

Ph.D. REGULATIONS



INDIAN INSTITUTE OF PETROLEUM AND ENERGY (IIPE)
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GENERAL

- IIPE provides facilities for research leading to the Degree of Doctor of Philosophy (Ph.D.) in Science and Engineering.
- Candidates who have qualified for the award of Bachelor's / Master's degree from IIPE or any equivalent degree from other recognized institute or university (as approved by Equivalency board of IIPE) are eligible to apply for the Ph.D. program of IIPE.
- Admission into all Ph.D. programs will be made against advertisement unless or otherwise specified.

REGULATIONS

1. Categories of Admission

Admission into Ph.D. programs in Science and Engineering are given under the following categories after fulfilling the eligibility criteria mentioned in section 2. The Eligible candidates for Ph.D. program in Science and Engineering can be considered in the following categories.

- 1.1. **Full time:** Candidates fulfilling any one of the following criteria can apply for the full-time category.
 - 1.1.1. Candidates eligible for IIPE fellowship.
 - 1.1.2. Candidates holding a fellowship from a national agency (CSIR/UGC-NET, DST etc.)
 - 1.1.3. Candidates working in a sponsored project in IIPE.
 - 1.1.4. Candidates selected/ sponsored under the **Quality Improvement Program (QIP)** as per State and Central Govt. Human Resources Ministries/ Technical Education Boards.
 - 1.1.5. Sponsored candidates (External) in Engineering and Sciences
- 1.2. **Extramural:** Candidates fulfilling the following criteria can apply for the Extramural category.
 - 1.2.1. Candidates employed and sponsored by any public/ private sector organization, government-industry/institution, Universities recognized by UGC/MOE, Govt. of India, having R & D facilities recognized as 'Research Institution' by IIPE.
 - 1.2.2. Candidates under the Extramural/ Sponsored category will carry out their research work under the supervision of a Co-Supervisor from the sponsoring institution and a Supervisor from IIPE or vice versa.
 - 1.2.3. Candidates must have at least five years of experience after acquiring the required qualifications for admission into Ph.D.
 - 1.2.4. Candidates need to produce a NOC cum Sponsorship letter at the time of application.

- 1.3. **Part-time:** Candidates can apply for part-time Ph.D. program in Science and Engineering after fulfilling the eligibility criteria provided in section 2.
 - 1.3.1. Candidates working as permanent faculty of a reputed University or academic/research/ professional organization/ institution.
 - 1.3.2. Candidates admitted under Part-time category must complete the course work with six months of residential requirement. The research scholar must complete the course and comprehensive requirement within one year.
 - 1.3.3. Candidates must have at least five years of experience after acquiring the required qualifications.
 - 1.3.4. Permanent technical staff members of IPE fulfilling the eligibility criteria.
 - 1.3.5. Candidates need to produce a NOC cum Sponsorship letter at the time of application

2. Eligibility

- 2.1. **Full-time PhD in Engineering:** The minimum educational qualifications for admission to the full time PhD program of the Institute are as follows:
 - 2.1.1. Candidates with a master's degree in Engineering or Technology after qualifying GATE with consistent first class record.
 - 2.1.2. Candidates who are qualified for the award of bachelor's degree in Engineering or Technology with consistent first class record can be considered for admission into PhD program in a relevant discipline subject to the following conditions:
 - 2.1.2.1. Candidates with B.Tech. degree with a minimum CGPA of 8 on a 10.0-point scale (or 75%) or with a valid GATE score.
- 2.2. **Full-time PhD in Sciences:** The minimum educational qualifications for admission into full-time PhD in Sciences are as follows:
 - 2.2.1. Candidates Master's degree in Sciences / Engineering / Technology with consistent first-class record and a valid GATE or UGC or CSIR-NET or NBHM or equivalent score tenable for the year of admission in the relevant area.
 - 2.2.2. Candidates with a master's degree in Engineering or Technology after qualifying GATE with a consistent first class record is eligible.
 - 2.2.3. Candidates who are qualified for the award of bachelor's degree in Engineering or Technology with exceptionally good academic record can be considered for admission into PhD program in a relevant discipline subject to the following conditions:
 - 2.2.3.1. Candidates with B.Tech. degree with a minimum CGPA of 8 on a 10.0-point scale (or 75%) and with a valid GATE score.

