JHARKHAND
Rai University
RANCHI

Regulations for the
Doctor of Philosophy (Ph.D.) Programme

JHARKHAND Rai University RANCHI

Doctor of Philosophy (Ph.D.) Regulations

Contents

1.	Preamble	02
2.	Short Title and Commencement	02
3.	Definitions	02
4.	Eligibility Criteria	03
5.	Duration of Ph.D. Programme	04
6.	Fee of the Ph.D. Programme	05
7.	Procedure for Admission cum Registration	05
8.	Allocation of Research Supervisor	05
9.	Admission of International Scholars in Ph.D. Programme	06
10.	Course Work - Credit Requirements, Number, Duration, Syllabus, Minimum Standards for Completion, etc.	06
11.	Submission of Synopsis	06
12.	Departmental Research Council and its Functions	07
13.	Responsibility of Supervisor	07
14.	Change of Research Supervisor	09
15.	Ph.D. through Part-Time Mode	10
16.	Conversion of Full-Time Registration in to Part-Time	10
17.	Cancellation of Ph.D. Registration	10
18.	Leave/Break of Study	11
19.	Evaluation and Assessment Methods, Minimum Standards/Credits for Award of Degree, etc.	12
20.	Issuing a Provisional Certificate	13
21.	Depository with INFLIBNET	13
22.	Collaboration for Research	13

Doctor of Philosophy (Ph.D.) Regulations

1. Preamble

The Ph.D. Programme of Jharkhand Rai University, Ranchi, offers research opportunities across various disciplines as well as interdisciplinary fields, leading to the award of a Doctor of Philosophy degree. The university is committed to delivering high-quality training that prepares research scholars to become distinguished academicians, consultants, and researchers.

2. Short Title and Commencement

2.1 The regulations shall be called the "Regulations Governing the Degree of Doctor of Philosophy" programme of Jharkhand Rai University.

2.2 These regulations are based on the UGC (Minimum Standards and Procedures for award of Ph.D. degree) Regulation, 2022.

2.3. The regulations hereunder are subject to amendments, from time to time, after considering the recommendations of the Board of Studies and Academic Council, and finally approved by Board of Governors (BoG). Such amendments will come into force from the date of their notification by the University and will apply to such batches of candidates, including those already undergoing the programme, as may be notified by the competent authority.

3. Definitions

i. **'UGC'** means the University Grants Commission established at New Delhi by an Act of Parliament in 1956.

ii. **'Ph.D.'** means Doctor of Philosophy.

iii. **'Programme'** means the academic Programme leading to the award of the Degree of Ph.D.

iv. **'Supervisor/Research Guide'** means an academician/ researcher recognized by Jharkhand Rai University to supervise the Ph.D. scholar for his/ her research.

v. **'Co/Joint-supervisor'** means the additional Research Supervisor who supervises the doctoral research of a candidate along with the Research Supervisor.

vi. **"Research Council (RC)"** is the apex body that administers the research programmes of the University. It is constituted by the Vice Chancellor, who also serves as the Chairperson of the Council. The Council will comprise of the Vice Chancellor's nominee, Dean of the concerned faculty, Head of Department, , and the scholar's Supervisor/Research Guide. If Dean has not been designated for a faculty, the Vice Chancellor may appoint a faculty member from that faculty to serve in the role. The appointed

faculty member shall act in place of the Dean and will be a member of the Research Council.

vii. **"Admission Committee"** is constituted for the selection of Ph.D. Scholars.

viii. **'Course Work'** means the courses prescribed as a part of the Ph.D. programme, which the candidate shall successfully complete as a pre-requisite.

ix. **'Full-Time Scholar'** means Research Scholars who are spending their Full-Time on campus for a research programme.

x. a. **'Part-Time Scholar'** means Research Scholars who are employed in any institution/organization and are spending a part of their time on campus for a research programme.

b. Members of the teaching/non-teaching staff holding a regular post in the university, desirous to pursue Ph.D., shall be treated as Part-time Ph.D. scholars.

xi. **'External examiner'** means an academician/researcher with published research work who is not a part of Jharkhand Rai University where the Ph.D. scholar has registered for the Ph.D. programme.

xii. **'Grade Point'** means a numerical weight allotted to each letter grade on a 10-point scale.

xiii. '**Plagiarism**' means the practice of copying someone else's published work or idea and passing them as one's own;

xiv. **'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 to Ph.D. programme.

