



# Himachal Pradesh Technical University

(A State Government University)

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No.: HimTu-1(GA)C-3/2011- 2971

Dated: 21-3-16

## NOTIFICATION

In pursuance of decision taken under item no. 14.4 by the Academic Council in its 14<sup>th</sup> meeting held on 05<sup>h</sup> January, 2016 and further approval accorded by the Board of Governors, vide Resolution No. 13.4 in its 13<sup>th</sup> meeting held on January 19, 2016, the Vice Chancellor is pleased to notify the Ordinance for the Degrees of Doctorate of Philosophy(Ph.D) for implementation in the university and its affiliated colleges as **annexure -A** (23 pages)

  
Registrar

Dated: 21-3-16

Ednst No.: Even 2972-3026.

- The Dean (Academic), HimTU for information please.
- The Controller of Examination, HimTU for information please.
- The Finance Officer, Himachal Pradesh Technical University please.
- The Assistant Controller (LAD) for information please.
- The Assistant Registrar (Admn)/(Exam) for information please.
- All affiliated colleges for information and compliance.
- PS to V.C., HP Technical University, Hamirpur, HP for information please.
- P.A to Registrar, HPTU for information please.
- Guard file.

  
Registrar

**Ordinance for the Degrees of Doctorate of Philosophy (Ph.D.)****[Approved by the Academic Council in its meeting dated 29 December 2015]**

1.	<b>Short title and Commencement</b>	
	(a)	These ordinances shall be called the "Ordinances for the Degrees of Doctorate of Philosophy (Ph.D.)".
	(b)	It shall come into force with effect from the date of its issuance.
2.	<b>Definitions</b>	
	(a)	"SRC" shall mean the Standing Research Committee of the School of Study/ Constituent/affiliated college.
	(b)	"DRC" shall mean Departmental Research Committee of the concerned department or Centre.
	(c)	"RDC" shall mean Research Degree Committee of the University.
	(d)	"Applicant" shall mean an individual who applies for admission to the Research Degree Program, M.Phil or Ph.D programme of Himachal Pradesh Technical University, Hamirpur (H.P.) on a prescribed Application Form.
	(e)	"Research Student" shall mean a person registered for the Research Degree Program, M.Phil or Ph.D degree and who is expected to complete all the academic requirements within the stipulated period fixed by the University.
	(f)	"Supervisor(s)" shall mean member(s) of the academic staff of the university, its constituent colleges/ Schools/ Centres or colleges institutions affiliated to university approved by Dean Academic on the recommendation of Standing Committee to guide/supervise the research/academic work of the research student/ candidate.
	(g)	"Course Advisor" shall mean a faculty member appointed to advise a research student on the programme of study and on the courses to be taken by him/her. If a supervisor(s) has already been appointed, he/she shall be the Course Advisor for that student. When supervisor is yet to be appointed, then Chairman, Standing Research Committee shall be the Course Advisor.
	(h)	"Course Work" shall mean courses of study prescribed by the Department/Centre through the Course Advisor, to be undertaken by a research student registered for the Ph.D degree in consonance with guidelines of UGC, New Delhi.

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	(i)	"Degree" shall mean the degree of Doctor of Philosophy (Ph.D)/ or M.Phil of the Himachal Pradesh Technical University, Hamirpur (H.P.).
	(j)	"Institute" shall mean the Himachal Pradesh Technical University, Hamirpur (H.P.) or its constituent and affiliated colleges/ Schools/ Centres.
	(k)	"Full-time Research Student/Candidate" shall mean a person registered for the Ph.D degree devoting full time at the Institute for completing the degree requirements.
	(l)	"Part time Research Student/Candidate" is a person who is registered for the Ph.D degree and has been allowed to devote part of his time towards this pursuit.
	(m)	"Registration Period" shall mean the length of time span commencing with the date of initial registration.
	(n)	"Residency" shall mean the minimum period for which a student/candidate must attend the Institute for full time.
	(o)	"Sponsored Research Student/Candidate" shall mean a research student/candidate sponsored by an organization/ Industry complying labour laws or equivalent authorities
	<b>NOTE: 'HE' &amp; 'HIS' IMPLY 'HE'/'SHE' AND 'HIS'/'HER' RESPECTIVELY.</b>	
3.	<b>PREAMBLE</b>	
	<p>Himachal Pradesh Technical University, Hamirpur (here-in after referred to as HPTU) offers academic programmes leading to the award of Ph.D degree through its Departments/Centres, constituent and affiliated institutions. The award of Ph.D degree is in recognition of high academic achievements, independent research and application of knowledge to the solution of technical and scientific problems in Science, Technology, Humanities &amp; Social Science, Computer Application and Management. The academic programme leading to the Ph.D degree is broad-based and involves a minimum course credit requirement and a research thesis.</p> <p>The degree of Doctor of Philosophy shall be abbreviated as Ph.D. The degree regulations contained work shall be an original work characterized either by the discovery of facts, or by a fresh approach towards the interpretation and application of facts, or development of innovative products and technologies. It shall evince the candidate's capacity for critical examination and sound judgment and shall represent original contribution to the existing knowledge.</p> <p>The degree of doctor of philosophy (Ph.D) of the Himachal Pradesh Technical</p>	