2.3. QIP candidates in Engineering and Sciences:

- 2.3.1. Candidates fulfilling qualifications mentioned in 2.1 and 2.2 and selected/ sponsored under the **Quality Improvement Program (QIP)** as per State and Central Govt. Human Resources Ministries/ Technical Education Boards.

2.4. Extra-Mural and Part-time candidates in Engineering and Sciences:

- 2.4.1. Candidates fulfilling qualifications mentioned in 2.1 and 2.2 and valid GATE or UGC or CSIR-NET or NBHM can apply for PhD in a relevant Engineering/ Technology/ Science,
- 2.4.2. Candidates must be permanent staff members with at least five years of experience after the required qualification.

2.5. International Students

- 2.5.1. A foreign national can only register as a full-time research scholar.
- 2.5.2. A foreign national with a degree from Indian Universities will be treated on par with an Indian national for admission purposes.
- 2.5.3. Candidates with a foreign degree must meet the minimum educational requirements as given in 2.1 and 2.2 equivalent to candidates with Indian degree in the relevant disciplines.

In addition, they should have a valid GRE or GATE or UGC or CSIR-NET or NBHM or equivalent score. They should also have cleared the TOEFL/English Proficiency Test.

3. Eligibility for SC/ST

- 3.1. Candidates with 55% marks / 6 CGPA are eligible to apply for PhD after Master's degree.
- 3.2. Candidates CGPA of 7.0 (65%) are eligible to apply for PhD after with BTech degree with a valid GATE score.

4. Selection Procedure

- 4.1. Eligible candidates possessing the minimum educational qualifications and criteria set for different categories of PhD will write the entrance test. Those who qualify for the entrance test will be called for an interview.
- 4.2. Based on the performance of the candidates in the written test and interview, the Departmental Selection Committee will provide the merit list to the **Dean Academics/Director** for final selection.

5. Admission

- 5.1. Candidates whose selection has been approved by the **Dean Academics/Director** will be admitted into the PhD program after obtaining a medical fitness certificate as per the norms of IPE and payment of prescribed fees.

6. Choice of Supervisor

- 6.1. After mutual discussion, the names of the potential Supervisors in the order of preference and their signatures will be submitted to the HoD.
- 6.2. Allotment of candidates to faculties will be made by the Departmental selection committee taking into consideration the research profile of the department and the preferences of the candidates and Supervisors.
- 6.3. There shall be no more than two Supervisors from the Institute for a candidate.
- 6.4. Additional Supervisor from outside the Institute can be allowed with the approval of the Director.
- 6.5. Co-Supervisor from other Institutions / Industries / IITs with a minimum academic qualification of PhD in relevant area may be nominated for PhD scholars on the request of Supervisor subject to approval of the Director.
- 6.6. Appointment of Co-Supervisor by the HoD on the recommendation of the Supervisor within 24 months from the date of joining for the PhD scholars.
- 6.7. The recommendation for inclusion of co-Supervisor after 24 months of the students joining the program, shall be made with valid reasons and justifications by the DSC of the candidate.
- 6.8. Co-Supervisor for PhD scholars can be appointed within the time limit (24 months).
- 6.9. In case the main Supervisor resigns and join other institute, the DSC will decide another Supervisor from relevant research field and the former Supervisor can act as co-Supervisor from his/her current institute.
- 6.10. The DSC will verify the CV of the proposed co-Supervisor and recommend appointment of the co- Supervisor if found eligible.
- 6.11. The co-Supervisor will be requested to sign intellectual property rights (IPR) and non-disclosure agreement (NDA) documents as a part of acceptance.
- 6.12. From a financial point of view the Institute should have no obligation to the Co-Supervisor.

