

# Mewar University

[Mewar University is an autonomous body promulgated by the Government of Rajasthan through Act No. 4 of 2009, passed by Rajasthan Assembly (Govt. of Rajasthan). The University is further approved by the UGC u/s 2(f) of the UGC Act 1956, with the right to confer degree u/s 22(1) of the UGC Act vide letter No. F.9-15/2009 (CPP-I) dt. 30<sup>th</sup> March 2009.]



## **Ordinance for Degree of Master of Philosophy (M.Phil) and Doctor of Philosophy(Ph.D.)**

**NH-79, Gangrar, Chittorgarh (Rajasthan) India-312901  
Camp Office: Sector-4C, Vasundhra, Ghaziabd (U.P.)  
India-201012**

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## **1.ELIGIBILITY:-**

The University shall lay down and decide on annual basis a predetermined and manageable no. of M.Phil /Ph.D students depending on the no. of available eligible guide / supervisors. A guide / supervisor shall not have, at any given point of time, more than five M.Phil and eight Ph.D scholars.

The no. of seats for M.Phil /Ph.D shall be decided well in advance and notified in the University website or advertisement. Wide circulation of available no. of seats shall be made by the University before conducting required entrance test.

A candidate seeking registration for the degree of M.Phil / Doctor of Philosophy (Ph.D.) in Mewar University, Chittorgarh (here-in after called as University) must hold one of the following qualifications:

- (a) Master's degree with minimum 55% marks in the appropriate field of Engineering/ Technology / Management/ Humanities/ Applied Science /Social Science /Education /Law / Agriculture/ Commerce & Accountancy of any UGC approved University.
- (b) MCA degree of the University or equivalent (for Computer Science & Engineering subject only) with minimum 55% marks of any GOI / / State Govt /UGC /AICTE recognized Institution.

- (c) (i) Master's degree with 55% marks in the field of Biotechnology/ Bioinformatics/ Life science of any other UGC approved University.
- (ii) Master's degree with minimum 55% marks in the field of Physics/ Chemistry/Mathematics of a UGC approved University.
- (d) MA/M.Ed. degree of the University or equivalent (NCTE approved institution) to master degree in arts and education with 55% marks.
- (e) Applicants with professional degrees like CA /ICWA/CS shall also be eligible for enrolment for Ph.D provided they have 55% marks or equivalent in the qualifying examination.
- (f) Eligibility for Foreign Nationals registering for M.Phil /Ph.D with the Mewar University shall be as per UGC /AIU guidelines / rules in this respect
- (g) Notwithstanding anything contained in above-mentioned rules (a) to (d), the eligibility criteria/ guidelines prescribed and/ or issued by All India Council for Technical Education (AICTE) and/ or UGC from time to time shall also be applicable for registration to M.Phil /Ph.D. Program(s) of the University.

## **2.ADMISSION/ REGISTRATION:-**

- (a) The University shall invite application for registration to M.Phil / Ph.D. program twice in a year (once in each semester). However, candidates may download application form from the website of the University and apply to the university directly also.

- (b) A candidate seeking registration for M.Phil /Ph.D. degree must apply to the University on the prescribed application form and the research proposal must be on the format as given at Appendix-I.
- (c) The application form should be accompanied by:-
- (i) A prescribed registration fee as applicable in the University from time to time. At Present the initial fess for first two year of Ph.D scholar shall be Rs 1,25000 ( One lakh Twenty-Five Thousand Only ) For every additional year a fee will be charged, the rate of which will be decided in due course. For M.Phil the course fee shall be Rs 40000/0 (Rupees Forty Thousand only ) as one time fee. However, if any scholar is unable to complete the M.Phil within 18 months maximum, an additional fee will have to be paid , the rate of which will be fixed later.
  - (ii) Fees for foreign nationals shall be determined as per the guidelines /rules of the UGC /AIU in this respect. The payment will be made in US \$ only.
  - (iii) A ‘no objection certificate’ (NOC) from the employer for the employed applicants.
  - (iv) A certificate from the Head of organization/ institution which the candidate opts as the place of work indicating that the necessary facilities for the proposed work exist in the organization/ institution and shall be made available to the candidate.
  - (v) A statement of the work that he/ she might have done on the subject related to the topic of study and the copies of the research papers that he/she might have published.
  - (vi) Two copies of bio data of guide/ supervisor(s)

