



**OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH**

Memo No.: DU/DR-A/8-1/16/698

Date: 01.06.2016

**NOTIFICATION**

As advised by the 107<sup>th</sup> Meeting of the Academic Council held on 31.05.2016, the Dibrugarh University Regulations for the Research Council and for the Degree of Doctor of Philosophy (Ph.D.) 2015 (amended up to May, 2016) is notified herewith incorporating all modifications/ amendments done till date.

The Regulation is available in the University [www.dibru.ac.in](http://www.dibru.ac.in) as ***Dibrugarh University Regulations for the Research Council and for the Degree of Doctor of Philosophy (Ph.D.) 2015 (amended up to May, 2016).***

Issued with due approval.

Sd/-B.C. Borah  
Deputy Registrar (Academic)  
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations, Dibrugarh University.
5. The Director, College Development Council, Dibrugarh University.
6. All Heads and Directors of the Teaching Departments/ Centres for Studies, Dibrugarh University.
7. The Directors of the Research Centres recognized by Dibrugarh University for favour of information.
8. All Faculty Members, Dibrugarh University.
9. The Deputy Controllers of Examinations (A & C), Dibrugarh University.
10. Sri G. Chetia, Programmer, Dibrugarh University for information and with a request to upload the notification in the D.U. Website.
11. File.

Sd/-B.C. Borah  
Deputy Registrar (Academic)  
Dibrugarh University



**DIBRUGARH UNIVERSITY REGULATIONS FOR THE RESEARCH  
COUNCIL AND FOR THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)  
2015 (amended upto may, 2016)**

*(Notified vide Memo No.: DU/DR-A/8-1/16/698 dated 01.06.2016)*

**A. REGULATIONS FOR THE RESEARCH COUNCIL**

1. The Research Council is the apex body that administers the research programmes of the University. The Research Council shall consist of the following:
  - (a) The Vice-Chancellor - Chairperson
  - (b) The Deans - Members
  - (c) The Registrar - Member
  - (d) The Controller of Examinations - Member
  - (e) Five (05) Professors/ Associate Professors - Members  
representing each Schools to be nominated  
by the Vice-Chancellor
  - (f) Academic Registrar/ Deputy Registrar (Academic) – Member Secretary

**Functions of  
the Research  
Council**

2. The Research Council shall be mainly responsible for the following functions:
  - a) It shall receive, scrutinize and approve the recommendations of the School Boards related to the research programmes.
  - b) The Research Council shall advise, observe and suggest on the functioning of the School Boards on the research matters.
  - c) It shall advise, observe and suggest on the functioning of the Office of the Dean, Research and Development.
  - d) It shall review the Policy Matters/Regulations pertaining to research leading to Ph.D. and M. Phil degrees.
  - e) It shall explore for promotion of innovative research by the students and faculty members and work out policy initiatives for these.
  - f) It shall work out policy initiatives for greater Industry- Academia research.
  - g) It shall explore for greater Action Research by the students and faculty members.
  - h) It shall consider applications recommended by the Office of the Dean, Research and Development for the award of Junior Research Fellowship (JRF) and M. Phil scholarships offered by the University.
  - i) On behalf of the Research Council, the Chairperson of the Research Council shall examine the Reports of the Examiners of the Ph.D. Theses and advise the Controller of Examinations for the necessary action under report to the Research Council.  
*(\*Modified as recommended by the 107<sup>th</sup> Meeting Academic Council held on 31.05.2016 replacing the provision- "It shall go through the Reports of the Examiners of the Ph.D. Theses and recommend holding of Viva-Voce for the Ph.D. candidates concerned).*
  - j) It shall receive annual Academic Report(s) from the Principal Investigator(s) of the ongoing Research Project(s) in various departments irrespective of the sources of funding through the Dean, Research and Development.

- School Boards**
3. The School Board is the intermediate body to examine and coordinate the research programmes leading to the Ph.D. Degree. It shall consist of-
- a) The Dean of School concerned - Chairperson
  - b) The Dean, Research and Development - Member
  - c) The Heads of Departments/ Director of Centres of the School concerned - Member
  - d) All Professors of the Departments/ Centres of the School concerned - Member
  - e) Academic Registrar/ Deputy Registrar (Academic) -Ex-Officio Secretary

- Functions of the School Board**
4. The School Boards shall mainly deal with the following functions related to the research programmes leading to the Ph.D. Degree relevant to the School concerned-
- a) It shall consider the recommendations of the respective Departmental Research Committees (DRCs) before forwarding the same to the Research Council.
  - b) It shall consider the recommendations of the respective Departmental Research Committees with regard to applications of the candidates as indicated in the Ph.D. Regulations.
  - c) It shall consider recommendation of the admission of the candidates to the Ph.D. programme.
  - d) It shall scrutinize and recommend for approval the Ph.D. Research proposals as recommended by the DRCs for registration to the Ph.D. Programmes.
  - e) It shall scrutinize and recommend the topics and supervisors for the M.Phil Dissertations.
  - f) It shall consider the applications for the Ph.D. Supervisorship on the basis of recommendations of respective Departmental Research Committees to that effect as provided in the Ph.D. Regulations and forward the same to the Research Council.
  - g) It shall receive and forward the Panel of Examiners for the Ph.D. Thesis along with the quadruplicate copies of the abstracts of the thesis to the Controller of Examinations for further necessary action.
  - h) It shall also propose for new thrust area of research to the Research Council.

