

U.P. R.T. Open University, Prayagraj

M.Phil./Ph.D. Ordinances

A. Management and Co-ordination

- (1) The Degree of Master of Philosophy (M.Phil.) and the Degree of Doctor of Philosophy (Ph.D.) or such other degree may be awarded by the University to a registered student on his/her successfully completing the prescribed programme of research offered by the university under regular mode.
- (2) Research studies leading to the award of the Degree of Master of Philosophy (M.Phil.) or Doctor of Philosophy (Ph.D.) or such other degree shall be organized and managed by the following bodies in accordance with their respective roles as specified here under.
- (3) The Research degree programmes of the University shall be in accordance with the Research Policy adopted by the Academic Council subject to the provisions of the Act and the Statutes of the University.

B. Research Degree Committee

- (1) There shall be a Research Degree Committee which, subject to the overall guidance and supervision of the Academic Council shall be responsible for the planning, management, organization and monitoring of Research programmes.
- (2) Subject to the provisions of the Act and Statutes, the Research Degree Committee shall perform the following functions.
 - (i) Management and administration of the research policy, programme design, evaluation and awards of research degrees.
 - (ii) Formulation of guidelines for registration, supervision, programme design, evaluation and awards of research degrees.
 - (iii) Monitoring of research indicators for such evaluation.
 - (iv) Determination of the criteria for purview of the research areas/themes/topics relevant to the School Board.

- (v) Advice on research priorities and allocation of resources for research.
 - (vi) Preparation of the consolidated reports on research efforts of the University.
 - (vii) Any other work related to research development and co-ordination.
- (3) The composition of Research Degree Committee shall be as follows.
- (i) The Vice-Chancellor shall be the Chairman of the Research Degree Committee.
 - (ii) One expert of the subject Concerned who is not employee of the University, nominated by Vice-Chancellor.
 - (iii) The Director of School Concerned nominated by the Vice-Chancellor.
 - (iv) Officer in charge for Research Development and Coordination shall be the Member Secretary of the Research Council.
- (4) The term of the members will be two years from the date of nomination.
- (5) The Research Degree Committee shall meet at least twice a year. One third of the total membership shall form the Quorum for the meeting.

C. Registration and Supervision.

- (1) The registration for the M.Phil. & Ph.D. programme shall be made through an entrance test conducted by the University should be followed by an interview organized by the concerned school of studies. The process and schedule of registration shall be prepared and announced by the University in accordance with the guidelines given by the Research Degree Committee from time to time.

(2) A. Eligibility Criteria for admission to the M.Phil. Programme.

- 2.1 (A) Candidates for admission to the M.Phil. Programme shall have a Master's degree or a Professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7 – Point

scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational instructions.

2.2(A) A relaxation of 5% of marks, from 55% or an equivalent relaxation grade may be allowed for those belonging to ST/ST/OBC (non –creamy layer)/, Differently-Abled and other categories of candidates as per the decision of the commission from time to time, or for those who had obtained their master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

2(B) Eligibility Criteria for admission to Ph.D. programme:

Master's degree holders stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

2.1 (B) Master's Degree holders satisfying the criteria stipulated under clause 2 above.

2.2 (B) Candidates who have cleared the M.Phil. Course work at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7 Point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to

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

2.3 (B) A person who's M.Phil. Dissertation has been evaluated and the Viva-Voce is pending may be admitted to the Ph.D. Programme of the same Institution:

2.4 (B) Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. Programme.

3- There shall be two categories of M.Phil./Ph.D. student: Full-time and Part-time. Part time Ph.D. will be allowed provided all the conditions mentioned in the extant of Ph.D. ordinance are met.

(a) All those who are offered a fellowship by the University or any other agency and registered with the University to pursue a research degree programme of the University on a full time basis shall belong to the category of full-time students. In exceptional cases, the Research Committee may allow registration of full time students who do not have fellowships. The full-time students shall work on their projects at Allahabad.

(b) Students who are employed in the UPRTOU Allahabad and desirous of pursuing a research degree programme may be permitted to register as part-time students. Ordinarily, teachers and other academic staff of the University while continuing on their jobs shall belong to this category.

(4) All registrations to M.Phil / Ph.D. Programmes shall be provisional and the same shall be confirmed according to the procedures prescribed by the Research Degree Committee from time to time.

