

In exercise of the powers conferred by West Bengal Act XXI of 2014, The West Bengal University of Teachers' Training, Education Planning and Administration Act, 2014, the University hereby makes the following Regulations, namely:-

1.00 SHORT TITLE, APPLICATION & COMMENCEMENT:

These regulations may be called **The West Bengal University of Teachers' Training, Education Planning and Administration (Regulation for the Degree of Doctor of Philosophy, Ph.D.), Regulations 2015.**

They shall apply to every candidate applying for admission, registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.) of this University.

They shall come into force now with the passing of the same by the University Council, and remain in force even when the EC/Court of the University will become functional.

Notwithstanding anything contained in any other Rule and Regulation for the time being in force, all admissions, registrations, course works and all other related matters leading to conferment of the Degree shall be guided by these regulations, framed as per the guidance of University Grants Commission (minimum Standards and Procedure for award of M.Phil./Ph.D. Degree), Regulations 2009.

2.00 GENERAL:

The Degree of Doctor of Philosophy (Ph.D.) shall be awarded to a candidate on the basis of original research work of merit incorporated in a thesis, recommended by a board of examiners and successfully defended by the candidate during a Viva-Voce.

- 2.01 The thesis shall demonstrate that the candidate has technical mastery of the chosen field of investigation and is capable of doing scholarly work. The result of research embodied in the thesis shall be a contribution to existing knowledge either by a discovery of new facts or by a discovery of some new relations between facts already known, or by a critical survey of facts/issues leading to a new interpretation. The thesis is to be ordinarily written in English. If a candidate desires to submit a thesis written in Bengali or any other language or in a bilingual form, the relevant Ph.D. Committee shall consider the case on academic grounds. If the thesis involves Pedagogy of any Language, the Scholar may be allowed to write the thesis in that particular language.

3.00 PROCEDURE FOR ADMISSION:-

- 3.01A The University shall admit a Ph.D. student having M.Ed. or M.A. / M.Sc. in Education with B.Ed. preceded by Honours degree in any subject / 4- year Integrated Teacher Education Programme (B.A. B.Ed./B.Sc. B.Ed.)of this University or any other recognised University/Institute considered equivalent thereto, **through an entrance test followed by an interview.**

The candidates who have cleared UGC /CSIR (JRF) Examinations/NET/SET/ SLET/ Teacher Fellowship/ or have passed equivalent examinations or passed the M.Phil.(Education or equivalent)or equivalent examination or who are teachers serving in Substantive Posts of Govt. Colleges/Govt. Aided Colleges /University Departments **shall not be required to appear at the Ph.D. entrance test** to be conducted by the concerned department.

Candidates with M. Tech with B.Ed. or M.E with B.Ed. are eligible for the Ph.D. programme and such candidates are exempted from the entrance test.

- 3.01B In case of candidates holding a qualifying degree from other Universities, admission for the Ph.D. Programme will proceed after determination of equivalence by the relevant University body and fulfilment of the admission criteria.
- 3.01C Foreign students will be required to produce clearance from the Government of India and /or other appropriate authorities, if any, for admission in the Ph.D. Programme. Enrolment in the Ph. D. Programme may be allowed to only such foreign nationals as have obtained and are holding research visa.
- 3.02 The number of seats for the Ph.D. programme decided in advance for each department by the University in consultation with the concerned departments shall be notified in the website of the University. The University shall widely advertise the number of available seats for the Ph.D. studies and conduct admission on a regular basis, the frequency of which shall be determined by the University from time to time in consultation with the concerned departments.
- 3.03A A candidate may be admitted into any of the following Ph.D. Programmes: Teacher Education, Special Education, Physical Education, Pre-Primary Education, Primary Education, Elementary Education, Secondary Education, Planning and Management, Educational Administration, Educational Technology provided that the University may introduce new Ph.D. Programmes or modify, if necessary, the existing programmes, subject to the provisions of these regulations. The University also reserves the right to offer or, not to offer, any or all of the Ph.D. Programmes in any academic year.
- 3.03B Ordinarily, a candidate seeking admission to the Ph.D. programme will appear at the entrance test in a subject as stated in clause 3.03A above. In case a candidate wishes to apply for Ph.D. programme having Master's Degree preceded by B.Ed. degree which is not mentioned in the requisite qualification as stated in

clause 3.01A, he/she will seek an endorsement by the Ph.D. Committee of the subject in which he/she seeks admission as a Ph.D. student, at the time of submission of his/her application for admission to the Ph.D. programme.

