



# കേരള ഗസറ്റ് KERALA GAZETTE

## അസാധാരണം EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്  
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### KERALA UNIVERSITY OF HEALTH SCIENCES

#### NOTIFICATION

No. 2891/AC1/GENA2/KUHS/2017 (2).

5th December, 2019.

In exercise of the powers conferred by Chapter XXXVI of the First Statutes 2013 of the Kerala University of Health Sciences, the 22nd Academic Council in its meeting held on 12-7-2019 vide item No. 22.12 made the Regulations for the degree of Doctor of Philosophy (PhD) 2018. The 55th Governing Council meeting held on 15-7-2019 vide item No. 55.45 has approved the same. These regulations were placed before the Senate at the meeting held on 10-10-2019.

It is hereby notified that the Regulations for the degree of Doctor of Philosophy (PhD) 2018 conducted by Kerala University of Health Sciences, as appended.

Thrissur.

(Sd.)  
Registrar.



## 1. Title

These Regulations shall be called 'Regulations for the Degree of Doctor of Philosophy (PhD) 2018'.

## 2. Definitions

In these Regulations, unless the context otherwise requires—

- 2.1 'Act', 'Statutes', 'Ordinances', and 'Regulations' mean respectively the Act, Statutes, Ordinances and Regulations of the Kerala University of Health Sciences.
- 2.2 'Centre of Research' means the Institution or Centre with approved Departments within, where the University allows a Research Scholar to carry out research on the subject, as recognised by the University, leading to a PhD Degree.
- 2.3 'School/College/Department/Centre' means the School/College/Department/Centre for Study and Research, as established by the KUHS Act and Statutes.
- 2.4 'Doctoral Committee' means a Committee constituted to monitor the progress of research of each student registered for PhD research.
- 2.5 'Research Fellowship' means regular monetary assistance awarded to a Research Scholar and includes the National Merit Scholarship, University Scholarship and those offered by approved funding/other agencies such as ICMR, AICTE, AYUSH, UGC, NCERT, ICAR, ICSSR, DST, DBT, CSIR, Statutory Councils, Universities etc.
- 2.6 'Laws of the University' means the Act, Statutes, Ordinances, Regulations and Rules of the University as the case may be.
- 2.7 'Registration' means registration in the Kerala University of Health Sciences as a Research Scholar for PhD Degree under these Regulations.
- 2.8 'Research Scholar' means any Full-time or Part-time PhD student duly registered for PhD Degree of the University, under these Regulations.
- 2.9 'PhD Supervising Guide' means a teacher or any other person approved by the University as a qualified teacher/person to guide the PhD student and to supervise research of the candidate.



**2.10** 'Adjudicator' means an expert appointed by the Vice Chancellor on behalf of the Academic Council and the Governing Council, for final evaluation of the research work and PhD Thesis.

**2.11** 'University' means the Kerala University of Health Sciences (KUHS), if not otherwise specified.

### **3. Eligibility for Admission to the PhD Programme**

**3.1** Candidates seeking registration to the PhD Programme, whether full time or part time, shall hold a Master's Degree/Post Graduate Degree (or accepted as equivalent to it and declared eligible for doing PhD by Kerala University of Health Sciences) in the concerned or allied/cognate subject with minimum 50% marks and declared a pass. If the candidate is qualified with a pass and marks scored by the candidate in the qualifying examination are not specified, it will be presumed as 50% marks. The faculty wise list, of such eligible qualifying Degrees/other qualification, is given in the schedule. The candidate also has to qualify the entrance examination for PhD if not duly exempted.

#### **3.2 Additional Requirement for PhD (Part-time)**

- (i) The candidate for part-time PhD can be from one of the following categories given below,
- a. Permanent Academic staff/Teaching faculty/Scientific staff/Research staff of Institutions affiliated to KUHS or of Schools/Centres/Academic Staff College of KUHS, with at least **3 (three)** years of continuous approved Post PG teaching/research experience.
  - b. Permanent Academic staff/Teaching faculty/Scientific staff/Research staff of Universities, other educational institutions of higher learning, Research & Development Laboratories under Government of India/Government of Kerala, other Research Organisations under Government of India or Government of Kerala, with at least **3 (three)** years of continuous approved Post PG teaching/research experience.
  - c. Any other Permanent staff of KUHS, Affiliated Institutions of KUHS, Other educational institutions of higher learning, Research & Development



Laboratories under Government of India/Government of Kerala, other Organisations under Government of India/Government of Kerala, with at least **5 (five) years** of continuous service and having **3 (three)** research publications in peer reviewed and indexed scientific/professional Journals.

- (ii) The candidate for part-time PhD has to get NOC from the Head of Institution where the candidate is employed stating that the candidate is permitted to do part-time PhD (in the same Institution or another Institution) and will be permitted to complete the course related requirements in a recognised Centre of Research.

#### **4. Centre of Research**

**4.1** The candidate registered for PhD Programme must do their research work in a 'Centre of Research' of the University, under a Supervising Guide (both recognised by KUHS). The Departments/specialty in which the institution has obtained recognition to conduct PhD Research Programme, can enrol candidates for PhD in that specialty/related specialty only (unless for an inter-disciplinary Research with special sanction from the University).

#### **4.2 Recognition as Centre of Research**

The University may decide to accord recognition to a research institution according to the provisions of the KUHS Act (2010), the Statutes and Ordinances in this regard, provided the University is satisfied that the institution will be able to provide the required facilities to PhD students to pursue their studies in the Institution for the degree of Doctor of Philosophy (PhD) of the University and to fulfil such other conditions including fees, constitution of admission committee, constitution of ethics committee etc., that the University may stipulate from time to time. Specific guidelines as approved by the University shall be followed to recognise Departments/Institutions/Schools/Centres/'Centres of Research' etc., for PhD programme, and that belong to one of the following category,

- (i) National Research Institutes under ICMR, CSIR, ICSSR, DRDO, DAE, ISRO etc., other Government of India/Government of Kerala Research Institutes of National importance, with,



- At least one faculty qualified to become PhD Research supervisor (PhD Supervising Guide).
- Two publications from the Institution, in peer-reviewed, indexed, research scientific/professional Journals, in the last five years.
- Recognised by the University as having necessary facilities for a PhD programme.

(ii) R & D laboratories approved by ICMR, DSIR, Centres of research for Social Sciences, Management studies, Economics etc., and accredited by a National agency, with at least 5 years of standing and good track record, with

- At least one faculty qualified to become PhD Research supervisor (PhD Supervising Guide)
- Two publications from the Institution, in peer-reviewed, indexed research scientific/professional Journals, in the last five years.
- Recognised by the University as having necessary facilities for a PhD programme.