4. Eligibility Criteria

4.1 Ph.D. Programme

4.1.1 Candidates who have completed:

A one year/two semester master's degree programme after a 4-year/8-semester bachelor's degree programme in relevant disciplines,

or

a two year/four semester master's degree programme after a three-year bachelor's degree programme in relevant disciplines **or** qualifications declared equivalent to the master's degree in relevant disciplines 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

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 four-year Bachelor Degree (with Honours/Research) in the discipline concerned with a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A 4-year Bachelor Degree (with Honours/Research) is awarded to the students who secure 144-160 credits, including 12 credits from a research project/dissertation. Students who secure 75% marks and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. The research project/dissertation must be in the major discipline.

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 may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Persons with Differently-Abled (PWD), Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time. Further relaxation in special cases is subject to discretion of the Vice- Chancellor of the Jharkhand Rai University on recommendation of RC.

4.1.2 The members of the Institute of Chartered Accountant/ or Institute of Cost and works Accountants and / or having qualification of Institute of Company Secretaries of India shall be considered eligible for registration for Ph.D. in any subject in the Faculty of Commerce and Management provided that they possess a Bachelor's Degree from any UGC recognized University.

5. Duration of Ph.D. Programme

i. 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.

ii. A maximum of an additional two (2) years can be given through a process of re-registration, provided 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.

iii. 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.

6. Procedure for Admission/Registration

6.1 The procedure for Admission/Registration to the Ph.D. programme shall be as follows:

6.1.1 Jharkhand Rai University (JRU) will admit scholars through an Entrance Test conducted by the University (Refer to Annexure 1). Merely appearing the entrance test will not give entitlement a candidate to get him / her registered for Ph. D programme in the concerned department if he/she fails to fulfill the minimum marks criteria as set by JRU for Ph.D. admission/registration.

6.1.2 The University will decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available provided that for the selection of candidates based on the cutoff by the university, a weightage of 70% for the entrance test and 30% for the performance in the interview/viva-voce shall be given.

6.1.3 Exemptions for Entrance Examination: The candidate aspiring for PhD admission who fulfills one of the following conditions will be exempted from Entrance Examination:

6.1.3.1 Qualified in UGC-NET/UGC- CSIR NET/GATE/CEED or fellowship /scholarships in equivalent examination and similar National level tests.

6.1.3.2 Persons with exceptional achievements in the relevant field (Subject to the discretion of the Vice Chancellor).

6.1.4 No Research Scholar shall be allowed simultaneously to register for the Ph.D. or for any other Degree programme in the same or different University.

6.1.5 The admission shall be based on the criteria notified by the university, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government as directed/amended from time to time.

6.1.6 The Jharkhand Rai University shall obtain a "No Objection Certificate" through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed.

7. Admission of International Scholars into Ph.D. Programme

7.1 The equivalence committee of the university will decide the eligibility condition of the international candidates who apply for admission to Ph.D. programme.

7.2 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 these regulations.

8. Fee of the Ph.D Programme:

The fee structure for the Ph.D will be prescribed by the University authorities from time to time. Fees once paid will not be refunded (Refer to Annexure 2).

9. Allocation of Research Supervisor

9.1 Permanent faculty members working as Professor/Associate Professor of the University 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 the University 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 (Refer to Annexure 3). Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.

9.2 Co-Supervisors from within the JRU or other Higher Education Institutions may be permitted with the approval of the approval of the Research Council on recommendation of the Departmental Research Committee (DRC).

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

9.3 After allocation of the Research Guide, a Ph.D. Scholar shall submit 6 copies of his/her Ph.D research proposal (outline of the proposed research work) through his/her allocated Research Supervisor along with the application for registration in the prescribed form along with related supporting documents and prescribed registration fee (Refer Annexure 4 for Ph.D Registration Form).

9.4 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.

9.5 In case of relocation of a Ph.D. scholar, the research data shall be allowed to be transferred to the Higher Educational 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 Jharkhand Rai University Ranchi/ Supervisor by any funding agency. Such scholar shall, however, give due credit (in the publications/patents/thesis etc. where ever applicable) to the University and the Supervisor for the part of research already undertaken. Any transfer case will only be considered by the RC on recommendation of the DRC

10. Course Work - Credit Requirements, Number, Duration, Syllabus, Minimum Standards for Completion, etc.

10.1 The Credit requirement for the Ph.D. coursework (Refer Annexure 5) shall be of minimum 12 credits, including a "Research and Publication Ethics" course and a Research Methodology course. The Research Council can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

10.2 Full-time Ph.D. scholars with fellowship/Stipend/Scholarship (Refer Annexure 6), irrespective of discipline, shall be required to assist in teaching to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

10.3 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 become eligible to continue in the programme and submit his or her thesis.