- (d) A candidate shall normally be registered for M.Phil/ Ph.D. degree in the subject in which he/she has passed his/her qualifying examination as stated in clause (1) or in any other field relevant to it. In special cases a candidate qualifying in subject-X may be permitted for registration to M.Phil/ Ph.D. program in subject-Y provided the RDC of subject Y accepts the topic falling in its scope.
- (e) A candidate who has registered for M.Phil/ Ph.D. degree in any other university and has requisite qualification for registration to M.Phil/Ph.D. program of the University as prescribed in (1) may be allowed to transfer his/her registration to the university provided he/she provides a no objection certificate from the previous university, the concerned selection committee and the RDC recommends and the Academic Council/ Board of Management approves and also deposits the requisite registration and other fees of the University. In such case, the date of registration in the previous university will be acceptable.
- (f) The University shall admit Ph.D. students through an entrance test conducted at the level of the university as per UGC guidelines. However the entry of the M.Phil students may be direct also as also through entrance examination depending upon the number of applications and other necessary factors.
- (g) The University may decide separate terms and conditions for those students who qualify UGC/CSIR(JRF) examination (NET)/ SLET/GATE etc. or have passed M.Phil for Ph.D. entrance test & master degree in any subject on referred in clause 1 (a-d) for M.Phil entrance test.

- (h) It shall be followed by a general Discussion (GD) and interview to be organized by the University / Department/ Faculty, as the case may be.
- (i) At the time of interview, M.Phil /Ph.D. candidates are expected to discuss their research interest/ area.
- (j) Only predetermined no. of students may be admitted to M.Phil/Ph.D. program.
- (k) The admission to M.Phil /Ph.D. program may be direct or those who have acquired a master degree or M.Phil degree with requisite minimum marks as specified by the UGC / AICTE /University.
- (l) National/ State reservation policy shall be paid due attention.

### **3. GUIDE/SUPERVISOR(S)**

- (a) A person duly approved by the Board of Research Studies (hereinafter called (BRS) shall be permitted to act as a guide/supervisor. In case a person is not approved earlier, the candidate shall enclose two copies of bio-data of the person proposed as Guide/Supervisor, along with the application form for approval of the BRS.
- (b) A person shall be eligible to act as guide/supervisor provided he/she holds a Ph.D. degree in the concerned or related subject, has good publications in reputed scientific/ technical journals with minimum 3

years teaching / research experience in a college/University and who is one of the following:

- (i) Principal/ Director, Professor, Associate or Assistant Professor/ Reader of affiliated college/ institution of the university or of reputed institutions like IIT's, IISC, IT-BHU, NITs, Central/ State funded institutions, CSIR laboratories or University departments.
- (ii) Lecturer/ Asst professor with Ph.D. and at least five years teaching/ research experience in a Department of the University or NITs, Central /State funded institutions and University departments.
- (c) A person, who is registered for a M.Phil /Ph.D. degree shall not be permitted to act as a guide/ supervisor in any subject of the University.
- (d) The maximum number of candidates that can be registered under a guide/supervisor at any particular time shall be two for Lecturer/ Asst Professors in each area of M.Phil/Ph.D., three for Associate Professors/ Reader and Five for Professors. In special situations, two more candidates can be registered by any of the categories provided the concerned RDC recommends the name and is approved by the Academic Council on the recommendation of the Vice-Chancellor.
- (e) A candidate shall normally have two guide/supervisors,(one principal guide & one co guide). Both the guides should not be from the same place. In exceptional cases, more than two supervisors may be permitted

provided the RDC recommends with due justifications and is approved by the Academic Council / BRS on the recommendation of the Vice-Chancellor.

(f) In most of the cases, the Board of Research Studies ( hereinafter called the BRS) shall decide guide/supervisor(s) for a candidate. For this purpose, the University shall prepare a database by inviting detailed bio-data from experts of the affiliated colleges/ institutions, IITs, IISC, IT-BHU, NITs, Central /State funded Institutions and Universities, which shall be approved by the BRS on recommendation of the concerned RDC.

(g) In case a duly approved guide/supervisor later on ceases to act as the guide/supervisor by virtue of his/ her retirement or transfer or otherwise, the candidate may be permitted to choose another guide/supervisor provided the above-mentioned criteria (a) to (e) are satisfied for the same topic or otherwise and the concerned RDC approves it.

(h) Retired Professors, Associate Professors, Assistant Professors with good reputation and having adequate experience may also be appointed as supervisor with the approval of RDC.

