

CHAPTER XXV (E)
DOCTOR OF PHILOSOPHY (Ph.D.)
(Effective from the Session 2022-23)

1. Introduction

Aligarh Muslim University offers full-time and part-time Doctor of Philosophy (Ph.D.) programme in various disciplines in the Faculties of the University as notified by the University from time to time.

2. Eligibility

2.1 A candidate will be eligible to apply for admission to Ph.D. programme, if s/he has passed, in a subject relevant to her/his proposed field of research:

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

OR

M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed.

OR

A 4-year/8-semester bachelor's degree programme (with research) with a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed.

The above shall be subject to any further requirements for eligibility that may be laid down by the University from time to time.

Provided that the relevant subject(s) for each discipline shall be as approved by the Academic Council from time to time on the recommendation of the concerned Board of Studies (hereinafter referred to as BoS) and Faculty.

Provided that a candidate, working in an externally funded research project in the University, who is otherwise eligible, will be eligible to apply for admission to Ph.D. programme while continuing to work in the project subject to justification by the Principal Investigator of the project that the subject of the project and the proposed Ph.D. topic of the candidate are in consonance.

Provided that an Assistant Professor (Contractual) and Guest Teacher of this University will be eligible to apply for admission to part-time Ph.D. programme if s/he fulfills the eligibility criteria and further requirements for eligibility that may be laid down by the Academic Council from time to time.

Provided that a permanent School teacher or Nursing Tutor of this University with five years of regular service will be eligible to apply for admission to part-time Ph.D. programme if s/he fulfills the eligibility criteria and further requirements for eligibility that may be laid down by the Academic Council from time to time.

Provided that a permanent Non-teaching employee of this University with five years of regular service will be eligible to apply for admission to part-time Ph.D. programme if s/he fulfills the eligibility criteria and further requirements for eligibility that may be laid down by the Academic Council from time to time.

2.2 A relaxation of 5% of marks, or an equivalent relaxation of grade, in the qualifying examination may be allowed for Persons with Disabilities (having more than 40% disability)

3. Admission

Admission to the Ph. D. programme shall normally be made annually as per the admission policy approved by the Academic Council of the University from time to time.

3.1 Criteria for Admission

- (i) Selection of candidates in Ph.D. programme will be made through an admission test comprising (a) a written test and (b) Presentation-cum-Interview (for those who qualify the written test and are short-listed for Presentation-cum-Interview); subject to exemptions given under para 3.1(ii) & 3.1(iii).
- (ii) Candidates who qualify for fellowship/ scholarship in UGC-NET/UGC-CSIR NET / GATE / CEED and similar National level tests with a score more than or equal to the qualifying marks of General Category, valid at the time of admission, are exempted from appearing in the written test. However, they must appear in the presentation-cum-interview in person to become eligible for selection.
- (iii) Foreign nationals are exempted from appearing in the written test. However, they must appear in the presentation-cum-interview in person or through video conferencing to become eligible for selection.

3.2 Provisional Admission

- (i) The BoS shall recommend a Supervisor and an area of research for each candidate selected for the Ph.D. programme.
- (ii) Provisional admission shall be offered to the selected candidates in accordance with the number of vacancies already notified in the concerned discipline after the approval by the Committee of Advanced Studies & Research (hereinafter referred to as (CASR) on the recommendation of the BoS of the department concerned.
- (iii) The Date of admission/registration of each candidate shall be the date of deposition of admission fees by him/her.

4. Research Advisory Committee

4.1 Constitution and responsibilities

- (i) There shall be a Research Advisory Committee (hereinafter referred to as RAC) for each research scholar comprising:
 - a) Supervisor (Convener)
 - b) Chairman of the Department or her/his nominee.
 - c) Subject expert in related/allied area working in the Department or any other Department of Studies in the University to be nominated by the BoS.
- (ii) The RAC shall
 - a) Review the Research proposal of the Ph.D. scholar
 - b) Guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
 - c) Prepare a year wise research plan.
 - d) Periodically review and assess the progress of the research work.
- (iii) A Ph.D. scholar shall appear before the RAC once in six months to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The RAC shall submit its recommendations along with a copy of Ph.D. scholar's six monthly progress report to the office of the Controller of Examinations (hereinafter referred to as CoE) through the Chairman and Dean concerned. A copy of such recommendations shall also be provided to the Ph.D. scholar.
- (iv) In case the progress of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend to the BoS of the Department for cancellation of the admission of the research scholar.

