



SAVITRIBAI PHULE PUNE UNIVERSITY

(Formerly University of Pune)

CIRCULAR NO. 07/2024

ORDER

WHEREAS the University Grant Commission has prescribed UGC (Minimum Standards and Procedures for Award of Ph.D. Degrees) Regulations, 2022 in supersession of the UGC (Minimum Standards and Procedures for Award of M.Phil / Ph.D Degrees) Regulation, 2016.

AND WHEREAS the conditions under which students are to be admitted to courses/ programmes are required to be prescribed by the Ordinance and therefore, it is expedient to prescribe minimum standards and procedure for award of Ph.D. degrees by Ordinance;

AND WHEREAS the Academic Council of the University, in its meeting held on 20th December, 2022 has approved the draft of the Ordinance prescribing minimum standards and procedure for award of Ph.D. degrees for University Departments, Research Centres at affiliated colleges and recognized institutions and recognized research institutions, as per the UGC (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022;

AND WHEREAS it will take considerable time to make the Ordinance in this regard as per the provisions of **Sections 74** of the Maharashtra Public Universities Act, 2016;

THEREFORE, I, Prof. (Dr.) Suresh Gosavi, Vice-Chancellor of the Savitribai Phule Pune University, by and under the power vested in me under **Sub-section 8 of Section 12 of the Maharashtra Public Universities Act, 2016**, hereby issue the following directives:

1. The Minimum Standards and Procedure for Award of Ph.D. Degrees as prescribed in the Annexure shall be applicable from the year 2023-24 and onwards;
2. This Order shall be applicable to the University Departments, Research Centres at affiliated colleges and recognized institutions and recognized research institutions of the University.

This order shall remain in force till the Ordinance in this regard comes into force.

Prof. (Dr.) Suresh Gosavi
Vice-Chancellor

Ref. No. PGS/58

Date : 09/01/2024

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ANNEXURE
STANDARDS AND PROCEDURE FOR AWARD OF PH.D. DEGREES

1. Eligibility criteria for admission to Ph.D. programme:

1.1 Candidates who have completed:

i) A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme with Research Honours 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.

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

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/DT-A/NT-B/NT-C/NT-D & OBC (non-creamy layer if applicable)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the University Grants Commission from time to time.

ii) 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/DT-A/NT-B/NT-C/NT-D & OBC (non-creamy layer if applicable) /Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

2. Duration of the Programme:

2.1 Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme. Pre Ph.D. presentation will be allowed only after completion of 3 years.

2.2 A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance/Regulation of the University concerned; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

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.

2.3 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 of maximum of 10 years from the date of admission in the Ph.D. Programme.

2.4 Tuition Fee & Other Fees shall be applicable till the date of submission of Thesis as per University circular.



3. Procedure for admission:

- 3.1 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.
- 3.2 Admission to the Ph.D. programme shall be made using the following methods:
- i) University shall admit students who qualify for fellowship/scholarship in UGC-NET/NET-LS/UGC- CSIR NET/SET/GATE (Valid Score)/ JRF/ SRF/ ICAR/ ICMR/DET/DST/CEED and similar National level tests based on an interview.
 - ii) University shall admit students through an Entrance Test conducted at the level of the University. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject specific.
 - iii) Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.
 - iv) A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/DT-A/NT-B/NT-C/NT-D & OBC (non-creamy layer if applicable) /Differently-Abled, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the UGC from time to time.
 - v) University will decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.
 - vi) Provided that for the selection of candidates based on the entrance test conducted by the University, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given. All exempted candidates will be given 70 marks in written test accordingly.
 - vii) An interview will be organized by the University where the candidates are required to discuss their research interest area through a presentation before a duly constituted Department Research Committee.



viii) The Department Research Committees shall be as under:

A) Admission at University Departments:

- (i) Head of the Department concerned (Chairman);
- (ii) Two subject Experts (One from the Department concerned and One from outside);
- (iii) Two nominees of the Vice-Chancellor – One General and One Reservation.

B) Admission at Research Centers at Affiliated Colleges and Recognized Institutions:

- (i) Principal / Director of the Affiliated Colleges and Recognized Institutions concerned (Chairman);
- (ii) Two subject experts of which at least one should be from outside the department/Institute.
- (iii) Two nominees of the Vice-Chancellor – One General and One Reservation.

C) Admission at Recognized Research Institution:

- (i) Director (Chairman);
- (ii) Academic co-ordinator of the institution;
- (iii) One Professor from the University Department concerned, nominated by the Vice-Chancellor;
- (iv) Reservation nominee appointed by the Vice-Chancellor.