11. Submission of Synopsis

Guidelines for the Synopsis:

a) The Synopsis of the thesis shall be in the range of 2500-3000 words whereas the Font size will be 12 Times New Roman typed on A4 size paper with one and a half space. The Synopsis shall be submitted to the Research and Development (R&D) Cell in the format as prescribed by the University. The Research Scholar shall also submit the electronic version (read only format) of the synopsis.

b) After the submission of the synopsis, the University shall contact the Expert in the relevant field, invite him/her for the synopsis presentation and intimate the Research Scholar about the schedule of the same.

12. Departmental Research Committee and its Functions

(1) There shall be a Departmental Research Committee (DRC) for each faculty/department. Dean of the faculty/Head of Department/Coordinator/Any senior faculty member nominated by the Vice Chancellor will be the Chairperson of the Committee. Research & Development Cell Coordinator must be appointed as a member of the Committee. The functions of Departmental Research Committee will be:

i. To review the research proposal and finalize the topic of research.

ii. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.

iii. To periodically review and assist in the progress of the research work of the Ph.D. scholar.

(2) Each semester, a Ph.D. scholar shall appear before the Departmental Research Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Departmental Research Committee shall submit its recommendations/suggestions along with a copy of Ph.D. scholar's Semester Progress Report (Refer to Annexure 7) to the Research Council. A copy of such recommendations/suggestions shall be provided to the Ph.D. scholar too.

(3) In case the progress of the Ph.D. scholar is unsatisfactory, the Departmental Research Committee shall record the reasons for the same and may give reasonable opportunities for corrective measures. If the Ph.D. scholar fails to incorporate these recommendations/suggestions, the Departmental Research Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

13. Responsibility of Supervisor

The supervisor is expected to guide the Ph.D. scholar. The responsibilities of the supervisor include:

- Regular contact with the Ph.D. scholars, and discuss to see if the ideas are good for the research project.
- Guiding the scholar about the choice of relevant courses and conferences related to the field.
- Advising the Scholars to join professional bodies or appropriate research groups
- Advising the Scholars to attend reputed Conferences and publish/present their research work in relevant and reputed peer reviewed journals and conferences in regular basis.
- Regular review and feedback on the Ph.D. research work.
- To advise the Scholars to share their research in their lab group's "Lab Meet".
- The Supervisor shall recommend a panel of external evaluators for the Thesis evaluation work.

14. Change of Research Supervisor

14.1 Transfer of Ph.D. scholars from one Research Supervisor to another Research Supervisor can be considered, if mutual willingness is given by both the existing and proposed Research Supervisors, for valid reasons with the approval of Vice-Chancellor based on the recommendations of the Departmental Research Committee (DRC).

14.2 The Research Supervisors who wish to avail leave/lien/deputation beyond a period of six months shall nominate a Supervisor (I/C) in the subject concerned and the fact shall be intimated to the Research Council. If the Research Supervisor has not made any such nominations, the DRC Chairperson (Ex-Officio) will become the ex-officio Supervisor to a maximum of one year. After one year, if the leave/lien/deputation of such Research Supervisors still continues, a new Supervisor will be allotted by the DRC.

14.3 In the event of requirement of change of Supervisor of a Ph.D. candidate due to unforeseen circumstances, or based on the request by the supervisor to be relieved as supervisor, the same shall be referred to the Research Council for suitable recommendations to the Vice-Chancellor, whose decision will be final and abiding. However, in case, the pre-submission seminar is already presented successfully by the candidate or the research work of a scholar is on the verge of submission, the DRC Chairperson will be the Administrative Supervisor upon the recommendation of the Vice-Chancellor. (Refer to Annexure 8 for Thesis submission certificate by Current supervisor).

15. Conversion of Full-Time Registration into Part-Time

Jharkhand Rai University will permit conversion from Full-time to Part-time category of registration, for valid reasons upon recommendations of the DRC and subject to satisfying the regulations in force after completion of course work upon recommendation of the DRC.

16. Cancellation of Ph.D. Registration

16.1 The registration is liable for cancellation if,

16.1.1 Any act of plagiarism is identified in the publication/thesis of the scholar (as per University Policy on Academic Integrity and Prevention of Plagiarism). [Refer to Annexure 9 for Plagiarism Policy];

16.1.2 Any ethical violation/indisciplinary act found at any point of time during/before/after submission of the synopsis/ award of the degree.

