be conducted of eligible candidates who have applied for through Samarth portal.

- (ii) The candidate must secure a minimum of 60% (55% marks for SC/ST/OBC/PWD/EWS) in interview to be eligible for Ph.D. admission in the discipline. However, meeting the said minimum requirement will not guarantee registration for Ph.D. as it is dependent upon performance in the interview and availability of vacant seats.
- (d) It is mandatory to seriously follow the code of ethics during the Test B and among their members in all sense in assessing the candidate, and making mutual agreements / consent etc.

8.4.2. Admission Process:

8.4.2.1. Declaration of Results after Test B:

Names of as many Entrance Test and Entrance Test - exempt candidates as the number of vacancies given in the Information Bulletin will be announced on the basis of Final Merit Order after Test B for admission to Ph.D. in the discipline. An equal number of wait-listed candidates in order of merit will also be prepared for consideration in case seats fall vacant in future for consideration in February.

8.4.2.2. Allotment of Ph.D. Supervisor:

- (a) The Head of the Department will provide a list of teachers together with their research areas to the Entrance Test and Entrance Test- exempt selected candidates and advise them to interact with teachers, identify their supervisor in the discipline and submit the letter of consent of the identified Supervisor to the DRDC within one week.
- (b) As many finally qualified candidates after the Test B can be admitted to Ph.D. programme in the discipline if Supervisors are available /agreeable and the maximum number will ordinarily be restricted to the number of vacancies announced in the Entrance Test bulletin.
- (c) If required, DRDC should help in identifying a suitable "match" between the selected candidate and his/her Ph.D. supervisor and Co-Supervisors, if required.
- (d) The DRDC would formally allot a Ph.D. supervisor and Co-Supervisor, if required for the selected candidates keeping in view the mutual consent and the facilities available with the Supervisor including his/her specialization for undertaking the proposed research topic. The DRDC would record reasons for not admitting a candidate who ranks higher in the merit order than some others who may have been selected for the Ph.D. registration.
- (e) Candidates under the Entrance Test- exempt category, who could not be admitted in August term, may be considered along with those who apply in response to the notification for admission in









the February term and shall be again evaluated through Test B along with the fresh applicants under Entrance Test- exempt category and admitted, if selected, as above.

- (f) It is mandatory to seriously follow the code of ethics in the DRDC meeting and among their members in all sense in making mutual agreements/ consent etc.

8.4.2.3. Admission and payment of Fees:

The candidates will submit the registration form and pay the required fees **AFTER** their Supervisor and Co-Supervisor, if required, has/has been allotted by the concerned DRDC. The process of admission completes only when a selected candidate has deposited the prescribed fees for Ph.D. registration within the date prescribed for payment of fee failing which shall lead to cancellation of right to admission, and the vacant seat thus created may be given to the next candidate in order of merit.

- 8.5. The Head of the Department shall send a complete list of the admitted candidates along with the necessary details to the CoE with a copy to the Dean of the School within a week from the date of admission.
- 8.6. The records of the merit list of both the Entrance Test qualified candidates and those eligible for direct admission along with their copy of application forms shall be maintained in the respective Department.
- 8.7. Every candidate shall be registered only at the beginning of the term which will continue till the submission of the Ph. D. thesis.
- 8.8. During the period of research, no any full-time Ph.D. scholar shall accept any paid assignment from any other government/non-government organizations apart from Research Fellowship, Research Assistantship/externally funded research project assignments.

9. FEE PAYABLE

- 9.1. Fees payable by a research scholar admitted to the Ph.D. programme shall be as prescribed by the University from time to time. (See Annexure- I)
- 9.2. Full fee, as applicable as prescribed in the Clause 6.2 of this ordinance, shall be payable by the Ph.D. research scholars for all the periods for which extension is granted.
- 9.3. The University teachers, who have been admitted as research scholars, shall pay the fees as prescribed by the University.
- 9.4. If any candidate is already enrolled in the University, she/he shall be exempted from the enrolment fee.
- 9.5. Fees once paid to the University shall not be refunded except the caution money, which shall be refunded to the Ph.D. research scholar within one year from the date of award of the Ph.D. degree or cancellation of admission on any ground, subject to the adjustment of any dues payable by him/her. However, if the candidate leaves the Ph.D. programme or is terminated from the programme within one year of his/her admission, the caution money shall not be refunded.

10. FINANCIAL ASSISTANCE

- 10.1.** Subject to the availability of fellowships, the Ph.D. research scholars, who are admitted as full-time research scholars through Entrance Test (NLCET) would be entitled to CUSB Research Fellowship of such amount as may be decided by the Schools/University and directed by the UGC/MHRD/Government of India from time to time. This award shall be strictly subject to the fulfillment of all the conditions governing such awards. Financial assistance shall not be provided where the research scholar is availing paid study leave or in case of self-financing or in case of paid seat.
- 10.2.** In addition to CUSB Research Fellowship, such research scholars may also be entitled to contingency grant in accordance with the decisions of the University.
- 10.3.** The maximum duration for which UGC Research Fellowship can be awarded to any Ph.D. research scholar is three years extendable one additional year based on the amount of research work done by the scholar and supported in terms of research publications. The financial extension of additional one year shall be granted on the recommendation of DRDC to those Research Scholars who have published at least one research article in UGC Care Listed Journal and presented at least one paper in a recognized National/International Seminar/Conference/Symposia. The DRDC has to ensure that the published and presented research work is a part of the Ph.D. thesis work of the research scholar.
- 10.4.** The Ph.D. research scholar getting financial assistance from an external sponsoring agency, such as UGC, CSIR, ICSSR, DBT, DST, DRDO, etc. shall be governed by the rules and regulations of that sponsoring body as well as of CUSB.
- 10.5.** Foreign research scholars must give proof of financial support for the duration of the Ph.D. enrolment.

11. CANCELLATION OF ADMISSION AND REGISTRATION

- 11.1.** The admission of a Ph.D. research scholar and his/her name shall automatically cancelled and removed from the rolls of CUSB if she/he fulfilled anyone of the following criteria(s) or in any one of the following eventualities or/and critical cases matter shall be put up before the Honorable Vice-Chancellor through the concerned DRDC.
- 11.1.1.** If a research scholar fails to qualify the coursework, she/he may be allowed to reappear only once, within six months of the declaration of the result. If the result is still found unsatisfactory, the concerned DRDC may recommend cancellation of his/her registration.
- 11.1.2.** In case of research scholars who do not possess an M.Phil. Degree and have not passed the theory examination(s) under Part I of M.Phil. in the relevant subject within the minimum period, or have not cleared the Ph.D. coursework examinations within double appearances of the coursework duration, their registration shall be cancelled. For candidates seeking fresh admission within Two (02) years from the date of initial registration, she/he shall be exempted from re-appearing the National Level Common Eligibility test (NLCET) and exempted from appearing the theory paper(s) in which she/he has scored a minimum of 50% and above marks in each paper. Ph.D. coursework shall complete preferably in first year of registration.

- 11.1.3. If the research scholar is absent for a continuous period of FOUR weeks without prior information/sanction of leave. For cancellation of Ph.D. registration in the absence of the candidate, the supervisor may write a letter to the Controller of Examination through the respective DRDC, who in turn informs the same to the research scholar via phone or/and email. If no reply is received within one (01) month, the Ph.D. registration of the candidate shall be cancelled.
- 11.1.4. If two consecutive progress reports of the candidate are unsatisfactory.
- 11.1.5. If the research scholar's research plan proposal/research plan proposal seminar is/are not approved even after the submission of revised/new proposal, followed by fresh seminar.
- 11.1.6. If the research scholar fails to submit the thesis within the maximum stipulated time as provided in these Ordinances.
- 11.1.7. If the research scholar resigns from the Ph.D. programme and the resignation is duly recommended by his/her Supervisor.
- 11.1.8. If the research scholar is found involved in an act of misconduct and/or indiscipline and his/her termination has been recommended by the competent authority.
- 11.1.9. If the research scholar fails to get extension of his/her registration after completion of **SIX years** of the date of his/her initial registration to the Ph.D. programme or/and the provisions contained in these ordinances.
- 11.1.10. If the research scholar lacks interest and motivation of research after completion of coursework.

11.2. Before completing the minimum period prescribed in this ordinance, no candidate admitted to the Ph.D. programme shall:

- 11.2.1. Undertake any employment.
- 11.2.2. Join any other course of study; or
- 11.2.3. Appear in any other examination and/or competitive examination(s) other than research /Ph.D. related.
- 11.2.4. May appear in the courses and/or examination(s) those prescribed by the concerned Department/Supervisor/Co-supervisor/RAC that is relevant for their Ph.D. research work with the prior permission of the DRDC.

Failing which, the admission of a Ph.D. candidate shall be cancelled and his/her name shall automatically be removed from the rolls of CUSB.

Note: Provided further that recommendation/action of cancellation of Ph.D. registration of a research scholar (in the eventualities listed above) may not be taken by the concerned DRDC without serving a show cause notice on the erring research scholar and without giving him/her a chance of hearing in person.

12. TEMPORARY WITHDRAWAL FROM THE PROGRAMME

- 12.1. A research scholar admitted to the Ph.D. programme having successfully completed his/her Ph.D. coursework and minimum period of thesis submission or/and minimum three year of residency period i.e., Three (03) years from the date of joining the Ph.D. programme or/and delivered pre-Ph.D. seminar, may be permitted by the Dean of School, on the recommendation of the RAC and DRDC, to temporarily withdraw from the programme on

some specific (Critical Health issues/critical health issues of spouse, Children and parents/employment in Higher Education Institution/employment in other relevant Institutions having requirements of Ph.D. degree/employment in a position having pay scale equal or higher than the pay scale of Assistant Professor) reasons, and later allowed to join back to complete the research and submit the thesis after one (01) week of joining from withdrawal and without exceeding the maximum prescribed time limit for the thesis submission as per clause of this ordinance i.e., Six (Eight) years for Male (Female/Divyang) research scholar. In case of professional employment, research scholar shall submit NoC from the current employer, relieving and joining certificates/reports to the both sides i.e., from CUSB to the employer of the respective employment and vice-versa.

- 12.2.** The maximum period of withdrawal during the Ph.D. programme may be granted on the request of the research scholar which shall not exceed Six (06) semesters i.e., three years, which can be taken for whole or part of the semester(s). The temporary withdrawal may be permitted for any one of the following reasons:
- a) If the research scholar is suffering due to prolonged illness, supported by medical certificates of the Chief Medical Officer of the District Hospital.
 - b) In the event of prolonged illness of research scholar's parents/spouse, supported by medical certificates of the Chief Medical Officer of the District Hospital or death of research scholar's parents/spouse, supported by death certificate issued by the District Nagar Nigam / Nagar Palika / Municipal Corporation and research scholar is the only care-taker/responsible member of the family.
 - c) If a research scholar gets a professional employment in the government having pay scale equal or higher than the Assistant Professor.
 - d) If a research scholar gets an employment in the Higher Education Institution.
 - e) If a research scholar gets a professional employment other in the relevant Institutions having requirements of Ph.D. degree in the qualification.
 - f) If a sponsored research scholar after fulfilling the minimum period requirement for the submission of the thesis and residency period joins back his/her parent organization.
 - g) Any other event in which the Vice-Chancellor is convinced that the situation faced by the research scholar warrants his/her temporary withdrawal from the programme without exceeding the maximum time-limit provided in these Ordinances for submission of thesis.
- 12.3.** During the period of withdrawal the candidate will be required to pay the prescribed fee, to maintain continuance of his/her Ph.D. registration and she/he need not to submit his/her progress report during the withdrawal period.
- 12.4.** In case of temporary withdrawal, the maximum period of the Ph.D. Thesis submission shall not be extendable. However, in case, reasons of temporary withdrawal as mentioned in Clauses 12.2.(a) and (b), the Honorable Vice-Chancellor of the CUSB shall grant permission of extension of the maximum period without exceeding the maximum limit.

13. RESEARCH COMMITTEES

13.1. Various Committees

Subject to the general superintendence of the Academic Council, the following Committees shall deal with all matters connected with the Ph.D. programme of the University in accordance with these Ordinances:

- a) The University Research Degree Committee (URDC), as per University Ordinance-33
- b) Ph.D. research scholar Admission Monitoring Committee (AMC)
- c) The Departmental Research Degree Committee (DRDC)
- d) The Research Advisory Committee (RAC)

13.2.1 The Ph.D. Research Scholar Admission Monitoring Committee (AMC) shall consist of the following:

- | | |
|---|-------------------------|
| a) Honorable Vice-Chancellor of the CUSB, | Chairperson |
| b) Three faculty members of the University having highest H-index in Science, Humanities and Social Sciences, respectively, | Member |
| c) Coordinator, IQAC of the University, | Member Secretary |

The AMC shall have powers to co-opt such members of the teaching staff having Ph.D. degree and excellent research records and as may be helpful to them in their deliberations. Research activities involve research publication, sponsored research project of government agency, doctoral (Ph.D.) student produced, and research collaboration established. Score shall be counted as mentioned by the UGC recent regulation of Academic/Research Score.