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	University, Hamirpur shall be conferred on a candidate who fulfils all the requirements specified in these ordinances and regulations, which were approved by Board of Governors/Academic Council in consonance with guidelines set by University Grants Commission from time to time		
4.	<b>Admission Categories and Eligibility</b>		
	(a)	Admission Categories- The applicant for admission to the Ph.D programme shall be classified under the following categories which will be decided and recommended by Standing Research Committee (SRC).	
	(i)	Full-time Research Student/Candidate	
		(1)	Research student/Candidate getting Institute MHRD assistantship, OR
		(2)	Research student/Candidate including foreign nationals getting financial support from Govt./Semi Govt. agencies (QIP, CSIR,UGC, DAE, DST, DBT, NBHM, JEST, ICCR,ICSSR NDF, etc.), OR
		(3)	Research student/Candidate including foreign nationals supported by a sponsoring organization, the applicant (Sponsored Research Student/ Candidate) having TWO years experience out of which at least ONE year experience with the sponsoring agency, OR
		(4)	Self Financed Research student/Candidate:
			<b>Indian:</b> This category refers to persons with experience and with good track record to join the doctoral programme. They will be admitted along with the regular research students through the usual admission procedure.
			<b>Foreign:</b> Admission of Foreign nationals to Ph.D programme will be made as per policy and direction of the Govt. of India from time to time.
	(ii)	Part-time Research Student/Candidate:	
		(1)	Research student/Candidate working as a regular employee in the Institute/organisations approved by HPTU Hamirpur as Research Centre or having MoU with HPTU Hamirpur for research purposes.



			(2)	Research student /Candidate* working full-time in an R&D project in the institute approved by HPTU Hamirpur as research centre or having MoU with HPTU Hamirpur for research purposes. The project must have tenure of at least next two years.
			(3)	Research student /Candidate working in other organizations /institutes, approved by HPTU as Research Centre or having MOU with HPTU, Hamirpur for research purposes.
				* The research student / candidate working in a project will be given full time status, provided his research for Ph.D is related to the project as certified by the DRC. However, part time research student/candidate may be given full time status when the project tenure is completed.
	(b)	Eligibility		
		(i)	An applicant belonging to the above admission categories in R. 4(a)(i) should possess the following qualifications in appropriate areas to be eligible to apply for admission for the Ph.D programme of the Institute.	
			(1)	Master degree in Engineering/ Technology/ Pharmacy/ Management/ Computer Application after graduation, in respective discipline or equivalent with a minimum Cumulative Grade Point Average (CGPA) of 6.75 on a 10 point scale or equivalent to first class as determined by the university wherever letter grades are awarded; or 60% marks in aggregate (of all the years/semesters)where marks are awarded. OR
			(2)	Masters degree in Sciences/Humanities & Social Sciences/Management/ Computer Application in respective discipline or equivalent with a valid NET or valid GATE or GPAT score and minimum Cumulative Grade Point Average (CGPA) of 6.00 on a 10 point scale or equivalent to first class as determined by the university where letter grades are awarded; or 60%marks in aggregate (of all the years/semesters) where marks are awarded.
		(ii)	The eligibility requirements may be relaxed to 6.25 on a 10 point scale or equivalent, or to 55% marks in the Master's degree in the following categories:	
			(1)	SC/ST candidates holding B.Tech. degree or equivalent.

			(2)	Any category of PWD (Persons with disabilities) Candidate holding B.Tech degree or equivalent.
			(3)	Academic staff of the university/ constituted or affiliated institute who has an experience of more than 5 years.
	(c)	Eligibility for Part-time Ph.D.		
		(i)	The applicant possesses the minimum entry qualifications for the degree as given in R. 4(a)(ii);	
		(ii)	The applicant's official duties permit him to devote sufficient time for research. Employee seeking admission to the Ph.D programme with minimum of two years' service in an organization or regular employee may obtain and submit 'No Objection Certificate' from the employer to this effect.	
		(iii)	He/she will be required to reside at the Institute for a period of not less than 6 months during his/her registration for the degree. (This condition of minimum residence period will be automatically waived off for candidates who are working in the institute or in Organizations /institutions located within a distance of 50 km from the institute).	
		(iv)	The facility of part time registration will also be available to all employees of the other university/ constituent or affiliated institutes or candidates working in organizations having MOU with HPTU or organizations approved by HPTU as Research Centres. Such applicants are exempted from the requirement of having valid GATE/ NET/GPAT.	
		(v)	The applicants must have been in continuous service with the sponsoring organization for at least two years at the time of submitting the application form for admission.	
		(vi)	The candidates working in university itself are not eligible for admission as part-time candidate.	
5.	<b>Admission Process</b>			
	(a)	Invitation of Applications		
		(i)	All admissions to Ph.D programmes shall be made through a Common Entrance Test conducted by the University followed by an interview/ presentation. The students who qualify UGC/ CSIR (JRF)/	