- Departmental Research Committee (DRC)**
5. (i) The Departmental Research Committee (DRC) is the Research Committee of a teaching department/centre of the University. There shall be a Departmental Research Committee (DRC) constituted as below in each Department/ Centre for Studies-
- a) Head of the Department/ Director of the Centre - Chairperson\*
  - b) All eligible Ph.D. Supervisors of the subject concerned - Members
- (ii) Any other member may also be nominated to the DRC by the Dean of the School concerned as and when necessary.
- (iii) \* In case, the Head of the Department/ Director of the Centre is not an eligible Ph.D. Supervisor, the Dean of the school concerned shall be the Chairperson of the DRC concerned. He/ She shall function until the Head of

the Department/ Director of the Centre of Studies acquires eligibility to be a Supervisor.

- (iv) Provided that in the case of Departments where the Head of the Department being a single eligible recognised Supervisor, at least two members for the DRC of such Departments shall be nominated by the Dean of the School concerned from the allied Departments in consultation with the Chairperson, DRC.
- (v) Provided further that the Vice-Chancellor shall constitute appropriate DRCs for the subjects in which there is no Post Graduate teaching Department in the University.

**Functions of the DRC**

- 6. The DRC shall consider all matters related to the research works in the subject(s) concerned. The functions of the DRC are-
  - a) It shall look after all activities related to entrance and admission to the Ph.D. Pre-registration Course Work as per the prescribed admission criteria and procedure.
  - b) It shall conduct and do the needful for evaluation of the Ph.D. Pre-registration Course Work.
  - c) It shall consider the recommendations of the Doctoral Committees related to the registration of the Ph.D. research Scholars.
  - d) It shall convene the periodical seminars/ presentations for the Ph.D. Scholars from time to time.
  - e) It shall scrutinize the progress reports of the Ph.D. research Scholars in regular interval and recommend the same to the Dean of the School concerned.
  - f) The DRC shall organize the Pre-submission seminars of the Ph.D. Scholars and receive the abstracts along with the panel of examiners from the Doctoral Committees and recommend to the Dean of the School concerned for further needful.
  - g) The DRC shall consider any other issues relevant to the Ph.D. works of the scholars.

**Doctoral Committee (DC)**

- 7. The formation of the DC will be initiated by the supervisor(s) to monitor the progress of each of the research students. The DC shall consist of supervisor(s) and a minimum of two faculty members of the Department/Centre concerned in which the research student pursues his/her research work, with the supervisor as the chairperson. A maximum of two members may be from allied Department(s)/Centre(s) of the University to this Committee. The number of members of the DC shall not exceed 5 (five).

The formation of the Doctoral Committee shall be notified by the Chairperson of the DRC concerned and the copies of it shall be sent to the Offices of the Dean of the School concerned, Dean, Research and Development and Deputy Registrar (Academic).\*

*(\*Incorporated this Paragraph in the Regulations by the Notification vide Ref No : DU/DR-A/11-1/16/584 dated 29.04.2016)*

**Functions of the Doctoral Committee (DC)**

- 8. The Doctoral Committees shall be responsible for following functions-
  - a) The Doctoral Committee shall examine the research proposals and recommend the same to the DRC concerned if found appropriate for Ph.D. registration.
  - b) It shall monitor the progress of research of the scholar and recommend the progress reports to the DRC concerned.

**Eligibility to  
be a  
Supervisor**

- c) It shall monitor, suggest and guide the Ph.D. Scholar on his/ her research as and when necessary.
- d) It shall examine the abstracts of the Ph.D. Thesis prior to the pre-submission seminar and recommend the same to the DRC concerned.
- e) It shall ensure the corrections and modifications in the thesis as per the recommendation of the examiners before the viva-voce examination.

9. The following persons shall be eligible to be Supervisors for Ph.D. programmes relating to respective areas of specialization:

- (a) (i) A Faculty of any of the University Departments/Centres of the University with a minimum of 1 (one) year teaching experience in the University/ degree colleges after obtaining the Ph.D. degree having at least three research papers published in the referred journals. Out of these, one paper must be published after attaining the Ph.D. Degree and shall have to be the corresponding author. However, in case of not fulfilling the conditions above, proportionate weightage shall be given as per UGC norms.

The faculty members superannuated from their regular service or having less than two years of regular service shall have to take co-supervisor for each of the Ph.D. scholars from among the eligible supervisors of the area concerned working in regular posts.

A faculty member of the University working in a contractual post and who fulfills the conditions above shall have to take a co-supervisor for each of the Ph.D. scholars from among the eligible supervisors of the area concerned working in regular posts.

- (ii) A Faculty member of the affiliated Colleges of the University with adequate research infrastructure (to be ascertained by the Research Council) and a minimum of 1 (one) year teaching experience having at least three research papers published in the referred journals. Out of these, one paper must be published after attaining the Ph.D. Degree and shall have to be the corresponding author. However, in case of not fulfilling the conditions above, proportionate weightage shall be given as per UGC norms.

Apart from the basic eligibility criteria mentioned as above, in the colleges where the applicant works as a faculty member should preferably have post graduate programmes in the subject concerned.

The faculty members of the affiliated Colleges of the University who fulfill the conditions above are eligible to work only as the co-supervisors. However, the supervisors of those colleges having PG programmes may guide Ph.D. scholars independently.

- (b) A Scholar having Ph.D. as evidenced by extensive research work at recognised State/ Regional/ National level Institutes/ Laboratories or institutions recognized by the University as Research Centres for a period of not less than five years of which at least three years must be after obtaining Ph.D.

