RULES AND REGULATIONS FOR Ph.D. PROGRAMME

WITH EFFECT FROM AUGUST 2026



VITTHALBHAI PATEL & RAJRATNA P.T. PATEL SCIENCE COLLEGE
(AUTONOMOUS)
VALLABH VIDYANAGAR-388120, Dist. Anand, Guj., India (Grant-in-Aid)
(Managed by Charutar Vidya Mandal)
AFFILIATED TO SARDAR PATEL UNIVERSITY
Re-Accredited 'A' By NAAC

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R. Ph.D. 1. Eligibility Criteria for Recognition as Ph.D. Guide:

1.1 Any faculty member that fulfils the listed criteria is eligible to be recognised as Ph.D. Guide:

1.1.1 **A full-time regular teacher (As per UGC public notice dated 6 March 2023) including on probation (with qualification, scale and cadre prescribed by UGC)** of Sardar Patel University/Constituent College/P. G. Centre/College affiliated to Sardar Patel University/ National or State-funded research institutions having made an MOU wherein mutual research collaboration is specified with Sardar Patel University

1.1.2 A faculty member holding a Ph D degree in the relevant subject

1.1.3 A faculty member, having at least **two years of P. G. teaching/research / industrial research or a minimum of four years of experience of teaching at the Undergraduate Level**

1.1.4 A faculty member having minimum research publications as per his/her designation at the time of application i.e. 03 Assistant Professor, 05 Associate Professor and Professor. The **publications exclude those from/based on the Ph.D. thesis**. Among the required publications, at least one has to be published in the UGC CARE list of journals (updated time to time by UGC) **after the completion of Ph.D. and in the last three years**.

1.1.5 In areas/disciplines where there is no or only a limited number of refereed journals are published, the University may relax the above condition of publications for recognition of a person as Ph.D. Guide with reasons recorded in writing.

1.2 For Ph.D. Scholars working in Central Government/State Government and research institutions whose degrees are given by Higher Education Institutions, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfil the above requirements.

1.3 Any regular Professor of Sardar Patel University/Constituent P. G. Centres of the University/Scientists at the Professor cadre of National or State-funded research institutions having made an MOU wherein mutual research collaboration is specified with Sardar Patel University shall be automatically recognized as Research Guide for Ph.D.. However, he/she will have to apply for it.

1.4 A person recognized as a Ph.D. guide by other UGC recognized state/central government funded university upon joining this university shall apply for Ph.D. guideship in prescribed form. The DRAC will scrutinize it and send to the Vice Chancellor for final decision.

1.5 The University shall constitute a Committee for recommending Recognition as Ph.D. Guide with the following as members to evaluate the application with regard to the fulfilment of the above criteria before recommending recognition of a teacher as a Ph.D. Guide: (1) Head/Director of the University P. G. Department concerned (Chairman); (2) Dean of the faculty concerned; (3) Chairman of the Board of Studies; (4) One expert in the relevant subject from other University and (5) Two senior teachers of the related subject in the University P. G. Department/ recognized research centres affiliated to Sardar Patel University who are active researchers. All the members of this committee shall hold a Ph.D. Degree and be recognised Ph.D. Guides. This committee shall hold office for three years. It shall meet at least once a year to consider applications for recommending recognition as Ph.D. Guide by deciding on each case individually on merit, taking into account the criteria

stated above. A minimum number of 04 members must be present to have the quorum to conduct the meeting.

1.6 Any full-time teacher with Ph.D. Degree having Major Research Project with project fellow(s) sanctioned by a National/State Funding Agencies shall be given Ph.D. Guideship limited only to guide the Project Fellow(s) appointed for the project.

1.7 A recognized Ph.D. of a state/central funded university or academic institute of India and abroad can be taken as a co-guide in case of joint collaborative research work. However, such cases shall be on the recommendation of the concerned DRAC and approval from the Vice-Chancellor.

In the case where there is no system of recognition of guide, an active researcher satisfying criteria Ph.D. guide in Sardar Patel University can also acts as co-guide on the recommendation of the concerned DRAC and approval from the Vice-Chancellor.

R. Ph.D. 2 Eligibility Criteria for Admission to Ph.D. Programme:

Any applicant who fulfils the conditions stipulated in these Regulations is eligible to seek admission to the Ph.D. Programme:

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

OR

Candidates who have equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

2.2 Applicants who hold a Postgraduate Degree from an approved University/Institutions or a Course recognized by the UGC/AICTE/DEC and MHRD, Government of India and those with a Postgraduate Degree or a Professional degree/course like CA/CS/ICWA are considered to be equivalent to an approved master degree programme in the concerned subject. However, he/she has to appear in the Ph.D. Entrance Test in the discipline concerned.

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

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time. Such students having Honours Degree from other recognised Universities shall be eligible for admission to Ph.D. Programme of the University provided the fourth year of graduation is with research and is in line with NEP 2020.

2.4 Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

2.5 There shall be a special provision of supernumerary Ph.D. seats not exceeding 10% of the total seats available in a subject, if there are no vacant seats available with the eligible supervisors in the subject concerned, to the in-service teachers for encouraging the faculty members of colleges and Universities for getting a Ph.D. degree.

2.6 (Admission to Multidisciplinary/ Interdisciplinary/ Intradisciplinary Subjects)

A Candidate, eligible for admission to Ph.D. as per R.Ph.D. 2.1 above, can apply for Multidisciplinary/ Interdisciplinary/ Intradisciplinary subjects. Minimum 10% seats will be reserved to facilitate admission to this category. In case of unavailability of the candidate/s the vacant seats may be transferred to regular seats.

The subject in which the candidate seeks admission will be regarded as primary subject and the other subject will be regarded as secondary. The student will be allowed to choose the primary subject in which he/she has passed the Ph.D. entrance examination of Sardar Patel University or the UGC-NET for Ph.D. admission.

In this case, the DRAC will allocate more than one guide as per the need of the topic wherein one in the primary subject will act as the main guide and the other from the secondary subject would act as co-guide. Also, a co-guide can be a recognized Ph.D. guide from other state/central funded university or academic institute of India or abroad.

The DRAC in such a case will be a joint DRAC consisting of members from both subjects. The DRAC will be chaired by the chairperson of the DRAC of the primary subject.

R. Ph.D. 3. Duration of Ph.D. Programme:

3.1 Full-time Ph.D. programme shall be for a minimum duration of three years, and a maximum of six years from the date of registration. Part-time Ph.D. programme shall be of minimum duration of three and half years and a maximum of seven years from the date of registration.

3.2 A full-time registered Ph.D. Candidate shall be allowed to submit Ph.D. synopsis after completion of a minimum period of four terms / two years (after registration for Ph.D.) and a part-time candidate shall be allowed to submit a synopsis after completion of six terms / three years (after registration for Ph.D.). However, submission of the thesis shall be allowed as per the minimum duration of the Ph.D. programme specified in R. Ph. D 3.1, and the candidate must submit the thesis within one year of submitting the synopsis. Part-time students should have adequate contacts/interactions with the guide and the research group related to research work. The guide and the Head of the concern department should certify the same.

3.3 Only a one-year extension beyond allowed one-year period post-submission of the synopsis may be given for the submission of the thesis if recommended by the DRAC and approved by the Vice-Chancellor. Beyond this no further extension is permissible in any case and the

admission will get automatically cancelled. An undertaking shall be taken from the candidate in the format provided by the university.

3.4 A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Higher Educational Institution concerned; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of registration in the Ph.D. programme.

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

3.6 In addition, women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of their Ph.D. for up to 240 days.

R. Ph.D. 4. Procedure for Admission:

4.1 The DRAC for the concerned subject shall admit Ph.D. scholars as per the eligibility criteria for admission to Ph. D programme (R.Ph.D. 2). Admissions shall be offered twice preferably in July/August and December/January every yearin the available subject discipline.

