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# SAI TIRUPATI UNIVERSITY

(Established by the Rajasthan State Legislative Assembly and as per Sec. 2(F) of UGC Act 1956)  
Promoted by: Global Health Research And Management Institute, Udaipur

No.STU/R/2019-20/

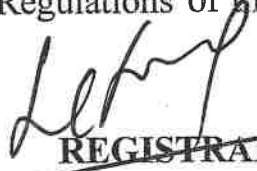
Date: 27.12.2019

## ORDER

In pursuance to the decision of the Academic Council vide Resolution No. 2 dated 23.10.2019 duly approved by the Board of Management of the University vide Resolution No. 2 dated 23.12.2019, the management of the University is pleased to start Ph.D research program in University in following subjects of the faculty of Medical Science and Nursing as listed in Schedule II appended with the University Act:-

- i. Anatomy
- ii. Physiology
- iii. Microbiology
- iv. Bio-Chemistry
- v. Pharmacology
- vi. Nursing

Further, it is to notify that the Ph.D. research program in the above mentioned subjects shall be conducted as per the provisions of Ordinance and Regulations of the UGC.  
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Copy to:-

1. PS to President, STU
2. Dean PG Studies, STU
3. The Principal and Controller, PIMS/ Principal, VCN, STU
4. Concerned Heads of Departments, STU
5. Office file

  
REGISTRAR

## Ordinance And Regulations

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Udaipur (Raj.)

## Introduction

The Sai Tirupati University, Umarda, Udaipur, established by Government of Rajasthan, Jaipur vide its Gazette notification No F 2(46)/Vidhi/2/2015 dated 21<sup>st</sup> April 2016 (Act No 9 of 2016) offers Ph.D. (Doctoral Research) in Faculties of (i) Medical Sciences and (ii) Nursing. As on date University is imparting Post Graduate programmes in both the faculties viz faculty of Medical Sciences and Nursing.

The enrolment and award of Ph.D degree in any discipline shall totally be in accordance with UGC regulations – minimum standards and Procedure for award of M. Phil/Ph.D degree amended from time to time through Gazette notification of Government of India. Herewith appended the details of Ordinance and Regulations for Ph. D including :-

Eligibility Criteria for Ph.D Supervisor/Co Supervisor

Procedure for Admission

Allocation of Supervisor/Co Supervisor/Industry Supervisor

Course work

Procedure for Synopsis Approval

Fees

Evaluation and Assessment Methods

Format for Thesis Preparation

Withdrawal from the Programme

Cancellation of Registration

General

The aim of introduction of Research programme is to explore research talent of the candidates and come up with research finding beneficial for society and community. Quality research work will be undertaken and candidates will be motivated to publish research work in referred and indexed journals with high impact factor, All assistance and guidance will be provided to file patents for research findings wherever applicable.



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### Definition

- (i) **"Applicant"** shall mean an individual who applies for admission to the Ph.D. Programme of the Sai Tirupati University on a prescribed Application Form.
- (ii) **"Research Student/Candidate/ Scholar"** shall mean a person registered for the Ph.D. Degree and devotes his/her full/ part time for completing the degree requirements.
- (iii) **"Supervisor"** shall mean a member of the academic staff of the University or any qualified teacher of another University/College duly approved on the recommendation of the Research Committee of the University to guide/supervise the student/candidate for doctoral research.
- (iv) **"Co-supervisor"** shall mean an additional supervisor approved by the Dean Post Graduate Studies on the recommendation of the research committee/ board to help in the accomplishment of the research work of the student/candidate.
- (v) **"Course Advisor"** shall mean a faculty member nominated by the Faculty/ Dean Post Graduate Studies to chalk-out the Programme of study of a student registered for the Ph.D. and to advise him/her on the courses to be taken by him/her. If a supervisor has already been appointed, he/she shall be the Course Advisor for that student.
- (vi) **"Course Work"** shall mean courses of study prescribed in the Faculty through the Course Advisor to be undertaken by a student registered for the Ph.D. Degree.
- (vii) **"Degree"** shall mean the Degree of Doctor of Philosophy (Ph.D.) of the Sai Tirupati University.
- (viii) **"Dean Post Graduate Studies"** shall mean the Dean Post Graduate Studies to be appointed by the authority. All the matters related to the Ph.D. degree shall be routed through the Dean Post Graduate Studies.
- (ix) **"Industry Advisor"** shall mean a person from industry included in the panel of industry advisor for Ph.D. by the University having minimum 15 years of industry experience and at middle level and above.
- (x) **"Registration Period"** shall mean the length of time span commencing with the date of initial registration at the University.
- (xi) **"Research Board"** shall mean the Research Board of the University comprising of at least three members representing the Dean Post Graduate Studies, Dean Faculty, two senior faculty members from faculty of the Sai Tirupati University, Udaipur and one External Expert if necessary and as deemed fit by the Dean Post Graduate Studies.
- (xii) **"Research Committee"** shall mean the research committee of at least two members of the Sai Tirupati University, Udaipur comprising the Dean Post Graduate Studies, Dean Faculty, Head of the Department to look into the matters relating to giving recognition as approved Ph.D. Supervisor of the Sai Tirupati University.

