

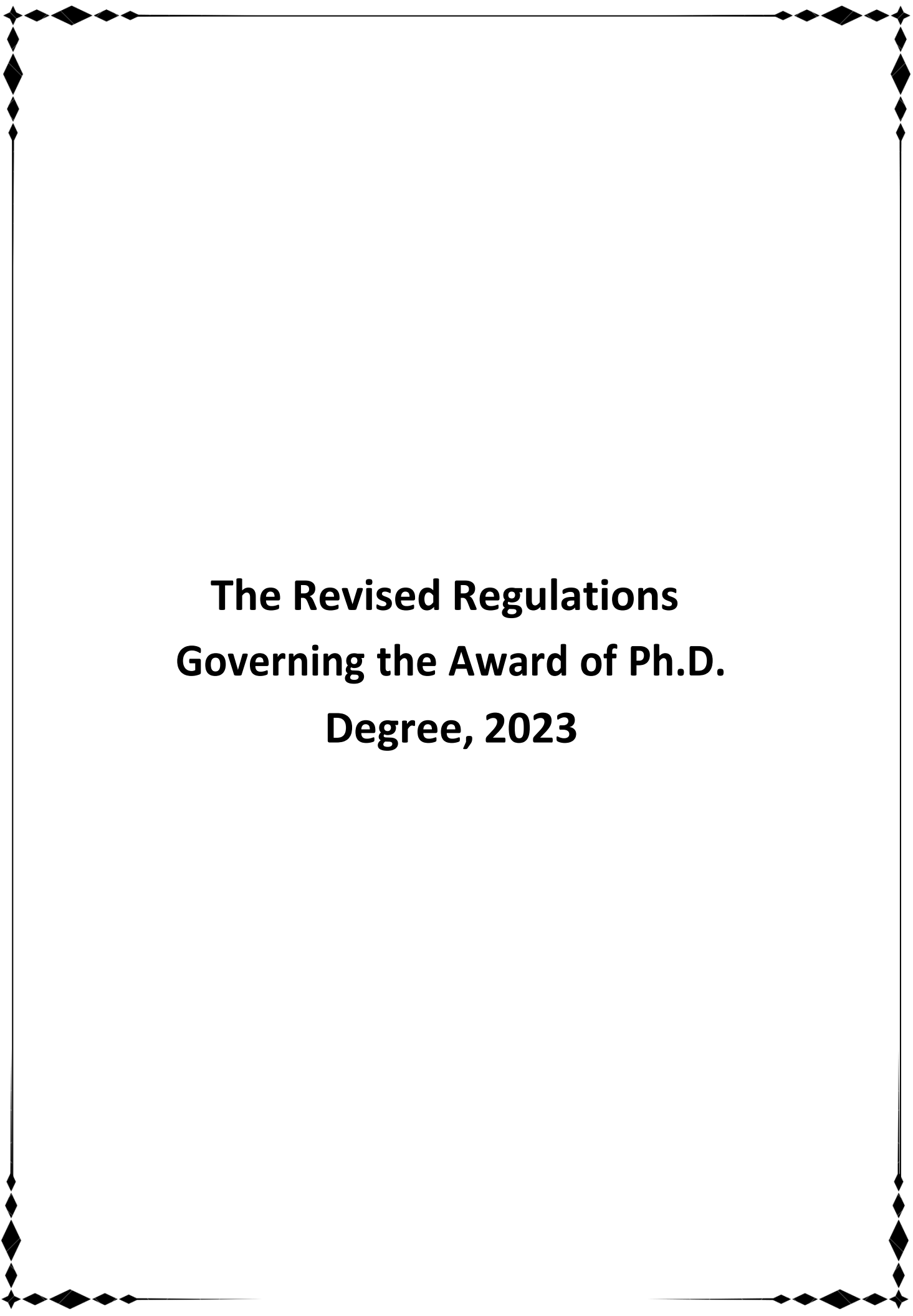


# DOCTOR OF PHILOSOPHY (Ph.D.) REGULATIONS (REVISED)- 2023

**JSS Academy of Higher Education & Research, Mysuru**

**(DEEMED-TO-BE-UNIVERSITY)**

**Sri Shivaratheeshwara Nagara,  
Bannimantap, Mysuru,  
Karnataka**



**The Revised Regulations  
Governing the Award of Ph.D.  
Degree, 2023**

## CONTENTS

SL No.	Particulars	Page Number
1.	PREAMBLE, SHORT TITLE, AND COMMENCEMENT	03
2.	DEFINITIONS	03
3.	ELIGIBILITY FOR ADMISSION	04
4.	CATEGORIES OF Ph.D. CANDIDATES AND DURATION OF PROGRAMME	05
5.	ADMISSION PROCEDURE	06
6.	EXEMPTION FROM DOCTRAL PROGRAMME ENTRANCE TEST (DPET)	08
7.	ADMISSION OF INTERNATIONAL STUDENTS TO Ph.D. PROGRAMME	08
8.	PROVISIONAL REGISTRATION SESSIONS	09
9.	RECOGNITION AND ALLOCATION OF RESEARCH SUPERVISOR/GUIDE	10
10.	RECOGNITION AND ALLOCATION OF RESEARCH CO-SUPERVISOR/CO-GUIDE	12
11.	RECOGNISED DEPARTMENTS / INSTITUTIONS	13
12.	DOCTOR OF PHILOSOPHY (Ph.D. DEGREE) PROGRAMME	13
13.	Ph.D. RESEARCH ADVISORY COMMITTEE (PRAC)	13
14.	Ph.D. PROGRAMME IN COLLABORATION WITH FOREIGN UNIVERSITIES	15
15.	COURSE WORK & Pre-Ph.D. RESEARCH METHODOLOGY EXAMINATION	16
16.	CONFIRMATION OF PROVISIONAL REGISTRATION	19
17.	SUBMISSION OF PROGRESS REPORT	19
18.	CANCELLATION OF REGISTRATION	19
19.	FEE STRUCTURE	19

