



**OSMANIA UNIVERSITY  
HYDERABAD – 500 007**

No. 602 /Ph.D/2012/Acad.

Dated: 28 - 05 -2012

**NOTIFICATION**

**ADMISSION TO Ph.D. PROGRAMME FOR 2010-2011**

Applications are invited from eligible candidates for registration to Ph.D. programme in the Faculties of Arts, Science, Social Sciences, Commerce, Law, Management, Education, Engineering, Technology, Pharmacy, Informatics and Oriental Languages for the academic year 2010-2011. **Candidates with National level test viz., UGC / CSIR /ICAR/ICMR OR EQUIVALENT/ JRF / NET / GATE / GPAT / SLET / M.Phil. and those qualified in the Ph.D. Eligibility Test for the batches 2009-2010 and 2010-2011 conducted by Osmania University are eligible to apply.**

The prescribed application forms along with the Ph.D. Rules and Regulations Booklet can be had from the Director, Department of Publications and Press, OU on payment of Rs. 60/- from **31-05-2012** onwards. Candidates desirous to obtain the Application forms by Post should send a D.D. for Rs.60/- drawn in favour of the "**Director, Department of Publications and Press, Osmania University, Hyderabad - 500 007**" along with a self addressed cover affixing stamps worth Rs.40/-. The detailed information is also available on OU website **www.osmania.ac.in.**

Completed Application forms along with all the required enclosures and D.D. for Rs. 150/- towards Registration fee drawn in favour of the Dean of Faculty concerned payable at Hyderabad, should be submitted in the Office of the concerned Dean, between 11.00 a.m. and 4.00 p.m. on or before **22-06-2012**. No application will be entertained after the last date.

*V. Ramesh*  
**REGISTRAR**

# OSMANIA UNIVERSITY

## Proposed Ph.D Rules and Regulations

(Students admitted for the academic year **2010-2011** only)

1. The Degree of Doctor of Philosophy (Ph.D) shall be conferred by Osmania University in the Faculties of Arts, Commerce, Management, Education, Law, Social Sciences, Oriental Languages, Science, Technology, Pharmacy, Engineering and in such other faculties as may be notified in future, in accordance with the provisions of these rules and regulations in current or amended form, and subject to the conditions laid down herein.

## 2. Procedure for admission into Ph.D

### Eligibility Criteria:

In all the Faculties a candidate is eligible for registration/admission into PhD course in a subject, if he/she

2.1. has obtained a Post-Graduate Degree, from a recognized University or a Post Graduate Degree through Distance mode from a recognized University and approved by the Distance Education Council (DEC), New Delhi, in the concerned subject or in an allied subject approved by the Osmania University securing not less than 55% marks at the Post-Graduate Degree and securing not less than 50% marks in the case of SC/ST candidates.

Note:

- (a) However the candidates have to appear in the Ph.D. Eligibility test in the subject in which they wish to pursue Ph.D. (For eg. A Candidate with M.Com. Qualification may pursue Ph.D. in Business Management provided he appears and qualifies in the Ph.D. Eligibility test in the subject of Business Management).
- (b) If the results of Post Graduate Degree are declared in the form of grades/ credits/ cumulative grade points in their marks cards / transcripts, such grades/ points shall be converted into percentage marks to assess the minimum eligibility criteria).

(and)

2.2. has been awarded a research fellowship through a **National level test** namely UGC/CSIR/ICAR/ICMR .

(or)

- 2.3. Has qualified in the UGC-CSIR NET examination, GATE or SLET examination Of Government of Andhra Pradesh;
- 2.4 Has a M.Phil Degree through regular mode in the concerned subject or in an allied subject approved by Osmania University ,
- 2.5. Has an M.E/M.Tech /M.Pharm degree.

OR

- 2.6. Has qualified in the **Ph.D. eligibility test** conducted by Osmania University. (Qualifying in the Ph.D. eligibility test does not guarantee admission to Ph.D. programme).

**A candidate satisfying the one or more of the eligibility criteria 2.1-2.6 does not guarantee admission into Ph.D. programme. The Ph.D admission is subject to the availability of vacancies with the Research Supervisors in the concerned Department, the candidates' academic record, the performance of the candidate in the Ph.D Admission interview and the A.P.State Govt. reservation policy.**

2.7 The eligibility for admission of a foreign student who did his/ her P.G. course in a foreign country/in an Indian University to the Ph.D. programme of OU is decided by the Ph.D Admission Committee of the concerned Faculty on the basis of the course content (the detailed syllabus) of the candidate in their P.G. Degree. Further he/she shall submit a filled in application form to the Dean of the concerned faculty with a comprehensive research proposal which includes the title of the research proposal, literature survey, objectives, work elements / research methodology and expected results. The Ph.D Admission Committee shall screen the candidates' eligibility to pursue the Ph.D.