- (xiii) "Research Methodology Advisor" mean a person who possesses knowledge of Research Methods to be applied in various types of researches and so approved and included in the panel of Research Methodology Advisor.
- (xiv) "Sponsored Research" mean a research for which researcher is receiving grant from any professional body/UGC/ICSSR/CSIR/Organization etc. for conducting the research study.
- (xv) "Term" for the purpose of the Research Programme a term shall be of six months.
- (xvi) "Research Advisory Committee" shall mean a committee which shall look into the matters of research progress of the candidate comprising -Research supervisor as Convener and two other faculty members.
- (xvii) "Full time scholars" Scholars who shall be devoting there full time for the pursuant of research work shall be termed as full time.
- (xviii) "Part Time Scholars" a person who is registered for the Ph.D. degree and will devote a part of his/her time towards this pursuit and devote part of time towards the discharge of his/her official obligations.

  
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## Ordinances

- 0.1) The minimum educational qualification for the admission to the Ph.D. Programme shall be a Master degree as specified by any competent authority of Central/ State Government or by any Council specified for any particular Faculty/ Subject in relevant discipline from a recognized University/ Institute. The qualification for admission in Ph.D. Programme in various Faculties is specified in the Eligibility criteria for admission to the Ph.D. Programme.
- 0.2) The students will seek admission through an Entrance Test followed by an interview.
- 0.3) Every candidate will be required to remit the admission fee, the requisite term fee, the final thesis submission fee or any such other fee as specified in the Schedule IV.
- 0.4) A student shall be required to earn prescribed minimum CGPA in the course work before he/ she starts research work and carry out his/her research work under the guidance of supervisor/s appointed by the University to guide the candidate.
- 0.5) The minimum period of registration for Ph.D. candidate shall be of 36 months (3 Years).
- 0.6) If a student withdraws from Ph.D. Programme then his/her registration is deemed to be terminated and his/ her status as Ph.D. student ceases. If such a candidate is re-admitted within a period of five years he/she may be given weightage to the credits acquired during the previous registration on the recommendation of the Research Committee except in the case of termination on disciplinary grounds.
- 0.7) The award of the Ph.D. to an eligible candidate shall be made in accordance with the regulations of the Sai Tirupati University.

Candidate on completion of Research work and completing all formalities for the award of Ph.D degree will be awarded Ph.D in Faculty of Medical Sciences./Nursing.

  
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## Regulations

### R.1. Eligibility Criteria for Ph.D. Supervisor/ Co-Supervisor

R.1.1 Any regular Professor of the University/Institution with at least five research publications in refereed journals may be recognized as a Research Supervisor or any regular Associate/Assistant Professor of the University/Institution with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor or Ph.D. qualified Teachers/ Scientists/ other Academic staff in Research laboratories of Government of India/ State Government with at least two research publications in refereed journals may be recognized as Research Supervisor/ Co-Supervisor.

R.1.2 (A) Any person, who has already supervised 5 or more candidates for doctoral research from any recognized University, can be approved as Ph.D. Supervisor by the Dean Post Graduate Studies on scrutiny by himself/herself.

R.1.2 (B) Any person who is already a registered Guide/Supervisor in any approved University, can be approved Ph.D. Supervisor/ Co-Supervisor by the Dean Post Graduate Studies on scrutiny by himself/ herself.

R.1.3 The University will constitute Research Committee of at least two members comprising the Dean Post Graduate Studies, Dean of the Faculty and Head of Department of the University to look into the fulfillment of the above criteria before giving recognition as Ph.D. Supervisor.

R.1.4 A Supervisor/ Co-Supervisor shall not have, at any given point of time, more than the following number of Ph.D. scholars (including students from all universities wherever he/ she is registered for such purpose) -

Professor: 8

Associate Professor: 6

Assistant Professor: 4

R.1.5 Its up to Research Committee to approve a person to be recognized as a Supervisor/ Co-Supervisor.

  
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## R.2. Procedure for Admission

R.2.1. Candidates desirous to pursue Ph.D. should have Master's degree as specified by any competent authority of Central/ State Government or by any Council specified for any particular Faculty/ Subject from a recognized university/Institute by UGC, PCI, AICTE, MCI, DCI, NCI etc. in the relevant discipline. The qualification for admission in the Ph.D. Programme in various faculties is specified in the eligibility criteria for admission to the Ph.D. Programme (Schedule I).

R.2.2. University shall admit Doctoral students through an Entrance Test.

R.2.3. An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. (Schedule II)

R.2.4. The Entrance Test shall be followed by an interview by the Research Committee/ Board appointed by the university.

R.2.5. At the time of interview/ viva-voce, candidates are expected to discuss their research interest/ area through a presentation before a duly constituted Department Research Committee/ Board.

R.2.6 During the interview/viva voce the following aspects should be considered, viz. whether:

R.2.6.1 the candidate possesses the competence for the proposed research;

R.2.6.2 the research work can be suitably undertaken at the Institution/College;

R.2.6.3 the proposed area of research can contribute to new/additional knowledge.

R.2.7. Candidates who have qualified UGC-NET (including JRF)/UGC-CSIR NET, AYUSH/ICMR/DBT/DST (including JRF)/SLET/GATE/teacher fellowship holder or have passed M.Phil Programme as per the UGC Regulations 2009/2016 for the award of Ph.D./ M.Phil. degree or work in funded research projects as JRF/SRF in this university are exempted from Entrance Test but all other conditions for admission in Ph.D. would remain same as specified in these regulations.

R 2.8 Candidates can register for admission to Ph.D. program under one of the following categories:-

- Full time
- Part Time: Internal

  
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- Part Time : Internal Independent
- Part Time : External

#### R 2.8.1 Full Time Candidates (common provision)

All the applicants can register as Full time Ph. D. Scholar including candidates who are stipendiary/recipient of any Fellowship/ Integrated MD/MS-Ph.D. program (ICMR-TSS Fellowships)/or Fellowships in project positions from funding agencies.

#### R 2.8.2 Full Time candidates in Faculty of Medicine

Every candidate who presents himself/herself for registration for the Degree of Doctor of Philosophy (Ph.D.) in Medicine, Surgery and other specializations must possess any one of the following educational qualifications, awarded by this University or of any other University or any other qualification recognized by this University as equivalent thereto:-

- Degree of Doctor of Medicine (D.M.);
- Degree of Master of Chirurgie (M.Ch.);
- Degree of Doctor of Medicine (M.D.);
- Degree of Master of Surgery (M.S.);
- Postgraduate Diploma in the Faculty of Medicine and
- Diplomate of National Board of Examinations of India

#### 2.8.3 Full Time Candidates (Non-Medical Disciplines)

A candidate who presents himself/herself for registration for the Degree of Doctor of Philosophy (Ph.D.) must possess any one of the following educational qualifications, awarded by this University or of any other recognised University or any other qualification recognized by this University as equivalent thereto:

- Master of Science in the Faculty of Medicine (M.Sc. - Non-medical 3 years course);
- Master's Degree in the Faculty of Nursing.

#### 2.8.4 Part Time Research Candidates (Internal)

2.8.4.1 A candidate who fulfills the regulations as per the qualifications specified in the Regulations and is a researcher in a Department/Constituent college / Research

Centre of this University on the date of provisional registration, may be permitted to register himself/herself as a part time scholar (internal) for Ph.D. Degree.

- 2.8.4.2 Notwithstanding anything contained in these regulations, those who are working in this University as clinical instructor involved in clinical training may apply as part time internal candidate on approval of appropriate authorities of the University
- Attendance requirement: Part time Internal candidate shall be required to work under the Research Supervisor directly at least for 60 days/year for instruction/discussion etc. during the prescribed period of research work. Research Supervisor at this University shall submit the certificate of attendance (with dates) to the Controller of Examinations along with six monthly progress reports within the stipulated time frame.

### 2.8.5 Part Time Candidates (Independent Research)

- 2.8.5.1 Professor, Additional Professor or Associate Professor who is working in any department of this University with not less than fifteen years of teaching experience of which at least five years shall be at the postgraduate level and having a minimum of three research publications in peer reviewed indexed (Scopus/ Web of Science/ PubMed) /UGC approved list of Journals as first or corresponding author, is eligible to register for the Ph.D. Degree without a supervisor as "Part time Independent Research Candidate".
- 2.8.5.2 Such candidates shall seek the guidance/assistance of not less than three experts in the concerned field, who shall be members of faculties not below the rank of Associate Professors and possess the qualifications and eligibility prescribed by the University for being a supervisor.
- 2.8.5.3 The said three experts shall be members of the 'Research Advisory Committee' for the respective 'Part time Independent Research Candidate' and conduct the Research Methodology Examination for him/her at the end of the first year and send the report to the Controller of Examinations as provided in these regulations. Out of the three members of the Research Advisory Committee, one shall be the Convener of the Committee as may be indicated by the candidate. At the end of the prescribed period of research, the Research Advisory Committee shall submit a panel of examiners for evaluation of Thesis and for conducting the public viva-voce examination for the independent research candidate concerned.
- 2.8.5.4 He/she will be abiding by all regulations as applicable for part time candidates.

### 2.8.6 Part Time Research Candidates (External)

Notwithstanding anything contained in these regulations, candidates may be permitted to register for the Ph.D. program on a part-time basis as external candidates if they satisfy the following:-

Any one of the qualifications prescribed under regulations from this University or from any other university recognized as equivalent thereto and

- employed as a teacher or scientist in regulatory Bodies approved college/institute, National/State level institutions/Laboratories/ Research and Development (R&D) Centers/ Industries/ Universities in India and abroad, satisfying the stipulations under Regulation 8;
- with experience as prescribed under regulations 2.4.1; and
- are permitted by their respective organizations to pursue research leading to the Ph.D. Degree of this University on a part-time basis while continuing in employment.

2.8.6.1 Such external candidates shall necessarily have the Research Supervisor from this University.

2.8.6.2 Attendance requirement: External candidates are expected to do research in their place of employment and in addition, should undergo such course work, examinations and research work as that is within one year from the date admission to Ph. D. in this university. The Research Co-Supervisor of the candidate and the Research Supervisor at this University shall submit the certificate of attendance (with dates) to the Dean Post Graduate Studies along with six monthly progress reports within the stipulated time frame. The minimum duration of attendance with supervisor/Co-supervisor shall be 200 days for complete duration of Ph.D work.

  
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## 2.8.7 DURATION OF RESEARCH WORK

### 2.8.7.1 Full Time Candidates:

Candidates registered for the Degree of Doctor of Philosophy (Ph.D.) as full time research scholars shall undergo research work for a minimum period of THREE years from the date of provisional registration.

However, for candidates with MD/ MS/ DNB/ MDS/ DM/ M.Ch. qualifications, the period of research would be a minimum of TWO years.

He/she shall attend the department full time for research on all working days, except for periods when he/she is allowed to visit other institutions/laboratories for activities connected with research for short period as may be permitted by the Research Supervisor based on recommendations of RAC.

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### R.3. Allocation of Supervisor/Co-Supervisor/Industry Advisor

R.3.1. Only a full time regular teacher of the concerned University/Institution can act as a supervisor. The external supervisors are not allowed. However, Co-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 Research Committee/ Board.

R.3.2. The allocation of the University recognized Supervisor for the selected students shall be decided by the Dean Faculty and Dean Post Graduate Studies and Department concerned, in a formal manner depending on the number of students per Supervisor, the available specialization among the supervisors and the research interest of the student as indicated at the time of interview/ Viva-Voce by the student. The allotment/allocation of Supervisor shall not be left to the individual student or Supervisor.

R.3.3. In case of topics which are of inter-disciplinary nature and it is felt that the expertise in the Department has to be supplemented from outside, then Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution may be appointed on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

R.3.4. A panel of Industry Advisors would be constituted by the University. The candidate may seek the help of Industry Advisor from the panel (if available) on the recommendation of the supervisor in view and nature of the problem under study. The supervisor may also recommend Research Methodology Advisor in all the faculties in which university is offering Ph.D. degree to help the candidate finalize the research methodology for the research work. However, the final decision in all respects shall be of the supervisor. Industry Advisor/Research Methodology Advisor would only have advisory roles.

R.3.5 An Industry Advisor or Research Methodology Advisor shall be paid an honorarium as recommended by the Dean Post Graduate Studies. However, they shall be paid for maximum 5 sittings.

R.3.6. The doctoral candidate may be allowed to continue to do his/her research work and submit it to the University without a supervisor under extra-ordinary circumstances such as death of the supervisor and non-availability of supervisor within six months from the date of such circumstances. However, an additional grace period of three months can be granted to the candidate by the faculty research committee to complete his/her doctoral research work without a Supervisor. The University shall consider such cases on the basis of their merit and its decision shall be final.



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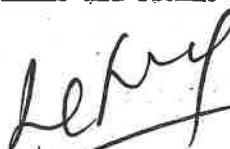
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#### R.4. Course Work

R.4.1. After having been admitted, each Ph. D. candidate, before presenting the synopsis is required by the University to undertake course work as decided by the Dean Post Graduate Studies, Dean Faculty and Research committee within one or at most in two terms that is within one year and shall have to earn minimum Credit/Grade as specified in the schedule from the date of admission. The detail information about the course work in the various faculties is specified in the **Schedule III**.

R.4.2. Candidates already holding M. Phil. Degree as per the UGC Regulation 2009/ 2016 for award of Ph.D. Degree with a minimum CGPA of 5.5 or of marks or its equivalent marks of 55% in the course work and admitted to the Ph.D. Programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. Programme shall be required to complete the Ph.D. course work as prescribed.

R.4.3. A Ph.D. scholar has to obtain a minimum CGPA of 5.5 or of marks or its equivalent marks of 55% in the course work in order to be eligible to continue in the Programme and submit the dissertation/thesis. The details of the same are specified in **Schedule III**.

  
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## R.5. Procedure Synopsis Approval

- R.5.1. The candidate has to draft synopsis in consultation with supervisor and Co-supervisor (if any) and get it approved from him/her or them within the period specified. While preparing synopsis the student may consult an Industry Advisor from the panel of Industry Advisors (if available) and recommended by the supervisor. If necessary then the supervisor may also recommend to the student to consult a Research Methodology Advisor in preparation of the synopsis.
- R.5.2. The candidate may from time to time consult the aforesaid two advisors during the course of his/her study. In such case the candidate shall acknowledge the two advisors in his/her synopsis as well as his/her thesis. These two advisors shall have only advisory roles. Final decision shall be of the supervisor/ Co-supervisor (if any) only. The synopsis shall be finally approved by the Supervisor and Co-Supervisor (if any) for the presentation in the Research Board/ Committee on the time/ date allowed by Dean Post Graduate Studies. However, the Ph.D. Scholar would not be able to submit thesis before the prescribed minimum period of 36 Months (3 years).
- R.5.3. Once the synopsis is approved by the Supervisor/s, the candidate will have to make a presentation of synopsis before the Research Board/ Committee for the final approval.
- R.5.4. In case, any suggestions/alterations are made by the Research Board/ Committee on the synopsis presented for approval, the candidate is required to incorporate the necessary changes and submit the new synopsis duly approved by the research supervisor and co-supervisor. The period for such incorporation shall be of maximum one month from the date of such presentations. The Dean Post Graduate Studies may provide additional period by issuing a notification of the same.
- R.5.5. The candidate shall be permitted to present the research proposal before research board committee only after completion of Course Work.
- R.5.6. In special case such as JRF-NET Qualified candidates may be permitted to present their research proposal for approval before research board/ committee before completion of course work so that they may send the approved proposal to the concerned body for award of fellowship.
- R.5.7. Scholars need to submit and defend his/ her synopsis within 3 months from the date of his/her successful completion of the course work.

  
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#### R.6. Fees

R.6.1. The candidate shall remit the prescribed fee for pursuing Ph.D. in the various Faculties as specified in the Schedule IV.

R.6.2. The fee is subject to revision by the university at its discretion and the candidate will have to pay the revised fee as and when made applicable.

R.6.3. Research Scholar will have to pay fee for maximum of 6 terms from the date of his/her registration. However, if he/she does not submit his thesis within 8 terms from the date of his/her provisional registration then the research scholar will have to pay term fee again from 9 term of his/her registration. However, if women candidate availing maternity leave then she would be provided additional 240 days to submit the thesis only once in the entire duration of Ph.D. work.

  
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## R.7. Evaluation and Assessment Methods

R.7.1. A research scholar will have to appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Dean Post Graduate Studies with a copy to Institute/ College and the research scholar.

R.7.1 (a) **Work book:** Every Ph.D. scholar shall maintain a work book of research activities undertaken on the study. The RAC will determine the mechanism for submission and review for scholars both part time and full time. This work book will be reviewed at every RAC meeting.

R.7.2. In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures within a period of minimum three months or as stipulated by RAC the Research Advisory Committee may recommend to the Institution/ University with specific reasons for cancellation of the registration of the research scholar by the president. This should be submitted to the President through the Dean Post Graduate Studies.

R.7.3. Upon successful completion of the course work which shall form an integral part of the Ph.D. Programme, and upon completion of research work to the satisfaction of the Supervisor/s, the Ph. D. scholar shall draft copy of the thesis, However, he/she have to spend the minimum period of 36 months(3 years).

7.3.1 Women candidates and persons with disability (more than 40%) will be permitted a relaxation of 2 years in the maximum duration.

R.7.4. A Ph.D. scholar will be registered for five years. This may be extended by one year on the recommendation of the Supervisor and duly forwarded by the Dean Faculty concerned, be permitted an extension by the Dean Post Graduate Studies. The President in any special circumstances is authorized to grant an extension up to 1 more year for submitting the Ph.D. thesis. In case student fails to submit the final thesis within this period, he/she will have to get re-registered. For re-registration, immediately on expiry of first/extended registration as the case may be, the fees applicable for fresh students shall be paid by the student, but he/ she shall be exempted from taking the course work. Whereas for re-registration after a gap of one or more years after the first/extended first registration, the fees and rules applicable to a fresh applicant shall be followed, including course work, submission of synopsis, thesis, etc.

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R.7.5. In case a student fails to submit the thesis or re-register within the stipulated time, the admission automatically stands cancelled. The concerned Dean Faculty/ Department or a person so authorized shall intimate the Dean Post Graduate Studies the list of all such students.

R.7.5. (A) The research scholar need to publish from his/her thesis minimum of two research paper in peer reviewed refereed journal with ISSN Number of national/ international repute. Similarly scholar will have to make two paper presentations in conferences/seminars pertaining to the research topic selected for the purpose of Ph.D. research work before the submission of the dissertation/thesis for adjudication and produce evidence for the same in the form of acceptance letter and registration receipt of the publication, presentation certificates and/or reprints before the submission of the final drafted thesis for the award of Ph.D. degree.

R.7.5. (B) The Research Paper published by the scholar on Ph.D. Research Work should include the names of the Supervisor/ Co-supervisor as author along with the name of the Scholar

R.7.5. (C) The scholar should write down his designation in the Research Paper published on Ph.D. Research Work as - Research Scholar, Name of Faculty/ Department, Sai Tirupati University, Udaipur.

R.7.5. (D) Prior to Submission of the Thesis, the student shall make a Pre-Ph.D. Presentation in the Faculty/ Research Advisors Committee that may be open to all faculty members and research students, for getting feedback and comments which may be suitably incorporated into the draft thesis under the advice of the Supervisor/s.

R.7.6. The Academic Council (or its equivalent body) of the Institution shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

R.7.7. The Ph. D. student needs to submit five copies of drafted thesis to the University along with four soft copies of thesis through proper channel.

  
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R.7.8. The Ph.D thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the Institution/College. It shall be upto the University to decide to have one examiner from outside the country that is it is not compulsory to have one examiner from outside the country.

R.7.9. The supervisor should submit a panel of six examiners to the Dean Post Graduate Studies for the evaluation of the thesis. The Dean Post Graduate Studies shall recommend it to the President of the University for the Appointment of two experts out of the panel of examiners submitted by the Supervisor.

R.7.10. The panel of six examiners submitted by the supervisor for evaluation of the thesis shall be of minimum Professor or Associate Professor or Equivalent from any recognized university/institute. However, priority may be given to the Professor while submitting the panel of examiner.

R 7.10.A The Supervisor shall not submit more than two Names of Experts from the same State.

R 7.10.B Out of six names minimum three Experts should be designated as Professor.

R 7.10.C The Name of Experts submitted in the Panel should be from of the University Department/faculty. (Names of Retired Professors of University Department/Faculty can also be submitted for Thesis Evaluation). Principal and Professor of recognized private colleges duly approved by regulatory bodies can also be approved as examiners to evaluate Ph.D thesis.

R.7.11. A panel of examiner submitted by the supervisor for evaluation of the thesis shall be strictly from external university and it should not be local university where the Sai Tirupati University is situated.

R.7.12. The appointed examiner shall not be of the first blood relation of the candidate.

R.7.13. The examiners shall examine the thesis and submit their reports independently within 3 months of the receipt of the same by them.

R.7.14. On receipt of satisfactory evaluation reports, the Ph.D. student shall undergo a formal presentation and viva - voce examination by at least one of the external examiners appointed for the evaluation of thesis and the Supervisor, which shall be open to the teachers and research scholars as observers. Open discussions may be encouraged after completion of the formal viva - voce by the examiner.

  
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R.7.15. If the performance of the candidate at viva -voce examination is not satisfactory, he/she may be permitted to re-appear for the viva - voce examination within a period as specified by Dean Post Graduate Studies, Supervisor concerned and Examiner on payment of prescribed fees of Rs. 20,000/-. If an examiner offers specific comments which need change or modification in the text, it should be done before the second viva - voce is held. Also efforts should be made to get the Re-viva-Voce within a period of six months from the date of present Viva-Voce.

R.7.16 If one of the evaluation reports of the external examiner in case of Ph.D. thesis is unsatisfactory and does not recommend viva-voce, the Institution shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

  
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### R.8. Format for Thesis Preparation

R.8.1. Candidates submitting the thesis are required to follow the following aspects regarding Paper size, text layout etc., except in special cases in which concerned Faculty Dean is satisfied that it is not possible to comply with the requirements of these rules:

- Size of the paper should be A4 (8.5" x 11.5") except for maps, drawing, graphs on which no restriction is placed.
- The text should be typed in 1.5 line spacing using normal typeface /electronic typing/ PC word processing in 12 font size of Times New Roman (English Font) or Mangal (Hindi Font); Fancy fonts should be avoided for text writing.
- Optimal length of the thesis should be kept between 150-300 pages. However, in some cases it can be less.

R.8.2. Likewise, cover layout is also specified. Affiliation of the supervisor could be added but it should not contain administrative designation like Head of the Department/ Dean, etc. Also avoid salutation such as Dr. / Prof. / Mr. / Ms. / Mrs. / Captain etc. before the name of scholar wherever it mentioned in Thesis.

R.8.3. Candidates should submit thesis in the following specific colors on cover page.

- |                               |   |       |
|-------------------------------|---|-------|
| • Nursing                     | : | White |
| • Faculty of Medical Sciences | : | Black |

R.8.4. The format of cover and title page of the thesis shall be as prescribed in Annexure C1.

R.8.5. The candidate should submit an abstract of the thesis not exceeding 1200 words with key words and title page in printed form as well as in soft copy which shall be sent to the examiner by post/e-mail for seeking consent on prescribed form for evaluation of the thesis. Consent sent by an examiner by e-mail/post/telephone to the Office of Dean Post Graduate Studies will be accepted provided the same is as per the prescribed format.

R.8.6. Following certificates shall be submitted along with the thesis:

- 'No Dues Certificate' from the Dean of the concerned Faculty where the research work was done.
- The declaration by the Supervisor/ Candidate regarding originality of the research work should be given on A4 size paper and same to be attached with the thesis (Annexure C1). Certificate duly signed by the Supervisor for the fulfillment of the requirement by the candidate as prescribed (Annexure C3).

- Declaration by the candidate on a non-judicial stamp paper costing Rs. 100/- attested by a notary as per format given in Annexure C2.
- Research papers published/ accepted of the candidate should be related and relevant to the research work reported in the thesis.

  
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### R.9. Withdrawal the Programme

R.9.1. A student/candidate may be permitted by the Dean Post Graduate Studies to withdraw from the Ph.D. Programme on medical grounds supported by a medical certificate issued by the Medical Officer or any other genuine reason(s). The medical certificate issued by a registered Medical Practitioner will also be acceptable in those cases where the student/candidate has valid reasons for his absence from the University/Institute/Centre.

R.9.2. Withdrawal may also be granted by the Dean Post Graduate Studies provided he/she is convinced that the student/candidate cannot pursue his studies for the reasons beyond his control.

R.9.3. Under no circumstances will a request for withdrawal be entertained after the course work has been completed. Student/candidate should present the medical certificate in support of his absence on health reasons within two days of his rejoining the Faculty, if not produced already. Withdrawal will not be granted retrospectively.

R.9.4. Regularity in attending the classes and satisfactory performance in the mid-term examination, if any held prior to the date of application for withdrawal are the factors which would be taken into account while recommending/granting withdrawal.

R.9.5. Any semester withdrawal will count towards the maximum limit of six years as stipulated above for research scholar.

  
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#### R.10. Cancellation of Registration

Registration of a student/candidate shall be cancelled in any one of the following eventualities, after due approval of the Dean Post Graduate Studies.

R.10.1. If he/she fails to comply with rules of attendance as stipulated.

R.10.2. If full time scholar remains absents for a continuous period of four weeks without prior intimation/sanction of leave then admission may be terminated except in special cases such as serious illness etc.

R.10.3. If he/she resigns from the Ph.D. Programme and the resignation is duly recommended by the Supervisor.

R.10.4. If he/she fails to renew his registration in any semester subject to the provision contained in these Ordinances & Regulations.

R.10.5. If his/her research progress is found unsatisfactory.

R.10.6. If he/she does not clear the course work examination within specified time/grades as stipulated.

R.10.7. If he/she is found involved in an act of misconduct and/or indiscipline and termination has been recommended by a competent authority as appointed by the University. However, the candidate will have right to submit application for reconsideration about his/her Cancellation to the President of the University.

  
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R.11. General

R.11.1 . The Ph.D. candidate shall bear all expenses by himself/herself towards conduct of the study for research work. The available physical infrastructure and library facility of the University can be used for the research work.

R.11.2. The rules and regulation are subject to changes from time to time in accordance with directives from Dean Post Graduate Studies and Academic Council or any competent Government Body/ Council such as UGC, MCI, NCI etc.

R.11.3 In case any matter is not covered by the above stated rules, the decision of the Research Board shall be final.

R.11.4 Students requesting for change of Guide /Supervisor within one year from the date of registration shall have to pay INR 15000/- (Rupees Fifteen Thousand Only) other than the prescribed fees of Ph.D. at the time of making such application/request.

R.11.5 And, students requesting for change of Guide/Supervisor after completion of one year from the date of registration shall have to pay INR 25000/- (Rupees Twenty Five Thousand Only) other than the prescribed fees of Ph.D. at the time of making such application/request.

  
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