4.2 Applicants qualified through UGC-NET-JRF/CSIR-NET-JRF/ NET-L/NET-Ph.D. Admission/ GSLET/ GATE for Ph.D./ JEST (SERB)/ ICAR for Ph.D. /DBT/GPAT for Ph.D./ INSPIRE (in all such cases the validity will be as per the validity of respective examination)/ Teacher Fellowship as per the UGC Rules and Regulations shall be exempted from the Ph.D. Entrance Test.

4.3 University P. G. Departments/ National or State level research Institutions having made an MOU with the University/P. G. Centres /Colleges affiliated to Sardar Patel University which are allowed to conduct Ph.D. Programme shall:

4.3.1 decide on a session basis through their DRAC a predetermined and manageable number of Ph.D. scholars to be admitted depending on the number of available Ph.D. Guides and other academic and physical facilities available, keeping in mind the norms regarding the scholar-teacher ratio, laboratory, library and other such facilities;

4.3.2 maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the institution and update this list every academic year.

4.3.3 notify the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates well in advance on the University website and through advertisement in at least two (2) National newspapers, of which at least one (1) shall be in the regional language.

4.4 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other concerned statutory bodies, and taking into account the reservation policy of the Central/State Government from time to time.

4.5 The DRAC of the respective subjects shall admit applicants for admission through a two-stage process through an entrance test and counselling with the allocation of seats as per guidelines given below:

4.5.1 **Allocation of Seats:**

a) All available seats for Ph.D. admissions in a P.G. Department/recognized institute/college shall be distributed into two distinct groups in the following manner and proportion:

50% for the candidates with UGC-NET-JRF/ CSIR-NET-JRF/ NET-L/ NET-Ph.D. Admission/ GSLET/ GATE for Ph.D./ JEST (SERB)/ ICAR for Ph.D. / DBT/ GPAT for Ph.D./ INSPIRE (in all such cases the validity will be as per the validity of respective examination)/ Teacher Fellowship as per the UGC Rules and regulations. Remaining 50% for the candidates qualified through the Ph.D. entrance test of Sardar Patel University.

In case of inadequate number of candidates are available in any of these categories the seats shall be transferred to the other category.

b) The order of preference in the admission shall be (i) NET-JRF (ii) NET-L (iii) NET-Ph.D. Admission (iv) GSLET (v) INSPIRE (vi) ICAR for Ph.D. (vii) GATE for Ph.D./JEST (SERB) (viii) GPAT for Ph.D.

c) In case a seat/s in any of the groups under (a) above remains vacant, these shall be filled with applicants from the other group.

4.5.2 **Ph.D. Entrance Test**

4.5.2.1 An entrance test at the first stage with qualifying marks of 50%. A relaxation of 5% marks will be given to SC/ST/OBC (non-creamy layer)/EWS category/ differently-abled candidates on the production of relevant valid documents.

4.5.2.2 The syllabus of the Entrance Test shall cover (a) research methodology and the contents in the respective subject discipline, and (b) shall be at par with the NET syllabus/the syllabus prescribed at the level of Master's degree in the subject discipline concerned of Sardar Patel University.

4.5.2.3 The syllabus for the Ph.D. Entrance Test in which NET is not conducted shall be prepared by the DRAC and shall cover the contents of the core courses only offered in the respective subject discipline at the Master's level at Sardar Patel University. The University shall upload it on the website.

4.5.2.4 A committee of examiners constituted from time to time by the principal which may include Professors of the Departments and/or external subject expert shall set the question paper for the Entrance Test, provide solutions to the test paper and assess the answer sheets.

4.5.2.5 The Entrance Test shall be conducted by the college. A certificate showing marks obtained shall be issued by the college to the Entrance Test-qualified candidates.

4.5.2.6 The Entrance Test shall be of 100 marks and 3 hours duration. The format of the Entrance Test Paper shall be as follows:

Section-I 40 marks: 40 objective type multiple choice questions related to the subject of one mark each.

Section-II 10 marks: 10 objective type questions of one mark each, covering general knowledge in the subject, components of research methodology and IKS.

Section-III 30 marks: Six out of ten questions of five marks each which may include sub-questions also.

Section-IV 20 marks: Two out of six questions of ten marks each which may include sub-questions also.

The question paper-cum-answer book shall contain questions with adequate space provided under each of the test items for candidates to write answers to the questions.

4.5.2.7 The list of entrance-qualified candidates shall be prepared by the college as per merit and shall be uploaded on the college website. The fulfilment of this qualification alone shall not be a secured admission to the Ph.D. programme.

4.5.2.8 (a)The eligibility of the candidate who qualified the Entrance Test is for one year or two admission cycles whichever is early. However, he/she has to apply for admission whenever he/she desires.

(b)However, University may give Ph.D. without conducting Ph.D. Entrance Test as and when UGC/State Government mandates.

4.5.3 **Ph.D. Counselling**

4.5.3.1 At the second stage, an interview during the counselling for admission shall be arranged by DRAC. The candidate is required to discuss his/her research interest/area through a presentation before DRAC. The heads of the respective departments and also all the recognised Ph.D. guides in the respective subject shall be invited during the counselling.

4.5.3.2 The interview during the counselling for admission shall also consider the following aspects, viz. whether: (a) the candidate possesses the competence for the proposed research; (b) the research work can be suitably undertaken at the University P. G. Department/Research Institution/Colleges (c) the proposed area of research can contribute to new/additional knowledge etc.

4.5.3.3 Admissions for Ph.D. shall be finalized after an interview during the counselling for admission with the Department Research Advisory Committee, including the research Guide, based on a set of criteria including research area, availability of vacancy and a Research Guide in a proposed subject area, a good research proposal and presentation.

4.5.3.4 For the selection of candidates from the Entrance Test category, a weightage of 70% to the Entrance Test and 30% to the performance in the interview/ viva-voce/presentation during the counselling shall be adopted. The college shall provide the score of the Entrance Test at the time of each counselling process. The same weightage shall be followed in the case of NET/SLET qualified candidates also. However, wherever, the score of such exam is not available, the candidates shall be selected based on their performance during the counselling interview.

4.6 In case of Ph.D. admission in Multidisciplinary/ Interdisciplinary/ Intradisciplinary subjects, the admission and DRAC will be governed as per R.Ph.D. 2.6.

4.7 A candidate seeking admission to Ph.D. in a subject falling in a faculty other than the faculty in which he/she had obtained his/her Master's degree may be considered for admission to Ph.D., provided a Special committee consisting of (a) Deans of the two faculties involved; (b) The DRAC of the subject concerned in which the admission is being sought; (c)

proposed Research Guide; and (d) a subject expert appointed by the Vice Chancellor recommends for admission of an applicant who desires to undertake interdisciplinary research leading to Ph.D. In case of candidate having M.Phil. Degree, the committee shall decide whether he/she would need to do course work or be given exemption from it.

4.8 A full-time employed candidate will be admitted as a part-time Research Scholar upon the production of a "No Objection Certificate" from the employer from the appropriate authority in the organization where the candidate is employed. The certificate should clearly state the following:

i. The candidate is permitted to pursue studies on a part-time basis.

ii. His/her official duties permit him/her to devote sufficient time for research.

iii. If required, he/she will be relieved from the duty to complete the course work.

However, a part-time or temporarily employed candidate shall be considered for admission as a Part-time scholar through the recommendation of DRAC.

In case of a change in employment, a fresh NOC will be required.