			or any other National Level Test Examinations shall, however, be exempted from Entrance Test. Preference will be given to JRF candidates in order of merit.
		(ii)	The merit for admission will be determined as:
			(1) JRF/Equivalent exam: 50 Marks of test marks (Full)  or
			(2) UGC/CSIR NET: 50 Marks of Test or highest marks scored in Test whichever is less  Or
			(3) Marks obtained in entrance test (Max 50)
			(4) 10 marks for graduation (weightage as per actual percentage)
			(5) 20 marks for post-graduation (weightage as per actual percentage)
			(6) 10 marks for research publications ( 4 for international, 02 for national, Max 10 marks)
			(7) 10 marks for interview
		(iii)	Admission will be made as per combined merit from all above components for regular and part time candidates. Part Time Sponsored candidates, exempted from test will be awarded the marks equivalent to NET/GATE/GPAT or equivalent test score for admission purpose.
		(iv)	The applications shall be invited by the University through national level advertisement and also through announcements on its website. The admission process will generally be carried out once a year (in the First semester beginning July/August). However, the University may decide to carry out the admission process twice a year (once in each semester) depending upon its academic goals and needs, with due advertisements and web announcements.
		(v)	A candidate seeking admission to Ph.D programme must download the prescribed application form from the University website and send the completed form along with necessary documents to the University at the address mentioned in the announcement and/or application form. The application form may also be filled in on-line if and when so announced and/or advised by the University. The candidate must

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			indicate the program (name of the department/branch) and field(s) of research to which the admission is being sought. In case a candidate wishes to apply to more than one programme, separate application forms must be submitted.
		(vi)	The completed application form must be accompanied by the supporting documents and the details as prescribed in the application form applicable for a particular admission session.
		(vii)	The application forms of the candidates who qualify the entrance test shall be scrutinized by a screening committee constituted by the Vice Chancellor. The screening committee will have right to accept or reject the application, or may ask for some documents/explanations missing in the form to finally decide upon acceptance/rejection. The list of shortlisted candidates shall be available on the University website.
		(viii)	The shortlisted candidates shall have to appear before the Standing Research Committee of the concerned School/Center/Constituent, or Affiliated Institution on the date(s) announced by the University through its website for interview/ presentation and final selection. At the time of interview, the candidates are expected to discuss their research interest/area. The SRC will examine the scope and topic of research, potential of the candidate and appropriateness of the proposed plan of research supervision, work place and accordingly recommend them for admission if found suitable. If necessary, the SRC may suggest suitable changes in the research plan proposed by the candidate, if the proposal is accepted in principle.
		(ix)	Only the predetermined number of students may be admitted to Ph.D programme. The merit list of the selected candidates shall be displayed on the website of the University
	(b)	Registration &Enrolment	
		(i)	Fresh students selected for the Ph.D programmes shall be required to join the respective Institute and report to the Head of the Department/ Centre of the related programme of study, one week in advance before the scheduled date of registration.
		(ii)	On the scheduled date of registration, a student shall be required to submit the Ph.D Enrolment Form along with the necessary documents and fees. Upon due processing, the candidates will receive the University enrolment number/Ph.D roll number.
		(iii)	In case of any revision in the Ph.D topic and/or synopsis proposed by the candidate, the date of registration shall be as decided by the

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			concerned RDC.
		(iv)	The research supervisor(s) of a student admitted to a department/centre shall be recommended by the DRC as per preference given in writing by the student before the date of registration, subject to approval of Dean, Academic.
		(v)	Every research student/candidate is required to register during stipulated dates for the Ph.D programme every semester till the submission of the thesis irrespective of their category, and status or mode of admission (part time or full time).
	(c)	Place of work	
		(i)	A candidate shall ordinarily be permitted to pursue his/her research in any of the University Departments/Centers, Constituent or affiliated Colleges/Institutions of the University which has been recognized as the Research Center by the University
		(ii)	Any College/Institution affiliated to the University and not covered under the Rule 5(c)(i) above may also be recognized as a Research Center in a particular area provided the Standing Committee of the University recommends on the basis of availability of qualified Supervisor, strong and adequate infrastructure, equipment and facilities available.
		(iii)	A candidate may also be allowed to pursue his/her research at any other R&D Organization or at other University provided the RDC of the University approves the same.
6.	<b>Committees</b>		
	(a)	Department/Center Research Committee (DRC)	
		(i)	Each Department of School of study or Center, Constituent or Affiliated institution shall have Department Research Committees (abbreviated as DRC) to be constituted by the Dean of School/ Head of the affiliated institution on the recommendations of the Chairperson/Head of Department/Center.
		(ii)	The Department Research Committee (DRC) shall consist of the following members:
		(1)	Head/Chairman of School/ constituent/ affiliated college.
			Chairperson