7. Eligibility for being Supervisors

- 7.1. The following may be a Supervisor for a PhD scholar:
 - 7.1.1. All faculty members of the Institute with a PhD in Engineering/Sciences.
 - 7.1.2. Continuance of retired faculty members / emeritus faculty as Supervisors.
 - 7.1.3. When a faculty member, who has guided a candidate for at least 3 years, retires, he will continue to be a Supervisor. However, a co-Supervisor who is in service will be appointed in addition.
 - 7.1.4. A faculty member who is to retire within 3 years may be permitted to become a Supervisor to a new scholar with another faculty member, who is not likely to retire within 5 years as co-Supervisor, at the time of registration itself. Upon retirement, the faculty member will continue to be a Supervisor and will be invited to the Doctoral Scrutiny Committee (DSC) meetings, synopsis meeting and viva voce examination.
 - 7.1.5. CSIR and other Emeritus Fellows / Scientists / Emeritus Professors, who hold office at this Institute for a period of 2 years or more, can become co-Supervisors for scholars along with a Supervisor from IPE, with at least 5 years' service still left at the time of registration of the scholar.

- 7.2. In case a faculty member who is a Supervisor goes on leave exceeding one-year duration, another faculty member will be identified to become a co-Supervisor of the candidate.
- 7.3. Co-Supervisor for PhD scholars can be appointed from foreign / Indian universities within the time limit approved (24 months).

8. Change/Addition of Supervisor

- 8.1. The Doctoral Scrutiny Committee (DSC) of a candidate may recommend a change of Supervisor or appointment of a co-Supervisor for valid reasons.

9. Doctoral Scrutiny Committee (DSC)

- 9.1. For each research scholar, the HoD will be intimate to the **Dean Academics/Director**, the area of research, the name(s) of the Supervisor(s) and a panel of faculty names, for constitution of a **DSC**, within 8 weeks of the date of joining of the candidate.
- 9.2. The following is the composition of the DSC:
 - 9.2.1. HoD, or nominee of the HoD. If the HoD happens to be the Supervisor of a scholar, the senior most Professor / previous HoD or will be nominated in the place of HoD.
 - 9.2.2. DSC Chairman: HoD may nominate DSC Chairman for the scholar for the conduct of DSC meetings to assess the progress of the scholars.
 - 9.2.3. Members
 - 9.2.3.1. Research Supervisor or Supervisors
 - 9.2.3.2. Minimum of two faculty members of the Department nominated by the Supervisor, approved by DSC chairman.
 - 9.2.3.3. Minimum of one faculty member of allied Departments or allied Institutions nominated by the DSC Chairman.
 - 9.2.4. In case any member goes on leave exceeding one-year duration, or resigns or retires from the Institute, the DSC Chairman will nominate another member.
 - 9.2.5. Scientific/Design staff and others who are eligible to be Supervisor of PhD scholars may be nominated as members of the DSC.
 - 9.2.6. Appointment of DSC members from abroad can be made with the condition that non-disclosure agreement to be obtained from the proposed DSC members before appointment.
 - 9.2.7. For comprehensive viva meeting HoD is to be the Chairman.
 - 9.2.8. Supervisor will act as a convener of the DSC meetings except for comprehensive viva.

10. DSC Proceedings

- 10.1. Research Proposal and Course Approval meeting
 - 10.1.1. The DSC will consider/approve the proposed research topic and prescribe/approve the courses of study normally within a month of being constituted.
- 10.2. Comprehensive Examination after completion of minimum course work requirement
 - 10.2.1. Every PhD scholar shall take and perform satisfactorily in a Comprehensive Examination in his/her Department.
 - 10.2.2. The mode of the comprehensive exam shall be decided by the department.

