



**Thursday, the 9<sup>th</sup> April, 2015**

**ORDINANCE NO. 19 OF 2015**

**An ordinance prescribing procedure for recognition of Supervisor,  
Research Centre and Award of Ph.D. Degree in all Faculties  
(in accordance to UGC Regulation 2009).**

Whereas it is expedient to provide an ordinance prescribing procedure for recognition of Supervisor, Research Centre and Award of Ph.D. Degree in all the Faculties, the Management Council is hereby pleased to make the following Ordinance :-

1. This Ordinance may be called,“ An ordinance prescribing procedure for recognition of Supervisor, Research Centre and Award of Ph.D. Degree in all the Faculties (in accordance to U.G.C. Regulation 2009)” Ordinance No. 19 of 2015.

**Faculties in the University;**

- 1) Faculty of Arts (including Fine Art)
  - 2) Faculty of Science
  - 3) Faculty of Law
  - 4) Faculty of Medicine (Pharmaceutical Sciences)
  - 5) Faculty of Commerce
  - 6) Faculty of Education
  - 7) Faculty of Engineering and Technology
  - 8) Faculty of Social Sciences
  - 9) Faculty of Home Science
2. This Ordinance shall come into force with effect from the date of its approval by the Management Council.

**PART – A**

**Procedure for Recognition of Ph.D. Supervisor and Research Centre**

**1. Recognition of Ph.D. Supervisor**

A teacher working in University /Colleges affiliated to the University may apply for recognition as a Ph.D. Supervisor in prescribed form (Appendix-I) on fulfilling the following conditions.

**1.1 Norms and Procedure for recognition of Ph.D. Supervisor**

A person seeking recognition as a Ph.D. Supervisor shall submit the application in the prescribed form (Appendix-I) along with non-refundable fees as prescribed by the University from time to time on or before last working day of August every year and shall satisfy the following conditions :-

- i) Must possess Master's Degree in the relevant subject.
- ii) Must have Ph.D. in the relevant subject in which recognition is sought and shall have completed at least one year research experience after award of Doctoral Degree.
- iii) Must have at least Five Years of Post Graduate Teaching Experience or Ten Years of Under Graduate Teaching Experience as an approved teacher or working experience of Librarian/Director Physical Education including an experience of post doctoral fellowship/ ten years of Industrial Experience with proven record of research.
- iv) Must have published five research publications in the subject in **an indexed & peer reviewed** journals which have at least five years standing and having consistency in publications after award of Ph.D. Degree of which one publication must be a single author.

- v) However if the applicant is a principal investigator of one major research project (ongoing/completed)/ obtained the patent, will be waived for two publications excluding a single author publication. **Whereas** the applicant who has completed one minor research project will be waived for one publication excluding single author publication.

Provided that the Research and Recognition Committee may consider the application of a person for recognition as a Supervisor in an interdisciplinary subject based on his/her research achievements/credentials with proven ability of publications in the area of subject in which recognition is sought.

Provided further that, in case of collaborative sponsored /funded programs/ projects/ schemes, the person not possessing Doctoral Degree but consistently working in an institute or organization of National repute (viz. Indian Institute of Technology, Indian Institute of Management, Indian Institute of Science, Indian Space Research Organization or National Research Laboratory or R & D Departments of Govt. of India or State, etc.) shall be considered eligible if the person has published five single author research papers in indexed journal in the subject which have at least five years standing and having consistency in publications.

## 2. Recognition of Research Centre

Affiliated college of the University having standing of Ten Years may apply for recognition as Research Centre for the subject having at least one recognized Ph.D. Supervisor in the subject.

A person who satisfy the eligibility conditions prescribed for recognition as a Ph.D. supervisor and applied for recognition as a Ph.D. supervisor shall have to apply for recognition of his/her working place as a Research Centre (RC) submitting details regarding the facilities available in college in Appendix II of this ordinance along with the fees prescribed for each subject. Committee mentioned in following Para, shall visit the college which has applied for recognition and shall submit its report to the University with due recommendation regarding the recognition of Research Centre.

### 2.1 Committee for recognition of Research Centre:

- |      |  |   |          |
|------|--|---|----------|
| i)   | Dean of the concerned faculty  | - | Chairman |
| ii)  | Chairman B.O.S. of the concerned Subject in the respective faculty   | - | Member   |
| iii) | Head of the University department of the concerned subject. (where there is no University Department in the University then the Head of PG Department of the affiliated college having P.G. Studies in the subject to be nominated by the Vice Chancellor) | - | Member   |

The recommendations of this committee shall be place before the Board of University Teaching and Research (BUTR) for consideration. The University shall communicate the decision of the BUTR to the concerned college regarding recognition of Research Centre.

