

# **Regulations**

**(2 of 2005)**

**REGULATIONS FOR RESEARCH DEGREE PROGRAMMES:  
M.Phil, Ph.D. & POST-DOCTORAL PROGRAMMES (D.Litt, D.Sc. & LL.D.)**

**AMITY UNIVERSITY UTTAR PRADESH  
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## REGULATIONS FOR MASTER OF PHILOSOPHY (M.Phil), DOCTOR OF PHILOSOPHY (Ph.D) AND POST-DOCTORAL PROGRAMMES - DEGREE OF DOCTOR OF LETTERS (D.Litt), DOCTOR OF SCIENCE (D.Sc.) AND DOCTOR OF LAWS (LL.D.)

### 1. DEFINITIONS

(a) *In these regulations, unless the context otherwise requires -*

- (1) **“Act”** means the Amity University Uttar Pradesh Act, 2005 (UP Act No. 11 of 2005)
- (2) **“Academic Expert Committee”** shall mean the Committee constituted by DRC for the Post Doctoral Research Degree Programmes.
- (3) **“Applicant”** shall mean an individual who applies on a prescribed application form for admission to a M.Phil/Ph.D/Post-Doctoral Degree Programme of the University.
- (4) **“Candidate”** shall mean a person registered for the M.Phil/Ph.D/Post-Doctoral Degree Programme.
- (5) **“CoE”** shall mean Controller of Examinations of the University.
- (6) **“Co-Guide”** shall mean an additional Guide from the University/Constituent Unit and an outside organisation approved by URC on the recommendations of DRC, to help in the accomplishment of the research work of the candidate.
- (7) **“Comprehensive Examination”** shall mean a comprehensive examination required to be taken by each candidate to test his comprehension of his broad field of research, his academic preparation and potential to carry out the proposed research plan.
- (8) **“Course Work”** shall mean Course units prescribed by DRC to be completed by a candidate towards fulfillment of requirements of M.Phil/Ph.D. degree programme.
- (9) **“Credit”** shall mean an integer number indicating the weightage assigned to a Course Unit, project, research work or any other academic component, on the basis of contact hours per week for the learning activity.
- (10) **“DRC”** shall mean a Research Committee of the Department/ Constituent Unit of Amity University.

- (11) **“Department”** shall mean a University Teaching Department established by the University to carry out teaching and research.
- (12) **“Educational Institution”** shall mean those Colleges/Institutions which offer Bachelors degrees or higher degrees.
- (13) **“Full-time Candidate”** shall mean a candidate registered for a M.Phil/Ph.D/Post-Doctoral degree programmes devoting full time for completing the requirements of the programme.
- (14) **“Guide”** shall mean a member of the academic staff of the University/Constituent Unit, approved by URC on the recommendations of DRC to guide/supervise the research work of the candidate.
- (15) **“HOD”** shall mean the Head of University Teaching Department / Constituent Unit of the University.
- (16) **“Minimum Registration Period”** shall mean the minimum length of time span prescribed by the Academic Council required for research degree programmes.
- (17) **“M.Phil Degree”** shall mean Master of Philosophy degree.
- (18) **“ODC”** shall mean Oral Defense Committee constituted for the oral examination of a M.Phil/Ph.D. thesis.
- (19) **“Part-time Candidate”** shall mean a candidate who is registered for the M.Phil/Ph.D/Post Doctoral Degree devoting only a part of his time towards the pursuit of M.Phil/Ph.D./Post-Doctoral Programme while discharging his official/employment obligations.
- (20) **“Ph.D.”** shall mean the degree of Doctor of Philosophy of Amity University Uttar Pradesh.
- (21) **“Post Doctoral Degree”** shall mean the degree of Doctor of Letters (D.Litt.)/Doctor of Science (D.Sc.)/Doctor of Laws (LL.D.) of Amity University, Uttar Pradesh.
- (22) **“Registration”** shall mean formal enrolment of a candidate for M.Phil/Ph.D/Post-Doctoral Degree Programme.
- (23) **“Registration Period”** shall mean the length of time span commencing from the date specified by DRC after its approval of the research proposal of the candidate and ending on the date of submission of the thesis.

- (24) **“Residency Period”** shall mean the minimum period for which a candidate must work at the Department/Constituent Unit on full time basis.
- (25) **“Sponsored Candidate”** shall mean a full time/part time candidate who receives financial support from the sponsoring organization/ employer for pursuing his M.Phil/Ph.D/Post Doctoral programme.
- (26) **“Standing Committee”** shall mean a Committee constituted and empowered by University Research Council for considering the reports of Oral Defence Committee on behalf of the University Research Council.
- (27) **“Students Research Committee”** shall mean a Committee constituted by the DRC for each Ph.D. candidate to scrutinize the research proposal, monitor the progress and perform other functions specified in these Regulations and in Guidelines framed under these Regulations.
- (28) **“URC”** shall mean University Research Council to formulate policies for research degree programmes and ensure high standards of research.

(b) *Definitions specified in the Act, the Statutes, the Ordinances and the Regulations shall apply unless the context requires otherwise.*

**Note:** In these Regulations where-ever the context ‘He’, and ‘His, Him’ arises shall mean to imply ‘He’/‘She’ and ‘His, Him/Her’ respectively.

## 2. MANAGEMENT AND COORDINATION

- (1) Academic Programmes leading to the award of M.Phil/Ph.D./Post-Doctoral degrees, shall be organized and managed by the Academic Council, University Research Council, DRC and any other Committee(s) constituted by the authority empowered under the Statutes, Ordinances and Regulations.
- (2) Constitution, composition, functions and powers of these bodies will be as specified in the Act, the Statutes, the Ordinances and the Regulations.

## 3. MASTER OF PHILOSOPHY (M.PHIL)

### 3.1 *Organisation of M.Phil Programme:*

M.Phil Degree programme shall be run by the University in its Departments/Constituent Units in the disciplines approved by the Academic Council on the recommendation of the Board of Studies.

Further provided, that two or more Departments/ Constituent Units of the University may have an Inter-disciplinary M.Phil Programme with the approval of the Academic Council.

### 3.2 *Duration of the Programme:*

The M.Phil Programme may be run on a full time basis or a part time basis, or both, depending upon the facilities available in the Department/ Constituent Unit to run the programme.

#### (a) **Full Time Programme:**

**The full time M.Phil programme for regular students shall be of one year duration or as prescribed by the Regulatory authority, if any.**

#### (b) **Part Time Programme:**

**The duration of the part-time M. Phil programme shall be two continuous academic years or as prescribed by the Regulatory authority, if any.**

The part-time students shall have to fulfill the requirement of a minimum residency period of four months for their studies at the University Department/ Constituent Units. Summer vacations or other vacations can also be utilized for this purpose.

### 3.3 *Maximum duration of M. Phil Programme:*

**The maximum period for completing the M.Phil programme shall be (n+1) year from the date of registration where 'n' is the prescribed duration.**

Extension in the maximum time period may be allowed by the Vice Chancellor on the recommendations of DRC in each individual case on merit.

### 3.4 *Credits for the Programme:*

The M.Phil Programme shall require a minimum of 24 Credits of which at least 12 Credits shall be for Course Units and a minimum of 12 Credits for research and dissertation.

