

# **Puducherry Technological University, Puducherry – 605014**

(A Technological University of Government of Puducherry)



## **Regulations for Ph.D. Degree Programme**

(With effect from academic year 2020-21)

(Approved in Third Academic Council Meeting of PTU held on 30<sup>th</sup> October 2021)

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## DEFINITIONS AND NOMENCLATURE

In the Regulations, unless the context otherwise requires,

- i. **“University”** means Puducherry Technological University.
- ii. **“Programme”** means Doctoral Programme leading to the award of Ph.D. in Engineering/ Technology / Science and Humanities / Management Sciences, etc.
- iii. **“Discipline”** means a particular branch of study of a degree programme such as Civil, Mechanical etc., of Engineering/Technology degree, Mathematics, Physics etc., of Science and Humanities degree and so on.
- iv. **“Specialization”** is a specific area of specialization of a particular discipline such as ‘Environmental Engineering’ of Civil Engineering Discipline.
- v. **“Chairperson”** means Head of the Faculty.
- vi. **“Head of the Department”** means Head of the Department of the discipline in which the Scholars pursues his/her Ph.D. work.
- vii. **“Director, Research”** means the authority of the University who is responsible for all Research Programmes of the University Departments for implementation of relevant rules.
- viii. **“Controller of Examinations”** means the authority of the University who is responsible for all activities of the University Examinations.
- ix. **“Research Scholar”** means any candidate admitted by the University either under Full-time or Part- time category for pursuing research for the award of Ph.D. degree of the University.
- x. **“Supervisor”** means any faculty member of the University or outside the University who has been recognized by the University to guide the research scholars.
- xi. **“Joint Supervisor”** means a recognized supervisor of the University or outside the University inducted to guide a scholars jointly with a supervisor in research area that requires expertise of more than one supervisor He/She will take care of the administrative and research responsibilities of the scholar, if the Supervisor retires from service.
- xii. **“Course work”** means a theory subject that is prescribed by the Research Advisory Committee for the scholar to undergo as a part of the programme requirement.
- xiii. **“Publication”** means a full length peer reviewed research articles reporting new research findings in respective fields comprising of presentations on new concepts, the development of innovative methods, the results of which have a general impact and contribute to the advancement of the particular field.
- xiv. **“Academic Council”** means the statutory body of the University duly constituted by the Vice-Chancellor of the University to oversee all academic activities of the University with Registrar as its Member Secretary.
- xv. **“Research Board”** means the statutory body of the University duly constituted by the Vice-Chancellor of the University to oversee the academic research activities of the University with Director Research as its Member Secretary.
- xvi. **“Directorate of Academic Research”** (DAR) means the office of Academic Research headed by Director (Research) to function as an office coordinating the Ph.D. Programmes of the University.

- xvii. **“Departmental Research Committee”** (DRC) means a committee constituted for each discipline of the Ph.D. programme to co-ordinate the activities related to Ph.D. programme at the departmental level.
- xviii. **“Research Advisory Committee”** (RAC) means a Committee constituted by the University for each Scholar to monitor the progress of his/her research work.
- xix. **“Ph.D. Admission Committee”** (PAC) means a committee constituted under the chairmanship of ‘Director Research’ to co-ordinate the admission of scholar candidates to the Ph.D. programme of PTU.
- xx. **“Qualifying Examination Committee”** (QEC) means a committee constituted for conducting qualifying examination.
- xxi. **“Viva-voce Examination Board”** (VEB) means a Board of Examiners constituted for the purpose of conducting final public Viva-voce Examination of the Ph.D. scholar.
- xxii. **“Recognized Research Centre”** (RRC) means an authorized place of research outside the university recognized by PTU for engaging research scholars of PTU to conduct their research work.
- xxiii. **“Territorial Jurisdiction for Recognition of Research Centres”** (TJ) means the territory / region in which recognised Research centres of the university are authorised to function. UT of Puducherry, Andaman & Nicobar and Lakshadweep and the neighbouring southern states namely, Tamilnadu, Kerala, Andhra Pradesh, Telangana and Karnataka are treated as the Territorial Jurisdiction for Recognition of Research Centres.

## 1. Preamble

- ✓ Doctor of Philosophy (Ph.D.) is the Highest Academic Degree which requires in-depth study and extensive intellectual effort. The Doctor of Philosophy (Ph.D.) Degree is awarded to a candidate who, as per these regulations, has submitted a thesis on the basis of original research either in any particular subject/discipline or involving more than one discipline(inter-disciplinary) that makes a contribution to the advancement of knowledge, which is approved by Board of Examiners as required.
- ✓ This Ph.D. Regulations-2020 of Puducherry Technological University is prepared in compliance with the **UGC (Minimum Standards and Procedure for award of Ph.D. Degree) Regulations dated 5<sup>th</sup> May 2016 and subsequent amendments made during 2018.**(Annexure-I).
- ✓ Academic Council of PTU is the authority to approve this regulation, based on the recommendations of the Research Board.

## 2. Ph.D. Programme

Puducherry Technological University offers Ph.D. programme in the following disciplines:

Sl. No.	Programme	Discipline
1	Ph.D. Degree in Engineering/Technology	i) Civil Engineering ii) Mechanical Engineering iii) Electronics and Communication Engineering iv) Computer Science and Engineering v) Electrical and Electronics Engineering vi) Electronics and Instrumentation Engineering vii) Information Technology viii) Chemical Engineering
2	Ph.D. Degree in Science and Humanities	i) Mathematics ii) Physics iii) Chemistry iv) Humanities and Social Sciences v) Computer Science
3	Ph.D. Degree in Business Administration	Business Administration

## 3. Category of Ph.D. Degree

Ph.D. programme is offered under the three following categories.

### 3.1 Full Time Ph.D. Programme

Candidates under the full-time category are the ones who carry out the research work in a department of Puducherry Technological University campus or in a recognized research centre (Group-I) outside the PTU campus. Candidate shall be a full time scholar who is not in any employment or has availed official leave from employment for the full duration of the research work.

### **3.2 Part Time (Internal) Ph.D. Programme**

Candidate under the part-time (Internal) category are the ones who carry out the research work in a department of PTU campus or in a recognized research centre (Group-I) outside the PTU campus. Candidate shall hold a full-time employment in the place of research and conduct the research work on part-time basis without any disruption to his/her regular duty. Supervisor/Joint Supervisor of the candidate shall also be an employee at the place of research.

### **3.3 Part Time (External) Ph.D. Programme**

Candidate under the part-time (External) category shall carry out the research work under the guidance of a supervisor from a department of the PTU campus in a place recognized by PTU as a research centre (Group-I/Group-II/Group-III). Candidate shall hold a full time employment in the recognized research centre and conduct the research work on a part-time basis without any disruption to his/her regular duty. If necessary, the candidate can have a joint supervisor, who is a full time employee of the recognized research centre.

## **4. Duration of the Ph.D. Programme**

### **4.1 Full Time Ph.D. Programme**

Full time Ph.D. programme shall be for a minimum duration of three years and a maximum of six years from the date of provisional registration.

### **4.2 Part Time (Internal/External) Ph.D. Programme**

Part time (Internal/External) Ph.D. Programme shall be for a minimum duration of four years and a maximum of seven years from the date of provisional registration.

### **4.3 Women Candidate and Persons with Disability**

The women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of two years in the maximum duration. In addition, the women candidates may be provided maternity leave, child care leave once in the entire duration of the programme for up to 240 days.

## **5. Eligibility for Admission**

### **5.1 General Eligibility**

5.1.1. Candidates for admission to the Ph.D. programme shall have a Master's Degree from UGC recognized University in the fields of study notified from time to time by the University. Specific educational qualifications are given in section 5.2.

(or)

Master's degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, 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.

- 5.1.2. A minimum of 55% marks or CGPA 6.0 on a 10 point scale in the qualifying examination of the Master's Degree Programme. In the case of SC/ST/Differently-abled candidates, a minimum of 50% marks or CGPA of 5.5 on a 10point scale in the qualifying examination of the Master's degree Programme.
- 5.1.3. Candidates who have passed Master's Degree through Open University system are not eligible.

## 5.2. Educational Qualification

Sl. No.	Programme	Educational qualification
1	Ph.D. Degree in Engineering / Technology	M.E./M.Tech.in the relevant disciplines of Engineering or Technology.
2	Ph.D. Degree in Science and Humanities	M.Sc./M.A. in relevant disciplines of Science and Humanities; M.C.A./M.Sc. for Ph.D. in Computer Science.
3	Ph.D. Degree in Management Science	MBA/Post Graduate Diploma in Business Management or Administration awarded by Indian Institute of Management (IIM), MS (by Research) in Management Sciences.

The respective Departmental Research Committee (DRC) will decide the list of specializations in the post graduate degree eligible for Ph.D. admission to that particular discipline.

## 5.3 Category wise Requirement

Candidates who satisfy the eligibility criteria in sections 5.1 and 5.2 can apply for the Ph.D. programme under any one of the three categories listed below. The other requirements to be fulfilled for eligibility in each one of the three categories are as follows.

### 5.3.1 Full Time Ph.D. Programme

- 5.3.1.1 Candidates under Full-time category shall carry out the research work in the Puducherry Technological University campus or in a recognized research centre of PTU (Group-I).
- 5.3.1.2 The Full-time Ph.D. scholars shall report on all working days during the office hours and sign in the attendance register at the respective place of research.
- 5.3.1.3 Candidates in employment, seeking admission to pursue full-time Ph.D. programme, should be sponsored by their employer and should avail leave for the minimum duration of the programme and should be formally relieved from their duty to join the research programme.