4.2 Topic of Research:

The RAC shall, within six months from the date of provisional admission, recommend the topic of research and place it before the BoS to be recommended to the CASR.

The RAC may, with justification and reasons, also recommend the name(s) of Co-Supervisor(s), if any.

The CASR concerned shall satisfy itself, among other things, of the suitability of the proposed topic of research. The CASR, if need be, may refer back the topic to the BoS together with its comments for reconsideration. If the CASR is satisfied, it shall, subject to confirmation by the Faculty and the Academic Council, approve the topic and Co-Supervisor(s), if any, of the scholar.

4.3 Course-work:

The Credit requirement for the Ph.D. coursework is a minimum of 12 credits and a maximum of 20 credits based on the recommendation of the RAC and approved by the BoS, including:

- (a) A 04 credit course on "Research and Publication Ethics"
- (b) A 04 credit course on "Research Methodology".
- (c) Other courses identified by the RAC.

The RAC can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

- (i) All courses prescribed for Ph.D. course-work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment method.
- (ii) The course-work is mandatory for all the candidates admitted to Ph.D. programme. The minimum attendance requirement is 75% for each paper separately.
- (iii) The Examiners for the papers of the prescribed courses conducted by the University shall be appointed by the CASR of the Faculty concerned.
- (iv) A candidate admitted to the Ph.D. programme shall be required to complete the course-work prescribed by the Department within one year from the date of admission, failing which her/his name shall be removed from the rolls of the university and s/he will not be entitled for re-admission in the programme. However, under special circumstances, the Vice-Chancellor may extend the one-year period.
- (v) The candidate shall be issued a grade sheet of the course-work examinations.
- (vi) A candidate admitted to the Ph.D. programme who has earlier been awarded M.Phil. of this University shall be exempted from the some/all course-work credits, if the BoS is of the opinion that the course-work credits undertaken by her/him at M.Phil. level suffices the requirements of course-work credits at Ph.D. level.
- (vii) Foreign Nationals, admitted to Ph.D. programme (other than in the Departments of Arabic, Hindi, Modern Indian Languages, Persian, Sanskrit, Urdu, and Theology), may have to additionally pass an English Language Proficiency Course of one semester duration, designed and conducted under the aegis of the Department of English, if recommended by the RAC.

5. Residency Requirements

- (i) A research scholar who has been provisionally admitted to the Ph.D. programme shall be required to be in residence at Aligarh with regular attendance and pursue research as a full time course for a minimum period of three years after admission.
- (ii) A Research scholar entitled to House Rent Allowance shall not be allowed Hostel Accommodation.
- (iii) A Research scholar allocated hostel accommodation shall have to vacate the same not later than three years from the date of her/his admission.
- (iv) A research scholar, on recommendations of the BoS concerned, may be permitted by the CASR to reside outside Aligarh for the purpose of collecting material for his/her thesis for durations it deems fit, which shall count as residence at Aligarh in terms of requirements laid down in Clause 5(i).
- (v) A research scholar, on recommendations of the Chairman concerned, may be permitted by the Dean to work in an externally funded research project in the University allocated to his/her Supervisor/Co-supervisor as a Principal /Co-

Principal Investigator, subject to justification by the Supervisor that the Ph.D. topic of the candidate and the subject of the project are in consonance.

6. Duties, Attendance and Leave

A research scholar shall put in regular attendance and shall be entitled for leave in accordance with the Regulations.

All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period.

Ph.D. scholars may also be assigned 4-6 hours per week of teaching / research assistantship for conducting tutorial or laboratory work, one year after completing their course work. However, they will not be involved in teaching and evaluations.

7. Change of Supervisor

If the existing supervisor of a research scholar is unable to perform his duties, including being on leave for a period of more than twelve months, the CASR shall, on the recommendation of BoS, appoint a new supervisor.