13.2.2. Functions of the AMC

- (a) To take self cognition of any ambiguity occurred in the admission process of Ph.D. in the any department of the CUSB, Gaya.
- (b) To self scrutinize Ph.D. admission process, result, marks given to the candidates etc.
- (c) If any ambiguity, malpractice is noticed/found at any stage of the Ph.D. admission process, AMC shall take strict necessary action to prevent the occurrence of such ambiguity or/and malpractice in future and report the incident to the Academic Council.
- (d) In case of ambiguity, malpractice etc found at any stage of the Ph.D. admission process, the AMC shall cancel the wrong list of Ph.D. admission candidates. In such a situation, the AMC shall reconstitute the DRDC concerned and conduct the fresh admission process in the presence of two nominated members of the AMC. If the AMC thinks/feels depending on the degree of seriousness of the ambiguity /misconduct etc, shall re-conduct the defected stage only and declare the final result.

13.3.1 The DRDC shall consist of the followings:

- (a) Head of Department, **Chairperson**
- (b) All Professors of the Department, **Members**
- (c) One Associate Professor and One Assistant Professor (having Ph. D. Degree) of the Department, according to the seniority, by rotation in every two year, **Member**
- (d) Supervisor and Co-Supervisor (if any) of the concerned Ph.D. scholar, **Invited Member**
- (e) Emeritus Scientists/Emeritus Professors (if any) in the concerned School, **Special Invitee**

Where there are five or less than five teachers in the Department, the DRDC shall consist of the followings:

- (a) Dean of the concerned School, **Chairperson**
- (b) All teachers of the Department, **Members**
- (c) A senior teacher of a sister Department/School nominated by the Dean in consultation with the Head of Department, **Member**
- (d) Supervisor and Co-Supervisor (if any) of the concerned Ph.D. scholar, **Invited Member**

The DRDC shall appoint one of its members as **Member-Secretary**. The DRDC shall have powers to co-opt such members of the teaching staff having Ph.D. degree of the concerned/sister Department/School as may be helpful to them in their deliberations. In the case of Schools consisting of a single department, a senior teacher of a sister School recommended by the Dean of the concerned School shall also be a member of the DRDC.

13.3.2 Functions of the DRDC

- a. Allotment of Supervisor, Co-supervisor and recording reasons for not admitting a candidate.
- b. Recommendation for extension of time for submission of thesis.
- c. Recommendation to pursue a part of research outside the University.
- d. Approval, Assessment and Grading of the Ph.D. Coursework.
- e. Monitoring the research progress of the research scholar.
- f. Approval of Research plan proposal and language of the thesis and related work.
- g. Sanction of duty leave to the Ph.D. scholar.
- h. Assessment of Ph.D. work through pre-submission seminar.
- i. Maintaining the record of research paper publications of the candidate and its authentication.
- j. Recommendation of panel of experts for thesis evaluation.
- k. Assessment of revised thesis for satisfactory compliance, if any.
- l. Arrangement of Viva-voce examination in the absence of the supervisor.

- m. Arrangement / allotment of supervisor and / or co-supervisor as required in the absence of the original supervisor in case of casualty / resignation / on long leave i.e., more than two (02) years.
- n. Recommendation to waive the Viva-voce examination in extraordinary condition or / and unusual circumstances with reason.

13.4.1 The RAC shall consist of the followings:

(a) Supervisor	Convener
(b) Co-supervisor (if any)	Member
(c) One Dean's nominee	Member
(d) One Head's nominee	Member
(e) Internal Subject Expert (inside the department) – Optional	Member
(f) External Subject Expert (outside the department) – Optional	Member

13.4.2 RAC and its Functions

There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the Statutes / Ordinances of the Institution concerned, for each Ph.D. scholar.

This Committee shall have the following responsibilities:

- (a) To recommend for the appointment of Co-supervisor (if not appointed by the DRDC at the time of registration), as per the terms and conditions of eligibility, if required due to interdisciplinary nature of the topic or/and the need of supplementing with expertise;
- (b) To review the research proposal and finalize the topic of research;
- (c) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that she / he may have to do; and
- (d) To periodically review and assist in the progress of the research work of the research scholar.
- (e) In case of research progress is not up to the mark of satisfaction, the RAC shall record the reasons for the same and suggest corrective measures. RAC shall warn or if necessary, shall issue warning letter to the research scholar and report to the DRDC and RAC may call research scholar for further evaluation of progress report in next three months.
- (f) If progress is still not satisfactory or no sign of improvement, RAC shall recommend his / her progress report as "unsatisfactory" and report to the DRDC.
- (g) In case of first unsatisfactory progress report, the monitoring of research progress of such research scholar shall be quarterly. If again not satisfactory, RAC shall once again warn or issue warning letter. Next review of progress shall be complete in the in next three months. In both cases, satisfactory and unsatisfactory, RAC shall report the matter to the DRDC.
- (h) In case of two (02) consecutive unsatisfactory half-yearly progress reports, the RAC may recommend to the DRDC with specific reasons for cancellation of his /her Ph.D. registration.

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Research scholar shall submit his/her progress report in triplet (03 copies) to their supervisor. A research scholar shall appear before the Research Advisory Committee once in six months along with progress report to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the DRDC with a copy to the research scholar.

In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the DRDC with specific reasons after two successive unsatisfactory reports for cancellation of the registration of the research scholar.

- 13.5. A teacher who is not eligible to guide a Ph.D. scholar as per Clause 14.2.1 of these Ordinances can become a member of any of the research committees mentioned above, if she/he is holding a position of Dean/Head.
- 13.6. The DRDC shall not, under any circumstances, make any recommendation which is not in conformity with these Ordinances or such other directions as may be issued by the URDC or the Academic Council from time to time in relation to the Ph.D. programme. Any recommendation/decision/suggestion made by the DRDC under any unforeseen circumstances which is not in conformity with these Ordinances or is outside its jurisdiction or scope, the same shall be deemed to have been cancelled.

14. SUPERVISOR AND CO-SUPERVISOR

14.1. Appointment of Supervisor and Co-Supervisor:

- 14.1.1. Every registered candidate shall be assigned an eligible Research Supervisor by the DRDC of the concerned Department in the manner laid at Clause 8.2 of these Ordinances. The DRDC may, if necessary, assign an eligible Co-Supervisor, in the same manner.
- 14.1.2. Every candidate who applied through online application form during the year may be allowed to work with any qualified Research Supervisor of the concerned department till the final admission of the candidate by the DRDC of the department concerned during the registration period. If the candidate fails to take admission in the concerned department, his/her permission to do research work will be automatically cancelled.
- 14.1.3. The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by scholar at the time of interview/viva voce/interaction.
- 14.1.4. At the time of registration, a tentative topic/title or working topic/title shall be decided by the scholar in consultation with the assigned supervisor. The final topic/title may be decided by the concerned supervisor based on the research outcome of the Ph. D. research work of the scholar. The minor change of the title may be recommended by the RAC of the concerned scholar and approved by the DRDC of the concerned department before the thesis submission. In case of topics/title which are of inter-

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disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/School/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions. The status of the outside Institution/University shall be either at par with CUSB or higher, i.e., either NAAC graded A, or/and NIRF ranking below 101 or/and Institutions of National Importance or/and Government Accredited Research Institutions or/and any Foreign Higher Education Institution having world ranking below 500 or/ and Foreign Government-Funded Institutions. If a foreign academician is interested in serving as a co-guide/co-supervisor considering the stipulated conditions, for a research scholar then a case-by-case consideration can be made.

- 14.1.5.** As the best practice, co-supervisor can be appointed at the time of admission, if required. However, if research scholar and supervisor both feels the expertise or need of the co-supervisor in their Ph.D. research program, they may proceed for the same to seek the recommendation of the DRDC of concerned Department at any stage of their Ph. D. programme considering the basic guidelines of the co-supervisor and Ph.D. thesis submission requirements.
- 14.1.6.** The part-time (external) research scholar shall normally have one Supervisor from the University and another from the parent organization (Co-Supervisor), where she/he will be carrying out the research work (such candidate will submit a certificate from the Co-Supervisor to the effect that she/he did work under the Co-Supervisor during the period). The Supervisor and Co-Supervisors shall consult each other in all matters pertaining to the progress of the research work of the candidate.
- 14.1.7.** In case a candidate is permitted to do a part of his/her research work at a place outside the University for a period of one semester or more, the person who will be looking after the research work of the candidate at the outside organization for more than one year shall be appointed as Co-Supervisor.

14.2. Eligibility of Ph.D. Supervisor:

- 14.2.1.** Any full-time regular Professor of CUSB with at least Ten (10) research publications in the UGC Listed/UGC CARE-listed journals out of which Five (05) research publications shall be after the award of his/her Ph.D. degree, and any full-time regular Associate Professor of CUSB with a Ph.D. degree and at least Six (06) research publications in the UGC Listed/UGC CARE-listed journals out of which Three (03) shall be published after the award of his/her Ph.D. degree, any full-time regular Assistant Professor of CUSB with a Ph.D. degree and at least Three (03) research publications in the UGC CARE-listed journals out of which One (01) shall be published after the award of his/her Ph.D. degree, may be recognized as Research Supervisor. In case of any clarification that is required on research publication of a teacher or any ambiguity in any other related issues, the opinion of the Dean of the concerned School and the DRDC of the Department of the teacher shall be sought for approving a faculty as Research Supervisor.
- 14.2.2.** Provided that in areas/disciplines where there is no or only a limited number of refereed journals are available, the URDC may relax the above condition for recognition of a

faculty as a Research Supervisor with reasons recorded in writing with the approval of the Honorable Vice-Chancellor of the University.

- 14.2.3. Only a full time regular teacher of the University can act as a supervisor. The external supervisors are not allowed. However, co-supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from outside the department/Institution/University with the recommendation of the Research Advisory Committee of the concerned scholar and approved by the DRDC.
- 14.2.4. Scientist/Scientific Officer/Research Officer/UGC-Faculty Recharge faculty/ INSPIRE Faculty, who is appointed for a period of not less than 5 years in the University and who holds Ph.D. degree along with the criteria mentioned in the Clause 14.2.1 of this ordinance shall also be eligible to guide Ph.D. scholars provided she/he still has three years of service period for the University from the date of the registration of the scholar.
- 14.2.5. If a teacher working in a department different from his/her specialization wishes to guide a candidate in the subject in whom the teacher holds the Ph.D. degree, she/he may be appointed as the supervisor/co-supervisor of the candidate. However, the candidate shall be admitted only in the specialized department corresponding to the subject of the research of the candidate, in accordance with the normal procedures laid down for admission.
- 14.2.6. Emeritus Professor/Scientist/Fellows/reappointed-faculty, appointed by the University or any national organization, shall be eligible to guide Ph. D. scholar, provided that after retirement she/he consents to continue to supervise the candidate and have at least published Fifty (50) research papers/articles in the journal of national and international reputes or in the UGC CARE Listed journals and successfully produced Six (06) Ph.D. scholars, subject to the recommendation of the DRDC and the approval of the URDC.
- 14.2.7. A faculty member who is going to retire within the next three years shall not be appointed as a supervisor, but shall be appointed as a co-supervisor. However, she/he can continue to be the supervisor even after his/her retirement for his/her ongoing research scholar till their final Viva-Voce Examination provided that the DRDC is convinced of his/her availability for continued guidance to the candidate already registered with him/her. However, if she/he available and wants to guide research scholar can do as co-supervisor.
- 14.2.8. A teacher who has retired/resigned from the University service may continue to be the supervisor, if his/her research scholar has fulfilled the minimum period requirement for the submission of the thesis as per Clause 6.1 and the scholar so desires.
- 14.2.9. In case where the supervisor of the candidate is appointed in a sister Department of the University, provision for transfer of candidates pursuing research under his/her supervision in the earlier Department shall be available provided the candidate opts for it and the DRDC of the concerned Department agrees to the proposed transfer. However, the research scholar, subsequent upon transfer, shall be governed by the Ordinances of the Department to which she/he is transferred.
- 14.2.10. In situations such as non-availability or absence of the research supervisor or absence of the research supervisor from department for more than six months, research problem involving specializations other than that of the research supervisor and interdisciplinary nature of the research problem, and there is no co-supervisor earlier

appointed then the research supervisor can nominate a co-supervisor with the approval of the concerned DRDC duly recommended by the RAC and supervisor.

- 14.2.11.** In case, any person joined CUSB as teaching faculty on full time regular position. Their all research scholar registered at the previous university shall get registration provided they have to full-fill the admission criteria as mentioned in this ordinance. Their previous registration period shall be counted at CUSB and they shall avail all benefits as initially registered research scholar of CUSB gets.

14.3. Quota of Ph. D. Supervisors






- 14.3.1.** The Ph.D. ordinance related to quota of Ph.D. Supervisors shall be in consonance with the provision laid down in Clause 6.5 of UGC Ph.D. Regulation-2016 which is as under:
- 14.3.2.** A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of Six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.
- 14.3.3.** The Chairperson of the department concerned should keep record of the number of scholars/students working under a Supervisor, in his department and before recommending the name of a Supervisor/Co-Supervisor, she/he will ensure that the number of research scholars working under that supervisor is within the limit laid down.
- 14.3.4.** A seat with Research Supervisor will be considered vacant immediately on the submission of the Ph.D. thesis of the research scholar.
- 14.3.5.** In case a Co-supervisor is also appointed, the research scholar shall be counted towards the quota of both the Supervisor and the Co-supervisor.
- 14.3.6.** All research scholars including the teachers registered for Ph.D. except those referred in Clause 14.3.5 be counted within this quota.
- 14.3.7.** In case of the Ph.D. scholar enrolled under joint supervision (Supervisor and Co-supervisor) the seat / quota would be counted as half for each of the supervisors.
- 14.3.8.** As a special case and on request, an Assistant Professor approved for guiding Ph.D. scholar is allowed to supervise 06 Ph.D. scholars after completion of thirteen (13) years of continued service. Similarly, an Associate Professor after 3 years of continue service be allowed to enrolled 08 students for Ph.D. Programme.