- 5.3.1.4 Candidates, who are sponsored through AICTE Quality Improvement Programme (QIP) for teachers of Engineering Colleges in the disciplines notified by AICTE are admitted in this category.
- 5.3.1.5 Foreign nationals sponsored by Government of India or their respective Government on any exchange programme are admitted in this category.
- 5.3.1.6 Candidates who are selected under the National level Fellowship programme of recognized Government Bodies (GATE/UGC-NET/UGC-CSIR-NET (JRF/SLET) are admitted in this category.

#### 5.3.2 *Part Time (Internal) Ph.D. Programme*

- 5.3.2.1 Teacher candidates working in PTU campus/Recognized Research Centre of PTU (Group-I) with at least two years of continuous teaching experience after completion of their PG degree in the subject concerned are eligible.
- 5.3.2.2 Non-teaching staff working in PTU campus/Recognized Research Centre of PTU (Group-I) with at least 3 years of continuous work experience after completion of their PG degree in the subject concerned are eligible.

#### 5.3.3 *Part Time (External) Ph.D. Programme*

- 5.3.3.1 Permanent employee of a recognized research centre of PTU (Group-I/ Group-II/ Group-III) having at least three continuous years of experience in the relevant field after completion of their PG degree in the subject concerned. However, for a teacher candidate (Group-I) the minimum years of experience after completion of PG degree shall be two years only.

### 5.4 **Change of Category**

- 5.4.1 The candidate is permitted to change the category of Ph.D. from full time to part time for the purpose of employment only once during the tenure, subject to submission of necessary documents along with the recommendation of the Supervisor and Departmental Research Committee and subsequent approval sanctioned by Director (Research).
- 5.4.2 Change of category from full time to part time will be permitted only after the successful completion of
  - a) Course work
  - b) Qualifying examination and
  - c) Minimum residential period of two years
- 5.4.3 If the full-time research scholar leaves the institute without satisfying the above conditions, the registration shall be deemed to be cancelled.

- 5.4.4 No objection certificate from the employer of the organisation shall be submitted at the time of request for category change along with recommendations of RAC with proper justification.
- 5.4.5 For the change of category from Full-time to Part-time, the minimum duration of the Ph.D. course shall be taken as four years.
- 5.4.6 If a candidate under Ph.D. part time category moves from one organization to another after registering for Ph.D. programme, he/she shall obtain no-objection certificate from the employer of the new organization. The organization to which the candidate shifts on account of employment should also be a recognized research centre of PTU (Group-I/Group-II/Group-III) for the registration to be valid.

## **6 Recognized Research Centres of PTU outside the university**

### **6.1 Recognized Research Centres**

6.1.1 PTU is authorized to notify an institution or a R&D laboratory outside the university campus as a Recognized Research Centre (RRC) of PTU for the purpose of engaging research scholars of PTU to conduct their research work leading to the award of Ph.D. degree under full- time or part-time category.

6.1.2 The recognized research centre shall be located only in the territorial Jurisdiction of the university and not outside.

6.1.3 The recognized research centres (RRC) of PTU are placed in three groups listed below:

**Group-I:** An academic department of the constituent college or the affiliated college of PTU.

**Group-II:** A reputed R&D laboratory of central / state government (like CSIR laboratory) have requisite infrastructure for conducting research.

**Group-III:** A department of state or central government undertaking / an industry in the private or public sector having requisite infrastructure for conducting research / an academic institution of repute not affiliated to PTU.

6.1.4 A recognized research centre in Group-I can engage the Ph.D. scholar candidates of PTU admitted in full-time/part-time (internal)/part-time (external) categories.

- a) A full-time Ph.D. research scholar of PTU registered under research supervisor employed full-time in the recognized research centre (Group-I) will be engaged as a full-time Ph.D. research scholar in the RRC (Group-I).
- b) A full-time employee of the recognized research centre (Group-I) registered as a part-time (internal) Ph.D. scholar of PTU under a research supervisor employed full-time in

the same RRC (Group-I) will be engaged as a part-time (internal) Ph.D. scholar in the RRC (Group-I).

- c) A full-time employee of the RRC (Group-I) registered as a part-time (external) Ph.D. scholar of PTU under a research supervisor from a department of PTU campus will be engaged as a part-time (external) Ph.D. scholar in RRC (Group-I).

6.1.5 A recognized research centre in Group-II/Group-III can engage the Ph.D. scholar candidate of PTU admitted in part-time (external) category. The scholar candidate shall be a full-time employee of the recognized research centre (Group-II/ Group-III) carrying out his/her research work on part-time basis under the guidance of a research supervisor from a department of PTU campus. A research supervisor from the recognized research centre (Group-II /Group-III) can act as a joint supervisor of the Ph.D. scholar.

6.1.6 Departmental Research Committee (DRC) constituted for a particular discipline will engage with the research supervisors and all the Ph.D. scholars (full-time/ part-time (internal) / part-time (external)) of that discipline in all the Ph.D. related matters and maintain relevant records.

6.1.7 A full-time Ph.D. scholar of PTU can carry out a part of his/her research work in a recognized research centre (Group-II/ Group-III) if necessary, by spending requisite period of time in the RRC. For this, the scholar should set prior approval of Director (Research) by submitting an application through DRC with the recommendation of research supervisor justifying the necessity.

## **6.2 Notification of recognition for research centres**

6.2.1 Directorate of Academic Research (DAR) shall notify any place of research outside the PTU campus as “Recognized research centre” (RRC) in Group-I/II/III for the purpose of engaging the Ph.D. research scholars of PTU for carrying out their research work.

6.2.2 An academic department of the constituent college or the affiliated college of PTU shall submit the application (in the prescribed format) for notifying it as the recognized research centre of PTU in Group-I. Director (Research) will forward the application to concerned DRC for scrutiny and recommendation based on the approved norms for notification. A two member committee constituted by Director (Research) comprising of a Professor in the concerned discipline and the Associate Director (Research) will visit the department to scrutinize the availability of requisite infrastructure and faculty to conduct research work and give its recommendations to DRC. The eligible norms for notification will be prepared by Director (Research) and placed for approval of the Research Board. Director (Research) will issue a letter of notification to the concerned academic department based on the recommendation of DRC.

6.2.3 The place of research notified as recognized research centre of PTU in Group-I can engage Ph.D. scholars in the full-time category or part-time (internal) category if and only if it has on its roles

at least two recognized supervisors of PTU. Otherwise, it can engage Ph.D. scholars only in the part-time (external) category.

6.2.4 A Ph.D. scholar candidate working full-time in a reputed R&D laboratory, while submitting his/her Ph.D. application to PTU under part-time (external) category, shall get his /her place of research notified as recognized research centre of PTU in Group-II by providing necessary information called for in the application. As the place of research in Group-II is already a well reputed R&D laboratory of central / state government, DAR will issue the letter notifying it as the recognized research centre (RRC) of PTU without any scrutiny.

6.2.5 A Ph.D. scholar candidate, working full-time in a department of state / central government or in an industry in the private or public sector / an academic institution of repute not affiliated to PTU, while submitting his/her Ph.D. application to PTU under part-time (external) category, shall get his/her place of research notified as recognized research centre of PTU in Group-III by providing necessary information called for in the application. Director (Research) will constitute a two member committee to scrutinize the information provided in the application with regard to the notification of place of research as a recognized research centre (RRC) of PTU and give its recommendation. If required, the committee will visit the place of research of the Ph.D. scholar to verify if it has requisite infrastructure / facility to conduct the research work in the proposed area of work. DAR will issue the “letter of notification” based on the recommendation of the committee.

6.2.6 PTU shall explore the possibility of entering into a MoU with R&D laboratories / Government departments/ an academic institution of repute not affiliated to PTU / Industries for the purpose of notifying them as recognized research centres of PTU in Group-II/ Group-III and there by facilitating the Ph.D. scholar candidates of PTU to carry out their research work in their place. Such a move on the part of the university will lead to joint collaborative research activities between the university and the R&D laboratories / industries.

## **7 Research Supervisor**

A fulltime faculty member of PTU or an educational institution recognized as a Research Centre of PTU (Group-I) can act as Research Supervisor. As a special case, a senior scientist in a reputed R&D Laboratory or a full-time employee of a government undertaking/industry in public or private sector recognized as a Research Centre of PTU (Group-II/Group-III) can be permitted to act as a Research Supervisor.

### **7.1 Research Supervisor Recognition**

7.1.1 An eligible candidate who is willing to act as a Research Supervisor of PTU shall submit an application (in the prescribed format) to the Directorate of Academic Research.

- 7.1.2 DAR will forward the application for Research Supervisor Recognition to DRC for scrutiny and recommendation.
- 7.1.3 A full time faculty member of the University or the educational institution recognized as a Research Centre of PTU (Group-I), with at least two years of teaching experience and two years of teaching/research experience after obtaining the Ph.D. degree are eligible.
- 7.1.4 A person holding a fulltime employment in the cadre of scientist in a reputed and recognised R&D laboratory (or) in an equivalent cadre of scientific research activity in a reputed R&D laboratory / Industry (Group-II/Group-III) having at least 6 years of experience, of which a minimum of 3 years of experience after obtaining Ph.D. degree is eligible.
- 7.1.5 The candidate seeking recognition as research supervisor of PTU shall have a proven track record of research by way making of quality research publications in refereed journals. Five journal publications for the person in the Professor cadre, two journal publications for the person in the cadre of Associate Professor / Assistant Professor is mandatory. Of this prescribed minimum number of journal publication, at least one journal paper shall have been published after the date of award of Ph.D. degree, and this one publication shall not be a part of the thesis work. An employee of a RRC (Group-II/Group-III) seeking recognition as a Research Supervisor of PTU shall have four journal publications as mandatory requirement.
- 7.1.6 The DRC in its recommendation submitted to Director (Research) on the recognition of the candidate for Research Supervisorship shall endorse the quality of research publications taking into consideration the reputation of the journal.
- 7.1.7 Based on the recommendation of the DRC, Director (Research) will take a final decision on the application submitted by the candidate for Research Supervisor recognition and issue an official order to the effect, making a copy of it to the DRC. Director (Research) shall place the list of recognized research supervisors in the meeting of Research Board for information and perusal.

