

Ph.D. MANUAL



VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY, BALLARI

DIRECTORATE OF RESEARCH

Vijayanagara Sri Krishnadevaraya University
Jnanasagara Campus, Vinayakanagara, Cantonment, Bellary- 583105, Karnataka, India

A Regulatory guide for completion of Ph.D

VICE - CHANCELLOR'S MESSAGE



The Vijayanagara Sri Krishnadevaraya University (VSKU) is one of the young institutions of higher education in the state devoted largely to graduate, postgraduate studies and excellence in research in the Hyderabad Karnataka region. Since its founding in 2011, the University has grown by leaps and bounds to be recognized as a leading young university in the state by the KSURF rating facilitated by State Higher Education Council. VSK University has begun its research program with a focus on high quality applied research at doctoral level. VSKU has encouraged innovative teaching methods, IT enabled learning and purposeful extension activities to serve local communities.

As we look into the future one thing is certain – knowledge will be a key resource for development and will be highly sought after. In this direction, our University's objective has been framed to create a research ambience that will help the student community and young researchers to generate ideas, nurse them through research and result in quality publications and good patents.

Our University has seen tremendous growth in the admissions to our under graduate and postgraduate programs. Naturally, you will all be prospective doctoral students of this prestigious University. We also have several MOUs with International Universities for students who wish to pursue their partial research in these international universities. In short, I am sure you will enjoy your pursuit of research amongst other enthusiastic research fellows, under the guidance of some of the best scientists of this country in a serene green environment congenial for research. I, welcome all the doctoral students who wish to be a part of this young University. At the end, I am sure, that you will feel proud of having taken right decision of being associated with our research program in VSKU and you will make us equally proud with your research excellence.

Best Wishes,

Prof.M.S.Subhas
Vice-Chancellor

MESSAGE FROM REGISTRAR



Research is primary for a university to achieve academic excellence. In pursuit of this excellence, the research works carried by faculty in general and doctoral students in particular of a university will have implausible influence on academic growth, which in the long-run will put the university to its distinction.

Persistent research makes universities more dynamic, exposing to the different dimensions of knowledge and in turn, contribute to the society in terms of new thoughts, policies, critical thinking, innovations and inventions. This makes the universities not only a disseminator of knowledge but also an agent of change in the society. These ideals embedded in the Vijayanagara Sri Krishnadevaraya University, are explicitly visible in the slogan of its emblem. As a young university with incredible growth potential, is fulfilling the higher educational needs of Hyderabad-Karnataka Region. With increased expectations from the region, the university in a short span with its innovative teaching, advanced curriculum and with outreach activities has achieved exponential growth in terms of student enrollment to the Under-graduate, Post-graduate and to Doctoral programmes.

The university with its advancement and excellence in research will surely enable the doctoral students to shape their career. The university with its motivated teachers, library facilities and strong focus to applied research will drive the students to excel and expose to a diverse, advanced knowledge with abundant opportunities.

With these views, I extend a warm welcome to our university.

Prof. B.K.Tulasimala
Registrar

MESSAGE FROM REGISTRAR (EVALUATION)



The Vijayanagara Sri Krishnadevaraya University is a youngest university in the state. The university is providing quality education with advanced curriculum and learning techniques to equip the students to face global competition.

I am happy that the university is starting its third batch of Doctoral programme. The doctoral programme (Ph.D) being the highest academic degree unlocks fresh horizon of academic knowledge, challenges and opportunities to the students. The students in their prime of acquiring knowledge use best of the resources and time for cultivating knowledge.

As Dr. B.R. Ambedkar said, “Cultivation of mind should be the ultimate aim of human existence”, doctoral students should aim at cultivating their mind through genuine real research, which benefit the people and to the society. With these, as a prime objective the researcher shall initiate his journey of research.

The Vijayanagara Sri Krishnadevaraya University with its excellence in research and development activities will direct, support and assist you to achieve your dreams and success.

My Best Wishes to the doctoral students for their academic journey.

Prof. C.B.Honnu Siddartha
Registrar (Evaluation)

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ABOUT THE UNIVERSITY

Vijayanagara Sri Krishnadevaraya University (VSKU) is a State University established by the Government of Karnataka under the Karnataka State Universities Act 2000. It is an affiliating university with more than 100 affiliated colleges offering both undergraduate and postgraduate programs. The university covers the districts of Ballari and Koppal. The region under the jurisdiction of the university is considered economically and educationally backward compared the national and the state average. Hence, the university endeavours to embark on innovative means of higher education in order to make it both qualitative and affordable.

