



# NETAJI SUBHAS OPEN UNIVERSITY

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## Netaji Subhas Open University, Ph.D. Regulations, 2023

In exercise of the powers conferred by section, 40 Chapter VI of the Netaji Subhas Open University Act, 1997 and in compliance with the University Grants Commission (Minimum Standards and Procedures of Award of Ph.D. Degrees) Regulations, 2022 and successive amendment(s) till the date on which this regulation will come into effect read with permission granted to Netaji Subhas Open University by UGC vide their Memo No.F.No.2-1/2017 (DEB-III/DEB-IV) dated 19<sup>th</sup> May, 2017, the Netaji Subhas Open University (NSOU) hereby makes the following Regulations:

### PART – I

#### (Short Title, Application, Commencement and Definitions)

#### 1. Short title, Application and Commencement:

- 1.1. These Regulations shall be called the “Netaji Subhas Open University, Ph.D. Regulation, 2023” or “NSOU, Ph.D. Regulation, 2023” relating to award of Ph.D. degree.
- 1.2. To be applied for all the Ph.D. programmes offered by the Netaji Subhas Open University in regular mode.
- 1.3. They shall come into force from the date of notification subsequent to its approval by the competent authority of the University.

#### 2. Definitions: In these Regulations, unless the context otherwise requires –

- 2.1 "Executive Council" means the Executive Council of the University;
- 2.2 "Academic Council" means the Academic Council of the University;
- 2.3 "School of Studies" means School of Studies of the University;
- 2.4 "Department" means Academic Department under the School of Studies of the University;
- 2.5 "Research Advisory Committee" means the Research Advisory Committee (RAC) of the University [vide clause no.19 of NSOU First Statute (Revised), 2014];
- 2.6 "Departmental Research Committee" means Departmental Research Committee (DRC) [ vide PART-VI, Clause 12 of this Regulation];
- 2.7 'Ph.D.-RAC' means Research Advisory Committee for each registered Ph.D. scholar [ vide PART-VI, Clause 12 of this Regulation];
- 2.8 "Ph.D. Student" means any person who has enrolled or registered himself/herself for pursuing Ph.D. programme of the University;
- 2.9 "Notification" means a notification published by the University in the University Official Website or Newspapers;
- 2.10 "Prescribed" means rules prescribed under this Regulations;
- 2.11 "Rules" means the Rules subsequently framed under these Regulations;
- 2.12 "State Government" means the Government of West Bengal;
- 2.13 "Statutes" and "Ordinances" means respectively the Statutes and Ordinances made under THE NETAJI SUBHAS OPEN UNIVERSITY ACT, 1997 (W.B. ACT (XIX) OF 1997);
- 2.14 "Teacher" means a Professor, Associate Professor or Assistant Professor of the University appointed on permanent basis;
- 2.15 "the University" means the Netaji Subhas Open University as established under W.B. ACT (XIX) OF 1997;



- 2.16 “Date of Admission” in Ph.D. programmes means date of enrollment/registration (including course work as the case may be) in the Ph.D. programme.
- 2.17 “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution;
- 2.18 “External examiner” means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the Ph.D. programme;
- 2.19 “Foreign Educational Institution” means—(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;
- 2.20 “Foreign Student/ Applicant” means student/applicant holding passports of countries other than India, including people of Indian origin who have acquired the nationality of a foreign country, are considered foreign or international student/ applicant;
- 2.21 “Higher Educational Institution” means a university or institution specified under clause 2 of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020
- 2.22 “Interdisciplinary Research” means research conducted by a Ph.D. scholar in two or more academic disciplines;
- 2.23 “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own;

## **PART – II**

### **(Eligibility, Admission Procedure and Duration)**

#### **3. Eligibility criteria for admission to the Ph.D. Programme:**

##### **3.1 Candidates who have completed:**

A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor’s degree programme or a 2-year/4-semester master’s degree programme after a 3-year bachelor’s degree programme or qualifications declared equivalent to the master’s degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed

Or

Equivalent qualification 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 to assess, accredit or assure quality and standards of the educational institution.