			(2)	One expert from the concerned field from the department/center.	Member
			(3)	One institute faculty expert, preferably in the concerned area, from outside the department/centre to which the student belongs.	Member
			(4)	Supervisor(s)	Member
		(iii)	The DRC will recommend the candidates for admission to Ph.D programme in their respective department or Center to the SRC.		
		(iv)	The DRC will examine the scope and topic of research, potential of the candidate and appropriateness of the proposed plan of research supervision and work place. If necessary, may suggest suitable changes in the research plan proposed by the candidate.		
		(v)	The DRC after satisfying itself that the proposed topic is one on which the Ph.D work can profitably be pursued under the guidance of the proposed supervisor(s), and also that the candidate possesses the requisite qualifications and that the adequate facilities and equipment for the work do exist at the proposed place of work, shall recommend the candidates to SRC for final admission.		
		(vi)	Depending upon the background of candidates and scope of the proposed research, the DRC will specify the number and type of Pre-Ph.D courses for each candidate. The DRC will periodically review and monitor the progress of the courses.		
		(b)	Standing Research Committee (SRC)		
		(i)	Each School, Constituent or Affiliated Institution shall have a Standing Research Committee (abbreviated as SRC) to be constituted by the Dean of School of Study/ Head of the constituent or affiliated institution.		
		(ii)	The Standing Research Committee for each School, Constituent or Affiliated Institution shall consist of the following members:		
			(1)	Convener/member of RDC/ head of constituent/affiliated college.	Chairperson

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		(2)	Head of each department of the school/constituent/affiliated college.	Member
		(3)	One expert of the concerned field belonging to the affiliated institution/ college of the University to be nominated by the Vice-Chancellor.	Member
		(4)	One external expert of the concerned field not below the rank of professor to be nominated by the Vice-Chancellor.	Member
		(iii)	The SRC shall decide the number of candidates to be admitted for the Ph.D programmes in different disciplines of the concerned School/Center/Institution.	
		(iv)	The SRC will consider the recommendations of the DRC in respect of admission of candidates for Ph. D program in the different departments or centers. The final list of selected students shall be forwarded to the University along with the necessary documents for enrollment.	
		(v)	The Standing Research Committee may consider preferences of the candidate in terms of the place of research work and the supervisor(s), if any, and shall also recommend registration of the candidates with the proposed title of the research work to the University after verifying all the requirements and documents.	
		(vi)	The SRC will review the research progress of each candidate and advice on general/specific directions to be followed to meet the research objectives. Accordingly, the SRC may suggest at the initial stage or even at later stages, change(s) in the topic of research, contents of research, and finally in the title of the thesis topic, etc. as per recommendations of DRC. A candidate is required to present the research progress along with the progress of other components of Ph.D programme such as Pre - Ph.D courses, publications etc, duly endorsed by the supervisor(s), in the SRC meetings scheduled for such reviews. If a candidate could not present his/her research progress in the scheduled SRC meeting due to some genuine reasons, but the progress report sent by the supervisor is satisfactory, he/ she may be permitted to continue, otherwise, the SRC may recommend cancellation of the enrolment of the candidate. In case a candidate does not turn up for presentation in the SRC meeting on two consecutive reviews, his/her admission shall be cancelled.	
		(vii)	SRC will recommend change or inclusion of a thesis supervisor by a candidate duly endorsed by the supervisor(s) and DRC.	



		(viii)	SRC will recommend extension of duration of Ph. D programme by a candidate upon receiving request endorsed by the supervisor(s) and DRC.
		(ix)	SRC will recommend change of research workplace by a candidate upon receiving request duly endorsed by the supervisor(s), DRC and the head of research place.
		(x)	SRC will recommend along with the necessary suggestions/instructions for the preparation and submission of Research Summary and writing of the thesis after ascertaining satisfactory course requirements, research performance and fulfilment of the necessary requirements such as publications and the completion certificate from the thesis supervisor(s).
7.	<b>Research Degree Committee (RDC)</b>		
	(a)	Constitution	
		(i)	There shall be a Research Degree Committee (RDC) all fields of research falling under different existing Schools/Centers/Affiliated/Constituent institutions.
		(ii)	The Research Degree Committee shall consist of the following members:
		(1)	Vice-Chancellor or his nominee
			Chairman
		(2)	Dean of concerned School of study/Head of affiliated or constituent institute.
			Convener
		(3)	Two experts of the subject in the concerned area not below the rank of Professor to be nominated by the Vice-Chancellor.
			Member
		(4)	Registrar
			Secretary
		(iii)	The term of the RDC shall be for a period of two years and will normally meet twice in each academic session at regular intervals.
		(iv)	Half of the members of the RDC shall form the quorum for the meeting.
		(v)	The minutes/reports of the RDC meetings shall be placed before the Vice-Chancellor for approval.