- 10.2.3. The Comprehensive Examination shall be conducted by a Comprehensive Examination Committee of the Department, consisting of the DSC of the scholar and at least two other faculty members of the Institute nominated by the DSC Chairman.
- 10.2.4. If the performance of a candidate in the Comprehensive Examination in the first attempt is not satisfactory, he/she will be given one more opportunity to appear for the comprehensive examination within six months of the first attempt.
- 10.2.5. The registration of a candidate who fails to successfully complete the Comprehensive Examination in both attempts, his/her registration will be cancelled.
- 10.2.6. The objective of the Comprehensive Examination is to test the general capability of the candidate and the breadth of his/her knowledge in his/her discipline and areas related to his/her field of research.
- 10.2.7. The Comprehensive Examination Committee shall intimate to the candidate sufficiently in advance the scope of the Comprehensive Examination, to enable the scholar to prepare adequately for it.
- 10.2.8. The PhD candidates are normally expected to successfully complete the Comprehensive Examination within a year after his/her registration in the PhD program and in any case not later than three semesters after his registration in the PhD program.
- 10.2.9. Both written and oral components for Comprehensive viva can be allowed as decided by the Institute.
- 10.2.10. Comprehensive Examination to be completed by the Scholars in the following time:
 - 10.2.10.1. Full time/Part time/Extramural after a Master's degree: within a year but not later than 3 semesters
 - 10.2.10.2. Direct PhD after a Bachelor's degree: within 5 semesters
- 10.3. Candidature Confirmation Seminar (Seminar 1)
 - 10.3.1. After successful completion of comprehensive examination, candidature confirmation seminar shall be conducted within a year in the form of 1st seminar.
- 10.4. Enhancement Seminar (Seminar 2)
 - 10.4.1. After 2 years of joining and after successful completion of candidature confirmation seminar, Enhancement seminar shall be conducted as per norms.
- 10.5. Further progress of research work
 - 10.5.1. The DSC will meet again, where the candidate will make a presentation on the progress and plan of the research work.

11. Course Work

- 11.1. The DSC will normally prescribe two core courses and at least four electives. The prescribed courses shall be post-graduate level courses of the Institute.
- 11.2. PhD candidate in the Engineering / Sciences shall complete two core courses and at least two electives.
- 11.3. In cases where the scholar is directly admitted to the PhD Program in Engineering with a Bachelor's degree in Engineering/ Technology or with a Master's degree in science where eligible to the PhD program, the scholar should successfully complete 5 core courses and 3 electives out of a minimum 5 prescribed by the DSC.

- 11.4. The DSC may give credit to courses already undergone by a candidate in this Institute or other Institutions, provided they are the same or equivalent to those prescribed, and the performance level of the scholar in them meets the minimum requirements.
- 11.5. The DSC may prescribe additional courses for candidates wherever found necessary. UG courses suggested by DSC may be allowed as audit courses.
- 11.6. Credit to courses already undergone by a candidate in this Institute or other Institutions may be considered if they were credited for award of any previous degree/diploma.
- 11.7. Waiver of one or more courses out of those prescribed by the PhD Ordinances and Regulations in exceptional cases by the DSC is not advisable.
- 11.8. All candidates enrolled for the Ph.D. program are required to complete the course work as prescribed below:
 - a. English for Technical Writing (compulsory)
 - b. A set of subjects to be recommended by the DSC considering the student's skill requirements for the research work to be under taken by the student and his (or her) academic background to have a credit loading as under.
 - i. For students admitted on the basis of M.Tech. or equivalent degree:
Lower limit: 10, Upper Limit: 20
 - ii. For students admitted on the basis on M.Tech. or equivalent degree, who had done their qualifying degree 8 years before the admission:
Lower limit: 20, Upper Limit: 40.
 - iii. For students admitted on the basis of B.Tech., M.Sc. or equivalent degree:
Lower Limit: 20, Upper Limit: 40.
 - iv. For students admitted on the basis on B.Tech., M.Sc. or equivalent degree, who had done their qualifying degree 8 years before the admission:
Lower Limit: 40.
- 11.9. The coursework for Sponsored Candidate (External) will be a minimum of 20 credit points (for candidates with Bachelor's degree) and 16 credit points (for candidates with Master's degree) with due consideration to special requirements if any. No compulsory courses e.g., English for communication, management etc. are required.

12. Grades

- 12.1. Based on the semester performance, each PhD scholar is awarded a final grade at the end of the semester in each subject following the grading system of IPE.
- 12.2. Candidates shall obtain a minimum CGPA of 7.5 in the courses taken by them subject to a minimum of "C" grade in each prescribed courses. If more than the minimum required electives have been taken, only the electives with the best performance will be considered for computing the CGPA.
- 12.3. Once a subject is successfully completed with grade higher than or equal to C, it cannot be repeated.