##### **3.2 A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.**

##### **3.3 Provided that a candidate seeking admission after a 4-year/8-semester bachelor’s degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled,**



Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

3.4 Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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 to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

#### **4. Procedure for Admission:**

4.1. The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the State Government from time to time, on payment of the fees as stipulated by RAC on recommendation of DRC/ Ph.D.-RAC/ Registrar. Admission to the Ph.D. programme shall be made using the following methods:

4.1.1. University may admit students who qualify for fellowship/scholarship in UGC-NET/UGC-CSIR NET/GATE/CEED and similar National level tests based on an interview as defined in clause 4.4.

and/or

4.1.2. University may admit students through an Entrance Test i.e. Netaji Subhas Open University - Research Eligibility Test (NSOU-RET).

4.1.3. Provided that for the selection of candidates based on NSOU-RET conducted by the University, a weightage of 70% for the written entrance test and 30% for the performance in the interview/viva-voce shall be given.

4.1.4. NSOU-RET syllabus shall consist of 50% of research methodology, and 50% shall be subject specific.

4.1.5. Students who have secured 50% marks in the NSOU-RET are eligible to be called for the interview.

4.1.6. A relaxation of 5 % marks will be allowed in the NSOU-RET for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.

4.1.7. University may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available. Decision of the University will be final in this regard.

4.2. On receipt of the relevant input(s) from the Department(s) concerned along with its Research Student intake capacity and broad areas of research, University may issue notification maintaining the reservation policy of the Central/State Government.

4.3. Admission Notification should be published in two national newspapers of which at least one shall be in the regional language. The information in detail will be made available through prospectus in the University website.

4.4. The interview /viva-voce (30% part of NSOU-RET) followed by presentation shall be considered by DRC on the following aspects viz. whether:



- 4.4.1. the candidate possesses the competence for the proposed research;
  - 4.4.2. the research work can be suitably undertaken at the University under its various Departments.
  - 4.4.3. the proposed area of research can contribute to new/additional knowledge;
  - 4.5. List of successful candidates prepared by the respective DRC shall be published in University website.
  - 4.6. The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) on the website of the University and update the same periodically every academic year.
  - 4.7. An enrolled Ph.D. student will be required to complete his/her Ph.D. registration within 2 (two) years from the date of his/her admission, failing which his/her admission in the Ph.D. programme shall automatically stand cancelled.
- 5. Duration of the Programme:**
- 5.1. Ph.D. programme shall be for a minimum duration of three (3) years, including the course work and for a maximum period of six (6) years from the date of Admission to the Ph.D. programme of the University.
  - 5.2. A maximum of an additional two (2) years can be given through a process of re-registration as per the decision taken in RAC; provided, however, that the total period for completion of a Ph.D. programme will not exceed eight (8) years from the date of admission in the Ph.D. programme.
  - 5.3. Provided further that, female Ph.D. scholars and persons with disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.
  - 5.4. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme but in no cases the duration would exceed ten (10) years.
  - 5.5. After the expiry of the registration period including extension period, if any, the registration will be treated as cancelled with the approval of the RAC.
- 6. Admission of International students in Ph.D. programme:**
- 6.1. Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 7.2 below.
  - 6.2. The University may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

### **PART – III**

#### **(Allocation of Supervisor/ Co-supervisor)**

**7. Allocation of Research Supervisor:**

- 7.1. Eligibility criteria to be a research Supervisor, Co-supervisor:
  - 7.1.1. Permanent faculty members working as Professor/Associate Professor of the University with a Ph.D., and having at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in the University with a Ph.D., and at least three research publications in peer-reviewed



- or refereed journals may be recognized as a Research Supervisor in the University. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by the University under the supervision of a faculty member who is not an employee of this University would be in violation of these Regulations.
- 7.1.2. Faculty members/ scientist of the equivalent rank of Professor/Associate Professor/Assistant Professor working in other HEIs/ Central government/ State government research institutions can be recognized as a co-supervisor if they fulfil above requirements.
  - 7.1.3. Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
  - 7.1.4. Co-Supervisors from within the same department or other departments of the University or from other institutions may be permitted with the approval of the RAC.
  - 7.1.5. Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.
  - 7.1.6. In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/University may be appointed.
  - 7.1.7. Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and act as a co-supervisor after superannuation, but not after attaining the age of 70 years.
- 7.2. Number of Ph.D. Student permissible per supervisor:
    - 7.2.1. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.
  - 7.3. In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
  - 7.4. The allocation of Research Supervisor for a selected Ph.D. student shall be decided by the DRC of the respective Schools/Department depending on the number of Ph.D. Students per Research Supervisor, the available specialization among the supervisors and research interests of the Ph.D. Student as indicated by them at time of interview/viva-voce. All Supervisors and Co-supervisors, if any need to submit a declaration before the DRC concerned, that the allotted candidate(s) is (are) not closely related to him/her after final selection.
  - 7.5. In case of dissociation of a supervisor or co-supervisor from the University for reason(s) whatsoever, the recommendation of the DRC concerned in the matter of reallocation of a supervisor or co-supervisor, whatever the case may be, for the Research Student(s) should be placed before the RAC for approval / final decision.



