



# जम्मू केंद्रीय विश्वविद्यालय

## Central University of Jammu

राया-सूचानी (बागला), जिलासांबा-181143, जम्मू (जम्मू एवं कश्मीर)  
Rahya-Suchani(Bagla), District: Samba - 181143, Jammu (J&K)

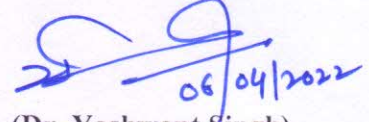
संख्या:CUJ/Acad/AC-14/2022/ 219

6th April, 2022

### NOTIFICATION No. 55 of 2022

It is hereby notified that the Executive Council in its 18th meeting held on 27.01.2022 vide Item No. 34 / Resolution No. 47 & 49 has approved with amendments reviewed Ordinance No. 6A governing Ph.D. Programme recommended by Academic Council in its 14th meeting held on 12.01.2022 vide Item No. 22 / Resolution No. 29.

Copy of Ordinance No. 6A approved by Executive Council is enclosed herewith.

  
06/04/2022

(Dr. Yashwant Singh)  
Registrar (I/c)

E-mail - registrar@cuammu.ac.in  
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Encl: as above

#### Copy for information to:

1. All Deans of Schools
  2. All Heads of Departments
  3. Directors of Centres
  4. Controller of Examinations
  5. P.S to Hon'ble Vice Chancellor
  6. P.S to Registrar/Finance Officer
  7. ICT Cell for uploading on University website
- (with a request to apprise scholars and obtain undertaking w.r.t. provisions of said Ordinance being read and understood for compliance)



**Ordinance No. 6 A**

**governing**

**Ph.D. Degree Programme**

(The Central Universities Act, 2009: Section 28(1) (b) and (d))

**1. Ph.D. Programme**

- 1.1 There shall be Ph.D. degree programmes in the University in various Schools, Departments and Centres as may be determined by the Academic Council of the University from time to time.
- 1.2 The Ph. D degree programme would aim at providing advanced knowledge in some specified areas of the concerned subject and training in multidisciplinary areas of research.
- 1.3 The Ph.D. degree programme shall be carried through two modes viz. Full time and Part time. The eligibility condition under each programme is detailed in 2 (a) and (b).

**2. Eligibility Criteria**

**2 (a) Full time Ph.D Programme**

- 2.1 Candidate for admission to Ph.D. programme shall have:
  - 2.1.1 Master's Degree with 55% marks or equivalent grade in the UGC 7 point scale from a recognised University in the subject concerned or allied subject to be determined by Board of Studies concerned or a professional degree with 55% marks declared equivalent to the Master's Degree by corresponding statutory regulatory body and must have qualified National Eligibility Test (NET); or
  - 2.1.2 Master's Degree with 60% marks equivalent grade in the subject concerned or allied subject to be determined by Board of Studies concerned or a professional degree with 60% marks declared equivalent to the Master's Degree by corresponding statutory regulatory body and must have appeared in National Eligibility Tests (NET) conducted during last two years
  - 2.1.3 An equivalent degree from a foreign educational institution or accredited by an Assessment and Accreditation agencies which is approved / recognised by Association of Indian Universities (AIU) or authorised 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 standard of educational institutions or as may be determined by the Academic Council, shall also be eligible to apply for admission to the Ph.D. programme in the University provided he / she fulfils the eligibility conditions laid down in clause 2.1.1 or 2.1.2 above.
- 2.2 A relaxation of 5% of marks, from 60% to 55%, or an equivalent relaxation of the grade, may be allowed for scholars belonging to SC/ST/OBC (non – creamy layer)/Differently-abled and other categories of scholars as per the decision of the UGC notified from time to time or for those who had obtained their Master's Degree prior to 19<sup>th</sup> September, 1991. The eligibility marks of 60% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including grace marks.