<b>20.</b>	<b>CHANGE OF RESEARCH SUPERVISOR</b>	<b>20</b>
<b>21.</b>	<b>CHANGE OF RESEARCH TITLE &amp; TOPIC</b>	<b>21</b>
<b>22.</b>	<b>PRE-SYNOPSIS PRESENTATION</b>	<b>21</b>
<b>23.</b>	<b>SUBMISSION OF SYNOPSIS</b>	<b>21</b>
<b>24.</b>	<b>FORMATTING OF THESIS</b>	<b>21</b>
<b>25.</b>	<b>SUBMISSION OF THESIS</b>	<b>22</b>
<b>26.</b>	<b>EXTENSION OF TIME FOR SUBMISSION OF SYNOPSIS/THESIS</b>	<b>22</b>
<b>27.</b>	<b>EVALUATION OF THESIS</b>	<b>22</b>
<b>28.</b>	<b>AWARD OF THE DEGREE</b>	<b>25</b>
<b>29.</b>	<b>DEPOSITORY OF THESIS WITH INFLIBNET and UNIVERSITY</b>	<b>26</b>
<b>30.</b>	<b>PUBLICATION OF THESIS</b>	<b>26</b>
<b>31.</b>	<b>RESOLUTION OF CONFLICT/GRIEVANCES</b>	<b>26</b>
<b>32.</b>	<b>DISCREPANCIES AND DISCIPLINARY ACTIONS</b>	<b>26</b>
<b>33.</b>	<b>DISCONTINUATION AND EXIT OPTION</b>	<b>26</b>
<b>34.</b>	<b>DISCIPLINE AND ETHICS</b>	<b>26</b>
<b>35.</b>	<b>REPEAL AND SAVINGS</b>	<b>27</b>
<b>36.</b>	<b>INTERPRETATION</b>	<b>27</b>

**JSSAHER REVISED REGULATIONS GOVERNING THE  
AWARD OF DOCTOR OF PHILOSOPHY (Ph.D. DEGREE)**

**1. PREAMBLE, SHORT TITLE, AND COMMENCEMENT**

- 1.1 JSSAHER Ph.D. Regulations are made in exercise of the powers conferred by Section 6 of the Memorandum of Association/Rules of JSS Academy of Higher Education & Research (JSS AHER) in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2022.
- 1.2 These Regulations may be called “The Regulations governing the award of Ph.D. Degree by JSS AHER 2023”.
- 1.3 The Regulations framed are subject to modifications from time to time as recommended by the Board of Studies in Research and approved by the Academic Council and after considering the recommendations of BoM of JSS AHER.

**2. DEFINITIONS**

In these Regulations, unless the context otherwise requires, or it is specifically so defined.

- i. “Act” means the University Grants Commission Act, 1956 (3 of 1956).
- ii. “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution.
- iii. “Commission” means the University Grants Commission established under Section 4 of the UGC Act 1956.
- iv. “Course” means one of the specified units which go to comprise a programme of study.
- v. “Course Work” means courses of study prescribed by the School/Department/Centre to be undertaken by a student registered for the Ph.D. Degree.
- vi. “Degree” means a degree awarded by a Higher Educational Institution in accordance with the provisions of section 22 (3) of the Act.
- vii. “External examiner” means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the Ph.D. programme.

- viii. "Foreign Educational Institution" means—(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate, and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode.
- ix. "Guide/Research Supervisor" means an academician/researcher recognized by Higher Educational Institution to supervise the Ph.D. scholar for his/her research.
- x. "Higher Education Institution" means a university or institution engaged in teaching and research at undergraduate, post-graduate or higher level.
- xi. "Interdisciplinary Research" means research conducted by a Ph.D. scholar in two or more academic disciplines.
- xii. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own.
- xiii. "Programme" means a higher education programme pursued for a degree specified by the Commission under sub-section (3) of section 22 of the Act.
- xiv. "University" means a Higher Educational Institution established or incorporated by or under a Central Act, a Provincial Act, or a State Act, and shall include any institution for higher education deemed to be a University under Section 3 of the Act.

### **3. ELIGIBILITY FOR ADMISSION**

- 3.1 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.
- 3.2 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.

- 3.3 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.
- 3.4 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.
- 3.5 Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

#### **4. CATEGORIES OF Ph. D. CANDIDATES AND DURATION OF PROGRAMME**

Candidates admitted into the Ph.D. program shall be classified into the following categories.

i. Full time candidates

A Candidate devoting full-time on campus for research program shall be called full time scholar.

ii. Part time candidates

Full-time regular employees of JSSAHER, Mysuru and willing to pursue Ph.D. will be considered as part time internal candidates.

Employees of Industries/Colleges/Government Departments/Research organizations/Universities or other Higher Educational Institutions other

than JSS Academy of Higher Education and Research, Mysuru and pursuing Ph.D. program at JSSAHER, Mysuru will be considered as part time external candidates.

#### **4.1 DURATION OF PROGRAMME**

- iii. **FULL TIME:** The Ph.D. Programme shall be for a **minimum duration of three (3) years**, including course work, and a maximum duration of **six (6) years** from the date of admission to the Ph.D. programme.
- iv. **PART TIME:** The candidates registered for the Ph.D. degree as part-time internal/external research scholars shall undergo research work for a minimum of four years and a maximum period of six years from the date of provisional registration.
- v. **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 admission in the Ph.D. programme.
- vi. **Female Ph.D. scholars and Persons with Disabilities (having more than 40% disability)** may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed **ten (10) years** from the date of admission in the Ph.D. programme.