14.4. Leave, deputation, Resignation of supervisor

- 14.4.1.** If the supervisor of a research scholar proceeds on leave for a period of more than 12 months, or she/he proceeds on leave for a period of fewer than 12 months, but later extends his/her leave beyond 12 months, then, (i) If student want to continue his/her research under the same supervisor he/she shall be allotted a co-supervisor till his/her completion of the Ph.D. program, otherwise upon the request of Ph.D. scholar a new supervisor will be allotted by the concern DRDC, (ii) if the research scholar completed his/her residency period or submits the abstract of the thesis or the thesis itself before

the supervisor proceeds on leave, then the existing supervisor shall continue to be the supervisor.

- 14.4.2. Further, provided that if the supervisor of a research scholar proceeds on lien/deputation to another Institution/University for a period of more than 12 months, the RAC/DRDC/URDC may permit a research scholar to complete his/her research work under the same supervisor in new Institution/University provided consents of the Supervisor, along with a co-supervisor (CUSB) allotted by the concern DRDC and NoC from the new Institution/University. The RAC/DRDC/URDC has to be convinced that the facilities available in the host institution are adequate for successful completion of research work. If a research scholar submits his/her Ph.D. thesis before lien/deputation is over the supervisor shall be as supervisor otherwise supervisor shall get all due credit of the co-supervisor and co-supervisor will get the credit of supervisor.
- 14.4.3. If the supervisor of research scholar expires or is terminated from the University service, she/he shall cease to be the supervisor.
- 14.4.4. If the supervisor of a research scholar is under suspension due to financial or/and administrative charges, she/he shall cease to be the supervisor during the entire period of his/her suspension and a co-supervisor shall be appointed for the entire duration of the PhD thesis of the research scholar. If the supervisor of a research scholar is under suspension due to sexual harassment / gender offences, she/he may cease to be the supervisor during the remaining period of his/her service. However, if he/she shall be found innocent and his/her suspension was revoked than Vice-Chancellor may allow him/her to be a supervisor. If the suspension of the supervisor is not revoked before the submission of the thesis, the co-supervisor shall deemed to be supervisor for the research scholar and the DRDC of the concerned department shall accord approval there to before the submission of thesis.
- 14.4.5. If a teacher, except for the one governed by the Clauses 14.2.1 to 14.2.4 retires/resigns from the university service, she/he shall cease to be the supervisor.
- 14.4.6. In all cases, where the existing supervisor of a research scholar ceases to be the supervisor, the DRDC shall appoint the co-supervisor, if any, as the supervisor of the research scholar, provided the co-supervisor is from the same discipline. If there is no co-supervisor for the concerned research scholar or the co-supervisor is from a different discipline, then the DRDC shall appoint an eligible and suitable supervisor from the department and shall transfer the research scholar. In an extraordinary situation, if there is no vacant seat available with a suitable supervisor, the transferred scholar seat shall be treated as supernumerary and shall be exempt from any other conditions.
- 14.4.7. In the event of a conflict or for some personal reasons between Supervisor and Ph.D. research scholar, transfer of Supervisor with mutual consent can be approved by the concerned DRDC, provided a supervisor with a vacancy of the Ph.D. quota gives consent to accept the research scholar. The DRDC shall amicably resolve the issues considering the gravity of the conflict. The DRDC shall propose to cancel the research scholar's registration only when all possibilities and options for resolving the problem are exhausted. However, we should not deviate from the code of conduct and any kind/type of ethics.

15. Ph.D. COURSEWORK

15.1. Duration, backlog and other provision for course work

- 15.1.1. A research scholar seeking admission to a Ph.D. programme in any discipline shall be required to complete a coursework approved by the Academic Council during the initial one or two semesters for a minimum period of one semester. However, this period can be extended for another semester as per the requirement of the department. It will be mandatory for the candidate to qualify in the course work of the concerned department as per the norms prescribed in these Ordinances.
- 15.1.2. The backlog examination of Ph.D. Course Work not cleared in the first semester may be conducted within one month from the declaration of the result. If a research scholar fails to clear the backlog examination, she/he will have to repeat the course work in the second semester. In case course work examination is conducted in second semester and a research scholar fails to clear the same, she/he will only have option to appear in the backlog examination within one month and shall not be permitted to repeat the semester. Under no circumstance any Ph.D. scholar will be allowed to continue beyond one year and if she/he fails to clear the course work his/her registration shall be cancelled.
- 15.1.3. Research scholars who are already holding the M.Phil. Degree and admitted to a Ph.D. programme, or who have already completed course work in an M.Phil. and have been permitted to pursue a Ph.D. in an integrated course, may be allowed to pursue a Ph.D. program and the DRDC may waive them from the coursework, provided the research scholars fulfill the minimum credit requirement prescribed by the department. Such research scholars will be issued a Ph.D. Coursework Exemption Certificate by the University. All other research scholars seeking admission to the Ph.D. programme will have to successfully complete the Ph.D. coursework as prescribed by the department.

15.2. Credit, Lecture mode, Attendance, and Evaluation

- 15.2.1. Ph.D. Coursework will be a minimum of 08 credits and a maximum of 16 credits.
- 15.2.2. At least four credits will be given to one or more courses on research methodology in the Ph.D. course covering areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, fieldwork, etc.
- 15.2.3. All the courses will be advanced level course to prepare students for pursuing advanced level research for the Ph.D. programme.
- 15.2.4. A two credits course on Research and Publication Ethics as prescribed by UGC is compulsory.
- 15.2.5. The details of courses, course credits and other related matters will be determined as per the ordinances of the department concerned.
- 15.2.6. A minimum of 75% attendance in the coursework will be mandatory for the research scholars for full time and part time (external/external).
- 15.2.7. The details of courses, course credits and other related matters not provided in this Ordinance shall be prescribed in accordance with the UGC Guidelines and Ordinances.

The evaluation of the paper / course related to Ph.D. coursework will be done by the course instructor(s). A PhD scholar must obtain a minimum of 55% marks in the UGC 7 point scale or its equivalent grade (or equivalent Grade/CGPA by whatever grading system is followed) in the course work and submit the thesis while continuing with the program. In case of any discrepancy related to evaluation or subject matter, the RAC and DRDC will be consulted. The grades will be finalized after a joint evaluation or a thorough overview of the subject-matter related work.

- 15.2.8.** Courses (Course codes 901 and 902) will be evaluated by the respective course instructor(s) or faculty member(s). And the evaluation report will be sent through DRDC to the office of the Controller of Examinations. The end semester examinations of these courses will be of 100 marks. The calculation method of grades for these courses will be the same as for the respective PG courses and will not be placed before the examination board.
- 15.2.9.** The allotted maximum of 100 marks of course code 903 will be divided into two parts, 75% for writing the research proposal plan and the remaining 25% for Research Plan Proposal presentation. This evaluation will be done jointly by the RAC concerned and DRDC, and the marks obtained by the PhD scholar will be submitted to the office of the Controller of Examinations through the DRDC.

15.3 Part-time (External) Scholars

- 15.3.1** The part time research scholar shall have to complete six months course work in the concerned Department of CUSB.

15.4 Part-time (Internal) Candidates

- 15.4.1** Teaching employee of Central University of South Bihar Gaya, holding a full-time regular position registered as PhD Scholar shall complete his/her coursework alongside performing his/her duties. DC must provide a written commitment in this regard.
- 15.4.2** Non-Teaching employee of Central University of South Bihar Gaya, holding a full-time regular position registered as PhD Scholar shall complete his/her coursework. Non-teaching employee shall take suitable leave to complete the coursework.

15.5 Foreign Candidates

- 15.5.1** Foreign research scholars will be provided with two options for coursework. Foreign research scholars will choose any one option according to their ability at the time of Ph.D. registration.
- 15.5.2** Option No. 1 - Ph.D. course work that normal Indian research students will complete.
- 15.5.3** Option No. 2 - The foreign research scholar will have to give a weekly seminar of 25 minutes seminar + 05 minutes oral Q&A in front of the teachers in the department, which will be evaluated after the seminar and the Q&A by the teachers present in the round of 15 marks. This seminar will be held once in every week. In this way, in a semester the research scholar will have to give at least 20 weekly seminars and only 50% of all the marks obtained in it will be taken into the final sum. In this way the research scholar will be able to get maximum 150 marks from weekly seminars.

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- 15.5.4** The Supervisor and Co-Supervisor (if any) will have to submit the monthly plan of the seminar in advance to the office of the Controller of Examinations through the Head of the Department. To the foreign research scholar, every quarter, a 40-minute seminar and 20-minute oral Q&A will be conducted by the DRDC of the concerned department and the concerned RAC, which will be evaluated in rounds of 50 marks. In this assessment, all the teachers present in the seminar will participate. The foreign research scholar will have to give a half yearly seminar of 45 minutes and 15 minutes of oral Q&A before the Dean of the School, DRDC of the concerned department and in the presence of the RAC concerned which will be evaluated in a round of 100 marks. The marks of each seminar will be deposited in the office after the signature of the head of the department after the seminar. The foreign scholar will be able to obtain a maximum of 50 marks from the quarterly seminar and a maximum of 100 marks from the seminar given at the end of the semester. Therefore, the total marks of the research scholar will be 300 marks.
- 15.5.5** It will be mandatory for the foreign research scholar to obtain 55% marks in order to pass the Ph.D. coursework from option number 2. All the marks will be sent to the office of the Controller of Examinations along with the marks of the students of general course work.
- 15.5.6** The topic of the weekly seminar will be determined by the Supervisor and Co-supervisor (if any) of the foreign research scholar. The Supervisor and Co-Supervisor (if any) are required to send a quarterly report about the overall development of the foreign research scholar to the office of the Controller of Examinations through RAC and DRDC.
- 15.5.7** After one unsatisfactory quarterly report, the concerned DRDC will issue a warning letter to the foreign research scholar informing him/her about his/her shortcomings. Thereafter, the Supervisor and Co-Supervisor (if any) will have to focus more on assessing and enhancing the overall development of the foreign research scholar. And every month the overall development report will have to be submitted, and after three consecutive unsatisfactory monthly reports, the recommendation to cancel the Ph.D. registration of the foreign research scholar will be made by the concerned DRDC, to the honorable Vice-Chancellor of CUSB.






16. PERFORMANCE EVALUATION

16.1. Progress Report:

- 16.1.1.** The RAC and DRDC shall monitor the academic/research progress of each research scholar. For this purpose, the research scholar shall submit a progress report on a prescribed proforma (**Annexure- C**) in triplicate, at the end of each semester to the DRDC through his/her Supervisor and Co-supervisor, if any. The RAC shall submit research scholar's progress report along with their specific comments/suggestion to the DRDC for its recommendations.
- 16.1.2.** In the last week of each semester, research scholar shall make presentation on the progress of his/her research work done during the whole semester through a seminar along with their progress report before the concern RAC in the presence of their

Supervisor and Co-supervisor, if any. The RAC shall evaluate the progress made by the research scholar and submit its recommendations to the concerned DRDC.

- 16.1.3. In the first week of the next semester, all Ph.D. research scholars' progress reports in triplet will be put up by their Supervisor and/or Co-supervisor before the respective DRDC with their recommendations. For a specific date, the university academic calendar shall be followed. After the DRDC recommendations, a copy of the progress report shall be given to the respective research scholar and his/her supervisor, and a copy will be kept as a record in the office of the Department Head, and minutes of the DRDC meeting shall be sent to the office of CoE for information and necessary action, if any.
- 16.1.4. In case of adverse comments/recommendation of the RAC, the DRDC may request Supervisor and Co-supervisor, if any, to ask the research scholar to present his/her progress through a seminar before the DRDC and justify their case. The chairperson of the DRDC shall forward the progress report with specific recommendations to the office of Controller of Examinations and a copy to the Dean of the concerned school for their consideration and needful action.
- 16.1.5. A research scholar's progress in any semester shall be considered unsatisfactory, if the research scholar is absent for a period exceeding the period specified in section XIII and/or his/her research progress be less than a lowest level as per his/her R.A.C. assessment.
- 16.1.6. The research scholar shall submit his/her research progress reports for each semester till the submission of the thesis. The last research progress report of the candidate shall be submitted to the office of the Controller of Examinations, in the manner prescribed, along with submission of his/her PhD thesis.
- 16.1.7. A research scholar who has been admitted to a Ph.D. program under Clause 7.2.10 of this Ordinance shall produce a certificate from the Head of the Department of his/her previous Institute for the period she/he has done research work there. She/he will also submit all the last six monthly research progress reports duly forwarded by the parent department / institution along with a detailed report of the research work done in the previous institution certified by his/her former Head of Department. However, for the remaining period of research at this University, she/he will submit research progress reports at the end of each semester until the submission of the thesis.
- 16.1.8. A research student who is registered in a Ph.D. program under Clause 4.2 (a) or (b), i.e. part-time (internal/external) Ph.D. research scholar, will deliver a lecture on the progress of his/her research work carried out during the current semester. These lectures will be held through online or offline or blended mode in front of their Supervisor and Co-Supervisor, if any, and the RAC concerned. Their research progress report (in triplicate) will also be placed before the committee. Apart from this, it is mandatory that such scholars will present at least two seminars in the concerned department or school open for all. The respective RAC will forward its recommendation to DRDC based on the lectures and research progress report submitted.