**2 (b) Ph.D: Programme for In-service candidates**

- 2.3 In-service candidates seeking admission in Ph.D. Programme shall fulfil the eligibility conditions laid down under Clause 2(a) of the ordinance 6A of the Central University of Jammu.
- 2.4 In-service candidates seeking admission to Ph. D Programme should have minimum experience of 5 years permanent service in Defence or Para-Military services or in Central University of Jammu, as the case may be.
- 2.5 Defence / Paramilitary Personnel: For in-service defence & paramilitary personnel, special arrangements will be made if the situation so warrants.
- 2.6 In-service candidates (Teaching / Non-Teaching staff of Central University of Jammu) shall only be considered for admission if they fulfil eligibility criteria as per clause 2(a) and have obtained No Objection Certificate prior to moving the application for admission and for attending online course-work. However, it may be ascertained to what extent the Ph.D. programme to be pursued by the applicant employee (Non-Teaching) shall be in the interest of administration and beneficial to the corporate life of the University.

Provided further that one confirmed teacher in a Department / Centre may be only considered in an academic year as approved by the Vice Chancellor.

- 2.7 Scholars who are selected as JRFs / Research Fellows through national level advertisement and selection process in various research projects awarded by external government funding agencies for duration of minimum 2 years may also be considered for admission to Ph.D programme in respective departments / centres.

**3. Joining Employment**

In case, the registered regular scholar joins the service before completing 2 years of residency period of research from the date of registration, he/she will have to complete the period of two years after obtaining no objection from the employer and authorized leave (in parts or full-time for the remaining period) for pursuing their research work. If the scholar joins employment before one year after the Ph.D registration in the University, his / her candidature will be automatically cancelled. However, his / her credits obtained, if any, by the course-work done during this period will be transferred to his / her Academic Bank of Credits.

**4. Duration of the Programme**

- 4.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- 4.2 No scholar shall be permitted to submit his / her thesis after completion of six years from the date of registration, unless he / she re-registers himself / herself after payment of the prescribed fee. In that case he / she shall not be permitted to submit his / her thesis before the completion of one year and after two years from the date of re-registration. This concession shall be available only once.



- 4.3 The women scholars and Persons with Disabilities (not less than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women scholars may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 280 days.

**5. Procedure for Admission**

- 5.1 Only those candidates who have appeared in NET / GATE examination will be considered for admission to Ph.D. programme. The score obtained by the scholars in NET / GATE (for engineering programs) will be considered for determining the merit of the scholar for admission. In case of courses (except engineering courses), if the candidates with both NET & GATE examinations are available, in that case the preference will be given to the candidates who have qualified the NET examination.
- 5.2 The University shall pre-decide on an annual basis through Department / Centre, number of manageable Ph.D. candidates to be admitted depending on the number of available Research Supervisors and other infrastructural facilities available in the Departments / Centres, keeping in view the norms regarding the scholar-teacher ratio, as indicated at clause 6.5, laboratory, library and such other facilities. However, in the exceptional cases, the number of admissions in any Department / Centre may be increased or decreased as per discretion of the Vice Chancellor.
- 5.2.1 The University shall notify well in advance admission notice on the University website and newspapers regarding the number of seats available for admission, subject/discipline – wise distribution of available seats, criteria for admission and procedure for admission.
- 5.2.2 The admission shall be based on the criteria notified keeping in view the guidelines/norms issued in this regard and taking into account the reservation policy of Central Government from time to time.
- 5.3 An interview shall be organised by the Department / Centre concerned and conducted by a committee consisting of Vice Chancellor or his nominee, Head of the Department / Director of Centre, one Professor, one Associate Professor, and one Assistant Professor to be nominated by the Head of the Department / Director of Centre. In the absence of a Professor or any Associate Professor in the department / centre, the Vice Chancellor may nominate a Professor or Associate Professor, as the case may be, from other department / centre preferably from the allied subject(s). The scholars shall be required to discuss their research interest / area through a presentation before the Committee. However, the prospective supervisor may be invited by the Committee as special invitee.
- 5.4 The Interview / viva-voce shall consider the following aspects viz., whether:
- 5.4.1 the candidate possesses the competence for the proposed research
- 5.4.2 the research work can be suitably undertaken at the institution
- 5.4.3 the proposed area of research can contribute to new / additional knowledge.