4.9 The DRAC in the concerned subject shall submit the list of admitted candidates along with the name of allocated Ph.D. Guides to the University for admission followed by registration to the pre-Ph.D. course work within one month from the date of counselling. The admission and allotment of guides to the candidate by DRAC shall be final and binding to all concerned. If the candidate does not join and register for pre-Ph.D. course work after admission without any valid reason, he/she shall forfeit the admission.

4.10 The University shall maintain/display the list of all the candidates registered for the pre-Ph. D course work on its website session-wise for the academic year. The list shall include the name of the candidate, the topic of his/her research, the name of his/her Guide, Co-Guide (if any) pre-Ph.D. coursework registration number and date.

4.11 No candidate shall be allowed to register simultaneously for any other degree/diploma programme after registering for Ph.D. If, at any point in time, it is found to be otherwise, his/her admission shall ipso facto stand cancelled, and all the fees and deposits paid by the candidate shall stand forfeited. The University shall take legal and/or disciplinary action or both, as it may deem fit, in such cases.

4.12 After full-time registration, if a candidate is employed full-time anywhere, his/her registration will be converted to part-time scholar through the recommendation of DRAC.

4.13 A part-time scholar may be converted to a full-time scholar; however, he/she shall be allowed to submit Synopsis/Thesis as per the rules for a part-time scholar.

4.14 A full-time teacher of this University, or a constituent college of this University, who registers himself/herself for Ph.D. in a University P. G. Department, shall not be required to pay tuition fees for a period of eight terms/semesters. In case he/she needs more time to complete his/her Ph.D. thesis he/she has to pay fees as per the University rules.

R. Ph.D. 5. Special Provisions for Admissions for Select Groups:

A. International Scholars

5.1 International scholars shall be exempted from taking the Ph.D. Entrance Test as they cannot be admitted without a valid Research Visa endorsed in favour of a given University as per the guidelines issued by the Government of India. The admission letter issued by a given University forms the basis for our embassy/high commission abroad to issue them a valid Research Visa endorsed in favour of such a university for the entire duration of their Ph.D.

Programme. It applies also to international students possessing a foreign passport who has obtained a Master's degree from any of the UGC-recognized Indian Universities.

5.2 Any recognized Ph.D. Guide in the subject discipline in which an International Scholar has applied for admission shall be allowed to take 02 International Scholars in addition to the prescribed number of scholars in R. Ph.D. 7.3 and as per 7.1.1

5.3 No International Scholar offered admission to Ph.D. programme at Sardar Patel University shall be admitted unless he/she has a Research Visa endorsed in favour of this University.

5.4 An International Scholar admitted and registered for the pre-Ph.D. coursework as a part-time scholar in this university who does not reside on the campus shall be required to stay on the campus for at least three months may be in parts: to complete the process of admission, and to attend the coursework during the first year of admission. However, if a candidate is unable to attend the coursework offline due to technical reasons, then as a special case the candidate may be allowed to attend the coursework online including the courses available on SWAYAM/NPTEL MOOCs etc. as approved by the DRAC and with a permission of the Vice Chancellor. After registration to the Ph.D. programme, the candidate shall be required to stay on campus for at least a month every academic year to fulfil other requirements outlined in these rules. Before submitting the thesis, the candidate shall present the work done through a seminar (in English with no language translator) before DRAC. The research scholar's guide and the department concerned shall keep a record of his/her attendance and submit the same to the university from time to time.

5.5 International Students admitted through ICCR, Ministry of External Affairs, Government of India are allowed to register for the course without waiting for the payment of fees by ICCR as such payments are done at the end of the respective financial year.

Except for the special provisions made for the admission of International Scholars, all the other rules applicable to Ph.D. Scholars of this University shall also apply to International Scholars.

B. Professionals/Civil Servants:

5.6 In case of professionals equivalent to Class-II and above from corporate bodies/scientists from State/National funded research institutes with a minimum five years' experience and at least one publication in a UGC CARE listed journal shall be exempted from Ph.D. Entrance Test.

5.7 The interview during the counselling for admission to Ph.D. programme shall consist of submission of a research proposal in the area of the research interest and the presentation of the same before DRAC at the time of counselling interview.

R. Ph.D. 6. Rate of Honorarium:

6.1 The honorarium shall be as follows: (i) Paper setting along with solutions: Rs. 2000/- for each paper setter; and (ii) Honorarium for assessment, coordinator, senior and junior supervisors and the other secretarial work etc. shall be as per the prevailing rules governing the University examinations. However, the University shall revise scale of the honorarium from time to time.

6.2 Experts invited from outside Sardar Patel University on various Committees related to the Ph.D. admission, and DRAC meetings and to grant recognition to teachers as Ph.D. Guides will be paid Rs. 2000/- as a sitting allowance and TA/DA as per the University rules.

R. Ph.D. 7. Allocation of Ph.D. Guides:

7.1 The DRAC in the concerned subject shall, in a formal manner, decide on the allotment of a Ph.D. Guide for each of the selected research scholars, depending on the number of scholars per Ph.D. Guide, the available specializations with the Ph.D. Guides, and the research interest of the research scholar as indicated by his/her during counselling-cum-interview session. The allotment of a Ph.D. Guide shall, in no case, be left to the individual scholar or the guide.

7.1.1 At the time of counselling for Ph.D. admission, preference shall be given to a Ph.D. Guide, who has proven research experience through at least two research publications of repute / having applied for research projects (minor/major) during the preceding three years of the current admission, to have an allotment of a Ph.D. student under his/her guide ship.

While allotting the guides, it may be observed that at any session of the admission, a professor is expected to have a minimum of three students, an Associate Professor is expected to have two students and an Assistant Professor is expected to have at least one student working under their guideship.

Adjunct Faculty members/Professor of Practice may act as Research Supervisors. In such a case, a faculty member from the relevant field shall be chosen as a co-supervisor.

The decision of the DRAC shall be binding to all concerned.

7.2 In case of topics of Multidisciplinary/ Interdisciplinary/ Intradisciplinary nature, the allocation of main guide and co-guide will be governed as per R. Ph.D. 2.6.

7.3 A Ph.D. Guide who is a Professor shall not guide more than eight (8) Ph.D. scholars; an Associate Professor shall not guide more than six (6) Ph.D. scholars; and an Assistant Professor shall not guide more than four (4) Ph.D. scholars at any given point of time.

At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the prescribed number given above.

Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified above.

7.4 A seat shall be considered to be vacant only after a registered research scholar submits his/her Synopsis for Ph.D.

7.5 The DRAC concerned shall take a binding from every Research Guide of the University, during the counselling for admission, that the candidate allotted for the Ph.D. guidance is not a close family relative.

7.6. If a Ph.D. guide leaves the College /P.G. Centre/Research Institutions, the Ph.D. Scholar shall be transferred to another Ph.D. guide in the relevant subject discipline of the same College /P.G. Centre/Research Institutions. If there is no Ph.D. guide available in the subject concerned in that institution, the DRAC shall transfer the scholar to a guide in the university P.G. Department/another college/Institution. Such a transferred scholar shall be counted as supernumerary over the total allowed number of Ph.D. students of the respective category. The issue related to the fee structure in such a transferred cases shall be resolved in consultation with the Vice-Chancellor. In case, there is no suitable person to guide the continuing students then DRAC may also recommend to continue under the same guide but he/she has to act as a co-guide, and in such a case the co-guide should remain present for the subsequent meetings of DRAC for the progress of the student(s) under him/her.

7.7. If a Ph.D. Guide leaves the college and joins the University P. G. Department/another college/P. G. centre/Institution recognized as per R Ph D 15.3 by the University, the transfer of the scholar to another Ph.D. guide is not required. However, the student shall be transferred to the Guide's present institution on request by the student and guide and recommended by the concerned DRAC. The DRAC's decision on such cases and the issues related to the fee structure shall be approved and resolved by the Vice Chancellor.