### 2.2 Intake Capacity of the Centre:

The intake capacity will be decided as follows;

The number of students to be admitted at each such recognized Research Centre shall not exceed EIGHT students (including students registered in other Universities under their Supervision) per supervisor. Provided that, in the initial phase of recognition of a person as a Ph.D. supervisor, the permissible number of students shall be only two and this shall be increased within the maximum capacity limit only after successful guidance to these two students by the Supervisor. Every recognized supervisor shall submit the declaration about the details of the students working under him in a prescribed format as per appendix-XI before 31<sup>st</sup> March of the year. **However, the total capacity of the centre will be decided as per the regulation no. 7/1998.**

**PART – B**

**Procedure for Admission and Award of Ph.D. Degree**

**1. Announcement of predetermined seats :**

The University shall announce number of available vacancies for Ph.D. admission on or before 31<sup>st</sup> May of every year.

The list of vacant seats shall be displayed on University website in the following table:-

Sr. No.	Faculty	Subject	Name of Research Centre	Total Seats	Vacancies Available

**2. Eligibility and Procedure for admission to Ph.D. Programme :**

A student shall be eligible to apply for admission to Ph.D. programme subject to fulfillment of the conditions mentioned in forthcoming paragraphs.

**2.1 Eligibility for admission:**

- i) Student having Master's Degree with at least 55% marks (50% marks in case of SC/ST candidates) in the relevant subject of this University or of any other statutory University recognized as equivalent thereto and passed the **Ph.D. Entrance/Aptitude Test** conducted by this University, will be eligible for admission to Ph.D. programme.

Provided that, following candidates shall be exempted from the condition of PET/PAT

- a) UGC/CSIR (JRF) qualified
- b) M. Phil. Course of this or any other statutory University (excluding M. Phil. programme through Distance Education Mode)
- c) Teacher Fellowship holder

- ii) Special provisions of eligibility for admission to Ph.D. Programme shall be as per following schedule;

Sr. No.	P.G. Degree	Eligible for admission to Ph.D.	
		Subject	Faculty
1	M.S.W.	Sociology	Social Sciences
2	M.Com.	Economics	Social Sciences
3	M.Sc.(Home Science)	Home Economics	Social Sciences
4	M.Sc. (Tech.)Applied Geology	Geology	Science
5	M.Sc. (Applied Electronics)	Electronics	Science
6	M.A. (Economics),	Business Economics	Commerce
7	Fellow member of the Associate of C.A., ICWA, CS.	Any Subject in commerce faculty	Commerce
8	M. Text. (Textile)	Textile	Engineering and Technology
9	M.C.A.(Computer Science & Engineering)	Computer Science and Engineering	Engineering and Technology
10	M. Tech.(Cosmetic) M.A. (Home Economics)	Home Science	Home Science

## 2.2 Allotment of Supervisors/Students on the basis of Geographical Condition:

**a) Applicants from outside university:** Student having Qualifying Degree from any other

Statutory University will be allowed to register only under the supervisor employed within the jurisdiction of the University and hence such student has to take the research centre within the jurisdiction of the University.

**b) Supervisors from Outside University:** Supervisors employed outside the jurisdiction of the University will be allowed to take/allotted the students qualified from this University provided the place of work is one of the RC in the jurisdiction of the university.

**c) Outside Supervisors and outside students:** Supervisors employed outside the jurisdiction of the University will be allowed to take/allotted the students qualified from other Statutory University, provided;

- i. The Supervisor must have completed/ongoing sponsored/funded collaborative research program with the supervisor/s within the jurisdiction of the University so that the students will be attached to Research Centre within the jurisdiction of the University.
- ii. The student shall have to select co-supervisor from the jurisdiction of this University.

## 2.3 Procedure for Ph. D. admission:

After having passed the Ph.D. Entrance Test, the student shall approach to the Research Centre (RC) of his/her choice for admission to Ph.D. programme with prescribed application (Appendix-III).

- i) Student will have to appear for interview before the Research Centre Committee (RCC) for discussing proposed research interest/area of doctoral degree and for allotment of Supervisor. The Research Centre Committee shall take care of reservation policy of the state while allotment of the supervisor. On completion of above process, the student shall be admitted for Ph.D. programme on payment of prescribed fees, as decided by the University from time to time.
- ii) The constitution of Research Centre Committee (RCC) for Research Centre shall be as under;

### a) For University Departments/Centers :-

- |     |   |   |                |
|-----|---|---|----------------|
| i)  | Head of concerned Department/Centre   | - | Chairman       |
| ii) | Two experts (must be recognized supervisors) nominated by the Head of Department /Centre. | - | <b>Members</b> |

### b) For Colleges :-

- |      |  |   |          |
|------|--|---|----------|
| i)   | Principal  | - | Chairman |
| ii)  | HOD of concerned subject   | - | Member   |
| iii) | One expert (must be recognized supervisors) nominated by the Principal | - | Member   |

## 3. Procedure for Ph.D. Registration:

### 3.1 Course work:-

After having been admitted, each student of Ph.D. shall have to complete a course work of one semester duration (16 weeks) at respective research centre. However, the students who desire to carry the course work at other Research Centre of his/her supervisor within the University area, the student may do so on request and on prior permission of Head of the Research Centre.