2.8. Notwithstanding the eligibility criteria listed above, the University reserves the right to amend / alter from time to time in any one or more faculties.

### **3. Ph. D Eligibility Test:**

3.1. Candidates are admitted into Ph.D through an **Entrance Examination** designated as “**OU Ph.D eligibility test**” conducted by the University once in every Academic Year.

3.2. All the candidates who possess at least the minimum percentage of marks at the PG degree as specified above (2.1) shall appear for the Ph.D eligibility test.

3.3. However, the following categories are **exempted from appearing the OU Ph.D. eligibility test:**

- a) Those who are awarded research fellowship in a National Level Test namely UGC/CSIR (JRF), ICMR, ICAR Research Fellowship Test.
- b) those who are UGC/CSIR NET or GATE, SLET qualified,
- c) those who hold M.Phil degree in regular mode from any recognized University in the concerned subject or an allied subject approved by Osmania University , and
- d) those who hold M.E/M.Tech /M.Pharm. degree

**3.4. Candidates working in various research projects in the University or its recognized institutions as Project fellows, FIP candidates and those candidates e.g., teachers working in Constituent and Affiliated Colleges, Technical Staff working in recognized National Research Laboratories who desire to work as full- time or as part- time research students – must appear the OU Ph.D Eligibility test for considering their admission into the Ph.D. programme.**

The general pattern of the eligibility test is as follows:

1. Maximum marks for eligibility test : 100
2. Nature of test: Objective type with multiple choice questions

3. Syllabus for entrance test: P.G. syllabus of the Department as approved by the Board of Studies of the Department.

3.5. The minimum marks for passing in the eligibility test shall be 30% in case of Open category candidates, 25% in case of B.C candidates and 20% in case of SC/ST category candidates.

3.6. The result of the Ph.D eligibility test shall be declared within 60 days from the date of the test.

3.7. The Ph.D eligibility test qualification is valid for this current academic year only

#### **4. Notification of the vacant seats:**

4.1. The University invites applications for Ph.D programme through its website and press notification after the declaration of the eligibility test results.

4.2. The Deans of the Faculties shall notify and display the Department-wise availability of vacant seats that shall be filled up in a current academic year.

#### **5. Ph.D. admission interview:**

5.1. After the declaration of the results of the Ph.D eligibility test, the results shall be sent to the concerned Dean of the concern faculty for further processing for Ph.D admission/registration by the **Ph.D admission committee** chaired by Dean of the Faculty.

5.2. In response to the University notification, the eligible candidates are required to apply in a prescribed application form along with the prescribed fee to the Dean of the concerned faculty. The candidates will be called for the Ph.D admission interview after the scrutiny by the Departmental Research Committee.

5.3. **Ph.D. admission committee:** The Dean concerned shall constitute the “Ph.D Admission Committee” for each subject to select the candidates for admission. The Ph.D Admission Committee shall comprise of the concerned Dean as the Chairperson, the Head of the Department, Chairperson, BoS, and three senior Ph.D Supervisors from the concerned Department. In case recognized Supervisors are not available in the concerned Department, the Dean may include recognized Supervisors from an allied subject or external subject experts who are recognized supervisors of Osmania University. The Ph.D Admission Committee shall examine the candidate’s research aptitude, knowledge of the subject, clear understanding of the proposed research problem, suitability of proposed research methodology, research facilities available to the candidate etc. Based on the interview, the Ph.D. Admission Committee would finalize the admission, and **allot** the Supervisor (also Joint Supervisor wherever applicable) for each candidate.

#### **5.4. The admission / registration into Ph.D programme is in two categories**

##### **5.4.1. Category – 1: (National Level Test research fellowship holders)**

1. The candidates who are awarded a research fellowship in a national level test such as UGC/CSIR JRF, ICMR, ICAR fellowship belongs to this category 1.
2. For the admission of these candidates into Ph.D. the procedure is as follows

