

VANITA VISHRAM WOMEN'S UNIVERSITY
Managed By Vanita Vishram, Surat

Recognized under the Provisions of the Gujarat Private Universities Act, 2009
&

Established under the Gujarat Private Universities (Amendment) Act, 2021
(Gujarat Act No. 15 of 2021)

&

Recognized under Section 2(f) of the UGC Act, 1956

Ph.D. Ordinances

VANITA VISHRAM WOMEN'S UNIVERSITY



**VANITA VISHRAM
WOMEN'S UNIVERSITY**
— SURAT —

Vanita Vishram Campus, Athwa Gate, Surat – 395001, Gujarat
(O) 0261-2300290 (M) 9727769044

Website: www.vvwusurat.ac.in / E-mail: office@vwusurat.ac.in

ORDINANCE-Ph.D.	CONTENT	PAGE NO.
O.Ph.D.-1	Short title and commencement	2
O.Ph.D.-2	Definitions	2
O.Ph.D.-3	Eligibility Criteria for Admission to the PH.D. Programme	4
O.Ph.D.-4	Duration of the Programme	5
O.Ph.D.-5	Admission	5
O.Ph.D.-6	Allocation of Research Supervisor	6
O.Ph.D.-7	Admission of International Students in PH. D Programme	7
O.Ph.D.-8	Course work. - Credit Requirements, Number, Duration, Syllabus, Minimum Standards for Completion, etc.	8
O.Ph.D.-9	Research Development Committee (RDC)	8
O.Ph.D.-10	Research Advisory Committee	11
O.Ph.D.-11	Evaluation and Assessment Methods, Minimum Standards /Credit for Award of the Degree	12
O.Ph.D.-12	Academic, Research, Administrative and Infrastructure Requirements	13
O. Ph. D. – 13	Expected duties of a Research Scholar	13
O. Ph. D. – 14	Duration of the Programme, Evaluation and Degree Award	14
O. Ph. D. – 15	Expected Duties of a Research Supervisor	15
O. Ph. D. – 16	Ph.D. through Part-Time Mode	16
O. Ph. D. – 17	Power to Remove Difficulties	17

O.Ph.D.1

SHORT TITLE AND COMMENCEMENT

1. These “Ordinances” may be called “Vanita Vishram Women’s University Ph.D. Ordinances, 2022” (Minimum Standards and Procedure for Award of Ph.D. Degrees) Regulations, 2022.
2. They shall apply to every school and subject established or incorporated by Vanita Vishram Women’s University.
3. They shall come into force from the date when the governing body gets approved.

O. Ph.D.- 2

DEFINITIONS

1. In these Regulations, unless the context otherwise requires, -
 - a. “Act” means the University Grants Commission Act,1956 (3 of 1956);
 - b. “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution;
 - c. “Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;
 - d. “Credit” means the number of hours of instruction required per week over the duration of a semester. A Three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit;
 - e. “School” means an institution engaged in higher education and/or research, either established by a university as its constituent unit or is affiliated with it;
 - f. “Commission” means the University Grants Commission established under Section 4 of the UGC Act 1956;
 - g. “Course” means one of the specified units which go to comprise a programme of study;
 - h. “Course Work” means courses of study prescribed by the School/Department/ Centre to be undertaken by a student registered for the Ph.D. Degree;
 - i. “Degree” means a degree awarded by Vanita Vishram Women’s University (VVWU) in accordance with the provisions of section 22 (3) of the Act;

- j. “External examiner” means an academician/researcher with published research work who is not part of the Vanita Vishram Women’s University where the Ph.D. scholar has registered for the Ph.D. programme;
 - k. “Foreign Educational Institution” means—(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;
 - l. “Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale;
 - m. “Guide/Research Supervisor” means an academician/researcher recognized by Vanita Vishram Women’s University to supervise the Ph.D. scholar for his/her research;
 - n. “Interdisciplinary Research” means research conducted by a Ph.D. scholar in two or more academic disciplines;
 - o. “Open and Distance Learning Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
 - p. “Online Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
 - q. “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own;
 - r. “Programme” means a higher education programme pursued for a degree specified by the Commission under sub-section (3) of section 22 of the Act;
 - s. “Prospectus” means any document, whether in print or otherwise, issued for providing fair and transparent information relating to a VVWU and programmes, to the general public (including to those seeking admission in such Higher Educational Institutions) by Vanita Vishram Women’s University;
 - t. “Research Proposal” means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme;
 - u. “University” means a Higher Educational Institution established or incorporated by or under a Central Act, a Provincial Act, or a State Act, and shall include any institution for higher education deemed to be a University under Section 3 of the Act.
2. Words and expressions used and not defined in these Ordinances but defined in Act and not consistent with these Regulations shall have the meanings assigned to them in that Act.