### **5. ADMISSION PROCEDURE**

#### **5.1 Procedure for admissions**

- a. In response to the notification, the candidates seeking admission shall apply in the prescribed application form to JSSAHER through the JSSAHER website <https://jssuni.edu.in> or the proper channel wherever applicable. The application form and the necessary details will be available on the university website. The filled-in application shall be accompanied by the relevant certificate and prescribed fee on the JSS AHER Website.
- b. Selection for admission to the Ph.D. program will be through an entrance test followed by an interview.



## **5.2 Doctoral Program Entrance Test (DPET)**

- a. The applications received will be reviewed by the Ph.D. Interview Panel (PIP). The PIP will consist of Research Supervisor(s) in the department. /University under the chairmanship of respective Deans of various faculties including the Dean (Research) and Dy. Dean (Research), JSS AHER.
  - b. The PIP shall screen the applications for their eligibility along with recommendations. The Controller of Examination (COE) of the University shall conduct a DPET entrance test for the eligible candidates, whose names are recommended by the PIP and consolidated by Research Office, JSSAHER.
  - c. JSSAHER DPET will be conducted as per the applications received.
  - d. The syllabus for the DPET shall consist of two sections, viz.,
    - I. Basics of Research Methodology & Biostatistics (50%)
    - II. Basics of specific Discipline (50 %).
- 5.3 The entrance will be conducted for 70 marks (70 MCQs for 90 mins duration). Only those candidates having a score in the entrance test of 50% or more in the case of the general category and 45% or more in the case of the SC/ST/OBC/Differently Abled, Economically Weaker Sections (EWS) and other categories of candidates will be considered as qualified. The validity of the DPET entrance test scores will be for a period of three years for registration to the JSSAHER Ph.D. program and 30 marks will be for the interview.

## **5.4 Doctoral Programme (Ph.D.) Interview**

- a. Candidates who qualify in the entrance test shall attend the interview before the PIP comprising of eligible guides, Deans of the respective discipline, to discuss the research interest/area through a presentation. The PIP shall consider the competence, suitability, research interest, and approach of the candidate who is undertaking the research programme.
- b. The assessment will be made for 30 marks and the candidate shall obtain a minimum of 50% (i.e., 15 out of 30) to be considered for the Ph.D. programme.
- c. The PIP will select the candidates based on their performance in the DPET and interview. The PIP will also recommend the Research Supervisor based on the

research interest of each candidate considering the specialization and availability of Research Supervisors.

- d. The respective PIP shall forward the list of selected candidates along with a copy of the applications of all the candidates to the office of the Controller of Examinations for the onward process towards enrollment.
- e. The Provisional selected candidates shall be notified on the website along with the instructions to the candidate and schedule of the Ph.D. programme by the Controller of Examination.
- f. The decision of the JSSAHER will be final in the selection of candidates for all Ph.D. programmes.
- g. The selected candidates shall be provisionally admitted to the Ph.D. Programme (as applicable) after the candidate pays the prescribed registration and tuition fees as well as fulfilling all the admission requirements as indicated in the letter of admission.
- h. Candidates who qualify for the Ph.D. Degree shall be awarded a Degree in the respective discipline/faculty as that of their Master Degree/M.Phil. Degree.
- i. If at any time after admission, it is found that a candidate has not fulfilled all the requirements as stipulated, the University may revoke the admission of the candidate with the approval of the Vice-Chancellor.

#### **6. EXEMPTION FROM DOCTORAL PROGRAMME ENTRANCE TEST [DPET]**

Candidates qualified in the UGC-NET (including JRF)/UGC-CSIR NET/SLET/GATE/GPAT/INSPIRE fellowship teacher fellowship holder or other similar national tests and having qualifying percentile scores in their respective validity periods as per the norms of UGC/Statutory body shall be exempted from appearing DPET. However, the candidate shall attend the interview before the PIP for final selection and admission to Ph.D.

#### **7. ADMISSION OF INTERNATIONAL STUDENTS TO Ph.D. PROGRAMME**

Admission to international students will be made through the selection process conducted by the committee comprising of PIP, who shall ensure the equivalence qualification of the candidates' degree, with the assessment of the student's knowledge, competency, and skills to pursue the intended research work. PIP shall be assessed for 100 marks and a minimum of 50% is required by the candidate to be eligible.

## 8. PROVISIONAL REGISTRATION SESSIONS

8.1 The JSSAHER shall issue the notification for the Ph.D. provisional registration normally four times in an academic year. The number of available seats in the various specializations under different disciplines will be determined in accordance with the norms. The Provisional Registration for Ph.D. Degree shall be made in four sessions during an academic year as given below:

<b>Tentative Call for Applications/ Notification</b>	<b>Tentative JSS AHER Doctoral Program Entrance Test</b>	<b>Provisional Registration</b>
October	November	1 <sup>st</sup> January
January	February	1 <sup>st</sup> April
April	May	1 <sup>st</sup> July
July	August	1 <sup>st</sup> October

The Candidates who qualify for the Doctoral Programme Entrance Test and Interview will be eligible for applying to the above session based on the availability of vacancies under the specific guides along with required documents and payment provisional registration fees.

### 8.2 Provisional registration process

- a. Selected candidates (both full-time and part-time) are required to fill in the Ph.D. Registration Form available on the University website and submit it along with the requisite fees.
- b. The Provisional Registered notification will be by the Controller of Examination (COE).
- c. The Fees once paid will not be refunded under any circumstances.
- d. The candidate till completion of Pre-Ph.D. research methodology examination, he/she will be under provisional registration. After successful completion of the Pre-Ph.D. research methodology examination the registration will be confirmed.

### 8.3 Prerequisites for Provisional Registration Process

- a. All the selected candidates are required to sign an undertaking regarding the academic integrity, moral code of conduct of the University, and any other issues relevant to the research program at the time of initial registration to the Ph.D. programme.