- 5.5 Subject to the minimum cut off marks candidates equivalent to five times the number of available seats shall be called for interview in order of merit. However, this number may be reviewed from time to time by the University.
- 5.6 The distribution of weightages to different components for determining the merit shall be as under:

Score in JRF/NET/GATE	Quality of proposal for presentation & Interview
70%	30%

- 5.7 The final selection shall be made on the basis of composite marks (as mentioned above) awarded by the Committee. The list will be prepared merit wise, category wise depending upon the availability of the seats notified in each Department / Centre.
- 5.8 Foreign Nationals and NRIs, residing abroad may be admitted to the programme according to the policy guidelines laid down by the Govt. of India and adopted by the University Executive Council from time to time. The Vice Chancellor may form a committee every year to decide the policy / mode to be adopted for the admission of the foreign nationals / NRIs to Ph.D. Programmes.
- 5.9 The University shall maintain list of the admitted Ph.D. candidates on website on yearly basis. The list shall include the name of the registered scholar, topic of his / her research, name of his / her supervisor / co-supervisor, date of enrolment / registration, etc.
6. **Allocation of Research Supervisor:** Eligibility criteria to be a Supervisor / Co-Supervisor and number of Ph.D. Scholars permissible per supervisor, etc. shall be as under:
- 6.1 All full time regular Professors or Associate Professors of the University with Ph.D. degree are eligible to be the research supervisors. However, only those full-time regular Assistant Professors are eligible to be research supervisors, who have Ph.D. degree and at least 5 good publications in SCI journals (in Science subjects), SSCI journals (in Social Science subjects) and ABDC category journal, in A & B category, (in Management & other applicable subjects / areas) journals otherwise they can be considered as co-supervisor till they complete regular service of two years in the University. Only after two years of service they can be considered as supervisors. The Vice Chancellor of the Central University of Jammu can also be supervisor / co-supervisor of the scholar.
- 6.1.1 In case supervisor leaves the University after completion of two years of supervision of a scholar for Ph.D Degree registered under him / her, he / she shall continue to be the supervisor of the scholar. However, a co-supervisor shall be appointed from the Department / Centre with the consent of the supervisor.
- 6.1.2 In case supervisor leaves the University before completion of two years of supervision of a scholar for Ph.D Degree registered under him / her, he / she shall cease to be supervisor of the scholar. However, he / she may be continued as co-supervisor of the scholar and the Department / Centre will allot a new supervisor to the scholar.



- 6.1.3 In case supervisor leaves the University before completion of one year of supervision of a scholar for Ph.D Degree registered under him / her, he / she shall cease to be supervisor of the scholar and the Department / Centre will allot a new supervisor to the scholar.
- 6.2 The external supervisors, visiting, adjunct or part-time teachers in a university are not allowed to act as a supervisor or co-supervisor. However, co-supervisor can be allowed from other Department / Centre or from other related Research Labs / National Institutions recognized by the Central government / State or Central Universities / IITs / NITs/ IIITs / IIMs / AIIMS / Institute of National Importance / Industries with minimum annual turnover of Rs 500 crores. Allotment of the co-supervisor for a particular scholar will be approved after recommendation by the Department / Centre and approval by the Vice Chancellor.
- 6.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Committee in clause 5.3 depending on the number of scholars per Supervisor, the available specialization among the Supervisors and research interests of the candidates as indicated by them at the time of interview/ viva-voce.
- 6.4 In case of topics which are of inter-disciplinary nature where the Department / Centre concerned feels that the expertise in the Department / Centre has to be supplemented from outside, the department / centre may appoint a Supervisor from the Department / Centre itself, who shall be known as the Supervisor and a Co-Supervisor from outside the Department as mentioned in Clause no 6.2.
- 6.5 A Supervisor / Co – supervisor who is a Professor, at any given point of time, cannot guide more than eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six(6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. Scholars (in counting the number of scholars allocated to any teacher, one co – supervisor will be counted as half of the number ). This also includes supervision of Ph.D. scholars from outside the University.
- 6.6 In case of relocation of Ph.D. female scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in this Ordinance are followed in letter and spirit and research work does not pertain to the research project secured by the University / supervisor from any external funding agency. The scholar will however, give due credit to the Supervisor and the University for the part of research already done.
7. **Course work:** Credit Requirements, number, duration, syllabus, minimum standards for completion etc.
- 7.1 The credit assigned to the Ph.D. course work shall be minimum of 10 credits consisting of research methodology course (4 credits), Research Ethics & Publication (2 credits) and atleast one subject specific course (4 credits) or two courses of two credit each including UGC mandatory course(s) as prescribed from time to time. The University can also encourage scholars to obtain credits from MOOCs through SWAYAM Platform or any other platform decided by the Govt. of India. However, a prior permission is to be obtained before registering to the SWAYAM course(s).
- 7.2 The course work shall be treated a pre - requisite for a Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology



- which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc.
- Other courses shall be advanced level courses preparing the scholars for Ph.D. degree
- 7.3 All courses prescribed for Ph.D. course work shall be in conformity with credit hour instructional requirement and shall specify content, Instructional and assessment method. They shall be duly approved by the authorised academic bodies i.e. Board of Studies and School Board.
- 7.4 The Department / Centre where the scholar pursues his/her research shall prescribe the course(s) to him / her based on the recommendation of the Research Advisory Committee as stipulated in Clause 8.
- 7.5 All scholars admitted to Ph.D. programmes shall be required to complete the course work prescribed by the Department / Centre during the initial one or two semesters.
- 7.6 Scholars already holding M.Phil. degree and admitted to the Ph.D. programme or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course or otherwise may be exempted by the Department / Centre from the Ph.D. course work. However such scholars shall be required to complete UGC mandatory course(s) as prescribed from time to time. All other scholars admitted in the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department / Centre.
- 7.7 A Ph.D. scholar has to obtain minimum 55% marks or its equivalent grade in the course work in order to be eligible to continue in the programme. If a scholar fails to qualify the course-work in first attempt, he/she may be given one more last chance to qualify the course work. If he / she fail to complete the course-work in continuous two semesters, his / her admission will be automatically cancelled.
- 7.8 Head of the Department / Director of Centre shall send the name of scholars with the list of courses opted by the scholar for course-work to the Controller of Examinations. The Controller of Examinations will conduct the examinations and declare the results. However, for those courses opted from SWAYAM / Govt. of India approved e-platform, the scholar will submit the results to Head of the Department who will forward the same to Controller of Examinations for declaration of results.

#### **8. Research Advisory Committee: Composition & Functions**

- 8.1 Research Advisory Committee (RAC) of each Ph.D. scholar approved by the Vice Chancellor shall comprise Head of Department as Chairperson, one faculty member of the Department, one external subject expert to be nominated by the Vice Chancellor and Supervisor as convener of the Committee. The Committee shall perform following functions:
- 8.1.1 To review the research proposal and topic of research.
- 8.1.2 To guide the research scholar to develop the study, design and methodology of research and identify the course(s) that he / she may have to do.
- 8.2 A research scholar shall appear before the RAC once in six months to make a presentation of the progress of his / her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the RAC to the office of Dean, Research Studies & Assistant Registrar, Academic Branch with a copy to the research scholar. The meeting of the RAC is to be conducted in the months of June & December of the calendar year. If the Supervisor (Convener of the RAC) fails to conduct the



meeting of RAC of the scholar, no scholarship will be granted from the month of July & January respectively.

- 8.3 In case, the progress of the research scholar is considered unsatisfactory for three consecutive times by the RAC, the RAC should submit its recommendation for de-registration of the scholar to the Vice Chancellor for consideration.