In case a need arises, the BoS, citing specific reasons, may recommend a change of Supervisor to the CASR.

8. Change of Topic

The CASR, on the recommendation of the BoS of the Department concerned, may approve a change in the topic of the Ph.D. thesis of the research scholar and s/he shall be permitted to submit her/his Ph.D. thesis with the new topic after at least three months from the date of approval of the change by the CASR. However, the registration of the research scholar will continue to be counted from the date of her/his admission.

9. Change of Status

- (i) A Ph.D. student, after completing the three-year residency requirement, may be permitted by the Dean of the concerned Faculty, on the recommendations of RAC and Chairman concerned, to change his/her status to that of an ex-student.
- (ii) If a full time research scholar is appointed as a Assistant Professor of this university, then his/her candidature may be changed from full-time research scholar to a part-time research scholar with a minimum residence period of 4 years by the CASR on the recommendation of BoS concerned.
- (iii) Assistant Professor (Contractual), Guest Teacher or permanent School teacher/Nursing Tutor/non-teaching employee of this University who have availed part-time Ph.D. programme shall automatically revert back to the full-time programme once s/he ceases to be in service in this University.

10. Supplication by the Teachers of the University

A permanent teacher of the University, including its off-campus Centres, who holds a Master's degree in the relevant subject or has been working or appointed in a relevant

subject, the relevance to be decided by the BoS at the time of considering the application for supplication, may apply to the CASR through the BoS, for permission to submit a thesis for the award of the Ph.D. degree on a specific topic, and the CASR may accord such permission after considering the opinion of the BoS. A teacher so permitted to submit the thesis may or may not be assigned any supervisor, depending upon the recommendation of the BoS and shall be eligible to submit her/his thesis not before one year after approval of her/his application by the CASR, subject to the conditions in Clause 12(i) and 12(iii).

11. Duration of the Programme

- (i) Full-time Ph.D. programme shall be for a minimum duration of three years from the date of admission, including course-work and a maximum duration of five years.
- (ii) Part-time Ph.D. programme shall be for a minimum duration of four years from the date of admission, including course-work and a maximum duration of seven years.
- (iii) A Ph.D. scholar may be granted an extension by the CASR, on the recommendation of the RAC and BOS, of a maximum duration of one year to submit the thesis as an ex-student. However, Women scholars and Persons with Disability (having more than 40% disability) may be allowed an extension up to a maximum duration of two years to submit the thesis as an ex-student.
- (iv) The application for extension has to be submitted by the Ph.D. scholar well before the expiry of the maximum duration, failing which his/her registration/admission shall get canceled automatically on the expiry of the maximum duration and no further correspondence in this regard shall be entertained.
- (v) During the extended period, the Ph.D. scholar will not be a bonafide student of the university.

12. Submission of Ph.D. Thesis

- (i) Pre-submission Seminar: On the completion of the research work and following the approval by the RAC, the Ph.D. scholar shall be required to make an open presentation of her/his work before the RAC, teachers and research scholars of the Department concerned with a view to obtain suggestions for possible improvements in the proposed contents of the thesis in a manner as provided in the Regulations.
- (ii) A Ph.D. scholar is required to submit the thesis within six months (but not earlier than one month) from the date of her/his pre-submission seminar, failing which s/he shall be required to deliver a fresh pre-submission seminar. However, the maximum time limit for the submission of the thesis shall not exceed as laid down in these Ordinances.
- (iii) A Ph.D. scholar must publish at least one (01) research paper in a Scopus indexed/UGC listed journal and present at least two (02) papers in conferences/seminars before the submission of the thesis for evaluation, and produce evidence for the same in the form of presentation certificates and re-print of her/his published paper.

Provided that in areas/disciplines where there are no or only a limited number of Scopus indexed/UGC listed journals, the Board of Studies (BoS) may relax the above condition for the scholars with reasons to be recorded in writing.

- (iv) A thesis once submitted cannot be re-submitted except when the examiner recommends a revision of the thesis.