- b. The candidate is permitted to pursue studies on a part-time basis subject to the following conditions:
  - i. His/her official duties permit him/her to devote sufficient time to research.
  - ii. Part-time scholars shall submit a No Objection Certificate from their employer and state that the organization commits to providing necessary infrastructure and facilities in their organization for satisfactorily carrying out the research work.
  - iii. The candidate shall spend a minimum of 15 days per semester (6 months) at JSS AHER for carrying out research-related work. In the entire course of the Ph.D. programme the part-time scholar shall put up a total of 120 days of carrying out in-person research work at JSS AHER.
- c. Employed candidates who take up the Ph.D. programme on a full-time basis shall have to produce NOC from their employer/organization(s) with sanctioned study leave for a minimum period of three years.
- d. Non-employed candidates who take up a Ph.D. programme on a full-time basis shall not be allowed to take up any employment during such a period of Ph.D. work. However, they can apply for a scholarship/fellowship/stipend/assistantship, if any, with intimation to the University. In case a full-time candidate accepts employment in between the study period and shall request for the controller of Examinations to convert full-time to part-time Ph.D. registration subject to the fulfillment of conditions mentioned in 8.3b.

## **9. RECOGNITION AND ALLOCATION OF RESEARCH SUPERVISORS/GUIDES**

- 9.1 Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.
  - a. Only a full-time regular teacher at the concerned Constituent college/ Institution / JSSAHER department can act as a Guide.
  - b. Faculty members working as Professor/Associate Professor of JSS AHER with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and faculty members working as Assistant Professors in JSS AHER with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor.

- c. Teaching Faculty of Medicine and Dentistry with qualification of MD/MS/MDS with minimum of 15 years of teaching and research experience after obtaining his/her postgraduate qualification and shall have not less than 10 years postgraduates teaching experience as a faculty member will be considered as research supervisor/guide. However, the teaching faculty of Medicine and Dentistry with MD/MS/MDS may be recognized as Ph.D. guides immediately on obtaining Ph.D. qualification.
- d. A full-time regular teacher shall apply for recognition by duly submitting the Ph.D., guide recognition application form which is available on the JSS AHER website [www.jssuni.edu.in](http://www.jssuni.edu.in).
- e. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.
- f. 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.
- g. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.
- h. Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.
- i. No Research Supervisor/Co-Supervisor shall supervise the candidate having a blood relative or spouse.
- j. In case of interdisciplinary/multidisciplinary research work, if required, a co-supervisor from the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.
- k. When a Research Supervisor of a scholar happens to be away from the University, for more than 6 months, the Supervisor may continue to supervise the scholar. However, an approved Research Supervisor belonging to the same faculty of JSS AHER shall be officially nominated as a Co-Research Supervisor to guide the student in the long absence of the Research Supervisor.
- l. Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after

superannuation, but not after attaining the age of 70 years.

- m. If the Research Supervisor leaves the University, he/she is permitted to complete the Ph.D. of his/her candidate as a Research Supervisor only if the Candidate has already submitted Synopsis/Thesis to JSSAHER. In such a case an approved Research Supervisor belonging to the same faculty of JSS AHER shall be officially nominated as a Co-Research Supervisor to that scholar till completion of his/her Ph.D. In all other cases a new Research Supervisor recommended by the Vice Chancellor will be appointed.

**9.2** The list of recognized guides is furnished on the JSS AHER website at **www.jssuni.edu.in**.

**9.3** Further information and details about the recognized guides can be obtained from the JSS AHER Research office.

#### **10. RECOGNITION AND ALLOCATION OF RESEARCH CO-SUPERVISOR/CO-GUIDE**

- 10.1 A Faculty member working in a recognized postgraduate department/constituent Institution JSSAHER is eligible to be recognized as a co-supervisor for the Ph.D., research programme.
- 10.2 A person shall be recognized as a co-supervisor/co-guide if he/ she possesses a postgraduate degree with at least 5 years of P.G. teaching/research experience in JSS AHER Institution/Departments with at least 2 (Two) research publications as the principal author or co-author to his/her credit in any accredited/indexed journal.
- 10.3 In the case of Part-time external candidates/interdisciplinary research an external co-supervisor, with relevant expertise/research experience may be appointed.
- 10.4 The applicant for registration as a co-supervisor shall apply to JSS AHER by duly filling in the [Form -III] of the Ph.D. Regulations and submitting all the required enclosures through the proper channel.
- 10.5 The approved Co-Supervisor/ Co-guide shall submit his/her consent letter while accepting the request of the candidate to officiate as Co-Supervisor/ co-guide for his/her research leading to the award of a Ph.D., Degree.
- 10.6 The number of Ph.D. scholars under an approved Co-Supervisor/ Co-guide at any point in time shall not exceed Four.

## **11. RECOGNISED DEPARTMENTS / INSTITUTIONS**

- 11.1 Departments/Constituent Institutions seeking approval/recognition for research program shall apply to the JSS AHER.
- 11.2 They shall submit the duly filled form along with supporting documentary evidence showing the possession of required facilities for the conduct of the Ph.D. research program in their departments.
- 11.3 The Institution/department seeking recognition of the departments shall have the facilities according to the needs of the research.
- 11.4 The application of the recognition for research program by the Department/ Institution, if found satisfactory, shall be placed before the Board of Studies in Research for its scrutiny for placing its recommendations to the Academic Council for approval.
- 11.5 There should be an Ethical Committee/ Animal Ethical Committee in every Institution where the Research work is proposed to be done.
- 11.6 Application for recognition of the department/institution of the JSS AHER for the Ph.D., research programme is given in Form-IV.

## **12. DOCTOR OF PHILOSOPHY (Ph.D. DEGREE) PROGRAM**

The Ph.D. program of the candidate shall consist of the following process in sequence:

- a. Coursework for a minimum of 12 credits.
- b. Pre-Ph.D. methodology examination including registration comprehensive Viva Voce.
- c. Ph.D. synopsis colloquium followed by synopsis and thesis submissions.
- d. Thesis evaluation and its defense by the candidate in the public viva voce examination.
- e. Declaration of results and award of degree in the convocation.