- a. The Dean of the concerned Faculty shall issue a notification twice in an academic year calling for applications for Ph.D admission from Research Fellowship holders
- b. The research fellowship holder shall submit a filled in application form to the Dean of the Faculty concerned with a comprehensive research proposal including the title of the research proposal, literature, objectives, work elements and expected results.
- c. The Ph.D admission committee interviews these candidates and the candidate explains the research interests after which the committee **allots** him/her a research supervisor in the area of interest of the candidate and the specialization of the research supervisor.
- d. In case, where there is a delay in conducting interview for admission into the Ph.D for the fellowship holders, the Dean of the faculty is authorized to allot a research supervisor to the candidate to enable him/her to start the research work and draw the research fellowship. Such a candidate must submit a filled in application form to the Dean of the Faculty a comprehensive research proposal. Such candidates shall appear for interview before the Ph.D admission committee in response to the notification issued by the Dean of the faculty.
- e. Dean of the Faculty informs the research supervisor regarding the allotment of candidates for the research guidance and the research supervisor must give his/her written consent.
- f. The admission of the fellowship holder into the Ph.D programme after the interview by the Ph.D. admission committee is only provisional. The candidate must do the one-semester Ph.D course work that comprises of two theory papers and must pass the pre-Ph.D. Examination conducted by the University.
- g. The candidates with research fellowship in a National level test. namely UGC/CSIR JRF, ICMR, ICAR fellowship, admitted into Ph.D must work only as **Full-time research scholars.**  
(See **Section 8.** for the rules governing full-time and part-time research scholars)

**5.4.2. Category - 2: Candidates with NET, SLET, GATE, M.Phil with RGNF, M.E, M.Tech, M.Pharm, M.Phil in a regular mode of a recognized University and those candidates who are qualified in the Ph.D eligibility test conducted by OU.**

Category-2 includes candidates with NET/SLET/GATE qualification, M.Phil with RGNF, M.Phil degree in a regular mode of a recognized University, M.E/M.Tech/M.Pharm, who are exempt from writing the Ph.D eligibility test and those candidates who are qualified in the Ph.D eligibility test conducted by OU.

For the admission of these candidates into Ph.D. the procedure is as follows :

- a. The University will issue a notification, once in a year, within 6 weeks after the declaration of the result of the Ph.D eligibility test, instructing the candidates belonging to Category-2, to apply in the prescribed form to the Dean of the concerned faculty. The Dean will send these applications to the concerned Department to scrutinize for the purpose of establishing the eligibility of the candidate. Then the Dean informs the candidates to appear for the Ph.D admission interview.

- b. The candidates appearing for this interview must submit a comprehensive research proposal including the title of research project, objectives, literature, work elements/methodology and expected results.
- c. Each candidate shall be interviewed by the committee about the research proposal. After satisfactory performance of the candidate the committee **allots** a research supervisor in the area of interest of the candidate and the specialization of the research supervisor.

d. Dean of the Faculty informs the research supervisor regarding the allotment of one or more candidates for the research guidance and the research supervisor must give his/her written consent.

e. The Ph.D admission committee needs to follow the following order of preference, while finalizing the admissions.

1. NET/GATE/SLET of AP qualified candidates
2. M.Phil degree (holders with RGNF) candidates
3. M.Phil/M.E./M.Tech , M.Pharm degree candidates
4. OU Ph.D eligibility test qualified candidates

The order of merit under **each of the four above categories** is prepared on the basis of the following criteria and evaluated for 100 marks

#### **1. Marks secured in the PG degree: 40 marks**

Gold Medalist: 40 marks

First class with distinction: 30 marks

First class: 25 marks

Second class (55-59%) (50% in case of SC/ST) 10 marks

#### **2. Research Proposal and the presentation: 30 marks**

Comprehensive research proposal: 20 marks

Presentation: 10 marks

#### **3. Project fellow/papers published/teaching experience: 30 marks**

Experience as Project fellow for one or more years: 10 marks

Each paper published in a referred Journal 5 marks: (maximum of 10 marks)

Each year of experience as a PG/UG teacher: 5 marks (maximum of 10 marks)

#### **5.4.3. Reservation of seats in the Ph.D admission:**

a) **The admission of the category-2 students into Ph.D. is in accordance with the reservation policy of the Govt. of A.P.**

b) For the purpose of reservation, the Department is taken as a unit.

c) The Dean of the Faculty notifies the total no. of vacancies for Ph.D. admission in a particular academic year. All those candidates with a research fellowship (Category -1 i.e., CSIR/UGC JRFs, ICMR/ICAR JRFs,) are directly admitted into Ph.D. by the Ph. D admission committee chaired by Dean of the faculty as per the procedure given in **5.4.1.** above. The remaining seats are filled up by the Category–2 candidates following the reservation policy of the Govt. of AP as per the procedure given in **5.4.2.**

d) All Category-2 students admitted into Ph.D may work either as a **full- time research scholar** or as a **part- time research scholar** whereas a **M.Phil with RGNF** must work as a **full-time research scholar only.**

( See **section 8.** for the rules governing full-time and part–time research scholars)

e) The admission of Category-2 students into the Ph.D programme after the interview by the Ph.D. admission committee is only provisional. The candidate must compulsory do the **one-semester Ph.D course work** that comprises of two theory papers and must pass the pre-Ph.D. Examination conducted by the University .