16.2. Research Plan Proposal:

- 16.2.1.** The research proposal is usually accompanied by a RAC report, separately in about 4 to 6 pages containing the introduction/preamble, definition of problem, approach, methodology, expected results/outcomes and references. The proposal shall also indicate the tentative topic/title of the research, although it may not necessarily contain the exact title/topic of the thesis.
- 16.2.2.** The RAC shall evaluate the research plan proposal submitted by the research scholar. Ph.D. research scholar shall deliver a detailed presentation called **"Research Plan Proposal Seminar"** before the R.A.C. and D.R.D.C. in defense of his/her submitted research proposal.
- 16.2.3.** The **"Research Plan Proposal"** of the research scholar shall be submitted to the D.R.D.C. by the R.A.C. along with their clear recommendations and/or comments and/or suggestions, if any.
- 16.2.4.** The D.R.D.C., if satisfied with the research plan proposal, shall approve the same along with the topic/title of research, and shall forward its recommendation to the office of Controller of Examinations with a copy to the Dean of the concerned School.
- 16.2.5.** If the D.R.D.C. is not satisfied with the quality of the research plan proposal of the research scholar, from the comments or/and suggestions of the R.A.C., the research scholar shall submit a revised/new research plan proposal within one month and a fresh seminar will be held before the R.A.C. and D.R.D.C. A fresh assessment will be made on the basis of the research student's revised/new research plan proposal, his/her presentation and answers to the questions given in support of the research plan.
- 16.2.6.** If the research scholar fails to submit the research plan proposal at the end of the coursework and/or at the end of second semester or the research plan proposal of the research scholar is not approved by D.R.D.C. even after following Clause 16.2.4 is done. In such case the admission/registration of the research scholar will be treated as cancelled.
- 16.2.7.** The all above conditions as mentioned in Clause 16.2.1 to 16.2.7 of this ordinance are equally applicable for all types of part-time research scholars.

17. LEAVE AND ATTENDANCE

17.1. Leave Rules

- 17.1.1.** A Ph.D. research scholar shall be eligible to avail a leave of 30 days in an academic year. This leave shall include all type of leaves such as casual leave and leave for seminar/conference/research methodology workshop etc. She/he shall not be entitled to any inter-semester break, winter and summer vacations. Furthermore, she/he is entitled to an additional leave of up to 10 days on medical grounds in an academic year. The aforesaid leave provisions are cumulative. Further, male/female candidates shall be eligible for paternity/maternity leave as per University rules. In case of medical emergency the leave may be extended by the Chairperson, the U.R.D.C. on the recommendations of D.R.D.C. in case of more than 30 days medical leave including emergency, the residency period shall be extended for the duration of leave.

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- 17.1.2.** In addition, a research scholar shall be entitled for Duty Leave of maximum six months for field (including library visit /Survey) laboratory work in India or maximum of one year for the same work abroad. This shall be sanctioned by D.R.D.C. after due recommendations of R.A.C. of the research scholar.
- 17.1.3.** In special case or/and under any collaborative research requirements, research scholar shall be entitled to do part of his/her Ph.D. thesis research work abroad or/and outside the C.U.S.B. initially for one year and extendable yearly up to without exceeding maximum duration of the Ph.D. thesis submission. During this period research scholar is on duty leave and she/he shall submit his/her progress report in due time through email and present their research progress report through online mode before his/her respective R.A.C., failing which this leave will stand automatically terminated. This special leave shall be sanctioned by D.R.D.C. after due recommendation of R.A.C. of the research scholar. The Chairperson of the D.R.D.C. shall forward the approved special duty leave to the office of Controller of Examinations with a copy to the Dean of the concerned School for necessary action and record.
- 17.1.4.** Any leave less than a couple of week shall be granted by the Head of the Department on the application of the candidate duly forwarded by the Supervisor/Co-supervisor (if any).
- 17.1.5.** Any research scholar is entitled to avail the above mentioned leave after successful completion of their Ph.D. coursework except medical leave and 15 days individual leave in case of emergency.

17.2. Attendance Requirements

- 17.2.1.** A research scholar is required to sign on all working days of the University in an attendance register to be kept in the concerned Department's office except when she/he is on duty/sanctioned leave as per Clause 16.1.
- 17.2.2.** A research scholar, who is pursuing Ph.D. coursework as a part of his/her Ph.D. programme, is expected to have at least 75% attendance in each course. However, 15% of the required attendance may be condoned by the Dean of the concerned School for cogent reasons as per university rules.
- 17.2.3.** The Supervisor shall issue the attendance certificate duly endorsed by the Head of the Department and the Dean of the concerned school for submission to the Controller of Examinations.
- 17.2.4.** A research scholar, who is pursuing Ph.D. coursework as a part of his/her Ph.D. (internal/external part-time) programme, is expected to have at least 75% attendance in each course. However, 15% of the required attendance may be condoned by the Dean of the concerned School for cogent reasons as per university rules.
- 17.3.** The attendance requirements and leave rules shall be applicable to the part-time (external) research scholars also during their stay in the University.
- 17.4** Research scholars shall be required to attend lectures (colloquium/guest/special/etc/not directly related to their coursework) and participate in seminars/departmental seminars/group seminar/sectional seminar/etc arranged in the Department during the Ph.D. coursework. The minimum percentage of such lectures to be attended during the coursework shall be 75%. This is certified by their supervisor/co-supervisor, if any.

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- 17.5. It is the responsibility of the D.R.D.C. of the concerned department and each faculty members to deliver at least two lectures on the topic of their research interest and organize at least two lectures by the well-known scholar(s) of the subjects in the department during the coursework in any suitable mode (i.e., online or offline or blended).

18. SUBMISSION OF THE THESIS

18.1. Minimum Requirement for the thesis submission

If the Supervisor/Co-Supervisor (if any) agrees that the research scholar has achieved or completed the following criterion, may proceed to submit his/her thesis.

- 18.1.1. A piece of original research work characterized either by the discovery or new facts, or by a fresh interpretation of facts or theories. In either case, it should show the research scholar's capacity for critical examination and judgment. It must be satisfactory as far as its content of facts, language and presentation are concerned.
- 18.1.2. The Ph.D. research scholar should have at least one (01) published and one (01) accepted research paper based on his/her research work in Social Sciences Citation Index (SSCI)/ Arts & Humanities Citation Index (AHCI) Journals/Scopus Indexed Journals/ UGC CARE Listed Journals before submission of the thesis in Arts, Humanities and Social Sciences and Languages, and for Science subject, at least one (01) research paper should have been published and one (01) accepted in Science Citation Index (SCI)/Science Citation Index Expanded (SCIE) Journals/Scopus Indexed Journals/UGC CARE Listed Journals before submission of the thesis in which at least his/her Supervisor and/or Co-supervisor (if any), should be one of the co-authors. The reprints/proofs/pre-prints/acceptance letter of the papers shall be attached at the end of the thesis. This has to be certified by the Supervisor/Co-supervisor (if any) and the Head of the Department. It should also be attached at the end of the Ph.D. Thesis.
- 18.1.3. The Ph.D. research scholar should make two paper presentations (oral or poster) either online or off-line or blended mode in each, the national and International conference/seminars/workshops/symposium/meeting before the submission of the thesis and produce evidence for the same in the form of a presentation certificate/paper published in the claimed event(s) proceeding(s) and research scholar is the main presenter. This has to be certified by the Supervisor/Co-supervisor (if any) and endorsed by the Head of the Department.
- 18.1.4. Publications in the Proceedings of Conferences / Seminars / workshops / symposium / meeting should not be considered as a research paper. The research scholar whose at least two research papers have been published or/and accepted for publication in the journals mentioned in Clause 18.1.2 of this ordinance, may be allowed to submit the synopsis and the thesis.

18.2. Pre-submission Seminar

- 18.2.1. In case of issues related to Intellectual Property Rights (IPR) necessary patents shall be filled before disclosure in the pre-submission seminar.

- 18.2.2. On completion of the research work for the Ph.D. by a research scholar, the supervisor shall organize a pre-submission seminar, in consultation with the Head of the Department/Dean of the School to apprise the teachers and other research scholars of the Department/School of the research scholar's work and receive suggestions for improvement of the research work. The D.R.D.C. shall assess the work of the candidate through this seminar. The supervisor of the research scholar shall be the convener of the pre-submission seminar. If the D.R.D.C. is not satisfied with the quality of the work of the candidate, then the candidate shall do further work incorporating the suggested improvements, and deliver a fresh pre-submission seminar after a definite period specified by the D.R.D.C., however, not before one month.
- 18.2.3. It is required by the research scholar to provide a hard/soft copy of synopsis/summary/report that can reflect the gravity of his/her Ph.D. research work, to all the members of the D.R.D.C./R.A.C., well in advance / before the presentation. The Supervisor/Co-supervisor (if any), of the research scholar shall circulate the achievements and/or findings of the research scholar among the members during the pre-submission seminar.
- 18.2.4. The exact title of the thesis shall be approved by the D.R.D.C. with the recommendation of the R.A.C. and Supervisor/Co-supervisor (if any) before the pre-submission seminar.
- 18.2.5. If the D.R.D.C. is satisfied with the pre-submission seminar of the research scholar, the Chairperson of the D.R.D.C. shall forward the application of the research scholar for submission of the thesis along with a certificate about the satisfactory completion of the pre-submission seminar (**Annexure- E**) and the exact title of the thesis to the office of Controller of Examinations with a copy to the Dean of the concerned School.

18.3. Submission of the Thesis

- 18.3.1. The research scholar is required to submit the thesis within six months from the date of his/her pre-submission seminar (without exceeding the maximum time limit for the submission of the thesis as laid down in Clause 6.2), failing which she/he shall be required to deliver a fresh pre-submission seminar. There is no minimum time limit in this case, however, in general/practice pre-submission seminar and thesis submission should not be the same date.
- 18.3.2. Any extended or normal registration period left beyond the date on which the thesis is forwarded for submission, as aforesaid, shall be deemed to have been terminated on the said date.
- 18.3.3. The research scholar shall submit the thesis to the Controller of Examinations, duly forwarded by the Head of the Department. While submitting the thesis the research scholar shall submit the followings:
 - (a) TWO copies and one soft copy (in a CD by hand or through email in the pdf format) of the abstract/synopsis of the thesis type-written or/and both side printed 3 to 6 A4 size pages in Times New Roman, font size 12 describing the salient features of his/her investigations/findings duly forwarded by his/her Supervisor and Co-supervisor (if any) and Head of the department shall be submitted to the office of the CoE. The abstract/synopsis of the thesis including Table of Contents shall be written in English

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provided a translation of the same in Hindi is also appended, must be forwarded by the Supervisor and Co-supervisor (if any), to the Head of the Department for consideration by the D.R.D.C. The CoE office of the CUSB will provide a suitable template for writing the abstract/ synopsis in LaTeX and in doc formats.

- (b) TWO copies and one soft copy (in a CD by hand or through email in the pdf format) of the thesis in English (for subjects other than languages) as per the format given in **Annexure- B**. The thesis must be forwarded by the Supervisor and Co-supervisor (if any), to the Head of the Department for forwarding. The maximum length of the thesis should not exceed 250 to 300 pages (not beyond 300 pages) (A4 size, both side typed matter) pages, excluding bibliography, tables, diagrams and published papers or manuscripts along with the thesis. Thesis also should not be less than 50 pages in total. Exemption from page restriction shall not be entertained under any circumstances.
- (c) The title of abstract/synopsis and thesis shall be the same. The thesis and abstract/synopsis should NOT be hard bound and it should have a thin and flexible cover. Hard bound **final thesis (FOUR copies)** will be submitted after incorporation of all suggestions and corrections by the external examiners of the thesis evaluation in the office of CoE through Proper Chanel and after this Final Viva-Voce Examination shall be conducted.
- (d) A declaration by the Ph.D. scholar shall be given as per the format prescribed in **Annexure- D** along with **Annexure – D – 1**.
- (e) A certificate of successful completion of the coursework and pre-submission seminar shall be issued by the Head of Department as per the format given in **Annexure- E**.
- (f) A copyright transfer certificate as per the format given in **Annexure- F**.
- (g) The abstract/synopsis and thesis shall not be accepted by the office of the Controller of Examinations if the research supervisors do not submit the list of panels of examiners along with their consent email for the adjudication of the thesis in a sealed cover and if the Certificate of Genuineness of Research Publication (with the first page of published paper) is not enclosed at the time of submission of the abstract/synopsis and thesis.
- 18.3.4.** The research scholar shall also submit one copy of the final thesis and one copy of the abstract/synopsis to the Supervisor, Co-supervisor, as the case may be.
- 18.3.5.** The thesis shall contain all required certificates such as a copyright certificate, Certificate of Genuineness of Research Publication, acknowledgement of the research scholar, etc., at the beginning of the thesis on a separate page (**Annexure- F**). A sample copyright format is given below: **Copyright © Central University of South Bihar, India, 2016. All rights reserved**, written / typed at the bottom on a separate A4 page.
- 18.3.6.** Thesis shall contain a short CV of the research scholar and proof of publications in terms of the published papers of the thesis work in the journals, conference/ symposium/ workshop certificates, papers published in the proceedings of the thesis work, list of research publication, list of conference/ seminar/ symposium attended or/ and presented, list of honors/ awards received etc., at the end of the thesis.
- 18.3.7.** In order to promote Hindi as local language or Local language in higher education and research in view of the National Education Policy (NEP) - 2020, the research scholars are

- generally encouraged to submit an additional copy of the final thesis written in Hindi, which will be kept in the University Library for reference.
- 18.3.8. No tuition fee shall be collected by the institutions from the research scholars after submission of the thesis.
- 18.3.9. The research scholar may incorporate in the thesis; the contents of any work published by him/ her on the subject during the course of his/her Ph.D. and shall indicate the same in the thesis. If any content of the published work has been incorporated in the thesis of one of the authors, then the same content cannot be included by any of the other authors for award or any degree or diploma i.e., the contents of the submitted thesis shall not be the part of any other degree of diploma or certificate even for the original research scholar. If Ph.D. thesis contains any unpublished work, it shall be published later keeping the original research scholar as first author in the light of code of general ethics of research publication.
- 18.3.10. The office of CoE will prefer to send abstract/synopsis and thesis by email to the selected external thesis examiner and make sure their receiving through email/phone call. If examiner prefers hard copy of the thesis, hard copy of the same will be dispatched by the surface mail by the CoE office.
- 18.3.11. A thesis once submitted cannot be re-submitted except when the examiner recommends for the revision of the thesis.