13. Evaluation

Every thesis for the degree of Ph.D. shall be evaluated by the Supervisor and the Co-supervisor(s), if any, and by two external examiners, as provided in the Regulations, who shall be persons of high academic repute, not in the employment of this University. If neither the Supervisor nor the Co-supervisor(s) is/are available, another examiner shall be appointed by the CASR on the recommendation of the RAC, to be convened by the Chairman of the Department.

In case of teachers of the University permitted to supplicate a thesis for the award of the PhD Degree without a Supervisor, there shall be three external examiners for the purpose of evaluation of the thesis.

13.1 Panel of Examiners

- (i) The Chairman of the Department concerned, in consultation with the Supervisor, shall prepare a panel of external examiners as provided in the Regulations and send it to the CoE through the Dean of the Faculty soon after the Pre-Submission Seminar of the scholar to be placed before the CASR for appointment of examiners.
- (ii) The panel of external examiners of the thesis shall be scholars of eminence in the area of research not below the rank of Professor. However, if no Professor is available in a discipline then the external examiners shall not be below the rank of Associate Professor.

13.2 Evaluation of Ph.D. thesis

- (i) The CoE shall get in touch with the approved examiners to secure consent of the examiners.
- (ii) The examiners shall make one of the following recommendations:
- a) The thesis be accepted for the award of the Ph.D. degree, with specific recommendation whether it can be published in its present form.
 - b) The thesis be accepted for the award of the Ph.D. degree subject to the scholar incorporating corrections / changes spelt out in the report after being duly verified by the Supervisor(s), Chairman of the department and Dean of the Faculty.
 - c) The thesis, in the present form, cannot be accepted for the award of the Ph.D. degree and the scholar be advised to revise the thesis on issues raised in the report and resubmit the thesis for its re-examination to the same examiner.
 - d) The thesis be rejected.

- (iii) If all the examiners recommend acceptance of the thesis for the award of the Ph.D. degree, the thesis shall be accepted for conduct of viva-voce.
- (iv) If both the external examiners recommend rejection of the thesis for the award of the Ph.D. degree, the Dean shall report the matter to the CASR, which shall put on record the fact that the thesis has been rejected.
- (v) If one or more examiners make recommendation as per 13.2 (ii) (b) and suggest corrections or modifications or incorporation of additional information or data, alternative interpretation of the data, etc. in the thesis, the Dean of the Faculty shall convey the examiner's suggestions to the Ph.D. scholar concerned through the Chairman and Supervisor for its re-submission by the scholar after duly revising it in the light of the suggestions of the examiner(s).

The Ph.D. scholar shall resubmit her/his thesis after incorporating material in accordance with examiner(s)' suggestions along with the point-wise summary of changes so made by her/him, including compliance or justification for not complying, with the examiner(s)' suggestions. The scholar shall be given three months' time to submit the revised thesis. Copies of the revised thesis, along with a certificate from the Supervisor that the suggested changes have actually been made, shall be forwarded by the Chairman of the Department to the Dean of the Faculty for placing it before the CASR for its consideration.

- (vi) If any of the examiners makes recommendation as per 13.2(ii)(c) and suggests that the thesis cannot be recommended for the award of the Degree, owing to certain shortcomings which the Ph.D. scholar should remove, the Dean, under intimation to the CoE, may permit the scholar to revise the thesis according to the comments received from the examiner and re-submit the thesis not before six months and not later than one year from the date of permission after which it may be sent to the examiner concerned. If the examiner still does not approve the thesis, then the same shall be sent to a new examiner from the panel of the already approved examiners.
- (vii) If one examiner recommends the rejection of the thesis, then a new examiner shall be appointed as per Clause 13.1(i) from the panel of the already approved examiners.
- (viii) Once a new examiner is appointed as per the proviso of Clause 13.2 (vi) or (vii), any previous recommendations of the examiner, in whose place the new examiner has been appointed, shall become null and void for all purposes.
- (ix) In case the new examiner recommends acceptance or revision of the thesis or asks for clarifications, then depending on the recommendation of the other examiner (who has not rejected the thesis) an action appropriate for the case mentioned in Clauses 13.2 (iii), (v) or (vi) shall be taken.
- (x) In case the new examiner recommends the rejection of the thesis, her/his recommendation shall be final and the thesis shall be rejected.
- (xi) The evaluation shall normally be completed within six months.

