

**MANAV RACHNA UNIVERSITY  
FARIDABAD**

**MRU (DOCTOR OF PHILOSOPHY- Ph. D.)  
REGULATIONS, 2022 –With Appendix**

## MANAV RACHNA UNIVERSITY (DOCTOR OF PHILOSOPHY, Ph. D.) Regulations, 2022

In exercise of the powers conferred by Section 34 of the Haryana State Private University Act, 2006 and amended from time to time and in suppression of the Chapter 10 of the MRU (Academic ) Regulations, 2020, the Board of Management here by makes the following regulations namely :-

### 1. Short title, Application, and Commencement. –

- (1) These Regulations may be called Manav Rachna University (Doctor of Philosophy, Ph.D.) Regulations, 2022.
- (2) They shall apply to every school, academic department and centres of the university created under University Act and/or Statute.
- (3) They shall come in force from the date of approval of the Board of Management.

### 2. Definitions.- (1) In these Regulations, unless the context otherwise requires,-

- a) “Act” means the Haryana Private University Act 2006;
- b) “Adjunct Faculty” means a part-time or contingent instructor, but not full-time faculty member hired to teach by the University;
- c) “Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;
- d) “Credit” means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit;
- e) “Course Work” means courses of study prescribed by the School/Department/ Centre to be undertaken by a student registered for the Ph.D. Degree;
- f) “Degree” means a degree awarded by the Manav Rachna University;
- g) “External examiner” means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the Ph.D. programme;
- h) “Foreign Educational Institution” means–(i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;
- i) “Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale;
- j) “Guide/Research Supervisor” means an academician / researcher recognized by the University to supervise the Ph.D. scholar for his/her research;
- k) “Interdisciplinary Research” means research conducted by a Ph.D. scholar in two or more academic disciplines;
- l) “Open and Distance Learning Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;

- m) "Online Mode" shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;
- n) "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own;
- o) "Research Proposal" means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme;

(2) Words and expressions used and not defined in these Regulations but defined in Act and not consistent with these Regulations shall have the meanings assigned to them in that Act.

**3. Eligibility criteria for admission to the Ph.D. Programme.**-The following are eligible to seek admission to I the Ph.D programme:

(1) Candidates who have completed:

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

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

A relaxation of 5% marks or its equivalent grade (0.5 GPA on 10 pts. scale) may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/ Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

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

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

Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

- (3) If considered necessary, DRC in consultation with the concerned Department may propose higher qualification / requirement 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. Duration of the Programme.-** (1) Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

(2) A maximum of an additional two (2) years can be given through a process of re-registration, on case to case basis with the approval of the University; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.

(3) Female Ph.D. Scholars may be provided Maternity Leave / Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

**5. Procedure for admission:** Admission to the Ph.D. programme shall be made using the following methods:

- (i) Applications for admission to Ph.D. program shall be invited through an open advertisement, normally twice a year, for pre-determined intake for each program;
- (ii) The students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests shall be admitted based on an interview.
- (iii) Applications shall be screened by a committee constituted for purpose. All the eligible candidates shall have to appear in a written test to be conducted by the University The Entrance Test syllabus shall consist of 50% of research aptitude and 50% shall be subject-specific.
- (iv) Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.
- (v) A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates.
- (vi) The eligible students will be called for an interview before the DRC of the respective Department, based on the number of Ph.D. seats available.
- (vii) Provided that for the selection of candidates based on the entrance test conducted by the University, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce/GD shall be given.

- (viii) Selected applicants shall be allocated Supervisor(s) depending on the specific areas of research interest.
- (ix) DRC shall, for each applicant, constitute a Student Research Committee (SRC). DRC shall recommend to the University provisional registration (admission) of the candidate to the Ph.D. program; The Registration of a candidate shall be subjected to successful completion of the course work and short synopsis.