VSKU has three postgraduate campuses. The main campus, **“Jnana Sagara”** is located at Vinayaka Nagar, Bellary. The main campus, spread over an area of about 100 acres, houses all the key administrative departments of the university as well as 21 postgraduate departments. The P.G. Centre **“Jnana Sarovara”** is located at Nandihalli in Sandur Taluk of Ballari District. This lush green campus has 10 postgraduate courses with adequate hostel facilities for both boys and girls as well as accommodation to faculty. The second post-graduate centre is located in Koppal. The P.G. centre with its increasing student admission in every passing year has shown tremendous growth potential. The third post-graduate centre is situated in Yalburga.

In the university including undergraduate and post-graduate courses, the student strength is more than 50,000, in addition to doctoral students. Over the years, there is an increase in the gross enrolment to higher education in the region. The university with its advanced and industry oriented curriculum is striving to improve the quality of higher education in the region. For the efforts of the university, the Karnataka State Higher Education Council has recognized the university as a leading young university in the state by the KSURF rating. The university is also having MOUs with reputed international universities/institutions in the country and abroad, which will help the students to gain international exposure.

1. ELIGIBILITY CRITERIA TO PURSUE PH.D PROGRAM

- * Any candidates who has obtained a Post-Graduate Degree from a recognized university including foreign students (sponsored by their Embassies) and sponsored candidates securing not less than 55% marks at the Post-Graduate Degree shall be eligible to apply for the Ph.D Degree Programme.
- * In the case of SC/ST/Cat-I/ Physically Challenged candidates and those who are appointed on regular basis prior to March 31, 1992 as teachers, librarians and physical education personnel in colleges and University Departments, the minimum marks shall be 50% provided they (i.e., employees) are continuing in services at the time of submission of application for registration.
- * If the results of Master's Degree are declared in the form of grades/credits/cumulative points in their marks card/ transcripts, such grades/points shall be converted into percentage to assess the minimum eligibility criteria as specified in Regulation I and II.

2. INTAKE:

- * Each Research Supervisor/Guide shall guide not more than eight candidates at a time including guiding the candidates who have registered for Ph.D degree in other universities (acceptance of guideship other universities shall be with the permission of the University), out of which one seat each shall be reserved for (a) SC (b) ST / Category-I and (c) OBC candidates.
- * The seats reserved for SC and ST candidates shall be interchangeable (i e., SC vacancy shall be filled with ST candidate and vice-versa if there is no eligible candidate from SC or ST). However, they shall not be transferred to General Pool.
- * Department shall be taken as one unit for the purpose of reservation and each supervisor shall be allotted one SC/ST/OBC candidates.

3. NOTIFICATIONS:

- * The university shall issue a notification inviting application for Ph.D programme from the eligible candidates mentioning the number of seats available in each subject. The notification shall be issued as press note in leading newspapers and University Website once in a year preferably in the month of August.

4. SUBMISSION OF APPLICATION:

Application by the eligible and interested candidates shall be submitted as follows:

- * Submission of application to the chairperson of the concerned P.G Department (this application shall be coded as Application-A).
- * The Chairperson of the P.G Department, with the help of the Department Council, shall arrange for (a) security of applications to determine the eligibility including those applicants who are eligible for exemption from entrance test, (b) conducting the Entrance Test and evaluation - get the question papers set from the Department Council, the test, conduct the test get the answer script valued by the Department Council, (c) prepare the consolidated list of applicants, and (d) arrange for pre-registration colloquium.
- * Subject to completion of the Entrance Test and pre-registration colloquium, the candidates (including those who are exempted from Entrance Test) shall submit another application (Application-B) along with the Research Proposal/Outline to the chairperson of the concerned P.G Department for Provisional Registration for Ph.D programme after paying the requisite fee to the University.
- * The Chairperson of the Department shall send the applications along with the recommendation of the Doctoral Committee to the chairperson of the Board of Studies for its approval. Chairperson of the Board shall return them after approval or otherwise to the chairperson of the P. G Department who shall forward them to the University for Provisional Registration.
- * After the completion of the course work, the successful candidates shall submit the final application (Application-C) to the chairperson of the P.G Department who shall forward them to the University for Confirmation of Registration for Ph.D Programme.