## **13. Ph.D. RESEARCH ADVISORY COMMITTEE (PRAC)**

- 13.1 Each Ph.D. candidate will be guided and mentored by the Research/Doctoral Advisory Committee to guide and monitor the progress of the Ph.D. work.
- 13.2 The Research /Doctoral Advisory Committee shall be constituted for every candidate immediately after provisional registration.

13.3 The Research/Doctoral Advisory Committee shall have the following members:

- |      |   |             |
|------|---|-------------|
| i.   | Guide/ Research supervisor  | Chairperson |
| ii.  | One faculty member with relevant research experience from within the Department/ College/ University                          | Member      |
| iii. | One external member (An expert in the research area from other Higher Educational Institutes/ Universities/ Research centers. | Member      |

The co-research supervisor, if any shall be part of the doctoral advisory committee.

The details for the constitution of the DAC/RAC shall be submitted in the prescribed form (Form-V).

13.4 The guide shall be the Convener of the Research Advisory Committee.

13.5 At least one of the DAC/RAC members shall be an external person, who is an expert in the field of the proposed research.

13.6 The co-research supervisor (if any) shall be invited as and when required for the Doctoral Advisory Committee.

13.7 The Research Advisory Committee shall have to be approved by the Vice-Chancellor. Any change in the members of the RAC shall be on approval of the Vice Chancellor.

13.8 The responsibilities of the DAC/RAC will be:

- To review the research proposal and finalize the topic of research.
- To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
- To periodically review and assist in the progress of the research work of the Ph.D. scholar.
- The DAC/RAC members shall encourage the scholars to present seminars and journal clubs and the same shall be documented in the progress report.
- To encourage scholars to attend workshops/ training programs conducted by funding agencies and other organizations/ research institutes.

13.9 Once in 6 months, a Ph.D. scholar shall appear before the DAC/RAC to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance.



The DAC/RAC shall submit its recommendations along with a copy of the Ph.D. scholar's progress report (Ph.D.) Half Yearly Progress Report) to the office of the Controller of examinations. A copy of such recommendations shall also be provided to the Ph.D. scholar.

13.10 To verify and certify the publications done by the scholar to fulfill the prescribed requirements as stipulated by the JSSAHER.

13.11 In case the progress of the Ph.D. scholar is unsatisfactory, the DAC/RAC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the DAC/RAC may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

#### **14. Ph.D. PROGRAM IN COLLABORATION WITH FOREIGN UNIVERSITIES**

14.1 The Ph.D., programme is designed to conduct a part of the Ph.D. work in a recognized foreign University/Institution or a recognized Indian University/Institution with which JSS AHER has signed an academic MoU -as per UGC norms (Academic collaboration between Indian and Foreign Higher Educational Institution to offer Twinning, Joint Degree and Dual Degree programmes, regulations 2022).

14.2 The basic objective of this scheme is to develop good research relationships and future collaborative research projects and to bring International/National Universities, Research Institutes, and Industries closer to JSSAHER through Ph.D. programmes. While eligibility, admission procedures, duration, functions of the Doctoral Advisory Committee, Research Methodology, thesis submission, and valuation of the thesis will be the same for the general Ph.D., regulations, the following would be the norms and guidelines for the Ph.D. programme:

- a. The partnering institution should have signed an academic MoU with JSS AHER.
- b. The maximum period of research that can be conducted with the partnering institution shall not exceed ONE YEAR.
- c. The expert under whom the candidate proposes to work for the Ph.D. programme in collaboration with foreign universities will be based on the existing MOUs and agreements made with JSSAHER.
- d. All financial commitments required for carrying out the research work at the partnering institution will be borne by the candidate and/or as laid down in

the specific agreements.

- e. The degree on successful completion would be awarded by JSSAHER with a mention of the name of the partnering institution, or by both, as per the MoU.

#### **15. COURSE WORK & Pre-Ph.D. RESEARCH METHODOLOGY EXAMINATION**

- 15.1 Coursework is a prerequisite for Ph.D. preparation and each candidate provisionally registered for a Ph.D. programme must undergo a minimum of 12 credits. The research methodology course, which is a four credit is compulsory for all disciplines of the Ph.D. programme.
- 15.2 Research and publication Ethics course as notified by UGC vide D.O.No.F.1-1/2018(Journal/CARE) IN 2019.
- 15.3 The JSS AHER shall conduct the Course Work sessions involving the experts/faculty of JSSAHER.
- 15.4 The candidate shall secure a minimum of 75% of attendance in the coursework classes to be eligible for the Pre-Ph.D. Methodology examination.
- 15.5 Pre-Ph.D. research methodology Examination common to all the provisionally registered candidates will be conducted twice a year.
- 15.6 Candidates should appear for the Pre-Ph.D. Methodology Examination after completion of nine months and not exceeding 15 months from the date of provisional registration.
- 15.7 If the candidate fails to appear for the Examination after the payment of the prescribed Examination fee, the candidate shall be declared fail. The fee paid will neither be refunded nor adjusted for the next examination. The candidate may re-appear for the next examination whenever conducted.
- 15.8 Extension of time for appear for the Examination is permitted. The candidate shall pay the prescribed extension fee and seek the extension. Extension beyond one year is not ordinarily permitted.
- 15.9 The examination shall consist of:
  - a. Paper-I Principles of Research Methodology(100 marks- 4 credits).
  - b. Paper -II Domain Specific Course (100 marks – 4 credits).
  - c. Viva Voce (100 marks – 4 credits).