7.8 No Ph.D. student shall be allowed to register/transfer under a Ph.D. Guide who is having less than three years to his/her superannuation. However, he/she can continue to be a co-Guide.

7.9 In case a Ph.D. Guide leaves the University/College/P. G. Centre/Institution due to superannuation/resignation, a research student registered under him/her shall be transferred, through the DRAC, to another Ph.D. guide preferably in the same subject having the same specialization if the scholar does not submit his/her synopsis within six months from the date of the original guide's departure. However, the original guide shall be allowed to continue as co-guide until the Ph.D. Scholar submits his/her thesis for the Ph.D. degree.

7.10 The University shall, on the recommendation of the DRAC, transfer the scholars registered under a Ph.D. Guide to another Ph.D. Guide in the same subject discipline within six months if the original Ph.D. Guide is unable to guide due to unavoidable circumstances.

7.11 In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such a scholar shall, however, give due credit to the parent institution and the supervisor for the part of the research already undertaken.

R. Ph.D. 8. Matters Related to Fee:

8.1 A research scholar admitted to any of the Ph.D. Programmes in the University shall pay the fee as decided by the University from time to time. Failure to pay the fee for three consecutive terms shall lead to automatic cancellation of Ph D registration.

8.2 A registered Research Scholar shall submit his/her thesis within the stipulated time, failing which he/she has to take an extension as per R Ph.D. 3 and he/she shall be required to pay fees up to the time he/she submits his/her thesis along with penalty fee decided by the University as per rules.

8.3 If a Ph.D. research scholar fails to submit his/her thesis within the stipulated time after submission of his/her synopsis failing which he/she has to take an extension as per R Ph.D. 12.3 and he/she shall be required to pay the term fee with penalty decided by the University as per rules.

8.4 Fees once paid shall not be refunded in any case.

R. Ph.D. 9. Course Work Details:

9.1 Once a research scholar is registered for the pre-Ph.D. coursework, he/she shall be required to undertake coursework as under:

9.1.1 The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a "Research and Publication Ethics" course as notified by UGC, vide D.O.No.F.1-1/2018(Journal/CARE) in 2019 and a Research Methodology course.

9.1.2. Two other courses each of three credits which include advanced level course materials related to the subject area relevant to the research topics prepared and

approved by the DRAC shall be conducted by the respective department/ institutes/ affiliated P G centre where the student is admitted.

9.1.3 If a research scholar is admitted to Multidisciplinary/ Intradisciplinary subjects, he/she should pass relevant four courses of minimum total 16 credits in the subject in which admission to Ph D is given. Those courses may be from the courses taught at regular PG programme of the concerned subject. The courses can also be chosen from MOOCs like SWAYM/NPTEL or other UGC recognized platforms. The courses thus chosen are to be approved by the DRAC of Ph D programme admitted. The concern department has to conduct the examination of the courses and the certificate shall be issued by the department. The student will get a time of one year from the date of Registration to complete this. No time extension will be given in this regard.

9.2 All the courses prescribed for Ph.D. coursework shall be approved by concerned academic bodies of the University. Implementation and Assessment of the course work shall be done as per guidelines prescribed by this University for the course work (Appendix - 1).

9.3. Women candidates shall be given a relaxation of two more terms in case of maternity leave.

9.4 The DRAC shall maintain proper records of teaching and evaluation. The final results of the coursework shall be submitted to the University.

9.5 This course work assigned to the candidate, in the University P. G. Department /recognised research institutions where the scholar is admitted or in a sister P. G. Department within the University, shall be duly certified by the DRAC in the subject concerned, and shall be treated as equivalent to the Ph.D. Course work.

9.6 The candidate has to score a minimum of 55% of marks (in each course) as the passing standard of the course work. The passing of the Pre-Ph.D. course work shall be mandatory for Ph.D. Registration.

9.7 Marks in the courses shall be finalized by the DRAC and the final grades shall be communicated to the University. Based on the result submitted by the DRAC, University shall issue a mark sheet of the Ph.D. coursework to the candidate.

9.7.1 A copy of the Pre-Ph.D. coursework passing certificate issued by the University must be attached along with the Ph. D registration form.

9.8 In case a candidate fails to clear the pre-Ph.D. coursework as per R Ph D 9.6, the concerned DRAC shall allow the candidate to register for a supplementary exam of those papers of the pre-Ph.D. coursework based on a request letter forwarded through and recommended by the guide. On further failure in clearing the course work, his/her Ph.D. admission stands cancelled automatically.

Such candidates (those who wish to re-join the Ph.D. programme of the University) have to follow the admission procedure as per R Ph D 4.

9.9 All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

R. Ph.D. 10. The Departmental Research Advisory Committee (DRAC**) and its Functions:**

10.1 The Departmental Research Advisory Committee **(**DRAC) shall be constituted by the Head of a University P. G. Department as chairperson and consist of at least three senior members from the University P. G. Department in the subject-discipline concerned wherein all the

members of the committee have to be recognized Ph.D. Guides and active researchers. External subject expert/s nominated by the Vice-Chancellor may be invited to the DRAC as and when required.

10.2 In case of recognized Research Institutes/Colleges/P. G. Centres affiliated to this University which runs exclusively certain programmes not offered in any of the P. G. Departments of the University, the DRAC shall be constituted by the Vice Chancellor consisting of (a) The dean of the concerned faculty (Chairman of the committee); (b) three senior faculty members in the subject concerned and (c) two Heads of the University P. G. Departments.

10.3 The DRAC shall have the following responsibilities:

(i) To admit qualified students and to allot research guides;

(ii) To review the research proposals and advice to fine-tune the research proposal;

(iii) To facilitate the research scholar to develop the study design and methodology of research and help to identify/select the course(s) that he/she needs to do;

(iv) To conduct and evaluate the respective Ph.D. course work and submit the course work (paper-wise) results of the registered students to the University;

(v) To review the progress of the research scholars periodically and assist in the progress of the research work of the research scholar.

(vi) ` To permit necessary changes, before the submission of the synopsis, in the title of the thesis after the due presentation/justification by the research scholar which must also be approved by the Ph.D. Guide,

(vi) To invite the concerned guide(s) during the progress report presentation.

(vii) To implement and monitor the execution of R. Ph.D. rules and regulations in letter and spirit.

(viii) To make sure that all the theses, recommended by DRAC for its final submission to the University for Evaluation, are within the allowed limit of the similarity index as per the regulations for academic integrity and prevention of plagiarism policy updated from time to time by the University.

10.4 If a scholar is scheduled to make a presentation before the committee on issues related to his/her course work or progress or any other matter related to Ph D work, his/her Ph.D. guide shall be invited if the Committee desires during the time of presentation.

R. Ph.D. 11. Post-Admission Procedures:

11.1 Upon satisfactory completion of course work and registration for Ph.D., the Research Scholar shall be required to produce a draft thesis as per R.Ph.D.-3.

11.2 A research scholar shall appear before the DRAC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six-monthly progress reports shall be submitted to the University as per the guidelines received from time to time.

11.3 In case the progress of the research scholar is unsatisfactory, the DRAC shall record the reasons for the same and suggest corrective measures in consultation with the respective guide. If the research scholar fails to implement these corrective measures within the next term, the DRAC may recommend to the University specific reasons for the cancellation of the registration of the research scholar.

11.4 In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, the research data generated or collected by the candidate shall be allowed to be transferred to the

University to which the scholar intends to relocate on the mutual agreement signed by the respective guides and endorsed by the concerned heads of the two institutes, provided all the other conditions of these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent Institutions/Guide from any funding agency. The scholar will, however, give due credit to the parent Guide and the Institute for the part of the research work already done and the IPR related to the part of the research data shall be owned by the original institute.