## **6. Research Supervisors**

6.1. Each Research Supervisor shall guide not more than eight candidates at a time in their Ph.D programme that includes guiding of candidates who have registered for Ph.D degree in other Departments of the University or guiding the candidates registered in other Universities. Furthermore, in addition to the above a research supervisor can also guide not more than five M.Phil candidates.

6.2. Out of these eight seats per supervisor, two seats are preferably allocated to research fellowship holders e.g. UGC/CSIR (JRF), ICMR, ICAR.

6.3. Further, only one foreign student may be allotted to a research supervisor as an additional seat over and above the eight mentioned above by the Ph.D Admission committee chaired by Dean of the Faculty.

6.4. During any one academic year the Ph.D Admission committee shall allot not more than four (4) candidates to a research supervisor.

6.5. The Ph.D admission committee shall ensure that a candidate allotted to a research supervisor is not his/her relative.

6.6. A vacancy with the supervisor may be considered to have occurred only when a candidate working under him/her submits the thesis OR his/her registration is cancelled.

**6.5. Joint Supervisor:** Joint supervision is permitted in interdisciplinary areas of research provided the two supervisors are not from the same Department. In all such cases, both the Supervisors must give their written consent.

6.5.1. For candidates registered under a supervisor working in a National research laboratory which is a recognized research centre by the University namely IICT, NIN etc, there shall be no Joint Supervisor. For candidates registered under a supervisor working in a recognized research centre other than those mentioned above in 6.5.1. there shall be a Joint Supervisor who may be from the same subject or an allied subject (approved by the University), but is working as a Faculty in Osmania University.

6.5.2. For candidates registered with a Supervisor from the University Department , the Joint Supervisor may be from the same subject provided he/she is working in a recognized research institution.

6.5.3. All matters concerning the allotment of a joint supervisor to a candidate is decided by the Ph.D Admission committee at the time of admission only.

#### **6.6. Change of research supervisor:**

6.6.1. The Supervisor/Joint Supervisor of the candidate once allotted and approved shall not ordinarily be changed. However, the Dean may, after ascertaining the facts, permit change of Supervisor/Joint Supervisor in exceptional circumstances like demise / non-availability of the approved supervisor/joint supervisor for a continuous period of six months or more due to ill health or residence outside India. Such a change in Supervisor/Joint Supervisor is permitted only once. All requests for change of supervisor/Joint Supervisor should originate from the candidate with necessary documentary evidence.

6.6.2. The research supervisor, who retires or leaves the University/Institution, as the case may be, shall normally be permitted to guide candidate(s) already registered with him/her.

#### **6.7. Retired Research Supervisors:**

Research supervisors who retired from the University service but have research scheme(s) are permitted to register Ph.D candidates up to 10 years after retirement. Research supervisors who retired from the University service but do not have research scheme(s) are permitted to register Ph.D candidates up to 5 years after retirement.

#### **7. Number of candidates allotment to research supervisor:**

7.1. The Ph.D. admission committee shall allot not more than four (4) candidates to a research supervisor in an academic year. This number includes those admitted in Category –1 and as well as Category –2.

7.2. The Dean of the faculty notifies the list of candidates selected under Category- 1 and Category – 2 separately for the admission into Ph.D

#### **8. Categories of Ph.D research scholars:**

##### **8.1. Full-time Research Scholars**

(i) Candidates registered under this category shall work and conduct research on full-time basis during the stipulated tenure of the course. Candidates with CSIR/UGC JRF, ICAR/ ICMR JRF and M.Phil with RGNF admitted into Ph.D must work as full-time scholars.

(ii) The tenure of the Ph.D course for a full-time research scholar is four (4) years from the date of admission order issued by the Dean of the concerned Faculty.

(iii) A full-time research scholar shall not accept any employment during the tenure of the course. However, any appointment in research/consultancy schemes is not considered as employment for the purpose stated.

(iv) If an employee of any organization is seeking admission as a full-time research scholar, he/she has to submit, at the time of Ph.D admission/registration, a letter from his / her employer to the effect that necessary leave will be granted for the entire duration of the Ph.D course.



v) Hostel facility, including dining, for full-time research scholars is subject to the availability of vacancy in the designated hostel, and is for a maximum period of four (4) years only and it is subject to satisfactory progress report submitted once in every six months as certified by the Research supervisor and the Dean of the Faculty.

## **8.2. Part-time Ph.D Research Scholars**

(i) Candidates who are eligible for Ph.D admission/registration and are not full-time research scholars will be designated as part-time research scholars.

(ii) The tenure of the PhD course for a part-time Research Scholar is five (5) years from the date of admission order issued by the Dean of the concerned Faculty.

(iii) Candidates seeking admission as part-time research scholars have to submit employer's permission to pursue Ph.D course.