The course work will broadly consist of Research Methodology which may include Quantitative Methods, computer application, ICT Skills and Review of published research in the relevant field.

Details of above aspects of course work shall be decided by the University from time to time and shall be made available to research centers. University may decide the curriculum and methods of course work faculty wise. **The course contents shall be separately prescribed for each of the following group:**

- i. **Faculties of Science, Engineering & Technology, Medicine including Pharmacy**
- ii. **Faculties of Arts, Commerce, Social Sciences, Law, Education and Home Science**

**The group-wise course contents shall be decided by the committee of the respective deans in the group.** However, all the Ph.D. students admitted at various Research Centers of the University shall have to complete the course work at centre level. **Examination will be conducted as per the prevailing rules of the University.**

### **3.2 Ph.D. Registration:**

- a) Head of The Research Centre shall forward the applications of Ph.D. students in prescribed format (Appendix-IV) to the University for registration on or before 31<sup>st</sup> July of every year along with following documents.
  - i) Certificates and statement of marks for all relevant qualifying examinations.
  - ii) Certificate of **successful** completion of course work.
  - iii) The synopsis recommended by RC along with soft copy.
- b) All eligible students will be called for presentation before R.R.C. The concerned Supervisor may also remain present during interaction. The decision of Research and Recognition Committee will be made available on University Website. Candidates will be informed the decision of R.R.C accordingly.

After approval to the research proposal by the R.R.C. the student will be registered for Ph.D. Degree and will be issued a Registration Certificate/letter by the University. 1<sup>st</sup> August of the concerned year in which the student submits application for Ph.D. programme shall be considered as the date of Ph.D. Registration. Registration of the student shall be valid only for Five Years from the date of registration. After expiry of the stipulated period, the Ph.D. registration of a student will treated as cancelled

## **4. Submission of Thesis**

### **4.1 Submission of Draft-Thesis**

The student will be allowed to submit the Draft- Ph.D. Thesis for pre-defense to the concerned RC on completion of two years from the date of registration. The submission should accompany the reprint of published/accepted research paper/s (on the topic of Ph.D. work) **in an indexed & peer reviewed** journal/s.

### **4.2 Process of pre-Defense on draft thesis:**

- a. On receipt of the copy of draft thesis submitted by the student to the RC, Chairman of RC shall decide the date and time of pre-defense by considering the convenience of the student and accordingly arrange defense of the student on draft thesis.
- b. The date of presentation of draft thesis shall be communicated to the student at least ten days before the date of presentation of the draft thesis.
- c. Chairman of RC shall notify the schedule and details of the pre-defense by giving wide publicity. The notice should be on the website of the RC/University at least seven days in advance.
- d. The student has to give presentation in front of RCC, faculty members, and research students in the research area from the department/RC and invitees along with the Supervisor/Co-Supervisor (if any).

If the student fails to present his/her research topic before RCC on the day or the presentation and defense does not found satisfactory, the candidate will be given an opportunity for presentation/improvement after minimum period of 3 months. However the time given to the student will be decided by RCC which shall not be more than 6 months.

It is obligatory on the part of Ph.D. student to accommodate the changes or suggestions in the thesis given by RCC, faculty members and research students in consultation with the Supervisor in final copy of the thesis to be submitted to the University for Evaluation.

The student will be allowed to submit the final thesis for evaluation to the University after successful pre-defense.

#### **4.3 Submission of final thesis for evaluation:**

The Ph. D. student shall have to submit to the RC, four copies of his/her bound thesis along with a soft copy in both MS Word and PDF format on CD (as per the instructions given in the Appendix-X), through the Supervisor within three months from the date of pre-defense along with following enclosures.

- i) Research paper/s published/accepted in peer reviewed journal.
- ii) Summary of thesis in 2000 words along with the keywords, (four hard copies and two CDs containing a soft copy)
- iii) Certificate of pre-defense from RC.