O.Ph.D.-3

ELIGIBILITY CRITERIA FOR ADMISSION TO THE PH.D. PROGRAMME

The following are eligible to seek admission to the Ph.D. programme:

1. Candidates who have completed:

- a. A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed.
- b. Equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.
- c. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

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

O. Ph.D.- 4

DURATION OF THE PROGRAMME

1. Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.
2. A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Vanita Vishram Women's University; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

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

1. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

O. Ph.D.- 5

ADMISSION

1. The admission shall be based on the criteria notified by the institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.
2. Admission to the Ph.D. programme shall be made using the following methods:
 - a. Institute may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview and/or Institute may admit students through conducting an Entrance Test.
 - b. The Entrance Test syllabus shall consist of 50% of research methodology and 50% shall be subject-specific.
 - c. Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.

- d. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.
 - e. Institute may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.
 - f. Provided that for the selection of candidates based on the entrance test conducted by the institute, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva-voce shall be given.
2. Schools which are eligible to conduct Ph.D. programmes, shall:
- a. Notify a prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;
 - b. Adhere to the National/State-level reservation policy, as applicable.
3. A list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of her research and the date of admission) admitted under them on the website of the institution and update this list every academic year.

O. Ph.D.- 6

ALLOCATION OF RESEARCH SUPERVISOR

Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

1. Permanent faculty members working as Professor/Associate Professor with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post- graduate Colleges/institutes would be in violation of these Regulations.

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

2. Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.
3. Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.
4. In case of interdisciplinary/multidisciplinary research work, if required, a co-Supervisor from outside the Department/School/Centre/College/University may be appointed.
5. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.
6. In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
7. Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

O.Ph.D.-7

ADMISSION OF INTERNATIONAL STUDENTS IN PH.D. PROGRAMME

1. Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in O. Ph.D. 6(5).
2. The Institute may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.
3. At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in O. Ph.D. 6(5).

O.Ph.D.-8

COURSE WORK. - CREDIT REQUIREMENTS, NUMBER, DURATION, SYLLABUS, MINIMUM STANDARDS FOR COMPLETION, ETC.

1. The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC-recognized online courses as part of the credit requirements for the Ph.D. programme.
2. All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education/pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
3. A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

O.Ph.D.-9

RESEARCH DEVELOPMENT COMMITTEE (RDC)

1. There shall be a Research Development Committee and hereinafter, it shall be called “the Committee”.
2. The duties of the Committee shall apply to all matters associated with the University’s research activities, governing legislation and policies.
3. The Research Development Committee (RDC) is a Committee of the Academic Council. The role of the Committee is to advise the Academic Council on research strategies, initiatives and innovation that promote the research and research education interests of the University and that foster the conduct of research and research education that is of the highest quality. Members of the Research Committee may be called upon from time to time to interact with external stakeholders and funding agencies.
4. The Academic Council shall be consisted of
 - a. The Provost – Chairperson
 - b. Four Deans nominated by the Provost
 - c. Four HoDs nominated by the Provost
 - d. Four Faculties nominated by the Provost

- e. Four academicians not below the rank of Professors, nominated by the Academic Council
- f. Controller of Examination
- g. Registrar Member Secretary

Note

- i. The Chairperson of the Committee may invite other persons internal to the University, as required for the purposes of the Committee, to attend meetings as advisors.
- ii. The term of office for appointed members shall be for up to three years.
- iii. If an appointed member vacates his/her office before the expiry of their term, then the Member Secretary shall call for expressions of interest to replace this member.

5. Powers, Duties and Functions of the Research Development Committee (RDC)

- a. assuring the quality of research activities.
- b. assuring the quality of academic activities with respect to post-graduate research education awards and doctorates.
- c. assuring the University's implementation of and compliance with the formulated Ph.D. Ordinances.
- d. approve the Ph.D. Guideship Applications of the eligible faculty members of the University.
- e. approve the Ph.D. Admission Notification and the intake of students in each subject
- f. depending on the availability of seats and Ph.D. Guides.
- g. approve the proposals submitted by the Research Scholars and recommended by the RAC of the concerned School for doing a Ph.D. Research.
- h. conduct the plagiarism check of dissertation/thesis submitted by PG students/Ph.D. research scholars and submit the report to the Dean of the concerned School for necessary action.
- i. recommend the names of Ph.D. Research Scholars to the President & Provost of the University for the award of Ph.D. Degree.
- j. develop, monitor and review policies relating to the University's research activities, including research and research training.
- k. guide the development of the University's strategic research priorities and objectives and monitor research performance within the framework of the University's Strategic Planning process.
- l. approve and review all research programmes/projects and consultancy projects undertaken by the University's faculty members as and when required.