5. ENTRANCE TEST

- * All the applicants who possess atleast the minimum percentage of marks at their P.G Degree as specified above in Regulations 'Eligibility Criteria to Pursue Ph.D Program' I and II shall appear for the Entrance Test.
- * However, (a) foreign and sponsored candidates, (b) teachers on FIP/QIF, (c) candidates who have cleared the UGC /UGC-CSIR JRF Test/ NET/ GATE/ GRE shall be eligible for exemption from the Entrance Test.
- * The syllabus for the Entrance Test and details incidental to the Entrance Test shall be finalized by the Departmental Council.
- * The following pattern shall be followed by all the departments for conducting Entrance Test. Maximum marks for Entrance Test: 100.
- * Nature of questions: Multiple answer questions
- * Syllabus for Entrance Test: Research Methodology and cognate/core subjects of the P. G Department conducting the Entrance Test.
- * Number of Questions: 100 questions, each carrying 1 mark, 40% of the questions shall be from Research Methodology and the remaining 60% from the cognate/core subjects. The Department Council shall prepare the course inputs for the Entrance Test.
- * Duration of Entrance Test: 120 minutes.

6. PREPARATION OF MERIT LISTS

- * After the Entrance Test, Consolidated Merit List of all the candidates (including those who are exempted from Entrance Test) shall be prepared as per Merit cum Reservation Policy because of the marks obtained in the entrance test, interview and marks obtained in the qualifying examination in the ratio of 50:50. However, the candidate has to secure overall 50% marks (45% for SC/ST/Cat-I) to qualify for the Ph.D programme.
- * The candidates who have cleared the UGC/UGC-CSIR National Eligibility Test for Junior Research Fellowship/GATE/GRE/ and the teachers on FIP/QIP/shall be placed first in the Consolidated Merit List based on the percentage of marks secured by them at their qualifying examination ad interview in the Ratio of 50:50.
- * Name that appears in the Consolidated Merit List shall be considered for the present vacancies only.

7. ALLOTMENT OF RESEARCH SUPERVISORS/GUIDE

- * After the finalization of Consolidated Merit List but before the Pre-registration Colloquium, the chairperson of the P. G Department shall convene a meeting of the Department Council to allot the candidates to the Research Supervisors based on the merit list, specialization stream of the candidate and the Research Supervisor, and the willingness of both the Research Supervisor and the Candidate.
- * After the allotment of candidate to the supervisor, the candidate shall finalize the research topic/title and proposal in consultation with the Research Supervisor for presentation before the Doctoral Committee.

9. CHANGE OF RESEARCH SUPERVISOR/GUIDE

- * Generally, change of Research Supervisor/Guide shall not be entertained and permitted.
- * Under extraordinary circumstances such as death or disability on health ground of the supervisor or transfer of the Supervisor, the change of Research Supervisor shall be permitted by the University at the request of the Candidate and on the recommendation of the chairperson of the P. G Department.
- * In case of any conflict between the Research Supervisor and the Candidate, the Chairperson of the P. G Department, on the receipt of request letter either from the Candidate or from the Research Supervisor or both, shall refer the matter to the Doctoral Committee. The Doctoral Committee shall examine the case and send its report/recommendation to the chairperson of the P. G Department who in turn shall forward it to the Vice Chancellor. The decision of the Vice Chancellor in this regard shall be final.

12. RESEARCH PROPOSAL/OUTLINE

- * Every selected candidate shall prepare and submit a Research Proposal/Outline to the Chairperson of the P. G Department, who in turn shall arrange for the meeting of Doctoral Committee and to place it before the Doctoral Committee. This is mandatory for all the selected candidates including those who have been exempted from the Entrance Test.

- * The candidates shall prepare the Research Proposal/Outline defining clearly the objectives, methodology, literature survey, work plan and relevance of the proposed research and shall present it in the form of a colloquium before the Doctoral Committee.
- * The Doctoral Committee shall assess the capability of the candidate is not take up the proposed research work and recommended to the Board of Studies for its approval. However, the Committee is empowered to suggest changes, if necessary, in the title/scope/methodology of the propose research topic/outline in consultation with the Supervisor.
- * If the performance and/or capability of the candidate are not satisfactory, the Doctoral Committee shall have one more chance to the candidates to prepare for the colloquium again within three months from the date of the first colloquium. If the candidate fails even in the second attempt, he/she shall cease to be eligible for Provisional Registration.
- * All the applications which are cleared and recommended by the Doctoral Committee shall be sent to the chairperson of Board of Studies by the Chairperson of the P. G Department for securing the approval.
- * On receipt of the research proposals approved by the Board, the Chairperson of the P. G Department shall forward them with Application-B to the University for Provisional Registration.
- * All the candidates who have been given Provisional Registration shall take up and complete the prescribed course work.