- (c) Any recognition as provided here would entail that the person shall apply for recognition to the School Board through the DRC in the concerned subject along with relevant documents. The Research Council shall have the right to accept or reject the applications of individuals as research supervisors.

Provided further that such recognition be covered under two categories [i.e., supervisors from the Institutes having academic collaboration and unattached independent research supervisors] and shall be further governed by the following requirements:

- i. that the person seeking recognition as a supervisor has worked in the Centre for at least five years on the date of application;
- ii. that the recognition is in the interest of the University and is expected to enhance and protect the required standards of research of the University through collaboration and joint research ventures.
- iii. that the recognition of such persons would necessarily mean that they are treated as internal examiners of the University,
- iv. that in case the applicant is not covered by the clauses [9 (a) to (d)] above, the applicant shall apply to the Dean of the School concerned. The concerned School Board may refer the matter to the Research Council in case of interdisciplinary subjects before deciding on the matter.
- v. A recognized Ph.D. Supervisor in the rank of a Professor, an Associate Professor and an Assistant Professor or a Supervisor from a recognized Institute/ Centre/ College of equivalent rank are expected to supervise not more than 8,6 and 4 research scholars respectively at a time.
- vi. No Supervisor shall be allowed to supervise the Ph.D. programme of any near relative.

(d) The faculty members of other Universities/ Institutions of repute may also be recognized as the Co-supervisor under special circumstances on recommendation of the DRC concerned.

#### **Change of Supervisor**

10. In case the Supervisor of a candidate leaves the University/ Research Centre/ College/ recognized institutes before the completion of research of the scholar, the Research Council may allow the Supervisor concerned to continue the supervision of the research work as the Co supervisor. In such cases, the DRC concerned shall take necessary steps for appointment of a Co supervisor for the Scholar for that particular research work.

Further, the Supervisor, who is in long leave or on lien or leaves the University, shall continue the supervision of the ongoing research work in the capacity of co-supervisor for the said period. In such cases, the DRC concerned shall take necessary steps for appointment of another co-supervisor for that particular research work before the outgoing teacher leaves the department/ centre.

The change of supervisor shall be permitted only in exceptional cases like death, state of being incapacitated due to illness, mental disabilities, removal from the job and the likes by the Research Council. In such cases, the contribution of the former/original supervisor shall be recognized/ acknowledged.

#### **Research Centres**

11. An institution within the jurisdiction of the state of Assam may be recognized as a Research Centre of Dibrugarh University subject to approval of the Executive Council and Academic Council of Dibrugarh University. Any institution desiring such recognition shall have to apply to the University with the prescribed application fee. The Research Council shall cause an inspection of the institution with specific terms of reference, after which the report of the inspection team shall be put up for consideration before the Research Council and thereafter at the Academic Council and Executive Council.

A recognized Centre/Institute will have to submit an Annual Report and the Research Council shall have the right to withdraw recognition for non-fulfillment of the requirements.

## **B. REGULATIONS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)**

### **Admission requirements**

12. (i) A candidate (other than candidates from Medical and Engineering streams) seeking admission to the course for the degree of Doctor of Philosophy (Ph.D.) shall have to obtain at least **55% marks in Master's Degree OR equivalent grade point.**

All applicants seeking admission to the Doctoral programme of the University [except foreign students applying for admission as provided for under clause 9] must clear the Dibrugarh University Research Admission Test (DURAT) (See Annexure I\*). Candidates with M. Phil degree (regular mode) and NET-JRF qualified candidates are exempted from appearing in the DURAT.

*(\*The Annexure containing the Guidelines for conducting the DURAT has been modified by the Notification vide Ref No : DU/DR-A/11-1/16/584 dated 29.04.2016)*

Further, the College teachers having teaching experience of minimum of ten years in regular post and persons having at least ten years experience in managerial level after post graduation in the relevant subject shall be exempted from appearing in the DURAT. \*

Provided that the faculty members of the University having minimum one year teaching experience in Dibrugarh University in the relevant subject, shall be exempted from appearing in the DURAT.\*\*

*(\* & \*\* These two paragraphs have been incorporated in the Regulations replacing the original paragraph- "Further, the College and University teachers having teaching experience of minimum of ten years in regular post and persons having at least ten years experience in managerial level after post graduation in the relevant subject shall be exempted from appearing DURAT" by the Notification vide Ref. No. DU/DR-A/11-1/15/1002 dated 16.11.2015).*

The DURAT is to be conducted annually by the University. The mode of conducting the DURAT shall be decided by the Research Council time to time.

A candidate may also be enrolled if he/she has any other degree recognised as equivalent to the Master's Degree in the subject in which the candidate wishes to pursue a course of research, provided the candidate fulfills the conditions at (i) above.

- (ii) Under special circumstances, a candidate may be allowed by the Research Council to undertake research in a subject other than one in which he/she has obtained Master's Degree. Before permitting the candidate to do so, the Council shall satisfy itself that the branches are inter-related and/or the candidate is competent to undertake research in the particular subject as evidenced by published/practical works.
- (iii) A candidate with a B.E./B.Tech. Degree with a valid JRF-GATE score may also be considered for admission to the Ph.D. programme.

