

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. 0 SHORT TITLE, APPLICATION & COMMENCEMENT:

These regulations may be called the The West Bengal University of Teachers' Training, Education Planning and Administration (Regulation for the Degree of Doctor of Philosophy, Ph.D.), Regulations 2016.

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 with immediate effect subject to subsequent approval 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 2016.

#### 2.00 GENERAL:

2.01 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.

2.02 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 fact/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 abilingual form, the relevant **Ph.D. Research Advisory Committee** shall consider the case on academic grounds. If the thesis involves Pedagogy of any Language, the Scholar may be allowed by the **Ph.D. Research Advisory Committee** to write the thesis in that particular language. For all such cases the recommendations of the committee must get the approval of the Vice-Chancellor.

### 3.00 PROCEDURE FOR ADMISSION (Enrolment):-

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 having Master's degree as stated above must have 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 institutions.

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.

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 UGC from time to time, or for those who had obtained their Master's degree prior to 19<sup>th</sup> 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.

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 on annual basis as per UGC, 2016 Guide Lines for each department by the University shall be notified in the website of the University. The University shall widely advertise

in at least two(2) national news papers of which at least one(1) shall be in the regional language, the number of available seats for the Ph.D. studies, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information 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 3.01, he/she will seek an endorsement by the **Ph.D. Research Advisory 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. **The qualifying marks for the Entrance Test will be 50%.**

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.

The interview shall also consider the following aspects. Viz. whether:

- The candidate possesses the competence for the proposed research.
- The research work can be suitably undertaken at the Institution/College.
- The proposed area of research can contribute to new/additional knowledge.

- 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.

The date of enrolment shall be deemed to be the date of approval of the selected list of successful candidates by the Vice-Chancellor.

A candidate selected for enrolment for Ph.D. programme as a probationary Ph.D. student shall be issued an Enrolment Certificate stating his/her name, subject for his/her Ph.D. programme, date of enrolment, validity for two years from the date of enrolment and name(s) of supervisor(s), jointly by the Supervisor and the Registrar.

If after enrolment, 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. Research Advisory Committee** through the proposed Supervisor(s) for the purpose, and with the concurrence of the previous Supervisor(s).

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

In case of continuous non-availability of the Supervisor(s), the **Ph.D. Research Advisory 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. Research Advisory Committee**, on being requested by the student, shall recommend to the Vice-Chancellor another recognized Supervisor for supervision of the research work.

**Supervisor, on retirement from regular service**, having Ph.D. scholars enrolled under him/her during his/her service tenure, may be allowed by the **Ph.D. Research Advisory Committee** to continue as supervisor for those Ph.D. scholars with the induction of one full time regular teacher from the approved list of supervisors as Joint /Associate Supervisor for such Ph.D. programme when the number of scholars for such Joint /Associate Supervisor so inducted shall not increase in any case.

3.08 **Duration of the Ph.D. Programme:**

- Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years since admission (enrolment).
- Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Regulations.
- The women candidates and persons with disability (more than 40%) may be allowed a relaxation of two years 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.

3.09 A research scholar shall be required to appear before the **Ph. D. Research Advisory Committee** once in six months starting from the date of enrolment to make a presentation of the progress of his/her research work for evaluation and further guidance. The six monthly progress reports shall be submitted by the committee to the Registrar with a copy to the research scholar.

In case the progress of the research scholar is unsatisfactory, the committee shall record the reasons for the same and suggest corrective measures. If the progress reports of three (3) consecutive times remain unsatisfactory, the **Ph.D. Research Advisory Committee** may refer the matter to the **Higher Research Advisory Committee** for consideration of cancellation of enrolment/registration with specific reasons for such cancellation.

The Higher Research Advisory Committee may accept the views of the **Ph.D. Research Advisory Committee** or may consider the matter for such measure as it may deem fit and proper in respect of the candidate in that particular situation, taking into account all relevant aspects relating thereto.

The six monthly evaluation process shall continue till the submission of the thesis by the candidate.

#### 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 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. Research Advisory 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. The Ph.D. scholar is required to present his/her 1000-word-synopsis before the **Ph.D. Research Advisory Committee**. On the recommendation of the **Ph.D. Research Advisory Committee** concerned and with the due approval of the Vice Chancellor, the candidate will be allowed to be registered for the Ph. D. programme. The University shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall indicate the name of the registered candidate, topic of his/her research, name of his/her supervisor and joint supervisor, if any, date of enrolment / registration.

If the **Ph.D. Research Advisory 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. Research Advisory Committee**.