(iii) University Schools/Centres/Academic Staff College of KUHS/Institutions affiliated to the University, with proven track record as evidenced by,

- Two publications in peer-reviewed, indexed research scientific/professional Journals, from Schools/Centres/Academic Staff College of KUHS/each Department (to be recognised) of the Institution affiliated to the University, in the last five years.
- Recognised by the University as having necessary facilities for a PhD programme.

**4.3 Inspection of institutions to be recognised:**— University, if deemed necessary, on the recommendation of the Vice Chancellor, on behalf of the Governing Council, may cause an inspection to be made, of an institution to be recognised, by such person or persons as authorised in this behalf, and the report of the same to be submitted to the University. This report requires subsequent approval by the Academic Council and the Governing Council to get recognition of the Institution as the ‘Centre of Research’ for PhD. The Academic council may make appropriate changes in the mode of inspection from time to time.



**4.4 Withdrawal of recognition of institutions:**— If at any time the Governing Council is convinced, either on receipt of a report of inspection or otherwise, that any of the terms and conditions imposed on a recognised institution at the time of granting recognition to it, is altered by the Institution/not fulfilled/not complied with or that the institution is otherwise unfit to be continued as recognised institution, the Governing Council may, by a University Order, withdraw recognition of such institution. Before making such order of withdrawal of recognition, the University shall by notice, afford the institution concerned, an opportunity of making its representation, if any, within 30 days from the day of receipt of the notice and University shall record its opinion on any representation, if made.

## 5. Supervising Guide

### 5.1 Recognition of Supervising Guide

- (i) No person shall ordinarily be recognised as a Supervising Guide unless the,
- (a) Candidate has **3 (three)** years' Post PG teaching/research experience and acquired a Degree of Doctor of Philosophy (PhD), with research experience as evidenced by at least **2 (two) research publications** after PhD, in peer reviewed, indexed scientific/professional Journals and he/she is a permanent teaching faculty/teacher (including visiting/adjunct/honorary/emeritus professors) in one of the Institutions of the University/affiliated institutions of the University.

OR

- (b) Candidate is qualified as Doctor of Medicine (DM)/Master of Surgery (MCh) having done a Thesis for the said course, with research experience as evidenced by at least **2 (two) research publications** in peer reviewed, indexed scientific/professional Journals with **3 (three) years** of Post DM/MCh teaching/research experience, and he/she is a permanent teaching faculty/teacher (including visiting/adjunct/honorary/emeritus professors) in one of the Institutions of the University/affiliated institutions of the University.

OR



- (c) Candidate is a permanent teaching faculty/teacher (including visiting/adjunct/honorary/emeritus professors) in the Institutions of the University or affiliated Institution of the University, who have **5 (five) years** of Post PG teaching/research experience with **5 (five)** research publications in peer-reviewed, indexed scientific/professional Journals after acquiring PG degree in Health/Allied Sciences/Cognate subjects.
- (ii) Scientists in the service of a Recognised R&D Institutions/Research Laboratories/other Institutions, qualified to be a 'Centre of Research' of KUHS (sub-clause **4.2.(i), 4.2.(ii)**, with **5 (five) years of research experience** after being awarded the degree of PhD and at least **2 (two) research publications** in peer reviewed, indexed scientific/professional Journals, in his/her credit, will be also eligible to become a recognised Supervising Guide.
- (iii) Any other outstanding person recommended by Board of Studies and the concerned Faculty and approved by Academic Council, whose services will be of value to the University, as a Supervising Guide, may also be given recognition as a Supervising Guide.
- (iv) **Transitory provision.**—In the case of faculty of Homeopathy/Faculty of Ayurveda/other existing or emerging specialties, where there are no sufficient number of PhD holders/persons eligible to be PhD Supervising Guides as prescribed above, the conditions can be relaxed for first five years (from the date of decision of Senate meeting dated 14-3-2019). Thus, a permanent teaching faculty/teacher in the Institutions affiliated to the University having **10 (ten)** years of Post PG teaching or research experience can apply for recognition as a Supervising Guide of the University and the University may consider the application and may take a favourable decision and may enlist them as "**Supervising Guide (under transitory provision)**". Such a Supervising Guide (under transitory provision) should publish (or have received intimation of acceptance for publication) at least have **2 (two) research publications** in peer reviewed, indexed scientific/professional Journals, before the PhD student appear for the final evaluation of the PhD work and Thesis. A Supervising Guide (under transitory provision) can take **2 (two)** PhD students/scholars per



year with a total of **5 (five)** at one point of time, until they satisfy one of the criteria mentioned in sub-clause **5.1(i)**, **5.1(ii)** or **5.1(iii)** and approved as a PhD Supervising Guide of the University, under regular conditions.

(v) Provided that for Supervising Guides, selected as per sub-clause **5.1(i)**, **5.1(ii)** and **5.1(iv)** such recognition as a Supervising Guide will cease to exist, for accepting new candidates for PhD, as soon as they are retired/moved away from a service which qualify him/her as a Supervising Guide and cannot further be considered as a Supervising Guide as per the conditions already prescribed, as in following situations,

(a) Retired/moved away from an affiliated Institution/Recognised Centre of Research of the University, and cannot be further considered as a Supervising Guide as per any of the conditions prescribed for non-affiliated institutions or otherwise.

(b) Taken up an employment with an institution which is not an affiliated institution/recognised Centre of Research of the University and cannot be further considered as a Supervising Guide as per any of the conditions prescribed for non-affiliated institutions or otherwise.

(vi) Provided that, for a Supervising Guide recognition will cease to exist, for accepting new candidates for PhD, when the Supervising Guide has crossed the age limit prescribed. Such an age limit for a PhD Supervising Guide will be 65 years, or as per norms of the respective Councils/Authorised Regulatory bodies (wherever applicable) for age limit to be recognised as a teacher, from time to time (whichever is later). However, they will be allowed to continue as a Supervising Guide for the already existing candidates doing PhD work under them, for the allowed period for the candidate to complete the PhD course.

(vii) In a Faculty, where there are not enough publication facilities/indexed journals, journals proposed by Board of Studies and approved by respective Faculty and then the Academic Council, can be considered equivalent to indexed journals. This list has to be reviewed at least once in 5 (five) years.