The thesis shall be presented according to following specifications:-

- a) The thesis must be typed in MS-Word 7 or latest version.
- b) The thesis must be printed on both side of A4 size Bond paper only.
- c) The text should be in Times New Roman, Font size 12 with 1.5 spacing. In case of Marathi/Hindi it should be in Krutidev, Font size 14.
- d) Each page must have 1.5 inches left margin and 1 inch right margin .The top and bottom margins should also be of 1 inch.
- e) Bibliographical details of the references should be in standardized format. (APA/MLA/Chicago/IS style)
- f) The thesis shall be written in English/Marathi/Hindi except where it relates to foreign or other Indian languages. In the faculty of Science, Law, Engineering and Technology, Medicine(Pharmaceutical Science) the thesis shall invariably be written in English only.
- g) Following Certificates/Documents should be included in the thesis as preliminary pages as per the Appendices mentioned below:-
  - i. First inner page of the thesis (Appendix-VI)
  - ii. Declaration/Undertaking of the candidate (Appendix VII)
  - iii. Certificate of the Supervisor. (Appendix VIII)
  - iv. Certificate of Head of the Department/Research Centre (Appendix IX)
  - v. Pre-Ph.D. Course work completion certificate from the Controller of Examination (COE) on the Recommendation of Head of the Research Centre.
  - vi. Acknowledgement.

Chairman of RCC shall forward the thesis to the University with necessary fees as prescribed by the University from time to time, for further necessary action along with the list of the experts explained in following paragraph.

**4.4. Plagiarism in synopsis and final thesis shall be examined/ tested by authentic software at University and certificate in that respect will be issued.**

**5. Evaluation of thesis:-**

On receipt of four copies of the bound thesis the same shall be placed before the relevant Research and Recognition Committee, as soon as possible, for recommending panel of referees, for evaluation of the thesis, comprising of not less than six referees with their full address, pin code, e-mail, telephone/cell number, fax number(if any). The RRC shall recommend two panels of three referees each. First panel shall include the referees from within Maharashtra State (not belonging to the jurisdiction of this University) and the other panel, from outside the State/Country. The Supervisor will act as an internal examiner.

Provided that if language of thesis is Marathi and referees are not available out of the state or outside India, the panel of referees shall be recommended from within the state of Maharashtra.

The panel of referees, recommended by the Research and Recognition Committee, shall be placed before Board of Examinations (BOE). The BOE shall recommend the names of the referees in order of preference, category-wise as mentioned above.

The University shall complete the process to send the letters along with the soft/hard copy of the summary of the thesis to the referees. For this the University shall approach the referees through official e-mail and also by surface mail within one week from the date of appointment of referees requesting them to communicate their consent for evaluation of thesis within fifteen days. In addition, the University shall take care to remind the examiner telephonically.

If such consent does not receive within thirty days after dispatch, the university shall send the appointment letter to subsequent referee.

The University shall send the soft/hard copy of thesis within one week along with a request to the referee to submit the evaluation report in a prescribed form and the questions/comments (if any) to be raised within forty five days.

If the report of referee does not receive in a stipulated period, the university shall remind the referee through e-mail/telephonically to send the report within the next fifteen days. If there is no response from the referee even within the extended period, the University shall cancel the appointment and invite the next referee.

If one of the referees rejects the thesis, then the thesis shall be sent to the next referee from the same panel. If both the external referees do not approve the thesis, then the student shall be given one year extension for fulfilling the requirements and accordingly the students shall make revisions as suggested by the both referees. The students shall be allowed to submit the revised version of the thesis for evaluation by the same referees/examiners.

**5.1. Open defense of the thesis:-**

On receipt of the acceptance of both referees on the thesis, the date, time and the place for the open defense shall be decided and notified by the University, preferably fifteen days in advance. The open defense shall be arranged at the respective RC in presence of faculty members, research scholars, and invitees. The record of attendance for open defense should be maintained at the RC.

The committee for the open defense shall be as follows –

- |   |   |          |
|---|---|----------|
| i) Head of the Department/Research Centre             | - | Chairman |
| ii) Referee/s of the thesis                           | - | Member/s |
| iii) Member/s of RCC                                  | - | Member/s |
| iv) Supervisor and /or co-supervisor of the candidate | - | Member/s |

Provided firstly that, it will be obligatory that one of the referee be present at the time of open defense.

Provided secondly that, with prior permission of the Vice-Chancellor the referee may conduct online viva through video conferencing if required.

The Research Center shall submit referee's report in prescribed form on open defense in sealed envelope to the University. After the satisfactory viva-voce, the student shall become eligible for the award of Ph.D. Degree.

In case the defense is not satisfactory the referee may recommend with reasons that a fresh open defense of the thesis be organized within a period of not less than one month. If the defense is still not-satisfactory the candidate will not to be considered for the award of the Ph.D. degree.