## **7.2 Allocation of Scholars to Supervisor**

- 7.2.1 At any point of time, a Professor can guide not more than 8 Ph.D. scholars, An Associate Professor can guide not more than 6 Ph.D. scholars, and an Assistant Professor can guide not more than 4 Ph.D. scholars as a Research Supervisor / Joint Supervisor. This maximum number of research scholars that a faculty member is permitted to guide is inclusive of the number of research scholars that are registered outside the university campus under that faculty member as a supervisor / joint supervisor.
- 7.2.2 The allocation of Research Supervisor for a research scholar selected for a department shall be decided by the DRC depending upon the number of scholars per research supervisor, the available specialization among the supervisors and research interest of the scholars as indicated by them at the time of Provisional Registration. The DRC will arrive at an appropriate policy for allocation of scholars to supervisors taking also into account the distribution of work load and the willingness of supervisors to guide the scholars.

- 7.2.3 A faculty member, if so willing, can act as a joint supervisor for a research scholar on specific request of the supervisor of the scholar on the basis of the nature / type of the research topic that may require the expertise of the joint supervisor. The joint supervisor may be from the same department or from outside the department. However, the supervisor shall only be from the respective department of the scholar.
- 7.2.4 The supervisor and the joint supervisor of a scholar are to be treated as equal on all matters of research. However, on all associated administrative matters such as convening of RAC meetings, communicating official letters and notifications, the supervisor will play a lead role.
- 7.2.5 Apart from a supervisor, the scholar can have not more than one joint supervisor.
- 7.2.6 A research supervisor from the respective department of the PTU campus will be allocated to the Ph.D. scholar under the Part-time (External) category conducting his/her research work in a RRC (Group-I/ Group-II/Group-III). However, on basis of the need and necessity, in addition to the supervisor, the scholar can have a joint supervisor, who is a full time employee in the organization / place of research of the scholar.
- 7.2.7 The external supervisors are not allowed. However, joint supervisors can be allowed in inter disciplinary areas from other departments of the PTU or from other related institutions (recognized as a research centre of PTU) with the approval of Director (Research) on the recommendation of Research Advisory Committee.
- 7.2.8 The supervisors from the R&D laboratories / Industries (recognized as research centres of PTU) can only act as joint supervisors of a scholar and not as a supervisor.
- 7.2.9 A research supervisor shall not be allowed to register a candidate for Ph.D., if the candidate is a blood relative to the supervisor.
- 7.2.10 A research supervisor will be permitted to register candidates till two years prior to his/her retirement. Research scholars will be permitted to continue to work and submit their thesis under the guidance of a retired person only for a maximum period of one year from the date of his/her retirement. If necessary, the supervisor can recommend the induction of a joint supervisor (from the same department) one year prior to his / her retirement and the joint supervisor can take over as the supervisor of the scholar soon after the retirement of the supervisor.
- 7.2.11 Vice-chancellor is empowered to summarily withdraw the research supervisorship on the following grounds:
- ✓ Moral turpitude / sexual harassment
  - ✓ Plagiarism
  - ✓ Fraudulent academic claims
  - ✓ Any act prejudicial to the reputation of the university

### **7.3 Change of Supervisor**

- 7.3.1 Change of supervisor shall not be permitted as a routine.
- 7.3.2 In exceptional cases, change of supervisor is permitted only once, if valid reasons are provided by the candidate.

- 7.3.3 A committee headed by the Vice-Chancellor shall look into the request for change of supervisor, if there is any conflict between the scholar and the research supervisor. The research supervisor under whom the scholar has originally registered shall give a “No Objection Certificate” and the new proposed research supervisor should give a “Certificate of Willingness” to guide the candidate. However, the Vice-Chancellor, on the recommendation of the DRC, has the right to assign a new research supervisor to the research scholar, and change of supervisor order shall be issued officially by Director (Research).
- 7.3.4 When the change of research supervisor is approved, the candidate shall work for a minimum of two years with the new research supervisor before submitting the Synopsis, provided he/she fulfils all other requirements.
- 7.3.5 Under extraordinary circumstances (like research supervisor leaving the institution, etc.,) change of supervisor on a consent basis is permitted with the approval of DAR
- 7.3.6 The research supervisor, who wishes to avail leave/lien/deputation beyond a period of one year shall propose a joint supervisor in the concerned subject for the candidate registered under him/her and this shall be intimated to the Director (Research) well in advance.

## **8 Admission**

### **8.1 Procedure for Admission**

- 8.1.1 Admission to the Ph.D. programme of PTU under the full time and part time (Internal/External) categories will be done once in every academic year.
- 8.1.2 Advertisement inviting application for admission to the Ph.D. programs of PTU will be notified in leading newspapers and in the university website. Interested candidates shall respond to the admission notification by submission of duly filled in application on or before the last date notified.
- 8.1.3 Selection of a candidate to the Ph.D. programme will be based on his/her performance in (i) an entrance test followed by (ii) an interview subject to fulfilment of all the eligibility criteria (section 5.1 and 5.2).
- 8.1.4 Those candidates applying for Ph.D. programme under full time category, who are sponsored through AICTE QIP programme (section 5.3.1.4) and who are selected through National Level Fellowship programme of recognized Government Bodies (section 5.3.1.6) are exempted from appearing for entrance test. However, they have to appear for an interview and their selection will be based on their performance in the interview.
- 8.1.5 Foreign nationals sponsored by Government of India or their respective government on any exchange programme (section 5.3.1.5) are exempt from appearing for entrance test.
- 8.1.6 All the candidates seeking admission to Ph.D. programme under full time/part time category except the ones listed in sections 8.1.4 and 8.1.5 are required to appear for the entrance test.
- 8.1.7 Reservation policy of Government of Puducherry shall be followed in admission to the seats available for the Ph.D. programme in an academic year.

8.1.8 DAR will prepare a Ph.D. admission calendar for each academic year mentioning in it (i) date of notification (ii) closing date for receipt of application (iii) date and venue of entrance test (iv) schedule of interview and (v) date of provisional registration and notify the calendar in the university website well in advance prior to the issue of official notification.

## **8.2 Number of Ph.D. Seats Available for Admission**

8.2.1 Directorate of Academic Research (DAR) will decide on an annual basis a predetermined number of Ph.D. scholars to be admitted (under full time/part time category) depending on the number of research supervisors and other academic and physical facilities available, keeping in mind the norms regarding the Scholar-Teacher ratio (section 7.2.1), laboratory, library and such other facilities. This decision will be placed in the Research Board for scrutiny and approval.

8.2.2 DAR will also decide on annual basis, the discipline wise distribution of available seats and reservation of seats for SC/ST/OBC/EWS category adhering to National/State level reservation policy. The decision will be placed in the Research Board for scrutiny and approval.

8.2.3 DAR will update annually the official catalogue of list of recognized research supervisors in each discipline, mentioning their areas of specialization and the number of scholars that each one of them can admit. This catalogue of research supervisors shall be notified well in advance in the university website.

## **8.3 Notification**

8.3.1 Advertisement inviting application for admission to the Ph.D. programme of PTU will be notified well in advance in university website and in at least 2 national newspapers, of which at least 1 shall be in the regional language. Last date for receipt of application shall be fixed giving sufficient time from the date of notification.

8.3.2 The notification shall mention the number of seats for admission, discipline wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted, and all other relevant information for the benefit of the candidates.

## **8.4 Admission Criteria**

8.4.1 Admission of the candidate to the Ph.D. programme shall be done by a two stage process (i) an entrance test followed by (ii) an interview.

8.4.2 Question paper for the entrance test shall have 100 multiple choice questions (MCQ) carrying a total of 150 marks. The test shall be for duration of three hours. The syllabus for the entrance test shall consist 50% of subject/discipline specific questions (50 questions of two marks each carrying 100 marks) and remaining 50% of questions on 'Research Methodology' (50 questions of one mark each carrying 50 marks). Discipline specific questions shall be of the standard of national level eligibility tests such as GATE/NET, designed to test the analytical and



quantitative ability of the candidate. Questions on research methodology shall be framed to test the research capability and aptitude of the candidate. A model question paper for each discipline shall be prepared and made available in the PTU website.