## 5.2 Number of Research Scholars with a Supervising Guide

The maximum number of PhD students working with a Supervising Guide, at a given point of time, shall not be more than **8 (eight)** and in exceptional cases up to 10 (ten), for which special sanction has to be obtained from the University. However, maximum number of PhD students/Scholars working with a **Supervising Guide (under transitory provision)**, as per sub-clause **5.1.(iv)**, at a given point of time shall not be more than **5 (five)**.

## 5.3 Supervision and Joint Supervision

- (i) In cases where for valid academic reasons, it is felt that the services of an additional supervisor is desirable, the Supervising Guide may recommend a Co-Guide from the Department/Centre of Research or from outside the University, for joint supervision provided the PhD student (PhD Scholar) makes such a request, which is also supported by the Department, the Supervising Guide, agreed by Co-Guide proposed and approved by Head of the recognised Institution/Centre of Research.
- (ii) The Co-Guide should satisfy qualification requirements of a Supervising Guide of KUHS, though not enlisted as an approved PhD Supervising Guide of the University and her/his role would be limited as being a co-supervisor only.
- (iii) Candidate for PhD with subjects in broad specialities related to the topic, can have an external Co-Guide from an institution outside the University, who is already a PhD Supervising Guide in another recognised University in the subject/related subject in which the candidate is pursuing PhD.
- (iv) In reckoning the maximum number of PhD students registered under a Supervising Guide, the number of Co-Guide status for joint supervision, shall not be taken into account.

## 5.4 Responsibilities of Supervising Guide/Co-Guide

- (i) The Supervising Guide carries the major responsibility of guiding the academic progress of the PhD student throughout the period of study. The Supervising Guide counsel the PhD student in academic matters, and provide guidance on the nature of course work and research work thereafter, on the standards expected, on the adequacy of progress, and on the quality of related work.



- (ii) The Supervising Guide shall maintain a record, in a prescribed format of important matters connected with the research work and progress of the PhD students and this shall be made available to the Doctoral Committee or the Vice Chancellor, on request.
- (iii) The Supervising Guide shall sign all the papers, declarations, certifications, authentications, logbooks and other related documents pertaining to the registration, submission of Synopsis/Abstract and Thesis of the registered PhD student, when duly submitted.

### **5.5 Assignment of Supervising Guide/Co-Guide**

- (i) Assignment of Guides will be primarily as candidate's preference. The candidate will select a Supervising Guide/Co-Guide(s) according to their area(s) of interest and area of specialisation commensurate with the Supervising Guide/Co-Guides.
- (ii) The candidate has to get no objection certificate (NOC)/consent from the Supervising Guide/Co-Guide, to act as Supervising Guide/Co-Guide for the candidate to be registered for the PhD programme.
- (iii) Supervising Guide has to obtain a no objection certificate (NOC) from the respective Faculty Dean and Head of the 'Centre of Research', for officiating as a Supervising Guide for the candidate to be registered.
- (iv) A Co-Guide has to obtain a no objection certificate (NOC) from the Head of the 'Centre of Research', for officiating as a Co-Guide for the candidate to be registered.
- (v) For inter-disciplinary research, Supervising Guide/Co-Guides can be chosen from allied subjects or from other Departments/Centres of Research/ Institutions.
- (vi) Candidates for PhD should be working for PhD directly under either the Supervising Guide or Co-Guide in the same specialty Department in a recognised Centre of Research. Either Supervising Guide or Co-Guide should be from the same specialty Department of the institution (recognised by KUHS as Centre of Research) which the PhD student has opted as the specialty Department of 'Centre of Research' for being registered as a PhD student. However, the Co-Guide need not be a listed recognised Supervising Guide of the University.



- (vii) In the event of a Supervising Guide from outside the University, there shall be a Co-supervisor (Co-Guide) from this University and from the Department of the recognised 'Centre of Research' chosen by the PhD student for PhD research.
- (viii) In the event of a Supervising Guide, is assigned from outside the specialty Department chosen by the candidate for PhD/PhD student, and the Supervising Guide is either from within or outside the 'Centre of Research' chosen, there shall be a Co-supervisor (Co-Guide) from the same specialty Department of the recognised 'Centre of Research', from where candidate has to register for PhD or doing PhD work.
- (ix) Supervising Guide has to be from the related broad specialty/Faculty. Supervising Guide can be rarely from outside the Faculty of the candidate for PhD, for an inter-disciplinary research, provided the Supervising Guide (from outside the Faculty of the candidate for PhD) has proven track record in the form of at least one peer reviewed, indexed research publications in scientific/professional Journals (or accepted for publication) in the specialty subspecialty/related specialty in which the candidate for PhD wishes to do the research.
- (x) A Co-Guide (Optional) can be from the related broad specialty/Faculty or can be rarely from outside the Faculty of the candidate for PhD (for an inter-disciplinary research) provided the Co-Guide (from outside the Faculty of the candidate for PhD) has proven track record in the form of at least one peer reviewed indexed research publications in scientific/professional Journals (or accepted for publication) in the specialty/subspecialty/related specialty in which the candidate for PhD wishes to do the research.
- (xi) The Supervising Guide/Co-Guide should not be spouse or first-degree relative of the PhD student.



## 6. Admission of students to the PhD Programme

**6.1** A candidate who wishes to pursue a programme of study and research leading to the Degree of Doctor of Philosophy (PhD) will be required to seek registration to the programme, under an appropriate Supervising Guide of the University, in a Recognised Department in a 'Centre of Research'/Centre/Institution which is so recognised for this purpose by the University, as a 'Centre of Research'.

- (i) A candidate, working in a research project which has been taken up by University Department/School/Academic staff College/Centre of the University or by a Centre of Research/Recognised Department in a Centre of Research and the project is funded internally or externally, will be deemed to be a full-time PhD research student, provided they are otherwise qualified for the PhD programme and can duly be admitted to the PhD Programme of the University with the approval by the funding agency/related authorities, for considering the project for PhD research also, for the candidate, in full or in part and for getting registered for PhD.

### 6.2 Entrance Examination

- (i) Candidates who are applying for admission to the PhD Programme shall be required to have passed an entrance examination conducted by the University. The entrance examination will be conducted by the Controller of Examinations of the University as per the guidelines of the Board of Examinations and will be of Multiple Choice Questions (MCQ) type consisting of 100 questions for one and half (1½) hours duration. Questions will be related to Research Methodology and general research aptitude (approximately 60 Marks), Biostatistics (approximately 20 Marks) and Research Ethics (approximately 20 Marks). Those scoring at least 50% marks will get qualified in the entrance examination. The qualifying mark for the candidates belonging to the scheduled cast/scheduled tribe category will be 45% or more. The result will remain valid for four subsequent notifications and admissions for PhD
- (ii) There will not be any exemption for the entrance examination except as per the sub-clause **6.2(iii)** or any other as approved by Academic Council and Governing Council from time to time.