## 9. Registration

After the completion of admission process, the Head of the Department / Director of Centre shall submit the list of admitted scholars to the Assistant Registrar, Academics Branch who will issue provisional registration number to the scholar with copy to Head of Department and Controller of Examinations. The Non-JRF fellowship will be released to scholar after the successful completion of course-work and comprehensive examination / Synopsis. The registration of the scholar will be confirmed after the approval of the topic and synopsis by the Vice Chancellor.

The scholar shall complete the comprehensive examination / Synopsis within the two months of the course-work. The RAC should recommend for the confirmation of the registration of the scholar by the Vice Chancellor.

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

- 10.1 Upon satisfactory completion of the course work and obtaining marks / grades prescribed in clause 7.7 as the case may be, the Ph.D. scholar shall be required to undertake research work and provide a draft thesis within a reasonable specified time.
- 10.2 Prior to the submission of the thesis, the scholar shall make a presentation to the department before the RAC which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them shall be suitably incorporated in consultation with RAC. The presentations may be made within three months prior to the submission of the thesis on the recommendation of supervisor.
- 10.3 Ph.D. scholars must publish or submit the proof of the acceptance of at least two research papers as first author in SCI / SCI-E / SCOPUS / WEB of Sciences journals (in Science subjects), SSCI / SSCI-E journals (in Social Science subjects) and ABDC, A& B category / Scopus journal (in Management & other Social Sciences subjects, wherever applicable) and for Hindi in UGC CARE listed journals. It is also required to make two paper presentations in National / International conference / seminar before the submission of the thesis for adjudication and produce evidence for the same in the form of presentation certificate and /or reprints. The final viva-voce will be held only after the publication of the two research papers in journals as mentioned above.
- 10.4 The thesis must be accompanied by a certificate from the scholar countersigned by the HoD as to the following that:-
- i) the thesis embodies the original work;
  - ii) he / she has worked for the period required under the relevant Ordinance ;



- iii) he / she has put in the required attendance and has also delivered and attended seminars / group-discussion sessions in the Department / Centre concerned.
- iv) there is no plagiarism (beyond UGC Academic Integrity norms) for the thesis, to be substantiated with documentary evidence from the Supervisor through the anti-plagiarism software preferably Turnitin.
- v) the work has not been submitted for the award of any other degree.
- vi) the research papers published on the areas of research for which thesis is submitted has been appended in this thesis.
- vii) he / she has no objection for uploading the work on the website of Shodh-Ganga after the notification for award of Ph.D. degree.

Research supervisor shall also give a certificate for attesting the originality of the work, vouching that there is no plagiarism (beyond UGC Academic Integrity norms) and that the work has not been submitted for the award of any other degree in this University or in any other institution.

- 10.5 The thesis shall be submitted in English / Hindi, provided that in case of subject of the Indian Classical or Modern Indian Languages, the thesis may be written either in English or in the Classical / Modern Indian Language / or both.
- 10.6 The thesis shall be submitted in the Department / Centre for onward transmission to the Controller of Examinations only when the Supervisor is satisfied that the thesis is worthy of consideration for award of the degree of Doctor of Philosophy. The Head / Director shall ensure that the scholar fulfils the conditions for submission of the thesis.
- 10.7 Initially the scholar shall submit one e-copy of the thesis and synopsis / summary in the PDF format and one spiral-bound hard copy of the same on A4 size paper as per the format prescribed by the University duly signed by the scholar, Supervisor and various authorities. The thesis must be forwarded by the Head of the Department / Director of Centre to the Controller of Examinations along with the list of proposed panel of examiners.
- 10.8 The Ph.D. thesis submitted by a scholar shall be evaluated by two external examiners. These examiners should not be in the employment of this University. Out of two external examiners, one examiner should be from outside the country not below the rank of Associate Professor working in the University which are ranked amongst first 400 ranks in Times Higher Education (THE) ranking or QS ranking. The Examiner from inside the India should be the faculty member not below the rank of Associate Professor working in any of the Institution which is ranked under 100 by NIRF ranking / Central Universities / State Universities / Institute of National Importance / Institute of Eminence / NAAC A grade accredited Universities/ Government Research Institutions.
- 10.9 The Committee consisting of Head of the Department / Director of Centre, one senior faculty member and the supervisor should recommend the panel of the examiner consisting of the list of examiners mentioned as per clause 10.8 above. The Panel should have atleast four experts from outside India and four within India.