The final interview score will be based on the average of the scores given by the chairman and the two subject experts only.

3.3 The University departments/research Centers at affiliated colleges and recognized institutions/recognized research institutions shall obtain the nomination of the Vice Chancellor on the Departmental Research Committee as per the constitution mentioned in (viii) of rule no. 3 of the Vice Chancellor order for the purpose of admission process.

3.4 The interview shall be conducted at the respective research centers, within a period of not more than Sixty days from the date of declaration of result of the entrance test.



- 3.5 The following aspects shall be considered during the interview, namely:-
- (i) whether the candidate possesses the competence for the proposed research;
 - (ii) whether the research work can be suitably undertaken at the Department/Institution/College;
 - (iii) whether the proposed area of research can contribute to new/additional knowledge.
- 3.6 The research centre shall submit the report of the committee with regard to the interviews to PG Admission Section of the SPPU within three working days from the date of completion of the interview process. PG Admission Section of the SPPU shall publish the list of candidates selected for admission, within a period of not more than fifteen days of completion of the interview process in the Faculty concerned.
- 3.7 The Research Centre shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration etc.
- 3.8 University campus Departments and Recognized Research Centers which are eligible to conduct Ph.D. programmes, shall:
- (i) Notify well in advance on the University's website specifying the number of seats according to Departments and Recognized Research Centre for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;
 - (ii) Adhere to the State-level reservation policy, as applicable.
- 3.9 University will 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) admitted under them on the website of the institution and update



this list every academic year. University Departments & Recognized Research Centers shall maintain such data. The link of their website to be linked to the SPPU website.

4. Allocation of Research Supervisor:

Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc

- 4.1 Permanent faculty members working as Professor/Associate Professor of the University Department/Research Centre with a Ph.D., and at least five research publications in relevant research area and in UGC care list journals and permanent faculty members working as Assistant Professors in University Department/Research Centre with a Ph.D., and at least three research publications post Ph.D. in UGC-care journals in relevant research area may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a recognized research guide who is not an employee of the university or its affiliated Post-graduate Colleges/institutes would be in violation of these Regulations. A research supervisor may be allowed to get associated with not more than one other research centre only in case of no research centre is approved at the institute/college where such research supervisor is working, with the approval of University. For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by SPPU, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements. Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the SPPU may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing. Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the Research & Recognition Committee.



- 4.2 In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/University may be appointed.
- 4.3 Allotment of Research Guide will be done by the respective University Departments/Research Centres as per the following guidelines:
On the basis of the interview, allotment of Research Guides for selected candidates shall be decided by the University Departments/Research Centres in a formal manner depending on the number of candidates per teacher, the available specialization among the Research Guides and the research interest as indicated during interview by the candidates. The allotment/allocation of Research Guide shall not be left to the individual candidate or guide. Reservation policy will be observed at the time of allotment.
While granting admission to candidates to Ph.D. programmes, the University Departments/Research Centres will follow the State Reservation Policy. Foreign candidates will be treated at par with Open Category for admission.
- 4.4 Change of Guide – In case of such change, the candidate shall work a minimum period of one year under the new guide before he/she submits the synopsis and pre submission presentation. There will be no condition of one year period to work under new guide, in case the co-guide is made a Guide provided that the co-guide had been appointed for minimum of one year before the submission.
- 4.5 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.
- 4.6 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.



- 4.7 Faculty members with less than three years of service remaining 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 as a co-supervisor after superannuation, but not after attaining the age of 70-year. Change of research supervisor is must, after 70-year age of research supervisor or research supervisor is no more affiliated with University.
- 4.8 At any time, research supervisor is not allowed more than 8/6/4 candidates including as guide and as co-guide in case of Professor/Associate Professor/Assistant Professor respectively.

5. Process of Admission/Registration after the interview:

- 5.1 A selected applicant seeking admission to the Ph.D. programme shall apply to the Registrar, SPPU in the prescribed format along with the registration fee as may be prescribed from time to time, within a period of four months from the date of allotment of the Research Supervisor.
- 5.2 The applicant shall submit along with the application, copies of his/her Ph.D. proposal as per the Guidelines to the place of research.
- 5.3 A selected applicant shall be required to make a brief presentation at the place of research before the Research Advisory Committee.
- 5.4 The presentation will be arranged by the Head of the Place of Research.
- 5.5 Research Advisory Committee shall consist of:
- 1) Head of the Department/Head of the Research Centre /Principal/Director;
 - 2) Research Guide;
 - 3) Two experts (recognized research guides in the subject concerned, one from outside the University Department/Research Centre).
- 5.6 In case of any suggestions given by the Research Advisory Committee for improvement of the topic, the candidate shall make changes accordingly and present the topic again before the said Committee within a period of not more than fifteen days from the date of the earlier presentation.