16.1.3 Scholar does not respond to any communication from the Research Supervisor/Research Council beyond one year continuously at any stage;

16.1.4 A scholar fails to submit the thesis after the pre-submission seminar within a period of 90 days.

16.1.5 Any violation of the University rules and regulations of Ph.D. Programme.

16.2 In case of recommendation for cancellation of the registration (based on any of the clauses counting from 16.1.1 to 16.1.5) by the Research Supervisor, the matter shall be referred to the Vice-Chancellor on recommendation of the RC, whose decision will be final. The scholar shall be intimated about the grounds on which the registration is being cancelled and given an opportunity to seek redressal within 15 working days. The decision of the Vice-Chancellor will be final in the case.

17. Leave/Break of Study

17.1 A Research Scholar may avail himself / herself of a maximum period of one year leave in the entire duration of the Ph.D. programme on prior approval on the recommendation of the Research Supervisor and the Chairperson of the Departmental Research Committee during his / her research period within the period fixed for the submission of his / her thesis. But he / she is not eligible for leave during the period of extension.

17.2 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 on prior approval on the recommendation of the Research Supervisor and the Chairperson of the Departmental Research Committee.

17.3 The Research Council will permit, if deemed fit for valid reasons, break of study for the scholar under extraordinary circumstances such as medical grounds and other compelling reasons which warrants his/her absence from the programme which shall not be beyond the specified duration mentioned in clause no. (5).

17.4 For permitting a break in study on medical grounds, a certificate from a Registered Medical Practitioner holding at least an MBBS degree and registered with the National Medical

Commission (NMC) or the State Medical Council is essential. For resumption of studies, such a candidate should produce a fitness certificate from the same Medical Practitioner.

17.5 The scholar should pay the applicable tuition and other fees during the break of study period also, to keep him/her on the roll

18. Evaluation and Assessment Methods, Minimum Standards/ Credits for Award of the Degree etc.

18.1 Upon satisfactory completion of course work and obtaining the marks/ grade, the Ph.D. scholar shall be required to undertake research work and produce a draft thesis.

18.2 Before submitting the thesis (Refer to Annexure 10 for Thesis Guidelines), the Research Scholar must have at least two papers published in the peer reviewed journals and two conference presentations based on his/her doctoral research, and produce evidence for the same in the form of presentation certificates and/or reprints.

18.3 Before submitting the thesis, the Ph.D. scholar must appear in the pre-submission seminar before the DRC, which shall also be open to all members of the faculty concerned and other research scholars.

18.4 A Ph.D. scholar shall submit the thesis for evaluation, along with an undertaking of plagiarism and 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.

18.5 The thesis submitted by a Ph.D. scholar shall be evaluated by at least two external examiners who are experts in the field and not in employment of Jharkhand Rai University. Such examiner(s) should be academician with a good record of scholarly publications (not below the designation of Associate Professor/Assistant Professor with minimum ten years' experience) in the field. One of the external examiners should be chosen from outside the State. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted with the approval of Vice Chancellor. The viva-voce shall be open to the members of the Research Council/faculty members/research scholars.

18.6 In case of non-receipt of the thesis evaluation report within 90 days, the thesis manuscript will be sent to the third evaluator for review.

18.7 The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. 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 when 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 re-submit the new thesis at least after one semester.

19. Issuing a Provisional Certificate

19.1 The date of final successful thesis defense will be considered as the effective date of award of the Ph.D degree.

19.2 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 the Jharkhand Rai University's Ph.D. Regulations.

20. Depository with INFLIBNET

After the successful completion of the evaluation process and before the award of the Ph.D. degree(s), the Research and Development Cell of Jharkhand Rai University shall submit an electronic copy of the Ph.D. thesis to Shodhganga. The Ph.D. Scholar shall mandatorily submit the bifurcated and/chapter-wise documents of the complete thesis in Pdf version along with the Copyright Declaration form (Refer to Annexure 11) before the final defense viva to the Research and Development Cell of Jharkhand Rai University.