### 3.5 *Admissions:*

**(a) Applications for admission to M.Phil programmes shall be made by the University through an open advertisement for pre-determined intake as per guidelines prescribed by the University through entrance/ screening test within the due dates notified.**

- (b) An interdisciplinary M.Phil Programme may be proposed by two or more Department(s)/ Constituent Units, with the approval of their Boards of Studies, for consideration of the Academic Council and the Executive Council.
- (c) Non Resident Indian (NRI), Persons of Indian Origin (PIO) and Foreign nationals may be admitted to the programme in accordance with the policy guidelines laid down by the Government of India.

### 3.6 *Qualifications Required for Admission to M.Phil:*

- (a) The required minimum qualification for admission to a M.Phil programme shall normally be a Master's Degree in the relevant field with a minimum of 50% marks or equivalent grade.
- (b) A candidate holding a Bachelor's Degree in Law or equivalent with minimum of 50% marks and work experience of five years in law may be admitted to M.Phil programme in Law.
- (c) The minimum qualification for admission to M.Phil programme can be relaxed on case to case basis by the Vice Chancellor, on the recommendations of the concerned Board of Studies which will give justification for relaxation. The matter shall be reported to the Academic Council.

*Provided that where the minimum eligibility criteria for admission laid down by various Statutory/Regulatory bodies is higher than the minimum eligibility criteria as prescribed above, the criteria laid down by such Statutory Bodies will be followed.*

### 3.7 *Attendance:*

- (a) Every candidate shall be required to attend lectures, tutorials and practicals and participate in seminars arranged in the Department/ Constituent Unit during the Programme. However, to account for late joining or other such contingencies, the attendance requirement for appearing at the examinations shall be a minimum of 75% of the classes actually held. Attendance in Seminars is compulsory. In exigencies, permission for absence in a Seminar shall be taken by the candidate.
- (b) If a student is found to be continuously absent from the classes without any information for a period of 30 days, the name of such a student shall be struck off from the rolls. Such a student may, however, apply for re-admission within 15 days from the date of issue of the notice of striking off his name. The request for re-admission may be considered by the Head of Department/Constituent Unit, and only after his permission, the

student shall be re-admitted on payment of prescribed re-admission fee.

- (c) A student with less than 75% of attendance in the lectures, seminars and practicals, separately in each Course-Unit in a semester, shall be detained from appearing at the Semester examination. The Vice Chancellor may consider written requests made on genuine grounds for the condonation of attendance upto 5% on the recommendations of the HOD.
- (d) A student, who has fulfilled the attendance requirements and is eligible to appear at the examination, fails to appear at the examination or fails in the examination, shall be required subsequently to appear/reappear in a second examination on payment of prescribed fee in accordance with the Examination Regulations.

### 3.8 *Supervision & Guidance:*

- (a) **Every student registered for M.Phil programme shall be required, in addition to the prescribed course work, to pursue research work and write a dissertation under the supervision of guide(s), not more than two.**
- (b) Guide(s) for the candidate shall be approved by DRC concerned.
- (c) The Teachers of the Departments/Constituent Units having an experience of not less than five years in teaching and research, and those with Ph.D. at least two years of experience, shall be eligible to be Guides.
- (d) An external person with proven merit and experience in the subject area may be appointed as Co-Guide.

### 3.9 *Evaluation:*

- (a) The Board of Studies of the Department/Constituent Unit concerned shall prescribe an evaluation scheme for evaluation of performance of the students with the approval of the University. The evaluation of students shall have the following components:
  - (i) Continuous evaluation of performance in Course Units
  - (ii) Semester examination
  - (iii) Term Paper
  - (iv) Seminar
  - (v) Dissertation

- (b) The grading shall be done on a ten point scale according to the Table given below:

Grade	Qualitative Value	Grade Point
A+	Outstanding	10
A	Excellent	9
A-	Very Good	8
B+	Good	7
B	Above Average	6
B-	Average	5
C+	Satisfactory	4
C	Border Line	3
F	Fail	0

### 3.10 *Passing Criteria:*

- (a) **The students have to obtain a minimum of grade C+ to pass in an individual unit and SGPA 5 in each Semester and CGPA of 6 for qualifying. No improvement of grade of SGPA & CGPA will be allowed, if the student has already qualified.**
- (b) A student who has failed in one or more Course Units shall be required to secure passing grade by
- (i) Repeating the Semester Examination(s) in the Course Units in which he has failed when these examinations are held in normal schedule
- OR**
- (ii) Repeating the above Course Unit(s) when they are offered.
- (c) A student, who has failed to secure the required passing SGPA in order to secure a passing SGPA shall, apart from fulfilling the requirements of 3.10(b) above, has options to
- (i) Repeat the Semester Examination(s) of other Course Units of the concerned Semester in which he has secured passing grades, when these examinations are held on normal schedule,
- OR**
- (ii) Repeat the above Course Unit(s) when these are offered.

### 3.11 *M.Phil Dissertation:*

The M.Phil. Dissertation work shall involve in depth study and critical review of the area of the topic and creation of new knowledge in the area. It may include results of original research, a fresh interpretation of existing facts and data or a critical analysis of the state-of-art in the area.

**3.12 Submission and Evaluation of M.Phil Dissertation:**

- (a) The M.Phil dissertation will be allowed to be formally submitted only after the completion of the required Course Units.
- (b) Before submission of the dissertation, the student shall submit to HOD a long abstract of the dissertation and its proposed final title through the Guide(s).
- (c) The HOD shall constitute a Committee of two faculty members and the Guide(s) to scrutinize the contents of the abstract and the proposed title of the dissertation. The Committee shall consider the abstract and the title for approval. The Committee will also recommend a panel of four external examiners to DRC.
- (d) The Committee shall submit its report in the prescribed proforma to HOD who will countersign the proforma and forward it to CoE.
- (e) The DRC will prepare a Panel of Examiners which will be submitted to the CoE who shall submit the same to the Vice Chancellor for his approval.
- (f) The Dissertation prepared in the prescribed format, will be submitted to the Department/Constituent Unit by the candidate by the last date of submission announced by the Department/Constituent Unit. In exceptional circumstances, the HOD may permit submission of dissertation within a maximum period of three months after the last date fixed by DRC.
- (g) The M.Phil Dissertation will be evaluated by the approved Evaluators as per guidelines prescribed by the University.

**3.13 Resubmission of Dissertation:**

- (a) In case a candidate is required to resubmit a dissertation after revision, an additional fee for re- evaluation shall be payable by the candidate.
- (b) The revised dissertation may be submitted normally within a period of six months from the date of intimation for submission of a revised dissertation.

**3.14 Disciplinary Regulations:**

If a M.Phil candidate is found to be involved in an act of misconduct and/or indiscipline, disciplinary action will be taken by the University as per Guidelines and Regulations relating to maintenance of discipline among students.