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		(vi)	If the convener is unable to attend a meeting, the senior most member present in the meeting shall act as the convener.
	(b)	Functions, Duties and Powers- Research Degree Committee (RDC) shall perform the following functions, duties and shall have following powers:	
		(i)	To consider the request for change or inclusion of a thesis supervisor by a candidate.
		(ii)	To consider extension of duration of Ph.D programme by a candidate, within the maximum allowable limit.
		(iii)	To consider change or addition of research workplace by a candidate.
		(iv)	To consider submission of Research Summary/Synopsis and writing of the thesis after ascertaining satisfactory course, research performance and fulfillment of the necessary requirements such as publications and the completion certificate from the thesis supervisor(s).
		(v)	To approve examiners for evaluation of thesis out of a panels recommended by the SRC.
		(vi)	To approve external examiner for "Final Viva-Voce" or "Oral Defense" of Ph.D.
8.	<b>Supervisors and Duration</b>		
	(a)	Supervisors	
		(i)	A faculty member to be recognized as Research Supervisor for Ph.D. Programme should have a Ph.D. degree in the subject or in a related discipline or related field of study.
		(ii)	He/she should be working on full time basis in the said organization, or institution for at least two years.
		(iii)	He/she should have a minimum of three National/International publications with ISBN numbers or as the case may be.
		(iv)	He/she should have at least 02 years of teaching and academic research/ industrial research experience after obtaining Ph.D or a minimum of 10 years of teaching/research experience with Ph.D. The candidate shall enclose two copies of bio-data of the person

			proposed as Supervisor, along with application form for registration for approval from the Research Degree Committee.
		(v)	<p>A Supervisor shall not have, at any given point of time, more than the following number of Ph.D scholars (including students from all universities in the State of H.P.):</p> <p>Professor : 4 (excluding 2 (two) more from Joint Supervision)  Associate Professor: 3 (excluding 2 (two) more from Joint Supervision)  Assistant Professor: 2(excluding 2 (two) more from Joint Supervision)</p> <p>One student each can be allowed (in addition to above), if the student is from a foreign country subject to fulfilling AICTE and other regulatory bodies' norms for such students.</p>
		(vi)	In all most all the cases, the DRC shall decide Supervisor(s) for a candidate considering choice of students, if any. For this purpose, the University shall prepare a database by inviting detailed bio-data from Experts of the affiliated, or constituent Colleges/Institutions, which shall be approved by the RDC on recommendation of the SRCs.
		(vii)	In case of demise of approved Supervisor or otherwise, if ceases to act as the Supervisor, the candidate may be permitted/allowed to choose another Supervisor who fulfills the above criteria.
		(viii)	The persons who have been recognized as Supervisor shall be eligible to supervise and register under him/her even after their superannuation.
		(ix)	Provided also that the teacher in any college, which has been now affiliated to this University and who has been recognized as Supervisor earlier by the concerned University, shall continue to be recognized as Supervisor if they comply the requirement laid down for recognition as Supervisor by HPTU.
		(x)	The University shall ensure that above criteria is satisfied and adequate research facilities are available in the institute before recognizing a Ph.D Supervisor and allocating Ph.D students to a particular institute.
		(xi)	The number of seats for Ph.D shall be decided well in advance and notified in the University website or advertisement.





	(xii)	Joint Supervision shall also be allowed by the Research Degree Committee (RDC) if such an application is moved by the aspiring student. The consent of two or three supervisors may be obtained before the possible registration. Only two such candidates shall be allowed in addition to the regular students, under any supervisor.
	(xiii)	<b>Supervisor approved/registered by university may be allowed to co-supervise candidates from other universities/institutes/centers subject to maximum no of candidates as per UGC /Statutory body norms. The prospective supervisors/co-supervisors must obtain permission from his/her parent department to be an approved supervisor.</b>
	(xiv)	All full time or part time students will have to complete all academic requirements as laid down by UGC from to time. No relaxation in this regard shall be given to any candidate, regardless of mode of admission.
	(xv)	Vice Chancellor of the university shall have the final right to relax any eligibility criteria for being a Supervisor as may be required for a particular programme or field of study or research.
	(b)	Change of supervisor
	(i)	Only under special circumstances, the candidate shall be allowed to change the Supervisor by the Vice-Chancellor. This shall normally be allowed on the recommendation of the DRC and SRC. Change in the topic of research may be permitted due to change of Supervisor only with the consent of new supervisor.
	(ii)	The change of supervisor shall be allowed in case where the research supervisor has gone abroad for a period of more than three months or left the University/ Institution or in case of unnatural death or prolonged illness or in such extraordinary circumstances, which justify and warrant the change of supervisor in the opinion of the SRC.
	(iii)	The candidate may be allowed Joint Supervision, if otherwise possible under different rules notified here, in case the Supervisor will come back within three months. The Joint Supervision thus allowed, shall be final, and continue for the purpose of award of Degree.
	(c)	Duration
	(i)	The minimum period for submission of Ph.D thesis candidates enrolled as full time shall be three years and as part-time four years