- 5.7 After successful presentation, the Research Advisory Committee shall prepare a report on the basis of the presentation. The Head of the Place of Research shall send the report of the Research Advisory Committee along with the proposal, within period of not more than seven days, from the date of presentation to the P.G. Admission Section of the SPPU, to be placed before the Research and Recognition Committee. The date of the successful presentation shall be treated as the date of provisional admission of the candidate and the candidate shall be given provisional admission/registration letter.
- 5.8 The Research and Recognition Committee shall consider approval of the topic of research and appointment of Co-Supervisor, if necessary, from other departments of the SPPU/ recognized research centres at affiliated colleges or recognized institutions or recognized research institutions or from other related institutions, with the approval of the Research Advisory Committee.
- 5.9 If the candidate desires to modify the title and / or the proposed plan of the research, he shall apply at least two months before the date of submission of synopsis. Research and Recognition Committee concerned may approve such changes on the recommendation of the Research Supervisor and the Head of the Place of Research.
- 5.10 As per provisions of Ordinance 116, registered candidates shall not be allowed to register simultaneously for any other degree course.
- 5.11 The admission will be confirmed after the Research and Recognition Committee approves the topic. The decision of the Research and Recognition Committee shall be communicated to the Head of the Place of Research within seven days from the date of decision of the Research and Recognition Committee. The Head of the Place of Research shall communicate the same to the candidate/Research Supervisor concerned within three days from the date of receipt of the decision. The Head of Research Centre shall admit the candidates as per the rules and regulations of the University.
- 5.12 The date of successful presentation of the proposal will be considered the date of registration.



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 4.5 above.

6.2 SPPU will 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.

7. 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 4.5.

8. Course Work:

Credit requirements, number, duration, syllabus, minimum standards for completion, etc. for Ph.D. programme shall be as under:

8.1 Ph.D. course work shall be of 16 credits.

8.2 The course work shall be treated as prerequisite for Ph.D. programme.

8.3 The Ph. D. Course work shall consist of the following components, namely:-

Course 1:	Research Methodology (Including Quantitative methods, Computer applications, review of published research in the relevant field, training, field work, Writing of Research Proposal for obtaining Financial assistance from national funding agencies etc.)	: 4 credits
Course 2 :	Attending at least One Seminar (National/International)	: 1 credits
Course 3 :	Two Subject specific advanced level courses	: 8 credits
Course 4 :	Research & Publication Ethics	: 2 credits
Course 5 :	Pedagogical Training/Industrial Visit Report/ Assessment Statement	: 1 credit



- 8.4 Contents of Course 1 and Course 3 above shall be prescribed by the Board of Studies concerned.
- 8.5 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the Academic Council of the SPPU.
- 8.6 The University Department/ recognized research centre at affiliated college or recognized institution/ recognized research institution where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee of the research scholar.
- 8.7 Candidates already holding M. Phil. degree from SPPU 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, shall be exempted from the Ph.D. course work.
- All other candidates admitted to the Ph.D. programme shall be required to pass the course work approved by the Academic Council of the SPPU by obtaining a minimum of 55% marks or its equivalent grade in the UGC 10 – Point scale within the initial period of two years. They will be allowed to continue the Ph.D. Course and submit their Thesis only after completing the above requirements.
- 8.8 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Place of Research and the final grades shall be communicated to the P. G. Admission Section of the SPPU.
- 8.9 The Research Advisory Committee can also recommend online/offline courses offered by UGC/National Agency/Moocs/SWAYAM/NPTL, etc. as part of the credit requirements for the Ph.D. programme.
- 8.10 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.

9. Research Advisory Committee and its Functions.-

9.1 There shall be a Research Advisory Committee for each Ph.D. scholar. Research Advisory Committee shall consist of Head/Research Supervisor of the scholar and two subject experts of which at least one should be from outside the department/Institute. Research Supervisor shall be the Convener of this Committee. The Research Advisory Committee needs to be approved by the Head of the Research Center. The Research Advisory Committee shall have the following responsibilities:

- (i) To review the research proposal and finalize the topic of research
- (ii) 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.
- (iii) To periodically review and assist in the progress of the research work of the Ph.D. scholar.

9.2 Each semester, the Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the University. A copy of such recommendations shall also be provided to the Ph.D. scholar. The Head of the Place of Research shall submit these six monthly progress reports to P.G. Admission Section of the Savitribai Phule Pune University within a week from the date of such presentation.