### 3.15 *Award of M.Phil Degree:*

- (a) A candidate who has successfully completed all the requirements of the M.Phil degree programme, shall be eligible for the award of degree after the approval of the Academic Council.
- (b) **On successful completion of the evaluation process announcements of the award of the M.Phil, the Head of the Institution shall submit a soft copy of the M.Phil thesis to the University within a period of 30 days for onwards transmission to UGC for hosting the same in INFLIBNET, accessible to all authorities / University. Hard copy of the same will be placed in Central Library.**

## 4. DOCTOR OF PHILOSOPHY

### 4.1 *Organisation of the Ph D Programme:*

- (a) Programmes leading to the Degree of Doctor of Philosophy will be offered at the Departments/ Constituent Units.
- (b) Subject to the general guidance of the Academic Council, research studies in the University leading to the Degree of Doctor of Philosophy (Ph.D.) shall be overseen by the University Research Council.
- (c) The Ph.D. Programme shall be organized on full time and part time basis.

### 4.2 *Classification of Applicants:*

An applicant for admission to the Ph.D. programme shall be classified under any one of the following categories:

- (a) *Corporate Research Scholar:* Candidates working with reputed organizations in India and abroad having at least five years experience and possessing minimum prescribed academic qualifications;
- (b) *Regular Academic Staff of the University:* Regular academic staff of Departments/ Constituent Units who are allowed to register for Ph.D. on part time basis;
- (c) *Working Teachers:* Faculty members on regular strength of other Universities and recognized/ approved institutions in India and abroad, possessing minimum prescribed academic qualifications;

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Para 3.15 (b) was additional provision by the ninth meeting of the Executive Council held on 06 April 2011

- (d) *Non-academic Staff of University/Constituent Units* : A regular member of non-academic staff of the University and its Departments/Constituent Units who satisfies eligibility qualifications and is allowed to be registered for a part-time Ph.D. programme;
- (e) *Sponsored Candidates*: Sponsored candidate getting Government/Semi Govt. or other Scholarships/Fellowships/stipends, who applies for admission through the sponsoring organization;
- (f) *Self-financed Indian Candidates satisfying eligibility qualifications*
- (g) *Self-financed Foreign Candidates satisfying eligibility qualifications*

#### **4.3 *Minimum qualifications for admission:***

- (a) The required minimum qualification for admission to a Ph.D programme shall normally be a Master's Degree in the relevant field with a minimum of 50% marks or equivalent grade.
- (b) Applicants with B.Tech/B. Arch degree or equivalent in respective discipline with excellent academic record (with minimum CGPA of 7.5 on a 10 point scale or equivalent or 70% marks) may be considered eligible for admission in Ph.D. programmes in Engineering and Technology.
- (c) For Ph.D. in Law, the applicants should possess a Master's degree in Law or M.Phil in law. Those possessing LL.B degree with either a Master's degree in any other relevant subject or with at least ten years of legal practice or experience in a judicial/legal job with published professional work or otherwise proven research interest may be considered eligible. These candidates may be treated as Corporate Research Scholar.
- (d) If considered necessary, DRC may propose other qualifications/requirements in specific areas, consistent with the norms of UGC, AICTE and other statutory bodies, to URC for its recommendation to the Academic Council for approval.

#### **4.4 *Eligibility conditions for admission:***

- (a) It is desirable that the applicants who possess minimum prescribed qualifications for admission to Ph.D programme, should also have an excellent academic/ professional attainment in the relevant discipline.
- (b) The applicant for Part-time Ph.D. should:

- (i) prove to the satisfaction of DRC that his official duties permit him to devote sufficient time to research.
  - (ii) ensure that facilities for pursuing research are available at his place of work in the chosen field of research, where required.
- (c) An applicant who was initially registered for the M.Phil Programme of the University and whose CGPA is at least 7 in Course Work of M.Phil programme, may be considered for admission to the Ph.D. programme without completing M.Phil programme on the specific recommendations of DRC and approval by the University Research Council. In such cases, a relaxation in the minimum period hereinafter prescribed for pursuing Ph.D. Degree programme, may be granted by the University Research Council to the extent necessary on merits of the individual case.

#### 4.5 *Application for Admissions:*

- (a) **Applications for admission to Ph.D programmes shall be invited through an open advertisement, twice a year in July and January for pre-determined intake for each programme in the prescribed form as laid down by the University.**
- (b) **Applications shall be screened by DRC and the candidates shall be shortlisted based on the entrance/screening test to be conducted by the Department/Constituent Unit.**
- (c) Non Resident Indian (NRI), Persons of Indian Origin (PIO) and Foreign Nationals may be admitted to the programme in accordance with the policy guidelines laid down by the Government of India.
- (d) DRC shall prepare a tentative list of guides depending on the specific areas of research indicated by the shortlisted applicants.
- (e) DRC shall for each applicant, constitute a Student Research Committee (SRC).
- (f) HOD shall invite each selected candidate to submit the synopsis of his proposed research in consultation with a teacher from the tentative list of guides. The synopsis shall be scrutinized by the Student Research Committee.
- (g) The HOD after considering the recommendations of the Student Research Committee and the Departmental Research Committee shall recommend to the University for approval of the applicant for registration to the Ph.D. programme.

#### 4.6 *Constitution & Functions of Student Research Committee:*

- (a) The Student Research Committee shall comprise Guide(s), two other teachers in the related area and HOD as the Chairman.
- (b) SRC shall perform the following functions:
  - (i) invite the candidate for scrutinizing his research proposal to ensure that the proposal is suitable
  - (ii) ascertain the availability of facilities required for the proposed research
  - (iii) prescribe the Course Units to be taken by the candidate, subject to a minimum of two or in exceptional cases, recommend exemption from the requirement with justification
  - (iv) recommend to DRC about the suitability or otherwise of the candidate and his proposal along with relevant details and documents
  - (v) periodically monitor the performance of the work of the candidate and provide advice to candidate, where necessary
  - (vi) approve the long abstract of the thesis on its completion and the final title of the thesis.
  - (vii) recommend the panel of examiners.

#### 4.7 *Registration:*

- (a) **The University after considering the recommendations of DRC and SRC shall approve or otherwise the registration of the candidate.**
- (b) **The University HQrs. will convey the approval for registration of the candidate to the HoI who will convey the approval to the candidate as per the guidelines issued by the University.**
- (c) A summary report of the candidates registered for Ph.D. shall be duly sent to the Registrar of the University for enrolment of the candidate.

#### 4.8 *Registration Period:*

**The date of regular registration of the candidates shall be the date of payment of fee.**

#### 4.9 *Renewal of Registration:*

Candidates will be required to renew their registration every semester by the specified date till the submission of their thesis. The renewal of registration shall be subject to completion of specified number of credits/course work and / or satisfactory progress in his/her research work as recommended by the DRC. Student who fails to fulfill the above conditions will not be re-registered and will cease to be a student.

#### 4.10 *Time Period Requirement for submission of the Ph.D Thesis:*

##### (a) *Minimum Time Period:*

- (i) The minimum period of registration for full time Ph.D. candidate shall be two years.
- (ii) The minimum period of registration for part-time Ph.D. candidate shall be three years.
- (iii) The minimum period of three years for Part-time Corporate Research Scholars having rich experience while working with reputed organizations in India and abroad may, on the recommendations of DRC, be reduced to two years.

##### (b) *Maximum Period:*

The candidate registered for full time Ph.D Programme shall be allowed to submit their thesis within five years of the date of their registration and part-time candidates within seven years. Thereafter, the registration shall stand cancelled automatically unless, for valid reasons, an extension is granted by the Vice-Chancellor.