#### **6. Admission of Non Resident Indians (NRIs), Persons of Indian Origin (PIOs) and International/Foreign students.-**

- (1) Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 3 of Section 11 of these regulation.
- (2) Non Resident Indians (NRIs), Persons of Indian Origin (PIOs) and Foreign Nationals may be admitted to the program. The minimum educational qualification for admission of Foreign / NRI in various programs is same as for Indians.
- (3) All Foreign / NRI students willing to undertake any research work or join a Ph.D. program will have to obtain prior security clearance from the Ministry of Home Affairs and the approval of Department of Secondary & Higher Education, Ministry of Human Resource Development, Government of India and must be on the research visa endorsed to this Institution.

#### **7. Fee Structure:**

The Fee for Ph.D. Program shall be as notified by the University from time to time.

#### **8. Ph.D. Registration:**

After submission of admission fee a candidate is considered to be provisionally registered for the program till the time he / she successfully completes all requirements of course work and approval of short synopsis. Date of registration of the research scholar shall be the date of approval of candidates' provisional registration with the proviso that all the requirements of course work and short synopsis have been complied with. After approval by the DRC, the University will convey the approval for registration to the candidate with copies to the Dean of Faculty and Head of Department concerned.

#### **9. Semester Registration:**

Candidates will be required to register every semester by the specified date(s) for respective semester(s) as per the academic calendar. The semester 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.

#### **10. Admission to the Programme through Migration from other Institution:**

- (i) The University shall permit migration of Ph.D. students from other Universities/ Institutions. The candidate shall have to submit No Objection Certificate / Migration Certificate from parent University;
- (ii) Registration period for a migrated candidate shall not be less than one year.

**11. Allocation of Research Supervisor.-** Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

- (1) Permanent faculty members working as Professor/Associate Professor of the Higher Educational Institution with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university would be in violation of these Regulations.

For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Higher Educational Institutions, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements.

Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.

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

- (2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/University may be appointed.
- (3) An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.
- (4) In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
- (5) The DRC may appoint more than one Supervisor not exceeding a total of three for guiding one candidate. A faculty member from the University or a person from external organization with a Ph. D degree in the subject area may be appointed as Co- Supervisor.
- (6) Normally change of supervisor or appointment of any other Supervisor shall not be made after the lapse of 18 calendar months from the date of registration of the candidate. All such cases shall be handled by DRC.
- (7) A faculty member appointed as a Ph.D. Supervisor is normally expected to be available to a research candidate in the University Department / Constituent Unit. However, under unavoidable circumstances, such as long leave of 12 months; retirement; resignation or death; the DRC may appoint new Supervisor(s).

(8) A Supervisor proceeding on leave of more than 12 months:

- (a). Where Co-Supervisor, from the University, exists, he/she shall be appointed as Supervisor;
- (b). Where Co-Supervisor does not exist or is from external organization; a new Supervisor from within the University shall be appointed;
- (c). Provided, the long synopsis (pre submission) of the thesis or thesis has been submitted before the Supervisor proceeds on leave, he/ she shall continue to be the Supervisor and DRC Chairperson shall take over the administrative responsibilities of the Supervisor.
- (d). In case a new supervisor is appointed the thesis cannot be submitted before 12 months.

(9) A Supervisor superannuates or due to superannuation

- (a). A Faculty member with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.
- (b). If the term of Supervisor is extended or he is reemployed or appointed emeritus Professor in the Institution, he can be continue to be supervisor during the period of his extension /reappointment Thereafter, the Supervisor may act as CO-Supervisor of the Ph.D> Scholars registered under him as per provision of sub clause (a) above.

(10) A Supervisor resigns:

A faculty member who resigns from the services of the University may continue as a Supervisor, if the long synopsis (pre submission) of the thesis or thesis has been submitted / is due for submission within 6 months of resignation, a coordinating supervisor shall be allocated.

(11) A Supervisor expires:

In case, the Co-Supervisor already allocated from within the University, shall be appointed as Supervisor otherwise, a new Supervisor will be appointed on the recommendation of DRC.