- 7.6. At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 7.2 and clause 6.1.

**PART – IV**  
**(Course Work, Registration to Ph.D. Programme)**

**8. Course Work: Credit requirements, number, duration, syllabus, minimum standards for completion etc.**

- 8.1. The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a Research Methodology course.
- 8.2. The RAC can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
- 8.3. The credit assigned to the Ph.D. Course Work (CW) of 6-month duration (one semester) shall be consisting of 12 credits.
- 8.4. The pass marks for each course/paper will be 50% of the marks allotted for the course/paper. The candidate has to pass in all the course/papers and has to obtain a total of minimum 55% marks in aggregate or its equivalent grade in the UGC 10-point scale to be eligible to continue in the programme and submit his or her thesis.

Paper	Course	Credit	% of Marks
Course 1	Group A- Research Methodology & Review of Literature	4	70
	Group B- Research and Publication Ethics as prescribed by UGC	2	30
Course 2	Discipline Specific Course	6	100

- 8.5. All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy /writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
- 8.6. The Course Work shall be treated as a prerequisite for Ph.D. preparation. Course 1 [Four (4) credits] shall be based on and assigned to one or more courses on Research Methodology which would cover areas such as quantitative methods, computer applications, etc. Two (2) credits will be based on research and publication ethics as prescribed by UGC. Course 2 shall be assigned to advance level courses for preparing the students for Ph.D. degree in specific discipline.
- 8.7. All courses prescribed for Course Work shall be in conformity with the credit hour, instructional requirement and shall specify the content, instructional and assessment methods. They shall be duly approved by the RAC.
- 8.8. The Department where the Research Student pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the DRC, as constituted under Part-VI Clause - 17 of these regulations.
- 8.9. All candidates admitted to Ph.D. programmes shall require to complete the Course Work prescribed by the DRC concerned, during the semester (of six month duration).



- 8.10. Candidates who have successfully completed Ph.D. course work from other HEIs recognized by the UGC may be exempted from doing the Course Work after ratification of the same by the RAC subsequent to recommendation of DRC concerned. All other candidates admitted to the Ph.D. programme shall be required to complete the Course Work prescribed by the DRC concerned.
- 8.11. For candidates already holding M.Phil. degree compliant with the UGC (minimum standards and procedures of award of M.Phil./Ph.D. degrees) Regulations, 2016 and admitted to the Ph.D. programme, may be exempted from doing the Course Work with the approval of RAC based on the recommendation of DRC concerned. All other candidates admitted to the Ph.D. programme shall be required to complete the Course Work prescribed by the DRC.

#### **9. Evaluation of Course Work:**

- 9.1. The RAC may be entrusted with preparing the course-structure and modalities of the evaluation process from time to time and the same will be made available in the University website. The respective DRCs will frame their syllabi accordingly.
- 9.2. There shall be an evaluation at the end of the semester (6-month duration).
- 9.3. The evaluation of the students shall be based on their performances in the review work/ dissertation/ written and other continuous/ internal evaluation, if any, as recommended by the DRC concerned.
- 9.4. In order to qualify the Course Work, a candidate shall have to obtain the pass marks for each course/paper which will be 50% of the total marks allotted for the course/paper. The candidate has to pass in all the course/papers and has to obtain a total of minimum 55% marks in aggregate or its equivalent grade in the UGC 10-point scale to be eligible to continue in the programme and submit his or her thesis failing which the candidate shall be given one consecutive additional chance to appear in the next term of evaluation.