R. Ph.D. 12. Submission of Thesis:

12.1 The Ph.D. scholar must have at least One (01) research paper (published/ accepted for publication) from the Ph.D. work carried out, in the journal included in the UGC CARE list and also made two paper presentations in conferences/seminars based on his/her Ph.D. work and the relevant evidence (presentation certificates and/or reprints) to be produced before the submission of the thesis for adjudication.

12.2 Prior to the submission of the thesis, the scholar shall make a presentation of the work to be included in his/her thesis before the DRAC which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the DRAC.

12.3 If a Research Scholar has submitted his/her synopsis, but fails to submit his/her thesis within the maximum stipulated time of one year, then he/she shall apply through the respective guide to the University along with an undertaking in the format prescribed by the University. The university then may direct the concerned DRAC to consider it and take appropriate decision with due justification and recommend for an extension for not more than one year from the date of submission of the synopsis. This shall be approved by the Vice-Chancellor. This extension is not over and above the extension granted under R. Ph.D. 3.3.

12.4 Ph.D. scholars shall write their theses in English only, except those who are registered for Ph.D. in Gujarati, Hindi or Sanskrit. In addition, in the subjects like History, Political Science, Psychology, Sociology, Economics and Education writing of a thesis in Gujarati/Hindi may be permitted by Honourable Vice-Chancellor on the recommendation of the DRAC in the concerned subject. However, the thesis written in languages other than English shall necessarily include a summary of the thesis in English.

12.5 The thesis shall contain the certificate of originality as given in **Annexure - I.**

12.6 The thesis shall be put through a plagiarism/similarity detection tool and if the similarity index falls above 10% the report shall be put before the respective DAIP for follow-up action to ensure that the draft thesis similarity index falls within the allowed limit i.e. 10% before recommending the draft thesis for submission. In case, any further action is required, the similarity report shall be put before the UAIP.

The necessary certificates mentioned in the Guidelines on Plagiarism **(Annexure-II to Annexure - V)** shall be submitted along with the draft thesis (as a part of the checklist). A copy of Annexure II and the plagiarism report generated by the similarity detection tool shall be included in the thesis. The policy for plagiarism will be followed as per the University Regulations for Academic Integrity and Prevention of Plagiarism as given in **Appendix - II.**

12.7 A Ph.D. scholar shall submit softcopy of the draft thesis in single PDF file via e-mail **(academic_plagiarism@spuvvn.edu)** to the academic section along with one hardcopy. The academic section shall send by e-mail softcopy to the examiner for evaluation. The hardcopy of the draft can be printed on both sides of paper and should be submitted in kachcha-bound form. If any external referee desires so a hardcopy can be sent for evaluation.

After the successful viva-voce examination a final copy of the thesis can be prepared by incorporating the changes/ modification suggested by referees. A certificate by signed jointly by the guide and the chairperson of the concerned DRAC should be attached to the final copies stating that the changes/modification suggested by referees are incorporated and acknowledged. The final copy be printed on both sides of the paper and hard-bound. Two hard-bound copies of the final thesis along with a softcopy be submitted for the electronic depository on the INFLIBNET shall be submitted. The university shall issue the notification of the award of Ph.D. only after the receipt of the hard-bound copies and softcopy.

12.8 The degree of Ph.D. shall not be conferred as an addendum degree.

R. Ph.D. 13. Evaluation and Assessment Methods:

13.1 A panel of at least six referees all must be active Ph.D. guides, out of which at least three from universities outside Gujarat shall be submitted by the Ph.D. guide to the Board of Studies in the respective subject for its approval. The panel shall be prepared from the persons not of rank lower than an Associate Professor, involved in research in the subject area of the Ph.D. thesis. The Vice-Chancellor will select two persons as external referees from the panel. The referees shall examine the thesis and submit individual reports on whether there is a prima facie case for the acceptance or rejection of the thesis.

In case, the Thesis is written in Gujarati, the Board of Studies may recommend giving a panel of all six referees from Gujarat State.

13.2 The Ph.D. Thesis submitted by a research scholar shall be evaluated by his/her Ph.D. Guide and at least two external referees as R. Ph.D. 13.1 above.

13.3 If both the external referees consider the thesis unsuitable for the award of the degree, no further process shall be done and the reports shall be placed before the Vice Chancellor for final decision.

13.4 In case of a difference of opinion between the two external referees, the Vice Chancellor shall appoint a third external referee from the panel of referees of the thesis. If the third external referee reports that the thesis is unsuitable for the award of the degree, his report shall be placed before the Vice Chancellor for a final decision.

13.5 If any of the referees has suggested corrections, the candidate shall be required to incorporate them in the final draft of the thesis and need to submit a corrected version of the thesis before the viva-voce examination.

13.6 A work that has been rejected shall be resubmitted with due revision only after a period of six months and subject to the payment of necessary fees.

R. Ph.D. 14. Viva-voce Examination:

14.1 If two external referees agree that there is a **prima facie** case for the award of the degree, an open viva-voce examination of the Ph.D. scholar to defend the thesis shall be conducted by DRAC before a board of examiners for Ph.D. viva, consisting of the internal guide and one external referee appointed by the Vice-Chancellor. The viva-voce will be conducted in English only (even in the case of foreign students with no translator appointed) except for

the students who have registered in the subjects such as Hindi, Sanskrit and Gujarati. After the open Viva, the board shall submit a report jointly to the University on whether the thesis is accepted for the award of the degree or not.

The viva-voce shall be conducted in the place decided by the University. Video recording of the process is compulsory. The soft copy of the video recording should be submitted to the University along with the report of the viva.

14.2 The schedule of viva-voce shall be notified on the departmental notice board and may be circulated to the related departments through the Head of the Department.

R. Ph.D. 15 Requirements for offering Ph.D. programme other than the University P. G Departments:

15.1 Colleges/Institutions/P. G. Centres affiliated with Sardar Patel University may be considered eligible to offer Ph.D. Programme only if they satisfy the availability of eligible Research Guides, required infrastructure and supporting administrative and research promotion facilities as per the regulations, stipulated under sub-clause 15.3.

15.2 Postgraduate Centres affiliated to Sardar Patel University, Research laboratories of Government of India/State Government with at least two Ph.D. qualified teachers/scientists/ other academic staff in the department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these regulations, stipulated under sub-clause 15.3, shall be considered eligible to offer Ph.D. programme. Recognized P. G. Centres/Institutions should additionally have the necessary recognition by the University as per Sardar Patel University Statutes and Ordinance to offer Ph.D. Programme.

15.3 Recognized P. G. Centres/Research institutions of the Government of India or State Government with adequate facilities for research as mentioned below shall be recognized to offer Ph.D. Programme:

15.3.1 In the case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the University with provision for adequate space per research scholar along with computer facilities and essential software.

15.3.2 Necessary library resources including latest books and research journals, e-resources, extended working hours for all disciplines, adequate space for Ph.D. scholars in the Department / library for reading, writing and storage of research data and research materials;

15.3.3 The recognized Centres may also have access to the required facilities of the neighbouring Institutions/ Colleges/ R&D, National, State level research laboratories/ Organizations/ which have the required facilities.

15.3.4. The National/State govt. supported research institutes need to undertake an MOU or an agreement with the University under which the University shall recognize the Ph D programme of such laboratories/institutes.

15.3.5. The MOU shall incorporate the clauses under the prevailing UGC guidelines for the maintenance of standards in Higher education institutions such as the formation of Research Clusters amongst the Universities / Colleges/Research Institutions within the state for sharing research facilities, human resources, skills and infrastructure to ensure optimal utilization of resources and to create synergies among researchers in the higher education institutions.