Annexure 1

Guidelines for the Entrance Examination:

a. The Entrance Examination followed by an interview for Ph.D. will be compulsory and will be conducted by Jharkhand Rai University.
b. The Entrance Examination question paper will contain three papers, i.e. Paper I, II and Paper III for a maximum of 100 marks and for a duration of three hours. 30 minutes for General Aptitude, Language, Information and Communication, 60 minutes for Research Methodology test (General) and 90 minutes for the Subject test.
c. The final qualifying marks in each paper will be decided by the university before publication of the results.
d. Question Paper for paper –I, II and III Test will be set and evaluated by a Board to be constituted by RC or the Controller of Examinations.
e. The merit of candidates appeared in test will be made on the basis of merit calculated as per the following criteria:
    i. Weightage to marks in entrance test: 70%
    ii. Weightage to interview: 30%

Annexure 2

Fee Break-up:

Note: University reserves the right to revise the fee structure without any prior notification.

Fee Component	Total Amount (in Rs.)
Ph.D. Application Form Fee	1,000
Processing Fee	3,000
Admission Fee	20,000
Research Fee Payable into Four Equal Instalments Payable at beginning of each semester. 1	50,000
2	50,000
3	50,000
4	50,000
Thesis Evaluation Fee (Payable on 22nd month from the date of approval of the Topic)	30,000
Late Fine	(If Applicable)
Grand Total	**2,54,000**

Other Fees Components	Amount (in Rs.)
Guide Reallocation Processing Fee	3,000
Late fees (per day)	100
Extension Fee (for each extension) per semester	50,000
Fine for the delayed Submission of thesis (beyond 3 months after (from) the submission of final thesis)	500

Annexure 3

Declaration by the Research Supervisor

I have the following Research Scholars who are pursuing Ph.D. under my supervision and have not submitted their theses/dissertations till date.

Sl. No.	Name of the Research Scholar	Full time/ Part time	University

Date: Research Supervisor

Annexure 4

Ph.D. Registration Form

Passport size photo

To,
The Registrar,
Jharkhand Rai University, Ranchi.

Name of Candidate :

Father's Name :

DOB : …….. /…… /……..

Present address. :

Permanent address
:

Phone/Mobile no
:

Email id :

Educational Qualifications :

Title of Degree/ Qualification	Name of Board/ University	Year of Passing	Name of School/College/ Institution	% of Marks (or Grade/scale)	Major Subjects

Topic of Research:
…….
…….
Name of the supervisors……..
Name of Co-Supervisor (if any)……..
Signature of Supervisor(s): 1……..(2)……

Date: **Signature of Research Scholar**

JHARKHAND Rai University RANCHI

Annexure 5

COURSE WORK DETAILS

1. **Ph.D. Course Work:**

a) There will be three papers. Each paper shall be of four credits which imply that there will be total of 12 credits. Total marks in each paper shall be 100 marks.

Paper 1 - Research Methodology

Paper 2 – Research & Publication Ethics

Paper 3 - Basics of Computers and Scientific Communication/As recommended by the concerned DRC

The bifurcation of these credits is as under:

Course No.	Contents	Credits
01	Paper I - Research Methodology (100 Marks)	04
02	Paper II - Research & Publication Ethics (100Marks)	04
03	Paper III – Basics of Computers and Scientific Communication (100 Marks)/As recommended by the DRC	04

b) The subject-wise syllabi for Ph.D. Course Work shall be decided by Board of Studies and Faculties and the same shall be notified.

c) If found necessary, course work may be carried out by the Research Scholars in sister department/ Institutes, either within or outside the University, for which due credit will be given to them.

d) A Research Scholar will have to complete Pre Ph.D. theory Course work within one year as per the guidelines given in these regulations.

e) Preparation of question paper and evaluation of the scripts/ dissertation/ projects etc will be done by the faculty members appointed by the Research Council or the Controller of the Examinations.

f) The final result of the Pre-Ph.D. theory course work shall be submitted to the RC.

2. **Evaluation of the Ph.D. Course Work:**

a) The evaluation of the Ph.D. course work shall be divided into two parts namely Internal Assessment and

University Examination with a weightage ratio of 50:50.

b) Minimum marks for passing in the Internal Assessment and University Examination for Ph.D. theory course work shall be 50% each.

c) The Evaluation of the Ph.D. Course Work is done by the Examination Cell.

It is certified that all information mentioned in the Semester Progress Report (SPR) is correct to best of my knowledge.

Annexure 6

Stipend/Scholarship/Fellowship Details

(Full Time Scholars to Ph.D. programme)

Status	Amount (Rs.)
Full Time	Rupees Ten thousand only (Rs. 10,000/-) per month
Part Time	Nil

1. The above stipend to the eligible Full-Time Research Scholars shall be payable for a maximum duration of 3 years starting from the date on which the Scholar joins the department after his/her admission into the PhD Programme.