**Foreign  
Students**

- 13 (a) All foreign candidates intending to pursue the Ph.D. Programme of Dibrugarh University shall be exempted from DURAT. All other matters related to the foreign candidates shall be governed by the Dibrugarh University Rules for Foreign Students.
- b) The applicant should fulfill the minimum eligibility requirements as prescribed in the Rules for the Foreign Students. It shall be the responsibility of the applicant to provide a certified grade conversion formula along with the application from an officer not below the rank of Registrar of a recognized University];
- c) The applicant possesses valid research/student visa and other relevant documents including a Medical certificate from appropriate authority for the prescribed duration of the concerned course at the time of admission;
- d) The antecedents of the candidate be verified by the forwarding authority/ministry/institution and, if found to be in order, a certificate be issued to the effect thereof;
- e) The candidate should have adequate knowledge of English or the language subject in case the course is to be pursued in a language subject [it would be the responsibility of the DRC to satisfy itself on the candidate's knowledge of English or the language as required];
- f) The degrees and certificates of the candidate's country or institution or university have been approved by the Association of Indian Universities (AIU)/Association of Commonwealth Universities (ACU) as equivalent to the corresponding Indian degrees;
- g) All foreign students admitted into the programme shall be full-time Ph.D. scholars. Minimum residential requirement for the foreign students is of two years.

**Admission to  
the Course  
Work**

14. (i) The eligible candidates shall apply for admission to the Chairperson, Departmental Research Committee at the Department / Centre in which he/she desires to pursue research. The University shall advertise to that effect through newspaper/ University website at least one (1) month ahead from the date of admission.
- (ii) The Chairperson, DRC shall place the applications at the meeting of the Departmental Research Committee for scrutiny and selection of candidates. The Departmental Research Committee shall conduct an interview of the applicants and finalize the list of candidates for admission.
- (iii) The eligible applicants shall have to take admission in the Department/ Centre of Studies concerned for a Six-Month Pre-Registration Course Work as notified by the University.
- (iv) For the M. Phil degree holders in regular mode and in the concerned subject are exempted from the course work.



- Course Work**
15. (i) After getting admitted, a student shall have to undertake a Six-Month Pre-Registration Course Work in the Department/ Centre, which will include quantitative methods, computer applications, review of literature, etc.
- (ii) The structure of the course work shall be as per the provisions in Annexure II.
- (ii) Provided, in exceptional cases, as approved by the Research Council, course work may be carried out in the institutes/organizations recognized by the University as research centres either within or outside the University campus for which due credit shall be given to them. The Research Council may also allow the Research Centres to conduct the end semester examinations.
- Provided further that the end-semester examination shall be conducted only in the University.
- Registration**
16. (i) After successful completion of the course work, a candidate shall submit a synopsis of the proposed research work in triplicate to the Doctoral Committee concerned through his/her supervisor within one year from the date of declaration of the result of the Pre-registration Course Work. The candidate may need to give a presentation of the synopsis before the Doctoral Committee,
- (ii) The Doctoral Committee shall scrutinize the research proposal of the candidate and suggest for modification if any. The Doctoral Committee shall also recommend the proposals for consideration of the DRC concerned.
- (iii) The Chairperson, DRC shall forward the applications of the candidates for Ph.D. Registration along with its recommendations to the Dean of the School concerned. The proposals for registration should contain the following documents-
- a) Duly filled in and duly forwarded Application Forms
  - b) Recommendation of the Doctoral Committee
  - c) Recommendation of the DRC with proposed date of effect.
- (iv) The candidates from other Universities/ Institutes must submit Dibrugarh University Registration Certificate to the Deputy Registrar (Academic) within one year from the date of admission.

**Registration without Supervisor**

17. (a) The University may allow a candidate to pursue Ph.D. Research without a supervisor under very special circumstances and may confer the Ph.D. degree on the basis of outstanding research publications of the doctoral research.
- (b) The candidate intending to pursue Ph.D. Research without Supervisor shall apply to the Chairperson, Research Council after completion of his/her Ph.D. Pre-registration Course Work. If satisfied with the proposal, the Chairperson, Research Council shall constitute a Doctoral Committee (DC) for such candidate with the following members-
- a) The Chairperson, Research Council - Chairperson
  - b) The Dean of the School concerned - Member
  - c) The Dean, Research and Development - Member
  - d) Two expert members of the relevant area  
To be nominated by the Chairperson,  
Research Council - Members
  - e) The Head of the Department concerned - Member Convenor
- (c) The DC constituted under clause 17(b) shall perform its functions as per clause 8 of these regulations.
- (d) The candidate shall have to present his/her research proposal/ synopsis before the DC. Provided that the DC is satisfied with the proposal, the matter shall be recommended to the DRC concerned for further necessary action.
- (d) The Research Scholar registered under clause 17(a) shall submit his/her progress reports and shall maintain all correspondence regarding his/her research to the Research Council through the Chairperson of the DC concerned.

**Periodical Report**

18. (i) Registered scholars shall submit a progress report on every six months from the date of registration to the Chairperson, Doctoral Committee (DC) in duplicate (as per format in **Annexure III**). The DC will review the Progress Reports and forward the same along with recommendations of the DC to the Departmental Research Committee for consideration.
- (ii) The submission of six-monthly Progress Report on every six-month shall be a regular procedure for all research scholars; every scholar shall have to submit it positively at the end of every six months. Non-submission of progress report beyond a period of one year may lead to cancellation of his/her registration.
- (iii) The Progress Reports will be reviewed by the School Board taking note of the opinion of the DRCs from time to time. If at any stage, it is found that a candidate is not making satisfactory progress, his/her registration may be recommended to the Research Council for cancellation.