(iv) Candidates seeking admission as part-time research scholars must give an undertaking that he/she would take leave for a minimum of six months (one year in the case candidates from Science Faculty) for attending the classes of the Ph.D course work during the tenure of the Ph.D course, and a letter from the employer that the required leave of six months/ one year will be sanctioned for the purpose stated, as additional documents at the time of registration. Without the permission letter from the employer the Ph.D admission cannot be granted.

(v) A part-time research scholar is not eligible for any hostel facility.

c) A candidate is permitted to change his/her status from full-time to part-time research, or vice-versa, for any valid reason and approved by the Dean of the concerned Faculty. In such cases: If the candidate has changed his/her status from full time to part-time for example after 2 years, the remaining tenure of the Ph.D course for such candidate shall be five (5) years minus the period already spent by him/her as full-time. Similarly if a part-time research scholar changes his/her status to full time, the remaining tenure of the Ph.D course for such a candidate shall be (5 ) years minus the period already spent by him/her as part-time.

d) A candidate who is admitted to Ph.D course either as full-time or as part-time research scholar shall not join any other course or appear for any other examination leading to a degree (either in regular or distance education stream) of this University or any other University. Any violation of this regulation will automatically lead to the cancellation of his/her admission in Ph D course.

## **9. Ph.D. course work and Pre-Ph.D examination**

9.1. After provisional admission into the Ph.D all the registered candidates shall take up the Ph.D course work in the respective main campus P.G Department of the University for a period of one semester and this is compulsory for both Category –1 and Category – 2 candidates, and for both full- time as well as part– time candidates. However, a candidate with a M.Phil degree done in regular mode is exempted from the Ph.D course work and the Pre-Ph.D examination provided that they have undergone the same course work in M/Phil.

9.2. The Ph.D course work shall comprise of **two theory papers**

**Paper 1: Research Methodology:** Common to all the candidates admitted in a Department. (100 marks). The syllabus of this paper includes the research techniques/ methods of the concerned subject

**Paper 2: Broad field of specialization:** (100 marks). The syllabus of this paper includes the current concepts/trends in the concerned specialization of the subject. The broad specializations in a Department shall be restricted to five (5).

The candidate has to appear for an examination-(the **Pre. Ph.D examination**) in these two papers which have a weightage of 100 marks each.

9.3. Each theory paper shall have 60 contact hours of classes

9.4. The Faculty for these classes are arranged by the Head of the concerned Department.

9.5. Both full-time and part-time research scholars shall have to attend a minimum of 75% classes in each paper to be eligible to appear for the Pre-Ph.D examination.

9.6. The candidates who could not attend a minimum of 75% of the classes in each of the courses shall not be eligible to appear for the Pre-Ph.D examination and they have to attend the classes again along with the next batch of students.

## **10. Pre-Ph.D Examination and Evaluation of Answer Scripts**

- a) The Pre-Ph.D Examination shall be conducted for the admitted candidates after the one semester Ph.D course work.
- b) The pattern of the Ph.D course work syllabus and the pattern of the Pre-Ph.D examination question paper shall be uniform for all the Faculties.
- c) The medium of examination for the Pre-PhD Examination shall be English for all subjects except those in which the official medium of instruction is a language other than English.
- d) The Chairperson, BoS, shall communicate the syllabi to the Controller of Examinations for the purpose of conducting the Pre-PhD examination.
- e) The Chairperson- BoS shall arrange for the evaluation of the answer scripts. The Pre-Ph.D Examination is of three-hour duration and is for 100 marks per theory paper. Each answer script is assessed by two examiners (one internal Course Teacher and another external examiner). The marks awarded to the answer script shall be the average of these two evaluations, and if the difference in the marks between two evaluations exceeds 20% of the maximum marks, such a script shall be assessed by a third external examiner. The marks awarded to that script shall be the average of two higher marks out of the three evaluations.
- f) The pass marks for Pre-PhD examination in all the Faculties shall be 50 per cent in each paper.
- g) If a candidate fails to get the pass mark in one or both the papers, he/she shall have to repeat both the papers and secure a pass in both the papers when the examination is conducted for the batch of students in the next academic year.
- h) If the candidate does not pass in two consecutive Pre-PhD examinations conducted in the concerned subject, his/her PhD registration shall automatically gets cancelled. For

this purpose, the two successive examinations conducted after the admission of the candidate, and for the batch of students to which he/she belongs to, be counted.

**11.Change of Jurisdiction:** A candidate, whose is registered and completed atleast one year from the date of registration, shall be permitted by the University to leave the jurisdiction of the University and continue to carry out their research work in the another organization/University/Institute/ Laboratory, etc which has facilities in the concerned research area, retaining his/her registration, on the specific recommendation of the Research Supervisor and the Departmental Research Committee. The candidate has to pay the prescribed fee towards this change.