9.3 In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.



10. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:

- 10.1 Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (8.3) of Regulation 8 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
- 10.2 Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the Research Centre concerned, which shall also be open to all faculty members and other research scholars/students.
- 10.3 The Research Centre shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.
- 10.4 A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism as per UGC and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution. Undertaking as per (a) & (b) to be part of the thesis and be included before Index page.
- 10.5 The Ph.D. thesis submitted by a Ph.D. scholar 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 the SPPU jurisdictions. Such examiner(s) should be academicians with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the three external examiners and the viva may be conducted online/offline. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/ research scholars, and other interested experts/researchers. etc.
- 10.6 The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if two external examiners recommend acceptance of the thesis after



incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University will send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination will be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.

10.7 The SPPU will complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

10.8 The women candidates and persons with disability (more than 40 % disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration.

10.9 SUBMISSION OF THESIS

1) The submission of synopsis may be permitted only after completion of 36 months from the date of registration and after successful completion of the Course Work. The synopsis should contain introduction, chapter-wise brief account of the work done and overall conclusions.

2) At least 3 months before the date of submission of the thesis, each candidate shall give a pre-submission seminar to be arranged by the Head, Place of Research at the University Department/ Research Centre on the request of the candidate duly endorsed by the guide. The final plan of the thesis will be discussed by the research scholars present, among whom the presence of the research guides and the Head, place of Research or his/her nominee shall be necessary.

3) In the light of the discussion during the seminar mentioned above, the candidate shall submit to the Registrar copy of the synopsis of his/her thesis through his/her guide within one month from the date of presentation of seminar. The guide shall submit the list of recommend referees to the P.G. Admission Section of the University.

4) The candidate shall be allowed to submit his/her thesis after the



completion of a period of two months and before six months from the date of submission of the synopsis, failing which the candidate will have to pay the prescribed fine for late submission. Late submission of thesis shall be allowed up to the completion of one year from the date of submission of the synopsis or till the expiry of the registration period, whichever is earlier. The candidate will have to submit synopsis again, if given extension.

- 10.10 In the light of the discussion during the presentation, the candidate shall submit to P.G. Admission Section of the SPPU copy of the synopsis of his/her thesis through his/her Research Supervisor within thirty days from the date of presentation. Thesis submission will be allowed after two months and before six months of synopsis submission without late fee. Fine of Rs. one thousand per month will be imposed after six months and upto one year of synopsis submission. After one year candidate have to present their synopsis again.
- 10.11 Scholars shall publish at least one research paper in Scopus, UGC care list journals. Guidelines for research publications issued by the SPPU, from time to time and displayed on the official website of the SPPU, will be followed.
- 10.12 The thesis / dissertation shall be submitted in soft copy in the format and as per the details mentioned in Appendix.
- 10.13 The final Ph.D. thesis shall be presented in accordance with the following specifications whenever necessary:
- (a) The paper used for printing shall be of A4 size.
 - (b) Printing shall be in a standardized form on both sides of the paper and in 1.5 line spacing.
 - (c) A margin of 1.5 inches shall be on the left hand side.
 - (d) The card for cover shall not be more than 330 GSM.
 - (e) The title of the thesis/dissertation name of the candidate, degree, name of the Research Supervisor, place of research and the month and year of submission shall be printed on the title page and the front cover.
 - (f) The hard-bound a cover of thesis/dissertation shall be of black colour. Spine of the binding [side cover] should mention 'Ph.D. thesis' on the



top, name of the candidate and month and year. The specifications are shown in Appendix.

- 10.14 The candidate shall submit online to the P.G. Admission Section of the SPPU copy of his/her thesis and produce an acknowledgement of the receipt of thesis by the Research Supervisor and the Head of the Place of Research.
- 10.15 The thesis/dissertation shall include a Certificate of the Research Supervisor and a Declaration by the candidate that the work reported in the thesis/dissertation has been carried out by the candidate himself/herself and that the material from other sources, if any, is duly acknowledged.
- 10.16 It is compulsory each candidates to check for plagiarism which is less than or equal to 10% and submit the certificate for the same.