19. THESIS EVALUATION PROCEDURE

19.1. Panel of Examiners

- 19.1.1. The Supervisor and / or Co-supervisor (if any) shall preferably submit two separate panels of examiners, (Professor/Scientist/Researchers of equivalent grade only) one panel containing two (02) examiners from abroad, and the other panel containing Six (06) examiners from India in which at least Five (05) must be from outside the State of Bihar for consideration of D.R.D.C. after the pre-submission seminar or at the time of thesis submission of the research scholar. The people, who are/were not in employment of the University, and those who shall be eminent scholars and specialists in the area of the thesis, normally not more than one from the same Department of a particular University / Institute, can be the external examiners. It is expected that those who have retired from CUSB, may not be appointed as external examiners. The two examiners from the same city, but from different institutions may be suggested in the panel of examiners for evaluation of a Ph.D. thesis. The examiners from foreign / international higher education institutions shall be from the institution figuring in top 500 of Times Higher Education or QS World University ranking at the present time or Foreign Government Funded Institutions. The examiners from India shall be from the government Universities / Institutes having at least NAAC 'A' grading and should be in the top 150 of the current year NIRF ranking or / and Government Accredited Research Institutions or/and Institution of National Importance.
- 19.1.2. The Supervisor and Co-supervisor (if any) shall ensure the selection criteria of the examiners in cooperation with the R.A.C. and D.R.D.C. It should be ensured by the Head of Department that the examiner(s) for evaluating Ph.D. thesis shall not be

repeated within a period of one year. The office of CoE will make a database of the examiners that may be appointed by various departments.

- 19.1.3.** The Supervisor and Co-supervisor (if any), shall submit the current complete correspondence and official addresses along with the brief curriculum-vitae, email address, personal cell number or/and official phone numbers, and their consent received on email of each examiner, proposed in the panel in the prescribed format (*Annexure - J*) for the evaluation of the thesis and for the conduct of the Viva-Voce Examination.

19.2. Appointment of Examiners

- 19.2.1.** To expedite the process, Supervisor and Co-supervisor (if any) shall prepare list of examiners of both panels and a soft copy of the abstract/synopsis of the thesis be sent to the subject experts/expected examiner by email to seek his/her consent for becoming Ph.D. thesis examiner. Supervisor will include the name of subject experts in the list of examiners of both panels after receiving their consent email.
- 19.2.2.** The panels proposed by the Supervisor and Co-supervisor (if any), and approved by the D.R.D.C. shall be forwarded to the Vice-Chancellor for final approval and appointment of the four examiners in sequence, two from each panel, for the evaluation of the thesis.
- 19.2.3.** The office of the Controller of Examinations shall prefer to send soft copy of the thesis along with abstract/synopsis by email to the top sequence examiner(s) from each panel for the evaluation. The office of the CoE shall make sure the receiving of the email/ thesis through email/ phone call within two weeks. If examiner prefers, a soft bound copy of the same will be dispatched by the surface mail by the CoEs office.
- 19.2.4.** If any examiner declines to evaluate due to any reasons, or does not comply with the communication/phone call of the office of CoE within two weeks. The office of CoE will send the documents to the next examiner as sequenced by the Honorable Vice-Chancellor in the panel of examiners. The office of CoE shall not include declined examiner's name in the data base.

19.3. Thesis Evaluation

- 19.3.1.** The Controller of Examinations shall forward the copy of the thesis to the Examiners within three days of receipt (preferably via email or if requested by examiner via postal services) and take necessary action to get the report of the examiner expeditiously.
- 19.3.2.** The Ph.D. thesis submitted by a research scholar shall be evaluated by at least two external examiners, who are not in employment of the University, of whom one examiner shall be preferably from outside the country.
- 19.3.3.** The return of soft bound copy of the thesis is not compulsory especially by the foreign examiner at the end of the thesis evaluation process.
- 19.3.4.** The examiners shall be requested to submit their individual reports within two months of the receipt of the thesis.

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- 19.3.5. In case, an examiner does not send his/her report within the above mentioned period, a reminder shall be sent to him/her over e-mail and if possible by a phone call from the CoE office. This shall be followed by a subsequent reminder after a fortnight.
- 19.3.6. In the event of report not being received from the examiner within 15 weeks, his/her examinership shall be terminated considering his/her busyness due to his/her own academic and/or administrative responsibilities, and thesis shall be send to the next in sequence examiner in the panel of experts as sequenced by the Honorable Vice-Chancellor. The office of CoE shall not include such examiner's name in the data base.
- 19.3.7. The examiners shall examine the thesis specifically with a view to judge whether the thesis is a piece of research work characterized by:
 - (a) The discovery of new facts, or
 - (b) A substantial contribution to the subjects, or
 - (c) A fresh approach towards interpretation of facts or theories, or
 - (d) A distinct advancement in the subject.
 - (e) An evidence of creativity and originality, and the examiner shall be required to give his/her opinion about candidate's ability for critical examination and sound judgment.

19.4. Examiner's Report

- 19.4.1. Each Examiner, after examining the thesis submitted by the research scholar for the award of the Ph.D. degree, shall submit the evaluation report on the prescribed proforma as given in Annexure- G, of research scholar for the award of the Ph.D. degree, and shall contain one of the following clear recommendations whether in his/her opinion: **[Note: In all cases a short thesis evaluation report may be submitted by the examiners.]**
 - (a) The viva-voce examination of the scholar should be held; or
 - (b) The thesis, in the present form, cannot be accepted for the viva-voce examination. It should be referred back to the research scholar for revision on certain issues raised in the report and after revision no need to send the thesis back to the examiner; or
 - (c) The thesis, in the present form, cannot be accepted for the viva-voce examination. The thesis should be referred back to the research scholar for revision on certain issues raised in the report and after revision the thesis should be send back to the examiner for his/her opinion/evaluation; or
 - (d) It should be rejected and the report must be sent to the CoE of CUSB, Gaya.
- 19.4.2. Hard copies of the evaluation reports duly signed by the examiners shall be considered for further processing. Soft copies of the evaluation report should be send by his/her official email as mentioned in the approved panel of examiners by the Honorable Vice-Chancellor, provided the adjudicators submit the adjudication reports in the format prescribed by the University along with the affiliated official letter head duly signed by them with proper seal (stamping).
- 19.4.3. If the CoE of the University is satisfied that the examiners have unanimously recommended that the Viva-Voce Examination of the research scholar be held, she/he

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shall accordingly do the needful to hold it. If the examiner(s) raise(s) some queries/seek(s) clarifications, the research scholar shall be required to give satisfactory answers to the queries at the time of Viva-Voce Examination.

19.4.4. The public Viva-Voce Examination of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for conducting the Viva-Voce Examination. No thesis shall earn a degree unless there are TWO positive recommendations from two external examiners received to the office of CoE.

19.4.5. If the evaluation report, of one of the external examiner of Ph.D. thesis, is unsatisfactory and does not recommend Viva-Voce Examination, the office of CoE shall send the thesis to the another sequenced external examiner by the Honorable Vice-Chancellor out of the approved panel of examiners, Indian or Foreigner as the case may be (i.e. if the thesis is not recommended by a foreigner, the next examiner shall be a foreigner and if it is not recommended by an Indian, the next examiner shall be an Indian), and the Viva-Voce Examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree. However, if the next examiner recommends the rejection of the thesis, his/her recommendation shall be final and the thesis shall be deemed to be rejected, and the matter shall be referred to the office of CoE for further instructions and action. Once the third examiner is appointed, any previous recommendations of the examiner in whose place the third examiner has been appointed shall become null and void for all purposes. However, if the third examiner wishes to see the thesis evaluation report of the previous examiner, in this case office of CoE shall provide the same as quickly as possible.

(a) Provided that the recommendation is not to be considered as negative if a revision is recommended and this revised thesis is accepted by the examiner.

(b) Provided, further, that if the thesis after revision is not accepted by the examiner, the original and the revised version of the thesis shall be sent to the next examiner as per (e) above and the version approved by the next examiner shall be considered as final.

19.4.6. In case the CoE notes that the examiners of the thesis have not recommended unanimously that the Viva-Voce Examination of the research scholar be held or she/he is satisfied that the course of either report an adverse opinion of a substantive nature has been expressed materially affecting the validity of the same examiner's otherwise positive recommendation, then the CoE shall place the reports of the examiners before the respective DRDC for their recommendation.

19.4.7. If both the examiners recommend rejection of the thesis, the thesis shall be deemed to be rejected.

19.4.8. If the revised thesis is to be referred back to some other examiner, the examiner shall submit his/her report on a prescribed form as given in **Annexure- H**. The examiner shall recommend the revised thesis to be either accepted or rejected. Then depending on the recommendation of the other examiner, an appropriate action shall be taken as per Clauses 19.4.3, 19.4.4, 19.4.5, 19.4.6, or 19.4.7.

19.4.9. If the examiners insist upon corrections/revision/re-submission to be made, the same shall be made before appearing the Viva-Voce Examination, along with a certificate from



the research supervisor that the corrections have been satisfactorily and fully carried out. The detailed report of such corrections, mentioning the corrected page numbers, must be made available.

- 19.4.10. The Viva-Voce Examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the research Supervisor and Co-supervisor (if any) and at least one of the two external examiners, and chairperson of the concerned Department, and shall be open to be attended by the members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researches. If the chairperson is the Supervisor or Co-supervisor of the candidate, then the Dean of the concerned school will appoint one of the Professors/Associate Professors as examiner.
- 19.4.11. The University shall develop appropriate methods/mechanism so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.
- 19.4.12. In the case of any ambiguous recommendations by any examiner, the Controller of Examinations shall approach the examiner concerned for a clear recommendation. If a clear recommendation is not forth coming, the matter shall be referred to the Honorable Vice- Chancellor for his/her decision.
- 19.4.13. After the reports from both the examiners are received, the Controller of Examinations shall inform and make reports available to the Supervisor and Co-supervisor (if any) for appropriate action.

19.5. Viva-Voce Examination

- 19.5.1. The Supervisor and Co-supervisor (if any) shall place the reports and a copy of the submitted thesis before the D.R.D.C. and also provide the name of external examiner and date of Viva-Voce Examination after consulting with the one of the external examiners who has evaluated the thesis and it is suggestive to call the external examiner physically to conduct the Viva-Voce Examination at the CUSB, Gaya. It is also recommended and suggested that if possible, connect abroad thesis examiner to join online during the Viva-Voce Examination.
- 19.5.2. If the thesis has been accepted for the Viva-Voce Examination, the research scholar shall be required to defend his/her thesis in a Viva-Voce Examination, before a duly constituted committee hereinafter referred to as Viva-Voce Examination Committee (VVEC).
- 19.5.3. The VVEC shall consist of the supervisor and the co-supervisor (if any), the Indian examiner who has evaluated the thesis and the Chairperson of the concerned DRDC or his/her nominee along with two members of the D.R.D.C. The supervisor of the candidate will be the Chairperson of the VVEC.
- 19.5.4. In the case of external candidates, the external Supervisor and Co-supervisor, if any, shall be invited to the Viva-Voce Examination as members of the VVEC.
- 19.5.5. In the case of non-availability of the Indian Examiner for conducting the Viva-Voce Examination, the Supervisor and Co-supervisor (if any) may invite abroad examiner who has evaluated the Ph.D. thesis of the research scholar, to conduct the Viva-Voce

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Examination. In this situation, she/he may appear/present in the online mode. In case if both nominated examiners are not available for the Viva-Voce Examination, the Honorable Vice-Chancellor may appoint the examiner from the submitted panels of examiners.