The result shall be officially declared by the University within eight days from the date of the receipt of the favorable report on the defense of the thesis; however, the date of submission of the thesis shall be treated as the date of award of Ph.D. Degree.

## **5.2 Submission of probable list of experts for evaluation:-**

**The list of the experts, who shall be not below the rank of Associate Professor/equivalent grade [with their full address, Pin Code, e-mail, Telephone/Cell number, Fax number (if any)] from within the state and outside the state/country shall be prepared by the RC depending on the topic of the thesis by using the various data bases of UGC/ search engines such as Google Scholar - web sites and to be submitted to RRC for its consideration in a sealed envelope. The list should not include name of members of the authorities/committees of the University.**

## **6. Depository with U.G.C.**

Following the successful completion of the evaluation process and declaration of the award of Ph.D., the Ph.D. Cell/Awardees shall approach university library for hosting the thesis in INFLIBNET within a period of thirty days.

## **7. Issue of certificate**

The University shall issue a certificate certifying to the effect that the Degree has been awarded in accordance with the Regulations issued by the UGC as per the Notification dated 1<sup>st</sup> June 2009 and published in Gazette on 11<sup>th</sup> July, 2009.

The Ph.D. degree shall be conferred on the candidate in the ensuing convocation of the University.

## **8. Transitory provisions-**

- 8.1 All supervisors already recognized by the university as per the earlier norms shall get continuation of their recognition from the university by submitting the prescribed willingness format in accordance with the norms given in this ordinance within the 6 months from the date of approval to this ordinance by the Management Council.
- 8.2 Those supervisors who are already recognized by the university working in the university jurisdiction should seek permission for recognizing their Research Centre (work-place) in the institute/college within the 6 months from the date of approval to this ordinance by the Management Council.
- 8.3 Those supervisors who are working outside of the jurisdiction of the university should seek permission for recognizing their collaborative research centre within the jurisdiction of the university within the 6 months from the date of approval to this ordinance by the Management Council.
- 8.4 Those supervisors who are already working in recognized National laboratories / institutes / sophisticated laboratories/IIT/NIT/ISSR/MSSR falling under MOU should submit willingness along with number of manageable research students within the 6 months from the date of approval to this ordinance by the Management Council.



- 8.5 The UGC Regulation 2009 is effective from 01 June, 2009. The candidates who have been registered for Ph.D. under the University Ordinance No. 39/2005 and 19/2009 or awarded Ph.D. degree on or after 1<sup>st</sup> June 2009 will be eligible to seek certificate from the University as stated in Clause 7 of this ordinance on fulfillment of following conditions .
- i. Completion of course on research methodology at any RC and
  - ii. Publication of research paper on their Ph.D. research work.
- All such candidates shall approach their work-place/RC in this matter and submit the request application to RC for further necessary action.
- 8.6 Norms for the recognition of Ph.D. Supervisor as prescribed in Ordinance No. 21 will be suppressed by the provisions mentioned in this ordinance.
- 8.7 All prescribed application forms, certificates, other related documents mentioned as appendix will be made available on the University website and would revised from time to time as per the requirements.

**9. The Ordinance No. 19/2009 is hereby repealed.**

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9. Number of Major Research Project as Principal Investigator (if any) : \_\_\_\_\_

10. Subject in which recognition is sought with the faculty : \_\_\_\_\_

11. Any other information : \_\_\_\_\_

**Note:** *Documentary proofs are needed for the above claimed information without which the proposal will not be considered.*

Date :- / /

**Signature of the applicant**

Place :-

**Signature with Seal of Head of the Research Center**

**(Note :-** Please read the provisions of Ordinance No.----- regarding eligibility criteria for recognition as Ph.D. Supervisor. Incomplete forms shall not be considered.)

**APPLICATION FORM FOR THE RECOGNITION OF  
RESEARCH CENTER FOR Ph.D. PROGRAM**

1. Name of the College/Institute : \_\_\_\_\_
2. Year of Establishment : \_\_\_\_\_
3. Whether the College/Institute comes under section 2 (f) & 12(B) of the UGC Act 1956? :  
Yes/No (If yes, please **attach** the documents)
4. Whether the College/Institute is accredited by NAAC/NBA? : Yes/No

If 'Yes' please mention the-

Date of accreditation : \_\_\_\_\_ Date of reaccreditation : \_\_\_\_\_

5. Subjects in which the recognition is sought : (Attached separate sheet if required)

Sr.No.	Subject	Faculty	Name of Registered Supervisor
1			
2			
3			
4			

6. Infrastructural facilities exclusively available for Ph.D. Program :

**a. Separate Laboratory**

Sr. No.	Department	Space of the Research Laboratory in Sq. Meter	Research Student working capacity
1			
2			
3			

**b. Equipments (attached separate list if required)**

Sr. No.	Department	Equipments	Configuration/Specifications	Year of Purchase
1				
2				
3				
4				

**c. Library facility**

Sr. No.	Subject	Number of Books	Number of Journals	Name of Consortia
1				
2				
3				
4				

Please attached separate subject wise list of journals subscribed by the College/Institute

**d. ICT facility**

No. of PCs in network with Internet connectivity (exclusively for research students): \_\_\_\_\_

Location of these PCs : \_\_\_\_\_

**Note :** Updated stock register maintained for research infrastructure be kept ready at the time of visit of Expert Committee.