(5) A Candidate, who has been offered registration, shall deposit the

prescribed registration fee within a period of three months from the date of registration, failing which his/her registration may be treated as cancelled.

- (6) The registration of a student may be cancelled for any of the following reasons.
 - (i) Non-payment of fees.
 - (ii) Unsatisfactory progress
 - (iii) Non-compliance with the provisions of the ordinances
 - (iv) Failure to submit the Dissertation/thesis within the time limit prescribed.
- (7) The Research Degree committee may consider requests for re-registration from *students* whose registration is cancelled. An application for re-registration, if made within a period not exceeding one year from the cancellation of the student's registration, may be considered only on the recommendation of the Director concerned.
- (8) The Programme fees shall include registration fee, fee for the course work, evaluation fee and any other fees prescribed by the University from time to time, and shall always be charged on annual basis.

D. Allocation of Research Supervisor

1. Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of M.Phil./Ph.D. Scholars permissible per Supervisor, etc.

- 1.1 Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas/ disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writings.

1.2 Only a full time regular teacher of the University can act as a supervisor. The external supervisors are not allowed. However, Co-supervisor can be allowed in inter-disciplinary areas from other department of the same institute or from other related institute or from other related institutions with the approval of the Research Advisory Committee.

1.3 The Allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of Scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of Interview/viva voce.

1.4 In case of topics which are of inter- disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-supervisor from outside the Department / School Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/colleges Department / School.

1.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (03) M.Phil. and Eight (08) Ph.D. Scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (02) M.Phil. and Six (06) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a Maximum of One (01) M.Phil. and Four (04) Ph.D. scholars.

1.6 In case of relocation of an M.Phil./Ph.D. Woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in the ordinances these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

(2) The School Board shall recommend to the Research Degree Committee a panel of experts out of the regular faculty of the University to be recognized as the Research supervisors.

E. Course Work

Credit Requirements, Number, Duration, syllabus, minimum standards for completion etc

1.1 The credit assigned to the M.Phil or Ph.D. Course work shall be a minimum of 08 credits and a maximum of 16 credits.

1.2 The course work shall be treated as prerequisite for M.Phil/ Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil/ Ph.D. degree.

1.3 All courses prescribed for M.Phil and Ph.D. course shall be in conformity with the hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.

1.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the

Research Advisory Committee, as stipulated under sub-clause 1.8 below, of the research scholar.

1.5 All Candidates admitted to the M.Phil and Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.

1.6 Candidates already holding M.Phil. Degree and admitted to the Ph.D. Programme, or those who have already completed the course work in M.Phil. and been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. Programme shall be required to complete the Ph.D. course work prescribed by the Department

1.7 Grades in the course work including research methodology courses are finalized after a combined assessment by the Research Advisory Committee Submit committee and the Department and the final grades shall be communicated to the University.

1.8 A M.Phil / Ph.D. Scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-Point scale (Or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/ thesis.

2 The Course work of 16 credits shall be prescribed by the School Board Concerned for Ph.D while the course of 32 credits will be prescribed for the M.Phil Students including 08 credit course works.

3. In each theory paper of Ph.D./M.Phil. course work 30% of the total marks shall be assigned for the sessional assessment while rest 70% marks will be assigned through written Examination.

F. Dissertation/Thesis

- (1) For the M.Phil. Degree, a student shall be required to submit a dissertation. The dissertation work may take any of the forms such as field work, research study or exploratory/laboratory work or such other forms on a subject approved by the School Board.
- (2) For Ph.D. degree, a student shall be required to submit a thesis in the format as may be prescribed by the School Board concerned. The thesis must be a piece of original research work characterized either by the discovery of new facts or invention of new ideas or a new interpretation of theories among others

G. Duration of the Programme:

1.1 M.Phil. Programme shall be for a minimum duration of two (2) consecutive semesters/ one year and a maximum of four (4) consecutive semesters/ two years.

1.2 Ph.D. Programme shall be for a minimum duration of three years, including course work and a maximum Six years.

1.3 The women candidates and persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil. and two years for Ph.D. in the maximum duration. In addition, the women candidate may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil./Ph.D. for up to 240 days.

