



MGM UNIVERSITY
Chhatrapati Sambhajnagar

NOTIFICATION

No. 105/2023

30th September 2023

Subject: Ordinance No. 1 of 2023

The Ordinance No. 1 of 2023 regarding Degree of Doctor of Philosophy (Ph.D.) in all faculties in the University Ordinance, 2023 is enclosed herewith as below :

ORDINANCE NO 1 OF 2023

Degree of Doctor of Philosophy (Ph.D.) in all faculties in the University Ordinance, 2023

Whereas it is expedient to provide an ordinance for the award of “Degree of Doctor of Philosophy (Ph. D.) in all faculties in the University”. for the purposes hereinafter appearing, the Governing Body is hereby pleased to approve the following Ordinance.

1. This ordinance shall be called “Degree of Doctor of Philosophy (Ph.D.) in all faculties in the University Ordinance, 2023”
2. This ordinance shall come into force with effect from the date of its approval by the Governing Body.
3. In this ordinance, unless the context otherwise requires
 - a) “Act” means the MGM University, Aurangabad (Chhatrapati Sambhajnagar) Act, 2019 (Govt. of Maharashtra Act No. XXVI of 2019);
 - b) “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by the University;
 - c) “Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;
 - d) “Credit” means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit;
 - e) “College” means an institution engaged in higher education and/or research, either established by the University as its conducted college / constituent unit;
 - f) “Commission” means the University Grants Commission established under Section 4 of the UGC Act 1956;
 - g) “Course” means one of the specified units which go to comprise a programme of study;
 - h) “Course Work” means courses of study prescribed by the College/ Institute/ School/ Department/ Centre to be undertaken by a student registered for the Ph.D. programme;

- i) “Degree” means a degree awarded by the University as per provision of the Act;
 - j) “External examiner” means an academician/researcher with published research work who is not part of the University where the Ph.D. scholar has registered for the Ph.D. programme;
 - k) “Foreign Educational Institution” means—(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;
 - l) “Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale;
 - m) “Guide/Research Supervisor” means an academician/researcher recognized by the University to supervise the Ph.D. scholar for their research;
 - o) “Interdisciplinary Research” means research conducted by a Ph.D. scholar in more than one faculty;
 - p) “Open and Distance Learning Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
 - q) “Online Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
 - r) “Plagiarism” means the practice of taking someone else’s work or idea and passing them as one’s own;
 - s) “Programme” means a higher education programme pursued for a degree specified by the Commission under sub-section (3) of section 22 of the UGC Act;
 - t) “Prospectus” means any document, whether in print or otherwise, issued for providing fair and transparent information relating to a Higher Educational Institution and programmes, to the general public (including to those seeking admission in such Higher Educational Institutions) by the Higher Educational Institutions;
 - u) “Research Proposal” means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme;
4. a) Programmes leading to the degree of Ph.D. shall be offered in all faculties in the University as mentioned below:
- (i) Faculty of Engineering and Technology
 - (ii) Faculty of Management and Commerce
 - (iii) Faculty of Basic and Applied Sciences
 - (iv) Faculty of Social Sciences and Humanities
 - (v) Faculty of Performing Arts
 - (vi) Faculty of Design
 - (vii) Faculty of Interdisciplinary Studies
- b) The provisions of this ordinance shall also be applicable to any new faculty as and when it shall be created by the University under the provision of the statute;

5. This ordinance governs the conditions for eligibility, imparting instructions for the courses, conduction of the entrance test, examinations, and evaluation of candidates' performance, recognition of supervisor and research centers, and the award of the degree of Doctor of Philosophy (Ph. D.).

6. Co-Supervisor may be appointed in case of inter-disciplinary research. Research scholars will be registered with only one faculty and the degree will be conferred from the faculty where the scholar is registered.

7. Words and expressions used and not defined in this ordinance but defined in Act and not consistent with this ordinance shall have the meanings assigned to them in the Act.

8. Eligibility Criteria for Admission to Ph.D. Degree Programme: The following are eligible to seek admission to the Ph.D. degree programme:

(1) Candidates who have completed:

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

or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

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

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer) / Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

(2) Candidates who have completed the M. Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

9. Duration of the Programme:

1) Ph.D. Programme shall be for a minimum duration of three (3) years, including coursework, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

- 2) A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Higher Educational Institution 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.

- 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.

10. Procedure for admission:

(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 Central/State Government from time to time.

(2) Admission to the Ph.D. programme shall be made using the following methods:

- i. The University may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview.