**Language**

19. In all subjects, the thesis shall be written in English.  
However, in the language subjects, the thesis may be written in English or in the language concerned as deemed appropriate by the School Board concerned.

**Modification of Title**

20. A scholar may be allowed by the School Board on the recommendation of DRC to modify the title, provided it does not alter the basic thrust or contention of the research work.

<b>Change of Topic</b>	21. A scholar may be allowed by the School Board to change the topic of his/ her ongoing research provided the same is duly recommended by DRC concerned. In such cases, the DRC may ask the candidate to submit fresh synopsis on the changed topic.
<b>Period of Registration</b>	22. A scholar registered for Ph.D. degree may submit the thesis on completion of two years of research work from the date of registration. He/she shall have to submit the thesis within five years from the date of registration.  Provided that if a candidate fails to submit the thesis within five years from the date of registration, he/she may apply for re-registration. In such cases, the thesis shall be submitted not later than two years from the date of re-registration failing which his/her registration shall stand cancelled.
<b>Extension of Registration</b>	23. (i) The School Board, on recommendation of the DRC concerned may allow a scholar for extension of the registration period for maximum two years on expiry of the five year term of registration.  (ii) In the cases of extension of registration, the scholar shall have to pay the prescribed Extension of Registration fee.  (iii) The scholar, whose registration period is extended shall have to submit his/ her thesis within two years from the date of Extension of Registration failing which his/her registration shall stand cancelled.
<b>Pre-requisites for submission of Thesis</b>	24. (i) Every registered scholar shall present <i>at least two papers</i> during the tenure of his/her research at Seminars organized by the DRC concerned.  (ii) Every scholar shall have to publish at least one (1) research paper on his/her research work in a referred journal before submission of the thesis and produce evidence to that effect in the form of re-print or acceptance letter.  (iii) Prior to submission of the abstracts of the thesis, the scholar shall a make seminar presentation in the department/centre based on the findings of his/her research work and that shall be open to all faculty members and students for getting feedbacks and comments, which may be suitably incorporated into the thesis under the advice of the supervisor.
<b>Submission of Abstracts of Thesis</b>	25. (i) On completion of the research work, the scholar shall write to the Chairperson of the DC concerned seeking permission to submit the thesis along with the quadruplicate copies of the abstracts of the thesis. The Chairperson, DC shall place the application before the DRC along with the filled in format as stated in Annexure VI.  (ii) The Chairperson of the DRC concerned shall arrange for presentation of the Abstract submission seminar in the department/ centre of studies concerned. On satisfactory presentation of the findings the DRC shall forward the quadruplicate copies of the abstracts of the thesis to the School Board, provided the scholar fulfills all the requirements as mentioned in Clause 24(iii).  (iii) The quadruplicate copies of the abstracts must accompany a panel of experts prepared by the Supervisor in consultation with the Chairperson of the DRC concerned. The panel should consists of at least 6 (six) experts including Internal Examiner(s) with all requisite information as stated in the prescribed Proforma. Further, the panel shall consist of at least 3 (three) experts from outside the state/ country. The Panel must contain the initials of the Supervisor and the Chairperson, DRC.

Provided that a scholar registered under clause 17, the Panel of Examiners shall be proposed by the Member-Convenor of the DC concerned. In such cases, there shall be three external examiners and no internal examiner.

- (iv) The DRC shall submit the abstracts of the thesis along with the panel of Examiners to the School Board. The School Board shall further recommend the same to the Research Council for further needful. If the Chairperson, Research Council is satisfied that the Panel is in order in all respects, he/she shall take it up with the Controller of Examinations.

The list of external examiners should not contain the names of recognized Ph.D. Supervisors of the University or of any person from the institution where the Supervisor(s) or Co-supervisor is/are working.

**Submission of Thesis**

26. (i) The scholar shall submit four printed or type-written copies (five copies in case the work is done under co-supervision) of Ph.D. thesis within four (4) months from the date of submission of the abstracts or the date of expiry of the period of registration/ extension of registration (whichever is earlier) in the prescribed format (Annexure V) along with requisite amount of fees.

Provided that in case of a scholar registered under clause 17, the scholar shall attach a self-declaration stating that his/ her work is original and is in compliance with the Regulations concerned. It shall also be certified by the Member-Convenor concerned mentioning that the Work has been done independently by the scholar along with other relevant declarations.

- (iv) On verification of records, the Academic Registrar/ Deputy Registrar (Academic) shall issue necessary instruction to the scholar to submit the thesis to the Controller of Examinations, Dibrugarh University. The Controller of Examinations will send the thesis to the Examiners approved by the Vice-Chancellor along with a recommendation proforma.

**Appointment of Examiners**

27. (i) The Vice-Chancellor shall appoint two examiners out of this panel of experts at least one from outside the state/ country, besides the Supervisor(s) of the thesis.
- (ii) The Controller of Examinations shall send the Abstracts to the external examiners as approved by the Vice-Chancellor as a first step towards the examination of the thesis.

**Examination**

28. (i) The thesis shall be examined in two parts:

(a) **Written reports** by the Examiners on the thesis submitted.

While giving detailed comments on the thesis, the Examiner shall recommend that in his/her opinion –

either, the thesis be accepted,

(This opinion will be given on the basis of the thesis Examiner's detailed report and it must not contradict the detailed report.)

or, the thesis be revised and resubmitted.