- (iii) The following candidates are exempted from taking the entrance examination,
- a. Candidates coming under agreement between the Kerala University of Health Sciences and a University/Institution in India or abroad where specific clause(s) exist for registration of candidates to PhD degree by the University.
  - b. Candidates selected under international cultural/educational exchange programmes of Government of India/UN bodies.

### **6.3 Procedure for applying for admission**

- (i) Candidates seeking registration to the doctoral programme (PhD) may do so by submitting their applications in the prescribed form, in response to the notification in this respect, issued by the University. Registration for PhD may be granted in January and July sessions every year for which applications may be received in response to notification by the University. However, the University reserves its right not to invite applications.
- (ii) Application for the Registration shall be submitted to the University in the prescribed form with payment of the prescribed fees. Those candidates qualified as per the entrance examination/duly exempted from entrance examination, are eligible to apply, provided they otherwise qualify for the programme and can duly be admitted to the PhD Programme of the University, as per the regulations.
- (iii) On response to the notification for admission, the candidates shall submit the provisional title of the research/Thesis they are planning to do, along with the application, giving sufficient background material and the proposed line of research, and obtain the consent of a Supervising Guide duly recognised by the University, through the Head of the Department and Head/Principal of the recognised Centre of Research from where the candidate has to register for PhD.
- (iv) For part-time PhD students, additional requirements (as given in 3.1) also apply.
- (v) The candidates are permitted to do PhD in the subject/related subject/ related specialities, restricted to the discipline of their Post-Graduate degree, but can have an inter-disciplinary component, if the area of research demands.

### **6.4 Preparation of the Admission List**

- (i) For approval of candidates for PhD, an Admission Committee shall be constituted by the Vice Chancellor, with and three experts nominated by



Vice Chancellor, as members, one of them designated as Chairman of the committee. Dean (Research) will facilitate in convening the meetings.

- (ii) The candidates for PhD would be required to give a presentation on the proposed topic of research before the Admission Committee.
- (iii) The candidates recommended by the committee will be listed and offered provisional registration under the regulations of KUHS.

### **6.5 Admission and Registration**

- (i) Each selected candidate, for PhD, shall be issued with an admission letter by the University.
- (ii) A candidate who has been selected for admission may take provisional admission with the Centre of Research/Department of the Centre of Research by paying the required fee and fulfilling such other requirements as per the admission rules and other relevant Rules and Regulations of the University.
- (iii) A candidate for PhD who wishes to take admission shall do so within four weeks of the notification of selection list for admission to the PhD programme.
- (iv) A candidate for PhD is not allowed to take up any other course simultaneously.
- (v) For selection of PhD candidates for permanent registration, at the end of the 1<sup>st</sup> year, there will be a qualifying examination (Year-end examination) consisting of two papers of three hours duration and a Protocol/Methodology Approval Presentation. Those who are successful in the year-end examination will be given permanent registration.

## **7. Doctoral Committee**

- 7.1** There shall be a Doctoral Committee (DC) to monitor the progress of each student registered for the PhD programme.
- 7.2** Immediately after the provisional registration of the candidates for the PhD programme the Vice Chancellor will constitute a Doctoral Committee for each candidate, including two from a panel of 4 (four) members (2 each from two optional categories given below) suggested by the Supervising Guide and recommended by the Faculty Dean, forwarded to the University through the Dean (Research).
- 7.3** The Doctoral Committee shall consist of the Supervising Guide, Co-Guides (if applicable) a teaching faculty member from the Department and one teaching faculty member from outside the Department/Centre of Research, from within



the University or outside the University, who is specialised in related field of Research/Research Methodology/Biostatistics.

- 7.4** All members of the Doctoral Committee must be qualified to be recognised PhD Supervising Guides of KUHS/any other University.
- 7.5** The Doctoral Committee shall meet at least once a year or more frequently, if needed.
- 7.6** The first meeting of the Doctoral Committee should be within three months of provisional registration of the candidate for PhD.
- 7.7** The Doctoral Committee should finalise the coursework and the syllabus of the candidate and the Thesis topic and help to finalise a write-up/brief summary (to be prepared by the PhD student/PhD scholar, in quadruplicate) of minimum of 10 pages but not exceeding 15 pages of the proposed research (as Protocol for research). The write-up (Protocol for research) should include Aim, Objectives, Methodology, Outcome and expected contribution of the research to the scientific knowledge.
- 7.8** Academic growth and development (proposed activities and timeline) submitted by the scholar should be discussed by the Doctoral Committee and necessary modifications should be suggested.
- 7.9** The minutes of the meeting, details of proposed coursework and syllabus and Protocol of the proposal incorporating the modifications will be intimated to the Dean (Research) through the Faculty Dean, by the Doctoral Committee.
- 7.10** The progress of research presented before the Doctoral Committee is to be assessed by the Doctoral Committee and the report/recommendation shall be forwarded to the Dean (Research) through the Faculty Dean, by the convenor of the Doctoral Committee.
- 7.11** A presentation of the progress of the research work by the PhD student may be conducted at the University level, with assistance of the Doctoral Committee once in a year (if the University desires so) co-ordinated by the Dean (Research).
- 7.12** The Supervising Guide shall be the convener of the Doctoral Committee, though in exceptional situations the Head of the Department/Centre/School/Recognised Centre of Research shall also be competent to convene special meetings of the Doctoral Committee.



- 7.13** If the PhD student fails to appear/fails to present the progress before the Doctoral Committee, the duration of the course will be extended beyond the minimum period prescribed.
- 7.14** The Doctoral Committee shall be in existence during the full period of registration of a PhD student, with such changes in membership as may become necessary from time to time, and shall mentor the PhD student throughout the period.
- 7.15** The Doctoral Committee shall,
- (i) ensure assistance to the Supervising Guide of the PhD student;
  - (ii) ensure that the PhD student's work is progressing satisfactorily;
  - (iii) prescribe the necessary coursework that the PhD student may have to do.