- m. provide leadership and advice on mechanisms to improve monitoring, benchmarking and reporting of the University's research performance.
- n. hold one or two events annually to facilitate the exchange and dissemination of information concerning research and research training issues for the broader research community.
- o. inform and advise the Academic Council on research and research training matters as they arise.
- p. promote research, research education and scholarship within the University;
- q. advise and formulate recommendations and provide information to Academic Council on research and research training, policy, guidelines, and procedures.
- r. establish sub-committees as required to facilitate the working of the Committee.
- s. monitor and review the University's research and research education performance including regular monitoring and review of the Research Plan and the development and monitoring of criteria, including metrics and proxies, to measure institutional research performance and the success of research initiatives.
- t. oversee, monitor and provide recommendations on structures supporting research and research education, including research institutes and centres including their establishment, annual reports, strategic plans and regular reviews.
- u. consider, advise and report on such other matters as the Provost or the Academic Council may wish to refer to it.
- v. inform the University community on research issues by disseminating minutes of its meetings and/or by reports or other appropriate methods considering proposals to introduce new postgraduate research courses, professional and
- w. higher degree doctorates, where the proposal has been recommended for approval by the Academic Council.
- x. make recommendations to Academic Council on amendments to the Postgraduate Framework.
- y. monitor and review the processes and outcomes of research grant proposals and applications.
- z. be responsible for the planning and policy development relating to the improvement of the University's research activities and practices.
- aa. advise Academic Council on issues of research and research education policy.
- bb. Amend Course Structures/Award Requirements: Amending course structures and award requirements of higher degrees by research awards on the recommendation of the Academic Council.
- cc. Discontinuation of Awards and Programmes: Cancelling higher degree by research
- dd. awards on the recommendation of the Academic Council.

- ee. Suspension of Awards and Programmes: Suspending the offering of higher degree by
 - ff. research awards on the recommendation of the Academic Council.
 - gg. establishing a new postgraduate research-based subject (except as part of the establishment of a new course).
 - hh. discontinuing an existing subject.
 - ii. amending the details of an existing subject.
 - jj. suspending the offering of an existing subject on recommendation by the
 - kk. Awarding Research Scholarships and Prizes
6. The Committee shall meet as often as necessary in order to perform its functions. It is recommended that the Committee meet a minimum of four times per year and the schedule of meetings will be agreed in advance. However, the number of meetings may vary in accordance with the volume of business that falls within the remit of the Committee.
 7. The Chairperson shall preside at all meetings. However, in the event of his/her absence, the Chairperson of the Academic Council shall take over as Chair. In the absence of both the Chairpersons, the Member Secretary of the Committee shall preside at that meeting.
 8. After each meeting, the Committee shall submit a copy of the Minutes of the Meeting to the Academic Council.
 9. The Committee will make recommendations on matters that require the approval of the Academic Council of the University.

O.Ph.D.-10

RESEARCH ADVISORY COMMITTEE (RAC)

1. There shall be a Research Advisory Committee (RAC) of selected subjects as prescribed in the UGC-NET/UGC- CSIR NET/GATE/CEED examination. The Dean shall constitute the RAC in consultation with the provost separately for the subjects in which Ph.D. Programme is offered. It shall consist of the following.
2. The Dean (Chairperson)
3. All recognized Ph.D. Supervisors of the concerned subject
4. Two experts from other universities nominated by Chairperson in consultation with Provost.
5. **Powers, Duties and Functions of the Research Advisory Committee (RAC)**
 - a. To review the research proposal and finalize the topic of research.

- b. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
 - c. To periodically review and assist in the progress of the research work of the Ph.D. scholar.
 - d. To Design the syllabus for course work.
6. Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of her work for evaluation and further guidance. The Research and Development Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Institution concerned. A copy of such recommendations shall also be provided to the Ph.D. scholar.
7. In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

O.Ph.D.-11

EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS/CREDITS FOR AWARD OF THE DEGREE

1. Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Regulation 8 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
2. Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of VVWU, which shall also be open to all faculty members and other research scholars/students.
3. The VVWU shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.
4. A Ph.D. scholar shall submit the thesis for evaluation; along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Educational Institution.
5. The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the Educational

Institution concerned. Such examiner(s) should be academicians with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside state. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students. Institution may formulate appropriate rules/ordinances to affect the provisions of these Regulations.