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

- (1) The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The DRC can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
- (2) All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. The Ph.D. scholars may also be assigned 8 to 10 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations;
- (3) A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

### **13. Fellowships/ Assistantships/ Contingency Grants:**

- (i). Research Scholars, other than sponsored / self-financed and those in receipt of Scholarship from other sources (CSIR/ UGC/ Sponsored Projects etc.), shall be eligible for award of fellowship called Teaching Cum Research Assistantship (TRA) during three years duration of the program in accordance with the terms and condition prescribed for grant of TRA by the University.
- (ii). **Contingency Grant:** The Research Scholar, who will be receiving TRA from the University, shall also be eligible to receive Contingency Grant per annum in accordance with the terms and condition prescribed for grant of TRA by the University. On completion of the program, the books purchased through grant will be required to be deposited in the Manav Rachna University Library.

### **14. Comprehensive Review:**

- (i). Each candidate, normally after one semester, shall be required to appear for comprehensive review in front of DRC and present his short synopsis / research progress.
- (ii). On the recommendations of DRC, the short synopsis of the candidate shall be uploaded on Shodh Gangotri (INFLIBNET), within a period of 30 days.

### **15. Residency Period:**

The minimum Residency Period for Ph.D. candidates in the Department / Constituent Unit shall be one semester. On the recommendation of DRC, University may allow a candidate to carryout research work at other Institute / University / Industry / Organization provided the sufficient facilities to carryout research work exist there.

### **16. Cancellation of Registration:**

Registration of a candidate shall be cancelled in any one of the following eventualities, if he/she:

- (i) fails to clear mandatory course work and comprehensive review;
- (ii) fails to renew his registration in any semester subject to the provisions contained in the Ordinances/Regulation;
- (iii) academic progress is found unsatisfactory in three consecutive monitoring reports;
- (iv) is absent for a continuous period of six weeks without sanction of leave by the concerned head of department;
- (v) withdraws from the Ph.D. program;

### **17. Disciplinary Actions:**

If a Ph. D. Scholar is found to be involved in an act of moral turpitude, misconduct, misbehavior and / or indiscipline or plagiarism of any kind, disciplinary action will be initiated by the University as per provision in MRU (Second) Ordinance, 2016 and MRU Regulation on Plagiarism in research work or any other regulation or amendment thereof issued from time to time.

### **18. Performance Monitoring:**

The research progress of each candidate shall be monitored by SRC. For this purpose each candidate shall submit a progress report at the end of each semester and make a presentation to SRC. SRC shall evaluate and award S (Satisfactory) or U (Unsatisfactory) remark and submit to DRC.



## **19. Pre-Submission Seminar:**

A candidate, through his/her Supervisor, can request SRC for pre-submission seminar, if the candidate has published / acceptance of minimum of two research papers in refereed/ indexed journals out of which at least one shall preferably be in an international journal. The publications shall be counted if they show the candidate as first author/ corresponding author and has affiliation of MRU. Scholar should also make two paper presentations in conferences / seminar before the submission of thesis and produce evidence for the same in the form of presentation certificate and /or reprints.

In case of migrated candidates, at least one publication shall show affiliation of MRU.

## **20. Long Synopsis and thesis Evaluation:**

- (i) The long synopsis will be submitted by the candidate normally within three months but not later than six months after the pre-submission seminar;
- (ii) The candidate shall submit to DRC, through SRC, a soft and a hard copy of the long synopsis of the thesis;
- (iii) SRC shall, in a meeting in which the candidate shall be required to be present, evaluate the long synopsis for approval and will forward the same with its recommendation to the DRC.
- (iv) SRC shall recommend panel of examiners to DRC for evaluation of thesis.
- (v) DRC shall prepare a panel of at least five examiners for approval of the Vice-Chancellor. A Ph.D thesis shall be evaluated by two external examiners and supervisor(s).

## **21. Thesis Preparation and Submission:**

- (i) A candidate shall submit thesis within three months of the approval of long synopsis along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.