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			from the date of provisional registration.
		(ii)	A candidate may be allowed to modify the scheme of his/her research work with the approval of the concerned DRC, but in such case he/she shall not submit his/her Ph.D thesis before the expiry of at least six months from the date of approval for such a change.
		(iii)	The maximum period permitted for submission of Ph.D thesis for a candidate shall normally be five years from the date of provisional registration. In special circumstances, a maximum extension of two years in installments of one year can be provided by the RDC on recommendation of the SRC after careful scrutiny of the candidate's progress, i.e. it shall be essential for a candidate to submit thesis within seven years from the date of provisional registration, otherwise, the registration shall automatically be cancelled after due date.
9.	<b>Course Work</b>		
	(a)	After having been admitted, each Ph.D student shall be required by the University to undertake course work for a minimum of two courses which has to be cleared within two semesters from the date of registration. The course work is to be carried out as full time student at the institute where he/she is registered. The course work shall be treated as pre-Ph.D preparation.	
	(b)	One of the courses must be on Research Methodology or such course, which may include quantitative methods and computer applications, as per course work requirements laid under clause 13 of the UGC, New Delhi.	
	(c)	Where supervisor feels it necessary, the candidate has to study as many courses as advised by the Supervisor within the first two semesters.	
	(d)	A candidate shall be declared to have successfully completed the course, if he/she has successfully passed semester examinations with a minimum 60% or in equivalent grade.	
	(e)	Criteria for Completion of the Course for having successfully completed the course(s) is same as prescribed for the regular post graduate courses of the H.P.T.U. Hamirpur with minimum marks requirements as mentioned in 9(d) above. The candidate must have attended at least 75 % of the prescribed contact hours.	
	(f)	If a candidate fails to pass the courses, he/she may avail another chance in next semester. If a candidate is unable to clear course work in two semesters, his provisional registration will be cancelled.	



10.	<b>Fees</b>	
	(a)	The fee shall be prescribed by Himachal Pradesh Technical University from time to time.
	(b)	The fee is subject to revision by the University at any time, at its discretion and the all registered research scholars will have to pay the revised fee as and when made applicable.
11.	<b>Comprehensive Examination</b>	
	(a)	Comprehensive examination of candidate shall normally be conducted after successful completion of two semesters. The candidate shall appear in written comprehensive examination as well as oral presentation of reviewed research work.
	(b)	For qualifying comprehensive examination candidate need to score at-least 65% marks in written and satisfactory grade in oral presentation.
	(c)	In case, a candidate does not qualify in first attempt, he/she may avail another chance within next six months.
12.	<b>Research Progress Evaluation</b>	
	(a)	The student at the end of each semester shall make a presentation on the progress of research work carried out during the semester to DRC.
	(b)	The DRC shall recommend satisfactory/unsatisfactory grade to the candidate.
	(c)	In case a candidate earns four unsatisfactory grades, his/her registration shall stand cancelled.
	(d)	In case, a candidate does not appear for consecutive two end semester presentations, his/her registration shall be deemed to be cancelled.
13.	<b>Thesis Submission and Appointment of Examiners</b>	
	(a)	Thesis Submission
	(i)	The student shall make a presentation before the DRC twice a year starting from the second year onwards, which should also include the progress against the work-plan submitted by the student. The DRC may take suitable action if the work is not found satisfactory, including recommendation for cancellation of registration.

		(ii)	Upon satisfactory completion of the course work which shall form an integral part of the Ph.D. Programme, and upon completion of research work to the satisfaction of the Supervisor, SRC and the RDC, the research scholar shall submit a synopsis of the thesis, and a draft copy of the thesis, not before three years of the registration.
		(iii)	In case of part time students, Ph.D scholars will have to spend two more semesters in addition to those mentioned above.
		(iv)	A Ph.D scholar will be registered for five years and in case of part time students the period will be six years. This may be extended by one year on approval from Ph.D Review Committee. In case he/she fails to submit the final thesis within this period, he/she will have to get re-registered. For re-registration, immediately on expiry of first /extended first registration (as the case may be), the fees applicable for fresh students shall be paid, but the student shall be exempted from taking the course work. Whereas for re-registration after a gap of one or more years after the first/extended first registration, the fees and rules applicable to a fresh applicant shall be followed, including course work, submission of synopsis, thesis, etc.
		(v)	In case a student fails to submit the thesis or re-register within the stipulated time, the admission automatically stands cancelled. The Ph.D Review Committee shall intimate the University, the list of all such students.
		(vi)	The Ph.D student shall publish from his/her thesis a minimum of two research paper in peer reviewed/refereed journal with impact factor of international repute.
		(vii)	The thesis produced by the Ph.D student and submitted to the University shall be evaluated by at least two external experts having Ph.D and sufficient research experience, out of which at least one shall be from outside the State. It shall be up to the University to have one examiner from outside the country.
		(viii)	On receipt of satisfactory evaluation reports, the Ph.D student shall undergo a viva-voce examination by at least one of the external examiners and the Supervisor, which shall be openly defended.
		(ix)	The University shall try to complete the process of evaluation of the thesis within a period of six months from the date of submission of the final thesis.
	(b)	Appointment of Examiners	