## **12. Progress Reports**

12.1. After the completion of the Course work and the Pre-Ph.D examination, every candidate shall submit **half-yearly progress report** to the Dean duly forwarded by the Research Supervisor. The half-yearly Progress Report should cover, among others, the aspects such as the review of literature, data collected, techniques developed, progress in research, discussion of the work done including any findings, etc. If necessary, this progress report may be forwarded to the DRC by the dean for further examination.

12.2. If a candidate fails to submit two consecutive half-yearly progress reports in time and/or if the progress of the candidate is not satisfactory for two half-year periods, the Department Research Committee shall recommend to the Dean of the faculty for the cancellation of his/her registration in consultation with the concerned Research Supervisor

## **13. Seminar presentations:**

During the tenure of the Ph.D work, candidate shall give **three seminars** of which the **first** one is presented within one year after the Pre. Ph.D Examination. This seminar designated as **“Research Design Seminar”** will be a comprehensive literature review of the research topic and the plan of work. The **second** seminar designated as **“progress of research”** is presented eighteen (18) months after the presentation of the “research design seminar” and it deals with the research work carried out. These two seminars shall be conducted in the main Campus Department where the candidate is registered, the Head and Chairperson, BoS shall certify the conduct of these two seminars. These two certificates have to be submitted by the candidates at the time of his/her Ph.D thesis submission. The **third** seminar designated **“Pre-Submission seminar”** is presented by a candidate whose Ph.D thesis is ready for submission This seminar deals with the entire Ph.D of his/her work carried out by the candidate and is presented in the Department where he/she is registered and any feedback, comments and suggestions from the participants be included in the final manuscript of the thesis. The draft copy of the P.h.D thesis must be available during this presentation. **The pre submission seminar is held three (3) months before the thesis submission.** The presentation of this pre-submission seminar shall be certified by the Head of the Department, Chairperson, BoS, and the research supervisor of the candidate and all these three certificates (Research design Seminar, Progress of research and Pre-submission seminar) must be enclosed at the time of thesis submission.

## **14. Modification of topic of research and the title of Ph.D Thesis**

14.1. The Dean may permit the modification in the **topic of research**, provided the candidate has applied for it within one year from the date of admission or before he/she passed the Pre-PhD examination, whichever is earlier. His/her request must

be recommended with due justification by the Research Supervisor and the Research Committee of the concerned Department. However, such a modification is permitted only once. Any change in the topic of research shall not be permitted after the candidate has passed the Pre PhD examination.

14.2. The Dean may permit the modification in the **title of the Ph.D thesis**. Candidate's request must be recommended with due justification by the Research Supervisor and the Research Committee of the concerned Department. However, such a modification is permitted only once.

14.3. Candidates seeking the change of topic of research or the title of the thesis have to pay the prescribed fee for each of the above.

### **15. Extension of Registration:**

15.1. a) candidate can seek extension of his/her registration as Ph.D scholar, one year at a time, (a maximum of four (4) such extensions for a full-time and three (3) such extensions for a part-time scholar) provided that he/she has been continuously engaged in active research, the progress of the research work in the previous years has been satisfactory as certified by the supervisor(s), and that he/she has no dues in the library/department / college / hostel as certified by the concerned authority. For each year of such extension, the research scholar must pay a fee of Rs.2500=00.

b) a candidate seeking extension of registration shall submit a written request, along with the progress report of the work done and the prescribed fee, duly recommended by the supervisor(s), the Chairperson, and the Head of the concerned Department in the University. The request must be submitted to the Dean at least two months before the expiry of the registration period, failing which the request for extension is liable for rejection.

c) Based on the recommendations of the Supervisor(s), the Chairperson and the Head of the Department, the Dean may extend, not exceeding one year at a time, the PhD registration of a candidate for a maximum period of four (4) years in case of a full-time three (3) years in case of part-time research scholar. The registration of a research scholar whether full time or part- time shall automatically stand cancelled after the expiry of 8 years.

15.2. After the expiry of a maximum period of 8 years, the Ph.D. thesis submission of any candidate shall not be accepted under any circumstances. A candidate whose registration automatically stands cancelled after the expiry of a maximum period of 8 years may apply for fresh Ph.D admission, attend the Ph.D course work and write the Pre-Ph.D examination afresh. Such a candidate forfeits any claim to hostel accommodation.

**16. Publication of a research paper:** A Ph.D candidate shall publish one research paper in a referred/recognized Journal before the submission of thesis for adjudication and produce the evidence of the same in the form of the reprint or the acceptance letter. This research paper shall be enclosed in the thesis as an appendix

### **17. Cancellation of Ph.D admission/registration:**

17.1. The Dean may cancel the registration of Ph.D scholar, if the candidate fails to satisfy the conditions stipulated in the admission order, within the prescribed period.