- 3.04 **The entrance test shall be followed by an interview** to be conducted by the concerned department of the University or by an Expert Committee, constituted by the Vice-Chancellor, in case there is no department on that subject. **A candidate who has been exempted from appearing at the entrance test shall also be required to appear at the interview.** At the time of interview candidates seeking admission to the Ph.D. programme will be expected to discuss their research interest/area.
- 3.05 Candidates selected for the Ph.D. programme will be attached to a research supervisor in the Department at the time of their admission and shall be required to enrol as a probationary Ph.D. student on payment of a non-refundable fee determined by the University.
- 3.06 While granting admission to a Ph.D. student, the concerned Department shall pay due attention to the National/State reservation policy, as applicable.
- 3.07 A probationary Ph.D. student will be required to complete his/her Ph.D. registration within two years from the date of his/her enrolment, failing which his/her admission in the Ph.D. programme shall automatically stand cancelled.

4.00 REGISTRATION

- 4.01 Any person who has fulfilled the admission criteria as stated above may apply for registration for the Ph.D. Programme in the prescribed form along with a non-refundable fee as decided upon by the University from time to time.
- 4.02 The Ph.D. Programme shall be carried out in the University Department or in an affiliated P.G. College or in a Research Institute recognized by the University for the purpose.
- 4.03 If the research programme requires utilization of facilities outside the jurisdiction of the University, a student may avail of such facilities with the permission of the Supervisor.
- 4.04 Every application for registration in prescribed form shall state the subject or inter-disciplinary field in which the candidate desires to have the degree, chosen area of specialization, the title of the research, the name of the Supervisor as well as the University Department, affiliated College or recognized Research Institution where the Ph.D. Programme will be carried out. The application shall be supported by six copies of the synopsis of the proposed research, which shall ordinarily not exceed 1000 words, and shall include a title, short introduction, a brief overview of literature pertaining to the work, Research

objectives, Research methodologies and the plan of work, duly countersigned by the Supervisor and Joint Supervisor, if any.

- 4.05 Application for registration will be considered by the relevant Ph.D. Committee at its meeting in the presence of the Supervisor and the Joint Supervisor, if any, who will share the responsibility equally with the Supervisor for guiding the research work. On the recommendation of the Ph.D. Committee concerned and with the due approval of the Vice Chancellor, the candidate will be allowed to be registered for the Ph.D. programme.

If the Ph.D. Committee does not consider a Synopsis/Plan of work as fit for recommendation, it shall again be examined by the Committee ordinarily within three months, after proper revision by the candidate in the light of the suggestions made by the relevant Ph.D. Committee.

If, even after this revision of the content, the Ph.D. Committee does not recommend the case, the matter shall be placed at the meeting of the University Council/ Executive Council.

- 4.06 In all cases, the date of registration shall be deemed to be the date of approval by the Vice-Chancellor, on the recommendation of the Ph.D. Committee. The registration of a candidate shall remain valid for a period of five years.

In case of failure to submit the thesis within the stipulated time, a Ph.D. student shall have to apply for re-registration before the expiry of the tenure of the existing registration.

Ordinarily, a student will be allowed to be re-registered for once only. The continuity of the research work will, however, be maintained and the candidate will be exempted from other procedural formalities, if completed earlier.

- 4.07 The title of the thesis and the synopsis may be modified, if necessary, by the student and duly forwarded by the Supervisor with due concurrence of the Ph.D. Committee concerned. Ordinarily, such modification will not be permitted after submission of the seminar report by the Ph.D. Committee. In exceptional circumstances, the Vice-Chancellor may, in consultation with the relevant Ph.D. Committee, allow a student to pursue a Ph.D. Programme independently.

