

# **JAIPUR NATIONAL UNIVERSITY, JAIPUR**

## **Guidelines for M.Phil/Ph.D Programmes**

**(As approved by Academic Council, IQAC and Chairman Board of Management)**

*(Based on new UGC (Minimum Standards and Procedure for Award of M.Phil / Ph.D. Degrees) Regulations, 2016)  
(This is in supersession of the UGC Regulations of 2009)*

### **I. JNU JAIPUR: AN INTRODUCTION**

A venture of the Seedling Group of Institutions, Jaipur National University is the first self-financing institution in the State of Rajasthan providing multi-disciplinary teaching and research. The University offers M.Phil/Ph.D. Programmes of Studies leading to Master of Philosophy/Ph.D. Degrees in various disciplines such as Life and Basic Sciences, Social Sciences, Humanities, Management, Mass Media & Journalism, Education, Pharmacy, Law, Computer Science and various disciplines of Engineering etc. The objective of these programmes is to prepare students for careers in teaching and research in different disciplines, and also for positions outside academics, which require advanced research and analytical capabilities. In these programmes consistent effort has been made to integrate teaching and research. Wherever necessary, remedial courses in basic allied areas will be offered to students coming from different background/ disciplines to equip them to meet the rigors of the programme of their choice.

Currently, the University has several eminent Professors of repute and experienced Associate Professors/Readers and Assistant Professors on its faculty, as experts to contribute to the programmes in studies in various ways. The University has several well-equipped Library/ Laboratories/ Seminar Halls/ Auditoria and also common instrumentation facility where major as well as common utility equipments are housed. The University has plant tissue culture laboratories and animal testing facility as well as facilities for conducting experiments under field conditions on small scale. The facilities for Genomics and Proteomics Research are available in collaboration with reputed institutes. Further new equipments and facilities are consolidated at the Central Instruments Facility, such as fermenter for tissue culture cell lines and microbes for secondary metabolite production and industrial enzyme production.

### **M.PHIL./Ph.D. GUIDELINES**

#### **1. Eligibility for admission to M.Phil/Ph.D.**

- (1) The M.Phil/Ph.D. Programmes are open to candidates having passed M.A., M.Sc., M.Ed., M.Pharma, M.Tech, M.C.A., M.Com., Post Graduation in Management and Management related disciplines / AICTE approved two year full time PGDBM/PGDM, LL.M. (or an equivalent examination from any recognized University/Institution) any other discipline which is started in the University from time to time, with at least 55% marks in the aggregate (without rounding off). or its equivalent grade 'B' in the UGC 7 point scale.

- (2) A candidate with an M.Phil (or an equivalent examination from any recognized University/Institution) in any of these disciplines with at least 55% marks (without rounding off) or its equivalent grade B' in the UGC, 7 point scale is eligible to seek direct admission to Ph.D., subject to fulfillment of the rules of the University/co-supervisor.
- (3) Candidates having M.Sc. Agriculture, M.Sc. Veterinary Science, M.Sc. Biophysics may also be considered. Candidates having post-graduate degrees of Doctor of Medicine and interested in pursuing research in medical Biotechnology/ Microbiology will also be eligible for admission to Ph.D. programmes in such disciplines.
- (4) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade may be allowed for those belonging to SC/ST/OBC (non – creamy layer/ differently abled and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master's Degree prior to 19<sup>th</sup> September, 1991.
- (5) The University reserves the right to decide whether an applicant for admission for Ph.D. under any of the foregoing clauses should first be required to pursue M.Phil, preparatory to Ph.D.