- 19.5.6.** In the case of unavailability of the Supervisor or Co-Supervisor to conduct the Viva-Voce Examination due to any reason, the chairperson or nominee of the D.R.D.C. shall arrange to conduct the Viva-Voce Examination. In such cases, the Ph.D. work shall be deemed to have been carried out under the guidance of the original Supervisor/Co-supervisor (if any) only.
- 19.5.7.** The Supervisor and Co-supervisor (if any) shall notify the date and time of the VVE in consultation with one of the Indian external examiner as approved by the D.R.D.C. and inform the same to the office of the CoE issuing a minimum of one (01) day notification. The date, time and venue of the Viva-Voce Examination with other necessary details shall be adequately notified by the Head of Department on the proposal of the Supervisor so as to enable other faculty members and students to attend it.
- 19.5.8.** The Supervisor and Co-supervisor (if any), shall arrange for the Viva-Voce Examination of the candidate strictly within 30 days of the receipt of the consolidated report from the Controller of Examinations for conducting the Viva-Voce Examination.
- 19.5.9.** The open Viva-Voce Examination of the research scholar may also be done and/or broadcast through Skype/Google meet/Video Conferencing or any suitable mode of electronic online communication.
- 19.5.10.** The medium of language for public Viva-Voce Examination will be English. However, for better understanding of the general public, if not comfortable with English language will be encouraged to ask questions in Hindi and clarifications shall be given to them in Hindi. In case of language departments, the Viva-Voce Examination shall be held in the respective languages. In some special case and with solid reasons, Honorable Vice-Chancellor may grant the language preference to the research scholar to deliver his/her public Viva-Voce Examination.
- 19.5.11.** The Supervisor and Co-supervisor (if any) shall provide all the reports and related necessary documents to all members of the VVEC during the Viva-Voce Examination.
- 19.5.12.** The VVEC shall submit a comprehensive report on the performance of the candidate at the viva-voce examination, including the discussions over various points raised. The VVEC shall recommend one of the followings:
- (a) that the PhD degree be awarded or
 - (b) that the candidate be re-examined in a second viva-voce examination or
 - (c) that the PhD degree be not awarded and the thesis be rejected.
- 19.5.13.** If the thesis has undergone major or minor revision after external evaluation, the soft copies of the final corrected version of the Ph.D. thesis must be re-submitted to the office of CoE. In order to ensure that the soft copy is complete and exact replica of the print version accepted for award of Ph.D., the Supervisor and Co-Supervisor (if any) along with the Chairperson of the D.R.D.C. must authenticate the soft copy submitted by the research scholar.
- 19.5.14.** A research scholar who is not successful in the public Viva-Voce Examination may be permitted to undergo the VVE a second time within a period of three (03) months with another examiner (preferably an Indian examiner), Dean of School and Chairperson of









D.R.D.C. along with the Supervisor and Co-supervisor (if any), not before two weeks after the ill fated first Viva-Voce Examination.

- 19.5.15. If a research scholar, after the submission of the thesis, has gone abroad (other than SAARC countries) and is not likely to return in near future and the reports of the examiners on the thesis are unanimous without any major critical comments or corrections, the Viva-Voce Examination shall be conducted via Video-Conferencing.
- 19.5.16. When a Supervisor or/and Co-supervisor is shifted from one institution to another, the Viva-Voce Examination shall be conducted via Video-Conferencing.
- 19.5.17. For any kind of presentation and public seminars, University has to adopt online mode of electronic communication to enhance its reach to overcome the locational barrier of potential audience.

19.6. Review of Examiners' Report

19.6.1. For Ph.D. thesis evaluation, the corresponding actions suggested in the following table may be followed based on the comments/observations received from the external examiners:

Recommendation Examiner-1	Recommendation Examiner-2	Recommendation Examiner-3	Action Suggested
Accept	Accept	Accept	Viva-Voce Examination
Accept	Minor Revision and no need to send the thesis back to the examiner	Accept with minor/Major Revision	Revise thesis in consultation with Supervisor and Co-supervisor (if any) and submit to the D.R.D.C. for approval followed by Viva-Voce Examination
Accept	Accept with Major revision and re-submission, and thesis need to be send back to the examiner	Accept with Minor/Major Revision	Re-submission within Six (06) months after incorporating suggestions. Thesis to be sent to the concern examiner again
Accept	Reject	Major Revision	Thesis to be sent to *Third (03)/ next examiner of the specific panel whose recommendation shall be final and binding. (*Third/ next examiner shall be from the corresponding panel of examiners i.e., if the panel A examiner rejected the thesis, the next examiner shall be from the panel A .)
Accept	Reject	Reject	The PhD thesis is rejected and D.R.D.C. will recommend the cancellation of the registration.

19.6.2. In the event of rejection of the Ph.D. thesis, the Honorable Vice-Chancellor shall have the power to constitute an independent three members review panel consisting University's top Three (03) PhD supervisors who have produced good number of Ph.D. students with quality publications in good number, as she/he wishes, to investigate the cause of rejection of thesis. The review panel shall examine the research work and the examiner's report thereon and submit their findings to the Vice- Chancellor for necessary action. It may also examine the matter to suggest whether the research scholar can further work on the same topic to rebuild his/her initial work and the correct course of action for achieving that and time frame needed for resubmission of his/her thesis without exceeding the total time period prescribed for submission of thesis in these Ordinances. The review panel shall examine the role/action of Supervisor and Co-supervisor (if any) and suggest accordingly.

19.7. 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 office of the CoE shall submit an electronic copy of the Ph.D. thesis complete in all sense to the INFLIBNET and SHODH GANGA, for hosting the same so as to make it accessible to all interested personnel.

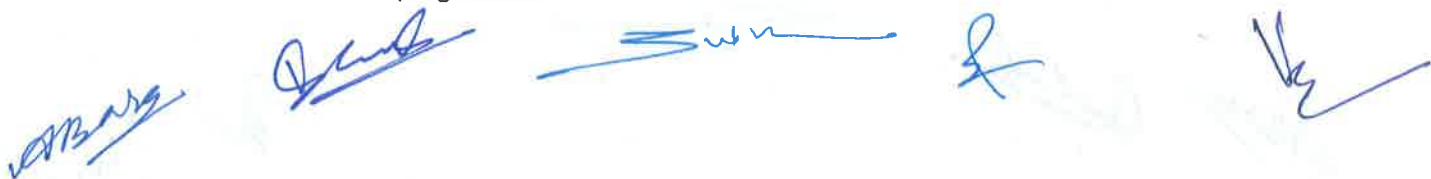
19.8. Award of the Degree

19.8.1. The reports of all the examiners on Annexure-G/Annexure- H and the Viva-Voce Examination Committee (VVEC) shall be placed before the U.R.D.C. for consideration. In the case of unanimous recommendations, the U.R.D.C. shall approve the award of the Ph.D. degree. In all other cases, the U.R.D.C. shall take its specific decision based on the reports of the examiners as well as the VVEC.

19.8.2. After the approval of thesis by the U.R.D.C. for the award of the degree, and submission of "**No Dues Certificate**" in a prescribed proforma, the provisional degree shall be issued to the Research scholar by the Controller of Examinations to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016, for which the candidate shall apply in a prescribed form by paying the prescribed fee, provided that if the convocation of the University is (not) schedule. The candidate concerned may also be given the examiner's reports after the approval of the thesis for which she/he shall apply separately. However, in case of thesis rejected by the examiners, the confidentiality of the reports shall be maintained until the final order of the Honorable Vice- Chancellor is obtained in this regard.

19.8.3. The year of award of the Ph.D. degree shall be the same as the year of submission of the thesis, if the thesis is accepted without revision and resubmission. If the thesis is recommended for revision and resubmission, the year of award of the Ph.D. degree shall be the year of submission of revised thesis.

19.8.4. The Ph.D. degree certificate shall mention the title of the thesis, the discipline of research and the Department and the School in which the candidate was admitted for the Ph.D. programme.



- 19.8.5. After the approval of the thesis for the award of the degree, the abstract shall be published in the **"Abstracts of Accepted Theses for the Ph.D. Degree"** of the Central University of South Bihar, Gaya.
- 19.8.6. Once a thesis has been approved for the award of the Ph.D. degree, the research scholar shall, in case of publication of the thesis in full or in part, state on the title page that it was a thesis approved for the award of the Ph.D. degree of the Central University of South Bihar, or based upon that thesis.
- 19.8.7. The award of Part-time Ph.D. degree will also follow the above-mentioned procedure of this ordinance.
- 19.8.8. Candidates who qualify for the award of Ph.D. degree shall be awarded the degree in the discipline in which the candidate has been registered.
 - (a) However, candidates holding post-graduate degree are permitted to register for research programmes (PhD) in interdisciplinary areas in various departments irrespective of the subjects of the study in their PG degree and the degrees be awarded in the field of research and interdisciplinary with the relevant core subjects obtained in the PG Degree course. For instance, for a M.Sc. (Chemistry), candidate who pursued the PhD programme in Environmental Sciences, the degree may be awarded as PhD in Environmental Sciences (Interdisciplinary-Chemistry).
 - (b) The committee comprising Dean of School and Chairpersons of the Board of Studies in PG (UG) of the concerned subjects should decide the eligibility of the candidate's subject for admission to Ph.D., in interdisciplinary programmes, if any disputes arise.
 - (c) The eligible Co-supervisor shall be encouraged but it is not mandatory for interdisciplinary studies. On any account, the subject of Co-supervisor shall not be considered for the award of the degree. Further, the department in which the co-supervisor belongs need not be a recognized research department for that purpose. However, the co-supervisor shall be a part of doctoral committee and shall sign in the thesis as well.

19.9. Unfair means and plagiarism

- 19.9.1. The Controller of Examination office (CoE) of CUSB shall evolve a mechanism using well developed and authentic software and gadgets to detect plagiarism and other forms of academic dishonesty.
- 19.9.2. Each Ph.D. research scholar shall adopt the regulations on Similarity Checks for Plagiarism, Quantification of Plagiarism, Handling of Plagiarism and Penalties of Plagiarism as stipulated in the Promotion of Academic Integrity and Prevention of Plagiarism Regulations of CUSB framed based on the UGC (Promotions of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations 2018. This regulation shall be provided by the office of the CoE to each registered research scholar either in hard or in soft form.
- 19.9.3. Each dissertation/thesis will go through a Plagiarism Check that will be verified by the University Library before submission. The certificate of verification given by the library authority with his/her signature and seal has to be submitted along with the thesis at the time of thesis submission in the office of Controller of Examinations. The thesis has to be submitted within 30 days from the date of plagiarism check.

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- 19.9.4.** While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of CUSB where the work was carried out, or to any other institution. The Head of the Department shall countersign these certificates for submission of the Ph.D. thesis (Annexure- J). In case of re-submission the same procedure may be followed. The research scholar has to also attach a Student Approval Form in the format provided by the UGC for hosting and distributing their thesis in the original format in "SHODH GANGA", or any other server designated for this purpose by the UGC (as per annexure available at designated server).
- 19.9.5.** In case a Ph.D. research scholar is found adopting or suspected of adopting unfair means or copying other's work and inserting it in his/her research work without proper acknowledgement, credit and reference, such penal action shall be taken by the University as may be necessary to uphold the sanctity and the integrity of the examination system/research work and the credibility of the University.
- 19.9.6.** The University Unfair Means Committee appointed by the Academic Council for this purpose may take suo-moto cognizance of all such cases. Such cases may also be reported by any person to the Unfair Means Committee/Head of the Department or Dean of the School/Vice-Chancellor who will forward the matter to the standing committee for its consideration and recommendation on the basis of which appropriate action shall be taken by the Vice-Chancellor.
- 19.9.7.** All proforma and templates required to the Ph.D. research scholar during his/her Ph.D. programme shall be provided at the time of Ph.D. registration in the form of booklet and shall be uploaded on the University website under Controller of Examinations in the doc and pdf format.
- 19.9.8. Ethics and Grievance Redressal Committee**

Any clarification or any dispute faced by the research scholar shall be addressed to the Ethical and Grievance Redressal Committee (EGRC). The role of EGRC shall include scrutinizing the issues and recommending its decisions to the Honorable Vice-Chancellor of CUSB on the following:

- (a) Ethical issues relating to plagiarism, authorship and/ or ordering of authors of the research papers, data authentication and its validation, data transfer and ethics, any other matter/ issues related to research and Ph.D. programme.
- (b) Issues relating to problems between research supervisors and research scholars.
- (c) Issues relating to interdisciplinary research.
- (d) Change of independent registration to registration under the research supervisor.
- (e) Cases relating the refusal of signing or forwarding the Ph.D. thesis or/and any research scholars documents by any authority.
- (f) Other issues relating to research, academics and administration.
- (g) Any other issues related to affecting / hampering the research activities of the research scholar.

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The Vice-Chancellor of CUSB shall constitute EGRC with the following as its members:

- (a) Coordinator (IQAC) **Convener**
- (b) Dean of the concerned Discipline **Member**
- (c) Head of the concerned Department **Member**
- (d) Two subjects experts to be nominated by the Vice-Chancellor as **Member.**

(Note: Subject expert shall have at least eight (08) years of teaching experience after the award of Ph.D. degree and shall be successfully produced at least three Ph.Ds. in any Central University recognized by UGC including CUSB and have minimum 20 (twenty) research papers published in the UGC CARE list journals.)

- (e) Research Supervisor and Co-Supervisor (if any), of the research scholar, **Member**

20. AMENDMENTS

Any amendment, if needed, in the provisions of these Ordinances shall be proposed and executed by observing the required procedure. Amendment proposal shall be initiated through the resolution of the D.R.D.C. of the concerned subject. The U.R.D.C. shall consider the proposal on merit and if satisfied, shall entrust the Vice-Chancellor to constitute a committee for the purpose. The recommendation of the committee shall be referred to the Academic Council for approval and onward transmission to the Executive Council for confirmation.