5.00 ELIGIBILITY CRITERIA FOR PH.D. SUPERVISOR:

- 5.01 The criteria for the faculty members to be recognized as Research Supervisors shall be:
- a) All whole time teachers of this University and affiliated P.G. Colleges under this University with research work(research work will include at least five peer reviewed research publications with high impact factor) to their credit are entitled

to be enlisted as Research Supervisors, Joint Supervisors or Associate Supervisors by the Ph.D. Committee concerned.

b) Each Ph.D. Committee shall maintain a list of Research Supervisors. The committee shall send the list(s) and also the subsequent changes/additions to the Registrar.

5.02 The Ph.D. Programme shall be pursued by a candidate ordinarily for a minimum period of two years after registration in Departments or Institutions maintained or recognized by or affiliated to this University, under the supervision of the recognized Research Supervisor(s).

5.03 If after registration, a **change of Supervisor or of the Joint Supervisor** or of both is considered necessary, the candidate may apply to the Convener of the relevant Ph.D. Committee through the proposed Supervisor(s) for the purpose, and with the concurrence of the previous Supervisor(s), ordinarily within one year from the date of registration.

The Convener of the relevant Ph.D. Committee will forward such applications along with the recommendations of the Ph.D. Committee to the Vice-Chancellor for approval.

In case of continuous non-availability of the Supervisor(s), the Ph.D. Committee may, on the request by the candidate, recommend suitable replacement(s) to the Vice-Chancellor.

In the **event of the death of a Supervisor**, Ph.D. Committee, on being requested by the student, shall recommend to the Vice-Chancellor another recognized Supervisor for supervision of the research work. The Vice-Chancellor may also allow such candidates to submit their thesis independently.

In **exceptional circumstances**, the Vice-Chancellor may, in consultation with the relevant Ph.D. Committee, allow a student to pursue a Ph.D. Programme independently.

5.04 In addition to the Supervisor and Joint Supervisor, if any, an Associate Supervisor may also be recommended by the Supervisor at the time of the registration or at a later stage in special cases, where the research work involves study or investigation in more than one subject or area of knowledge, and the student needs guidance from an expert in an allied area of knowledge for part of the research work. The Supervisor, while recommending the name of an Associate Supervisor, shall indicate the part of the research work for which the help of the Associate Supervisor is required.

5.05 The number of Ph.D. candidates of this University annually may be determined by the concerned department from time to time in accordance with U.G.C. regulations. A supervisor shall not have, at any given point of time more than 8 Ph.D. students.

6.00 ALLOCATION OF SUPERVISOR:

The allocation of a supervisor for a selected student shall be decided by the Departmental Committee in a formal manner depending on the number of students working under the supervision of each supervisor, the available specialization among the faculty supervisors, the research interest of the student as indicated during the interview by the student and finally in consultation with the respective student and the faculty member. The allotment/allocation of supervisor shall not be left to the individual student or teacher except where the terms and conditions of the research fellowship/grant enjoyed by the student determine the choice of the supervisor.

7.00 COURSE WORK

7.01 Each Ph.D. student during the tenure of his/her registration shall be required to undertake course work for a minimum period of one semester. The syllabi to be formulated by the University departments from time to time will include courses on research methodology, quantitative methods and computer applications besides assignments by way of review of existing research in the relevant field. The concerned Department shall decide on the minimum credit/qualifying requirement for enabling a student to submit the 5000 words summary of his research at the pre Ph.D. seminar.

7.02 Only upon the satisfactory completion of course work, the department will provide a completion certificate to the Ph.D. student allowing him to make a pre Ph.D. presentation in the Departmental seminar that may be open to all faculty members and research students.

7.03 The Course Work may be carried out in a sister Department either within or outside the University/ Institutes or in an affiliated P.G. college for which due credit shall be given to Ph.D. students. The Course Work from other Institutes must get the equivalence clearance from the Ph.D. Committee concerned.

8.00 SUBMISSION AND EVALUATION:

8.01 Ordinarily, Six months Prior to submission of thesis, the candidate shall through the Supervisor forward to the Convenor of the Ph.D. Committee six copies of the summary of work preferably within 5000 words. The Convenor of the Ph.D.