11. Viva-Voce and Defense of the Thesis

- 11.1 The viva-voce shall be arranged through offline or online mode as per University Circular. The day, date, time and the place for the viva voce and the defence of thesis shall be notified by the Head of the Place of Research, at least fifteen days in advance. Normally, the viva voce and the defence of the thesis shall be arranged in the University Department. In exceptional cases, the Vice-Chancellor may allow the viva to be conducted at a Place of Research outside the campus of SPPU. In such a case, the procedure and norms for the conduct of viva, payments, etc. shall be as laid down by the University.
- 11.2 The defence of the thesis shall take place in the presence of the Research Supervisor (Internal Examiner), one External Examiner and the Chairperson, who shall jointly evaluate the performance of the candidate. In case of dispute, the Dean of the Faculty concerned shall take an appropriate decision.
- 11.3 The Chairman for the Viva-Voce and the Panel for defence of the thesis shall be appointed by the Head of the Place of Research or by the Dean of the Faculty concerned when the Head is the Research Supervisor, from a panel of three experts suggested by the Research Supervisor.
- 11.4 If neither of the external examiners is able to be present at the time of the



defence, the Vice-Chancellor, on the recommendation of the Research Supervisor and the Dean of the Faculty concerned, shall appoint a senior Research Supervisor to act as an external examiner for the defence of the thesis. In case the Internal Examiner is not available, the Vice-Chancellor shall appoint one of the senior Research Supervisors on the recommendation of the Dean of the Faculty concerned and the Head of the Place of Research.

11.5 The examiners present for the viva-voce and the defence of the thesis shall submit to the P. G. Admission Section, SPPU, their final consolidated report along with the reply given to the queries raised by the external examiners in the written form, signed and accepted by the members of the Viva-Voce Panel. and a list of the persons attending the open defence, in respect of the award of the Ph.D. degree immediately after the defence is over.

11.6 In case the defence is not satisfactory, the examiners may unanimously recommend with reasons that a fresh viva-voce and defence of the thesis be organized within a period of not less than one month. If the defence is still not satisfactory, the panel would record the reasons for the same. The Committee may recommend the resubmission of the thesis with suggested changes or recommend the rejection of the thesis.

12. Academic, research, administrative, and infrastructure requirements to be fulfilled by the Research Centre for getting recognition for offering Ph.D. programmes.

12.1 Post-graduate Department & Colleges having Research Centre offering 4-year Undergraduate Programmes and/or Post-graduate Programmes, may offer Ph.D. programmes, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities as per these Regulations.

12.2 Colleges and research institutions established by the central government or a State government whose degrees are awarded by SPPU will offer Ph.D. programmes provided they have:

(i) At least two faculty members in a Research Centre or two Ph.D. qualified scientists in the research institution



- (ii) Adequate infrastructure, administrative support, research facilities and library resources as specified by the SPPU

13. Ph.D. through Part-time Mode -

- 13.1 Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.
- 13.2 The Research Centre concerned shall obtain a “No Objection Certificate” through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:
- (i) The candidate is permitted to pursue studies on a part-time basis.
 - (ii) His/her official duties permit him/her to devote sufficient time for research.
 - (iii) If required, he/she will be relieved from the duty to complete the course work.
- 13.3 Notwithstanding anything contained in these Regulations or any other law, for the time being in force, no Higher Educational Institution or research institution of the Central government or a State Government shall conduct Ph.D. programmes through distance and/or online mode.

14. Grant of M.Phil. Degree -

SPPU will not offer the M.Phil.(Master of Philosophy) programme.

15. Issuing a Provisional certificate.-

Prior to the actual award of the Ph.D. degree, the SPPU will issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.



16. 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.

17. Redressal of Grievance

17.1 In case of any dispute between a candidate and his/her Research Supervisor/Research Institute, the Committee consisting of the following shall examine the matter and report to the Vice Chancellor of the SPPU, whose decision shall be final.

- (a) Dean of the Faculty concerned (Chairman);
- (b) Nominee of the Vice Chancellor;
- (c) The Head, Place of Research (If the complaint is against Head/the Dean, he shall not participate in the proceedings of the meeting. In that case, additional member/s may be appointed by the Vice Chancellor to replace them.)

17.2 The report shall include, among other things, specific recommendations. The report shall be submitted to the Vice Chancellor of SPPU.

18. Depository with INFLIBNET:

18.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the SPPU will submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as



to make it accessible to all the Higher Educational Institutions and research institutions.

- 18.2 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degrees, the Deputy Registrar, P. G. Admission Section, SPPU shall send the thesis and the notification regarding declaration of result of Ph.D. programme to the Jayakar Library of the SPPU through online mode. After receiving the thesis in the format suggested above, the Jayakar Library shall prepare metadata of the thesis and shall then 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/colleges.

Suresh Gosavi

Prof. (Dr.) Suresh Gosavi
Vice-Chancellor

Ref. No. PGS/58

Date : 09/01/2024