## **2. Eligibility Criteria for M.Phil/ Ph.D. Supervisor**

- (1) A faculty member of the University with Ph.D. Degree from a recognized university/institution with at least four years of teaching/research experience at Post Graduate level and at least two publications in refereed/ reputed journals can act as supervisor.
- (2) A Research Supervisor who is a Professor at any given point of time cannot guide more than 03 M.Phil and 08 Ph.D. scholars. An Associate Professor as research supervisor can guide upto a maximum of 02 M.Phil and 06 Ph.D. Scholars and an Assistant Professor as Research Supervisor can guide upto a maximum of 01 M.Phil and 04 Ph.D. Scholars. The University shall decide on annual basis, a predetermined and manageable number of M. Phil and Ph.D. students depending on the number of the available eligible faculty supervisors.
- (3) The advertisement for M.Phil. and Ph.D. will be notified on the University website on a regular basis.
- (4) **The External Supervisors are not allowed, but they could be co-supervisor.**

## **3. Procedure for Admission**

- (1) The University shall conduct Entrance Tests for admission two times each year, as far as possible at the beginning of the July and January.
- (2) The Entrance Test shall consist of two segments, namely a Written Test and a Personal Interview.
- (3) In setting the question paper for the Written Test, the University will be guided by the syllabus prescribed by the University Grants Commission for Net Examination for the relevant programmes. It may decide on the composition of the question paper from time to time, i.e., it may decide on what components (such as the Multiple Choice Questions, Short Answer Questions, and Long Answer Questions) it should have, and how many questions under each component. The question paper shall, however, include question(s) requiring the candidate to write a detailed note on the proposed research project and methodological tools of research.
- (4) The duration of the Written Test shall be three hours.

- (5) Candidates who have qualified UGC/CSIR (NET/ JRF) Examination/ SLET/GATE/Teacher fellowships will be exempted from Written Test for M.Phil./Ph.D. Programmes.
- (6) The Written Test shall be followed by a Personal Interview as may be scheduled by the University. The candidates exempted from Written Test under Clause (5) shall be required to appear for the interview.
- (7) At the time of interview, candidates seeking admission for Ph.D. Programme are expected to discuss their research interests/areas or proposed research project. The Interview Board will also examine that the candidate possesses the competence to do research.
- (8) The University may determine beforehand the allocation of weightage for the Written Test and Personal Interview.
- (9) The University Board of Advanced Studies and Research may decide to admit an eligible candidate to the Ph.D. programme, taking into account his/her special qualifications and substantial contributions made in the area of study in which he/she plans to conduct research.

#### **4. Allocation of Supervisor**

- (1) The Vice-Chancellor/Pro-Vice-Chancellor shall upon the recommendation of the Director/Joint Director/HoDs/Principals, appoint a supervisor for each M.Phil/Ph.D. Scholar whose research proposal has been approved, taking into account Guideline 2, Clause (4) and the research interest of the scholar as revealed during the interview.
- (2) In addition to the appointment of a Supervisor, the Vice-Chancellor/Pro-Vice-Chancellor, on the recommendation of the Director/Joint Director/HoDs/Principal of the School, permit a scholar to be associated with an internal guide as Supervisor/ external Co- Supervisor on case to case basis, keeping in view the nature of the research area and the expertise available in the University, as well as the special expertise of the person to be appointed as the Co-Supervisor.

#### **5. Course Work**

- (1) Upon admission, each M.Phil / Ph.D. scholar shall undertake such Course Work for a period of one or two semesters, as the School may determine, as pre - M.Phil / Ph.D. orientation programme to enable him to prepare his/her research proposal.
- (2) The Course Work may include the following elements:
  - (i) foundation courses of instruction,
  - (ii) research methodology, and
  - (iii) such other components as the School may deem appropriate, taking into the relevant field of research with the approval of the Vice-Chancellor.

Provided that, the courses shall, wherever necessary, include quantitative methods of research and computer applications.