- 8.4.3 Ph.D. admission committee (PAC) will get the question papers for entrance test set by using the services of appropriate subject experts (Internal/External).
- 8.4.4 Qualifying mark to be scored by the candidate in the entrance test is 50% of the maximum marks scored in the respective discipline. A relaxation of 5% shall be allowed for candidates belonging to SC/ST/Differently Abled category.
- 8.4.5 Candidates who qualify in the entrance test will be shortlisted to appear for the interview.
- 8.4.6 Research Board will prescribe qualifying criteria for the candidates who are exempted from appearing for the entrance test (section 8.1.4 and 8.1.5) based on their scores in national level eligibility exams such as GATE/NET etc.
- 8.4.7 Candidates shortlisted for the interview will be notified by the Ph.D. Admission Committee (PAC) to appear for the interview on the scheduled date before the Departmental Research Committee (DRC) of the respective discipline.
- 8.4.8 Candidates shall come prepared to make a presentation on a research area of specific interest. Presentation shall be on any topic of candidate's choice in the research area. It is not mandatory that candidate should make his/her presentation on the research problem that he/she proposes to work for the Ph.D.
- 8.4.9 Candidates shall restrict his presentation to a maximum time limit of 20 minutes, during which he/she should briefly cover the state of the art and possible research opening that remains to be explored in the research topic/area chosen for presentation.
- 8.4.10 In the interview that will follow the presentation, DRC should assess (a) Competence of the candidate to conduct research in any chosen area (b) Depth of understanding of concepts in the associated research area (c) Inquisitiveness and open mindedness to explore a new Research Area/Domain. Apart from the questions on the topic presented by the candidate, the DRC can pose questions on other relevant areas to make appropriate assessment of candidate's research capability.
- 8.4.11 DRC will evaluate the candidate with a score 'Y' out of 100 marks for the interview and report the score to the Ph.D. Admission Committee(PAC), soon after completion of interview on the very same day of the interview.
- 8.4.12 Ph.D. Admission Committee (PAC) will assign a score of 'X' out of 100 to each candidate as follows:

Sl. No.	Item	Marks Scored	Out of Maximum Marks
1	Marks scored in qualifying post graduate degree examination over and above the minimum prescribed marks	A	20
2	Entrance Test/GATE/NET etc.,	B	30
3	Interview	C=0.5Y	50
	Total X	(A+B+C)	100

For candidates exempted from entrance test.

Sl. No.	Item	Marks Scored	Out of Maximum Marks
1	Marks scored in qualifying post graduate degree examination over and above the minimum prescribed marks	A	30
2	Interview	C=0.7 Y	70
	Total X	(A+C)	100

8.4.13 Based on the score (X out of 100), Ph.D. Admission Committee(PAC) will prepare a merit list of candidates in general and other reserved categories for admission to the Ph.D. programme. This merit list will be used as a basis for selection of candidates for admission to the Ph.D. programme under Full time/Part time category against the seats available in each one of the disciplines. Ph.D. Admission Committee will finalize the list of selected candidates and release the list after due approval of the Registrar/Vice-Chancellor.

8.4.14 On release of selection list by the Ph.D. admission committee, the candidates selected for the Ph.D. programme of PTU will be sent official selection letters by the concerned office of the PTU giving the details of admission, payment of fees and date of reporting at PTU for provisional registration.

8.4.15 On receipt of the admission letter, the candidate has to exercise his/her acceptance of admission within the prescribed last date and report at the PTU campus for provisional registration on the scheduled date. By failing to exercise the acceptance of admission and report for provisional registration, the candidate will forfeit the seat and the seat will be allotted to the wait listed candidate.

## **8.5 Ph.D. Admission Committee (PAC)**

8.5.1 Ph.D. Admission Committee (PAC) is a committee constituted by the Vice-Chancellor under the Chairmanship of Director (Research) to co-ordinate the admission of scholars to the Ph.D. programme of PTU. Constitution of PAC is as follows:

Sl. No.	Designation	Membership Category
1	Director (Research)	Chairman
2	Nominees of all the Heads of the Departments of various disciplines of PTU in which Ph.D. programme is offered. Nominee will be in the rank of Professor/Associate Professor	Member
3	Assistant Registrar (Academics)	Member
4	Assistant Registrar (Finance)	Member
5	A Professor appointed as a co-ordinator of Ph.D. Admission	Convenor

8.5.2 PAC will assist DAR in preparing the Ph.D. admission brochure giving all relevant details.

8.5.3 PAC will assist DAR in preparing Ph.D. admission calendar (section 8.1.8), giving all relevant details.

8.5.4 PAC will be responsible for carrying out all admission related activities such as release of notification, receipt and scrutiny of application, co-ordination of conduct of entrance test and interview, preparation of merit list for admission and release of admission letter to eligible candidates.

## 9 Provisional Registration

9.1 The candidate selected for Ph.D. admission to a particular discipline/department will report to the admission section of the university on the scheduled date and complete all necessary formalities of admission, like submission of relevant document for verification/scrutiny and payment of fees.

9.2 On completion of the admission formalities, the candidate shall report to the 'Departmental Research Committee' (DRC) for the purpose provisional registration on the scheduled date/period.

9.3 At the time of 'Provisional Registration', the DRC will

- (i) Facilitate the allocation of Research Supervisor to the candidate and specify the broad research area of work for the candidate. This process will involve presentation of possible research topics by the supervisors and interaction of the candidates with the supervisor. The candidate will be asked to come up with a preferred list of research areas/supervisors and DRC will allocate the supervisor based on this list and the inclination of the supervisor.
- (ii) Facilitate the constitution of the 'Research Advisory Committee' for the candidate and convening of the first RAC meeting mainly to prescribe the 'course work'.

9.4 With the allocation of Research Supervisor and subsequent constitution of RAC, the candidate is deemed to be provisionally registered. This process of 'provisional registration' will be completed within two weeks of the date of reporting of the students.

9.5 On completion of provisional registration, the DRC will submit the relevant details to the DAR, which will maintain all the records of the Ph.D. scholar.

## 10 Departmental Research Committee (DRC)

10.1 Departmental Research Committee (DRC) is committee constituted for each discipline of the Ph.D. programme to co-ordinate Ph.D. program related activities at the departmental level.

10.2 Constitution of the DRC is as follows:

Sl. No.	Designation	Membership Category
1	The Head of the Department	Chairman and Convener
2	Two Professors of the department on rotation	Member
3	Two Associate Professor of the department on rotation	Member
4	One Assistant Professor of the department on rotation	Member

10.3 The members of the DRC are nominated by Director (Research) on recommendation of the HoD. The tenure of membership is two years and will be on rotation.

10.4 DRC has the following roles and functions:

- ✓ Co-ordinate with the PAC the conducting of selection of Ph.D. candidates for the department.
- ✓ Conduct the Ph.D. candidate selection interview and submit the marks scored by the candidates to the PAC as per its direction.
- ✓ Co-ordinate with DAR in arriving at the number of vacant Ph.D. seats with each supervisor and the number of candidates to be admitted to the department in an academic year.
- ✓ Co-ordinate the allocation of Ph.D. Supervisor/Joint Supervisor to the Ph.D. scholars at the time of provisional registration.
- ✓ Prepare and submit list of broad areas of research to the DAR taking into consideration the specialization of the faculty members and the research facilities.
- ✓ Prepare the syllabus for the 'course work' and submit the same for the approval of the 'Research Board' through DAR.
- ✓ Facilitate the constitution of the 'Research Advisory Committee' for each candidate and monitor the periodical conduct of RAC meetings and proceedings.
- ✓ Initiate all steps necessary to put in place a culture of quality research in the department.
- ✓ Address all research related issues in the department and facilitate in maintaining a vibrant research ambience.
- ✓ Scrutinize the application for research supervisor recognition and recommend to DAR.
- ✓ Scrutinize and recommend to DAR the application received from a department/research lab for recognition as a research centre of PTU in respective area of specialization.
- ✓ Co-ordinate with CoE and Research Supervisors, the assessment of course-work for the Ph.D. scholars and redress the grievances if any.
- ✓ Co-ordinate the conduct of 'Qualifying Exam' for the Ph.D. scholars following the guidelines and the direction from DAR.

10.5 In addition to the above, DRC will act as a bridge between the department and DAR in all academic research related matters.

10.6 DRC can co-opt any expert member from outside the department as and when necessary with the approval of the Director (Research).

10.7 DRC will convene its meeting as and when necessary, record the minutes and submit the same to Director (Research).

## **11 Research Advisory Committee (RAC)**

11.1 A Research Advisory Committee is constituted for each Ph.D. scholar to monitor the progress and quality of research periodically.

11.2 Constitution of RAC is as follows:

<b>Sl. No.</b>	<b>Designation</b>	<b>Membership Category</b>
1	One expert member in the field of research from within the department	Chairman and Expert Member *
2	One expert member in the allied field of research from outside the department/institute (in the rank of Professor/ Associate Professor)	Expert Member *
3	Research Joint Supervisor (if allocated)	Member
4	Research Supervisor	Convener

\*The expert member shall necessarily be a recognized research supervisor of the university

11.3 Nomination of Expert Members to the RAC will be by submission of a panel of experts by the Research Supervisor to Director Research through DRC with its recommendation and subsequent selection of experts from the panel by Director Research. Research Supervisor will submit a panel of 3 experts from within the department and 3 experts from outside the department/institute. As a special case, 'Director Research' is empowered to nominate an expert member from outside the department/institute whose name is not suggested in the panel in consultation with the DRC.

11.4 The constitution of RAC will be completed at the time of 'Provisional Registration' (i.e., within two/three weeks from the date of reporting of the scholar for the Ph.D. programme) itself.

11.5 The first meeting of RAC for a Ph.D. scholar shall be convened within one month from the date of constitution.

11.6 In the first meeting, the broad area of research and the list of courses to be completed by the Ph.D. scholar will be finalized, in accordance with the course requirement prescribed in the regulation.

11.7 RAC will meet once in six months periodically after its first meeting. The research scholar shall appear before the RAC and make a presentation of the progress of his/her work for evaluation and guidance.

11.8 Convener of RAC will submit the minutes of the meeting to Director (Research) through the DRC and mark a copy of it to the Research Scholar.