**Declaration :**

1. The facilities indicated under 6(a), 6(b), 6(c) and 6(d) are meant for research purpose only.
2. The information regarding college/institute given above is correct.
3. Necessary facilities available in the concerned Department/s of college/institution will be provided to the research scholars.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**(Signature with Seal of the Principal)**

Appendix-3

APPLICATION FORM FOR THE ADMISSION TO THE Ph.D. PROGRAM

To,

The Head of Research Center

\_\_\_\_\_  
\_\_\_\_\_  
Sant Gadge Baba Amravati University,  
Amravati.

Sir/Madam,

I wish to seek admission to the Ph.D. program in the subject \_\_\_\_\_ under the faculty of \_\_\_\_\_ in your Research Center and submit the following particulars for consideration.

1) Name in Full: \_\_\_\_\_  
(In Block Letters): Surname First Name Middle Name

2) Marital Status: \_\_\_\_\_ (Married/ Single)

3) Name of Father/Husband: \_\_\_\_\_

4) Name of Mother: \_\_\_\_\_

5) Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6) Address for Correspondence: \_\_\_\_\_  
\_\_\_\_\_

Telephone No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_  
E-mail ID: \_\_\_\_\_

7) Religion: \_\_\_\_\_

8) Caste: \_\_\_\_\_ Category : \_\_\_\_\_ (SC/ST/OBC/VJ/NT/SBC)

9) Details of Examinations passed: (Graduation onwards)

Examination	University	Year	Subject Offered	Division/ Grade	Percentage
UG					
PG					

Sr. No.	Category	Awarding Agency/University	Year	Roll No.
1	JRF			
2	Teacher Fellowship			
3	M.Phil (Non Distance Mode)			

10) Enrolment number (If qualifying examination has been passed from Sant Gadge Baba Amravati University, Amravati: \_\_\_\_\_

11) Details of Entrance/Aptitude Test:

<b>Date of Examination</b>	<b>Roll No.</b>	<b>Score</b>	<b>Validity Up to</b>

12) Employment Status: \_\_\_\_\_ (Employed/not employed)

If employed

(a) Designation: \_\_\_\_\_

(b) Address of office:

\_\_\_\_\_

\_\_\_\_\_

13) List of documents enclosed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**(Signature of the Candidate)**

**Instructions:**

1. The information provided above is true and accurate.
2. Attested true copies of the mark-list/degree certificate must be attached.
3. Candidate who has passed the qualifying examination from any University other than Sant Gadge Baba Amravati University, Amravati should submit an original eligibility certificate from Sant Gadge Baba Amravati University, Amravati.
4. If the Candidate belongs to the Backward Community, copy of caste validity certificate should also be enclosed.
5. Incomplete application will not be accepted under any circumstance.

**(Note :-** Please read the provisions of Ordinance No.----- regarding eligibility criteria for admission to Ph.D. programme. Incomplete forms shall not be considered.)

Application fee: Rs. 100/-

Faculty of: \_\_\_\_\_

Admission fee: Rs.

Subject: \_\_\_\_\_



SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI

Attested  
Passport  
size photo

APPLICATION FORM FOR REGISTRATION AS A RESEARCH STUDENT FOR THE  
DEGREE OF DOCTOR OF PHILOSOPHY IN THE  
SUBJECT \_\_\_\_\_  
UNDER THE FACULTY OF \_\_\_\_\_

To,  
The Controller of Examinations,  
Sant Gadge Baba Amravati University,  
Amravati.