13. Progress Report

- 13.1. A candidate shall, after registration, submit annually a written report. Students are to submit a progress report to the Supervisor, HoD, DSC members every year.
- 13.2. The report should be routed through the Supervisor to the HoD, for consideration by the DSC committee.
- 13.3. The progress made by a candidate shall be reviewed by the DSC once a year. Continuance of registration, and award/continuance of scholarship/ Research Assistantship will be based on the recommendation of the DSC members.

- 13.4. In the case of candidates under the external registration program or working on a part-time basis, the DSC committee will pay particular attention to the quantum of effort put in by the scholar. Inadequacy of effort/progress can be a reason for cancellation of registration.

14. Enrolment

- 14.1. All candidates who are in residence and whose registration for research degree is still in force are required to enroll in person each semester on the stipulated date till their submission of thesis, on payment of the requisite fees. Those not in residence may pre-enroll in absentia during the stipulated period after payment of the requisite fees. The enrolment will be cancelled if the progress is not satisfactory.

15. Minimum Residential Requirement

- 15.1. The minimum period of study and research for regular full time candidates required at the Institute from the date of registration for the PhD. Program in engineering to the date of submission of PhD. thesis shall be 24 months for candidates with a Master's Degree in Engineering / Technology; 36 months for
- 15.1.1. candidates with a Master's Degree in the Sciences,
 - 15.1.2. candidates directly admitted to the PhD Program with Bachelor's degree in Engineering / Technology
- 15.2. The minimum period of study and research for regular full time candidates from the date of registration for the PhD Program in Sciences to the date of submission of the PhD thesis shall be 24 months.
- 15.3. The minimum residential requirement for the PhD. Scholar under external registration and candidates working on a part-time basis not employed in the Institute is one semester.
- 15.4. Withdrawal from the regular program is permitted for a semester or longer for reasons of ill health or other valid grounds as duly recommended by DSC.

16. Leave rules

- 16.1. A candidate (PhD student) is required to carry out his/her research work regularly under the guidance of the Supervisor(s), without any interruption during the period he/she enjoys the assistantship.
- 16.2. A scholar shall be entitled to (i) casual leave of 15 days and (ii) medical leave of 15 days in a year counting from the date of joining the program. The HoD will be the sanctioning authority in such cases. Any leave not availed of shall not accumulate.
- 16.3. Married candidates admitted to the PhD of the IPE shall, in addition to casual leave and medical leave be entitled to maternity/paternity leave as per Government of India rules if the request for the leave is supported by a medical certificate from a Registered Medical Practitioner. The Head of the Department will be the sanctioning authority in such cases.
- 16.4. Any absence over and above the admissible leave as prescribed above shall be without assistantship, which shall be deducted on a pro-rata basis for the days of such absence.
- 16.5. A candidate may, on the recommendation of the Supervisor and the HoD, be granted a leave without assistantship for a total period not exceeding three months, during the entire tenure of assistantship by the Dean of Academic Affairs.

- 16.6. In exceptional circumstances, the Dean Academics may, on the recommendation of the DSC grant a candidate leave without assistantship for a period not exceeding 12 months in the entire period of his tenure for the purpose of accepting teaching/research assignment on a temporary basis provided the post accepted by candidate is in the same department or in an educational institution, R & D organization or an industry of repute. When a scholar is granted such leave without assistantship the enhancement of the value of assistantship shall be deferred for the appropriate period.

17. Teaching assistantship

- 17.1. PhD scholars are expected to be given teaching assistantship of 8 hours per week.

18. Relief from PhD. program to take up job

- 18.1. PhD. Scholars who got a job offer can get relief from the program, while keeping their registration alive on payment of the requisite fees every semester, on the following conditions:
- 18.1.1. Scholars who take up jobs will be relieved on their request, based on the recommendations of DSC, if they have completed their
 - 18.1.1.1. Minimum residential requirement
 - 18.1.1.2. Course work
 - 18.1.1.3. Comprehensive examination.
 - 18.1.2. The renewal of their registration for every year/semester, however, will be considered only if the DSC finds his/her progress to be satisfactory and recommends continuance of registration.