R. Ph.D. 16. Provisions Exclusively applicable to the Faculty of Medicine

Note: All provisions for Ph.D. applicable for admission to Ph.D. programme in other faculties, except for the following provisions exclusively applicable to the Faculty of Medicine in this University, shall also be applicable to the Faculty of Medicine.

16.1 Eligibility Criteria for Recognition as Ph.D. Supervisor:

16.1.1 A faculty member who holds a Ph.D. degree or MS/MD/DM/MCh (recognized by MCI) in the subject or in a related discipline is eligible to apply for recognition as a Research Supervisor. He/she shall apply for recognition as Research Supervisor for Ph.D. in the prescribed format available on the University Website.

16.1.2 He/she should have a minimum of five publications in a peer-reviewed National/ international journal with ISSN (as prescribed by this University/ UGC/MCI); or be a Postgraduate Supervisor with at least Supervised 5 (five) MD/MS theses to his/her credit.

16.1.3 Ph.D. Research proposals from other teachers with the Faculty of Medicine who wish to undertake interdisciplinary research, the Research Advisory Committee may appoint a Co-Supervisor from the Faculty of Medicine depending on the nature of the Research Proposal.

16.1.4 Ph.D. Research proposals of interdisciplinary nature made by the teachers in paramedical disciplines (Physiotherapy, Nursing, Medical Technology) to the Faculty of Medicine, teachers with Ph.D./MD/MS/MCh/DM qualification from the related subject/s from the faculty of Medicine, may be appointed as a Ph.D. Supervisor. A Co-Supervisor of the related **Medical** subject of the Ph.D. Research may be appointed at the discretion of the Research Advisory Committee even when a recognized Ph.D. Supervisor is available in the said paramedical field, depending on the nature of the Research Proposal.

16.1.5 In the case of subjects and the Ph.D. Supervisor, coming under the purview of MCI (Medical Council of India, i.e. MD/MS/P.G. Medical Diploma/MSc (Medical), the Ph.D. Supervisor shall have not less than fifteen years of teaching experience after obtaining his postgraduate qualification of which the Ph.D. Supervisor must have, not less than ten years postgraduate teaching experience, in MCI recognized Institutions/s. For the other subjects (those not under the purview of MCI i.e. MSc (MLT)/MSc (MT)/MPT and MSc Nursing), the Ph.D. Supervisor shall have not less than 10 years of teaching experience after obtaining Post graduation, of which, the Ph.D. Supervisor must have at least 5 years teaching experience as Post Graduate teacher.

16.2 Eligibility Criteria for admission to Ph.D. Programme:

16.2.1 Candidates, who possess MD/MS/P. G. Medical Diploma/MPT/MSc (Medical)/MSc (MLT)/MSc (MT)/MDS and MSc (Nursing), are eligible to apply for Ph.D. under the Faculty of Medicine.

16.2.2 Ph.D. shall be awarded in the concerned/Allied subject under the recognized Supervisor. Candidates doing Ph.D. in the Allied Medical subjects like Physiotherapy, Nursing and Medical Technology, the Ph.D. shall be awarded as Ph.D. Physiotherapy/Ph.D. Nursing/Ph.D. Medical Technology, respectively.

16.2.3 The period of training for Ph.D. shall not be less than two (2) years for candidates who possess MD/MS and P. G. Medical diploma and shall not be less than three (3) years for candidates with MSc (Medical)/MSc (MLT)/MSc (MT)/MPT and MSc Nursing.

16.3 Eligibility Criteria for Research Guide:

16.3.1 A recognized P. G. Supervisor shall register a P. G. scholar for MD/MS/Diploma as per the latest guidelines of the MCI in vogue. However, he/she shall be allowed to take a maximum of Ph.D. Scholars as follows at any given point in time: (a) Professor - Four (4); (b) Associate Professor - Two (2); and (c) Assistant Professor - One (1)

16.3.2 However, for subjects and the Ph.D. Supervisor who do not come under the purview of MCI (Medical Council of India), a P. G. Supervisor may be allowed to register a maximum of Ph.D. Scholars as follows at any given point in time: Professor - Six (6); Associate Professor - Three (3); and Assistant Professor - One (1).

16.3.3 A seat shall be considered to be vacant only after a registered research scholar submits his/her Synopsis for Ph.D.

16.4 **Departmental Research Advisory Committee and its Functions:**

In the case of the Faculty of Medicine, the Research Advisory Committee of the Faculty of Medicine shall be constituted of the following members:

(1) Dean, Faculty of Medicine (Chairperson);

(2) Dean/Principal, Medical College;

(3) Heads of the concerned Departments;

(4) Convener, P. G. Cell of a Medical College; and

(5) One expert of the relevant subject from outside the Department.

R. Ph.D. 17. Award of Ph.D. Degree and Notification:

17.1 The award of degree to candidates registered for the Ph.D. programme prior to date of these Regulations shall be governed by the provisions of R. Ph.D. rules of the University prevailing at the time of registration.

17.2 **Award of Ph.D. degrees prior to Notification of these Regulations. -** Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of these Regulations (Gazette UGC November 2022) shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in these Regulations (Gazette UGC November 2022) shall impact the M.Phil. degree programmes commencing prior to the enactment of these Regulations.

R. Ph.D. 18. Depository on the INFLIBNET:

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree, the University research scholar shall submit an electronic copy of the Ph.D. thesis as per the guidelines of the Bhaikaka Library for the Shodhganga Project of INFLIBNET Centre.

R. Ph.D. 19. Adjudication of any Conflict:

The decision of the Vice-Chancellor shall be final and binding for all in the interpretation of any provision contained in these rules and regulations.

Appendix -1

Sardar Patel University
Vallabh Vidyanagar
Implementation and Assessments of the Pre-Ph.D. Coursework

1. The Research scholars who are admitted to the Ph.D. programme of the University have to register for the Pre-Ph.D. course work as per R.Ph.D.: 9.
2. The two credits course on Research and Publication Ethics (RPE) (a mandatory course by UGC) and the four credits Research Methodology course shall be Conducted and Evaluated centrally for all the admitted Research Scholars by the University as per R. Ph.D.: 9.1.1.
3. As per R Ph D 09.1.2, two subject-specific Pre-Ph.D. courses of three credits each approved by the concerned DRAC shall be Conducted and Evaluated by the respective DRAC (as announced by the University with letter No. D/E/10/317, dated: 20/04/2021) where the students are admitted for the Ph.D. programme. The research supervisors including those in affiliated research centers shall also participate in conducting the course work.
4. The course details (syllabi as approved by the concerned DRAC and the Univ.) and the timetable of the course work shall be displayed on the notice board of the PG Department where the students are admitted for the Ph.D. programme. The Concerned P.G. Department will inform the timetable and syllabus to student(s) and respective guide(s).
5. Contact hour per credit is 15 hrs (which may include lectures, group discussions, seminars, tutorials etc.).
6. The attendance of the Ph D scholar for each course shall be 80%. The Concerned P.G. Department will maintain the attendance records of the student for each course work. 7.

The evaluation of each of the coursework shall have the following components:

i) A Written Examination OR Written Assignment Submission (100 marks)
The topics for assignment shall be from the syllabus of the respective courses as approved by the concerned DRAC.
If the number of students is large, a written examination may be conducted.
The written examination/Assignment topics shall cover the full content of the syllabus of the respective courses.

ii) Review presentation and viva-voce (50+50=100 marks)
The research scholar shall deliver a presentation on a topic (different from the assignment) relevant to the field of the research proposal and approved by the guide and the DRAC.
The Ph D guide of the research scholar, the allotted teacher of the course and the at least one of the DRAC members shall remain present and shall evaluate during the presentation cum viva. The marks awarded must be signed by all the above and shall be submitted to the DRAC chairman.