### **8. Responsibilities of Dean (Research)**

The Dean (Research) shall be the responsible officer for PhD programmes. The Dean (Research) shall,

- 8.1** Monitor timely constitution of the Doctoral Committee.
- 8.2** Monitor meetings of Doctoral Committee, where the PhD student's progress is assessed.
- 8.3** Maintain the records of the reports/minutes of the Doctoral Committee.
- 8.4** Maintain details of coursework prescribed by the Doctoral Committee for each PhD student and the pre-PhD course completion reports.
- 8.5** Be responsible for vetting the syllabus/coursework submitted by the Doctoral Committee, in consultation with the concerned Faculty Dean.
- 8.6** Facilitate the conduct of entrance examination for PhD, through Controller of Examinations.
- 8.7** Facilitate the conduct of examination at the end of first year (after coursework) through Controller of Examinations.
- 8.8** Facilitate the conduct of Annual review presentation by the PhD students at the University/pre-submission presentations, if arranged at the University.
- 8.9** Facilitate the pre-submission seminar.
- 8.10** Facilitate conduct of open defence at the end of programme/course, through the Controller of Examinations.





## 9. Coursework for PhD Programme

**9.1** Each student granted provisional registration for PhD shall do coursework prescribed by the Doctoral Committee, during the first year.

**9.2 Year-end examination.**—At the end of the 1st year there will be an examination consisting of two papers of three hours duration and a Protocol/Methodology Approval Presentation and examination. Those who are successful in the year-end examination will be given permanent registration. The examinations will be conducted by the Controller of Examinations.

(i) **Paper I.**—Research Methodology & Academic Writing, Bio-Statistics, Social Science, and Research Ethics —100 Marks.

(The syllabus for the paper I, prepared by the University, will be common to all PhD scholars).

(ii) **Paper II.**—Core Paper on the specific subject related to research—100 Marks. Syllabus for the paper II is one prepared by Doctoral Committee for the PhD student and approved by the concerned Faculty Dean. The syllabus has to be submitted to the Academic Council for approval. Those who secure more than 50% marks in Paper I and II together will be eligible for a Protocol/Methodology Approval Presentation and examination.

(iii) **Protocol/Methodology Approval Presentation and examination.**—At the end of the first year, the research protocol cleared by the Doctoral Committee and the Institutional Ethics Committee of the recognised Centre of Research (and other Ethics Committees, if applicable), shall be presented to a three-member Protocol/Methodology Approval Committee at the University. This committee constituted by the Vice Chancellor shall have the following members:

(a) The Supervising Guide/Co-Guide—if nominated by Supervising Guide.

(b) An expert in Research Methodology/Biostatistics/Social Science.

(c) External expert (from outside the University).

(iv) The provisional registration of those who pass with 50% of marks for Paper I and Paper II will be confirmed for permanent registration, provided Protocol/Methodology presentation by the PhD student is approved by the



Protocol/Methodology Approval Committee. Such successful candidates will be eligible for permanent registration for PhD.

- (v) The provisional registration of those who fail in four attempts in year-end examinations, remain cancelled.

## **10. Duration of the PhD Programme**

- 10.1** For full-time registration, the minimum duration including the time spent for coursework shall be **3 (three)** years and the maximum period **5 (five)** years. For part-time registration, the minimum period including the time spent for coursework shall be **4 (four)** years and the maximum period **6 (six)** years.
- 10.2** PhD students can submit the final Synopsis/Abstract within maximum period prescribed, once the minimum period is over (either as Part-time or Full-time PhD, as the case may be). However, a grace period for one month (30 days) after the completion of maximum period prescribed will be allowed to submit the final Synopsis/Abstract. The name of a PhD student shall be removed from the rolls of the University, if the PhD student fails to submit the final Synopsis/Abstract/Thesis for the award of the PhD degree within the period prescribed under sub-clause **10.1**, with a grace period of one month (30 days) after the maximum period prescribed. The date of submission of the final Synopsis/Abstract after Pre-submission presentation will be taken as date of submission for this purpose.
- 10.3** The University on the recommendation of the concerned Supervising Guide and the Head of School/Department/Centre/Centre of Research, may, however, subsequently accept the request of a PhD student, whose name has been removed from the rolls of the University under sub-clause 10.2 above, to get re-enrolled and become eligible for submission of the Thesis, provided that the candidate remit the prescribed fee for re-enrolment and submits the Thesis not later than the expiry of one year from the date of re-enrolment. The period of re-enrolment as provided above shall be presumed to be in continuation of the original registration of 5 years (full-time) or 6 years (part-time) as the case may be, without any break or interval.



- 10.4** Before completing the minimum period prescribed in sub-clause 10.1, no candidate for the PhD degree shall undertake any employment (unless for a part-time course to start with or converted to part-time course in due course) or undergo any other course of study of this University or any other University. Teaching and research faculty members may be exempted from this clause, if the University so decides after due consideration of the merit of the case.
- 10.5** The University may cancel the admission of a PhD student for a breach of the provisions of sub-clause 10.4 and/or on account of his unsatisfactory progress, on the basis of the monitoring reports and the proposals from the Doctoral Committee and recommended by the Centre of Research/Department concerned.

### **11. Pre-submission Synopsis and Pre-submission Seminar**

- 11.1** Before the submission of the **final Synopsis/Abstract and Thesis**, the PhD student shall prepare the **pre-submission Synopsis/Abstract** carefully in consultation with the Supervising Guide (and Co-Guide, if any).
- 11.2** The **pre-submission Synopsis/Abstract** should bring out in abridged form, the background and the objective of study, the methodology of the work done, results and conclusions.
- 11.3** Every PhD student shall submit (forwarded by the Head of the Department) to the University (addressed to the Dean Research), through the Supervising Guide and through the Head of the Institution/Centre of Research, **ten** copies of the **pre-submission Synopsis/Abstract** of the Thesis, with prescribed application and prescribed fee remitted to the University.
- 11.4** The **Pre-submission Synopsis/Abstract** of the Thesis shall not be less than 2000 words or not more than 3000 words. It must be typed on **both sides** in A4 size paper with **1.15 spaces**. The University shall prescribe a format for the Synopsis/Abstract from time to time. The PhD student shall also submit soft copy-the electronic version (read only format) of the Synopsis/Abstract.
- 11.5** After the submission of the pre-submission Synopsis/Abstract, Vice Chancellor appoints one expert from a panel of 3 (three) experts submitted by the Supervising Guide and recommended and forwarded by the Faculty Dean. **Pre-submission Evaluation Committee** will be appointed by the Vice Chancellor consisting of the expert from the panel submitted, the Faculty Dean, the Supervising Guide and the Co-Guide (if any).