#### **10. Registration for Ph.D. Programmes**

- 10.1. Based on the recommendations of the DRC, the list of candidates who have successfully completed the course work/exempted from doing course work will be published in the University website on approval of RAC. Following which they will have to apply for registration as per instructions to be detailed including the fee structure, in the University website.
- 10.2. The University shall maintain a list of all Ph.D. registered students in its website. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrollment/ registration and validity date of registration.

### **PART –V**

#### **(Evaluation and Assessment Methods, Minimum Standards/Credits for Award of the Degree)**

#### **11. Pre-submission of thesis:**

- 11.1. Upon satisfactory completion of the Course Work and obtaining the marks/grade prescribed in PART – IV, clause 8.4, a Ph.D. Student shall be required to undertake the research work and produce a draft thesis within a minimum duration of two years and maximum duration of six years from the date of admission as prescribed in PART – II, clause 5.
- 11.2. Before submitting the thesis, the Ph.D. scholar shall make a presentation before the Ph.D.-RAC concerned which shall also be open to all faculty members and other research scholar, the feedback and comments obtained from them may suitably be incorporated into the draft thesis in consultation with the Ph.D.-RAC within a period as specified by the Ph.D.-RAC.





## **12. Submission of thesis:**

- 12.1. While submitting for evaluation, the thesis shall incorporate an anti-plagiarism report based on a software procured and approved by the University and shall contain an undertaking from Ph.D. Student as well as a certificate from the research supervisor and co supervisor (if any) attesting the originality of the work, vouching that there is not more than 10% of plagiarism (excluding the bibliography and works already published elsewhere by the Ph.D. Student), 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. The Ph.D.-RAC shall decide the mechanism to detect plagiarism and other forms of academic dishonesty for theses for which anti-plagiarism software is not available. For such subjects, an affidavit by the Ph.D. Student and a certificate from the research supervisor and co supervisor (if any) attesting the originality of the work have to be submitted before the Ph.D.-RAC.
- 12.2. After completing the thesis and having complied with all other requirements under these regulations, herein above, the Ph.D. Student shall submit the thesis for adjudication, along with a certificate from the supervisor and co-supervisor (if any) and recommendation of Ph.D.-RAC. The candidate shall submit five (5) copies of Ph.D. thesis, embodying the results of his/her research and enclosing evidence of originality of research work and non-plagiarism as certified by the supervisor(s) as required under 12.1. At the time of thesis submission, the candidate shall also submit ten copies of the abstract (within one thousand words) of the thesis, and two CDs/Pen drive containing the entire thesis as a pdf along with the article(s) published and the papers presented in conference(s).
- 12.3. All fees recommended by the RAC on recommendation of DRC/ Ph.D.-RAC/ Registrar, as may be prescribed from time to time, for submission of the thesis, shall be deposited after receiving permission from the Registrar/ Joint Registrar (Academic) for making this deposit.

## **13. Evaluation and Assessment Methods of the Ph.D. Thesis:**

- 13.1. The Ph.D. thesis submitted by a Ph.D. Student shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of this University. One of the external examiners shall be from outside the State of West Bengal. Wherever possible, one of the external examiners should be chosen from outside India. The supervisors shall submit a panel of at least eight (8) eligible [four Examiners from outside the State of West Bengal/India + four Examiners from the State of West Bengal] experts to the Registrar under a sealed envelope, for appointment as examiners for adjudication of the Ph.D. thesis. The submitted panel of examiners, shall include postal, e-mail addresses and telephone number(s) of the examiners.
- 13.2. The panel as submitted by the supervisors, shall be placed for consideration before the Chairman of RAC by the Registrar/Joint Registrar (Academic) for approval. The Vice-Chancellor shall nominate two Ph.D. examiners from the panel mentioned in 13.1 order of her/his preference.
- 13.3. Along with her/his thesis every candidate shall submit clearance certificates issued by the Finance Department, the University Library and School/Department and such other documents as may be specified by the Registrar / Joint Registrar (Academic). Incumbent concerned is required to submit the prescribed non-refundable fees along with thesis submitted. The candidate shall also be required to bear the postal charges for dispatching the thesis to the examiners as soon as this is intimated to him/her.