		(i)	The appointment of Examiners shall be made in the following ways:
		(1)	The Supervisor will prepare a panel of ten Experts (7 from India and 3 from abroad) qualified to examine the thesis. The panel shall be approved by the RDC and sent to the Vice-Chancellor to appoint two Examiners, in addition to Supervisors, one from India and one from abroad to whom the thesis will be sent for evaluation. The proposed thesis Examiners should be from reputed institutions and should actively be involved in research. In case examiner's from abroad is not available, Indian examiners will be considered as one of external examiner for the thesis.
		(2)	If the Convener RDC is the supervisor the senior most member of the RDC shall act as the convener.
		(3)	If the Vice- Chancellor is the Supervisor the appointment of Examiners shall be made by the Dean of Studies. In his absence, the Convener RDC will appoint.
		(4)	If both the Vice-Chancellor and the Convener RDC are the Supervisors, the senior most member of RDC shall act as the Convener and Dean of Studies will appoint the Examiners. In absence of Dean of Studies, the senior most Dean acting as the Convener will appoint the Examiners.
		(ii)	A copy of detailed summary shall be sent to both the External Examiners for their consent. On receiving consent, thesis shall be sent to both the External Examiners and one Internal Examiner (Supervisor). Normally, two months time shall be given to the Examiners for submitting the report. The maximum extension given to any Examiner shall be two months, failing which the Vice-Chancellor may appoint alternate Examiner(s).
		(c)	Thesis Evaluation
		(i)	The thesis will be sent to the examiners by the office of the Controller of Examination with the request for a detailed assessment report and his/her recommendations on the prescribed proforma within six weeks of the date of receiving the thesis
		(ii)	In the event of the thesis report not being received from an examiner within a period of two months, the Controller of Examination may appoint another examiner in his place for evaluating the thesis, from the panel of examiners recommended by DRC.

		(iii)	Examiners will examine the thesis individually with a view to judge that the thesis is a piece of research work characterized by;
		(1)	The discovery of facts, or
		(2)	A fresh approach towards interpretation and application of facts or theories, or
		(3)	Development of innovative products and technologies.
		(iv)	Each examiner will send detailed comments on the research work along with a clear recommendation stating one of the following:
		(1)	The thesis is recommended for the award of Ph.D., or
		(2)	The thesis is recommended for the award of Ph.D. Degree subject to the candidate giving satisfactory answers to queries specifically mentioned in the report at the time of oral defence, or
		(3)	The candidate be allowed to resubmit his thesis in the revised form, or
		(4)	The thesis be rejected.
		(v)	The Dean, Academic will, on the basis of the recommendations of the examiners will take one of the following actions:
		(1)	If all the examiners recommend acceptance of the thesis, their recommendations shall be accepted.
		(2)	If majority of the examiners recommend rejection, their decisions would be accepted. The candidate may, however, be allowed to resubmit the thesis at least after one year, provided the title of the thesis remains unchanged. Normal procedure will be followed for the evaluation of the resubmitted thesis. In case of resubmission of the thesis, a fresh fee for the examination shall be paid by the candidate. No candidate shall be allowed to resubmit the same thesis more than once.
		(3)	If some of the examiners, although in minority, recommend rejection, the candidate's replies to the comments made by the examiners shall be sent to these examiners and their clear verdict sought. The examiners may then recommend acceptance, rejection or revision of the thesis. In case the thesis is accepted sub-clause iv(1) above will be applicable. In case



				of recommendation for revision, sub-clause iv(3) below will apply. However, if these examiners still recommends rejection, alternate examiners would be appointed by the Dean Academic from the panel of the examiners recommended by DRC.
			(4)	In case some examiners recommend revision of the thesis, the thesis would be revised normally within one year, if the candidate so desires. The revised version of the thesis would be sent to all the examiners for their recommendations. If the candidate does not agree for revision, he may ask for appointment of the fourth examiner.
			(5)	A new examiner, if appointed, shall be Indian or Foreign depending on whether the thesis was rejected/to be revised on the recommendation by an Indian or a foreign examiner in the first instance. The reports of all the examiners will be sent to the new examiner without revealing the identity of the previous examiners, along with the response of the candidate, if any, to the grounds for such recommendation as given in the detailed comments. The thesis shall be deemed to be acceptable if majority of the examiners including the new examiner recommend acceptance. If the newly appointed examiner recommends revision, the thesis would be suitably revised and resubmitted at least after 3 months and sent for examination to all the examiners except the ones in whose place the new examiner was appointed. In case the newly appointed examiners recommend rejection or their recommendations for revision is not accepted by the candidate, the thesis would be rejected. The candidate may then avail the benefit of sub-clause v(2) above.
			(6)	If the majority of examiners recommend revision of the thesis, the candidate may revise the thesis accordingly and resubmit it within a period of one year for the evaluation by the same set of examiners.
			(7)	If there is no clear majority opinion and there are recommendations for rejection by some and also, revision of the thesis by some others, the candidates may revise the thesis and resubmit it within a period of one year, for evaluation by the same set of examiners.
			(8)	Any doubt arising out of following the procedure, the matter shall be referred to the Vice Chancellor for a decision.