21. CONCLUSION

- 21.1.1. Notwithstanding anything contained in these Ordinances all categories of the research scholars shall be governed by the rules and procedures framed by the Academic Council, and are in force at that point of time.
- 21.1.2. Any doubt or dispute about the interpretation of these Ordinances shall be referred to the Honorable Vice-Chancellor, whose decision; in his/her capacity as the Chairperson, Academic Council, shall be the final.
- 21.1.3. All legal disputes shall be subject to Gaya jurisdiction.
- 21.1.4. The Honorable Vice-Chancellor is authorized:
 - (a) Order a special procedure for the evaluation of a Ph.D. thesis to protect the work of classified nature involving national security and sovereignty and/or to protect the intellectual property rights of the candidate, the supervisor and the University.
 - (b) Relax any of the provisions laid in these Ordinances for handling circumstances not covered by these Ordinances.

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ANNEXURE – C'

[See Clause 7.2.12]

LIST OF INSTITUTIONS RECOGNISED BY THE ACADEMIC COUNCIL AS THE RESEARCH CENTRES**ARTS AND HUMANITIES**

1. Anthropological Survey of India.
2. Archaeological Survey of India.
3. Central Institute of English, Hyderabad.
4. Kendriya Sanskrit Vidyapith, Tirupathi
5. National Archives of India.
6. National Research Laboratory for conservation of cultural property, Lucknow.

SOCIAL SCIENCES

1. Service Selection Board, Defense Research Development Organization, New Delhi.
2. Research Design and Standards organization, Lucknow.
3. National Council for Educational Research and Training, New Delhi.
4. International Labour Organization, New Delhi.
5. National Institute of Planning and Administration, New Delhi.
6. National Productivity Council, New Delhi.
7. Gandhian Institute of Studies, Rajghat, Varanasi. (Economics, Sociology and Political Sciences)
8. G. B. Pant Social Sciences Institute, Jhusi, Allahabad.
9. Indian Institute of Public Administration, New Delhi.
10. Centre for Policy Research, New Delhi.
11. National Institute of Rural Development, Hyderabad.
12. Centre for the Study of Developing Societies, Delhi.
13. National Institute of Public Finance and Policy, New Delhi.
14. Institute of Social and Economic Change, Bangalore.
15. National Institute of Banking Management, Pane.
16. Giri Institute of Development Studies (GIDS), Lucknow
17. International Institute of Population Sciences, Mumbai

SCIENCES

1. Astronomical Observatory and ARIES, Nainital.
2. Atomic Energy Establishment, Mumbai.
3. Atomic Minerals Division (Department of Atomic Energy), Govt. of India.
4. Bhabha Atomic Research Centre, Mumbai and other Departments of Atomic Energy.
5. BirbalSahani Institute of Paleo Botany, Lucknow
6. Bose Institute, Kolkatta.
7. Botanical Survey of India, Kolkatta.
8. Central Captive Fisheries Research Institute, Kolkatta.
9. Central Food Technology Research Institute, Mysore.
10. Central Coal Research Institute, Dhanbad.
11. Central Drug Research Institute, Lucknow.
12. Central Electrochemical Research Institute, Karaikudi.
13. Central Fuel Research Institute, Dhanbad and its regional Centres.
14. Central Ground Water Board, Govt. of India.
15. Central Indian Pharmacopoeia Laboratory, Ghaziabad.
16. Central Inland Fisheries Research Institute, Barrackpore.
17. Central Institute Medicinal and Aromatic Plants, Lucknow.
18. Central Leather Research Institute, Chennai.
19. Central Mining Research Station, Dhanbad.

20. Central Public Health Engineering Research Institute, Nagpur (National Environmental Engineering Research Institute).
21. Central Rice Institute, Cuttack.
22. Central Salt and Marine Chemical Research Institute, Bhawanagar.
23. Centre for DNA Finger Printing and Diagnostics, Hyderabad
24. Centre for Development of Advanced Computing (CDAC), Pune, Mumbai, Bangalore & Noida.
25. Centre for Mathematical Science (CMS), South, Pala, Kerala
26. Coal India Limited and its subsidiaries.
27. Council of Scientific & Industrial Research (CSIR), Govt. of India, New Delhi
28. Defense Research and Development Establishment, Gwalior.
29. Defense Research Laboratory, Kanpur.
30. Defense Research Laboratory, Delhi.
31. Defense Research and Development Organization (DRDO), Govt. of India
32. Defense Science Laboratory, Delhi.
33. Directorate of Geology and Mining, Lucknow.
34. Fuel Research Institute, Dhanbad.
35. Geological Survey of India, Govt. of India.
36. Central Glass and Ceramics Research Institute, Kolkatta.
37. Govt. of India Fisheries Research Station, Chennai.
38. Harishchandra Research Institute, Allahabad.
39. H.P. Labs India, Bangalore
40. IBM India Research Laboratory, New Delhi & Bangalore
41. Indian Agricultural Research Institute, New Delhi.
42. Indian Association for the Cultivation of Science, Jadavpur.
43. Indian Bureau of Mines, Govt. of India.
44. Indian Council of Agricultural Research (ICAR), Govt. of India, New Delhi
45. Indian Drugs & Pharmaceuticals Ltd., Hyderabad.
46. Indian Grassland and Fodder Research Institute, Jhansi.
47. Indian Institute of Chemical Biology, Kolkatta.
48. Indian Institute of Chemical Technology, Hyderabad.
49. Indian Institute of Geo-magnetism, Mumbai.
50. Indian Institute of Horticulture Research, Bangalore.
51. Indian Institute of Petroleum, Dehra Dun.
52. Indian Institute of Pulses Research, Kanpur.
53. Indian Institute of Sugarcane Research, Lucknow.
54. Indian Institute of Tropical Meteorology, Pune.
55. Indian Institute of Vegetable Research, Varanasi.
56. Indian Lac Research Institute, Ranchi.
57. Indian Meteorological Department, Govt. of India.
58. Indian Naval Physical Laboratory, Cochin.
59. Indian Space Research Organization (ISRO), Govt. of India
60. Indian Rare Earth Limited, Govt. of India.
61. Indian Agricultural Statistics Research Institute (IASR), Delhi.
62. Indian Veterinary Research Institute, Bareilly.
63. Industrial Toxicology Research Centre, Lucknow.
64. Institute of Genomics and Integrated Biology (Formerly, Centre for Biochemical Technology), Delhi.
65. Institute of Life Sciences, (DBT, Govt. of India), Bhubaneshwar.
66. Institute of Mathematics and Applications, Pathani Samanta Planetarium Square.
67. Institute of Microbial Technology, Chandigarh.
68. Institute of Nuclear Physics, Kolkatta.
69. Institute of Radio Physics, Kolkatta.

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70. International Centre for Genetic Engineering and Biotechnology, New Delhi.
71. Ministry of Earth Sciences (MOES)
72. Ministry of Environment, Forest and Climate Change (MOEF&CC)
73. Ministry of Jal Shakti
74. National Aeronautical Laboratory, Bangalore.
75. National Botanical Research Institute (formerly National Botanic Garden), Lucknow.
76. National Bureau of Animal Genetic Resources, Karnal.
77. National Bureau of Fish Genetic Resource (ICAR), Lucknow.
78. National Centre for Antarctic and Ocean Research, Goa.
79. National Centre for Biochemical Science, Pune.
80. National Centre for Cell Science, Pune.
81. National Centre for Medium Range Weather Forecasting, Ministry of Earth Sciences 54
82. National Chemical Laboratory, Pune.
83. National Dairy Research Institute, Karnal.
84. National Environmental Engineering Research Institute (NEERI), Nagpur.
85. National Geophysical Research Institute, Hyderabad.
86. National Institute of Immunology, New Delhi.
87. National Institute of Oceanography, Goa.
88. National Metallurgical Laboratory, Jamshedpur.
89. National Mineral Development Corporation, Hyderabad.
90. National Physical Laboratory, New Delhi.
91. National Remote Sensing Agency, Govt. of India.
92. National Research Centre on Plant Biotechnology, New Delhi.
93. Nutrition Research Laboratories, Coonoor.
94. Oil and Natural Gas Commission Limited.
95. Physical Research Laboratory, Ahmedabad.
96. Rajiv Gandhi Centre for Biotechnology, Thiruvananthapuram.
97. Raman Research Institute, Bangalore.
98. Rare Mineral Survey, Delhi.
99. Regional Research Laboratories, Trivandrum, Jammu, Bhopal, Jhrat, Bhubaneshwar, Hyderabad.
100. Research Design & Standards Organisation, Lucknow.
101. Rubber Research Institute of Indian Rubber Board, Kottayam.
102. Sanjay Gandhi Post Graduate Institute of Medical Sciences, Lucknow.
103. Solid State Physics Laboratory (SSPL), Lucknow Road, Delhi
104. Space Science & Technology Centre, Trivandrum.
105. SPIC Science Foundation, Chennai.
106. Sugarcane Breeding Institute, Coimbatore.
107. Tata Energy Research Institute, New Delhi.
108. Tata Institute of Fundamental Research, Mumbai
109. Thapar Centre for Industrial Research and Development, Patiala
110. The Indian Lac Research Institute, Ranchi.
111. Vivekanand Laboratory, Almora.
112. Wadia Institute of Himalayan Geology, Dehra Dun
113. Zoological Survey of India, Kolkatta.
114. Centre of Biomedical Research, Lucknow
115. R & D laboratories of Oil India Ltd.
116. Uttar Pradesh Remote Sensing Applications Centre, Lucknow
117. National Bureau of Agriculturally Important Microorganisms (NBAIM), Kusmaur, Mau
NathBhanjan, U.P
118. All R & D Laboratories / Institutions of CSIR, ICAR, ICMR, DBT, DAE, DOS, DRDO, DST and
Ministries of Environment, Forests and Climate Change, Earth Sciences, Water resources, River

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COMMERCE

- 1. Institute of Chartered Accountants of India, Mumbai, Kolkatta, Chennai and New Delhi.
- 2. Institute of Cost and Works Accountants of India, Kolkatta.
- 3. Institute of Company Secretaries of India, New Delhi.
- 4. Institute of Foreign Trade, New Delhi.
- 5. Institute of Public Enterprise, Hyderabad.
- 6. National Institute of Bank Management, Mumbai.
- 7. Xavier Labour Relations Institute, Jamshedpur.

MANAGEMENT STUDIES

- 1. Administrative Staff College of India, Hyderabad.
- 2. Indian Institutes of Management, Ahmedabad, Bangalore, Kolkatta, Lucknow, Kozhikode.
- 3. Institute of Public Administration, New Delhi.
- 4. National Institute of Bank Management, Mumbai.
- 5. Reserve Bank of India, Mumbai. 6. Xavier Labour Relations Institute, Jamshedpur.

LAW AND GOVERNANCE

- 1. Indian Law Institute, New Delhi.

EDUCATION

- 1. National Institute of Education, New Delhi.
- 2. NCERT, New Delhi.
- 3. NIEPA, New Delhi.
- 4. NCTE, New Delhi.
- 5. RCI, New Delhi.
- 6. All the National Institute for Handicapped: NIVH, NIMH, NIHH, etc.

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ANNEXURE- A
 [(See Clause V.1)]

Details of Qualifying Examinations and the Requisite Minimum Percentage of Marks for Admission to the Ph.D. Programme in Various Schools

S. No.	Programmes	Eligibility Criteria
1.	Ph.D. in Bioinformatics	Master degree in Chemical, Physical, Biological or Computer Science / Information Technology / Agricultural Science / Pharmaceutical Science / Veterinary Science / Medical Science with 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates in the qualifying degree. Candidate having Master degree in any of the above discipline with specialization in Bioinformatics or having Master degree in Bioinformatics will be given preference.
2.	Ph.D. in Biotechnology	Master degree in Biotechnology/ Pharmaceuticals Science/ Medical Science/ Agricultural Science/ Chemistry/ Physics/ any branch of Life Science (Microbiology, Biochemistry, Molecular Biology, Bioscience, Environmental Science/ Zoology/Botany) with a minimum of 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates in the qualifying degree.
3.	Ph.D. in Life Science	Master degree in any branch of Life Science (Botany, Zoology, Microbiology, Biochemistry, Bioscience, Biotechnology, Environmental Science, Agricultural Science/Plant Science, Animal Science/Veterinary Science/Medical Science) with a minimum of 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC (non-creamy layer)/differently disabled candidates in the qualifying degree.
4.	Ph.D. in Environmental Science	M.Sc./M.Sc.(Tech)/M.Tech. in Geophysics/ Atmospheric Science/ Meteorology / Environmental Science / Biotechnology/ Zoology/Botany/ Biochemistry/ Microbiology/ Biodiversity/ Conservation Biology/ Environmental Biotechnology/ Environmental Chemistry/ Environmental Engineering with 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates.
5.	Ph.D. in Education	PG in School Subject-55%, B.Ed.-55%, M.Ed.-55% marks for Unreserved Category and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates in the qualifying degree.
6.	Ph.D. in Psychology	Master's degree in Psychology with minimum of 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates in the qualifying degree.
7.	Ph.D. in Clinical Psychology	M.Phil. Clinical Psychology degree from an Institute/University recognized by Rehabilitation Council of India (RCI). Candidates should be registered with RCI or produce a satisfactory proof that they have applied for registration with RCI and their registration is in process with 55% marks for unreserved category and 50% marks for SC/ST/OBS (NLC) differently disabled candidates in the qualifying degree with master in psychology.