**15.10 Paper-I: Principles of Research Methodology (100 marks)**

The Course shall include:

- a. Fundamental Concepts of Research.
- b. Research Bioethics and Good Laboratory Practice.
- c. Fundamentals of Statistics.
- d. Advanced Statistical Methods for Quantitative and Qualitative Research.
- e. Computer Applications for Research.

**15.11 Paper-II: Basics and Advances in Specific Research Area (100 marks)**

Each guide shall prepare a detailed syllabus in consultation with DAC/RAC, for every candidate registered under him/her based on the specialization and area of research as per the framework prescribed. The same shall be submitted to the Office of COE within one month of the formation of DAC/RAC. There shall be five units with equal weightage covering the basics, methodology and advances in the specific research area of the candidate.

- a. Literature review of the selected research problem, this should be a review article/paper of the research problem/work.
- b. The methods/techniques involved to carry out the problem.
- c. Instruments/equipment/ tools involved to conduct the research.
- d. Specific Analysis and interpretation related to undertaken research work.
- e. Interpretation and Report Writing of the Research Work.
- f. A list of courses in the relevant area (from the Swayam portal/ online programmes) can be prescribed by the research supervisor in consultation with DAC/RAC.

Changes in the syllabus are not permitted after submission to the office of COE.

**15.12 Pre-Ph.D. Viva Voce examination (100 marks)**

The following points must be assessed during the presentation and VIVA VOCE and credited accordingly:

- a. Quality of Literature Review and Novelty in the topic finalized for the Ph.D. work.
- b. Critical analysis of scientific literature.
- c. Relevance to the specialization.
- d. Understanding of the topic.

e. Quality of Written and Oral presentation.

The Viva-voce shall be conducted within Three weeks after the written examination. Pre-Ph.D. Viva Voce examination shall be conducted by the members of the DAC/RAC.

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.

Further details regarding Ph.D. coursework are available on the JSSAHER website - Structure and details of Ph.D. coursework.

#### **15.13 SUCCESSFUL COURSE WORK COMPLETION & PRE-Ph.D. RESEARCH METHODOLOGY EXAMINATION**

A candidate shall secure a minimum of 50% marks in each component (Paper I, Paper II, and Viva Voce) and an aggregate of a minimum of 60% or its equivalent grade in the UGC 10-point scale, to be declared successful in the Course Work & Methodology Examination. If the candidate fails to secure 60% percent of aggregate marks but has secured more than 60% in one or more component, he/she is exempted from re-appearing in only that component.

#### **15.14 UNSUCCESSFUL COURSEWORK/ METHODOLOGY EXAMINATION**

- a. In case a candidate is not successful in the Methodology Examination on the first attempt, the candidate shall reappear in the subsequent examinations. If successful, the provisional registration shall be confirmed.
- b. A maximum of three re-examination attempts are permitted. A candidate who is unsuccessful even after three re-examinations attempts shall not be permitted to continue and he/she shall re-register.
- c. In case of valid medical emergencies, the candidate may be permitted to take another attempt with due permission and approval from the Vice-Chancellor.
- d. The candidate must complete coursework & methodology examination before submitting the synopsis.

## **16. CONFIRMATION OF PROVISIONAL REGISTRATION**

- 16.1 The provisional registration of a successful candidate shall be confirmed on the receipt of the result of the Course Work & pre-Ph.D. Methodology Examination, duly approved by the Vice Chancellor.
- 16.2 Intimation regarding confirmation of provisional registration shall be communicated to the candidate through the guide with a copy to the co-guide, if any, on payment of the prescribed fee for confirmation of the provisional registration.

## **17. SUBMISSION OF PROGRESS REPORT**

After provisional registration, every candidate shall submit the half-yearly progress reports regularly in the prescribed form **(Form – VI)** through the DAC/RAC to the Controller of Examinations as per the schedule issued along with the provisional registration notification.

## **18. CANCELLATION OF REGISTRATION**

In three successive reviews, if the DAC/RAC decides that the progress of the scholar is not satisfactory, it shall record the reasons for the same and suggest corrective measures. If the scholar fails to implement these corrective measures, the DAC/RAC may recommend to the Controller of Examination and Research Section of JSSAHER with specific reasons for cancellation of the registration of the research scholar.

A scholar, who desires to cancel his/her registration voluntarily for whatever reasons thereof, shall apply through the proper channel to the Controller of Examination. JSSAHER decision in the matter shall be deemed as final.

## **19. FEE STRUCTURE**

As prescribed by the JSS AHER from time to time. All Research scholars registered for a Ph.D. programme, are required to remit/pay fee(s), as applicable to the University, for the following purposes:

- a. Registration Fees.
- b. Annual Tuition Fees.
- c. Methodology Examination Fees.
- d. Registration confirmation fee
- e. Change of research title

- f. Synopsis submission fee
- g. Thesis Submission fees.
- h. Viva Voce examination Fees.
- i. Certificate/Convocation
- j. Any other fees prescribed by the University.

Candidate Shall submit NO DUE CERTIFICATE from the institution while submitting application for Methodology Examination, Synopsis and Public viva examination.

## **20. CHANGE OF GUIDE/RESEARCH SUPERVISOR**

- 20.1 Generally, a change of Guide/Research supervisor is not permissible, it may be permitted only under exceptional circumstances.
- 20.2 A scholar shall submit a request application, if he/she desires to change the Research Supervisor / Co-Research Supervisor, to the Controller of Examinations along with a No Objection Certificate obtained from the existing Research Supervisor /Co-Research Supervisor giving valid reasons for seeking such a change.
- 20.3 The recommendations of the DAC/RAC shall be communicated to the Controller of Examinations for seeking approval from the University. In case of differences of opinion between the Research Supervisor and Candidate, an expert committee shall be constituted with the approval of the Vice-Chancellor. The decision of the Vice-Chancellor shall be final.
- 20.4 A Research Supervisor/Co-Research Supervisor who desires to withdraw from supervising a scholar shall communicate with the University with substantial and valid reasons. On recommendations of the DAC/RAC, the University shall take the appropriate decision.
- 20.5 Under extraordinary circumstances such as transfer, resignation, superannuation, legal actions, or disability on health grounds of the Research Supervisor, at the request of the scholar and on the recommendation of the DAC/RAC or Head of the Institution/Department, the University shall consider the same for the further approval process and communicate the decision to the candidate.