2. There will be a provision of increment (on yearly basis) in the stipend amount upto Rs. 5000/- only per month upon satisfactory performance of the full-time research scholar.

Annexure 7

Semester Progress Report for Ph. D Scholar

1. Name of the Research Scholar:	
2. Registration number:	
3. Date of Registration:	
4. Subject:	
5. Name of the Supervisor:	
6. Title of Thesis:	
7. Progress report for the session:	
8.Research activities performed in the last one year (Mark a tick in the box provided) 1. Course work Classes Attended ☐ 2. Appeared in Course-work Examination ☐ 3. Pre-Submission Seminar defended ☐ 4. Thesis Submitted/Defended ☐	
9.Brief summary of the research work carried out in last one year (Attach as Annexure if required)	
10.Research Papers Published in the refereed/national/international journals in last one year	
1. **2.**	
3.	
11. Research Papers Published in Conference Proceedings / Seminars / Symposium in last one year	
1. **2.** **3.**	
12. Conferences/Seminars/workshops attended in the last one year	
1. **2.** **3.**	
13. Any other achievements (*Please attach separate sheets if required.*)	

Date:

Full Signature of the Applicant

Full Signature of the Supervisor(s)

Note:

1. The Semester Progress reports will be placed before the concerned Departmental Research Committee (DRC) for approval. The report and further recommendation from the Departmental Research Committee (DRC) will be kept in the personal file of the candidate. In case, a candidate does not submit the Semester Progress Report within the stipulated time, the Departmental Research Committee (DRC) may recommend suitable action.

2. Scholars are required to make sure that all their outstanding dues are cleared before submission of the Semester Progress Report.

It is certified that all information mentioned in the Annual progress report is correct to best of my knowledge.

Annexure 9

GUIDELINES FOR

PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM

1. Preamble

The Plagiarism Policy of the University has been formulated with a view to ensure that the university ensures a null tolerance for plagiarism's in the research work carried out by the its faculty or the students. Plagiarism as a form of scientific misconduct is required to have some ethical and moral values in their academic pursuit. The researcher is expected to produce and submit the original and genuine work.

2. Definitions

iii. **'Plagiarism'** means the unacknowledged use of another person's/ organizations work as one's own work. Plagiarism involves copying of Phrases, clauses, sentences, paragraphs, or longer extracts from published or unpublished work including from internet without acknowledgement of the source. Hence, "Plagiarism" means an act of academic dishonesty and a breach of ethics. It involves using someone else's work as one's own.

iv. **"Information"** means data, message, text, images, sound, voice, codes, computer programs, software and databases.

v. **'Script'** means research paper, thesis, study, project report, assignment, dissertation and any other such work submitted for assessment / opinion leading to the award of degree or publication in print or electronic media by students or faculty or staff.

vi. **'Author'** means a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration.

vii. **'Intellectual property'** means Intangible property that is the result of creativity, such as patents, copyrights, penitent inventions, designs, technical know-how.

3. Ethical and fair practices and Prevention of Plagiarism

Academic staff and students are required to carry out their Research in compliance with all the University's obligations under ethical and fair practices & obligations. In pursuance of the UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations, 2017, the university endeavors to foster and maintain a culture of honesty and academic integrity in the university in order to ensure promotion of Academic originality & prevention of plagiarism. All staff and students have an obligation to act in an ethical manner, consistent with the principle of academic integrity.

- The policy prevention of plagiarism applies to all registered research scholars of the university and to all academic work (i.e. assignments, theses, projects, presentations, products, assessments, examinations, etc.) undertaken in any of the disciplines in the

university.

- Whether plagiarism is intentional i.e. deliberate lack of acknowledgement of someone else's work or unintentional i.e. genuine lack of understanding of paraphrasing and referencing requirements, it is a breach of policy and will be treated as an academic offence.
- Sources of plagiarism include books, journals, reports, websites, work of another person etc.
- Plagiarism includes unacknowledged paraphrasing or use of other people's words or ideas to be their own, non-acknowledgement of sources, unauthorized copying of another person's work, submitting one's own work without declaration of sources and references, and the falsification of references.
- The university is committed to a proactive approach towards the prevention of plagiarism through the development of good academic practice.
- University shall conduct sensitization seminars/ awareness programmes every semester on responsible conduct of research, project work, assignment, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty and other members of academic staff.
- Preventive actions by the university include referral to the policy in the assessment instructions to be provided to researchers, faculty & students.
- The university endeavors to create awareness by way of training in the practices of referencing and citation and in the use of source material(s), and the use of plagiarism detection software, to be provided to all the staff & students.
- All the students & researchers are required to include a plagiarism disclaimer declaring that the work has been completed in accordance with the university's policy on plagiarism, in respect of all work submitted to the university.
- The research supervisors are also required to furnish a certificate stating that the research work conducted under his/her supervision is free from plagiarism.
- Faculty, research scholar should be provided plagiarism detection tools for checking the content of their scripts, shall encourage student, faculty, staff and researcher to register on international researcher's Registry systems.
- University Shall establish facility equipped with modern technologies for detection of plagiarism. Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free.