(In this case, the examiner shall indicate the lines along which the thesis should be revised. For such revision, the candidate shall be provided with the reports of the examiner/examiners who have recommended revision of the thesis.)

or, the thesis be rejected.

[In this case, reasons for rejection will be given by the Examiner(s).]

The Examiners shall also state whether the thesis is worthy of publication or not. If not, the reasons will be clearly stated by the Examiner(s).

The recommendation, however, is necessary only for publication of the thesis. In case the thesis is not recommended for publication, this will not have any bearing on the award of the degree.

- (iii) In case one examiner suggests resubmission while the other examiners accept the thesis, the Research Council may ask the candidate to resubmit the thesis along with a prescribed fee after six months in the light of the suggestions made by the Examiner concerned. The revised thesis will be referred to the examiner who had sought for revision.
- (iv) If one of the examiners recommends rejection, then the thesis shall be referred to a Third External Examiner from the Panel. In the case, the candidate will have to pay a prescribed fee. If this examiner also recommends rejection, the thesis shall be rejected.
- (v) The Controller of Examinations shall place the Reports of the Ph.D. Thesis before the Chairperson of the Research Council in confidential. The Chairperson on behalf of the Research Council shall examine reports of the Ph.D. Thesis and suggest the Controller of Examinations for further action accordingly.

However, the Controller of Examinations shall place a consolidated report on the theses examined before the next meeting of the Research Council for ratification.

#### **(b) Viva-Voce Examination**

- (i) A Board of Examiners to conduct Viva-Voce Examination shall be constituted as below-
  - (a) The Chairperson of the DRC.
  - (b) The Supervisor/ Co-supervisor of the Thesis.
  - (c) One External Examiner of the Thesis to be nominated by the Vice-Chancellor.

Provided that in case of a scholar registered under clause 17, the Board of Examiners to conduct Viva-Voce Examination of the scholar shall be constituted as below-

- (a) The Chairperson of the DC, who shall also chair the Viva-Voce Examination
  - (b) The Chairperson of the DRC
  - (c) One External Examiner of the Thesis to be nominated by the Vice-Chancellor.
- (ii) In case, the Chairperson happens to be the Supervisor of the candidate, the Dean of the School concerned shall nominate a member of the DRC of the Department/ Centre of Studies concerned as the Chairperson of the Viva-Voce Board of Examiners.
  - (iii) Provided that in case of a Department where there is no other eligible member to be nominated, the Dean of the School concerned will nominate some other member from an allied Department or the Dean of the School concerned himself/ herself will chair the proceedings.
  - (iv) The Viva-Voce Board of Examiners so formed shall have at least two members, one of whom must be an external examiner of the thesis. Under an exceptional situation some other Expert from the Panel of Examiners may be invited by the Vice-Chancellor in lieu of the External Examiner.

Provided that the Viva-Voce shall be open, and the examiners' report shall be read only by the members of the Board of Examiners and the Viva-Voce report shall be prepared only by the Board of Examiners for conducting the Viva-Voce.

(v) In the event of absence of unanimity amongst the members of the Viva-Voce Board with regard to the award of the Ph.D. degree, the majority decision shall prevail.

(vi) The Report of the Viva-Voce and Examiner's Reports shall be forwarded by the Chairperson, DRC to the Controller of Examinations for necessary action.\*

*(\*Corrected a typographical error by deleting the phrase- 'submitted by the scholar')*

(vii) Provided that in case of rejection by the majority, the candidate shall be required to appear again for the Viva-Voce after three months but preferably not later than six months.

*(\*As recommended by the 107<sup>th</sup> Meeting of the Academic Council held on 31.05.2016 the clause 28(B)(viii) has been deleted, which contained- "The Report of the Viva-Voce shall be submitted to the Controller of Examinations, Dibrugarh University for appropriate action")*

**Result**

29. (i) The Executive Council on the recommendation of the Board of Examiners of the Viva-Voce Test shall confer the degree of Doctor of Philosophy (Ph.D.) and shall cause the candidate's name to be published immediately with the title of the thesis, name of the Supervisor and the subject to which the thesis belongs.

(ii) The scholar shall submit one hard bound copy of the thesis along with two soft copies (in CD form) to the Controller of Examinations after incorporating corrections, modifications, etc. as suggested by the experts within one month from the viva-voce examination, which to be duly certified by the supervisor concerned.

**Issue of Certificates**

30. (i) A Provisional Certificate shall be issued to the successful scholars certifying that the Degree has been awarded in accordance with the provision to the Regulations of UGC, 2009 after submission of one hard bound copy of the thesis along with the two soft copies (in CD form) to the Controller of Examinations.

(ii) Original Certificate shall be issued to the successful candidates only after the Convocation.

31. (i) After the award of the degree, one copy of the thesis shall be preserved in the University Library duly corrected if necessary, by the candidate in the light of the reports of the Examiners and certified as such by the Supervisor and Chairperson of the DRC concerned.

(ii) After the award of the Degree, the Controller of Examinations shall submit a soft copy of the thesis to the UGC within a period of thirty days for hosting the same in the INFLIBNET.

**Publication of the Thesis**

32. Thesis accepted by the University must not be published without prior permission of the Registrar of the University.

The scholar shall get the permission from the University for publication of the thesis, provided at least two of the examiners recommended for publication.

**Candidates access to the Report**

33. Copy of the Reports of the Examiners will be made available to the candidates on request and on payment of a prescribed fee.

**General**

34. Matters not covered by the above clauses, shall be decided as and when necessary by the Research Council/Joint Research Council/Academic Council/ Executive Council.