Committee shall circulate the summary to the members of the Ph.D. Committee at least fifteen days before holding a Departmental Seminar. At the pre Ph.D. seminar, the candidate shall report the research work in the presence of at least three members of the Ph.D. Committee and the Supervisor. The Head of the Department, the Joint Supervisor and the Associate Supervisor, if any, should be invited to the seminar. Notice of the seminar shall be circulated amongst teachers and the same be put up on the Departmental Notice Board and may also be sent to the Heads of the allied Departments.

- 8.02 During the seminar any member of the Ph.D. Committee or any faculty member present may put forward specific suggestions, if any, to the candidate, and if necessary, in writing. The candidate will be required to work upon the suggestions given by the committee.
- 8.03 If required, the Ph.D. Committee may ask the candidate to reappear at the seminar.
- 8.04 Immediately after the seminar, the Convenor of the Ph.D. Committee shall forward to the Registrar a report in the prescribed form, on the performance of the candidate.
- 8.05 At least three months prior to submission of the thesis, the Supervisor and the members of the Ph.D. Committee shall meet to prepare a panel of six expert for the written part of the thesis(preferably from outside the state) and a panel of three experts for the viva-voce. The Convenor of the Ph.D. Committee shall forthwith send to the Registrar the recommended panel of experts, may be along with their consents, to be obtained by the Supervisor and duly endorsed by the Convenor, for adjudication of the thesis and for the Viva-voce, along with eight copies of the abstract of the thesis of the candidate, not exceeding 350 words (submission in electronic format, as prescribed by the University, may also be allowed).
- 8.06 Ph.D. candidates shall at least publish one research paper in a referred/refereed/peer-reviewed journal before the submission of the thesis/monograph for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint. Where referred/ refereed/peer- reviewed journals are not available, Ph.D. committee will submit the names of available journals in the related discipline to the Research Advisory Committee for consideration in place of referred/ refereed/peer reviewed journals.
- 8.07 The candidate shall submit four (five, in case there is a Joint Supervisor) type written or printed copies of the thesis along with electronic version (CD in pdf. Format) within five years but not ordinarily earlier than two years from the date of Ph.D. registration.
- 8.08 The candidate shall also deposit a fee, as decided upon by the University, along with a prescribed form duly filled in by the candidate, a certificate from the Supervisor/s, as well as attested copies of necessary documents at the time of submission of the thesis.

- 8.09 The candidate may also submit in support of the thesis the contents of any work which may have been done previously by him /her, but the candidate shall not submit any work for which a degree or distinction has been conferred on the candidate by this or by any other University. The candidate will not, however, be precluded from incorporating any such work in a thesis covering a wider field, provided a clear statement of the work so incorporated is given.
- 8.10 The Vice-Chancellor shall appoint a panel of three experts including the Supervisor (or four experts, if there is Joint Supervisor), out of which at least one shall be from outside the State, after considering the suggestion of the relevant Ph.D. Committee for adjudication of the thesis (The adjudicators/examiners shall send the report in the prescribed format).
- 8.11 When a thesis is unanimously and unconditionally recommended for the Degree by all the examiners, the candidate will be eligible for appearing at the Viva-Voce.
- 8.12 If there is any ambiguity or conditionality in the reports of the examiners, the Vice-Chancellor may consider the appointment of a third external examiner.
- 8.13 In case of non-recommendation by one of the external examiners, the Vice-Chancellor may consider the appointment of a third external examiner from the existing panel of examiners or if necessary, from a new panel recommended by the Ph.D. Committee.
The Vice-Chancellor may also, if necessary, refer such and other cases to the Research Advisory Committee, constituted for the purpose.

The *Research Advisory Committee* shall consist of the following members:

- Vice-Chancellor (Chairperson)
- Pro-Vice-Chancellor
- Registrar(Member Secretary)
- Deans of all Faculties
- Heads of all academic departments.