#### 4.11 *Re-Registration:*

After the expiry of the maximum period of Ph.D. registration, a candidate will be allowed to re-register only if an extension of registration is approved by the Vice-Chancellor

#### 4.12 *Residency Period:*

The minimum Residency Period for full-time Ph.D. candidates in the Department/Constituent Unit shall ordinarily be one year. This period, in exceptional circumstances, can be reduced to not less than six months by URC on the recommendations of DRC.

**4.13 Change of Registration:**

- (a) A candidate may be allowed for valid reasons to change his status from part-time to full-time or vice-versa on the recommendations of DRC and with the approval of the University.
- (b) If a full time candidate changes his status to a part-time candidate, the minimum period requirement shall be three years and maximum will be seven years. However, one and a half time of the period spent as a full-time candidate shall be counted.
- (c) In case a candidate is registered as a part-time candidate and applies for registration as a full time candidate, the minimum period requirement shall be two years and maximum will be five years. However, only two-third of the period already spent as a part-time candidate shall be counted.

**4.14 Course Credit Requirements and Registration for Courses:**

- (a) Departments/Constituent Units shall draw a list of post graduate Course Units which can be offered to Ph.D. candidates.
- (b) Each candidate will be required to take Course Units as prescribed by SRC and approved by the DRC.
- (c) A candidate will earn credits for a Course Unit only if he obtains a minimum of Grade B+. Further, if a candidate fails to get qualifying Grade B+ i.e., he will be given second opportunity to improve his minimum qualifying Grade B+, failing which his registration will be liable to be terminated.
- (d) The candidates registered for Ph.D. Programmes in Departments/ Constituent Units can be allowed to complete the Course Unit requirements, if considered necessary, through outside department courses.

**4.15 Comprehensive Examination:**

- (a) Each candidate, normally after one semester, shall be required to take a comprehensive examination which will test his comprehension or knowledge in his broad field of research and his academic preparation and potentials to carry out the research work. The comprehensive examination shall be a combination of both written and oral examination and shall be conducted by the Department/Constituent Unit. The candidate should secure at least Grade B i.e. 60% marks in comprehensive examination.

- (b) Unsuccessful candidates shall be allowed a second opportunity to clear the comprehensive examination. If a candidate is unsuccessful again, his Ph.D. registration shall be cancelled.

#### 4.16 *Thesis Guide(s)*

- (a) The Guide(s) can be
- (i) any full-time faculty member of the University/Constituent Unit with a Ph.D. degree and with at least three years of teaching experience.
  - (ii) regular/full time faculty members who do not have Ph.D. degree may be allowed to guide Ph.D. candidates, provided such faculty members have at least five years of teaching and research experience as evidenced by publications in referred/reputed journals.
  - (iii) An external person with proven merit and experience in the subject area may be appointed as Co-Guide.
- (b) No person who himself is registered for Ph.D. degree at the University or any other Institution would be eligible to act as a Guide.
- (c) Those without a Ph.D. degree appointed as Guides would cease to be the guide(s), if they themselves register for Ph.D.
- (d) The maximum number of Ph.D students who can be supervised by a faculty member at any time in the University will be eight. However, in special circumstances, the Vice Chancellor may allow relaxation in the ceiling limit.**
- (e) A faculty member who is due to retire within the next two years can be appointed as a Guide and can continue to be the Guide even after his retirement provided the DRC is convinced of his availability for continued guidance to the candidate. In other cases, a faculty member on retirement may continue as a Guide, if re-employed or appointed Emeritus Fellow; or, if the long abstract of the thesis has been submitted by the candidate. Appointment of another Guide, if necessary, will be as per provisions made in these regulations.
- (f) In case the Guide proceeds on leave for twelve months or more, resigns or expires, an arrangement shall be made as provided in the Guidelines of the Research Degree Programmes.

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Para 4.16 (d) was amended by the ninth meeting of the Executive Council held on 06 April 2011

#### 4.17 *Appointment of Guide(s) / Co-Guide(s):*

- (a) The DRC with the approval of URC may appoint more than one Guide(s) not exceeding a total of three to guide a candidate. Normally, there should not be more than two Guides from within the Department/Constituent Unit. Appointment of any other Guide(s) shall not be made after the lapse of 18 calendar months from the date of registration of the candidate.
- (b) A faculty member appointed as a Ph.D. Guide is normally expected to be available to a research candidate in the University Department/ Constituent Unit till the thesis is submitted.

#### 4.18 *Performance Monitoring:*

The academic/research progress of each candidate shall be monitored by DRC. For this purpose each candidate shall submit a progress report at the end of each Semester to the Chairman, DRC through his Guide(s). DRC shall evaluate the work of the candidate and award **S** (Satisfactory) or **U** (Unsatisfactory) grade.

- (a) If the progress is “unsatisfactory”, on the first appearance of “U” grade, a warning would be issued to the candidate.
- (b) If a candidate gets three “U’s” or two successive “U’s”, his registration will be liable to be terminated.

#### 4.19 *Seminar:*

**The student before submitting the long abstract of his/her Ph.D thesis must have published minimum of two research papers of which at least one paper must be published in refereed journal and the second paper in refereed / renowned Journal for adjudication and produce evidence in the form of acceptance letter or print.**

#### 4.20 *Long Abstract (Synopsis):*

- (a) On completion of research work, the candidate shall submit to DRC through Guide(s), eight copies of the long abstract of his thesis.
- (b) The long abstract will be submitted by the candidate normally within two months after the presentation in Seminar.

- (c) DRC shall, in a meeting in which the candidate shall be required to be present, scrutinize the long abstract for approval and approve the title of the thesis after its revision, if necessary. The candidate shall then be excused and DRC shall prepare panel(s) of examiners as specified in the Guidelines for Research Degree Programmes.
- (d) The DRC will forward the long abstract with its recommendations to the University Research Council for appointment of the thesis examiners.
- (e) If a candidate fails to submit his thesis within four months of the approval of long abstract, he shall be required to submit a fresh abstract. However, in case a candidate fails to submit his thesis within the stipulated time and has proper justification for the delay, the Head of Department/ Constituent Unit may, on the recommendations made by the DRC and on individual merits of each case, grant him an extension of not more than two months.

#### 4.21 *Panel of Examiners for Ph.D:*

- (a) A Ph.D. thesis shall be evaluated by three examiners, two of whom shall be external and the third shall be guide or guides (to be counted as one examiner). DRC shall decide for each discipline if
  - (i) both the external examiners should be Indian
  - or**
  - (ii) one of the external examiners be Indian and the other a foreigner.

In the first case, DRC shall prepare a panel of at least five Indian examiners and in the second case DRC shall prepare two panels one of at least three Indian examiners and the other of at least three foreign examiners.

- (b) The HOD shall submit the panel(s) of examiners to Controller of Examinations for seeking approval by the Vice Chancellor.

#### 4.22 *Thesis Preparation and Submission:*

- (a) The thesis shall be written in English or in any other language as approved by DRC in the format and style in accordance with the guidelines for Research Degree Programmes.
- (b) No part of thesis shall have been submitted for the award of any other degree or diploma.
- (c) The thesis shall involve in depth study and critical review of the area of his topic and creation of new knowledge in the area. It

should bear evidence of the candidate's capacity for analysis and judgment as well as his ability to carry out independent investigation, design or development. It should be characterized by discovery of facts or fresh approach towards interpretation of facts and theories or significant contribution to knowledge or development or a combination of these.