Provided that in case a candidate fails to submit thesis within the stipulated time and has proper justification for the delay, the DRC, on individual merits of each case, may grant an extension;

- (ii) The Supervisor (s) while submitting short synopsis, long synopsis and thesis for evaluation shall have an undertaking from the Research Scholar attesting to the originality of the work vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree / diploma of the same institution where the work was carried out or to any other institution. The plagiarism report should be duly signed by the concerned authority of the university with stamp.
- (iii) Normally the thesis shall be written in English in the format and style as per the guidelines for Research Degree Program, unless the discipline of the Ph D thesis like linguistics compels otherwise;
- (iv) Candidate shall submit five copies of thesis to the Controller of Examinations.

**22. Thesis Evaluation:** Procedure for evaluation of thesis shall be as prescribed below:

- (i) The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and atleast two external examiners who are experts in the field and not in employment of the University. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India.
- (ii) Each examiner shall be requested to send a detailed evaluation report and his recommendations on the prescribed pro-forma within six weeks of the date of receiving the thesis;
- (iii) 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 may be appointed from the approved panel;
- (iv) If reports from two external examiners recommends acceptance of the thesis along with specific recommendation for conducting the viva voce examination, the candidate shall be eligible for oral defense;
- (v) Before the conduct of viva voce, Controller of Examinations shall share with the supervisor the comments and queries, without disclosing the identities of the examiners. The examiners report if found satisfactory, the Controller of Examinations shall inform the supervisor through head of department to conduct final Viva Voce of the candidate.

(vi) Revision cases:

In case one or both of the reports recommend revision of the thesis, the candidate shall have to revise the thesis within one year. The revised version of the thesis would be sent to the concerned examiner for his recommendations.

(vii) Rejection cases:

If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.

**23. Oral Defense Examination (Viva-Voce):**

- (i) If the thesis is recommended for viva voce examination, the candidate shall be required to defend his thesis before a duly constituted Examination Board. This shall comprise at least one External Examiner and the Supervisor as Internal Examiner.
- (ii) The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students
- (iii) Controller of Examinations, in consultation with the External Examiner, shall announce the date and time of Viva-Voce Examination. The date and time of the viva-voce shall be duly notified to enable the faculty members, staff members and students to attend it;
- (iv) The External Examiner shall give his recommendation in the prescribed pro-forma;

- (v) Supervisor shall forward the report to Controller of Examinations who in turn shall submit it to the Vice-Chancellor for approval.
- (vi) After successful completion of Viva-Voce Examination, Five copies of the thesis in hard cover binding and a soft copy of the final version of his thesis must be submitted. The candidate may be issued Provisional Degree Certificate on production of No Dues Certificate.
- (vii) The entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, shall be completed within a period of six (6) months from the date of submission of the thesis

#### **24. Depository with INFLIBNET:-**

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

#### **25. Ph.D. through Part-time Mode-**

- (1) Ph.D. candidate through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.
- (2) The candidate for a part-time Ph.D. shall be required to submit a “No Objection Certificate” from the appropriate authority of the organization where the candidate is employed, clearly stating that:
  - (a) The candidate is permitted to pursue studies on a part-time basis.
  - (b) His/her official duties permit him/her to devote sufficient time for research.
  - (c) Present himself/herself for presenting work every semester
  - (d) he/she will be relieved from the duty to complete the course work as and when required.

**26. Issuing a Provisional certificate.**-Prior to the actual award of the Ph.D. degree, the University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.

#### **27. Award of Ph.D. degrees prior to Notification of these Regulations.-**

Award of degrees to candidates registered for the Ph.D. programme on or after January 2016, till the date of Notification of these Regulations shall be governed by the provisions of the Chapter-6 of the MRU (First) Ordinance, 2016 or Chapter-10 of MRU (Academic Program) Regulations, 2020 including Appendix-I integrated with Regulation, as the case may be.

Further, the award of degrees to candidates registered on or after 01.01.2023 shall be governed by these Regulations read with Appendix-I.