If, even after this revision of the content, the **Ph.D. Research Advisory Committee** does not recommend the case, the matter shall be placed at the meeting of the **Higher Research Advisory Committee**.

- 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. Research Advisory Committee**. The registration of a candidate shall remain valid for a period of six years from the date of enrolment (vide clause 3.08). A candidate is required to submit his/her Ph.D. thesis within a period of six years and not before three years from the date of enrolment.

A letter granting registration to a candidate for his/her Ph.D. programme shall be issued stating his/her name, subject for his/her Ph.D. programme, date of enrolment, date of registration, title of the thesis, validity of the registration for six years from the date of enrolment and name(s) of the supervisor(s).

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.

The validity of re-registration will be of five (05) years from the date of re-registration which will be deemed to be the next date of the date of expiry of the preceding Ph.D. registration, subject to approval of the Vice-Chancellor granting such re-registration.

- 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. Research Advisory Committee** concerned. Ordinarily, such modification will not be permitted after submission of the seminar report by the **Ph.D. Research Advisory Committee**.

#### 5.00 ELIGIBILITY CRITERIA FOR PH.D. SUPERVISOR:

- 5.01 Each **Ph.D. Research Advisory Committee** shall maintain a list of Research Supervisors duly approved by the Vice-Chancellor upon the committee's recommendation. The committee shall send the list(s) and also the subsequent changes/additions to the Registrar.

**The criteria for the faculty members to be recognized as Research Supervisors shall be:**

- i) Any regular Professor/equivalent Academic Staff (e.g., University Librarian) of the University/Institution deemed to be a University/College affiliated to this University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the University/Institution deemed to be a University/College affiliated to this 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 writing.

- ii) Only a full time regular teacher of the University/College affiliated to this University can act as a supervisor. The external supervisors are not

allowed. However, Joint Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the **Ph.D. Research Advisory Committee**.

- iii) The allocation of Research Supervisor for a selected research scholar shall be decided by the Department with due concurrence with **Ph.D. Research Advisory Committee** concerned depending on the number of scholars per Research Supervisor, the available specialisation among the Supervisors and research interests of the scholars as indicated by them at the time of interview.
- iv) In case of topics which are 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 Joint/Associate Supervisor from outside the Department/Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.
- v) A Supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Supervisor can guide up to a maximum of four (4) Ph.D. scholars.
- vi) In case of relocation of 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 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.
- vii) In case of collaborative research work, teachers of other recognized Universities/Institutes may be allowed to act as Joint Supervisors, if deemed fit by relevant **Ph.D. Research Advisory Committee**

5.02 The **Ph.D. Programme** shall be pursued by a candidate **ordinarily for a minimum period of three years after enrolment/admission** 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. Research Advisory 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. Research Advisory Committee** will forward such applications along with the recommendations of the **Ph.D. Research Advisory committee** to the Vice-Chancellor for approval.

In case of continuous non-availability of the Supervisor(s), the **Ph.D. Research Advisory 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. Research Advisory 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. Research Advisory Committee**, allow a student to pursue a Ph.D. Programme independently.

**Supervisor, on retirement from regular service**, having Ph.D. scholars registered under him/her during his/her service tenure, may be allowed by the **Ph.D. Research Advisory Committee** to continue as supervisor for those Ph.D. scholars with the induction of one full time regular teacher from the approved list of supervisors as Joint /Associate Supervisor for such Ph.D. programme when the number of scholars for such Joint /Associate Supervisor so inducted shall not increase in any case.

- 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. regulation. A supervisor shall not have, at any given point of time more than the number of Ph.D. students, as mentioned in clause 5.01(v).

## 6.00 ALLOCATION OF SUPERVISOR:

The allocation of a supervisor for a selected student shall be decided by the **Ph.D. Research Advisory 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. **ACADEMIC, ADMINISTRATIVE AND INFRASTRUCTURE REQUIREMENT TO BE FULFILLED BY COLLEGES AND OTHER INSTITUTION LIKE RESEARCH LABORATORIES OF GOVT. OF INDIA / STATE GOVT. FOR GETTING RECOGNITION FOR CONDUCTING Ph.D. PROGRAMME:**