6. The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the Institution concerned shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.
7. The VVWU shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

O.Ph.D.-12

ACADEMIC, RESEARCH, ADMINISTRATIVE, AND INFRASTRUCTURE REQUIREMENTS

1. Institute offering 4-year Undergraduate Programmes and/or Post-graduate Programmes, may offer Ph.D. programmes, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities as per these Regulations.

O.Ph.D.-13

EXPECTED DUTIES OF A RESEARCH SCHOLAR

Research Scholar has to follow the following procedure throughout their tenure.

1. **Payment of Fees: (minimum for three years)**

Semester	Payment Date (June Intake)	Payment Date (Dec Intake)
I, III, V	Between 1 st July to 10 th July	Between 1 st January to 10 th January

II, IV, VI	Between 1 st January to 10 th January	Between 1 st July to 10 th July
------------	---	---

After paying the first semester Fees: Collect your I-card and Library tickets: Before 1st August (June Intake), 1st February (December intake).

2. Course Work

- Every student has to undergo a course work as defined in this ordinance. All candidates admitted to the Ph.D. programs shall be required to complete the core course work prescribed by the University during the initial two semesters.
- Students have to obtain a minimum of 55% of marks or its equivalent grade in the course work in order to be eligible to continue in the programme.

Course Title	Credit
Research Methodology	4
Departmental Domain-Specific Course 1	3
Departmental Domain-Specific Course 2	3
Research and Publication Ethics (RPE)	2
Total Credits	12

O.Ph.D.-14

DURATION OF THE PROGRAMME, EVALUATION AND DEGREE AWARD

- Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- The candidates may be allowed a relaxation one year for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.
- Extension beyond the above limits will be governed by the Provost, who may extend this period by one year for valid reasons.

4. Upon satisfactory completion of course work, and obtaining the marks/grade prescribed above, the Ph.D. scholar shall be required to undertake research work and produce a draft thesis within a given time framework. (Maximum period is 6 years).
5. A research scholar shall prepare a work progress report and make a presentation of the same at least once in six months for evaluation and further guidance to the Research Advisory Committee (RAC).
6. In case the progress of the research scholar is unsatisfactory, the RDC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RDC may recommend to the Academic Council specific reasons for the cancellation of the registration of the research scholar.
7. Issuing a Provisional certificate. -Prior to the actual award of the Ph.D. degree, Vanita Vishram Women's University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.
8. Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Vanita Vishram Women's University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

O.Ph.D.-15

EXPECTED DUTIES OF A RESEARCH SUPERVISOR

1. The major role in the progress of a research scholar is played by the supervisor. Therefore, it is of utmost importance to follow this ordinance.
2. Regular interactions of Ph.D. scholars with supervisors.
 - a. This can be weekly/fortnightly.
 - b. The planning should be discussed with the research scholar along with the results obtained in the previous week's work, the difficulty of achieving the same, etc.
 - c. A diary/workbook/logbook may be maintained by said interactions by PhD Scholar. Minimum of 15-30 hours of work by a doctoral scholar every week is recommended.
 - d. Advisory: As soon as research scholars are allocated, the research supervisor should form:
 - i. Decide co-supervisors if needed.
 - ii. Decide coursework.

3. The time devoted to a research-by-research supervisor should be considered or augmented in her/his workload.
4. The research scholars should be encouraged to take a number of workshops or awareness programs for Academic and Scientific writing skills like writing a research article in a reputed peer reviewed journal, or writing a good thesis, writing a research proposal for external funding agencies and the club itself with the evaluation to ensure the learning.
5. The research scholars should be encouraged to participate and present their research work in reputed international conferences.
6. The Research Supervisor has to make sure that a scholar publishes two research papers from his/her thesis work on the Scopus / Web of Science identified journal.
7. Language corrections and technical corrections have to be critically inked by the supervisor and the research scholar before sending the thesis/synopsis to the advisory committee members.
8. Every research paper should have an Institute as well as VVWU (write full abbreviation) affiliation. Failing to which thesis will not be considered for the further process.

O.Ph.D.-16

PH.D. THROUGH PART-TIME MODE

1. Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.
2. The Vanita Vishram Women's University shall obtain a "No Objection Certificate" through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:
 - a. The candidate is permitted to pursue studies on a part-time basis.
 - b. Her official duties permit her to devote sufficient time for research.
 - c. If required, she will be relieved from the duty to complete the course work.
3. Notwithstanding anything contained in these Regulations or any other law, for the time being in force, no Higher Educational Institution or research institution of the Central government or a State Government shall conduct Ph.D. programmes through distance and/or online mode.

O.Ph.D.-17

POWER TO REMOVE DIFFICULTIES

1. Notwithstanding anything contained in this ordinance, the Provost may take such measures as may be necessary for removal of doubts/difficulties and to resolve any other issue of extraordinary nature.