13. COURSE WORK

- * After Provisional Registration, all the registered candidates' shall take up the course work in the respective P.G Department/ College/ Institution for a maximum duration of six months, and this shall be compulsory for both full time and part time candidates.
- * The course work for Ph.D programme shall comprise of three papers of 100 marks each, viz., Course - I: Research Methodology, Course -II: Cognate/core Subject/s and Course-III: Field of Specialization, This shall be followed by comprehensive viva-voce for 50 marks. However, Courses I and II shall be common for all the candidates in a particular Department/Subject/Discipline.
- * Each Course shall have 48 contact hours. Classes for Courses - I and II shall be arranged by the chairperson of the P. G Department/Head of the recognized research centre, and that

of Course- III by the concerned Research Supervisor. Both the full-time and part-time, candidates shall attend atleast 75% of the classes in each paper to be eligible to appear for the examination.

- * The candidates who fail to attend a minimum of 75% of the classes in each of the Courses shall not be eligible to appear for the examination and to obtain the confirmation of registration for Ph.D programme, and they have to attend the classes again with the next batch.
- * The Structure of Course Work for Ph.D Programme shall be as follows:

Sl. No	Name of the Course	Contact Hours per Week	Maximum Marks			Examination Hours
			Continues Assessments	Course end Examination	Total	
01	Course-I: Research Methodology	03	25	75	100	03
02	Course-II: Cognate/ Core Subject	03	25	75	100	03
03	Course-III: Field of Specialization	03	25	75	100	03
Total			75	225	300	
Viva Voce					50	

- * Continuous Assessment Marks of the course work shall be awarded by the course teacher based on (a) Assignments- 5 marks, (b) Review of literature 5 marks, (c) seminar 5 marks and (d) texts 10 marks.
- * The Board of Studies (PG) concerned shall prepare and approve the course inputs for each of the three courses.

14. EXAMINATION AND EVALUATION OF ANSWER SCRIPTS

- * There shall be a Board of Examiners (Ph. D) constituted by the Register (Evaluation), with the approval of the Vice Chancellor, based on the panel of examiners approved by the Board of Studies.
- * There shall be a Course-end examination of three hours duration (for 75 marks per course). Each answer scripts of the course-end examination shall be coded and assessed by to examiners (preferably, one internal course teacher and another external). The marks awarded to the answer script shall be the average of these two evaluations. If the difference in the

marks between two evaluations exceeds 20% of the maximum marks, such a script shall be re-assessed by a third examiner. The marks awarded to that script shall be the average of two nearer.

15. MINIMUM PASSES MARKS AND IMPROVEMENT EXAMINATIONS

- * Minimum for pass in each written paper shall be 40% in the course end examination and 50% in aggregate including the continues assessment marks. However, there shall be no minimum for viva-voce. But every candidate shall compulsory attend the viva-voce examination. The result shall be declared only on the bases of three courses.
- * Failed candidate shall be allowed to take only one improvement examination within three months of their first examination. In case failure of the candidate even after an improvement examination his/her provisional registration shall get cancelled.

16. CONFIRMATION OF REGISTRATION

- * After declaring the result, the successful candidate shall submit another application (Application –C) to the Chairperson of the P.G Department for forwarding to the University for Issue of notification of confirmation of registration.
- * University shall issue the necessary notification within fifteen days form the date of receipt of the letter from the Department confirming the registration which is in the form of permission to start working on the thesis.

17. PLACE OF COURSE WORK AND RESEARCH WORK:

- * All the provisionally registered candidates shall complete the course work in the P.G Department of the University or in the Laboratory/Institution or the Department of an affiliated/ constituent college (wherein the Research Supervisor is working) recognized by the University as Research Centre. This shall apply to all types of candidates- full-time, part-time, sponsored, foreign, JRF candidates, etc.
- * Part time candidates shall work for at least 105 working days per year in the Department of the Research Supervisor.