- (d) After clearing the viva-voce examination, two copies of the thesis in maroon colour hard cover binding must be submitted. These hard bound copies shall include supplements if required in viva-voce examination, with a covering certificate of guides in prescribed proforma. Additional copies of the supplement shall be provided by the candidate for the external examiners and guides.
- (e) The format of the thesis document shall be in the format prescribed in the guidelines for Research Degree Programmes.

#### 4.23 *Thesis Evaluation:*

Detailed procedure for evaluation of thesis shall be prescribed in the Guidelines for Research Degree Programmes.

- (a) Each examiner shall be requested to send a detailed evaluation report and his recommendations on the prescribed proforma within six weeks of the date of receiving the thesis.
- (b) If the thesis report is not received from an examiner in six weeks, a reminder will be sent to the examiner. If no response is received from the examiner in two weeks thereafter, another examiner shall be appointed from the approved panel
- (c) Each Examiner will examine the thesis to judge that the thesis is a piece of research work characterized by:
  - (i) the discovery of facts, or
  - (ii) a fresh approach towards interpretation and application of facts or theories, and creation of new knowledge, and give his opinion on the candidate's capacity for critical examination and sound judgment.
- (d) All examiners will submit the reports on the prescribed form clearly stating one of the following:
  - (i) The thesis is recommended for the award of Ph.D., or
  - (ii) The thesis is recommended for the award of Ph.D. Degree subject to the candidate giving satisfactory answers to

queries specifically mentioned in the report, at the time of Viva Voce examination, or

- (iii) The candidate be allowed to resubmit his thesis in a revised form, or
  - (iv) The thesis be rejected.
- (e) The examiners reports shall be forwarded to the Guide(s) who will inform the candidate eligible for oral defense only those comments and queries in the reports which require explanation and answers without disclosing the identities of the examiners.
  - (f) The reports of all internal examiners shall be counted as one report.
  - (g) If all the three reports recommend acceptance of the thesis, the candidate shall be eligible for oral defense.
  - (h) In case one of the reports recommends revision of the thesis, Sub-Clause (d)(iii) of Clause 4.23 shall be applicable, and the candidate will have the option to revise the thesis within one year. The revised version of the thesis would be sent to all the examiners for their recommendations. If the candidate does not agree for revision, he may ask for appointment of a fresh examiner, under the provision (j) below.
  - (i) If two of the three reports recommend revision of the thesis, the candidate will be given opportunity to revise the thesis accordingly and resubmit it normally within a period of one year for the evaluation by the same set of examiners.
  - (j) If one of the reports recommends rejection, the comments and queries in the report, shall be communicated to the candidate, and the candidate shall be given an opportunity to give replies to the comments made in the report. Such reply of the candidate and his thesis shall be sent to the next examiner on the panel for evaluation. If the report of the next examiner also recommends rejection, the thesis shall be rejected.
  - (k) If two of the three reports recommend rejection, the thesis shall be rejected. The candidate may, however, be allowed to re-submit the thesis normally after one year, provided the title of the thesis remains unchanged. Normal procedure will be followed for the evaluation of the resubmitted thesis.
  - (l) The new examiner, when appointed, shall be Indian or Foreign depending on whether the thesis was rejected by the Indian or the foreign examiner in the first instance. The reports of all the examiners will be sent to him without revealing the identity of the

examiners along with the response of the candidate, if any, to these. The thesis shall be deemed to be acceptable if three out of four examiners recommend acceptance.

- (m) If the fourth examiner recommends revision, the thesis would be suitably revised and resubmitted normally after three months and sent for examination to all the examiners except to the one in whose place the fourth examiner was appointed. In case the fourth examiner recommends rejection or his recommendation for revision is not accepted by the candidate, the thesis shall be rejected.
- (n) Any doubt arising out of the procedure laid down in these regulations shall be referred to the Vice Chancellor for a decision.
- (o) In case of ambiguous recommendations by the examiner, the HOD will approach the examiner for a clear recommendation. In case, a clear recommendation is not forthcoming, the matter may be referred to the Vice Chancellor for his decision.

#### **4.24 Re-submission of Thesis:**

- (a) In case of resubmission of a thesis after revision, an additional fee for the re-evaluation of the thesis shall be payable by the candidate;
- (b) The revised thesis may be submitted normally in one year from the date of intimation for resubmission.

#### **4.25 Oral Defence Examination (Viva-Voce):**

- (1) If the thesis is recommended for award of degree, the candidate shall be required to defend his work/thesis orally (viva-voce examination) before a duly constituted Committee hereinafter referred to as the Oral Defence Committee (ODC). The date and time of the viva-voce shall be duly notified by HOD to enable the interested faculty members, staff members and students to attend it.
- (2) Composition of ODC:
  - (a) For the candidates who get unqualified recommendations of acceptance in three reports in the first instance, the composition of the ODC shall be
    - (i) HOD - Chairman
    - (ii) Guide(s)
    - (iii) Two faculty members with specialization in the related area to be appointed by HOD with the approval of the Vice Chancellor.

- (b) For candidates who do not get unqualified recommendations of acceptance in three reports in the first instance, the composition of the ODC shall be
    - (i) HOD - Chairman
    - (ii) Guide(s)
    - (iii) Indian External Examiner
  - (c) In case of non-availability of the Indian External Examiner for conducting the Viva voce examination, the next person on the approved panel of examiners shall be appointed to be on ODC.
- (3) HOD shall convene a meeting of ODC on an appropriate date. The date of viva-voce shall be communicated to the candidate at least fifteen days in advance.
  - (4) In the viva-voce examination, the candidate shall be required to give his response to comments and questions arising out of the examiners reports apart from the queries and questions raised by members of ODC and, with permission of HOD, questions asked by others who are present.
  - (5) The ODC shall give its recommendations in the prescribed proforma. The ODC shall have the following options for its recommendations:
    - (i) Ph.D. degree be awarded for the reasons to be recorded
    - (ii) Ph.D. degree be awarded. However, the candidate should prepare a supplement to be added to the thesis document as specified in the report of ODC and or textual corrections, if needed.
    - (iii) Ph.D. degree be not awarded for the reasons to be recorded in the report.
  - (6) In case of difference of opinion among the members of ODC, separate reports shall be submitted.
  - (7) HOD shall forward the report(s) of ODC to COE in a folder which shall also contain,
    - (a) A copy of the thesis along with the Supplement, if required, in the report of ODC and
    - (b) All the reports of the examiners of the thesis.

- (8) COE shall obtain the recommendations of the Standing Committee of URC on the report of ODC and its accompanying documents.
- (9) The recommendations of the Standing Committee shall be submitted to the Vice- Chancellor for final decision, which shall be reported to URC and the Academic Council.
- (10) If any other matter not explicitly provided herein or of an exceptional nature arises, it may be referred to the Vice Chancellor for his decision.

**4.26 Attendance:**

For Ph.D. students, the minimum requirement of attendance for completing the Course Units, prescribed by Student Research Committee, shall be the same as laid down in the Attendance Regulations for other students.