- (2) If a student fails to submit the dissertation/thesis within the extended period, his/her registration shall be cancelled.
- (3) Commencing from the date of registration a student shall submit progress reports periodically (once in six months) in the prescribed format to the supervisor(s) who shall forward them along with his/her remarks about and assessment of the work done so far to the Research

Advisory Committee.

(4) There shall be a Research Advisory Committee, for each M.Phil. and Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee which shall consist of two senior most teacher of the subject. However if there is no subject teacher, the other member(s) will be nominated by the Vice-Chancellor from outside. This committee shall have following responsibilities

(4.1) To review the research proposal and finalize the topic of research.

(4.2) To guide the research scholar to develop the study design and methodology of research and identify the courses(s) that he/she may have to do.

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

(5) A research scholar shall appear before the Research Advisor Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Research Cell with a copy to the research scholar.

(6) In case the progress of the research scholar is unsatisfactory; the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement this corrective measure, the Research Advisory Committee may recommend to the Research Degree Committee with specific reasons for cancellation of the registration of the research scholar.

H- Evaluation and awards

(1) The School Board concerned shall prescribe an evaluation scheme for the course work to be done by the students.

Depending on the nature of the course and the specific needs, the evaluation methodologies may include:

- (i) Evaluation system or a comprehensive examination as applicable to the prescribed credit-based courses.
 - (ii) A term paper on a theme or presentation of an assignment at a seminar.
 - (iii) Oral examination
 - (iv) Any combination of these methods
- (2) A Student shall be deemed to have completed his/her course work successfully if he/she qualifies clause E (1.8).
- (3) M.Phil. scholars shall present at least one
- (1) Research paper in a conference/seminar and Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conference/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.
- (4) While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same University where the work was carried out or to any other Institution /University.

I. Dissertation/Thesis

- (1) On the successful completion of the course work, a student shall be required to pursue his research work under the guidance of his

supervisor(s) at the end of which he/she shall be required to write a dissertation/thesis as the case may be in accordance with the format and the guidelines prescribed by the School Board concerned.

(2) Prior to the submission of the thesis, the student shall make a pre-M.Phil./Ph.D. presentation in the department/school before the Research Advisory Committee which must be attended by the Director concerned and shall also be open to all faculty members and research scholars. The feedback and comments obtained from them may be suitably incorporated in to the draft of the thesis in consultation with the Research Advisory Committee.

3 (i) The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the University the viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Research Advisory Committee, All faculty members of the Department, other research scholars and other interested experts/ researchers.

3 (ii) The Ph.D. theses submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the University, of whom one examiner may be from outside the country. The Viva-Voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, All faculty members of the Department, other research scholars and other

interested experts/ researchers.

(4) The public viva-voce of the research scholar to defend the dissertation / Thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation reports of the external examiner in case of M.Phil. dissertation, or one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, The University shall send the dissertation/thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory, if the report of the latest examiner is also unsatisfactory, the dissertation/thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

(5) The entire process of evaluation of M.Phil. Dissertation/ Ph.D. thesis shall be completed within a period of six months from the date of submission of the dissertation/ Thesis.

J. Fees

(1) Students admitted to M.Phil. or Ph.D. programme of the university shall pay the fees as determined by the Academic Council.

(2) The fees shall be payable on such dates and such mode as may be notified.

K. Award of M.Phil./Ph.D.. Degree

(1) As students shall be awarded the M.Phil./Ph.D. Degree, with the

approval of the Academic Council.

- (2) If the M.Phil./Ph.D. degree is awarded by a foreign University, the University considering such a degree shall refer the issue to the Academic Council to determine the equivalence of the degree awarded by the foreign University through Equivalence committee duly constituted by the Vice Chancellor.

L. Depository with INFLIBNET

- (1) Following the successful completion of the evaluation process and before the announcement of the award of M.Phil./Ph.D. degrees, the University shall submit a soft copy of the M.Phil./Ph.D. thesis to the INFLIBNET, for hosting the same in INFLIBNET accessible to all Institutions/ Universities.
- (2) Along with the degree, the University shall issue a provisional Certificate certifying to the effect that the Degree has been awarded in accordance with the provisions to UGC Regulations 2016.
- (3) In case of any ambiguity the Vice-Chancellor will take a decision in the light of UGC (Minimum Standards and Procedure for Awards of M Phil. /Ph.D. degree) Regulations 2016 which shall be final.