*Chapter-10 of MRU (Academic Program) Regulations, 2020 mentioned in the line 04 of the para one and clause 1(a) of the Appendix-I shall now be read as MRU (Doctor of Philosophy, Ph.D.) Regulations, 2022*

## **28. University Research Council (URC):**

- (i) Role :The role of URC is to formulate and lay down policy guidelines for the conduct of Ph.D. and Post Doctoral degree program, and to ensure high standards of research work in such program;
- (ii) Composition: The composition of the University Research Council shall be as follows:
  - (a) The Vice Chancellor - Chairperson
  - (b) Four external experts nominated by Vice Chancellor - Members
  - (c) Dean, Research
  - (d) Deans of School
  - (e) One faculty member from each faculty to be nominated by the Vice Chancellor
  - (f) Registrar-Member Secretary
- (iii) The term of office of the members (other than ex-officio members) will be two years from the date of nomination. For continuity 50% members shall either cease to be a member or re-nominated in for next two year term;
- (iv) The University Research Council shall meet at least twice in a year;
- (v) Fifty percent of the total membership shall form the quorum for any meeting;
- (vi) Functions:

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

- (i) Policies relating to and oversee research for Ph.D and post-doctoral degree programmes.
- (ii) Guidelines for registration of students, thesis supervision, programme design and thesis evaluation;
- (iii) Research indicators for such evaluation;
- (iv) Review and recommend thrust areas for research;
- (v) Delegation of any of its functions to the concerned DRC;
- (vi) Preparation of the consolidated reports on research efforts of the University
- (vii) Any other work related to research development and coordination.

## **29. Departmental Research Committee (DRC) and its Function:**

- (i) The composition of the Departmental Research Committee will be as under:
  - (a) The Head/ Senior Professor of the Department/ Constituent Unit – Chairperson;
  - (b) Maximum three Professors/ Associate Professors of the Department;
  - (c) Maximum three external experts who may also include those from other Departments/ Constituent Units.
- (ii) The Departmental Research Committee shall meet as and when necessary;
- (iii) Fifty percent of the membership shall form the quorum for the meeting;
- (iv) The tenure of members of the DRC shall be three years. A member can be re nominated for another term.

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

- (v) The functions of Departmental Research Committee shall be as under:
- (a) Scrutinize applications and make admissions in Ph.D. program including migration cases;
  - (b) Appoint Supervisor and constitute Student Research Committee for each student;
  - (c) Perform such functions as are required for operationalization of the doctoral program;
  - (d) Consider the recommendation of SRC for action as required;
  - (e) In exceptional cases, recommend exemption from course work within the framework of UGC regulation.

### **30. Constitution & Functions of Student Research Committee (SRC):**

- (i) The composition of SRC shall be as follows:
- (a) Ph.D. Guide (Chairperson); or any other Faculty nominated by HoD as Chairperson
  - (b) One University faculty expert preferably in the concerned area from within the Department, recommended by DRC;
  - (c) One University faculty expert from outside the Department recommended by the DRC;

**Note:**

**In case any other faculty is nominated as Chairperson of SRC, Supervisor shall act as a Member of the SRC.**

- (ii) SRC shall perform the following functions:
- (a) Scrutinize the research proposal/synopsis and finalise the thesis topic;
  - (b) Ascertain the availability of facilities required for the proposed research;
  - (c) May prescribe the area specific Course Unit(s) to be taken by the candidate;
  - (d) Periodically monitor the progress of the candidate's work and advise the candidate, where necessary;
  - (e) Approve the long synopsis of the thesis;
  - (f) Recommend to DRC the panel of examiners.

### **31. Residual Provision:**

Notwithstanding anything stated in the Regulation, for any unforeseen issues arising and not covered by Act and Statutes or in the event of differences of interpretation, the Vice-Chancellor shall take a decision. The decision of the Vice-Chancellor shall be final.

**Note:**

**Anything in this Regulation and corollaries thereof, if any, shall conform to the UGC (Minimum Standards and Procedure for award of M.Phil / Ph.D Degree) Regulation, 2016 dated 05.05.2016 and subsequent amendments dated 27.08.2018, 16.10.2018 and /or UGC (Minimum Standards and Procedure for award of Ph.D Degree) Regulation, 2022 notified on 07.11.2022 or guidelines issued by UGC from time to time.**

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.