**4.27 Passing Grades:**

For Ph.D. students, the minimum passing grade in each Course Units on ten point scale is B + i.e. Point 7.

**4.28 Cancellation of Registration:**

Registration of a candidate shall be cancelled in any one of the following eventualities, after due approval of the Vice-Chancellor:

- (a) If his academic progress is found unsatisfactory in three consecutive monitoring reports.
- (b) If he absents himself for a continuous period of six weeks without sanction of leave.
- (c) If he withdraws from the Ph.D. programme and his request is duly forwarded by HOD

**4.29 Disciplinary Regulations:**

If a Ph.D. candidate is found to be involved in an act of misconduct, misbehaviour and/or indiscipline, disciplinary action will be taken by the University as per Regulations relating to maintenance of Discipline by students.

**4.30 Award of Ph.D. Degree:**

- (a) A Ph.D candidate shall be eligible for award of Ph.D degree at a Convocation, after the Vice Chancellor has, on the recommendations of the Standing Committee of URC, approved

that the degree be awarded and the approval has been subsequently endorsed by the Academic Council.

- (b) **On successful completion of the evaluation process announcements of the award of the Ph.D., the Head of the Institution shall submit a soft copy of the Ph.D. thesis to the University within a period of 30 days for onwards transmission to UGC for hosting the same in INFLIBNET, accessible to all authorities / University. Hard copy of the same will be placed in Central Library.**

## 5. DEGREE OF DOCTOR OF LETTERS/ DOCTOR OF SCIENCE/ DOCTOR OF LAWS

### 5.1 *Preamble:*

The Degrees of Doctor of Letters/ Doctor of Science/Doctor of Laws are the highest Post-Doctoral degrees of this University in respective disciplines which are awarded to a candidate who has earlier acquired a Ph.D. degree. This Post-Doctoral degree is awarded on the basis of original and independent research in a particular discipline that has made distinct contributions to the advancement of knowledge, as evidenced by publications in reviewed journals and are recognized by peers. The research work of the candidate must have been characterized either by the discovery of facts or by a fresh approach towards interpretation of facts or theories, or formulating a new theory/hypothesis and evince his capacity for original thinking, critical examination and sound judgement.

### 5.2 *Administration of the Programme:*

- (a) The Programme leading to Post-Doctoral degrees will be offered at the University Teaching Departments/Constituent Units;
- (b) Subject to the general guidance of the Academic Council, research work in the University leading to Post-Doctoral degrees shall be overseen by the University Research Council;
- (c) The Programme shall be offered on full time and also on part-time basis

### 5.3 *Duration of the Programme:*

The duration of the Programme is **three years** from the date of enrolment. Provided, however, that the University Research Council may on the recommendations of DRC, permit a Post Doctoral degree thesis to be submitted in less than three years from the date of enrolment.

#### 5.4 *Eligibility Conditions:*

The applicant for enrolment must have

- (a) A Doctoral degree from a recognized Indian or foreign University in the relevant discipline and
- (b) At least three years teaching/research experience after the award of the Ph.D. Degree and active engagement in research work.

#### 5.5 *Enrolment for the Programme:*

- (a) An applicant for enrolment under this programme shall submit his application in the prescribed form to the concerned Department/Constituent Unit. Non Resident Indians (NRI), Persons of Indian Origin (PIO) and Foreign Nationals will, however, apply for admission to the programme in accordance with the policy guidelines laid down by the Government of India.
- (b) The applicant for enrolment to Post-Doctoral Programme shall submit the following:
  - (i) a list of his publications in standard format;
  - (ii) reprints of his three best papers;
  - (iii) a copy of his Ph.D. thesis
  - (iv) The research proposal recording an outline of the proposed research work, why it is important, the methodology to be used and the expected outcome of the research, specifically highlighting in what respect the research will advance the knowledge in the particular field of his Post-Doctoral work.
- (c) The DRC concerned shall constitute for each candidate an Academic Expert Committee (AEC) of four members including the HOD who shall chair the Committee. The remaining three members shall be reputed scholars in the relevant area, at least one of whom shall be from outside. The Academic Expert Committee shall consider and recommend the suitability of the applicant.
- (d) The Academic Expert Committee, while considering the proposal shall invite the applicant for detailed discussion, and make a recommendation with a provisional date of registration for starting of the Post Doctoral programme.
- (e) The HOD after considering the recommendations of the Academic Expert Committee, shall recommend to the University Research Council for approval of the applicant for registration to the Post Doctoral Research Degree Programme.

- (f) The date of registration for the Programme will be finalised by the DRC after the approval of the candidature by the URC.

#### 5.6 *Preparation & Submission of Thesis:*

- (a) Post-Doctoral candidates will not have guides and will do research on self- guidance basis.
- (b) The candidate shall submit his thesis which must be on one main theme and should not be derived from a series of unconnected papers of the candidate.
- (c) The thesis shall comprise a holistic document to include in a self-contained manner the research done for the award of the post-doctoral degree. Publication of papers in reviewed journals is essential. Reprints of published papers and manuscripts of the communicated papers shall be appended in the thesis volume. The thesis shall be submitted in a format as prescribed in the guidelines.
- (d) The thesis shall be accompanied by a declaration signed by the candidate that the thesis has been composed by him independently and a certificate that the contents of the thesis have not previously formed the basis for the award of any other Degree or Diploma or Associateship, Fellowship or other similar title.

#### 5.7 *Seminar:*

The candidate, before submitting his thesis and its long abstract, will present his work in a Seminar in which DRC, members of Academic Expert Committee and other faculty members, Ph.D. Scholars and Post-graduate students are expected to be present.

#### 5.8 *Long Abstract:*

- (a) On completion of research work, the candidate shall submit to DRC four copies of the long abstract normally within two months after the presentation in the Seminar and also suggest the title of the thesis.
- (b) The candidate shall prepare a critique on his thesis and submit four copies along with the long abstract. The critique is an assessment by the candidate of his post-doctoral work to present the high points of his research, their significance in terms of original contribution and advancement of knowledge, and new area, if any, the research has opened up.
- (c) The HOD will convene a meeting of the Academic Expert Committee in which the candidate shall be required to be present. The Academic Expert Committee will scrutinize the long abstract

for approval, study the critique, and approve the title of the thesis after its revision, if necessary.

- (d) The Academic Expert Committee shall recommend a panel of atleast three Indian and three foreign examiners. The HOD shall forward the panel of Examiners to the CoE.
- (e) The CoE shall get the panel approved by the Vice Chancellor.