- 17.2. A Dean may cancel the registration of a Ph.D scholar on the recommendation of the Supervisor and Head of the Department under any one or more of the following circumstances:
- i) Where the progress of the research work has been reported to be unsatisfactory in two consecutive half-yearly reports or when two consecutive progress reports are not submitted.
  - ii) Where a candidate discontinues his/her research, and/or where he/she has applied for employment without obtaining the written permission of the Dean, or when he/she accepts any appointment without the written consent of the Dean.
- 17.3. The University may cancel the admission of a research scholar at any time for proven misbehavior or misconduct in the University or elsewhere.
- 17.4. If a research scholar is found guilty of committing any irregularity, malpractice, plagiarism etc in research, his/her result will be withheld / cancelled by the Controller of Examinations, even after the publication of the result.

### 18. Submission of Ph.D thesis:

- a) A full-time research scholar is eligible to submit his/her PhD thesis after completing three (3) years of research [and after four (4) years in case of part-time research scholars] **from the date of admission orders** issued by the concerned authority, and during the validity of the registration (including the extended period, if any) thereafter with the permission of the Dean of the concerned Faculty.
- b) A research scholar, full-time or part-time, whose registration has expired / cancelled, is not eligible to submit the thesis.
- c) After the completion of his/her Ph.D thesis, each candidate is required to submit to the Controller of Examinations, the following along with the prescribed application form .
  - i) Four **soft bound copies of the thesis** incorporating a certificate from the Supervisor to the effect that the thesis is an original work of the candidate and a certificate by the candidate to the effect that the thesis either in part or full does not constitute any part of any thesis/dissertation/monograph submitted by him/her or any other person to this or any other University/Institute.
  - ii) A **Demand Draft** drawn in favour of the Controller of Examinations for the prescribed fee.
  - iii) **Memorandum of marks of Pre-Ph.D Examination** and copy of the PG and UG Degrees.
  - iv) A **reprint of the paper published or accepted for publication** in a referred / recognized Journal as an enclosure in the thesis.
  - v) A copy of the letter of admission/extension/change of title/etc to the Ph.D course along with a **proof of having paid the prescribed fees and satisfied all conditions** stipulated at the time of admission.
  - vi) A copy of the permission letter for **change of title/ /topic/ supervisor**.
  - vii) Certification from the Head of the Department, and Chairperson, BoS and the Research Supervisor, that the candidate has i) presented the three seminars during the tenure of the Ph.D work and ii) that he/she conducted research work in an institution recognized for the purpose by the University, and iii) about the leave particulars in case of part-time Research Scholar.
  - viii) **No Dues Certificates** from the Chief Warden, Principal of the concerned Campus college, Head of the concerned Department and the Librarian of the Department Seminar and University Librarian.

- d) A thesis submitted for adjudication shall conform to the following specifications:
- (i) It must be typed on Quarto Bond/A4 size paper approximately 11 inches/27.94 cms by 9 inches/22.86 cms. For drawings and maps, these restrictions do not apply. Binding should conform to the norms fixed by the University Library.
  - (ii) The Research Supervisor of the candidate shall submit 6 copies of the synopsis of the thesis along with a panel of 12 examiners (10 copies) in a cover marked “confidential” to the Chairperson, Board of Studies at least three months before the actual submission of the Ph.D thesis. Chairperson, BoS shall take the approval of the members of the BoS for panel of examiners suggested by the supervisor.
  - (iii) Out of the panel of 12 examiners, 9 are to be identified from outside the State of Andhra Pradesh, and not more than one from the same institution. The panel of names is to be submitted with all particulars, like complete address, e-mail ID, telephone number in the prescribed proforma .
  - iv) The Chairperson, Board of Studies, shall then forward the approved panel of 12 names along with the 6 copies of the Synopsis for further action to the Controller of Examinations within a fortnight.
  - v) Ph.D Supervisors recognized by Osmania University and persons related to the candidate shall not be included in the panel of Examiners.
  - vi) In case a candidate does not submit the thesis within 6 months from the date of approval of the panel, the panel lapses and a new panel has to be suggested.

#### **19. Ph.D thesis evaluation/adjudication**

- a) Three independent Examiners/Referees appointed for the purpose by the Vice Chancellor shall do the Evaluation/Adjudication of the thesis.
- b) The Controller of Examinations, while communicating the appointment to the Examiner, shall send a copy of the synopsis of the thesis and seek his/her willingness to adjudicate it based on the synopsis submitted. After obtaining the consent of the Examiner, a copy of the thesis will be sent with a request to submit his/her report in a prescribed format. The format consists of three parts. Part-1: A Detailed Evaluation, Part-2: A Detailed Report mentioning the strengths and weaknesses of the thesis, and Part-3: A Final Recommendation.
- c) A candidate needs to score a minimum of 50 per cent of the points in Part-1 to be eligible for the viva-voce examination. As a final recommendation, the examiner is to state in clear/unequivocal terms whether, in his/her opinion,
  - i. The thesis can be accepted for the award of the Ph.D degree in its present form.
  - OR
  - ii The thesis be revised and resubmitted.
  - OR
  - iii The thesis is rejected.