8.	Ph.D. in English	Minimum 55% marks in M.A. English (Literature/Linguistics) for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled category candidates
9.	Ph.D. in Hindi	M.A. in Hindi from any recognized University with 55% in aggregate or its equivalent Grade B in UGC 7 point scale. A Relaxation of 5% of marks from 55 to 50% or equivalent relaxation of Grade for SC/ST/differently disabled candidates.
10.	Ph.D. in Law	Minimum 55% marks in LLM for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled category candidates.
11.	Ph.D. in Journalism and Mass Communication	M.A./M.Sc. in Mass Communication & Journalism or any related subject from recognized University with 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates.
12.	Ph.D. in Mathematics	Master Degree in Mathematics with a minimum of 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC (non-creamy layer)/differently disabled in the qualifying degree.
13.	Ph.D. in Statistics	Master Degree with at least 55% marks in the aggregate or equivalent grade point average for unreserved candidate and 50% marks in the aggregate or equivalent grade point average for SC / ST/ OBC (non-creamy layer)/ differently disabled candidates in Statistics / Applied Statistics / Agricultural Statistics/Health statistics /Biostatistics /Operation Research/ Population sciences/ economics with at least one paper of statistics studied in the above masters program, following the existing UGC criteria and guidelines.
14.	Ph.D. in Computer Sciences	Master's Degree in Computer Science/MCA/Equivalent with a minimum of 55 % in aggregate or its equivalent Grade B in UGC 7point scale from any recognized University. A Relaxation of 5% of marks from 55 to 50% or equivalent relaxation of Grade for SC/ST/Differently abled candidates.
15..	Ph.D. in Development Studies	Master Degree in any Social Science discipline with 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC (non-creamy layer)/differently disabled candidates.
16.	Ph.D. in Economics	M.A./M.Sc. in Economics/any related subjects from a recognized University with 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates.
17.	Ph.D. in Political Science & International Relations	M.A. in Political Science/any related subjects with 55% marks for Unreserved candidates and 50% marks for SC/ST/OBC(non-creamy layer)/differently disabled candidates.
18.	Ph.D. in Sociology	Master's Degree in any social science with minimum marks of 55% for Unreserved candidates and 50% marks for SC/ST/OBC (non-creamy layer) /differently disabled candidates.

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19.	Ph.D. in Physics	Master Degree with at least 55% marks in the aggregate or equivalent grade point average for unreserved candidate and 50% marks in the aggregate or equivalent grade point average for SC/ST/OBC(non-creamy layer)/differently disabled candidates in the qualifying examination in the subjects Physics, Space Science, Chemistry, Geophysics, Mathematics, Biophysics, Applied Chemistry, Applied Physics, Biomedical Engineering, Ceramic Engineering, Electronics Engineering, Metallurgical Engineering, Material Science & Technology, Statistics, Astrophysics, Electronic & Telecommunication Engineering.
20.	Ph.D. in Chemistry	Master Degree with at least 55% marks in the aggregate or equivalent grade point average for unreserved candidate and 50% marks in the aggregate or equivalent grade point average for SC/ST/OBC(non-creamy layer)/differently disabled candidates in the subjects Biochemistry (Sc& Med), Biotechnology, Industrial Chemistry, Applied Chemistry, Medicinal Chemistry, Environmental Chemistry, Computational Chemistry, Pharmaceutical Chemistry, Chemical Engineering, Pharmacy.
21.	Ph.D. in History	Master Degree in history with at least 55% marks in the aggregate or equivalent grade point average for unreserved candidate and 50% marks in the aggregate or equivalent grade point average for SC/ST/OBC(non-creamy layer)/differently disabled candidates in the qualifying examination.
22.	Ph.D. in Geology	Eligibility: M.Sc. or M.Sc. (Tech) in Geology, M. Tech. Applied Geology & M.Sc. / M.Tech. in Remote Sensing and Geospatial Technology, P.G. pertaining inter- & intra-disciplinary subject with 55% in aggregates or its equivalent Grade B in UGC 7 - point scale. A relaxation of 5% of marks from 55 to 50% or equivalent relaxation of grade for SC/ST/OBC (NCL)/ Differently-abled candidates.
23.	Ph.D. in Pharmacy	Master Degree with at least 55% marks in the aggregate or equivalent grade point average for unreserved candidate and 50% marks in the aggregate or equivalent grade point average for SC/ST/OBC (NCL) / differently disabled candidates in the subjects Pharmaceuticals, Pharmacology, Pharmaceutical chemistry, Pharmaceutical Technology, Pharmacology, Drug Regulatory Affair, Clinical Research, Clinical Pharmacology, Phytochemistry.
24.	Ph.D in Physical Education	Master Degree with at least 55% marks in the aggregate or equivalent grade point average for unreserved candidate and 50% marks in the aggregate or equivalent grade point average for SC/ST/OBC (NCL) / differently disabled candidates in any one of these allied subjects Yog/Yoga, Sports Psychology/Phycology, Kinesiology & Sports Biomechanics, Sports Physiology, Test Measurement & Evaluation, Kinanthropometry, Historical aspects of Physical Education, Sports Management, Health Education.

ANNEXURE- B
[(See Clause 18.3.3 (b))]

FORMAT OF THE Ph.D. THESIS

The contents of the Ph.D. thesis should be in the following order:

1. Cover page
2. Inner cover page
3. Undertaking from the research scholar
4. Self-Declaration Certificate from the research scholar and Certificate from the Supervisor/Co-Supervisor/Head of the Department (*Annexure – D*)
5. Certificate for the completion of course work/comprehensive examination in cases where the course work is a part of Ph. D. Programme (*Annexure– E*)
6. Certificate for the successful completion of the pre-submission seminar (*Annexure– E*)
7. A Copyright Transfer Certificate (*Annexure – F*)
8. Acknowledgment
9. Contents
10. List of symbols, figures and tables, if any
11. Preface of the thesis
12. Introduction
13. Literature review
14. Chapters covering the work of the research scholar
15. Conclusion
16. References
17. Appendices
18. List of papers communicated/accepted/published/presented.
19. Copies of acknowledgment/acceptance letter in case the papers are communicated/accepted.
20. Copies of manuscripts/reprints of the papers communicated/accepted/published.
21. A personal profile not exceeding one page with photograph of the research scholar.

References should be arranged chronologically in alphabetical order as per standard rules prescribed by concerned DRDC.

ANNEXURE- C
[(See Clause 16.1.1)]

PROGRESS REPORT

1. (To be filled up by the Research Scholar)

Department : **School** :

Registration No. & Date :

Enrollment No. :

Six monthly progress report for the period:from.....to.....

(i) **Name of the Research Scholar:**

(ii) **Name of the Supervisor:**.....

(iii) **Topic of Research:**.....

(iv) **Summary of the work done: (on separate sheet)**

(Signature of the Research Scholar)

II. To be filled up by the Supervisor

1. Progress Report being forwarded by the supervisor:

2. First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth

3. In my opinion the research scholar has/has not made progress in the following respects based on which I am/ am not satisfied with the work done during last six months since the I/II/III/IV/V/VI/VII/VIII progress report was submitted on:/...../.....,

4. Whether the resume of work duly signed by you is attached by the research scholar:

5. Attendance secured (in %age) during the said semester:%

6. Whether progress reports submitted in time and no progress report is due:

7. Other remarks, if any:

8. Number of Ph.D. Scholars currently working under me is:

(Signature of the Supervisor)

Name:

Designation:

III. Comments of Departmental Research Degree Committee (DRDC)

Head of the Department



ANNEXURE- D
[See Clause 18.3.3 (d)]

RESEARCH SCHOLAR'S DECLARATION

I,, certify that the work embodied in this Ph.D. thesis, entitled as is my own *bonafide* work carried out by me under the supervision of and the co-supervision of for a period of from to at CUSB and The matter embodied in this Ph. D. thesis (Name of the Institution where work has been carried out partly or fully) has not been submitted for the award of any other degree/diploma.

I declare that I have faithfully acknowledged, given credit to and referred to the research workers wherever their works have been cited in the text and the body of the thesis. I further certify that I have not willfully lifted up some other's work, para, text, data, results, etc. reported in the journals, books, magazines, reports, dissertations, theses, etc., or available at web-sites and included them in this Ph. D. thesis and cited as my own work.

Date: (Signature of Research Scholar)

Place: (Name of Research Scholar)

CERTIFICATE FROM THE SUPERVISOR/CO-SUPERVISOR

This is to certify that the above statement made by the research scholar is correct to the best of my/our knowledge.

(Co-supervisor's signature)

(Supervisor's signature)

Name:

Name:

Designation:

Designation:

(Signature of the HOD/Dean of the School with seal)

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ANNEXURE- E
[See Clause 18.3.3(e)]

**COURSE/COMPREHENSIVE EXAMINATION AND PRE-SUBMISSION SEMINAR
COMPLETION CERTIFICATE**

This is to certify that Sh./Ms..... , a *bonafide* research scholar of this Department, has satisfactorily completed the course work/comprehensive examination and pre-submission seminar on (topic) dated....., which are required as part of Ph.D. Programme.

(Signature of the Head of the Department with seal)

Date:

Place:

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2. *[Signature]*
3. *[Signature]*
4. *[Signature]*

ANNEXURE- F
[See Clause 18.3.3 (f)]

COPYRIGHT TRANSFER CERTIFICATE

Title of the Thesis :

Research Scholar's Name :

COPYRIGHT TRANSFER

The undersigned hereby assigns to the CUSB all rights under copyright that may exist in and for the above thesis submitted for the award of the Ph.D. degree.

Signature of the Research Scholar

Note: *However, the author may reproduce or authorize others to reproduce material extracted from the thesis or derivative of the thesis for author's personal use and publication provided that the source and the University's copyright are acknowledged.*

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ANNEXURE- G
(See Clause 19.4.1)

FORMAT OF EXAMINER'S REPORT

Recommendation on Ph.D. Thesis

Name of the Research Scholar :

Title of the Thesis :

Please give your specific recommendation by ticking (v) any one of the followings, with signature underneath and enclose your detailed report on separate sheet(s) with your signature, name and address.

The thesis be accepted for the award of the Ph. D. degree []

OR

The thesis is acceptable for the award of the Ph.D. degree subject to the clarification of certain points at the time of *Viva-Voce*.
(Please enclose the points) []

OR

The thesis is not acceptable in the present form but may be accepted subject to modification/clarification/revision. []

(Please enclose your suggestions for modification *etc.* desired)
After modification the thesis need not be referred back to me.

OR

The thesis is not acceptable in the present form but may be accepted subject to modification/clarification/revision. []

(Please enclose your suggestions for modification *etc.* desired)
After modification the thesis should be referred back to me for final assessment.

OR

The thesis be rejected.(Please enclose your comments). []

Place

Date

Name and Address of the Examiner

.....
.....
.....

- Encl:** (a) Detailed report on separate sheet(s),
(b) List of points for clarification.

ANNEXURE- H
[See Clause 19.4.8]

FORMAT OF EXAMINER'S REPORT ON REVISED THESIS

Recommendation on Revised Ph.D. Thesis

Name of the Research Scholar :

Title of the Thesis :

Please give your specific recommendation by ticking (v) any one of the followings, with signature underneath and enclose your detailed report on separate sheet(s) with your signature, name and address.

The thesis may be accepted for the award of the Ph.D. degree. []

OR

The thesis may be rejected.(Please enclose your comments). []

Place:

Signature of the Examiner

Date:

Name and Address of the Examiner

.....
.....
.....

Encl: Detailed report on separate sheet(s).

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ANNEXURE- I
[See Clause 9.1]

FEE PAYABLE

Table- 1

Fee Structure for Ph.D. Programme for Full-Time Research Scholars:

A. Fees payable only once at the time of Admission in the University		(INR)
1.	Enrolment Fee	1200
2.	Admission Fee	600
3.	Laminated Identity Card	100
4.	Security Deposit (Refundable)	5,000
5.	Cultural Activities	1,000
6.	Course Work Fee	4,000
7.	Examination Fee	1,000
B. Semester fee		
1.	Semester Fee	5,000
2.	ICT	2,000
3.	Library	1,000
4.	Games/Athletics	1,000
5.	Academic Activities	1,000

Note:

1. Premium for Vidhyarthi Mediclaim Policy Rs 524/ plus applicable service tax to be deposited annually.
2. Thesis Evaluation fee Rs. 10,000/- to be deposited at the time of submission of the Thesis.

Table- 2

Fee Structure for Ph.D. Programme for Part-Time (internal/external) Research Scholars:

A. Fees payable only once at the time of Admission in the University		(INR)
1.	Enrolment Fee	1200
2.	Admission Fee	600
3.	Laminated Identity Card	100
4.	Security Deposit (Refundable)	5,000
5.	Cultural Activities	1,000
6.	Course Work Fee	4,000
7.	Examination Fee	1,000
B. Semester fee		
1.	Semester Fee	5,000
2.	ICT	2,000
3.	Library	1,000
4.	Academic Activities	1,000

Note: Thesis Evaluation fee Rs. 10,000/- to be deposited at the time of submission of the Thesis

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ANNEXURE- J
[See Clause 19.9.4]

CANDIDATE'S DECLARATION

I hereby certify that the work which is being presented in the thesis entitled
"....."

in partial fulfillment of the requirements for the award of the Degree of Doctor of Philosophy and submitted in the School of, Department of, Central University of South Bihar, Gaya is an authentic record of my own research work carried out during a period from to under the supervision of Prof./ Dr.Department of, CUSB, Gaya (Bihar).

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Registration No.

Date:

This is to certify that the above statement made by the candidate is correct to the best of my knowledge.

Signature with date

(Name of the Supervisor)

(Name of the Co-supervisor)

Date:

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Signature of Supervisor

External Examiner

Head of the Department

Signature of Co-Supervisor

DRDC Member(s)

Amare *Arora* *S...* *S...* *K...*

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