### 5.9 *Evaluation of Thesis:*

- (a) The candidate shall submit four copies of his thesis which shall contain its long abstract.
- (b) The CoE shall obtain consent from three examiners from the approved panels, one of whom shall be a foreigner, for evaluation of the thesis. The thesis shall be sent to the Examiners by him for evaluation.
- (c) If two or all the three examiners declare that the work submitted by the candidate is *not* a distinguished and significant contribution to knowledge and does not merit the award of the Degree of Doctor of Letters/Doctor of Science/Doctor of Laws, the thesis will be rejected.
- (d) In case one of the examiners out of the three, declares that the work submitted by the candidate is not a distinguished and significant contribution to knowledge, the CoE will appoint a fourth Examiner Indian or foreigner, as the case may be and will forward the thesis to the fourth Examiner for evaluation. The recommendation of the fourth examiner shall be treated as final for award of degree.
- (e) The CoE shall place the recommendations of all the examiners before the University Research Council. The Council, after considering the reports of the examiners may recommend that the candidate is worthy of the award of the Post-Doctoral degree. If the University Research Council recommends that the candidate be asked to improve the thesis, the candidate shall be permitted to resubmit his thesis not earlier than six months and not later than one year, from the date notified by the CoE
- (f) The recommendations of the University Research Council shall be placed before the Academic Council for information.
- (g) The candidate shall, if he publishes the thesis, state on the title page that it was a thesis approved for the award of the D.Sc., D.Litt. LLD of the Amity University Uttar Pradesh.

## 6. GENERAL PROVISIONS FOR RESEARCH DEGREE PROGRAMMES:

### 6.1 *Issuance of Provisional Certificates:*

After the endorsement of the Academic Council for the award of Ph.D/ Post-Doctoral degree, the candidate shall be issued a Provisional Certificate for having completed the requirement of the degree on the condition that the candidate has submitted two hard-bound copies of the final version of his thesis and has cleared all the dues.

### 6.2 *Residual Clause:*

- (a) Notwithstanding anything contained in these Regulations, all categories of candidates shall be governed by the Regulations and Guidelines.
- (b) Notwithstanding anything stated in these Regulations, for any unforeseen issues arising and not covered by Act, Statutes and Ordinances, or in the event of differences of interpretation, the Vice-Chancellor shall take a decision. The decision of the Vice-Chancellor shall be final.

### 6.3 *COMPOSITION OF COMMITTEES AND THEIR FUNCTIONS:*

#### 6.3.1 DEPARTMENTAL RESEARCH COMMITTEE (DRC)

- (a) The composition of the Departmental Research Committee will be as under:
  - (i) The Head of the Department/ Constituent Unit - Chairperson
  - (ii) Maximum three Professors and three other faculty members of the Department by rotation
  - (iii) Maximum three external experts including those from other Departments/Constituent Units, nominated by the Vice Chancellor.

Provided, however, the total number of internal and external members shall not exceed six.

- (b) The functions of Departmental Research Committee shall be as under:
  - (i) invite and scrutinize applications and make admissions in Ph.D. Programmes
  - (ii) constitute Student Research Committee for each student.

- (iii) perform such functions as are required for operationalization of the research degree programmes subject to the overall supervision and guidance of the University Research Council (URC).
  - (iv) Consider the recommendation of SRC for action as required
- (c) The Departmental Research Committee shall meet as and when necessary.
- (d) Fifty percent of the membership shall form the quorum for the meeting.
- (e) The tenure of members of the DRC other than the Heads of Departments/ Constituent Units shall be two years. A member can be re-nominated for another term.

### **6.3.2 UNIVERSITY RESEARCH COUNCIL (URC)**

#### **6.3.2.1 Role:**

The role of URC is to formulate and lay down policy guidelines for the conduct of Ph.D. and Post Doctoral degree programmes, and to ensure high standards of research work in such programmes.

#### **6.3.2.2 Composition:**

- (a) The composition of the University Research Council shall be as follows:
- (i) The Vice Chancellor or his nominee - Chairperson
  - (ii) The Pro-Vice Chancellors
  - (iii) Four external experts nominated as under - Members
    - By the Chancellor - one
    - By the Vice Chancellor - one
    - By the Academic Council - two
  - (iv) Three Deans/ Heads of Departments/ Constituent Units to be nominated by the Vice Chancellor
  - (v) Two teachers of Departments/Constituent Units to be nominated by the Vice Chancellor
  - (vi) CoE - Member Secretary
- (b) The term of office of the members (other than ex-officio members) will be two years from the date of nomination.
- (c) The University Research Council shall meet at least once a quarter.

- (d) Fifty percent of the total membership shall form the quorum for any meeting.

**6.3.2.3 Functions:**

Subject to the provisions of the Act and Statutes, the University Research Council shall perform the following functions:

- (a) Formulate policies related to and oversee research for Ph.D. and post-doctoral degree programmes;
- (b) Formulation of guidelines for registration of students, thesis supervision, programme design, and thesis evaluation;
- (c) Monitoring of research indicators for such evaluation
- (d) Review and recommend areas/themes/topics for research
- (e) Consider evaluation reports of Examiners for award of Ph.D. and Post-Doctoral degrees.
- (f) To consider and approve the recommendations of DRCs including waivers of and exemptions from any of these Regulations.
- (g) Delegation of any of its functions to the concerned DRC.
- (h) Preparation of the consolidated reports on research efforts of the University
- (i) Any other work related to research development and coordination.

**7. RESIDUAL PROVISIONS**

- (1) The Academic Council may, grant exemption in exceptional cases, from the operation of any of the Regulations, where necessary in special cases with valid reasons and without diluting Academic standards.
- (2) Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining, if necessary the opinion/advice of a Committee consisting of any or all the Heads of Departments/Heads of constituent Units. The decision of the Vice-Chancellor shall be final.

Enrolment No. **AMITY UNIVERSITY**

UTTAR PRADESH

**Application for Admission to M.Phil. Ph.D. Programmes & Post Doctoral Research Programme**

Name of the Department/ Centre / Institution & Address in which admission is being requested	Name of the Programme	Registration Status		Details of Application Fee paid	Paste Your recent Passport size Photograph
		Classification of candidate *	Full-time/ Part-time		
	M.Phil <input type="checkbox"/>			DD No. _____	
	Ph.D. <input type="checkbox"/>			Date _____	
	D. Litt <input type="checkbox"/>			Amount _____	
	D.Sc. <input type="checkbox"/>			Bank _____	
	LLD <input type="checkbox"/>			_____	

\* For details, please see Para 4 of "Instruction for Candidates" given on last page.

**I. GENERAL**

- 1.1 Name of applicant in block letters ( As given in Degree/Certificate)  
(IN ENGLISH) \_\_\_\_\_
- 1.2 Date of Birth \_\_\_\_\_
- 1.3 Father's Name \_\_\_\_\_
- 1.4 Mother's Name \_\_\_\_\_
- 1.5 Permanent Address of the Applicant \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(PIN)
- (Phone No. with STD code) \_\_\_\_\_ (Fax No.) \_\_\_\_\_
- 1.6 Address for Communication \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(PIN)
- (Phone No. with STD Code) \_\_\_\_\_ (Mobile) \_\_\_\_\_
- E-mail Address \_\_\_\_\_ (Fax No.) \_\_\_\_\_
- 1.7 Sex: Male  Female  1.8 Marital Status:  Single  Married
- 1.9 Nationality
- 1.10 Category: General  SC  ST  OBC  Physically Handicapped   
(for Indian nationals) Defence

**II. ACADEMIC RECORD****2.1 Qualifying Degree Attained**

Name of the qualifying Degree (M.Tech./M.Sc./B.Tech. M. Phil, Ph. D etc.) \_\_\_\_\_