8. The respective PG Department where the students are appearing for the pre-Ph.D. course work shall submit the entire records viz. timetable, syllabi, attendance, marks awarded/scored, the copy of the written exam paper or the assignments, copy of the ppt presentation etc of the research scholar to the respective DRAC.
9. The DRAC chairman shall submit the marks /result of the coursework to the University for Declaration (as per the following table).

No.	Student's Name	Course-2			Course-3			Attendance fulfill
		Obtained Marks (55%)	Out of 100 Marks	Result Pass/Fail	Obtained Marks (55%)	Out of 100 Marks	Result Pass/Fail	Yes/No

10. On passing the course work (as per R Ph.D. 9), the University shall issue a passing certificate to the research scholar followed by the completion of the Ph D registration process.

Appendix - II

SARDAR PATEL UNIVERSITY

VALLABH VIDYANAGAR-388 120

Regulations for Academic Integrity and Prevention of Plagiarism (AIPP) (December 2020)

To inculcate and implement strictly the ethical and moral values in the academic pursuit of students and faculty members of higher education institutions, the University Grants Commission has issued a notification through "Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions - Regulations, 2018 published in Gazette of India (REGD. NO. D. L.-33004/99). The main objectives as stated in the UGC regulations 2018 are as under:

1. Objectives

1.1 To create awareness about the responsible conduct of research, thesis/dissertation preparations, promotion of academic integrity and prevention of misconduct including plagiarism (similarity) in academic writing among students, faculty, researcher and staff.

1.2 To establish an institutional mechanism through education and training to facilitate responsible conduct of research, thesis/dissertation writing and reporting, promotion of academic integrity and deterrence from plagiarism.

1.3 To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish student, faculty researcher or staff of the higher education institution committing the act of plagiarism.

In compliance with these Regulations, Sardar Patel University, Vallabh Vidyanagar has in principle agreed to adopt the regulations by establishing mechanisms as prescribed in these regulations, to enhance awareness about the responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

2. Definition of Plagiarism

'Plagiarism' is the unacknowledged use of another person's work as one's (their) own work. It involves copying phrases, clauses, sentences paragraphs or longer extracts, data and figures from published or unpublished work including those from other sources and own published works without acknowledgement of the source.

3. Instances of Plagiarism

3.1 Copying directly another person's original idea, abstract, phrases, data, illustrations, tables, conclusions etc. without permission/acknowledgement of the sources.

3.2 Copying a section of the book/article/report / monograph/dissertation/thesis without proper citation.

3.3 Buying, stealing or borrowing assignments, experiments/results, cutting and pasting from online sources and submitting as one's (their) own without necessary permission and /or attribution.

4. Self Plagiarism (as per UGC notification N F 1-1/2020 (SECY) 20th April 2020

Reproduction, in part or whole of one's own previously, published work without adequate citation and proper acknowledgement and claiming the most recent work as new and original for any academic advantage amounts to 'text-recycling' also known as self-plagiarism and is not acceptable.

4.1 Republishing the same paper already published elsewhere without due and full citation.

4.2 Publishing smaller/excerpted work from a longer and previously published work without due and full citations to show a larger number of publications.

4.3 Reusing data already used in a published work or communicated for publication in another work without due and full citation.

4.4 Breaking up a longer /larger study into smaller sections and publishing them as altogether new work without due and full citation.

4.5 Paraphrasing one's own previously published work without due and full citation of the original.

5. Mechanisms to Implement the Regulations

5.1 Formation of Departmental Academic Integrity Panel (DAIP)

The **Departmental Academic Integrity Panel (DAIP)** as per the UGC regulations shall be constituted as per the following composition.

a. **Chairman**- Head of the Department

b. **Member**- Senior academician from outside the department, to be nominated by the Vice Chancellor of the University.

c. **Member**- A person well versed with anti-plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of 'b' and 'c' as above shall be two years. The quorum for the meetings shall be 2 out of 3 members (including the Chairman).

5.1.1 Role of DAIP

i. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of the University.

ii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.

iii The DAIP can co-opt a faculty member from the Department who is familiar with the subject area for which the plagiarism report is under consideration.

iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the UAIP within a period of 45 days from the date of receipt of the complaint initiation of the proceedings.

v. If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document pertaining to a Department, he or she shall report it to the concerned Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation, the DAIP shall investigate the matter and submit its recommendations to the UAIP.

5.2 Formation of the University Academic Integrity Panel (UAIP)

The **University Academic Integrity Panel (**UAIP) as per the UGC regulation, shall be constituted as per the following composition.

a. Chairman - Vice Chancellor/Dean /Senior Academician of the University.

b. Member - Senior Academician other than Chairman, to be nominated by the Vice Chancellor of the University.

c. Member - One member nominated by the Vice Chancellor from outside the University.

d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Vice Chancellor of the University.

The Chairman of DAIP and UAIP shall not be the same. The tenure of the Committee members including the Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including the Chairman).

5.2.1 Role of UAIP

i. The UAIP shall consider the recommendations of DAIP.

ii. The UAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

iii. The UAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of the University.

iv. The UAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Vice Chancellor within a period of 45 days from the date of receipt of the recommendation of DAIP/complaint/initiation of the proceedings.

v. The authorities of the University can also take *suo moto* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the University on the basis of the findings of an examiner. All such cases will be investigated by the UAIP.

vi. The UAIP shall have the power to review the recommendations of DAIP including penalties with due justification.

vii. The UAIP shall provide a copy of the report to the person(s) against whom the inquiry report is submitted.

6. Awareness and Training Programs:

(a) The University shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of sources compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source. For instance, give due credit to the original work /author(s) and provide proper citation and reference. If one needs to quote part of the text verbatim, put them in inverted commas.

(b) The University shall conduct sensitization seminars/awareness programs every semester on responsible conduct of research, thesis, dissertation, and promotion of academic integrity and ethics in education for students, faculty, researcher and staff.

(c) The University shall:

i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as compulsory course work/module.

ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module in the pre Ph.D. course work on research methodology Research Scholars.

iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of the University.

iv. Train students, faculty members, researchers and staff in using plagiarism detection tools and reference management tools.

v. Establish a facility equipped with modern technologies for the detection of plagiarism.

vi. Encourage students, faculty members, researchers and staff to register on international researcher's Registry systems.

Note: Any synopsis/Dissertation submission occurring after the date of implementation of these regulations must follow the procedure laid down in this regulation.

7. Curbing Plagiarism

7.1 The University shall declare and implement the technology-based mechanism using appropriate software recognized/recommended by the UGC from time to time (presently OURIGINAL) so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.

7.2 The mechanism as defined at (a) above shall be made accessible to all engaged in research work including students, faculty, researcher and staff etc.

7.3 Every student submitting a thesis, dissertation, or any other such documents to the University shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.

7.4 The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the University.

7.5 The University shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/authorities. The approved policy shall be placed on the homepage of the University website.

7.6 Each supervisor shall submit a certificate indicating that the work done by the researcher under her/him is plagiarism free.

7.7 The University shall submit to INFLIBNET soft copies of dissertations/theses of all Masters', and Research programmes within a month after the award of degrees for hosting in the digital repository under the "*Shodh Ganga e-repository"*.

7.8 The University shall create an Institutional Repository on the institute website which shall include dissertation/thesis / paper / publication and other in-house publications.

NOTE: In case of any need, additional plagiarism detection software may be considered with the recommendation of the UAIP.

8. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

8.1 All quoted work reproduced with all necessary permission and /or attribution.

8.2 All references, bibliography, table of content, preface and acknowledgements.

8.3 All generic terms, laws, standard symbols, common phrases and standard equations.

8.4 Name and address of Institutions, Departments and common mandatory phrases or sentences.

9. Similarity checks for inclusion for Plagiarism

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, objectives, hypothesis, observations, results,

summary, conclusions and recommendations only and shall not have any similarities. It shall exclude common knowledge or coincidental terms, up to fourteen (14) consecutive words.

10. Procedure for submission of Documents /Scripts for Plagiarism check

The documents/Scripts include research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment/opinion leading to the award of master's and research-level degrees or publication in print or electronic media by students or faculty or researcher or staff of the University; however, this shall exclude assignments/term papers/project reports/course work/ Essays and answer scripts etc.

10.1 A soft copy of the different components/sections as mentioned in the list for inclusion for similarity checks must be submitted prior to the final submission.

10.2 It shall run through a UGC-recognized/recommended plagiarism detection software (PDS: Presently URKUND) as per 7.1. The report generated shall be submitted to the chairman, DAIP for follow-up action.

11. Levels of Plagiarism

Plagiarism would be quantified into the following levels in ascending order of severity for the purpose of its definition:

11.1 Level 0: Similarities up to 10% - Minor similarities, no penalty

11.2 Level 1: Similarities above 10% to 40%

11.3 Level 2: Similarities above 40% to 60%

11.4 Level 3: Similarities above 60%

12. Reconciliation/Handling of Plagiarism Reports

In case of plagiarism (above the Level 0) found in the report generated by the plagiarism checking software, then the chairman of DAIP shall call a meeting of DAIP to consider the report and shall summon the candidate to hear the candidate's view/justification. On hearing the candidate, DAIP shall verify the genuineness of the candidate's view/justification and recommend rerunning the PDS with proper consideration of all the exclusion parts as stated in 8. For this DAIP may consult the DRAC. Following this, the student may be allowed to rerun the PDS and submit the fresh similarity report to DAIP forwarded through DRAC. A student can avail of this opportunity only once.

13. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researchers, faculty members & staff of the University only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided with enough opportunity to defend himself or herself in a fair or transparent manner.

13.1 Penalties in case of plagiarism in the submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose a penalty considering the severity of the Plagiarism.

i. Level 0: Similarities up to 10% - Minor Similarities, no penalty.

ii. Level 1: Similarities above 10% to 40% - Such a student shall be asked to submit a revised script within a stipulated period not exceeding 6 months.

iii.Level 2: Similarities above 40% to 60% - Such a student shall be debarred from submitting a revised script for a period of one year.

iv. Level 3: Similarities above 60% -Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such a student shall be punished for the plagiarism of one level higher than the previous level committed by her/him. In case where plagiarism of the highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the UAIP and approved by the Head of the Institution.

13.2 Penalties in case of plagiarism in academic and research publications

i. Level 0: Similarities up to 10% - Minor similarities, no penalty.
ii. Level 1: Similarities above 10% to 40% - Shall be asked to withdraw the manuscript.
iii. Level 2: Similarities above 40% to 60%
a) Shall be asked to withdraw the manuscript.
b) Shall be denied a right to one annual increment.
c) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D.Student/scholar for a period of two years.
iv. Level 3: Similarities above 60%
a) Shall be asked to withdraw the manuscript.
b) Shall be denied a right to two successive annual increments.
c) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

13.3 Penalty on repeated plagiarism - Shall be asked to withdraw the manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by her/him. In case where plagiarism of the highest level is committed then the punishment for the same shall be operative. In case the level 3 offence is repeated then disciplinary action including suspension/termination as per service rules shall be taken by the University.

13.4 Penalty in a case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by UAIP and approved by the Head of the Institution.

14. The University shall create a mechanism to ensure that each the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the University is checked for plagiarism at the time of forwarding/submission.

15. If there is any complaint of plagiarism against the Head of the University, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the University.

16. If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the UAIP and approved by the Competent Authority.

If there is any complaint of plagiarism against any member of DAIP or UAIP, then such member shall excuse himself/herself from the meeting(s) where his/her case is being discussed/investigated.

17. Removal of Difficulty

University reserves the right to remove difficulty/difficulties in the course of implementation of these regulations (AIPP) in consultation with the UGC.

Annexure - I

CERTIFICATE OF ORIGINALITY

Certified that the work incorporated in this Thesis entitled"_____ _____ _____" submitted by me comprises the result of independent and original investigations that I carried out. The materials obtained from other sources and used in the thesis have been acknowledged appropriately. The work contained in this thesis has not been submitted for the award of any other degree/diploma anywhere.

Place: _____

Date: _____

Name and Signature of the Research Scholar

Registration No.: _____ Date: _____

Certified that the work mentioned above was carried out under my/our guidance.

Place: _____

Date: _____

Name and Signature of the Guide(s)
Institutional address

Forwarded through the Head/ Chairperson DRACS

Annexure-II

SARDAR PATEL UNIVERSITY
Vallabh Vidyanagar

Plagiarism Verification Report

1. Name of Researcher/Student:

2. Title of the Thesis/ dissertation/Research Paper:

3. Name of the Department /Faculty:

4. Name of Supervisor:

5. Official Designation & Address:

The above thesis/ dissertation was scanned for similarity detection. The report is as follows:

Software used …….. Date:

Similarity Index: …… Total word count:

The report is attached for review by the Supervisor

Sign. of Researcher

- The plagiarism report of the above thesis/ dissertation has been reviewed by the undersigned.
- The similarity index is below accepted norms.
- This is certified that the thesis/dissertation is plagiarism free/ the similarity content is below accepted norms and does not affect the originality of the research work. Therefore, the thesis may be considered for submission to the University. The software report is attached.

Sign. of Researcher **Sign. Of Supervisor With Seal**

Annexure-III

UNDERTAKING

(To be submitted on a RS. 50/- Non-Judicial Stamp Paper)

I,…….. S/D of Shri……,
aged …… years, the resident of …….
……..., Mobile No. ……..do hereby
take oath and state :

(i) That, I am registered for the Ph. D/Masters programme on the topic titled……
…….. in the Faculty of …… of ----------
University. My Registration no. is …… ……

(ii) That, the contents of my thesis/ dissertation submitted to the University for the award of Ph. D are original and my work, and are free from plagiarism. I have checked the thesis/dissertation through a Plagiarism detection tool …….. approved by the University.

(iii) That, if, after checking my thesis for plagiarism by any standard plagiarism-checking software,

are found copied or come under plagiarism, I will be solely responsible for it and University shall have the sole right to cancel my research work ab-initio.

(iv) That, this work has not been submitted by me for the award of any other Degree/Diploma in any other University/ Institute.

(v) That, I shall be responsible for any legal dispute/case(s) for violation of any provisions of the Copyright Act relating to my thesis.

Date : **DEPONENT**

Place :

Annexure-IV

SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar

Self-Plagiarism Exclusion Certificate from Supervisor

The content of the chapters …… has been published in

1. ……

   ……

2. ……

   ……

3. ……

   ……

4. ……

   ……

This published work has been included in the thesis and has not been submitted for any degree to any University / Institute.

Signature of the Candidate **Signature of the Supervisor**

Annexure-V

SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar

Self Plagiarism Co-authors Certificate

We have published the following articles jointly:

Title of the Article	**Details of the publications (Journal / Books etc. ISSN/ISBN)**

The above research paper(s) have not been used by any of us for any degree/Diploma in any other University.

We give our consent to Mr./Ms. ……..to make use of these articles for inclusion in his/her thesis/dissertation.

We shall be responsible for any legal dispute/ case(s) for violation of any provisions of the Copy Right Act.

Signature of Co-author	Signature of Co-author	Signature of Co-author
Name:	Name:	Name:
Address:	Address:	Address:

Signature of the Candidate

Name: Registration No.: