

Dr. Bhimrao Ambedkar University, Agra

M.Phil./Ph.D Degree Ordinances, 2018

In exercise of the power conferred by sub-section (3) of section 52 of Uttar Pradesh State Universities Act 1973 as re-enacted and amended by the U.P. Act no. 29 of 1974 and in supersession of all the previous Ordinances on the subject, the Executive Council, in pursuance of the U.G.C. (minimum standards and procedure for the award for M.Phil./ Ph.D. Degrees) Regulations, 2016 as well as Govt. Order No. 7/2018/266/seventy-1-2018-16(74)/2011 dated August, 24, 2018, hereby makes the following Ordinances in order to regulate the Minimum Standards and Procedure for award of M.Phil. and Ph.D. degree as under:-

1. Short title, Application and Commencement:

- 1.1 These Ordinances shall be called Dr. Bhimrao Ambedkar University, Agra (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Ordinance, 2018.
- 1.2 They shall come into force with effect from the Academic Session 2018-19.

2. Eligibility criteria for admission to the M.Phil. programme:

- 2.1 Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body of the University, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 2.2 A relaxation of 5% of marks (without including the grace), from 55% to 50%, or an equivalent relaxation of grade shall 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 State Government from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991.

3. Eligibility criteria for admission to Ph.D. programme:

Subject to the conditions stipulated in these Ordinances, the following persons shall be eligible to seek admission to the Ph.D. programme:

- 3.1 Master's Degree holders satisfying the criteria stipulated under Clause 2 above.
- 3.2 Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the University as an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed for those belonging to SC/ST/OBC(non-creamy layer)/Differently-abled and other categories of candidates as per the decision of the Commission/State Govt from time to time.
- 3.3 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the University, subject to his final result.
- 3.4 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, 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, shall be eligible for admission to Ph.D. programme.

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4. Duration of the Programme:

4.1 M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters / one year and a maximum of four (4) consecutive semesters / two years, in case the student does not succeed in one year.

4.2 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

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

5. Procedure for admission:

5.1 All admission to M.Phil./Ph.D. programme shall be made through an Entrance Test.

5.2 The students shall be granted admission to M.Phil./ Ph.D. programmes through an entrance test conducted by the University:

Provided that the candidates belonging to the following categories seeking admission to Ph.D. program shall be exempted from the entrance test:-

- (a) Regular Teachers of the University and its affiliated colleges who have completed their probation period successfully.
- (b) All students who qualify the UGC/CSIR/ICAR/Teacher Fellowship or other central regulatory bodies for their fellowship, subject to the validity norms of the respective fellowship.
- (c) Candidates who have GATE score of not less than 95 percentile.
- (d) Serving Army, Navy and Air force officers of at least Colonel or equivalent rank with not less than 15 years services, applying for Ph.D. in Defense Studies/ Military Studies/ Military Science.
- (e) Candidates who have procured M.Phil. degree with at least 55% marks from this University, provided that they had been admitted to M.Phil. Program on the basis of an Entrance Test.

Provided further that the number of exempted candidates from all above mentioned categories shall not be more than 50% of the total vacant seats in the respective subject. In case, the students from exempted categories are not available, the remaining vacant seats shall be filled by the candidates who qualify the Entrance Test on merit basis.

5.3 The University shall decide on an annual basis a predetermined and manageable number of vacant seats for the M.Phil and Ph.D. programmes (subject-wise, allied subject-wise) depending on the availability of eligible research supervisor and other academic and physical facilities such as laboratory, library and other facilities of like manner.

5.3.1 The University shall notify well in advance on the website and through advertisement in at least two national newspapers, of which at least one (1) shall be in the regional language exploring the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, and all other relevant information for the benefit of the candidates.

5.3.2 Reservation policy shall be followed in the admission as per policy of the State Government.

5.3.3 The candidates shall be admitted by a two stage process as laid down:

5.3.4 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. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centers, if any, also to be notified well in advance) at the level of the University; and

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5.3.5 An interview/*viva-voce* shall be organized by the University where the candidates are required to discuss their research interest/area through a presentation before a duly constituted Research Degree Committee.

5.4 In interview/*viva voce* the following aspects shall be consider, viz. whether:

5.4.1 the candidate possesses the competence for the proposed research;

5.4.2 the research work can be suitably undertaken at the University/College;

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

5.5 The list of all the M.Phil./ Ph.D. registered students shall be maintained by the University on its website on year-wise basis. The list shall include the name of the registered candidates, topic of his/her research, name of his/her supervisor/co-supervisor and dates of registration.

6. Allocation of Research Supervisor: Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of M.Phil./Ph.D. scholars permissible per Supervisor, etc.

6.1 Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the University /College with a Ph.D. degree and at least two research publications in refereed journals shall be eligible to be a Research Supervisor.

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

6.2 Only a full time regular teacher of the University /College can act as a supervisor. The external supervisors shall not be allowed. However, Co- Supervisor can be allowed in inter-disciplinary areas from other departments of the same University or from other related institutions with the approval of the Research Degree Committee.

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

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

6.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars; an Associate Professor as Research Supervisor can guide upto a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide upto a maximum of one (1) M.Phil. and four (4) Ph.D. scholars respectively.

6.6 In case of relocation of an M.Phil/Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate; provided that all the other conditions as laid down in the Ordinance are followed in letter and spirit and the research work does not pertain to the project secured by the parent University/ 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.

7. Course Work: Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

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

7.2 The course work shall be treated as prerequisite for M.Phil. or Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could

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cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil. or Ph.D. degree.

7.3 All courses prescribed for M.Phil. or 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 competent academic bodies.

7.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Degree Committee, as stipulated under sub-Clause 8.1 below, of the research scholar.

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

7.6 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and 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 prescribed by the Department.

7.7 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Course Coordinator/ Convener of Research Degree Committee and the Department and the final grades shall be communicated to the University/College.

7.8 A M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (if applicable) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

8. Research Degree Committee and its functions:

8.1 There shall be a Research Degree Committee, or an equivalent body for similar purpose as defined in the Ordinances of the University, for each M.Phil. and Ph.D. scholar. The Research Supervisor of the scholar shall be the Member of this Committee. This Committee shall have the following responsibilities:

8.1.1 To review the research proposal and finalize the topic of research;

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

8.1.3 To periodically review and assist in the progress of the research work of the research scholar.

8.2 A research scholar shall appear before the Research Degree 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 Degree Committee to the University with a copy to the research scholar.

8.3 In case the progress of the research scholar is unsatisfactory, the Research Degree Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Degree Committee may recommend to the University with specific reasons for cancellation of the registration of the research scholar.

9. Evaluation and Assessment Methods, Minimum Standards/Credits for award of the degree, etc.:

9.1 The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.

9.2 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the M.Phil./Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the University based on these Ordinance.

9.3 Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Degree Committee of the University which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them

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may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Degree Committee.

9.4 M.Phil scholars shall present at least one (1) research paper in a conference/seminar and Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

9.5 The Academic Council (or its equivalent body) of 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 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 University where the work was carried out, or to any other University.

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

9.7 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 University and its College, of whom one examiner may be from outside the country. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Degree Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.

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

9.9 The University shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. dissertation/ Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

10. Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M.Phil. or Ph.D. programmes:

10.1 Colleges may be considered eligible to offer M.Phil. or 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.

10.2 Post-graduate Departments of Colleges, 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 Ordinances, stipulated under sub-clause 10.3, shall be considered

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eligible to offer M.Phil./Ph.D. programmes. Colleges should additionally have the necessary recognition by the University under which they operate to offer M.Phil. or Ph.D. programme.

10.3 Colleges with adequate facilities for research as mentioned below shall offer M.Phil. or Ph. D. programmes:

10.3.1 In case of Science and Technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the University concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;

10.3.2 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;

10.3.3 Colleges may also access the required facilities of the neighbouring Universities/Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

11. Treatment of Ph.D / M.Phil. through Distance Mode/Part-time:

11.1 Notwithstanding anything contained in these Ordinances or any other Rule or Regulation, for the time being in force, the University and College shall not conduct M.Phil. and Ph.D. Programmes through distance education mode.

11.2 Part-time/ Distance Ph.D will not be allowed.

12. Award of M.Phil./Ph.D. degrees prior to Notification of these Ordinances, or degrees awarded by foreign Universities:

12.1 Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009 till the formulation of these Ordinances, shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil/Ph.D Degree) Regulation, 2009.

12.2 If the M.Phil./Ph.D. degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned University for the purpose of determining the equivalence of the degree awarded by the foreign University.

13. Depository with INFLIBNET:

13.1 Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil./Ph.D. degree(s), the University shall submit an electronic copy of the M.Phil. dissertation /Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all University/Colleges.

13.2 Prior to the actual award of the degree, the degree-awarding University shall issue a Provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016.