11.9 Research Advisory Committee shall have the following functions:

- ✓ Advice and recommend all matters connected with the candidate's research from admission till submission of the thesis.
- ✓ Approve the research topic. The research topic will be finalized in consultation with the research supervisor before the 'Qualifying Examination'.
- ✓ Recommend the courses that the candidate has to undergo in accordance with the requirement prescribed in the regulation.
- ✓ If necessary, recommend and approve the change of research topic/title and change of Ph.D. category from fulltime to part-time.
- ✓ Review and endorse the research progress of the candidate periodically.
- ✓ Evaluate the attainment of standard of the research work that is necessary for completion of the work and submission of synopsis/thesis by the Ph.D. scholar.
- ✓ Verify the mandatory publication in one SCI/SCI-E/ESCI/SSCI listed journals to permit the scholar to submit the thesis.
- ✓ Recommend the synopsis of the thesis.
- ✓ Recommend the panel of Foreign and Indian Examiners.
- ✓ Recommend the final thesis report before submission.
- ✓ Monitor the corrections carried out, if any pointed out by the thesis evaluation examiners.
- ✓ After fulfilling all necessary criteria, recommend the conduct of final defence viva-voce examination.

## **12 Research Board**

12.1 Research Board is the apex body of academic research in the University, constituted as per the statutes.

12.2 Research Board is chaired by the Vice-Chancellor with Director (Research) as its Convenor/ Member Secretary.

12.3 Apart from all the internal members from the University, the Research Board will have three expert members from outside the University, nominated by the Vice-Chancellor. The expert members will comprise of one Professor from a premier Academic Institution, One Scientist (holding Ph.D. degree) from a reputed R&D Laboratory or Industry and one Alumnus (holding a Ph.D. degree) employed in a premier Institution / R&D Laboratory / Industry.

12.4 Director (Research) will convene the meeting of Research Board at least twice in a year and as and when necessary.

12.5 Recommendations of the Research Board will be placed in the Academic Council for approval.

12.6 The Research Board is authorised to recommend the following matters to the Academic Council:

- ✓ Ph.D. Regulations with modifications and amendments as and when executed.
- ✓ Recognised Research Supervisors outside the University.

- ✓ Centres of Research outside the university recognized for conducting research work leading to award of Ph.D. degree by the University.
- ✓ Curriculum and Syllabi of the Ph.D. courses.
- ✓ All major policy decisions in the matters of Academic Research of the University.

12.7 Director (Research) will be responsible for preparing the Notes on Agenda of the Research Board meetings and keeping the records of the Minutes of the Meeting.

### 13 Ph.D. Programme Structure

A Ph.D. scholar admitted to the Ph.D. programme of PTU is required to complete the following to become eligible for award of degree.

- i. Course work
- ii. Qualifying Examination
- iii. Confirmation of provisional registration and thesis work

#### 13.1 Course-work

13.1.1 A Ph.D. scholar is required to complete the following courses within the first two semesters (First Year) after provisional registration. However, a part-time scholar will be allowed to take one additional semester to complete the course work.

Course Code	Course Type	Credit
XX901	Research Methodology and Publication ethics	4
XX902	One advanced level course in the discipline of study	4
XX9YY	Two advanced level courses in the broader area of research	6 (3+3)
	Total Credits	14

XX – Department code; YY – Course serial number

13.1.2 The course work on 'Research Methodology and Publication ethics' (XX901) would cover areas such as quantitative methods, computer applications, data collection, statistical analysis and field training and field work. In addition to that, this course also covers areas such as, scientific conduct, research ethics, open access publishing, publication misconduct and review of published research in relevant field. This course will carry 4 credits.

13.1.3 Advanced level course in the discipline of study (XX902) (such as Civil, Mechanical Engineering etc.) shall be a course covering advanced and current topics in that particular discipline of study. This course will be taken by all the scholars admitted into that particular discipline. This course will carry 4 credits.

13.1.4 Advanced level courses in the broader area of research (XX9YY) will be course covering

advanced topics in the broader area of research, which the scholar has chosen to work for his/her Ph.D. thesis. The scholar has to necessarily complete two courses out of any four courses recommended by the RAC. Each one of these courses will carry 3 credits. If a scholar chooses to work in an interdisciplinary area of research, the RAC may recommend the scholar to study one of the two courses from outside the discipline of study.

- 13.1.5 The DRC will prepare the syllabi for all the Ph.D. courses offered by the department (in the prescribed format) in consultation with all the recognized guides in the department taking into consideration all the areas of specialization and research interest of the department. The DRC will submit the list and syllabi of the Ph.D. courses to DAC, which will place in the meeting of Research Board for approval. DRC will prepare a booklet of approved courses and submit the same to the Controller of Examinations for conduct of examinations and declaration of results.
- 13.1.6 The Ph.D. scholar shall plan to register for and complete the courses XX901 and XX902 in the first semester, without waiting for the constitution of the RAC, as these courses are to be taken by all the research scholars in a department.
- 13.1.7 The other two courses (XX9YY) recommended by the RAC shall be completed in the second semester (for full time scholars) or in the second and third semester put together (for part-time scholars).
- 13.1.8 Apart from the full time Ph.D. scholars, the part-time scholars shall also be physically present in the campus during the first year of their study to ensure that they attend the classes and complete the course requirement. For this purpose, the scholars have to avail leave from their employer and be available in the department where the courses are offered.
- 13.1.9 DRC, through an appropriate mechanism put in place, shall monitor the attendance of the Ph.D. scholars in the course work.
- 13.1.10 Ph.D. scholars shall maintain a minimum attendance of 80% in the course work.
- 13.1.11 As a special case, on the basis of necessity and specific recommendation of RAC, the scholar can be permitted to take advance level courses offered online in recognized NPTEL/SWAYAM/ course portals in lieu of the two XX9YY courses. This is to facilitate the part-time Ph.D. scholars to complete the course requirement without attending the physical classes in the PTU campus. However, this provision shall not be extended to full-time scholars.
- 13.1.12 As a special case, the part time (external) scholars will be permitted to do courses in online mode in lieu of the two XX9YY courses offered by PTU.



13.1.13 Assessment of all courses will be for a total of 100 marks. The split up of marks are as follows:

Sl. No.	Course Type	Marks
1	Assessment through <u>Two</u> Internal Tests	30
2	Assignments (Two/Three Assignment Sheets)	20
3	Term Project or Field Work	20
4	End Semester Examination	30
Total		100

13.1.14 A scholar should score a minimum of 60 marks to be considered as passed in the course. There is no minimum mark prescribed for the end semester examination, but attending the end semester examination is mandatory.

13.1.15 A letter Grade and a Grade point is assigned based on the absolute mark scored in a subject by the student.

Assignment of Grade Point is as below:

Mark Range	Letter Grade	Grade Point
91-100	S	10
81-90	A	9
71-80	B	8
66-70	C	7
60-65	D	6

13.1.16 Cumulative Grade Point Average is calculated as

$$CGPA = \frac{\sum_{i=1}^N C_i GP_i}{\sum_{i=1}^N C_i}$$

where, GP<sub>i</sub>= Grade Point scored, C<sub>i</sub> = Course credit and N = 4

13.1.17 The Ph.D. scholar shall have a CGPA of 7.0 and above to become eligible for appearing in qualifying examination.

13.1.18 For the part-time Ph.D. scholars, who are permitted to do online courses in lieu of the two XX9YY courses, the marks/grades awarded in the online course assessment by the concerned agency (NPTEL/SWAYAM) will be taken into consideration and an appropriate methodology to award an equivalent mark/score will be worked out by the DRC taking the direction form DAR.

- 13.1.19 Controller of Examination will conduct the end semester examination and declare the results based on the marks scored by the scholar in the end semester examination and in the continuous assessment.
- 13.1.20 A scholar who has failed to score the minimum prescribed mark in a course shall repeat the course work in the subsequent semester.
- 13.1.21 Completion of course requirement is mandatory for appearing in the 'Qualifying Examinations'.
- 13.1.22 In any case, the Ph.D. scholar is required to complete the course work not later than two years.

### 13.2 Qualifying Examination

- 13.2.1 The research scholar after fulfilment of the prescribed course work requirement is eligible to appear for qualifying examination.
- 13.2.2 Qualifying examination will be held twice in a year on the dates scheduled and notified by DRC.
- 13.2.3 A Qualifying Examination Committee (QEC) comprising of the following members will be constituted for conducting the 'Qualifying Examination' and this committee will hold the office for one full academic year.

Sl. No.	Designation	Membership Category
1	The Head of the Department	Chairman
2	Two faculty member of the concerned department in the cadre of Professor / Associate Professor.	Member
3	One faculty member from outside the department in the cadre of Professor.	Member
4	Supervisor/Joint Supervisor of the Scholar	Member for the scholar concerned

- 13.2.4 Director (Research) will nominate the two faculty members from the concerned department and one faculty member from outside the department from a panel of faculty members recommended by DRC.
- 13.2.5 The research scholar appearing for the qualifying examination shall submit a short report (in the prescribed format) on the 'Research Proposal' to the DRC at least two weeks before the schedule of qualifying examination. The report, not exceeding 5 pages, should clearly cover the research objective, specific problem to be addressed in proposed area, novelty with reference to the current literature, and the methodology suggested to solve the problem.

This report, shall be prepared by the scholar in consultation with the supervisor and submitted to the DRC with due approval of the supervisor.

- 13.2.6 DRC will co-ordinate the conduct of qualifying examination on the scheduled date through notification and circular to the members and the scholars. DRC will ensure that the 'Research Proposal' reports submitted by the scholars are made available to the QEC members atleast 10 days prior to the scheduled date of qualifying examination.
- 13.2.7 The research scholar will appear for the qualifying examination before the QEC on the scheduled date and make a presentation on 'Research Proposal' for a duration of 30 minutes.
- 13.2.8 The QEC will make an assessment of the scholar's ability to successfully carry out the proposed research work and make a significant contribution. Further, the committee will also assess the scholar's insight into the chosen and the allied areas of research and the clarity of the concepts in the subject area.