Duration of the course \_\_\_\_\_ Year of passing \_\_\_\_\_

Discipline/ Subject \_\_\_\_\_

Name of the University/Institute \_\_\_\_\_

2.1 Other Examinations Qualified

Examination passed	Year of Passing	Division	Percentage of marks CGPA	College/ University	Full/ Part-time	Subjects of specialization
10+2						
Graduation * _____						
Post Graduation * _____						
Diploma * _____						
Post Graduate Diploma or equivalent * _____						

\* Please write the name of Degree/Diploma

2.2 National level Examination Qualified

Examination	Year	Valid upto	Percentage	Other score	Discipline chosen
GATE					
CSIRNET					
UGC NET					

2.3 Details of Publication/Awards/Honours/ Patents (Please attach separate sheet, if necessary)

_____	
_____	
_____	

III. EMPLOYMENT RECORD (Please give details in Chronological order)

Name of Organization with address	Designation	Duration		Nature of post (Temporary/ Adhoc /Permanent)	Gross Emoluments	Nature of work
		From	To			

IV. PROSPECTIVE PLAN FOR Ph.D.

4.1 Proposed Area of Research (Give priority-wise broad discipline and specialization areas)

Area	1 <sup>st</sup> Preference	2 <sup>nd</sup> Preference	3 <sup>rd</sup> Preference	4 <sup>th</sup> Preference
Broad Discipline				
Specialization				

4.2 Write a paragraph (up to 100 words) on how your past specialization Area/Qualifications/Experience is relevant to the proposed field of your research .

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4.3 Foreign language, other than English, required to pursue research: \_\_\_\_\_

4.4 How in your opinion a Doctoral Degree Post Doctoral Degree from Amity University will help you ? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

V. DECLARATION BY THE CANDIDATE :

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. I fulfill the minimum eligibility criteria and I have provided necessary information in this regard. In the event of any information being found incorrect or misleading, my candidature shall be liable to cancellation by the University at any time and I shall not be entitled to get refund of any fee paid by me to the University.

Date :

\_\_\_\_\_  
(Signature of the Candidate)

Place :

VI. NO OBJECTION/SPONSORSHIP & EXPERIENCE CERTIFICATE :

This is to certify that Mr./Ms. \_\_\_\_\_ is employed with our organization since \_\_\_\_\_ as \_\_\_\_\_. We will allow/relieve him/her immediately for joining \_\_\_\_\_ programme on Full-time/ Part-time basis, if selected. The above candidate will remain our employee during the period of his/her pursuing the said programme. We shall abide by the terms and conditions of Amity University relating to his/her admission for the programme.

It is further certified that the sponsorship for admission will not be withdrawn during the enrolment of Mr./Ms. \_\_\_\_\_ in the programme.

Date :

\_\_\_\_\_  
(Signature of Head of Organization & seal)

## ***INSTRUCTIONS FOR THE CANDIDATE***

Separate Application Form should be submitted if the candidate applies at more than one Department or Centre. The Form should be submitted at the Department/Centre of the University along with the following documents.

- (a) Demand Draft/Pay Order for the prescribed Application Fee, if not already paid.
  - (b) Attested Copies of certificates (graduation onwards) relating to academic and professional qualification and work experience, prizes, awards and honours.
  - (c) No objection Certificate from the employer Or Sponsoring Certificate from the present employer as given in the admission form.
  - (d) Score card of GATE/NET/Equivalent National Test Certificate
  - (e) SC/ST/OBC/PH Certificate
2. Tick (✓) the relevant box wherever provided.
  3. No Column should be left blank. Candidate should write "not applicable" in a column if the same does not apply.
  4. The candidates should specifically mention the classification in the relevant Column. The classification of the candidates is given below.

### **\* CLASSIFICATION OF THE CANDIDATES**

- 4.1 Corporate Research Scholar
  - 4.2 Working Teacher
  - 4.3 Regular Academic Staff of Amity University/Centre
  - 4.4 Non-academic Staff of the University/Centre
  - 4.5 Sponsored Candidate
  - 4.6 Self finance Indian Candidate
  - 4.7 Self finance Foreign Candidate
  - 4.8 Non - Resident Indian
  - 4.9 Persons of Indian Origin
  - 4.10 Foreigner
5. The candidates shall abide by the Regulations and Guidelines as prescribed by the University for which the declaration in Para V of the application form should be duly signed.
  6. Application incomplete in any respect is liable to be rejected.
  7. Filling of false information may lead to cancellation of admission
  8. The Candidates who are in the final year of the qualifying examination can be considered for admission only if they have completed the requirements of their final examination including viva-voce.
  9. The candidate should bring original certificates at the time of interview/test/admission for verification.

# AMITY UNIVERSITY

UTTAR PRADESH

Research Scholar's Progress Report for the Semester: From \_\_\_\_\_ To \_\_\_\_\_

## PART - A

(to be submitted by the Research Scholar for each semester separately in Duplicate)

Note: Research candidate shall prepare a short report stating the progress made (i) since registration, (ii) in the last six months and (iii) targets to be met in the next six months in the light of the 'End of the Prescribed Period' of registration and submit the report along with this form to the Guide(s) to be forwarded to the Head of Department/Institution. Student should photocopy this form and submit it to the Guide(s) after filling in the relevant columns along with an envelop to be sent through registered post to the Head of Department/Institution in duplicate, original copy to be retained by the Institution and duplicate copy to be sent to University.

1. Name of Research Scholar \_\_\_\_\_
2. Father's/Mother's Name \_\_\_\_\_
3. Institution Roll No. \_\_\_\_\_ Enrolment No \_\_\_\_\_
4. Date of candidacy \_\_\_\_\_
5. Status (please tick) (a) Full Time (b) Part Time (c) Sponsored (d) Foreign/PIO
6. Topic of Research \_\_\_\_\_  
Capital letters (in English)
7. Details of Residency Period

Place	From	To

8. Name of Guide & Co-Guide

S. No.	Name	Designation	Department/Institution	Address with Phone No.
1				
2				
3				

9. Grade obtained in approved course units:

S. No.	Course Code	Course Title	Credits assigned	Grade obtained	Session/Semester	Overall Grade
1						
2						
3						
4						

10. Date of comprehensive examinations \_\_\_\_\_
11. Date of Seminar presentation \_\_\_\_\_
12. Date of submission of long abstract \_\_\_\_\_
13. Date of Oral Defence committee \_\_\_\_\_
14. Date of submission Thesis \_\_\_\_\_
15. Any other Information regarding work \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Research Scholar

14. Performance Report (If the space is insufficient please attach separate sheet)

**PART – B**

(to be filled by the Department/Institute)

15. Report of the Guide(s)/Co-Guide(s)
- (a) Performance (Satisfactory/Unsatisfactory) \_\_\_\_\_
  - (b) Recommendations \_\_\_\_\_

Date \_\_\_\_\_ Signature of Guide(s) \_\_\_\_\_

16. Report of Chairman, DRC:
- (a) Performance (Satisfactory/Unsatisfactory) \_\_\_\_\_
  - (b) Specific Recommendations of Chairman DRC \_\_\_\_\_

Date \_\_\_\_\_ Signature of Chairman, DRC \_\_\_\_\_

**PART – C**

(Approval by Vice-Chancellor)

Recommendations of the Department/Institute are submitted for consideration and approval.

- (i) Approved
- (ii) Note Approved

Vice-Chancellor

Pro-Vice-Chancellor