Sir/Madam,

I hereby apply for being registered as a research student for the degree of Doctor of Philosophy (Ph.D.) in the Subject \_\_\_\_\_ under the Faculty of \_\_\_\_\_. The required fee of Rs. \_\_\_\_\_ has been paid in the University account on date \_\_\_\_\_ vide receipt No. \_\_\_\_\_. (A copy of the receipt is enclosed herewith)

1) Name in Full:

(In Block Letters): Surname First Name Middle Name

2) Marital Status: (Married/ Single)

3) Name of Father/Husband:

4) Name of Mother:

5) Date of Birth: \_\_\_\_\_ (In words  
\_\_\_\_\_)

6) Permanent Address:

7) Address for Correspondence:

Telephone No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_  
(E-mail): \_\_\_\_\_



- 8) Religion: \_\_\_\_\_  
 9) Nationality: \_\_\_\_\_  
 10) Caste: \_\_\_\_\_  
 11) (a) I belong/donot belong to backward class\* \_\_\_\_\_  
 (b) My category is SC/ST/OBC/VJ/NT/SBC\* \_\_\_\_\_  
 12) Details of Examinations passed: (Graduation onwards)

Examination	University	Year	Subject Offered	Division/Grade	Percentage
UG					
PG					

Sr. No.	Category	Awarding Agency/University	Year	Roll No.
1	JRF			
2	Teacher Fellowship			
3	M.Phil (Non Distance Mode)			

- 10) Enrolment number (If qualifying examination has been passed from Sant Gadge Baba Amravati University, Amravati: \_\_\_\_\_  
 11) Details of Ph.D. Entrance Test:

Date of Examination	Roll No.	Score	Validity Up to

- 12) Employment Status: \_\_\_\_\_ (Employed/not employed)  
 If employed  
 (a) Designation: \_\_\_\_\_  
 (b) Address of office: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Place: \_\_\_\_\_  
 Date: \_\_\_\_\_

(Signature of the Candidate)

**13-A] Details of Supervisor**

i.	Name of the Supervisor/ Co-Supervisor	
ii.	Subject / Faculty	
iii.	Recognition/Notification No	
iv.	Address	
v.	e-mail ID	
vi.	Phone/Cell No	
vii.	Topic of Synopsis (Suggested for the present student)	

14. Details of Course work completion record by the Candidate

Sr. No.	Course details	Duration		No. of Weeks
		From	To	
1	Research Methodology			
2	Quantitative Methods undertaken			
3	ICT skills performance			
4	Reviews of literature			
<b>Total</b>				

15. Details of Registered students presently working under the Supervisor

SN	Name of the Student	Whether You are Supervisor/Co-Supervisor?	Name of University in which the candidate is registered	Remarks
1				
2				
3				
4				
5				
6				
7				

I hereby declare that all the information given in this declaration by me is true, complete and correct to the best of my knowledge. If at any instant of time, the no. of students registered under me as Supervisor and/or Co-Supervisor including in other university exceeds 7 (Seven), I understand that my recognition as Supervisor will automatically stands cancelled.

Date: \_\_\_\_\_

Signature of Supervisor : \_\_\_\_\_

16. Details of the Co-Supervisor if any

- a. Name of the Co-Supervisor : \_\_\_\_\_
- b. Name of the Department & Faculty : \_\_\_\_\_
- c. Registration No. : \_\_\_\_\_

Details of Registered students presently working under the Co-Supervisor:

SN	Name of the Student	Whether You are Supervisor/Co-Supervisor?	Name of University in which the candidate is registered	Remarks
1				
2				
3				
4				
5				
6				
7				

I hereby declare that all the information given in this declaration by me is true, complete and correct to the best of my knowledge. If at any instant of time, the no. of students registered under me as Supervisor and/or Co-Supervisor including in other university exceeds 7 (Seven), I understand that my recognition as Supervisor will automatically stands cancelled.

Date: \_\_\_\_\_

Signature of Co-Supervisor : \_\_\_\_\_

### UNDERTAKING

I promise to abide by the provisions of rules and regulations of Sant Gadge Baba Amravati University, Amravati governing Ph.D. program, issued from time to time.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

(Signature of the Candidate)

### ENDORSEMENT OF THE SUPERVISOR

- 1) I am willing to supervise the research work of the applicant. The proposed subject of research and the outline enclosed herewith have my approval;
- 2) The subject of research refers to the Board of Studies in \_\_\_\_\_ in the Faculty of \_\_\_\_\_.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

(Signature of the Supervisor)

(Signature of the Co-Supervisor if any)

### ENDORSEMENT OF THE HEAD OF RESEARCH CENTRE

Forwarded and recommended. Necessary facilities available in the Department of this college / institution will be provided to the applicant.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

(Signature with Seal of Head of Research Centre)

### INSTRUCTIONS:

1. Attested true copies of the mark-list/degree certificate must be attached.
  2. Candidate who has passed the qualifying examination from any University other than Sant Gadge Baba Amravati University, Amravati should submit an original eligibility certificate from Sant Gadge Baba Amravati University, Amravati.
  3. If the Candidate belongs to the Backward Community, copy of caste certificate should also be enclosed.
  4. Incomplete application will not be accepted under any circumstance.
-