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## ANNEXURE I

### **GUIDELINE FOR DIBRUGARH UNIVERSITY RESEARCH ADMISSION TEST (DURAT) DIBRUGARH UNIVERSITY**

**(Modified by the Notification vide Ref No: DU/DR-A/11-1/16/584 dated 29.04.2016)**

1. The Dibrugarh University Research Admission Test (DURAT) would be conducted by Board, to be called DURAT Board, constituted by the Vice-Chancellor for a period of three years. The Dean, Research and Development and the Deputy Registrar (Academic) shall be the Chairperson and Member Secretary respectively
2. DURAT would be conducted annually, preferably in the month of November, final schedule of the Test would be notified in advance by the Office of the Deputy Registrar (Academic), Dibrugarh University.
3. The Office of the Deputy Registrar (Academic) shall issue the Application Forms of DURAT after receiving a prescribed fee. However, the filled-in application Forms shall be received by the Office of the Teaching Departments/ Centres of Studies concerned.
4. DURAT shall be conducted to select eligible candidates for admission to the M.Phil and Ph.D programmes of Dibrugarh University. Only the pre-determined number of students shall be given admission.
5. Candidates eligible for admission into the M.Phil. and Ph.D. Programmes are also eligible to apply for DURAT.
6. The Departmental/ Centre DURAT Board shall carry out the entire process of holding the Test including receiving of application forms, preparing the question papers, evaluation of answer-scripts, tabulation and processing of results.
7. The results shall be declared by the Teaching Departments/ Centres of Studies concerned with approval from the Vice-Chancellor.
10. The DURAT shall be conducted in a single paper based on the subject concerned. The paper shall carry 100 marks and the duration of examination shall be of three hours.
11. The Member-Secretary of the Departmental/ Centre DURAT Board would recommend to the Vice Chancellor the panel of Paper-setters, Moderators, Tabulators and Examiners for approval. All recognized supervisors shall be eligible to act as Paper-Setters, Moderators, Tabulators and Examiners of DURAT.
12. The minimum marks for clearing the DURAT shall be 45. However, the departments/ centres shall prepare the list of eligible candidates for admission to the Ph.D. Pre-registration Course Work on the basis of the DURAT Score, Marks/ Grade of the PG Examination and viva-voce performance.
13. Validity of the DURAT score shall be only for the current academic session.
14. Any matter not covered above shall be decided upon by the Departmental/ Centre DURAT Board with the Vice Chancellor's approval.

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## Annexure II

### COURSE STRUCTURE & EXAMINATION PATTERN OF THE Ph.D. PROGRAMMES

1. There shall be four Courses in One-Semester Course work for the Ph.D. programmes conducted in Dibrugarh University comprising with the following components:

Course I	: Research Methodology (Core)
Course II	: Optional (Intra/ Inter-Departmental)
Course III	: Optional (to be offered by the prospective Supervisor concerned)
Course IV	: Assignment (under guidance of the prospective Supervisor concerned)

Provided that, the total credit of the Ph.D. Pre-Registration Course Work should be within the range of 16-20 Credit.

2. The syllabi for the Ph.D. Course Work shall be prepared by the DRC and through the School Board concerned and shall come into effect after approval of the Post Graduate Board, Dibrugarh University.
3. The distribution of marks of the course work shall be as below:

Courses	Internal Assessment	End Semester examination	Total Weightage
Course I	40%	60%	100%
Course II	40%	60%	100%
Course III	40%	60%	100%
Course IV	80% (assignment writing)	20% (viva on the assignment)	100%
Total Credit (16- 20)			

4. Candidates shall have to secure a minimum of 45% marks in aggregate to pass a paper individually.
5. The mode of Internal Assessment (IA) shall be decided and implemented by the Department/Centre concerned. The mode of IA shall have to be communicated to the Controller of Examinations, Dibrugarh University at the time of submission of IA marks.
6. Examination & Declaration of Results:
  - (a) The IA of a student shall be conducted by the course teacher of the student concerned. The marks of the IA shall be submitted to the Controller of Examinations, Dibrugarh University by the Head of the Department/ Director of the Centre concerned.



(b) The End Semester examinations shall be conducted by the Controller of Examinations, Dibrugarh University in consultation with the Head of the Department/ Director of the Centre concerned.

(c) The result shall be declared by the Controller of Examinations.

(d) The examinations shall be conducted as per the existing examination ordinance of the University.

7. The result of the candidates appeared in the examination for Ph.D. Course Work shall be awarded in the following Grade system:

Letter Grade with meaning		Grade Point
O	Outstanding	10 (Marks securing above 95%)
A+	Excellent	9 (Marks securing 90%-95%)
A	Very Good	8(Marks securing 80% -90%)
B+	Good	7(Marks securing 70% -80%)
B	Above Average	6(Marks securing 60% -70%)
C	Average	5(Marks securing 50% -60%)
P	Pass	4 (Marks securing 45% -50%)
F	Fail	0(Marks securing below 45%)
Ab	Absent	0

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

8. Every candidate shall be given a maximum of two consecutive chances (including the first regular chance) for passing the examination. Not appearing in an examination after becoming eligible to appear in the same amounts to losing a chance.

9. The candidates who have failed the examination in the first chance shall have to clear the same in the second and last chance, which shall be held within three months from the date of declaration of results.

**A candidate shall have to appear in the second chance only in the failed paper(s) to pass the examination.**

10. The candidates passed in the Ph.D. Pre-registration Course Work with not below the Letter Grade **B** shall be eligible to go for Ph.D. registration.