- 7.1 Colleges affiliated to this University having post graduate teaching facilities in subject(s) and other Institution like Research Laboratories of Govt. of India / State Govt. may be considered eligible to offer Ph.D. programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.
- 7.2 Post-graduate Departments of affiliated Colleges of this University, Research laboratories of Government of India/State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under clause 7.3 shall be considered eligible to conduct Ph.D. programmes. **Colleges should additionally have the necessary recognition by the University to conduct the Ph.D. programme.**
- 7.3 Affiliated Colleges of this University and other Institution like Research Laboratories of Govt. of India / State Govt. with adequate facilities for research as mentioned below shall conduct Ph.D. programmes:
- 7.3 (a) In case of science and technology related disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;
- 7.3 (b) Earmarked library resources including latest books, Indian and International

journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/library for reading, writing and storing study and research materials;

- 7.3 (c) Colleges may also access the required facilities of the neighbouring Institutions/Colleges, or of those Institutions/Colleges/R&D Laboratories/Organizations which have the required facilities.

## 8.00 COURSE WORK

- 8.1 The credit assigned to the Ph.D. **course work shall be of 08 credits(a period of one semester).**
- 8.2 The course work shall be treated as pre-requisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which would 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 Ph.D. degree.
- 8.3 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.
- 8.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the **Ph.D. Research Advisory Committee.**
- 8.5 All candidates admitted to the Ph.D. programmes shall be required to complete the **course work of one semester duration** prescribed by the Department **within two years from the date of enrolment.**
- 8.6 Candidates already holding M. Phil. degree with course work and admitted to the Ph.D. programme, 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.
- 8.7 Grades in the course work, including research methodology courses shall be finalized after an assessment by the department with the assistance of the Controller of Examinations and the final grades, with the approval of the **Ph.D. Research Advisory Committee**, shall be communicated to the **Registrar.**

8.8 A 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.

The University departments and/or other authorities conducting course work are to issue the marksheet or equivalent grade card as described above.

8.9 Only upon the satisfactory completion of course work, the department and/or other authorities will provide a completion certificate to the Ph.D. student. Such students will be allowed to make the pre-Ph.D. presentation at the Departmental seminar after registration for Ph.D. programme.

The Registrar will countersign the Coursework Completion Certificate issued by the Head of the University Departments.

8.10 The Course work may be carried out in a sister department either within or outside the University/Institutes or in an affiliated 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. Research Advisory Committee** concerned.

## 9. SUBMISSION AND EVALUATION:

9.1 Prior to submission of thesis, the candidate shall through the Supervisor (Joint Convenor) forward to the Convenor of the **Ph.D. Research Advisory Committee** six copies of the summary of work preferably within 5000 words. The Convenor of the **Ph.D. Research Advisory Committee** shall circulate the summary to the members of the **Ph.D. Research Advisory 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. Research Advisory Committee** and the Supervisor (Joint Convenor). 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.

9.2 During the seminar any member of the **Ph.D. Research Advisory 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.

9.3 If required, the **Ph.D. Research Advisory Committee** may ask the candidate to reappear at the seminar.

- 9.4 Immediately after the seminar, the Convenor of the **Ph.D. Research Advisory Committee** shall forward to the Registrar a report in the prescribed form, on the performance of the candidate.
- 9.5 At least three months prior to submission of the thesis, the Supervisor (Joint Convenor) and the members of the **Ph.D. Research Advisory Committee** shall meet to prepare a panel of six experts [preferably three (3) from outside the State] for the written part of the thesis and for the viva-voce. The Convenor of the **Ph.D. Research Advisory 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).
- 9.6 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor, and Joint Supervisor, if any and at least two external examiners, who are not in employment of the University /College, of whom one examiner may be from outside the state/country.
- 9.7 Ph.D. candidates shall at least publish one research paper in a refereed 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 refereed journals are not available, Departmental committee/ **Ph.D. Research Advisory Committee** will submit the names of available journals in the related discipline to the **Higher Research Advisory Committee** for consideration in place of refereed journals.
- 9.8 Ph.D. scholars, apart from presentation in the Departmental Seminar (vide clause 9.1), must make one paper presentation in conference/seminar before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificate.
- 9.9 The candidate shall submit three (four, in case there is a Joint Supervisor) type written or printed copies, having print on both sides of a page, of the thesis along with electronic version (CD in prescribed pdf Format) attached to each copy of thesis and also an extra copy of electronic version, within six (6) years but not ordinarily earlier than three (3) years from the date of enrolment for the Ph.D. programme.

In case candidate fails to submit his/her thesis within six (6) years as stipulated, the clause of Re-registration (4.06) will apply.