- 20.6 Appropriate and similar procedures shall be followed in case of the unfortunate demise of a Research Supervisor or Co-Research Supervisor (if any).

#### **21. CHANGE OF RESEARCH TITLE & TOPIC**

- 21.1 Change of title with modification of few words in the title is allowed till the submission of synopsis.
- 21.2 Change of title is not permissible after submission of synopsis.
- 21.3 Change of research topic is permissible till Research Methodology Examination.
- 21.4 A candidate desiring to change the title of the thesis/change of topic shall apply to the COE with five copies of the revised Synopsis and changed title recommended by the Research Supervisor after paying the prescribed fee.

#### **22. PRE – SYNOPSIS Presentation**

An open Seminar shall be conducted by the DAC/RAC before the Synopsis Submission. The Scholars and the faculty members of the Department will also be present during this Open Seminar. The proceedings of the Open Seminar shall be submitted in the prescribed format to the COE. Accordingly necessary corrections shall be made with the recommendations of RAC in the synopsis/thesis.

#### **23. SUBMISSION OF SYNOPSIS**

- 23.1 The synopsis shall be recommended by the DAC/RAC before submission.
- 23.2 Synopsis shall be submitted through the guide on the prescribed date mentioned in the provisional registration confirmation letter. The title of the thesis mentioned in the synopsis is the final title and the same title shall be maintained in the thesis.
- 23.3 The candidate synopsis shall undergo a plagiarism check through the software approved by JSSAHER.
- 23.4 The synopsis shall be submitted as per the guidelines with the prescribed fees, necessary documents, and application form.

#### **24. FORMATTING OF THESIS**

The thesis shall be submitted by the candidate as per the JSS AHER Guidelines for formatting the Ph.D. thesis which is available on the JSS AHER website [www.jssuni.edu.in](http://www.jssuni.edu.in).

## **25. SUBMISSION OF THESIS**

- 25.1 Ph.D. scholars must publish at least two research papers in peer-reviewed/indexed journals and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication and produce evidence for the same in the form of presentation certificates and/or reprints. In case reprints are not available at least acceptance letter from the journal may be submitted.
- 25.2 The thesis shall be submitted within three months from the date of submission of the synopsis.
- 25.3 The thesis shall be prepared as per JSS AHER guidelines for formatting the Ph.D. thesis.
- 25.4 Before the submission of the thesis the research scholar shall have a plagiarism check and a certificate of plagiarism check shall be obtained from the Departmental Academic Integrity Panel (DAIP).

## **26. EXTENSION OF TIME FOR SUBMISSION OF SYNOPSIS/THESIS**

- 26.1 Extension of time beyond the prescribed period shall be considered and granted for genuine reasons if adequately substantiated.
- 26.2 Applications for extension of time with adequate justifications should be signed and forwarded by the guide and submitted to JSS AHER before the expiry of the period prescribed for the submission of the synopsis/thesis.
- 26.3 The registration of a candidate, who is not able to submit his/ her thesis on or before the prescribed time with extension, may be permitted for re-registration.

## **27. EVALUATION OF THESIS**

### **27.1 Ph.D. EXAMINERS**

- a. A panel of external examiners shall be recommended by the guide/chairman or any member of the PG Board of Studies (recognized Ph.D. guide) for independent candidates at the time of synopsis submission in a confidential cover addressed to the Controller of Examinations by name in the prescribed format. **(Form- VIII).**



**b. Composition of panel:**

Region	Number of examiners	Eligibility
Outside India	Minimum of 3 and Maximum of 5	Not below the rank of Assistant Professor with 5 years of teaching and research experience preferably from a university /Research institute/industry.
North/East/ West India	Minimum of 3 and Maximum of 5	
South India (other than the native state of constituent colleges)	Minimum of 3 and Maximum of 5	

- c. If the panel is inadequate a fresh panel of examiners shall be suggested by the guide or DAC/RAC.

**27.2 EVALUATION OF THESIS**

- a. The Vice-Chancellor shall appoint three members as the Board of Examiners. (One from outside India, one from North/East/ West India, and one from South India to evaluate the thesis.
- b. The Examiners shall submit the evaluation report to the Controller of Examinations within three months from the date of receipt of the thesis if not, a reminder may be sent by the.
- c. If the report is not received by the Controller of Examinations from an examiner in the prescribed time, the thesis may be referred to the next examiner of the same category.
- d. If two of the examiners commend the thesis (one must be from outside India) and the third examiner does not commend it, the Vice Chancellor may refer the thesis to another external examiner.
- e. The Controller of Examinations shall submit the evaluated reports to the guide for consolidation of reports which shall include the salient features of the thesis made by the individual examiners and suggestions.

**27.3 REJECTED THESIS**

- a. If the thesis is not commended by at least two examiners after the processes mentioned in 27.2, then it is considered that the thesis is deemed rejected.

- b. The candidate can resubmit the thesis for the second time considering the suggestions of the examiners/additional research work within six months to a maximum of one year.
- c. The resubmission of the thesis with the prescribed fee to the Controller of Examinations office and the guide should submit a fresh panel of examiners.

#### **27.4 THE ACT OF PLAGIARISM / ACADEMIC DISHONESTY**

In case of receipt of any complaint from any adjudicator, individual, or source, of a suspected act of plagiarism/academic dishonesty, the Vice-Chancellor shall have the power to constitute an expert committee to investigate issues connected/related to the Ph.D. thesis.