19. Maximum Duration of Program

- 19.1. Regular Ph.D. candidates should submit the thesis within 5 years from the date of registration and Direct Ph.D. and Upgraded Ph.D. scholars should submit the thesis within 6 years from the date of registration.
- 19.2. The DSC may extend the period of submission of the thesis further 2 years with an additional year for
- 19.2.1. research scholars under QIP
 - 19.2.2. Part time research scholars
 - 19.2.3. Extramural research scholars
 - 19.2.4. Part time candidates working on a part-time basis
 - 19.2.5. maximum duration for women PhD Scholars who avail maternity leave, is 5 years + 2 years+ number of days of maternity leave (not exceeding 180 days).

20. Withdrawal from the program

- 20.1. A scholar may be permitted by **Dean Academics/Director** to withdraw from the program for a semester or longer for reasons of ill health or other valid grounds duly recommended by the DSC. Normally a scholar will be permitted to discontinue from the program only for a maximum continuous period of two semesters.

21. Cancellation of Registration

- 21.1. The registration of a candidate whose progress is not found to be satisfactory by the DSC or who has not enrolled is liable to be cancelled.
- 21.2. The registration of a candidate who has not submitted his/her thesis before the end of the maximum permissible period will be cancelled.

22. Synopsis

- 22.1. On satisfactory completion of the prescribed courses, the comprehensive examination and the research work, the scholar shall submit the requisite copies of the synopsis of his/her research work in the required format through the Supervisor(s) and HoD to the DSC and **Dean Academics/Director** for consideration.
- 22.2. The candidate shall present the synopsis before the DSC. The DSC will, if it approves the work reported in the synopsis, permit the candidate to submit the thesis and recommend a panel of at least eight examiners from outside the institute (Foreign universities)
- 22.3. The scholar should have at least two paper either published or accepted for publication in refereed journals of which one must be published in internationally reputed (SCI/SCIE/Scopus indexed) journal. The scholar should have at least one journal paper with he/she as the first author.
- 22.4. Prior to submission of the synopsis, the scholar is required to give at least two seminar talks on the topic of his/her research and the first seminar talk must be given before the end of third year.
- 22.5. The Research proposal meeting may be treated as the first seminar. In case of a separate seminar meeting, it will be treated as DSC meeting. There must be at least 6 months between two seminars.
- 22.6. Synopsis/5th year progress meetings to be held at Dean Academics Office and will be chaired by HoD.

23. Submission of Thesis

- 23.1. The scholars should submit the synopsis along with thesis in hard and soft copy on the day of synopsis meeting. However, one-month time will be given to improve the thesis if they want to change it. Otherwise, the thesis submitted will be treated as final version.
- 23.2. The candidate shall, within one month of acceptance of the Synopsis, submit requisite copies of the thesis and abstract of the thesis as stipulated.
- 23.3. The DSC may grant additional time beyond one month on request from the scholar for valid reasons.
- 23.4. The guidelines for use of anti-plagiarism software for the PhD thesis are as follows:
 - 23.4.1. the scholars must certify that the software “Turnitin” or any other standard software / platform was used for checking against Plagiarism.
 - 23.4.2. The Supervisor must ensure checking against plagiarism through any standard software before submission of PhD thesis and endorse the undertaking of the scholar.
- 23.5. The Supervisor may obtain a special relief from this checking from the Dean Academics on grounds of IP implications or National Security, if applicable.

24. Panel of Examiners

- 24.1. Supervisor to send the list of examiners with 8 names of Indian and Foreign experts.
- 24.2. The thesis shall be referred to three examiners out of which one must be Indian with approval from the DSC at the synopsis meeting.
- 24.3. The Indian reviewer must attend the viva-voce in person. If he/she is unable to attend viva-voce in person, video conference must be arranged with an internal examiner nominated.
- 24.4. Request will be sent to the alternate examiner for PhD thesis review after completion of the time limit and after issuing a second reminder to the existing examiners. This procedure to be brought to the attention of examiners in the first letter of invitation sent to them.