11. Matters not covered by the above Regulations shall be decided as per the other statutory provisions of the University.

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**ANNEXURE -III**  
**DIBRUGARH UNIVERSITY PH.D. PROFORMA**

*for*

**SIX-MONTHLY PROGRESS REPORT**

**(To be submitted by registered Ph.D. Scholars under Section 5 (i) and 5 (ii) of  
Dibrugarh University Ph.D. Regulations)**

**No of the Report (Tick appropriate box):**

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Period: from \_\_\_\_\_ to \_\_\_\_\_

1. Name of the Scholar : \_\_\_\_\_
2. Date of Registration : \_\_\_\_\_
3. Date of Re-Registration : \_\_\_\_\_  
(if applicable)
4. Topic of Research : \_\_\_\_\_  
\_\_\_\_\_

5. Work done during the period:

- (i) Books consulted including names of libraries visited (attach separate sheet if necessary) :
- (ii) Field Study /Survey/Work conducted :
- (iii) Experiments conducted (attach separate sheet if necessary) :
- (iv) Seminars/Workshops attended or papers presented :
- (v) Publications if any during the period :
- (vi) Any other work done :

Date : \_\_\_\_\_  
Signature of the Ph.D. Scholar

6. Opinion of the Supervisor on the progress made by the scholar:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date : \_\_\_\_\_  
Signature of the Ph.D. Supervisor & Chairperson, DC

**FOR DRC AND OFFICE USE :**

Verified and recommended by the *Departmental Research Committee (DRC)* in  
\_\_\_\_\_ in its meeting held on \_\_\_\_\_

**DATED**

Signature of Chairman, DRC (with seal)

**Placed in the Meeting of the School Board held on \_\_\_\_\_ and accepted.**

\_\_\_\_\_  
Signature of Deputy Registrar (Academic

\_\_\_\_\_  
Signature of Dean of the School

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**ANNEXURE -IV**  
**PROFORMA**  
**TO BE FILLED IN AND SUBMITTED ALONG WITH PH.D. ABSTRACTS**

1. Name of the Scholar: \_\_\_\_\_  
2. Date of Registration: \_\_\_\_\_

3. \_\_\_\_\_ Date of Re-Registration (if applicable): \_\_\_\_\_

4. Title of the Thesis: \_\_\_\_\_

5. Name of the Supervisor(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Six-Monthly Progress Reports Submitted (*as per article 5 of Dibrugarh University Ph.D. Regulations*):

Sl. No.	Period	Recommended by the DRC on	Research Council in which the report was placed on recommendation of the DRC (to be filled in by the Office)

7. Details of the papers presented at Department /Regional/National/International seminars during the tenure of Research (at least once a year) on the research work as per article 11 (i) of the Dibrugarh University Ph.D. Regulations (attested photocopies of certificate to be enclosed):

Sl.No.	Title of the Paper	Date & Place of Presentation	Name & Status of the Seminar
1.			
2.			
3.			
4.			
5.			
6.			

8. Paper Published (if any): Enclosed separate sheet.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Ph.D. Scholar

9. **Verified and forwarded**

\_\_\_\_\_  
Signature (s) & Seal (s) of Supervisors (s)

<p>Verified and forwarded along with panel of examiners :  (Signature &amp; Seal) Chairperson,  DRC in ..... Dibrugarh University  Dated : _____</p>	<p>(For office use only) Checked and Verified :  Dealing Assistant : Deputy Registrar (Academic) : _____  To be placed before the meeting of the School Board.</p>
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## ANNEXURE –V

### GUIDELINES FOR PREPARATION OF Ph.D. THESIS

1. All copies of the thesis will be printed or type-written on standard A-4 size paper. The right margin should be 2.5 cm, the left margin 3.75 cm, the top margin 3.75 cm and the bottom margin 3.75 cm. Material should be typed on both sides of the paper. All textual material should be composed in Times New Roman font (12 point) and double-spaced. Different font size and spacing may be used for quotations, footnotes, tables and figures, appendix and index, (if any). Same style and type should be used throughout the thesis. Throughout the manuscript an indentation of five spaces or as required in a standard word processor should be used at the beginning of paragraph and quotations. Dividing of words at the end of the line should be avoided as far as possible.
2. The Maps and drawings may have appropriate size as advised by the Supervisor.
3. The title page (including the cover) should include the following – title of the thesis, name of the degree, logo of Dibrugarh University, name of the author of the thesis, Department/Research Centre under which the student was registered and the year of submission.

The titles should be in capital letters beginning six spaces from the top of the page. If the title is too long to be centered on one line, an inverted pyramid style should be followed, without splitting words or phrases. Below the title, other items may be centered or balanced against the left and right margins of the page. Other items should not be typed in capital letters, only the initials of the principal words be capitalized.

Name of the degree, the year of submission, title of the thesis and short name of the author be embossed / printed also on the spine of the cover of the final copy of the thesis in the hard bond form as stated in clause 5 of this annexure.

4. The Colour of the thesis cover will be given as below:

<b>Faculty</b>	<b>Colour of the cover</b>
Arts, Commerce, Law	Blue
Science, Engineering, Medical	Brown

5. The candidate shall submit four copies (five copies in case of joint Supervision) of the thesis in soft binding. However, a scholar shall have to submit one copy of the thesis in a hard bound form within one month from the date of viva-voce for preservation in the library.

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