## **APPENDIX OF CHAPTER 10 OF MRU (ACADEMIC) REGULATION, 2020.**

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In exercise of the power conferred vide section 34 of the Haryana Private Universities Act, 2006 and amended from time to time, Board of Management of the University hereby makes the following provisions as appendix which shall constitute part of the Chapter 10 (Doctor of Philosophy, Ph.D.) - MRU (ACADEMIC), Regulation, 2020.

### **(1) Short Title, Application and Commencement**

- (a) This shall be called as appendix to Chapter 10 (Doctor of Philosophy, Ph.D.) of Manav Rachna University (Academic), Regulation, 2020
- (b) This shall apply to all the students enrolled in Ph.D program of the University.
- (c) This shall come in force from the date of approval of the Board of Management.

### **(2) Definition**

Words and expressions used, but not defined, in these appendix shall have the meanings assigned to them in the Act, the Statutes, Ordinances and Academic Regulations of the University.

### **(3) Annotation of Clauses**

#### **(i). Para 1 of Clause 9: Comprehensive Review**

On successful completion of the Course work, a candidate shall be required to present his/her short synopsis to SRC, which after being satisfied, will recommend the Research Proposal of the Candidate to DRC for consideration and approval.

#### **(ii). Clause 15: Performance Monitoring**

After approval of the short synopsis by DRC, the Research progress of the candidate shall be monitored by SRC and Performance Evaluation Report of SRC shall be submitted to the DRC in its meeting for acceptance/suggestions for improvement.

#### **Note:**

- The decisions, as above, will be required to be taken in meeting of SRC/DRC by inviting all the members (Internal & External) on a specified date and time.
- The suggestions / observations made by the members during the meeting need to be duly minuted in the minutes of the meeting, monitored in the next meetings while reviewing the research progress and based on it, SRC/DRC Chairperson may write their remarks on the research progress report submitted by the candidate, as prescribed and take further action as required.
- The minutes of the meeting of the committees (SRC/DRC), shall be required to be circulated to all the members of the committee irrespective their presence for their comments / observations and kept on record by the Chairperson of the SRC /DRC.
- Chairperson DRC, shall decide whether meeting of the Committee is to be convened for a day or two consecutive days, depending upon the number of candidates, who will be presenting their progress report for evaluation by the Committee with prior approval of the Competent Authority.

**(iii). Clause 16: Pre-submission Seminar**

- (a) Reference to publications in refereed/ indexed journals as required under above clause, the candidate should refer UGC-CARE research publications listed in “**Group-II i.e. Indexed Journal**”.
- (b) Any research publication under the Category “**Group-I i.e. Non Indexed Journal**” shall require prior approval of the University.

**(iv). Clause 17: Long Synopsis and Thesis Evaluation**

(a) **Sub Clause (iii)**

- In case, DRC, Chairperson or Members of the Committee is/are Supervisors/Co-Supervisor for Candidate(s) presenting their long synopsis then the Chairperson for the DRC will be nominated, by the Vice Chancellor on the recommendation of the Dean, Research, who will be informed by the DRC Chairperson.
- If any external expert is member of the DRC and Co-Supervisor for any candidate, who is presenting his/her long synopsis before the committee, such external expert shall be substituted with another expert member nominated by the Vice Chancellor for that particular meeting of DRC, on the recommendation of the Dean, Research, who will be informed by the DRC Chairperson.
- The above procedure will be followed in other similarly situated cases.

(b) **Sub Clause (iv) & (v) Panel of Examiners**

- SRC, shall recommend the name of 8-10 experts who are holding the positions of Professor or Scientist (Scientist-F, Scientist-G) or Industry Person equivalent to Professor, from the relevant field to the DRC for preparing a panel of examiners comprising five members as prescribed under regulation.

**For Manav Rachna University  
SD-  
Registrar**