The committee should submit its recommendation in sealed envelope to Controller of Examinations. The Controller of Examinations should submit the list to the Vice Chancellor. The Vice Chancellor shall approve the names of the two Examiners from the list submitted or any other examiner(s) not in the list.

- 10.10 The Examiner should submit his report in the format prescribed by the University clearly mentioning whether the thesis is fit for publication in its original form or revised form or with suggestions:
  - a. Accepted in present form.
  - b. Minor revision
  - c. Major revision but not to be resubmitted for re-evaluation
  - d. Major revision to be resubmitted for re-evaluation
  - e. Rejected
- 10.11 The reports of the examiners received by the Controller of Examinations will be forwarded to the Supervisor through the Head of the Department / Director of Centre within three days from the receipt of report.
- 10.12 In case of minor revision, the certificate of incorporation of observations of external examiner shall be furnished by the Head of Department and Supervisor concerned. The revised thesis is to be submitted to the Controller of Examinations.
- 10.13 In case of major revision recommended by any of the examiner, the revised thesis will be submitted after obtaining a certificate from the committee comprising Dean Research Studies, Dean of School concerned, Head of the Department / Director of Centre and Supervisor concerned to ascertain the incorporation of the recommendations received from the external experts. The revised thesis is to be submitted to the Controller of Examinations. Major revision should be carried out within six months.
- 10.14 With the incorporation of requisite certificate as per clause 10.12 or clause 10.13, if required, and after getting approval from Controller of Examinations, the Head of the Department / Director of Centre shall fix the date of viva-voce in consultation with the Supervisor.
- 10.15 If anyone of the evaluation report of the external examiner is recommended as rejected, the Controller of Examinations will send the thesis to third external examiner approved by the Vice Chancellor. If the report of the third examiner is also recommended as rejected, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree. If the third examiner approves the thesis for acceptance in the present form or with minor / major revision, the same may be recommended for the consideration of conduct of viva-voce after incorporation of major / minor revision as mentioned in clause 10.14
- 10.16 The Scholar has to submit the hard bound four copies of the thesis to the Controller of Examinations before the conduct of viva-voce examination. Controller of Examinations shall issue thesis submission certificate to the scholar with the copy of the same to Head of the Department / Director of Centre and Supervisor.



- 10.17 The viva-voce examination shall be conducted by an Examination Board comprising the Vice Chancellor or his nominee as Chairperson, Dean of School concerned, Dean Research Studies, Head of Department, External Expert, Co-supervisor (if any) and Supervisor as Convenor.
- 10.18 The Head of the Department / Supervisor should notify the venue, time and date of viva-voce examination preferably one week prior to the conduct of viva-voce.
- 10.19 Viva-voce shall be open for all the interested faculty members and research scholars of the University.
- 10.20 The Examination Board after consideration of the evaluation reports and performance of the scholar in the viva-voce examination may recommend to the Academic Council, the award of degree of Doctor of Philosophy to the scholar.
- 10.21 After successful defense of the thesis, the result notification shall be issued by the Controller of Examinations after obtaining the approval of Vice Chancellor in anticipation of ratification by the Academic Council.
- 10.22 The Controller of Examinations shall make all efforts to complete the entire process of evaluation within three months from the date of submission of thesis. To expedite the process, the Controller of Examinations may send e-copy of the thesis to the External Evaluators.

This ordinance shall be applicable with effect from academic session 2021-22.