18. PROGRESS REPORT

- * After the completion of the course work and the confirmation of the registration, every candidate shall submit half-yearly progress report regularly through the Research Supervisor to the chairperson of the P.G Department who shall place it before the subsequent meeting of the Doctoral Committee for its review. The half-yearly Progress Report should cover, among others, the aspects such as the review of literature, new data collected/obtained, techniques developed, progress in research, discussion of the work done including any findings, etc.
- * Besides, the candidate shall make once in a year (preferably during the meeting of Doctoral Committee in the month of January), presentation about the progress made by him/her during the last one-year and also the work plan for the next one year.
- * In the event of failure of a candidate to submit two consecutive half-yearly progress reports in time and/or if the progress of the candidate is not satisfactory for two half-yearly period, the Doctoral Committee shall recommend to the University for the cancellation of his/her registration in consultation with the concerned Research Supervisor. Before cancellation, a show-cause notice shall be issued to the candidate.

19. VALIDITY PERIOD OF REGISTRATION

- * Every full-time candidate shall take a minimum of three years and maximum of five years, and every part time candidate shall take of Provisional Registration (i.e., from the date of commencement of course work) to submit his/her thesis.
- * In exceptional cases, extension beyond the above maximum period may be granted by the University on the recommendation of the Doctoral Committee and the Research Supervisor for justifiable reasons for a period of one-month year after the candidate applies before the expiry of the period and pays the prescribed fee.
- * Under extraordinary circumstances by which a candidate is affected and such circumstances warranting a further extension of period for submission of thesis, the candidate shall make an appeal before the expiry of the period (after paying the extra fee as prescribed by the University) to the chairperson of the P.G Department through the Research Supervisor, and the chairperson of the P.G Department shall refer the same to the Doctoral Committee for it opinion. The opinion of the committee shall be submitted to the

Vice chancellor by the chairperson of the P.G Department for consideration and the decision shall be final and limited to only one year. Candidates who fail to submit the thesis even after the extended period shall repeat the programme by registering again.

- * A part time candidate may be permitted to work on full time basis on valid grounds. The period of such registrations shall be three years from the date of changeover or four years for the date of registration, whichever is earlier. Full time candidate may also be permitted to work on part time basis, but the period of such registration shall be four years from the date of original registration.
- * A candidate may be permitted to change the title of his/her thesis up to three years from the date of registration.

20. SUBMISSION OF THESIS

- * Subject to the above minimum and maximum period for submission of thesis, every candidate, six months prior to the probable date of submission of thesis, shall submit an application along with 20 copies of synopsis of the thesis through the Research Supervisor to the Chairperson of P.G Department for permission to submit the thesis. The Chairperson shall arrange to place the candidate's application and synopsis before the meeting of the Doctoral Committee provided that the Researcher has published two research papers in the journals of repute (including the papers accepted for publication) and /or obtained one patent based on his/her research work. He/she is required to produce reprint/galley proof/proof of acceptance of research paper/patent of the Doctoral Committee during his/her pre-submission colloquium.
- * Further, the candidate who has submitted the application for permission to submit thesis shall present a pre-submission colloquium before the Doctoral Committee demonstrating his/her preparedness to submit the thesis.
- * After examining the work of the candidate, his/her performance at the pre-submission colloquium and also the publications besides other technical aspects, the- Doctoral Committee shall permit the candidate to submit the thesis.
- * If the Committee is not satisfied with the work of the candidate, it may in consultation with the Research supervisor, recommend for improvements. In this case, the candidate shall appear for pre-submission colloquium again before the Doctoral Committee within three months.

- * Every candidate shall (not later than six months after obtaining permission for month the Doctoral Committee for submission of thesis) submit four copies of the thesis to the Register (Evaluation) through the supervisor and the chairperson of the P.G Department concerned. The candidate shall also pay the prescribed submission fee, and produce “No Due Certificates” from the Chairperson of the P.G Department/ Head of the Institution concerned, University Librarian and Hostel Warden.
- * The candidate shall after the viva-voce examination, incorporate the suggestions put forth by the adjudicators and also the summary of viva-voce examination into his/her thesis, and submit two more copies and a soft copy to the Registrar (Evaluation) for sending them to the University authorities (only hard copy)

22. VIVA-VOCE EXAMINATION

- * On the receipt of the favorable/satisfactory reports from all the three adjudicators, an open Viva-Voce examination shall be conducted on any working day by a Board constituted by the Registrar (Evaluation) based on the approval of the Vice-Chancellor. The board shall comprise the following.
 - Research Supervisor : Chairperson
 - One external adjudicator (nominated by Vice-chancellor): Member
 - Co-Research Supervisor, if any: Member
 - Chairman of the BoS: Member
 - Chairman of the P.G Department of the University: Member
- * In case where the Research Supervisor cannot attend to the Vivo-Voce examination, then the co-supervisor or external adjudicator shall be made the chairperson.
- * Under extraordinary circumstances where either of external adjudicators cannot be present for the Viva-Voce examination, the Vice-chancellor shall be competent to appoint another external substitute expert from out of the panel approved by the Board of Studies.
- * In addition to the above, the chairperson of the Viva-Voce Board shall invite the chairperson and members of Doctoral Committee, and send a circular to a the P.G Department (including his/her own Department) inviting interested Faculty Members, Research Scholars and Students to attend the Viva-Voce examination.