9.00 CONSTITUTION OF THE Ph.D. COMMITTEE:

- 9.01 The Ph.D. Programme shall be monitored by the relevant Ph.D. Committee.
- 9.02 The Vice-Chancellor shall constitute Ph.D. Committee on various subjects or distinct specializations within subjects and inter-disciplinary fields in consultation with the relevant Departments.
- 9.03 A Ph.D. Committee shall consist of five distinguished scholars of whom ordinarily at least three shall be whole time teachers of this University and at least one shall be an external expert in the subject. The Vice-Chancellor shall ordinarily nominate

one of the whole time teacher-members as the Convenor of the Ph.D. Committee. The Head of a University Department, if such a Head of the Department is not a member of the Ph.D. Committee, shall be a permanent invitee to all meetings of the Ph.D. Committee.

- 9.04 For a subject in which there is no University Post-Graduate Department or in which a sufficient number of University teachers is not available, the Vice-Chancellor, in consultation with the Research Advisory Committee concerned, may constitute a Ph.D. Committee with five experts in the subject. The Vice-Chancellor shall nominate one of them as the Convenor of the Ph.D. Committee. This Ph.D. Committee will take all the necessary decisions regarding admission/supervision/course work/and other matters which in other cases will be monitored by the departmental committee.
- 9.05 The tenure of a Ph.D. Committee shall be for a period of four years unless otherwise decided by the Vice-Chancellor. The Ph.D. Committee shall ordinarily meet once a month and resolutions of such meetings shall be maintained by the Convenor with the secretarial help provided by the Head of the Department concerned.
- 9.06 Three regular members will constitute the quorum of the meeting. If two consecutive meetings fall through due to lack of quorum the matter will be referred to the Vice-Chancellor for appropriate action.

10.00 VIVA-VOCE:

- 10.01 At the Viva-Voce, the candidate shall be examined by the Supervisor and Joint - Supervisor (if there is any)/ an internal expert(in case of independent candidates) and an external expert to be appointed by the Vice-Chancellor from the panel recommended by the Ph.D. Committee. Copies of reports of the adjudicators on the written part of the thesis shall be sent to the examiners prior to conducting the Viva-Voce. During Viva-voce the candidate shall respond to the suggestions made by the examiners, if any, in writing which will be forwarded by the Viva-voce examiners to the Registrar along with the Viva-voce report.
- 10.02 The examiners of the Viva-Voce shall jointly submit a report to the Registrar on the performance of the candidate at the said examination, clearly indicating whether the candidate deserves to be admitted to the Ph.D. Degree. If the candidate fails to satisfy the examiners at the Viva-Voce, the candidate shall be allowed by the Vice-Chancellor to appear again at a Viva-Voce after a period of three months from the date of the first Viva-Voce.
- 10.03 The Vice-chancellor, after considering the reports on the thesis and the

Viva-Voce, shall recommend to the University Council/Executive Council for the award of the Ph.D. Degree to the candidate.

- 10.04 A diploma under the seal of the University and signed by the Vice-Chancellor in the following format will be given to each successful candidate at the next annual convocation of the University.

"This is to certify that (name of the awardee) obtained the Degree of Doctor of Philosophy in (name of the subject: within parentheses, broad field of specialization, if any) of this University in the year (year of admittance to the degree)".

- 10.05 In case a candidate is not awarded the Degree on the basis of reports of the adjudicators or of the Viva-Voce examiners, the Vice-Chancellor on the recommendation of the Ph.D. Committee concerned, may permit the candidate to resubmit the thesis after necessary corrections or modifications after six months but within two years from the date on payment of usual fee for submission.
- 10.06 A copy of the thesis accepted for the Degree of Doctor of Philosophy, with necessary corrections or modifications, if there be any, shall be retained in the University Library.
- 10.07 Abstracts of the thesis of all candidates admitted to the Degree by the University will be published in the University Dissertation abstracts.
- 10.08 Abstracts, written in English, of all theses, accepted by the University, will also be sent by the Registrar to the 'Dissertation Abstracts International' for publication, immediately after the candidate is admitted to the Degree.

11.00 DEPOSITORY WITH UGC

- 11.01 Following the successful completion of the evaluation process and announcement of the award of Ph.D., the University shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLEBNET, accessible to all Institutions/Universities.
- 11.02 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 of these Regulations of the UGC.

PK Chanda
21/9/2015

Registrar
The West Bengal University of
Teachers' Training, Education
Planning and Administration