#### **4. RESEARCH DEGREE COMMITTEE ( RDC)**

(a) There shall be a separate Research Degree Committee which will be a sub committee of the Board of Research studies for each of the subjects falling under different BPG & UG studies.

(b) **Constitution of Research Degree Committee shall consist of :**

(i) Dean of the concerned faculty. Chairman

(ii) HOD of the concerned dept. Member

(iii) Two experts of the subject in the concerned area not below the rank of Professor and belonging to the University to be nominated by the Vice-Chancellor. Member

(iv) Three experts of the subject in the concerned Area of which two should be of the Professor rank and one may be of Assistant or Associate Professor rank and not belonging to the university to be nominated by the Vice-Chancellor. Member

(v) Registrar /Controller of Examination Secretary

**Note** (i) In case no expert is available in a particular subject, senior Professor(s) having **acknowledged** publications may be nominated as the experts in RDC by the Vice-Chancellor relaxing experience as mentioned in

- clause b (iii) & b (iv) above. This will be resorted to only in exceptional circumstances.
- (ii) A RDC member shall be an expert who has acknowledged publications to his /her credit and is also engaged in the research related to the subject concerned.
- (iii) In case a Professor of any subject is not available in the university/college of the University, Vice Chancellor may appoint a Professor from other university /institution.
- (c) Duties and power of Research Degree Committee

The RDC shall perform the following functions:

- (i) Examine the summary/ synopsis of the proposed M.Phil /Ph.D. work for provisional registration of a candidate and provide its recommendation. The committee shall satisfy itself that the proposed topic is one on which the M.Phil /Ph.D. work can profitably be pursued under the guidance of the proposed guide/supervisor(s), and 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.
- (ii) The RDC of a subject will meet twice in each academic session at regular intervals .
- (iii) Half of the members of the RDC shall form the quorum for the meeting. However, presence of one external expert is essential in the meeting.
- (iv) The minutes of the RDC meeting shall be reported to the next meeting of the Academic Council for approval.

- (iii) If the convener is unable to attend the meeting, the senior most member present in the meeting shall act as the convener.
  
- (iv) A candidate shall have to submit six monthly progress reports to the University through the guide/supervisor with a recommendation that he/she is satisfied with the progress of the candidate before scheduled presentation in the RDC meeting. If the candidate could not present his /her progress report due to genuine reasons in the RDC meeting but the progress report sent by the supervisor is satisfactory, he/she will be permitted to continue, otherwise, the RDC may recommend cancellation of the registration. In case, the candidate does not turn up twice for presentation in the RDC meeting, his/her registration shall be cancelled.

**(5) COURSE WORK:**

- (a) After admission each M.Phil /Ph.D. student shall under take course work for a minimum period of one semester. This shall be considered as pre M.Phil/ Ph.D. preparation and must include a course on research methodology which may include quantitative methods and computer application. It may also involve reviewing of published research in the relevant field. The University shall decide the minimum qualifying requirement for allowing a student to proceed further with the writing of the dissertation.
  
- (b) If necessary, course work may be carried out by M.Phil /Ph.D. candidate in other institutions/ another department with in the University for which due credit will be given.

## **(6) DURATION**

- (a) The minimum period for submission of M.Phil /Ph.D. thesis for candidates enrolled as full time shall be two/three years respectively and enrolled as part-time scholar shall be three /four years from the date of provisional registration.
- (b) A candidate may be allowed to modify the scheme of his/her research work with the approval of the concerned RDC, but in which case he/she shall not submit his/her M.Phil /Ph.D. thesis before the expiry of at least six months from the date of approval for such a change.
- (c) The Maximum period permitted for submission of M.Phil /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 six month can be provided by the Vice-Chancellor on recommendation of the RDC after making careful scrutiny of the candidate's progress, i.e. it shall be essential for a candidate to submit thesis within three/five years from the date of provisional registration, otherwise, the registration shall automatically be cancelled after due date. **Extension** can be granted under **discretion** of Academic Council /BRS for maximum of two **more** years. No more extension shall be provided under any circumstances after final due date.