25. Thesis Report

- 25.1. The examiner is expected to send the report on the thesis within two months from the date of receipt of the thesis.
- 25.2. If an examiner suggests resubmission of the thesis, after revision, the candidate will be allowed to resubmit the thesis within the time stipulated by the DSC failing which the revised thesis will not be accepted and his/her registration will be cancelled.
- 25.3. If two examiners report the thesis as not commended, the registration of the scholar shall stand cancelled.
- 25.4. If reports of two examiners declare the thesis as 'commended' the DSC will consider the reports and recommend conducting the viva voce examination. The viva-voce examination will be conducted normally not earlier than two weeks from the date of the constitution of the viva voce board.
- 25.5. In all other cases, not covered by the above Regulations, the matter will be referred to the Dean Academics for consideration. DSC

26. Viva Voce Examination

- 26.1. The following is the composition of the viva voce Board:
 - 26.1.1. Head of the Department
 - 26.1.1.1. If HoD happens to be the Supervisor of the candidate the Senior Most Professor / previous HoD, will be nominated by DSC Chairman and Dean Academics.
 - 26.1.2. The examiner of the thesis from within the country, or a specialist in the subject nominated by the DSC Chairman, Dean Academics from the panel of examiners approved by the DSC.
 - 26.1.3. Research Supervisor(s)
 - 26.1.4. An expert either from the Institute or outside from the panel approved by the DSC and nominated by the Dean Academics.
- 26.2. DSC members of the candidate concerned will be invited to the viva voce.
- 26.3. The viva voce board will examine the scholar on his/her thesis work and evaluate his/her performance as satisfactory or otherwise.
- 26.4. The viva voce board will ensure that the scholar answers satisfactorily the questions raised by the thesis examiner(s).
- 26.5. E-copy of the thesis to be circulated prior to reports meetings and viva voce examination of the Ph.D. thesis. The reports are to be circulated to the DSC members along with a e-

copy of the thesis and the response of the candidate as well as the modified e - thesis be circulated prior to the Viva-voce/meeting

- 26.6. If the report of the viva voce board declares the performance of the candidate not satisfactory, he/she may be asked to reappear for viva voce at a later date (not earlier than a month and not later than six months from the date of the first viva voce).
- 26.7. On the second occasion, the viva voce board will also include the members of the DSC.
- 26.8. If the viva voce board on the second occasion also evaluates the performance of the candidate not satisfactory, the matter will be referred to Dean Academics for a decision.
- 26.9. The viva voce board may also recommend revision to be made in the final version of the thesis after taking into consideration and suggestions of the examiners who evaluated the thesis and the discussion at the viva voce.
- 26.10. The Chairman of the viva voce board shall forward the thesis to the academic section certifying that the revisions recommended by the viva voce board, if any, have been incorporated in the copy of the thesis along with the report of the viva voce board.
- 26.11. All the candidates shall submit one copy of the final form of thesis and an electronic version in PDF format after the viva voce board recommends the award of the PhD degree.
- 26.12. The examiner's name can be appended in the final copy of the thesis only with the consent of the examiner.

27. Award of PhD Degree

- 27.1. If the performance of the candidate in the viva voce is satisfactory, he/she will be awarded PhD. degree on the recommendation of the Dean Academics and with the approval of the Board of Governors of the Institute.
- 27.2. PhD. degree will be awarded after successfully completing the PhD. requirement.

28. Discipline

- 28.1. Every scholar is required to observe disciplined and decorous behavior both inside and outside the campus and should not indulge in any activity, which will tend to bring down the prestige of the Institute.
- 28.2. Any act of indiscipline of a scholar reported to the Dean Academics will be referred to a Discipline and Welfare Committee.
- 28.3. The committee will investigate the charges and will recommend suitable punishment if it finds the charges substantiated.
- 28.4. The recommendation of the Committee will be considered by the Dean Academics to take appropriate action.
- 28.5. The Dean Academics will record the action taken.
- 28.6. Appeal: The scholar may go in for appeal to whose decision will be final.

29. Power to Modify

- 29.1. Notwithstanding all that has been stated above, the Academic Senate and Board of Governors has the right to modify any of the above regulations from time to time.