4. Similarity checks for exclusion from plagiarism

The similarity checks for plagiarism shall exclude the following:

i. All quoted work either falling under public domain or reproduced with all necessary permission and or attribution.
ii. All references, bibliography, table of content, preface and acknowledgements.
iii. All small similarities of minor nature.
iv. All generic terms, laws, standard symbols and standards equations

5. Intellectual Property Rights Policy

Intellectual property plays an important role in providing a competitive edge to any research & development driven organization. It includes the intangible assets of an organization such as technical know-how, inventions, brands, designs and other creative and innovative products which are often more valuable than the physical assets. Keeping this in mind, this Intellectual Property Rights Policy endeavors to create a conducive environment for acquiring new knowledge through

innovation and research, leading to development of intellectual property. The university also endeavours to promote academic freedom and safeguard in creation of intellectual property at the university &to provide legal support, wherever necessary, to defend and protect the intellectual property rights of the creator against any unauthorized use.

According to section 24 of Jharkhand Rai University Act, 2012, the Research Council which is the principal Research Committee shall be responsible to all the issues related with infringement of Intellectual Property Rights of the creator / researcher, if any complaint to that effect is brought to its notice. All Intellectual Property related with academic research shall include patents, copyrights, designs, trademarks, technical know-how and any other undisclosed information. If the creators assert that they have developed any patentable or commercialized Intellectual Property, with or without using the university's resources, equipments & laboratories facilities, they must report it promptly in writing with relevant proof in the form of documents, data or any other information. The information shall comprise a thorough and detailed disclosure of type, particulars & other necessary details.

6. Zero Tolerance Policy in core area:

The research core work carried out by the scholars, shall be based on original ideas and shall be covered by Zero Tolerance Policy on Plagiarism. In case Plagiarism is established in the core work claimed then Research Council of the University shall impose maximum penalty. The core work shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations.

7. Plagiarism level for non-core areas

For all other (non-core) cases, plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

i. Similarities upto 10% excluded
ii. Level 1: Similarities above 10% to 40%
iii. Level 2: Similarities above 40% to 60%
iv. Level 3: Similarities above 60%

8. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the competent/designated authority of the university. Upon receipt of such a complaint or allegation the university authority shall refer the case to the Research Council of the University, who shall take proper action. The Research Council may also take suomoto notice of plagiarism and initiate proceedings under these guidelines.

9. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of UG / PG / M. Phil. / Ph.D. and faculty & staff of the University only after academic misconduct on the part of the offender has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner. Act of plagiarism, witting or unwitting, is potentially detrimental to the academic credibility and social reputation of the individual concerned, all

proceedings of investigations and imposition of penalties shall be conducted in camera so as to prevent encrustation of stigma and slur upon individual concerned:

10. Penalties for Students

Research Council of the University shall impose penalty considering the severity of the Plagiarism.

i. Level 1: Similarities above 10% to 40% -

Such student shall not be given any mark and /or credit for the plagiarized script and shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.

ii. Level 2: Similarities above 40% to 60% -
Such student shall not be given any mark and/or credit for the plagiarized script and shall be asked to submit a revised script after a time period of one year but not exceeding eighteen months.

iii. Level 3: Similarities above 60% -
Such student shall not be given any mark and/or credit for the plagiarized script and his/her registration for that course to be suspended or cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in ease where the degree / credit has already been obtained –

If Plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period decided by the Research Council of the University.

(b) Penalties for faculty, staff, researcher of University-

(i) Level 1: Similarities above 10% to 40% - Shall be asked to withdraw manuscript submitted for publication and shall not be allowed to publish any work for a minimum period of one year.