- 9.10 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 and Joint Supervisor, if any, as well as attested copies of necessary documents at the time of submission of the thesis.
- 9.11 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.
- 9.12 The University shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from 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 University or to any other Institution.
- 9.13 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. Research Advisory Committee** for adjudication of the thesis (The adjudicators/examiners shall send the report in the prescribed format).
- 9.14 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.  
If any examiner suggests modifications/corrections to incorporate in the thesis, the Vice-Chancellor may ask the candidate to incorporate such modifications/corrections in his/her thesis before viva-voce.
- The Vice-Chancellor may also consider to send back the modified/corrected thesis, as submitted by the candidate, to the concerned examiner, if it is so desired by the examiner, for his/her final observation on the modified/corrected thesis.
- 9.15 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.
- 9.16 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. Research Advisory Committee**. The Vice-Chancellor may also, if necessary, refer such and other cases to the **Higher Research Advisory**

**Committee**, constituted for the purpose. The *Higher Research Advisory Committee* shall consist of the following members:

- Vice-Chancellor (Chairperson)
- Pro-Vice-Chancellor
- Registrar (Member Secretary)
- Heads of all academic departments.
- Senior academicians, as the Vice Chancellor may deem fit, may be co-opted as member.

#### **10. CONSTITUTION OF THE Ph.D. RESEARCH ADVISORY COMMITTEE:**

- 10.01 The Ph.D. Programme shall be monitored by the relevant **Ph.D. Research Advisory Committee**.
- 10.02 The Vice-Chancellor shall constitute **Ph.D. Research Advisory Committee** on various subjects or distinct specializations within subjects and inter-disciplinary fields in consultation with the relevant Department.
- 10.03 A **Ph.D. Research Advisory Committee** shall consist of five distinguished scholars of whom ordinarily at least three shall be whole time teacher 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. Research Advisory Committee**. The Head of a University Department, if such a Head of the Department is not a member of the **Ph.D. Research Advisory Committee**, shall be a permanent invitee to all meetings of the **Ph.D. Research Advisory Committee**. Each supervisor shall be the Joint Convenor of the **Ph.D. Research Advisory Committee** for each enrolled/registered Ph.D. scholar.
- 10.04 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 **Higher Research Advisory Committee** concerned, may constitute a **Ph.D. Research Advisory Committee** with five experts in the subject. The Vice-Chancellor shall nominate one of them as the Convenor of the **Ph.D. Research Advisory Committee**. This **Ph.D. Research Advisory Committee** will take all the necessary decisions regarding admission/supervision/course work/and other matters which in other cases will be monitored by department.
- 10.05 The tenure of a **Ph.D. Research Advisory Committee** shall be for a period of four years unless otherwise decided by the Vice-Chancellor. The **Ph.D. Research Advisory 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.

- 10.06 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.

## 11. VIVA-VOCE:

- 11.01 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 expert to be appointed by the Vice-Chancellor from the two external examiners of the thesis. Copies of reports of the adjudicators on the written part of the thesis shall be sent to the examiners conducting the Viva-Voce prior to Viva-Voce. Viva-voce may be conducted through video conferencing with the permission from the Vice- Chancellor.

During Viva-voce, the candidate shall respond to the queries, if any, made by the thesis examiners, which will be forwarded by the Viva-voce examiners to the Registrar along with the Viva-voce report.

- 11.02 The Viva-voce examination, shall be based, among other things, on the critiques given in the evaluation report and shall be open to be attended by the members of the **Ph.D. Research Advisory Committee** , all faculty members of the Department, other research scholars and other interested experts/researchers.
- 11.03 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.
- 11.04 The Vice-chancellor, after considering the reports on the thesis and the Viva-Voce, shall recommend to the University Council/Executive Council/Court for the award of the Ph.D. Degree to the candidate to be effected from the date of commencement of the viva-voce.
- 11.05 On obtaining the approval of the University Council /Executive Council/Court for the award of the Ph.D. Degree in favour of the candidate an Award Letter will be issued to the candidate by the Registrar mentioning that he/she has been admitted to the degree of Ph.D. in the subject (name of the subject: within parentheses, broad field of specialization, if any) of this University on (date of admittance, vide 11.04)



- 11.06 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)".*

- 11.07 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. Research Advisory 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.
- 11.08 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.
- 11.09 Abstracts of the thesis of all candidates admitted to the Degree by the University will be published in the University Dissertation Abstracts.

## 12. DEPOSITORY WITH UGC

- 12.01 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.
- 12.02 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 framed under the guidelines of the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016.

## REPEAL

All previous Regulations or Rules on Ph.D. Programme do hereby stand repealed.

*PK Chanda*  
*1.12.2016*

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