## **(7) PLACE OF M.Phil / Ph.D. WORK**

- (a) A candidate shall ordinarily be permitted to pursue his/ her research at any one of the constituent or affiliated colleges/ institutions of the University which has been recognized as the research center by the University.
- (i) The colleges/ Institutions affiliated to the University who runs AICTE recognized M.Tech/ M.Pharm. Programmes or are the Study Centers of the University for M.Tech/ M.Pharma. Programmes automatically qualify to be the Research Center for that area.
- (ii) Any college/ Institution affiliated to other University and not covered under the abovementioned section (a) (i) may be recognized as a Research Center in a particular area provided the Inspection Committee of the University recommends on the basis of adequate infrastructure, equipment and facilities available and the approved by BRS. Besides, RDC shall also prepare a database of affiliated colleges/ institutions where all facilities related to the research are available, which shall be recognized by the University as the Research Centers.
- (b) A candidate may also be allowed to pursue his/her research at any other R & D Organization of repute or at any other University/Institution provided the RDC recommends and the BRS approves. The RDC will prepare a database of such places where adequate research facilities are available and also of IIT's and other national level institutions /organizations/ University.

## **(8) THESIS SUBMISSION**

- (a) It is presumed that a candidate would endeavor to present quality work in the thesis leading to publication of the same in at least two journals of national repute/one international. The RDC will give due consideration on this point before recommending for submission of thesis. The RDC shall also prepare a database of the journals of international repute in each areas which will be displayed on the website of the University.
- (b) A candidate shall have to deliver a pre M.Phil /Ph.D. seminar before submission of M.Phil /Ph.D. thesis in the RDC meeting. If the RDC recommends, the candidate shall be allowed to submit thesis. The presence of guide /supervisor is essential in the pre M.Phil /Ph.D. seminar.
- (c) The medium of expression for the thesis shall be English language. The use of Hindi language as a medium of expression, if really essential shall be permitted after the specific approval of the Academic council under recommendation of the Vice-Chancellor. This must be resorted only under exceptional circumstances and not as a matter of course.
- (d) The thesis shall comply with the following conditions:
- (i) It must be a piece of original research work characterized by the discovery of facts or by fresh approach towards interpretation of theories. In either case, it should exhibit the candidate's capability for critical examination and sound judgment.

(ii) It shall also be satisfactory as far as its literary presentation is concerned.

(iii) The thesis shall be typed on both sides following prescribed format and specifications given in the “Manual for preparation of M.Phil/ Ph.D. Thesis” of the University and spirally bound to facilitate corrections, if any, suggested by the examiners. The candidate shall submit three typed copies of the thesis along with a CD/Pen Drive to the University.

The published matter related to the thesis may also be incorporated as a part of the thesis as also the bibliography.

(e) The thesis shall be accompanied with a certificate issued by the guide/supervisor(s) stating:

(i) That the thesis embodies the original work of the candidate and it has not been earlier submitted for any Degree or Diploma.

(ii) That the candidate worked under him / her /them for the period prescribed by the RDC.

(iii) That he/she has put in not less than 200 days of attendance for full time at the designated place of work with one of the guide /supervisor(s)

(iv) That the thesis fulfils the requirement of all the required clauses as enunciated in the ordinance / rules.

(v) That any plagiarism on the thesis, if detected at a later date, will tantamount to cancelation of the registration of the scholar/ cancellation of degree if already awarded.

## **(9) EVALUATION AND ASSESSMENT**

(a) Upon satisfactory completion of course work and research methodology (which shall be a part of M.Phil/Ph.D. program), the scholar shall undertake research work and submit a draft thesis within a reasonable time as decided by the University.

(b) Prior to submission of thesis, the scholar shall make a pre M.Phil/Ph.D. presentation in the department which will be open to all faculty members and other research students for getting feed back and comments. This feedback maybe suitably incorporated into the draft thesis under the advise of the supervisor/guide.

(c) M.Phil /Ph.D. candidates shall publish one research paper either in a national or international journal before the submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint.

- (d) The thesis submitted by the M.Phil /Ph.D. student shall be evaluated by at least two experts as examiner, out of which one shall be from outside the state. If possible, one examiner may be selected from outside the country.
- (e) On receipt of satisfactory evaluation report, M.Phil /Ph.D. students shall under-go a viva-voce examination which shall also be openly defended.
- (f) Along with degree, the University shall issue a provisional certificate certifying to the effect that the degree has been awarded in accordance with the provision of the University ordinance/UGC regulation 2009.
- (g) The RDC in consultation with BRS/VC/PVC & two expert members of Academic Council will prepare the detailed Processes/ Procedures for evaluation and assessment within a reasonable time frame but much before the announcement is made by the University about launching of the M.Phil /Ph.D. program.

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