**11.6 Pre-submission Seminar:**—The PhD student shall present the work at a pre-submission seminar before the **Pre-submission Evaluation Committee**. The suggestions that come up during the seminar shall be suitably addressed while preparing the **final Synopsis/Abstract** and the **Thesis**. The pre-submission seminar shall be initiated by the University through Faculty Dean, in the Department/Centre of Research with the help of the Convenor of the Doctoral Committee, in which teaching faculty members, methodology experts, Biostatisticians and researchers and other registered PhD scholars participate.

## 12. Submission of Synopsis/Abstract and Thesis

**12.1** The PhD programme culminates with the submission of a *final Synopsis/Abstract* and *Thesis* on original research carried out by the PhD student under the guidance of the Supervising Guide and Co-Guide (if applicable).

**12.2** To be eligible to submit the Thesis, the PhD student should satisfy the requirements prescribed and shall include,

(i) Have **one Presentation** of the PhD Research work in National/International conferences/Seminars as approved by the Department/Centre;

**and**

(ii) Have at least **one Research Paper** publication on the extensive research work for PhD (other than final outcome) published/accepted for research publication in peer reviewed, indexed in scientific/professional Journals approved by the Board of Studies and re-print (if applicable) should be appended in the Thesis.

(a) Can have **one more Research Paper** on the extensive PhD research work, published/accepted for publication in peer reviewed indexed in scientific/professional Journals approved by the Board of Studies and re-print (if applicable) appended in the Thesis, **instead of one Presentation** given in sub-clause **12.2(i)**.

(iii) Shall have presented the research work in a pre-submission seminar and suggested/required modifications are made.

(iv) Prescribed fee remitted to the University for final submission of Thesis.



- 12.3** Style Manual.—Thesis shall not be less than 40000 words and shall not exceed 100000 words, excluding Annexure and list of references. It shall be prepared in clear print in A4 size paper **on both sides** in 12 pt. Times New Roman Font with **1.15 line space**. Figures and charts shall be embedded in the text itself. Pages shall be numbered continuously in Arabic numerals. Appendix shall be provided at the end.
- 12.4** The PhD student shall submit (forwarded by the Head of the Department) through the Supervising Guide and through the Head of the Institution/Centre of Research, **four** copies of the Thesis in a **soft bound form**, to the Controller of Examinations, for evaluation by the experts as Adjudicators.
- 12.5** Once the Thesis is evaluated and necessary communications are made from the Adjudicators to the University, on proper communication from the University to the candidate for PhD, the candidate shall incorporate all the corrections/suggestions (if any), and resubmit **two** copies of the final version of the Thesis in **hard bound form** and **one** soft copy (the electronic form; read-only format), forwarded by Head of the Department and submitted to the University through the Supervising Guide and Head of the Institution/Centre of Research. The Supervising Guide shall certify that the corrections/suggestions (if any) were incorporated.
- 12.6** Thesis shall be submitted to the University for evaluation not later than **3 (three) months** after the submission of the final Synopsis/Abstract, through the Supervising Guide, and through the Head of the University Department/Head of the Institution.
- 12.7** If the candidate for PhD fails to submit the Thesis within **6 (six) months**, with late fee remitted to the University, from the date of submission of final Synopsis/Abstract, maximum extension of **3 (three) months** may be given by approval from the Vice Chancellor after which the process gets cancelled. Then, the candidate shall submit the Synopsis/Abstract again, with late fee remitted to the University, based on the recommendations of the Doctoral Committee. The Supervising Guide, with the approval of the Doctoral Committee, shall then submit a fresh panel of Adjudicators.



- 12.8** Every PhD student shall submit with the Thesis,
- (i) A certificate from the Supervising Guide for the research work, that the Thesis submitted is a record of original research work done by the PhD student during the period of study under his/her supervision.
  - (ii) A declaration to the effect that the Thesis has not previously formed the basis for the award to the PhD student for any Degree, Diploma, Associateship, Fellowship or other similar titles and that the Thesis represents independent work on the part of the PhD student.
  - (iii) Suitable acknowledgements shall also be included at the end of the Thesis submitted.
  - (iv) The PhD student should check the final version of the Thesis for plagiarism electronically and submit a report along with the Thesis.

### **13. Adjudication of Thesis**

- 13.1** After the submission of the final Synopsis/Abstract and the Thesis (after the pre-submission presentation), the nomination of the Adjudicators by the Vice-Chancellor, the evaluation process starts. The controller of examinations shall conduct the examinations.
- 13.2** A panel of not less than 10 Adjudicators (of high eminence) from outside the University shall be recommended by the Doctoral Committee and forwarded by Convenor of the Doctoral Committee, for evaluating the Thesis and for conducting the public Viva-voce/Open defence to be held later.
- 13.3** Thesis submitted by the PhD student for the award of the PhD degree shall be examined by 3 (three) Adjudicators, appointed by the Vice Chancellor on behalf of the Governing Council, from the panel submitted by the Doctoral Committee through the Convenor of the Doctoral Committee, after confirmation of their acceptance to evaluate the Thesis, so as to avoid delay in the same.
- 13.4** The Adjudicators will be given 8 (eight) weeks to give reply along with the evaluation report.
- 13.5** Initially the Controller of Examinations shall correspond with these Adjudicators to confirm their eligibility and willingness, to evaluate the Thesis. Subsequently, the Controller of Examinations shall send the Thesis for evaluation and correspond with these Adjudicators for the evaluation process.



**13.6** Once all the reports of Adjudicators reach the Controller of Examinations, the Controller of Examinations shall forward them, in sealed cover, to the Faculty Dean. The Faculty Dean shall make specific recommendations along with a consolidated report and recommend for the Viva-voce/Open defence, if eligible. After the Viva-voce/Open defence, the recommendations shall be send to Controller of Examinations for declaration of result with approval of Vice-Chancellor.

**13.7** The Adjudicator who value the Thesis for providing a detailed report shall report on the merit of the candidate for the PhD degree as one of the following:

- (i) Thesis is to be accepted for Viva-voce/Open defence in the present form.
- (ii) Thesis is to be accepted for Viva-voce/Open defence and clarifications to be obtained at the time of Viva-voce/Open defence.  
(Each Adjudicator may seek clarification/questions, if any, to be answered at the time of Viva-voce/Open defence).
- (iii) Thesis is to be accepted for Viva-voce/Open defence, after minor corrections.
- (iv) Thesis is to be revised (with major corrections/revisions) and resubmitted for re-evaluation.  
(to be send back to Adjudicators for re-evaluation/not to be send back to Adjudicators for re-evaluation, if the adjudicator specifically mentioned it)
- (v) Thesis is to be rejected.