After all the 3 reports are received, a decision is to be taken for the conduct of a viva-voce examination before the award of the Ph.D degree, as per the following guidelines.

- (i) If the reports of all the three examiners are favorable (i.e. accepting the thesis as it is), the candidate is permitted to take the Ph.D viva-voce Examination.
- (ii) If any one/two of the examiners suggest a revision, the thesis shall be revised accordingly and resubmitted for approval to the same examiner(s).
- iii) If two or all the three examiners reject the thesis, it will be rejected for the award of Ph.D degree, and the registration of the candidate shall stand cancelled.
- iv) If any one of the examiners rejects the thesis, the thesis shall be sent to another examiner from the existing panel of examiners approved by the Vice Chancellor. If this examiner also rejects the thesis the thesis is considered rejected and the registration of the candidate shall stand cancelled.
- (d) In the event of any adjudicator's report not received even after 3 months from the date of submission, the thesis may be referred to a fourth Examiner from the same panel for adjudication.
- (e) Minor corrections suggested by the examiner(s) shall be intimated to the Research supervisor of the candidate by the Controller of Examinations before the conduct of the Ph.D Viva voce examination. These corrections must be incorporated in the thesis and an *errata* be enclosed in the thesis and shown to the Ph.D viva voce examiners.

## **20. Ph.D Viva-voce examination:**

- 20.1. The Ph.D viva voce examination of the candidate is conducted only after all the three examiners recommend the award of Ph.D Degree. The Controller of Examinations instructs the Chairperson, BoS, to conduct the Ph.D viva voce examination by constituting a Board of examiners
- 20.2. The Ph.D viva-voce examination shall be conducted in the concerned University Department by a Board of Examiners, and comprise the following five (5) members:
  - (a) Chairperson, Board of Studies, (b) Head of the Department, (c) two faculty members of the Department who are recognized supervisors and working in the area related to the thesis work, approved by the Vice-Chancellor out of the four(4) suggested by the Chairperson, BoS (d) the supervisor of the candidate, who shall be the Convener.
- 20.3 If no eligible faculty member is available in the Department for inclusion in the Board of Examiners, an external expert may be invited for the purpose.

- 20.4 After the Board of Examiners is constituted for the conduct of viva-voce examination, the Head of the Department shall obtain two copies of the thesis and make it available to the members of the Board to enable them to conduct the *viva voce* examination.
- 20.5 The viva-voce examination is open to the students and faculty of the Department, and to the scientists in the concerned / allied subject. The Chairperson, Board of Studies of the concerned Department, shall display on the notice board the date and time of the Viva-voce examination one week in advance.
- 20.6. The Board of Examiners, who conduct the viva-voce examination shall either recommend for the award of the PhD degree or recommend that the candidate be asked to take the viva-voce a second time giving reasons thereof. The second viva-voce examination shall be conducted by the same set of examiners, and not earlier than three months but not later than six months of the date of the first viva-voce examination. The Dean of the concerned Faculty shall participate in the second viva-voce examination, and record his/her observations and send it directly to the Vice-Chancellor.

## **21. Declaration of the Ph.D result:**

21.1. After the completion of the viva voce examination, the reports of the thesis examiners and the report of the viva voce Board of Examiners shall be immediately sent to the Controller of Examinations in a cover marked “confidential”

21.2. After the successful completion of the viva voce examination and incorporating the suggestions made by the Board of Examiners/participants the candidate must now submit **2 hard bound copies of the thesis and 2 soft copies of the thesis**. The hard bound copies shall be made available to all, one in the University General library and the other in the Department Seminar Library. A soft copy of the thesis shall be sent to the UGC, New Delhi within 30 days of award of the Ph.D. degree for hosting the same in INFLIBNET, accessible to all Indian Universities/ Institutions. Another soft copy is for hosting the thesis in the OU website. **The Controller of Examinations declares the Ph.D result of a candidate only on receipt of 2 hard bound copies of the thesis and 2 soft copies of the thesis.**

**Note:** All other matters that have not been covered by the rules mentioned above shall be referred to Standing Committee whose decision will be final.

(The Ph.D Rules & Regulations, Osmania University, were approved by the Standing Committee in the meeting held on ??? Date).