		(9)	In case of ambiguous recommendations by the examiner, Controller of Examination will approach the examiner for a clear recommendation. In case clear recommendation is not forthcoming, the matter may be referred to the Vice Chancellor for his decision.
		(10)	In case any examiner gives comments to be incorporated in the thesis and also states that the revised thesis need not be sent again to him /her, the revised thesis will not be sent to the examiner. The supervisor(s) shall certify that the comments have been incorporated, before the viva-voce examination.
	(d)	Viva-Voce Examination	
		(i)	If the thesis is recommended for the award of degree, the candidate shall be required to defend his/her work/thesis orally (viva-voce examination) before a duly constituted committee hereinafter referred to as the Oral Defence Committee (ODC).
		(ii)	The Controller of Examination shall request the thesis supervisor and Chairman, Standing Committee to arrange the conduct of oral thesis defence. The copies of the report of the thesis examiners shall be sent to the supervisor with the request to provide them to the candidate so that he/she may prepare to answer the queries raised in the report during oral defence.
		(iii)	The oral thesis defence shall be adequately notified so as to enable interested staff members and students to attend it.
		(iv)	The ODC shall be chaired by the Head of the department / centre and shall consist of Chairman, Standing Committee, supervisor(s) (internal examiner(s)), and one Indian external examiner. The Chairman, Standing Committee and the supervisor in the capacity of internal examiner shall arrange the viva voce examination of the candidate and the Head of the department/centre will notify it.
		(v)	The oral defence of the thesis of the candidate shall be arranged as early as possible and normally within two months from the date of receipt of communication from the Controller of Examination for holding the viva-voce examination.
		(vi)	In case of the inability of the supervisor in the capacity of internal examiner to arrange the conduct of the oral defence of the thesis due to any reason whatsoever, the Controller of Examination may appoint another Internal Examiner(s) for oral defence from amongst the faculty of the department concerned belonging to the particular field





			of the thesis, in consultation with Head of the Department/Centre concerned and he may assist the Chairman, Standing Committee to conduct the oral defence of the thesis. In such cases also, the Ph.D work will be deemed to have been carried out under the guidance of the supervisor only.
		(vii)	In case of non-availability of the Indian External Examiner in conducting the viva-voce examination, the Controller of Examination may appoint another examiner to conduct the oral defence of the thesis from the panel of Indian examiners recommended by Standing Committee. If need be, the Standing Committee may suggest a fresh panel of examiners.
		(viii)	The examiners in Oral Defence Committee (ODC) shall be provided with the comments made by the examiners before the viva-voce examination.
		(ix)	If there is a difference of opinion among the viva-voce examiners in Oral Defence Committee (ODC), the recommendations of the ODC will be put up to the vice-Chancellor for a decision who may either direct that a fresh viva to be held with a new ODC or recommend acceptance or otherwise to the Academic Council.
		(x)	On the completion of the oral Defence, the Oral Defence Committee shall recommend to the Controller of Examination one of the following courses of action:
		(1)	that the degree be awarded;
		(2)	that the research candidate be re-examined at a later specified time in a specified manner;
		(3)	that the degree shall not be awarded. The thesis will be rejected on the conclusion that the thesis is not genuinely the work of the research candidate.
		(xi)	In case of (1) and (2), the Oral Defence Committee shall also provide to the research candidate a list of all corrections and modifications in the thesis (if required) including suggestions made by the examiners during the thesis evaluation.
		(xii)	The second viva-voce examination may be held in case of (2) normally after a period of 3 months.
		(xiii)	Any other matter not explicitly provided herein or of an exceptional nature, may be referred to the Controller of Examination for his

			decision.
	(e)	Award of Ph.D. Degree	
		(i)	The candidate shall be awarded Ph.D. degree after the approval of the recommendations of Board of Viva-Voce examination by the Academic Council. However, the candidate may be issued a Provisional Degree Certificate if the Academic Council recommends the candidate for the award of Ph.D degree.
		(ii)	The award of Ph.D degree can be withdrawn in case the thesis submitted by the candidate is found the duplication of an old work or pirated research work presented and the RDC and the Academic Council recommend withdrawal of the Ph.D degree and the Executive Council approves it.
		(iii)	The Degree of Ph.D shall be awarded by the Himachal Pradesh Technical University, provided that:
		(1)	The Oral Defence Committee so recommends;
		(2)	The candidate produces a 'No dues Certificate' in the prescribed form.
		(3)	The candidate has submitted one soft and two hard cover copies of the thesis; one for the Library of the Department/Centre and the other for the Central Library. The thesis should incorporate all necessary/corrections/modifications listed by the Oral Defense Committee (ODC).
		(4)	The Himachal Pradesh Technical University shall issue a Provisional Degree Certificate (after completion of "Final Viva Voce" or "Oral Defense"), certifying to the effect that the Provisional Degree has been awarded in accordance with the provisions of UGC, New Delhi guidelines on Minimum Standards & Procedure for award of M.Phil/Ph.D. degree, regulations 2009.