- 13.4. Before sending a thesis to an examiner, her/his consent for evaluation of the thesis shall be sought through E-mail/Postal Service/Courier Service by the Registrar / Joint Registrar (Academic). If no response is received from the examiner within seven days, a reminder will be sent allowing a time gap of another seven days. If still no response is received from the proposed examiner, or if the request is declined, the consent shall be sought from another examiner (alternate examiner) to be nominated by the Vice-Chancellor from the approved panel.
  - 13.5. The examiners will be requested to send their evaluation reports in the prescribed pro-forma within forty-five (45) days from the date of receipt of the thesis. The amount of remuneration for which the examiner is eligible shall also be communicated to the examiner. A reminder will be sent to return the evaluated thesis within ten (10) days period or the thesis be returned to the university in case the examiner is not in a position to evaluate the thesis within the said ten (10) days.
  - 13.6. In case no response is received from the examiner even after such reminders as mentioned in clause 13.5, the appointment of the examiner shall be cancelled after informing him/her, and the thesis shall be referred to another examiner, to be nominated by the Vice-Chancellor from the approved panel. In case the whole panel is exhausted, a fresh list of examiners shall be selected following the procedure as mentioned in clause 13.1 and 13.2.
  - 13.7. If the evaluation report of the external examiner of Ph.D. thesis is unsatisfactory and recommended for modification of the thesis, the Vice-Chancellor shall also consider to send back the modified/corrected thesis, as submitted by candidate, to the concerned examiner, if it is so desired by the examiner/adjudicator, for his/her final observation on the modified/corrected thesis. If still the observation of the examiner/adjudicator is negative and does not recommend viva-voce examination the University shall send the thesis to another external examiner out of the approved panel, and the viva-voce examination shall be held only if the report of the last examiner is satisfactory. If the report of the last examiner is also unsatisfactory, the thesis shall be summarily rejected and the Ph.D. Student shall be declared ineligible for the award of the degree.
- 14. Open Viva-Voce:**
- 14.1. An open viva-voce based among other things, on the critiques given in the evaluation report, shall be conducted by the concerned Research Supervisor and at least one of the two external adjudicators/examiners and may be conducted online; and shall be open to be attended by the members of the RAC, DRC, Ph.D.-RAC, all faculty members of the Department/Centre, other Ph.D. Students of the department and other interested experts/ researchers. Such viva-voce shall be arranged by the concerned Department.
  - 14.2. The open viva-voce of the research Ph.D. Student to defend the thesis shall be conducted only if the evaluation reports of the external examiner(s) on the thesis are positive, on receipt of which the matter shall be placed before the Vice-Chancellor for necessary approval for conducting the open viva-voce.
  - 14.3. The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted only if both the external adjudicator/examiners recommend acceptance of the thesis after incorporating any corrections suggested by them.
15. The University shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of approximately six (6) months from the date of submission of the thesis.



16. All recommendations of the adjudicators/examiners and the viva-voce report relating to the evaluation of a thesis shall be placed before the RAC/Chairperson of RAC for approval and to be reported in the next meeting of the Executive Council.

## **PART – VI** **(Committees)**

- 17. Departmental Research Committee (DRC) and its functions:** There shall be a DRC in each of the Academic Department

- 17.1. Composition**

- 17.1.1. The Director/Officer-in-charge of the School shall be the Chairperson of DRC.
- 17.1.2. All teachers of this University having Ph.D. of the department shall be member of DRC.
- 17.1.3. Three external subject experts, who will be the members of the DRC concerned, are to be co-opted at the first meeting of the DRC subject to approval of Chairman of RAC. The external experts shall not be below the rank of Associate Professor of other universities/ Higher Educational Institutes (HEIs).
- 17.1.4. Head of the Department shall be the Convener of respective DRC.

- 17.2. Tenure for DRC shall be of 2 years.