- (3) The details of the courses, the course content, and the classes schedule/workshops/seminars/assignments (which may be on line) shall be prepared by the School and communicated to the candidates.
- (4) The School may, with the prior approval of the Board of Advanced Studies and Research, undertake Course Work for the M.Phil/Ph.D. programme prescribed under Clause (1), which may include classes, assignments, seminar, discussion, interactions, with the supervisor in a scheduled manner. At the end of each Course Work, there shall be a written examination. Supervisors and the

Schools are required to maintain the record of such scheduled interactions with the scholars.

- (5) In appropriate cases, the School may, with the approval of the Vice-Chancellor, permit the Course Work to be carried out by the scholars admitted for the Ph.D. Programme in UGC inspected and approved Universities for which due credit will be given.
- (6) The minimum qualifying requirement for allowing a scholar to proceed further with the writing of M.Phil dissertation / Ph.D thesis shall be 50% of the maximum aggregate marks prescribed for the evaluation of the Course Work.
- (7) During Course Work, the candidate shall work on his / her research proposal, reviewing published work, collecting relevant data, and formulating his/her dissertation/thesis, either within or outside the University.

## 6. Evaluation and Assessment Methods

- (1) Course Work evaluation of the M.Phil/ Ph.D. candidates shall be made on a continuous basis. This may, where appropriate, include workshops assignments, presentations, class participation and end semester examination. The following weightage is to be assigned for the evaluation of performance of students:

Class Participation/ Discussion

Assignment and Presentation

End Term Exam

Total 100%

- (2) Within one month after satisfactory completion of pre-M.Phil/Ph.D programme, the scholar shall defend the synopsis of the research proposal before Research Degree Committee.
- (3) Prior to the final submission of his dissertation/thesis, a candidate is required to make a presentation before a committee constituting Vice-Chancellor/Pro-Vice-Chancellor/Director/Supervisor and other faculty members of the School, for the purpose of eliciting comments, which may be suitably incorporated into the dissertation/thesis, on the basis of the advice of the supervisor. The candidate will be informed of the date of presentation after submission of the Pre-Ph.D presentation in spiral bound form.
- (4) The University may ask a candidate for Ph.D. to publish at least one research paper in a referred /reputed journal and participation in conferences / seminars before the submission of his/her dissertation/ thesis for evaluation by examiners, and produce evidence for the same in the form of a re-print or an authentic communication of acceptance of the paper with or without revision for publication. M.Phil Scholars shall present at least one research paper in a conference / seminar. Research Scholars will be required to attach the published Article and Certificate of attendance in the conferences, in the thesis.

## 7. Evaluation of M.Phil Dissertation/Ph.D Thesis

- (1) The Vice-Chancellor shall, upon the recommendation of the Supervisor/Directors/HoDs/Principals of the School/Department shall appoint two external experts for the purpose of evaluation of M.Phil. dissertations and Ph.D. theses. The Vice-Chancellor may, make any changes in these panels as he may deem appropriate. The panel should not including local examiners.

- (2) A candidate for M.Phil. shall submit his/her dissertation in two hard copies along with soft copy in CD attached each copy. The dissertation shall then be sent to external experts and the internal supervisor for independent evaluation. Upon a favourable recommendation of the experts, the candidate shall be eligible for the award of the degree of M.Phil.
- (3) A candidate for Ph.D. shall submit his/her thesis in four bound hard copies along with soft copies in CD. There/upon the thesis shall be sent for evaluation to two external experts, not below the rank of Professor/Senior Scientist/Senior Educationist, at least one of whom shall be from outside the State of Rajasthan. Only after receipt of a favourable recommendation of the experts, the candidate shall be eligible for a *viva voce* examination, pursuant to Clause (6).
- (4) If one of the two external experts disagree or does not recommend the thesis, it shall be referred to a third external expert whose evaluation and recommendation shall be final. If both the external experts disagree/do not recommend the thesis or regret it, the thesis shall be rejected. If any of examiner suggests revision, the candidate shall revise the thesis in the light of examiners comment and resubmit it for evaluation by same examiners.
- (5) If the external examiners of an M.Phil. dissertation or a Ph.D. thesis recommends revision of the dissertation/thesis, the candidate shall carry out the revision as advised by the supervisor, and resubmit it for re-evaluation.
- (6) On receipt of a favorable recommendation from the expert(s), the candidate for M.Phil/ Ph.D. shall undergo a *viva voce* examination in which he/she shall openly defend his/her dissertation/thesis. The *viva voce* shall be conducted by a panel comprising at least one external expert who has evaluated the dissertation/thesis, the Director/Principal/Head of the School, the supervisor, all faculty members, Research Scholars and other interested experts/researchers under the chairmanship of Vice-Chancellor and co-chairman Pro-Vice-Chancellor.