And/or
- ii. The University may admit students through a University Ph.D. Entrance Test (PET) conducted at the University level.
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/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.
- v. The University may 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 conducted by faculty-wise committee consisting of the Dean of Faculty as Chairperson, Chairperson of respective Board of Study as member and a subject expert nominated by Vice-Chancellor as member, shall be given.
- vii. The score of PET shall be valid for subsequent two academic years.
- viii. Redressal of grievance of candidate with respect to the conduct of the PET examination shall be resolved as per the provision made under Para 62 of ordinance no. 90 of 2022 in respect of Conduct of Examinations, Ordinance 2022.

(3) The University shall

- i) notify a prospectus well in advance on the University's website specifying the number of seats for admission, subject/faculty-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;

ii) adhere to the national/state-level reservation policy, as applicable.

(4) The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the College/Institute/Department/School/center), 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 University and update this list every academic year.

11. Allocation of Research Supervisor:

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

1) Permanent faculty members working as Professor/Associate Professor of the University with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in University with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by the University under the supervision of a faculty member who is not an employee of the university would be in violation of this ordinance.

Ph.D. holders working in Central government/ State government research institutions whose degrees are given by MGM University, 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 University 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 competent authority.

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/ School/ Centre/ College/ Institute/ University may be appointed.

3) 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) 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 scholars shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.

5) Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

- (B) Research Supervisors (including Co-Supervisors) shall be recognized by the Board of University Teaching and Research as per the provision made under clause (iii) of para (2) of First Statute No. 27 in respect of powers and functions of the Board of University Teaching and Research.

12. Admission of International students in Ph.D. programme:

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 sub-para (3) of para 11 of this ordinance.

2) The University may decide its 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.

13. 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 specified in sub-para (3) of para 11 of this ordinance.

14. Course Work.- Credit requirements, number, duration, syllabus, minimum standards for completion, etc.

1) The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a "Research and Publication Ethics" course as notified by UGC vide D.O. No. F.1-1/2018(Journal/ CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

2) All Ph.D. scholars, irrespective of faculty, 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.

3) A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

15. Research Advisory Committee and its Functions:

(1) There shall be a Research Advisory Committee for a subject or group of subjects comprised in each Board of Study. The Dean of the faculty shall be the chairperson of the committee. Meeting of the committees shall be convened on the direction of the Dean of the faculty concerned by the Deputy/ Assistant Registrar (Academic/ Ph.D. Section). The composition of the Research Advisory Committee shall be as below:

Sr. No.	Composition	Designation	Remarks
1	Dean of the Faculty concerned	Chairperson	Quorum of the RAC shall be 2. (Supervisor/s shall not be considered for drawing the quorum)
2	Two external subject experts to be nominated for a period of one year by the Vice-Chancellor who have successfully Supervised at least 2 Ph.D. students.	Members	
3	Chairperson of the BoS	Member	
4	All Supervisors in the subject or group of subjects comprised in the Board of Studies shall be the invitee	Invitee	
5	Deputy/ Assistant Registrar (Academic/ Ph.D. Section)	Secretary	

There shall be a minimum of two meetings in an academic year.

This 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.
- (iv) To consider for a change of topic/title of the scholar.
- (v) To prepare a panel of external examiners for evaluation of the thesis consisting of not less than six names of persons for its consideration and appointment by the Board of University Teaching and Research. The panel of external examiners shall be prepared in the absence of supervisors, present in the meeting.

(2) Each semester, a 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 for the approval of the Vice-Chancellor. A copy of such recommendations shall also be provided to the Ph.D. scholar.

(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.

15. Procedure for Registration of Research Work:

- 1) The student shall be required to finalize and submit a brief research proposal of about 1000 words containing the title, significance and scope of the topic, theory and research methods/techniques proposed, references, bibliography, place of research, etc. to the head of University department / institute / college / school on or before 15th Jan or 15th July of the same calendar year. The candidate shall be called for an interview before the RAC, which shall either confirm the acceptance of the research proposal or ask the candidate to make changes, and submit the revised proposal within 15 days. (PET passed, change the synopsis as per discussion of RAC and submit within 15 days, registration date will be 15th July or 15th Jan)
- 2) The date of the registration of the candidate shall be the date of the meeting of the RAC, in which the topic of research is approved. The research period shall start from the date of registration. The University shall intimate the student about approval of the topic of the research, the research supervisor (and co-supervisor) and the date of registration, through an official letter issued by the Registrar or an officer not below the rank of Assistant Registrar.
- 3) A registered Ph.D. student shall not be allowed to pursue any other degree/diploma program from any University simultaneously. If any such violation is noticed, the registration of the student shall be canceled.
- 4) A student shall not be permitted to submit a thesis for which a degree had been conferred on him/her in this or in any other University.