The parameters for the assessment of the scholar and award of marks in the qualifying examination are as follows.

Sl. No.	Assessment Parameter	Marks
1	Research Proposal Report	30
2	Presentation of the Proposal	20
3	Clarity of the proposed research and knowledge in the area of research	30
4	Depth of understanding the fundamental concepts and principles in the chosen discipline	20
	Total	100

- 13.2.9 On completion of the qualifying examination, the QEC will submit the marks scored by the scholars to Director (Research) in a sealed cover through DRC. On receiving the marks submitted by QEC, Dean (Research) will declare the result.
- 13.2.10 The Ph.D. scholar is required to obtain a minimum score of 65 out of 100 in the 'Qualifying Examination' to be eligible for confirmation of 'Provisional Registration'.
- 13.2.11 Failing to fulfil the passing criteria in the qualifying examination, the Ph.D. scholar will be given one more opportunity to appear for 'Qualifying Examination' within a period of three months.

### **13.3 Confirmation of Provisional Registration and Thesis work**

- 13.3.1 On successful completion of 'Qualifying Examination', the provisional registration of the Scholar is deemed to be confirmed.

13.3.2 DRC will arrange to issue a letter of confirmation of provisional registration of the Ph.D. scholar and mark a copy of the same to RAC.

13.3.3 On confirmation of the provisional registration, the Ph.D. scholar will proceed to carry out the research work on the proposed topic under the guidance of the Supervisor/Joint Supervisor leading to preparation and submission of the thesis within the prescribed time frame.

#### **14 Monitoring the Progress of Research Work**

**14.1** One of main functions of the Research Advisory Committee is to review and monitor the progress of research work carried out by the scholar periodically.

**14.2** The concerned department will arrange to maintain the record of attendance of the research scholar in the place of research work and submit the same to the DRC for periodic review and for ascertaining the regularity of the research scholar.

**14.3** Research scholar shall appear for a review meeting of RAC, convened once in every six months and make a presentation of the progress of research carried out. Research scholar shall also submit a progress report (in the prescribed format) at least one week prior to the meeting to the RAC through DRC.

**14.4** Research Advisory Committee will assess the progress of research work and offer suggestions to help the scholar proceed with research work in the proper direction and complete it on time.

**14.5** The Research Supervisor will record the minutes of the RAC meeting and submit an official copy of it to DAR through DRC marking a copy of the same to the research scholar.

**14.6** In case, the progress of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures.

**14.7** If the research scholar fails to implement the corrective measures, RAC may recommend to the DAR with specific reasons for cancellation of the registration of the research scholar.

#### **15 Completion of Thesis Work**

**15.1** On attainment of the high standard of research work expected of a quality Thesis and on fulfilment of the required number of publications from the Thesis work in well reputed journals and in Conference Proceedings, the RAC will recommend for completion of Thesis work and direct the scholar to proceed with preparation of Synopsis and Thesis.

**15.2** It is mandatory that the Ph.D. scholar shall have published at least one research paper in refereed journal (SCI/SCI-E/ESCI/SSCI listed journal) and have made two paper presentations in Conferences/ Seminars before submission of Synopsis / Thesis for adjudication. The scholar shall produce evidence for the same in the form of presentation of certificate and/or reprints. The RAC shall verify the evidence and recommend for completion of Thesis work. This shall be recorded in the Minutes of the RAC meeting.

**15.3** The Ph.D. scholar should necessarily be the first author in at least one research paper published in refereed research journal that is considered as mandatory for submission of the Thesis. In

case of research papers (published as a part of the Thesis work) having authors other than the Ph.D scholar and the Supervisor / Joint supervisor, the scholar is required to submit a certificate from the other authors stating that they have “No objection” in publishing the work in the thesis.

## **16 Submission of Synopsis**

- 16.1** On recommendation of completion of Thesis work by RAC, the Ph.D. scholar shall proceed to prepare the synopsis.
- 16.2** The scholar shall be permitted to submit the synopsis 3 months before the completion of minimum duration of the programme and not later than 3 months before the maximum duration of the programme.
- 16.3** The synopsis is a brief report on the Thesis work conducted by the scholar highlighting the objectives, gap in the literature, methodology of research, key finding, representative results and conclusions. The synopsis report shall not exceed 15 pages. DAR shall prepare and publish in its website detailed guidelines for preparation of synopsis.
- 16.4** On completion of preparation of synopsis in the prescribed format, the scholar will make a pre-synopsis presentation of his/her research work. This pre-synopsis presentation will be made in an open forum attended by interested faculty and research scholars of the department and outside the department, members of DRC and RAC. The circular for this pre-synopsis presentation will be prepared and widely circulated by the research supervisor, marking a copy of it to the head of the department and Director (Research). Further, the attendance of this pre-synopsis presentation meeting will be marked and the research supervisor will keep the attendance record.
- 16.5** This pre-synopsis presentation will be followed by a meeting of RAC, convened exclusively for the purpose of approving the Synopsis for submission, in this meeting, the final synopsis incorporating in it all corrections and suggestions made at the time of pre-synopsis presentation will be approved. The candidate will submit eight hard copies of the approved synopsis, along with the electronic version (read only format) to the Director (Research) through the research supervisor.
- 16.6** In this RAC meetings convened for approval and submission of synopsis, the RAC will decide on the panel of external Ph.D. thesis examiners. The panel will enlist three examiners from within the country and three examiners from outside the country. Before submission of the panel, the consent from the examiners will be obtained by the supervisor. RAC shall ensure that the examiners enlisted in the panel are faculty members from institutions of high repute with known track record of research in the relevant area of research, by way of having certain prescribed number of publications in reputed journals.
- 16.7** The minutes of this RAC meeting with the following enclosures shall be submitted to Director (Research), with a copy of the minutes marked to DRC.
  - i. One copy of approved synopsis (apart from the 8 hard copies submitted by the scholar)

- ii. Circular and attendance of the pre-synopsis presentation
  - iii. The panel of examiners in the sealed cover
  - iv. A certificate stating that the Ph.D. scholar has carried out research work of high quality and fulfilled all necessary requirements for submission of thesis.
- 16.8** On receiving the minutes of RAC meeting, Director (Research) after scrutiny and verification will submit one copy of the synopsis along with the panel of examiners to the Vice-Chancellor for selection of one Indian and one overseas examiners from the panel.
- 16.9** The Vice-Chancellor will select one Indian and one overseas examiner from the panel and also indicate the priority of the examiners from 1 to 3 from the panel of Indian and foreign examiners submitted. The Vice-Chancellor, if deems it necessary, may also nominate examiners from outside the panel. The approved panel of examiners will be sent to DAR by office of Vice-chancellor.
- 16.10** The panel of examiners approved by the Vice-chancellor will be submitted to the Controller of Examinations along with six copies of the synopsis by Director (Research).
- 16.11** The Controller of Examinations shall dispatch the synopsis to the first examiners in both the Indian and foreign examiners panel approved by Vice-chancellor and seek their acceptance to evaluate the thesis.
- 16.12** If any examiner declines to accept the invitation to evaluate the thesis, the synopsis will be sent to the next examiner in the list in the order of priority.
- 16.13** If the acceptance to evaluate the thesis is not received from any examiner in the panel, CoE will report this matter to Director (Research) and Director (Research) shall call for a fresh panel from the research supervisor and send it to Vice-chancellor.
- 16.14** The CoE shall maintain the secrecy of the identity of the examiners who have agreed to evaluate the thesis until the time of receipt of evaluation report from the examiners.

## **17 Submission of Thesis**

- 17.1** The thesis shall report, in an organized and scholarly fashion, an account of original research work of the scholar leading to new contributions to the advancement of knowledge as well as the scholar's ability to undertake research work of high standard and quality.
- 17.2** The Thesis should be scrutinized by a software / gadget approved by the University to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the Thesis shall have an undertaking from the Research Scholar and a certificate from 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.
- 17.3** The thesis shall be prepared in the prescribed format. DAR shall prepare and publish in its website detailed guidelines for preparation of thesis.
- 17.4** Candidate shall prepare and submit four hard copies of the thesis (in a soft bound form) along with the electronic version (read only format) to the Director (Research) through the Research supervisor. DAR will publish in its website the list of documents and forms to be submitted along with the thesis copies and compliance of all procedures for thesis submission.

- 17.5** Every candidate shall submit with his/her thesis a certificate from the supervisor / joint supervisor that the thesis submitted is a record of original research work done by the candidate during the period of study under his / her supervision and that the thesis has not previously formed the basis for the award to the candidate of any degree or diploma or other similar titles and that the thesis represents independent work on the part of the candidate.
- 17.6** The thesis shall be submitted within three months from the date of submission of synopsis and a maximum of one extension of three months may be given with the approval of the Vice-chancellor. If the candidate fails to submit the thesis within this stipulated period, a further extension of six months may be granted on the recommendation of RAC and RAC shall submit a fresh panel of examiners over ruling the previously submitted panel of examiners.
- 17.7** After scrutiny and verification, the Director (Research) will forward three hard copies of the thesis along with the electronic version to the CoE.