#### **8. Duration of M.Phil & Ph.D Programmes**

- (1) The duration for the M.Phil Programme shall be one year, extendable for six months.
  - (2) A candidate after completion of his/her M.Phil programme at the University may seek admission to Ph.D. programme in the same research area. If his/her application is approved by the University, he/she may be exempted from Pre-Ph. D. Course Work prescribed under Guideline 5, Clause (1).
  - (3) The minimum period within which a thesis may be submitted for the Ph.D. Degree shall be minimum three years including course work and a maximum of six years.
  - (4) If a scholar fails to submit his/her thesis for the Degree of Ph.D. within the said period of three years, he/she may apply for an extension of time-limit for submission of the thesis. The Vice-Chancellor may, upon the recommendation of the Supervisor/Director/HoD of the School, grant further extension(s) of time provided that no extension of time shall be granted beyond a total period of six years from the date of deposition of fees /registration. If after six years a candidate wishes to continue, he/she will have to apply for re-registration.
9. Candidates pursuing Ph.D. in Science/Engineering and other such branches where practical/lab work is required, will have to attach the Certificate of the Institution where the lab work has been carried out.

**10. Depository with UGC**

On successful completion of the evaluation process and before the announcement of the award of M.Phil/ Ph.D., the University shall submit an electronic copy of M.Phil dissertation/ Ph.D. thesis to the / INFLIBNET, for hosting the same so as to make it, accessible to all Institutions/ Universities.

**11. Certificate of Compliance with UGC Regulations**

Along with the notification of the award of the M.Phil./Ph.D. Degree, the University shall issue a certificate to the effect that the Degree has been awarded in accordance with the provisions to UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulations, 2016.

**12. Special Encouragement for the Teachers of JNU**

The teachers of the University are eligible to be admitted to a Ph.D. Programme, if they have at least one year of service at the University. If admitted to the programme, they may be entitled to 50% reduction in prescribed tuition fees only:

Provided that they execute a bond to the effect that they shall continue to serve the University for a period of at least two years after the date of award of the Degree.

**13. Special Provisions for Foreign Students/ NRI Sponsored Students**

(1) Foreign or NRI-sponsored candidates desirous of pursuing Ph.D. Programmes of the University and holding research visas will, subject to their eligibility, be required to pay the double the amount prescribed fees and other charges in US Dollars or an equivalent amount of Indian rupees, as may be decided by the University. The eligibility criteria, procedure for admission, allocation of supervisor, course work and evaluation of course work etc. for such candidates shall be as specified in these guidelines.

(2) The University may, in deserving cases, grant special permission to a candidate belonging to the above category to carry out his/her research work in a recognized laboratory outside India monitored by an external expert attached to the laboratory appointed by the University as his/her Co-Supervisor:  
Provided that the candidate shall submit quarterly progress report through his/her Co-Supervisor who shall forward it to the University with his/her recommendation/observation.

**14. Controller of the Examinations to Receive report of all proceedings**

All proceedings under these Guidelines shall be notified to the Controller of Examinations for information and necessary action. A soft copy of the proceedings shall also be forwarded by the Directors/Heads of Schools to the offices of the Chancellor, Vice-Chancellor and Pro-Vice-Chancellor.