16. Change of Research Topic: A candidate may change his/her topic in consultation with the supervisor, if required:

If a change of topic/title becomes necessary, the RAC may, on the recommendation of the Supervisor, permit to change the topic/title already given within a period of six months from the date of registration. When such a change is permitted, the thesis shall be submitted only after three years from the date of meeting of RAC, in which the change of topic is approved.

17. Allocation of Research Supervisors

- (a) The candidates figuring in the merit lists shall not have any automatic right for allocation of Supervisor and enrolment for Ph.D. studies in the University. This shall be subject to availability of seats/Supervisors/resources already notified.
- (b) The candidate shall have to appear for an interview before the RAC for discussing the proposed research interest / area of the doctoral degree. The allocation of the research supervisor for an admitted research scholar shall be decided by the concerned RAC depending on the number of the scholars per research supervisor, the available specialization amongst the supervisors and research interest of the candidate, as indicated by them at the time of the interview. In case the RAC feels that the topic selected by the candidate is interdisciplinary, then a co-supervisor may be allowed who must be a recognized supervisor of the University. The RAC shall submit the list of selected candidates along with the allotted supervisor to the Registrar and COE office. The Registrar shall intimate the RAC approved topic to the candidate and the supervisor.
- (c) Notwithstanding anything contained in this ordinance, no Supervisor or co-Supervisor shall be under an obligation to accept any candidate for Ph.D. studies.
- (d) Candidates from foreign countries shall be treated at par with Indian candidates for eligibility, selection, allotment of Supervisors, conduct of program, submission of their thesis evaluation and award of the degree.

18. Change of Supervisors

- a) In the case of absence of the Ph.D. Supervisor for more than six months and up to one year, a Supervisor-in-charge may be allotted from the same College/Institute/ Department/school or related Department with the approval of RAC, if the candidate so desires.
- b) In case the Ph.D. Supervisor leaves the University permanently or goes on deputation elsewhere or otherwise for a period of more than one year, the candidate may be permitted to change the Supervisor, if he/she so desires on the recommendation of RAC. However, change of topic/title of research will not be permitted.
- c) Under exceptional circumstances, a change of Supervisor may be allowed by the Vice-Chancellor, on the recommendation of RAC.

19. Commencement of Research Work, Evaluation and Assessment Methods, minimum standards/credits for award of the degree.:

- (a) Upon the approval of the title of the research work, the Ph.D. scholar may undertake the research work beginning with the course work.
- (b) Every Ph.D. scholar must publish at least one research paper in a refereed journal and make two paper presentations in conferences/seminars of national/international level in the relevant subject, before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

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

- (1) Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Para 14 of this ordinance, the Ph.D. scholar shall be required to undertake research work and produce a dissertation/thesis.
- (2) Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the University, which shall also be open to all faculty members and other research scholars/students.
- (3) The University 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.
- (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 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.
- (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 University. 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 two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students. The University may formulate appropriate directions issued by the Vice-Chancellor /ordinances to effect the provisions of this Ordinance.

(6) The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis. If any examiner or both the examiners have recommended any correction/s it shall be incorporated in the thesis by the scholar under the advice of the supervisor before viva-voce. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall 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.

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

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

(1) Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in this ordinance are fulfilled.

(2) The University 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.

(3) Notwithstanding anything contained in this ordinance 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.

22. Issuing a Provisional certificate.-Prior to the actual award of the Ph.D. degree, the degree-awarding

University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of this ordinance.

23. Award of Ph.D. degrees prior to Notification of this ordinance- Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of this ordinance 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 this ordinance or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in this ordinance shall impact the M.Phil. degree programmes commencing prior to the enactment of his ordinance.

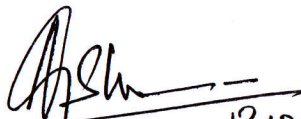
24. Depository with INFLIBNET- Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

By Order

Place : Chhatrapati Sambhajinagar

Date : 30th September 2023




13/10/23
Dr. Ashish Gadekar
Registrar
Registrar
MGM University
Aurangabad

To,

All Concerned