## **18 Thesis Evaluation**

- 18.1** The CoE will send the thesis copies of the Ph.D. scholar to the two examiners (one Indian and one foreign examiner) who have given their consent to evaluate the thesis. Only the electronic version of the thesis will be sent to both the examiners and if asked for, the hard copy of the thesis will be posted to the Indian examiner.
- 18.2** CoE will send an "Evaluation Report Form" along with the thesis giving clear instructions and guidelines for evaluation of the thesis.
- 18.3** The examiner shall evaluate the thesis and report on the merit of thesis for the award of Ph.D. degree. The examiner shall include in his/her report an overall assessment placing the thesis in one of the following categories:
- a. Recommend the acceptance of the thesis in the present form
  - b. Recommend the acceptance of the thesis. However, the scholar shall incorporate the corrections indicated in the detailed report and place the corrected copy to the Viva-voce examination board, but the corrected thesis need not be sent to the examiner.
  - c. Defer the recommendation at this stage and the scholar shall incorporate the suggested modifications in the thesis and corrected thesis along with the clarifications shall be sent to the examiner.
  - d. Reject the thesis for the reasons given in the detailed report.

The examiner shall also enclose a "Detailed Report", indicating the standard attained, the corrections and revisions if any, the queries and questions to be clarified/answered at the time of viva-voce examination and the reason in case of rejection.

- 18.4** The examiners shall be requested to send the evaluation reports to the CoE within 60 days from the receipt of the thesis. If the examiner fails to send the report within the stipulated time, CoE shall send a reminder to him/her immediately after the expiry of the deadline and extend the deadline by 30 more days. If the examiner does not send the report within the

extended deadline, the CoE shall cancel the appointment forthwith and invite the next examiner from the approved panel to evaluate the thesis.

- 18.5** On receiving the evaluation reports from both the examiners, CoE will forward the reports to the Director (Research) who in turn will send them to the research supervisor, directing him/her to convene the RAC meeting to study the report and take a decision on acceptance of the thesis for award of Ph.D. degree.
- 18.6** The supervisor shall prepare a consolidated report, bringing out the salient points made in the individual reports of the examiners and place the consolidated report and the examiner's report before the RAC. The minutes of the RAC meeting with suitable recommendations on the acceptance of the thesis for award of the degree will be forwarded to the Director (Research).
- 18.7** If both the examiners have recommended for the acceptance of the thesis in the present form (18.3 a), then the thesis will be provisionally accepted and the candidate will be asked to appear for viva-voce examination.
- 18.8** If the examiner(s) have recommended for acceptance of the thesis with minor modifications/ revisions without resubmission (18.3 b), then the thesis will be provisionally accepted and the candidate will be asked to appear for viva-voce examination and place the corrected copy of the thesis to the viva-voce examination board for its approval.
- 18.9** If the examiner(s) have deferred the recommendations and asked for resubmission for the thesis with suggested major revisions (18.3 c), then the scholar shall be asked to carry out the suggested revisions in the thesis and submit the revised copy along with the clarifications to the Director (Research) within six months. The revised thesis will be resubmitted to the examiner for his/her final examination. If the examiner does not accept the revised thesis, then the thesis will be referred to the third examiner.
- 18.10** If one of the examiners have recommended for acceptance of the thesis (18.3 a, b, c) and the other examiner has recommended for rejection of the thesis (18.3 d), the thesis will be referred to the third examiner in the same category (Indian or foreign). If the third examiner recommends for the acceptance of the thesis, then the thesis will be provisionally accepted and the candidate will be asked to appear for the viva-voce examination. If the third examiner recommends for rejection of the thesis, the thesis will be rejected.
- 18.11** If both the examiners have given definite recommendations against the acceptance of the thesis, the thesis will be rejected.

## **19 Public Viva-voce examination**

- 19.1** On the recommendation of RAC for provisional acceptance of the thesis and for conducting of viva-voce examination based on the examiner's reports, the research supervisor will arrange to schedule the public viva-voce examination for the Ph.D. scholar.



- 19.2** The public viva-voce will be conducted by Viva-voce Examination Board (VEB) that comprises of all the members of RAC and the Indian examiner who evaluated the thesis. Head of the Department is the chairman and the research supervisor is the Convener of the Board.
- 19.3** In case the Indian examiner who evaluated the thesis is not available, the Vice-Chancellor will appoint another examiner, preferably from the panel of examiner submitted earlier, as the member of the viva-voce examination board.
- 19.4** Research supervisor, as the convener of the viva-voce board, will fix the date and time of the viva-voce examination in consultation with the Indian examiner. Viva-voce shall be scheduled on a working day and not on any public holiday. The maximum time limit for conducting the viva-voce exam shall be three months from the date of convening the RAC that gave approval for conducting the viva-voce examination.
- 19.5** Viva-voce exam will be conducted in a public forum, well attended by faculty and research scholars of the department and outside the department. A circular notifying the date and time of viva-voce examination will be issued at least 15 days prior to the date of the meeting and widely circulated to the faculty and research scholars of the department and outside the department. A copy of the circular will be marked to the Vice-Chancellor, Dean (Research), CoE and Heads of all the departments.
- 19.6** On the day of the Viva-voce examination, the Chairman of viva-voce board (Head of the Department) will commence the meeting by welcoming the members and introducing the Indian examiner to the audience. Then, the research scholar will be invited to make a consolidated and concise presentation of his/ her thesis work for a duration of not exceeding 30 minutes. After the presentation, the research scholar will be required to defend his/her work by answering the queries and questions raised in the Examiners evaluation report and the questions/queries of the members of the viva-voce board and other members of the audience. After completion of the defence, the research supervisor who is the convener of the viva-voce board will conclude the meeting by proposing vote of thanks.
- 19.7** On completion of the viva-voce examination, the viva-voce board will declare the result as one of the following:
- i. The scholar has successfully defended his/her thesis and hence recommended for award of Ph.D. degree.
  - ii. The scholar has not satisfactorily defended his /her thesis and hence recommended to reappear for the viva-voce examination within a period of three months.
  - iii. The scholar has failed to defend his/her thesis work and hence recommended not to award the Ph.D. degree.

In case of result declaration in category (ii) or (iii), the viva-voce board will give clear justification with necessary supporting evidence.

- 19.8** The convener of the viva-voce board will minute the proceedings of the meetings (recording the results of viva-voce examination) and communicate the same to the Director (Research) along

with the viva-voce examination attendance record. It is mandatory that a minimum 20 members shall have attended the public viva-voce examination.

## **20 Award of Ph.D. degree**

- 20.1** Director (Research), on receiving the result of the viva-voce examination of the Ph.D. scholar declared by the Viva-voce Examination Board, will act according to the recommendations of the board.
- 20.2** The name of the Ph.D. scholar, who has been recommended for the award of Ph.D. degree along with other relevant details, will be communicated to the CoE by Director (Research). The CoE will declare the result as "The Ph.D. scholar is deemed to be awarded Ph.D. degree in the respective discipline in the ensuing Convocation and the date of the viva-voce examination will be counted as the date on which the Ph.D. degree becomes effective and valid".
- 20.3** The CoE will issue a provisional Ph.D. degree certificate within one week from the date of viva-voce examination, mentioning in it the discipline in which the Ph.D. degree is deemed to be awarded and the date of successful completion of viva-voce examination.
- 20.4** The names of Ph.D. scholars who are deemed to be awarded the Ph.D. degree of PTU will be enlisted for attending the Convocation scheduled to be held in that particular academic year for the award of Ph.D. degree. The candidate shall receive the Ph.D. degree in that Convocation either by attending it in person or in absentia.
- 20.5** The CoE will arrange to place in the Research Board the list of Ph.D. scholars who are deemed to be awarded the Ph.D. degree in the ensuing Convocation for the information and perusal of the members of the Research Board.
- 20.6** A candidate who qualifies for Ph.D. degree shall be awarded the degree in that respective discipline as that of his/her master's degree.
- 20.7** However, for a candidate qualified for Ph.D degree in a discipline which is interdisciplinary, the university can issue the Ph.D degree either in the discipline in which the candidate holds the Master degree or in the discipline of the department in which the candidate has been admitted for Ph.D degree based on the request of the candidate justifying his/her stand and subsequent recommendations of RAC and DRC. The recommendations of RAC shall be forwarded to the Research Board through Director (Research) for approval. In this case, the area of specialization of research will be mentioned along with the discipline in which the Ph.D. degree is deemed to be awarded.

## **21 Publication of Thesis**

- 21.1** The thesis, once submitted, becomes the property of the University.
- 21.2** In case the research comes under the "classified" category, it shall not be published without prior approval of the Research Board.
- 21.3** The Research Board may grant permission for publishing the results/findings based on a written request from the candidate through the research supervisor.

**21.4** In case the thesis does not fall under the “classified” category, the research scholar may publish his/her thesis results after obtaining necessary permission from the Research Board.

**21.5** Two copies of the thesis in its published form must be submitted to the office of the DAR.

## **22 Repository of Thesis**

22.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. Degree, the DAR will arrange to upload the electronic version of Ph.D. thesis to the INFLIBNET for hosting the same, so as to make it accessible to all Institutions/Colleges.

22.2 One copy of the thesis should be made available in the department library and another copy of the thesis in the University General library.

## **23 Extension of Ph.D. Registration**

23.1 Scholars who do not submit the thesis within the maximum duration of the programme (section 4) shall apply for extension of time three months prior to the completion of maximum duration (in the prescribed format) to the Director (Research) with the recommendation of RAC through the DRC. In such cases a maximum extension period of one year, beyond the normal maximum period will be granted by the Director (Research) with the approval of Vice-Chancellor.

23.2 If the scholar fails to submit the thesis within this extended period of maximum duration, the registration shall be cancelled without any further notice.

## **24 Cancellation of Registration**

24.1 The registration of a scholar who has not submitted his/her thesis before the end of the maximum duration including the extension period for the programme shall stand cancelled.