Appendix :5

**CERTIFICATE OF SUCCESSFUL COMPLETION OF RESEARCH METHODOLOGY  
COURSE**

This is to certify that Mr./Mrs./Ms. \_\_\_\_\_  
has completed successfully two weeks program on the Research Methodology in the compliance  
with the requirement of Direction No.... of 2014 during \_\_\_\_\_ to \_\_\_\_\_ at  
the University.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**(Dean of Faculty)**

**COVER PAGE OF THE SYNOPSIS**

Title of the Synopsis (In Block Letters)

Synopsis submitted for the registration of Doctor of Philosophy in (...Subject...) in the faculty of  
(-----Name of faculty.....) of Sant Gadge Baba Amravati University, Amravati

**By**

(Name of the Candidate)

**Under the Supervision of**

(Name of Supervisor)

Designation

Name of the Institute

and

(Name of Co-Supervisor)

Designation

Name of the Institute

Sant Gadge Baba Amravati University, Amravati

Month and Year

**COVER PAGE OF THESIS/ FIRST INNER PAGE OF THESIS**

Title of the Thesis (In Block Letters)

Thesis submitted for the award of the degree of Doctor of Philosophy in (...Subject...) in the faculty of (-----Name of faculty.....) of Sant Gadge Baba Amravati University, Amravati

**By**

( Name of the Candidate)

**Under the Supervision of**

(Name of Supervisor/Co- Supervisor)  
Designation  
Name of the Institute

and

(Name of Co-Supervisor)  
Designation  
Name of the Institute

Sant Gadge Baba Amravati University, Amravati

Month and Year

**Appendix-7**

**DECLARATION/UNDERTAKING**

I hereby declare that the work presented in this thesis entitled, “ \_\_\_\_\_  
\_\_\_\_\_ ”

is carried out by me under the supervision of \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_. The present work is based on original  
research done by me and has not been submitted to any University / Institution for the award of  
any degree/diploma. Further, I have no objection if the University uploads this work on Internet  
through INFLIBNET or the portal of the University/University Library.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**(Name and Signature of Candidate)**

Registration No. : \_\_\_\_\_

Date : \_\_\_\_\_

**Appendix-8**

**CERTIFICATE OF THE SUPERVISOR**

This is to certify that the work presented in this thesis entitled, “ \_\_\_\_\_  
\_\_\_\_\_ ”

is the own work of Mr./Mrs./Ms. \_\_\_\_\_  
carried out under my/our supervision. This work has not been submitted earlier to any  
University/Institution for any research degree/diploma to the best of my/our knowledge, and  
further it is certified that the work present in this thesis is of Ph.D. level.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**(Signature of Co-Supervisor)**

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Registration No. : \_\_\_\_\_

Date : \_\_\_\_\_

**(Signature of Supervisor)**

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Registration No. : \_\_\_\_\_

Date : \_\_\_\_\_

Appendix-9

(Name of the Research Center)

**CERTIFICATE OF THE HEAD OF THE RESEARCH CENTER**

This is to certify that Mr./Mrs./Ms. \_\_\_\_\_  
is the registered student who has completed the research work entitled, ” \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_”  
under the supervision of Dr. \_\_\_\_\_ . The thesis is ready  
for evaluation.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

(Signature of Head, Research Center)

Center: \_\_\_\_\_ Registration No. of Research  
Date : \_\_\_\_\_

Appendix-10

**INSTRUCTIONS**

1. Make the soft copy of your thesis and convert it in searchable pdf format
2. Pdf formatted file of your thesis should split in the following way for uploading on Internet

01\_title.pdf  
02\_declaration.pdf  
03\_certificate.pdf  
04\_acknowledgement.pdf  
05\_preface.pdf (if any)  
06\_list of tables/figures.pdf  
07\_chapter 1.pdf  
08\_chapter 2.pdf  
09\_chapter 3.pdf  
10\_chapter 4.pdf  
11\_chapter 5.pdf  
12\_references.pdf

\*\*\*\*\*



**DECLARATION BY THE SUPERVISOR**

Name of the Supervisor : \_\_\_\_\_

Subject / Faculty : \_\_\_\_\_

Recognition/Notification No : \_\_\_\_\_

Address & e-Mail ID : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone/Cell No. : \_\_\_\_\_

Sr. No	Subject/ Specialization	Names of Students Registered under Supervision/ Presently undertaken	Names of Students undertaken in any other interdisciplinary subject	Names of Students registered/ undertaken in any other University	Vacancies available
1					
2					
3					
4					
5					
6					
7					
8					

**I hereby declare that all the information given in this declaration by me are true, complete and correct to the best of my knowledge**

Date: \_\_\_\_\_

Signature of Supervisor : \_\_\_\_\_