#### **27.5 PUBLIC VIVA VOCE EXAMINATION**

- a. A candidate whose thesis is commended by the Board of Examiners shall appear for a Public Viva Voce Examination.
- b. The Public Viva Voce examination shall be conducted by a panel of examiners consisting of the guide who shall be the convener and one external examiner who has already evaluated the thesis or if not available then, a fresh panel submitted by the guide for conducting viva voce only. If for any reason the guide is unable to conduct the public viva voce examination, COE will appoint a suitable examiner from the Doctoral Advisory Committee.
- c. The Public Viva Voce Examination is open to all and shall be conducted in the same institution normally.
- d. If for any reason, the guide is unable to conduct the viva voce examination even two months after approval of the consolidated report on the Ph.D. thesis by the JSS AHER and after the appointment of the viva voce examiner, the COE shall make alternate arrangements for the same.
- e. All clarifications/questions/suggestions made by the examiners who have evaluated the thesis shall be addressed by the panel of examiners to the candidate to answer and defend his / her thesis.
- f. The convener/ research supervisor along with one external examiner shall submit a report to the Controller of Examinations with their comments along with a list of participants (at least 30 in person) in the public viva voce examination with their designation and signature.

- g. An observer shall be nominated from the JSSAHER for the proceedings of the Public Viva Voce Examination.
- h. A candidate who is not successful in the Public Viva Voce Examination shall be permitted to reappear for a similar examination for a second time within 3 months.
- i. A candidate shall not ordinarily be permitted to take the Public Viva Voce Examination, on more than two occasions.
- j. The candidate shall defend the thesis and answer all the questions/clarifications sought by the examiners.
- k. The candidate shall incorporate all the changes/corrections suggested by the thesis evaluators and the public viva-voce examiners in the thesis and submit the same along with the corrected soft copy as prescribed within 30 days of the public viva-voce examination.

#### **27.6 DECLARATION OF RESULT**

Based on the viva-voce examination report and submission of the corrected thesis, the Controller of Examinations shall declare the result after the approval of the Vice Chancellor.

#### **28. AWARD OF THE DEGREE**

- a. Upon declaration of the result, the University shall issue a Provisional Ph.D. Degree Certificate to the candidate certifying that the degree has been awarded.
- b. The University shall award the Ph.D. degree certificate to the candidate during the forthcoming Convocation.
- c. However, for those candidates who have qualified for the Ph.D. degree, in interdisciplinary disciplines, the Institute may issue the Degree on the recommendations of the Doctoral Advisory Committee in the respective discipline in which they have registered and completed their PG/ Ph.D. programme.
- d. The University shall hold the Copy Right of all the Thesis after conferring the Ph.D. degree.

**29. DEPOSITORY OF THESIS WITH INFLIBNET and UNIVERSITY**

Following the successful completion of the evaluation and announcement of the award of the degree, the JSS AHER shall submit a soft copy of the Ph.D. thesis to the UGC within a period of one month for hosting the same in the INFLIBNET/ SHODH-GANGA.

One copy of the thesis (both soft and hard copy) shall be submitted to COE.

**30. PUBLICATION OF THESIS**

The thesis may be published in part/ whole in reputed journals/books by the candidate and guide, who shall seek prior approval from the University (COE).

**31. RESOLUTION OF CONFLICT/GRIEVANCES**

If any differences of opinion developed between the student and the Research Supervisor at any time during the Ph.D. programme, the matter shall be brought to the Dean of research and deputy Dean of research of JSSAHER the decision of the Vice-Chancellor shall be final and binding.

**32. DISCREPANCIES AND DISCIPLINARY ACTIONS**

JSS AHER, with the approval of the Board of Management, shall consider individual cases with special reference to discrepancies of any nature, or conflict of interest and initiate appropriate administrative actions against the candidate, research supervisor, co-supervisor, and Doctoral Advisory Committee members.

**33. DISCONTINUATION & EXIT OPTION**

- a. A Scholar who wishes to discontinue the Ph.D. Programme may write to JSSAHER with valid reasons, which may be recommended by the Research Supervisor & the Doctoral Advisory Committee, and the same shall be subsequently placed before the Vice-Chancellor for approval.
- b. Such a Scholar shall be given a certificate mentioning the number of Credits that the candidate has fulfilled under each category at the time of discontinuance.

**34. DISCIPLINE & ETHICS**

- a. Every Scholar enrolled in the Ph.D. Programme shall maintain discipline and decorous behavior both inside and outside the University and shall not indulge in any activity that could bring down the reputation of the University.

Necessary disciplinary action shall be taken in case of any act of indiscipline by the candidate.

- b. Any act of unethical practice including plagiarism by a Scholar shall automatically result in the dismissal of such a Scholar from the Programme and candidate admission stands canceled.
- c. A scholar shall have to follow the norms and regulations of the JSSAHER.

**35. REPEAL AND SAVINGS**

Notwithstanding anything contained in these Regulations, the provisions of any guidelines, orders, rules, or regulations in force at the University shall be inapplicable to the extent of their inconsistency with these Regulations. The Academic Council, with the approval of the Board of Management of JSS AHER may revise, amend, or change the regulations from time to time.

**36. INTERPRETATION**

- a. Any questions/issues as to the interpretation of these Regulations shall be decided by the Vice-Chancellor, whose decision shall be final. The University shall have the power to issue clarifications to remove any doubt, difficulty, or anomaly which may arise during the implementation of the provisions of these Regulations.
- b. If any difficulty arises while taking effect to the provisions of these regulations, the Vice-Chancellor may in extraordinary circumstances pass such an order as the candidate may deem fit.

\*\*\*\*\*



**JSS Academy of Higher Education & Research, Mysuru**  
(DEEMED-TO-BE-UNIVERSITY)  
**Sri Shivaratheeshwara Nagara, Bannimantap, Mysuru, Karnataka**