- * The Viva-Voce examination shall primarily be designed to test to understanding of the candidate on the subject matter of the thesis including the methodology adopted and the competence in the field of research. Any of the points raised by the adjudicators shall be clarified during the Viva-Voce examination, and the report of the examiners shall be made available to Board for Viva-Voce examination.
- * In the case of candidates who are abroad and unable to be present physical viva-voce examination may be held through video- conference mode described above (with open viva) after the candidate pays the additional prescribed by the University from time to time.
- * The Report of the Open Viva-Voce examination shall be signed by only Research Supervisor and the External Examiner.
- * If the performance of the candidate in viva-voce examination is satisfactory, he/she may be allowed one more chance to reappear for the voce within three months.

23. AWARD OF PH.D DEGREE

- * After the successful completion of the open viva-voce examination by candidate the chairperson Viva-Voce Board, shall prepare and send minutes of the viva-voce meeting (minutes shall be signed by the chair and external member) based on the candidate's performance in the voce examination recommending to the University, on behalf of the BoS award the Degree of Doctor of Philosophy to the candidate.
- * Along with the Degree the degree awarding University shall it is provisional certificate certifying to the effect that the Degree has been awarded in accordance with the provisions of UGC Regulations, 2009.

24. DEPOSITORY WITH UGC

- * 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 30 days, for hosting the same in INFLIBNET, accessible to all institutions/Universities.

25. PUBLICATION OF THESIS

- * After the award of Ph.D Degree, the entire thesis or any part of the thesis may be published by the candidate with the written consent of the University, giving due credit to the Research Supervisor. Two copies of the published works shall be submitted to the University Library.
- * After the award of the Ph.D Degree, the thesis or any publication derived from the thesis work shall be the property of the University. The University shall rightfully share with the candidate and Supervisor for any copyright, patent or recognition to the thesis.
- * If a thesis is proved to be a copy/ plagiarism/academic misrepresentation, the University shall have the powers to rescind the degree.

26. PROHIBITION FOR DOING PH.D.

- * The statutory officers of the University are prohibited from registering for Ph.D degree in the same University during their tenure.

27. REPEAL AND SAVINGS

- * Notwithstanding anything-contained in these Regulations, the Provisions of any Guidelines, Order, Rule or regulations in force shall be inapplicable to the extent of their inconsistency with these Regulations.
- * The University shall be competent to issue such orders, instructions, etc. and prescribe such format, procedure, etc. as it may deem fit to implement the Provisions of these Regulations.
- * If any difficulty arises in the implementation of these Regulations, the Vice-chancellor shall, in consultation with the Deans, be competent to issue necessary clarifications and at the earliest possible opportunity thereafter report the action taken by him to the Academic Council for ratification.

29. PLAGIARISM

1. To declare and implement the technology-based mechanism using appropriate software to ensure thesis, dissertation or any other such documents are free of plagiarism at the time of their submission. Every student submitting a thesis/dissertation to the university shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
2. The similarity checks for plagiarism shall exclude the following: i. All quoted work reproduced with all necessary permission and/or attribution. ii. All references, bibliography, table of content, preface and acknowledgements. iii. All generic terms, laws, standard symbols and standards equations.
3. Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition: i. Level 0: Similarities up to 10% - Minor similarities, no penalty ii. Level 1: Similarities above 10% to 40% iii. Level 2: Similarities above 40% to 60% iv. Level 3: Similarities above 60%.
4. **Penalty for the severity of Plagiarism.**

i	Level 0	Similarities up to 10% - Minor Similarities, no penalty.
ii	Level 1	Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
iii	Level 2	Similarities above 40% to 60%- Such student shall be debarred from submitting a revised script for a period of one year.
iv	Level 3	Similarities above 60% -Such student registration for that programme shall be cancelled

5. **Note 1:** Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.
6. **Note 2:** Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.