24.2 The registration is liable for cancellation, if

- i. The scholar has not paid the yearly fees within the stipulated time.
- ii. Two successive progress reports are not submitted or not satisfactory.
- iii. If the scholar fails to complete the confirmation of provisional registration within two years from the date of registration for the Ph.D. Programme.
- iv. Prior permission not obtained for break of study from the Director (Research).
- v. If the scholar misbehaves in the University campus and acts against the rules and regulations of the University.
- vi. The scholar wishes to withdraw from the programme and requests to cancel his/her registration.

- vii. Extension of time beyond the maximum duration of the programme is not obtained.
- viii. Submission of thesis beyond three months from the date of approval of synopsis by the RAC without prior permission.
- ix. Submission of revised thesis incorporating the suggestions of any examiner beyond six months.
- x. The act of plagiarism involved in the research article/ synopsis/ thesis.
- xi. Communicating with the thesis examiners in any form by the scholar/ supervisor/ co-supervisor.
- xii. Any violation of the rules and regulations of Ph.D. Programme.

## **25 Act of Plagiarism**

- 25.1 In the case of scholars who have committed the act of plagiarism in the Synopsis/Thesis/Journal Publication, he/she shall be called for enquiry at the DAR and shall be advised to rectify the plagiarism and resubmit the documents. If the scholar fails to rectify the plagiarism in the documents, the Thesis/Degree shall be forfeited and his/her research registration shall be cancelled and also he/she shall be debarred to register for any other programme in the University.
- 25.2 For the abetment of the above such action, the recognition of his/her supervisor shall be withdrawn for a period of five years and he/she shall be debarred from guiding the scholars for any research programme in the University till the end of the period.
- 25.3 If any scholar has committed an act of self-plagiarism in the publications and ascertained by the committee constituted by the Vice-Chancellor, such work shall not be allowed in his/her thesis with a warning to the scholar and supervisor. The Synopsis/Thesis of such scholar shall be accepted only based on a new publication in a refereed Journal (as applicable). If plagiarism is detected in the Publication/Thesis of any other scholar under the same supervisor, the recognition of his/her Supervisorship shall be withdrawn for a period of five years and he/she shall be debarred from guiding the scholars for any research programme in the University till the period is over.
- 25.4 If a plagiarism is observed in the later stage at any point of time, the Ph.D. degree awarded to the scholar shall be withdrawn.

## **26 Research Ethics**

Puducherry Technological University is committed to undertake research with impeccable scientific integrity and in conformity with the accepted code of conduct on Good Research Practices (GRP). GRP is concerned with the organizational process and the conditions under which academic research is planned, performed, monitored, recorded, archived and reported. This requires appropriate training and supervision to ensure the highest achievable standards for conducting research. All Research Scholars and Supervisors shall follow these guidelines while planning and executing research.

### 26.1 *Scientific Integrity*

All researchers shall maintain a very high degree of integrity with respect to all aspects of research including application for funding, designing and conducting experiments, analysing data, interpretation of results and publication of results.

### 26.2 *Ethical and Legal Requirements*

All researchers must be aware and comply with the ethical and legal requirements relating to human participants, animals, disclosures of personal information, biological material transfer and testing, and biodiversity protection before undertaking research. All researchers are expected to follow the standard procedures for conducting research laid down by relevant scientific and professional bodies.

### 26.3 *Conflict of Interest*

A conflicting interest exists when professional judgment concerning a primary interest such as scientific knowledge may be influenced by a secondary interest such as financial gain, personal advancement or personal rivalry. Conflicts of interests may influence interpretation of results. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. All conflicts of interest, perceived, potential or actual, must be declared.

### 26.4 *Safety*

A researcher must be aware of the safety precautions and potential hazards of materials and equipment, use, storage and disposal of chemicals, how to deal with spills and accidents and requirement for vaccinations when dealing with biological samples. Equipment used to generate data should be calibrated and serviced regularly to ensure optimal and reproducible performance. A Standard Operating Procedure (SOP) and easily accessible instructions for safe shutdown in case of emergency should be maintained for each equipment.

### 26.5 *Economy*

All researchers shall exercise the principle of economy in the use of resources including infrastructure facilities, equipment and consumables. Regular review meetings shall be conducted by the Research Advisory Committee to assess the progress of research and to decide stop further experiments.

### 26.6 *Documentation of Data*

All data must be recorded promptly, accurately, legibly, indestructibly, and signed and dated by the Research Scholar and countersigned by the Supervisor. Confidentiality is important for data publication and protecting intellectual property. All raw data, documents, protocols, specimens and reports shall be retained and archived by the research supervisor. Data must be retained intact for a period of at least 7 years from the date of any publication. Proper documentation of data will help in establishing

ownership rights, and provide proof against charges of cheating or falsification.

#### **26.7 Publication**

Puducherry Technological University encourages researchers to publish research data while emphasizing the paramount importance of quality over quantity. All researchers shall refrain from “fudging” and fabricating data. If an error is detected after publication, the corresponding author shall request the journal to publish an erratum. If there are concerns and serious doubts about the authenticity of the data, the authors shall retract the paper from the journal. Any deviation from GRP and indulgence in research misconduct will be dealt with severely as detailed in the ensuing section.

#### **26.8 Dissemination**

Results that are published may be disseminated, provided there is no infringement on any Intellectual Property Rights (IPR). However, researchers must exercise utmost caution in discussing work that is incomplete, unpublished, or pending patent application.

### **27 Research Misconduct**

27.1 Puducherry Technological University policy on defining and dealing with research misconduct adheres to national and international conventions on the issue and the policy statement issued by the Govt. of India on addressing situations related to national integrity, which is the foundation of research.

27.2 Research or scientific misconduct is defined as fabrication, falsification and plagiarism, self-plagiarism, or deception in proposing, carrying out or reporting research results. However, honest error or differences of opinion cannot be classified as research misconduct.

27.2.1 Fabrication involves making up results and publishing them. A minor form of fabrication is where references are included to give arguments that appear to be of widespread acceptance, but are actually fake, and do not support the argument.

27.2.2 Falsification refers to manipulation of research materials, equipment, or processes or changing or omitting data or results such that the research is not accurately represented in the research record.

27.2.3 Plagiarism involves the appropriation of another person's ideas, processes, results, or words without giving appropriate credit. Plagiarism also includes deliberate failure to appropriately credit prior work by others thereby giving a false impression of priority (citation plagiarism). Self-plagiarism is also considered as scientific misconduct.

27.2.4 Ghost-writing, the practice of commissioning an anonymous writer, is also regarded as a form of plagiarism, because it undermines the integrity of scientific publication system.

#### 27.2.5 Unacceptable Authorship

- ✓ Guest authorship refers to granting authorship out of respect for an individual, or because it will increase the likelihood of publication, credibility, or status of the work.
- ✓ Gift authorship is credit offered from a sense of obligation, or anticipated benefit, to an individual who has not contributed to the work.
- ✓ Ghost authorship is denying authorship to an individual who has made substantial contributions to the research or writing of a manuscript.

#### 27.2.6 Violation of ethical standards in human and animal experiments.

#### 27.2.7 Suppression or failure to publish findings adverse to the researcher's interests.

#### 27.2.8 Failure to follow established protocols, if this failure results in unreasonable risk or harm to humans or the environment and facilitating of misconduct in research by collusion in, or concealment of, such actions by others.

#### 27.2.9 Intentional, unauthorized use, disclosure or removal of, or damage to, research-related property of another, including apparatus, materials, writings, data, hardware or software or any other substances or devices used in or produced by the conduct of research.

### 28 Investigation of Research Misconduct

#### 28.1 A committee duly constituted by the University will investigate the complaints of alleged research misconduct by the research scholars and/or supervisors.

#### 28.2 The following is the composition of the committee to investigate the complaints of alleged research misconduct by the research scholars and/or supervisors.

Designation	Membership category
The Director (Research)	Convener
Head of the Department of the concerned discipline	Member
Head of the Department of another discipline (nominated by the Vice-chancellor)	Member
One Women faculty member (nominated by Vice-chancellor)	Member

#### 28.3 Confidentiality will be maintained during the investigation including the identity of the individual registering the complaint (complainant).

#### 28.4 If the misconduct is unintended, due to an error in interpretation, or the charges are baseless, the complaint will be dismissed. However, a report will be filed in the office.

#### 28.5 If the complaint is credible, the committee, after informing the Ph.D. scholar and

research supervisor against whom the complaint has been made (the subjects), will assess the authenticity of the charge, and the nature of the misconduct based on the material evidence available.

28.6 The person (scholar/supervisor) will be allowed to defend himself/herself. However, he/she shall provide the Committee access to reports, raw data, electronic records, manuscripts and any other material relevant to the investigation.

28.7 The committee shall complete its investigation and submit its report on the recommended course of action within a period of thirty days.

28.8 Puducherry Technological University regards research misconduct as a serious offence and any member of staff/students may raise bonafide concerns confidentially and without fear of suffering a detriment. However, if the allegations prove to be made frivolously or with malicious intent, formal action against the complainant will be initiated, as per the guidelines, rules and procedures approved by the Governing Body.

28.9 If the charges of misconduct are proved, the subject(s) will be notified and disciplinary action initiated, as per the guidelines, rules and procedures approved by the Governing Body.

## **29 Grievance Redressal Committee**

The following is the composition of the Grievance Redressal committee to address the grievances of the research scholars and/or supervisors.

<b>Designation</b>	<b>Membership category</b>
The Director (Research)	Convener
Head of the Department of the concerned discipline	Member
Head of the Department of another discipline (nominated by the Vice-chancellor)	Member
One faculty member nominated by Vice chancellor	Member

The Grievance redressal committee will receive any grievance from aggrieved parties (scholar or faculty) and suitably address the problem.

## **30 Power to Modify**

Not with standing all that has been stated above, the Research Board has the right to modify any of the above regulation from time to time only with a valid reason.