- 17.3. Functions of the DRC shall be as follows:**

- 17.3.1. To conduct the interview of the candidates to be selected;
- 17.3.2. To review the research proposal and select the topic of research;
- 17.3.3. To allocate supervisor and co-supervisor (if any) of the candidates who are recommended for admission;

- 18. Ph.D.-RAC and its functions:** There shall be a Ph.D.-Research Advisory Committee (Ph.D.- RAC) for each registered Ph.D. student with the approval of the Hon'ble Vice Chancellor by the Research Supervisor concerned and notified accordingly to the authority concerned. The composition of the committee shall be as follows

- 18.1. Composition:**

- 18.1.1. Head of the Department – Member (In absence of Head of the Department Director/ Director (i/c) shall be member)
- 18.1.2. One/two external subject expert – Member
- 18.1.3. Research Supervisors – Convener

- 18.2. Functions of the Ph.D.-RAC shall be as follows including but not limited to:**

- 18.2.1. To review the research proposal and finalize the topic of research.
- 18.2.2. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do. To periodically review and assist in the progress of the research work of the Ph.D. scholar.
- 18.2.3. To periodically (once in six months) review and assist in the progress of the research work of the Ph.D. Student;
- 18.2.4. A Ph.D. Student shall appear before the Ph.D.-RAC once in six months to make presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress report shall be submitted by the Ph.D.-RAC to the Research Advisory Committee (RAC) with a copy to Ph.D. Student concerned;



- 18.2.5. In case the progress of the Ph.D. Student is unsatisfactory, the Ph.D.-RAC shall record the reasons for the same and suggest corrective measures. If the Ph.D. Student fails to implement these corrective measures within a period not exceeding three months, the Ph.D.-RAC may recommend the same to next meeting of the RAC with specific reasons for cancellation of the registration of the Ph.D. Student concerned.
- 18.2.6. Each semester, a Ph.D. scholar shall appear before the Ph.D.-RAC to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Ph.D.-RAC shall submit its recommendations (Annexure I) along with a copy of Ph.D. scholar's progress report to the RAC through Registrar. A copy of such recommendations shall also be provided to the Ph.D. scholar.

## **PART – VII** **(Miscellaneous)**

19. **Change of title and the Language of the thesis:** The title of the thesis may be modified if necessary by the Ph.D. student duly recommended by the Supervisor with due concurrence of the Ph.D.-RAC and with approval of the Chairperson of RAC. However, such modification will not be permitted after submission of the pre-submission seminar report by the Ph.D.-RAC. Normally the language of the thesis shall be English (except Ph.D. programme in Bengali) unless the Ph.D.-RAC allows to use a language other than English on the request of the Ph.D. student.
20. **Availability of report of the examiners to the candidate:** After the degree is awarded, the reports of the examiners may be issued/shown to the candidate on request but without disclosing the identity of the examiners.
21. **Award of Ph.D. degrees prior to Notification of these Regulations:** Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in these Regulations shall impact the M.Phil. degree programmes commencing prior to the enactment of these Regulations.
22. **Issuance of provisional certificate:** The University shall issue a provisional certificate to the effect that the degree has been awarded in accordance with the provision of the regulations relating to Ph.D. programme and also in compliance with the UGC (Minimum standards and procedure for award of Ph.D. Degrees) Regulations, 2022. A certificate under the seal of the University and signed by the Vice-Chancellor shall be awarded to each successful candidate at the next convocation held for conferring the degrees.
23. **Publication of thesis:** The University may publish a thesis if the examiners unanimously recommend so. Subject to the recommendation of the adjudicators, the thesis may be published by the candidate provided the university does not accept the responsibility for publication of the same and the candidate makes suitable mention within the publication so made that it was a thesis approved for the award of the Ph.D. degree of the NSOU.



24. **Revocation of thesis:** If at any time after the degree has been awarded to a thesis, allegation with prima facie evidence is received pointing out plagiarism, and such a case shall be referred for opinion to committee of two experts to be nominated by the RAC concerned. If the allegation is proved, disciplinary actions including revocation of the degree shall be taken after offering the candidate a reasonable opportunity for self-defence.
25. **Repository with INFLIBNET:** Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the university shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET for hosting the same so as to make it accessible to all institutions/ universities/colleges.
26. **Interpretation/Removal of Difficulties:** In case of any doubt or ambiguity relating to interpretation of these regulations and in any case not covered by these regulations (including de-registration), the opinion of the Vice- Chancellor shall be final, subject to the provisions of the Netaji Subhas Open University Act (W.B.ACT (XIX) OF 1997), Statute, Ordinances and Regulations and Rules made there under. Unlike other programmes run by NSOU the Ph.D. programme of this University is a conducted in regular mode. No distance / online mode for the said programme is conducted by the University.

Sd/-  
Vice-Chancellor