**13.8** **When Adjudicators differ in their opinion while evaluating the Thesis**

- (i) If all the three Adjudicators have accepted the Thesis, the Thesis shall be **accepted** for Viva-voce/Open defence, by the University.
- (ii) In case, all the three Adjudicators have rejected the Thesis, the Thesis shall be **rejected** by the University.
- (iii) In case, two out of three Adjudicators have rejected the Thesis, the Thesis shall be **rejected** by the University.
- (iv) In case, one out of three Adjudicators has rejected, then the Thesis shall be referred to another two Adjudicators, different from the three initial Adjudicators.



- (a) If these two new Adjudicators (different from the three initial Adjudicators) recommends/accept the Thesis, the Thesis shall be **accepted** for Viva-voce/Open defence.
- (b) If one of these two Adjudicators (different from the three initial Adjudicators) recommends the Thesis, the Thesis shall be **accepted** for Viva-voce/Open defence.
- (c) If both these other two Adjudicators reject the Thesis, it shall be **rejected** by the University.

**13.9** If the Adjudicator insists on any minor correction/revision to be made in the Thesis, the same shall be made by the candidate for PhD and then certified by the Supervising Guide, before the public Viva-voce/Open defence. This shall be verified by Adjudicator (Chairman) at the time of Viva-voce/Open defence.

**13.10** If an Adjudicator explicitly suggests requirement of the revision and resubmission for further evaluation, then,

- (i) The candidate for PhD should do minor corrections/revisions and re-submit the Thesis, not later than six months from the date of the communication of the notice from the University.
- (ii) In case the candidate for PhD fails to submit the corrected/revised form of the Thesis by these six months, the process of Thesis evaluation is cancelled. Then, the candidate shall submit the Synopsis/Abstract again to start the process of Thesis evaluation.
- (iii) The revised Thesis duly certified by the Supervising Guide shall be sent (except for minor corrections) to the same three Adjudicators again for re-evaluation, if not specifically mentioned otherwise by the Adjudicator. The reason for resubmission and re-evaluation to be communicated to the Adjudicators.
- (iv) If the Adjudicator instructs that the revised Thesis need not be sent back for re-evaluation, the revised Thesis duly certified by the Supervising Guide, Doctoral Committee and the Faculty Dean, shall deemed to be accepted by that Adjudicator.





#### 14. Viva-Voce/Open Defence

- 14.1** In cases where the Thesis has been duly approved for Viva-voce/Open defence, and on receipt of **communication from the University, the Supervising Guide** shall co-ordinate the conduct of Viva-voce/Open defence for the candidate for PhD.
- 14.2** One of the Adjudicators of the Thesis nominated and designated as External Adjudicator (Chairman) by the Vice Chancellor, Faculty Dean and the Doctoral Committee shall conduct the Viva-voce/Open defence in the presence of Supervising Guide, Co-Guide, teaching faculty members, methodology experts, Biostatisticians, registered PhD students, other researchers, scientific staff and other interested members.
- 14.3** In case the Adjudicator who evaluated the Thesis is not available, the University may appoint another eminent person, preferably from the panel previously submitted, as External Adjudicator (Chairman), for conducting the Viva-voce/Open defence.
- 14.4** The Supervising Guide shall fix the date and time of the Viva-voce/Open defence in consultation with the Adjudicator (Chairman-appointed by the University for conducting the Viva-voce/Open defence), the Faculty Dean and the Co-Guide, if any.
- 14.5** The Supervising Guide shall give wide publicity with at least 10 working days prior notice for the Viva-voce/Open defence. The maximum time limit for conducting Viva-voce/Open defence shall be 3 (three) months from the date of consolidation of report prepared after all evaluation reports are received, and final decision is in favour of conducting a Viva-voce/Open defence.
- 14.6** If the candidate for PhD fails to take Viva-voce/Open defence within **3 (three) months** on valid grounds, the Vice Chancellor may permit extension by 3 (three) months on specific request from the candidate for PhD
- 14.7** If the candidate for PhD fails to take the Viva-voce/Open defence within this extension period allowed also, the PhD registration is cancelled.
- 14.8** In the Viva-voce/Open defence, the Supervising Guide will introduce the External Adjudicator (Chairman). External Adjudicator (Chairman) will then conduct the examination.



- 14.9** The candidate for PhD shall make a 40 to 60-minute presentation of the Thesis. After the presentation, the External Adjudicator (Chairman) shall begin questioning, followed by the other participants in Viva-voce/Open defence.
- 14.10** After the Viva-voce/Open defence, the **report and the result**, as approved by the External Adjudicator (Chairman), will be prepared with the help of the Doctoral committee including the Supervising Guide and the Faculty Dean.
- 14.11** **Report** (with proceedings) of the Viva-voce/Open defence with a list of people who attended, signed by the External Adjudicator (Chairman), the Faculty Dean, Head of the Centre of Research and the Supervising Guide, shall be forwarded to the University.
- 14.12** The **result** (with recommendations) as approved by the External Adjudicator (Chairman) is to be prepared separately and signed by External Adjudicator (Chairman) and the Faculty Dean.
- 14.13** The Supervising Guide/Convener of the Doctoral Committee shall convey the report, duly endorsed, to the Controller of Examinations.
- 14.14** A candidate for PhD who is successful in the public Viva-voce/Open defence shall be declared to have qualified for the PhD Degree and degree will be awarded after approval by the Governing Council.
- 14.15** A candidate for PhD, who is not successful in the first public Viva-voce/Open defence, may be permitted to undergo the Viva-voce/Open defence a second time, within a period of three months. In the event of the candidate failing again, his/her candidature for the degree will be rejected.
- 14.16** The Controller of Examinations shall submit all the reports to the Dean (Research) who shall forward the consolidated recommendations with comments, along with such other documents as may be required, to the University for its consideration, and for submitting before the Governing Council for approval, if eligible for the award of PhD.
- 14.17** The award of PhD is based on
- (i) The reports of the Adjudicators who evaluated the Thesis,
  - (ii) The Evaluation Report and Result of the candidate's performance in the Viva-voce/Open defence.



- 14.18** The programme will be known as PhD in.....(name of the Department/broad specialty) (specific area of specialisation) under faculty of..... (name of faculty). e.g.: if PhD is given in the Department/broad specialty of General Medicine with specialisation in Genetics, it will be called PhD in General Medicine (Genetics), under Faculty of Medicine. If it is purely inter-disciplinary it will be mentioned as Inter-disciplinary without specifying any Faculty.
- 14.19** PhD degree awarded to candidates belonging to subjects other than Health Sciences will be under the Faculty of Allied Health Sciences.