14. Viva-Voce

- (i) If the thesis has been recommended for the award of Ph.D. degree, the Dean shall advise the Chairman of the Department concerned to hold the viva-voce of the research scholar under intimation to the CoE and the research scholar shall be provided a copy of the reports of all the examiners through the Chairman and Supervisor at least one week before her/his viva-voce.
- (ii) The viva-voce shall be conducted in online/offline mode by the examiners comprising the Supervisor, Co-supervisor(s), if any, and one external examiner of the thesis. The viva-voce can be conducted in offline or online mode, as per convenience of the external examiner, however, the Ph.D. scholar shall normally be required to be physically present.
- (iii) In case none of the external examiners, who have examined the thesis, are able to conduct the viva-voce, next examiner from the approved panel of examiners shall conduct the viva-voce.
- (iv) In the case of inability of the Supervisor (and Co-Supervisor, if any) to conduct the viva-voce due to any reason, an additional examiner may be appointed by the Vice Chancellor to conduct the viva-voce. In such cases, the Ph.D. work shall be deemed to have been carried out under the guidance of the original Supervisor (and Co-Supervisor, if any) only.
- (v) In the case of supplication of Ph.D. by a teacher of the University without a Supervisor two external examiners shall conduct the viva voce.
- (vi) The viva-voce shall be open to all teachers and research scholars of the Faculty. However, questions shall only be asked by the examiners. After the viva-voce, the reports of the examiners shall be placed before the CASR and, if the CASR is satisfied that the reports of the examiners are unanimous and definite in recommending the award of the degree, it may recommend to the Faculty and Academic Council for the award of Ph.D. degree. If any of the viva voce examiners does not recommend the award of the degree, for reasons to be set forth by her/him, the CASR may recommend that a fresh viva-voce be held.

15. Award of Degree

The date of award of the Ph.D. degree shall be the same as the date of viva-voce examination. Ph.D. degrees which are pursued either full time or part time will be treated as degrees awarded through Regular Mode.

16. Cancellation of Admission

- (i) The admission of a Ph.D. scholar may be cancelled by the Dean of the Faculty if requested so by the scholar herself/himself.
- (ii) In case of continued absence of the research scholar for two weeks or more without prior sanction of leave, it will be the responsibility of the Supervisor to inform the Chairman and call a meeting of the RAC for recommendation to the BoS to cancel the admission and same shall be placed before the CASR for its consideration.

(iii) If a research scholar fails to submit the thesis within the maximum stipulated time as provided in these Ordinances, his/her admission/registration shall get canceled automatically.

(iv) The admission of research scholar other than teachers of the University, shall be cancelled by the CASR upon the recommendations of the RAC and BoS of the Department concerned if the research scholar

- a) falls into the category as laid down in Clause 4.1 (iv),
- b) is found involved in an act of misconduct and/or indiscipline and the cancellation of her/his admission has been recommended by the Discipline Committee.

17. Temporary Withdrawal

A research scholar may be permitted by the Dean of the Faculty, on the recommendation of the RAC and Chairman to withdraw temporarily from the programme, only after completion of course –work, on any one of the reasons given below and later allowed to resume the research work and submit the thesis, without exceeding the maximum prescribed time limit for the thesis submission as per Clause 10. Temporary withdrawal may be granted for a maximum of 12 months but can be extended for valid reasons by the Vice-Chancellor.

The temporary withdrawal may be permitted for any one of the following reasons:

- a) If the scholar is suffering due to chronic illness, supported by medical report and treatment card.
- b) If the scholar gets an assignment.
- c) Any other event in which the Dean is convinced that the situation faced by the research scholar warrants her/his temporary withdrawal from the programme.

The research scholar who was allowed temporary withdrawal shall have to vacate accommodation in the hostel. However, in case of rejoining the course by the research scholar, s/he may be allowed a hostel facility subject to the availability of seat.

18. Subject to these Ordinances, the Academic Council may frame Regulations governing the course of study leading to the Ph.D. Degree including the procedure of admission, manner, and pursuit of the courses, supervision and conduct of the examination.