## **15. Publication of Thesis**

- 15.1** The multiple components of research embodied in the Thesis may be published in research journals, in part (at pre-submission stage, as submission requirements) or full (after awarding PhD Degree) or in the form of monograph or book with proper acknowledgement to the University (after awarding PhD Degree).
- 15.2** The abstract of the Thesis along with the Thesis, shall be made available to the University for Publication in University Website.
- 15.3** Once the Thesis is accepted and the degree awarded, one copy of the Thesis shall be placed in the University Library (hard bound copy) and soft copy to be sent to National Library. Soft copy of the Thesis will be placed in the University server also after the award of the PhD Degree.

## **16. Power to remove any difficulty**

- 16.1** If any differences of opinion develop between the PhD student and the Supervising Guide at any time during the course of the PhD programme, then the Vice Chancellor's decision shall be final and binding.
- 16.2** Notwithstanding any of the provisions stated above, the Vice-Chancellor shall have powers to remove any difficulty while implementing this programme.

## **17. Discrepancies**

An Enquiry Committee has to be constituted by the Vice Chancellor to enquire, if a Supervising Guide/Co-Guide is suspected to be involved in plagiarism, immorality with fraudulent academic accomplishments and other punishable offences, and other activities affecting the reputation of the University, etc., and the report shall be placed before the Governing Council for decision.



**18. SCHEDULE**

<i>Faculty</i>	<i>Minimum qualification for eligibility for doing PhD</i>
<b>1. Faculty of Medicine</b>	DM (Doctor of Medicine in different branches/specialties) OR MCh (Master of Chirurgery in different branches/specialties) Diplomate of the National Board (DNB) in Super/Sub specialty OR MD (Doctor of Medicine in different branches/specialties) MS (Master of Surgery in different branches/specialties) OR Diplomate of the National Board (DNB) in different branches/specialties OR Any other Degree as approved by Academic Council from time to time
<b>2. Faculty of Dental Sciences</b>	MDS (Master's Degree in Dentistry in different branches/specialties) Diplomate of the National Board (DNB) in different branches/specialties OR Any other Degree as approved by Academic Council from time to time
<b>3. Faculty of Pharmaceutical Sciences</b>	MPharm (Master's Degree in Pharmacy in different branches/specialties) OR Pharm D/Pharm D (Post Baccalaureate) OR Any other Degree as approved by Academic Council from time to time
<b>4. Faculty of Ayurveda and Siddha</b>	MD (Siddha in different branches/specialties) MD (Ayurveda in different branches/specialties) MS (Ayurveda in different branches/specialties) OR Any other Degree as approved by Academic Council from time to time
<b>5. Faculty of Homeopathy</b>	MD (Homeopathy in different branches/specialties) OR Any other Degree as approved by Academic Council from time to time
<b>6. Faculty of Nursing</b>	MSc (Nursing in different branches/specialties) OR Any other Degree as approved by Academic Council from time to time



<p><b>7. Faculty of Paramedical and Allied Health Sciences (or in the name Subsequently made by the University after the new Councils are established)</b></p>	<p>MPT (Master’s Degree in Physiotherapy in different branches/specialties)  MOT (Master of Occupational Therapy in different branches/specialties)  MPH (Master of Public Health)  MSc (Medical Sociology)  MSc (Epidemiology)  MSc (Biostatistics/Statistics)  MSc (Medical Anatomy)  MSc (Medical Physiology)  MSc (Medical Biochemistry)  MSc (Medical Microbiology)  MSc (Pharmacology)  MSc (MLT—Medical Laboratory Technology)  Any Master’s degree in any Health Science related subject  MSc (with PG Diploma in Radiation Physics—Dip RP)  MSc (Medical Physics)  MSc (Radiation Physics)  MSc (Clinical Child Development)  MSc (Clinical Psychology)  MSc (Clinical Nutrition)  MSc (Demography)  MSc/Masters (Audiology and Speech Pathology)  MPhil (Clinical Epidemiology)  MSW (Psychiatric Social Work)  MPhil (Clinical Psychology)  MPhil in any other Health Science, Allied Health Science and Paramedical areas approved by KUHS  OR  Any other Degree as approved by Academic Council from time to time.</p>
<p><b>8. Inter-disciplinary</b></p>	<p>Candidates who seek to do PhD in inter-disciplinary subjects or subjects like Medical Education should have Post Graduate degree (PG degree recognised by KUHS as eligible for doing PhD in KUHS).</p> <p>For pursuing inter-disciplinary subjects other than Health Sciences, Allied Health Sciences and Para Medical subjects, the candidate should have a Post Graduate degree recognised by a University/Association of Indian Universities/ MCI/DCI/INC/CCIM/CCH/AICTE and approved by the Academic Council of the University.</p>



## 19. Appendix

### 1. List of registers and documents to be kept by the Supervising Guide

1. Logbook:—The PhD student shall maintain a record, as approved by Supervising Guide, in a prescribed format of important matters connected with the course and research work and its progress.
2. The Supervising Guide shall maintain a record, in a prescribed format of important matters connected with the course and research work and progress of the PhD students.
3. A copy of the Registers with Documents pertaining to the registration of the PhD students.
4. List of Synopsis/Abstract of the registered candidates for PhD under the Supervising Guide.
5. Copy of Thesis of candidates who have completed the PhD under the Supervising Guide.

### 2. List of registers and documents to be kept by the Centre of Research

1. The record, in a prescribed format of important matters connected with the course and research work and progress of the PhD students.
2. Registers with Documents pertaining to the registration of PhD students.
3. List of Departments recognised by the University for PhD.
4. Attendance register of candidates registered for PhD through the Centre of Research.
5. Research Protocol of the registered PhD students.
6. Synopsis/Abstract of the Thesis of PhD students who have completed PhD.
7. Copy of Thesis of candidates who have completed the PhD Thesis.
8. Copy of Publications of candidates who have successfully completed PhD.

### 3. List of registers and documents to be kept by University

1. List of PhD students with details in different 'Centre of Research.'
2. List of 'Centre of Research' with details of Departments approved.
3. List of 'Research Supervisors (PhD Supervising Guides)' with details.
4. List of 'PhD students' with details including fees remitted.
5. List and details of 'PhD holders from the University'.