(ii) Level 2: Similarities above 40% to 60% - shall be asked to withdraw manuscript submitted for publication and shall not be allowed to publish any work for a minimum period of two years and shall be denied a right to one annual increment and shall not be allowed to be a supervisor to any UG, PG, Master's, M.Phil., Ph.D. student/scholar for a period of two years.

(iii) Level 3: Similarities above 60% - shall be asked to withdraw manuscript submitted for publication and shall not be allowed to publish any work for a minimum period of three years and shall be denied a right to two successive annual increments and shall not be allowed to be a supervisor to any UG, PG, Masters, M.Phil., Ph.D. student/scholar for a period of three years.

Note l: Enhanced penalty on repeated plagiarism - Shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the concerned person shall be dismissed.

Note 2: Penalty in case where the benefit or credit has already been obtained -

If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period decided by the Research Council of University.

Note 3: If there is any complaint of plagiarism against the Head, a suitable action, in line with these guidelines, will be taken by the Competent Authority/Governing Board as the title may be.

JHARKHAND Rai University RANCHI

Annexure 10

Thesis Guidelines

Guidelines for the Thesis:

1. The final thesis shall be presented in accordance with the following specifications:

a) Each thesis should be typed on white bond paper of Standard A4 size. Margin of at least 3.5 cm on left side, 2.0 cm on right side, 3.0 cm on the top and 2.5 cm on the bottom should be kept. Font New Times Roman and font size of 12 should be used with double spacing on both sides of the sheet. Thesis should have minimum of 150 pages and should not exceed 350 pages.
b) The thesis manuscript must be printed on both sides of a leaf.
c) Five copies of the thesis are to be submitted to the University.
d) Pages should be numbered consecutively and clearly.
e) The thesis should be in compact bound form along with two soft copies in the PDF format.
f) All bounded copies must have the title of the thesis, name of the University, degree, name of the Research Scholar, place of the research work, and the month and the year of submission shall be printed on the title page and the front cover.
g) References must be given at the end of the chapters. The bibliography shall contain the details of the books, magazines excerpts from the journals and magazines which have accreditation at the national and international levels. The references shall contain exclusively, the details from the research papers published in reputed journals of national and international standards.
h) The reprints of the research articles published by the candidate should be annexed at the end.
i) The thesis shall be written in English/Hindi. In the Faculty of Science, Engineering and Technology the thesis should be preferably in English language. Where the Research Work is undertaken in language & literature, the thesis shall be written in the respective language.
j) Page Numbering:

(i) Beginning with the first page of the text in the thesis (chapter 1), all pages should be numbered consecutively and consistently in Arabic numerals through the appendices.

(ii) Page numbers prior to Chapter 1 should be in lower case Roman numerals. The title page is considered to be page (i) but the number is not printed.

(iii) All page numbers should be placed without punctuation in the upper right hand corner, 12 mm from the top edge and with the last digit even with the right hand margin.

k) Tables, Figures and Equations:

(i) All the tables (tabulated data) and figures (charts, graphs, maps, images, diagrams, etc.) should be prepared, wherever possible, on the same paper being used to type the text.

They should be inserted as close to the textual reference as possible.

(ii) Tables, figures and equations should be numbered sequentially either throughout the thesis or chapter-wise using Arabic numerals. They should be referred to in the body of the text capitalizing the first letter of the word and number, as for instance, Table 17, Figure 24, Equation (33), or Table 5.3, Figure 3.11, Equation (4.16), etc.

(iii) If tables and figures are of only half a page or less, they may appear on the same page as text but separated above and below by triple line spacing. Font size for text should be the same as for the general text.

(iv) Good quality Line Drawings/figures must be drawn using standard software that provides vector rather than bit-map graphics. Figures must be scalable.

(v) Images, Photographs, etc. must be scanned in resolution exceeding 200d pi with 256 gray scales for the monochrome images and 24 bit per pixel for the color images. The thesis should be free from typographical errors.

2. **Organization of the thesis:**

The thesis may be organized in the following manner;

a) Title page
b) Abstract should be submitted separately in bounded form
c) Declaration by the Research Scholar
d) Certificate of the Supervisor in the prescribed format
e) Preface (if applicable)
f) Acknowledgments
g) Table of contents
h) List of tables, figures and illustrations, abbreviations, symbols

3. **Title page:**

The thesis must be preceded by a title page. The title page of the thesis should show:
a) Title of the thesis at the top and centered
b) Degree for which it is submitted: "Thesis submitted to Jharkhand Rai University for the award of the degree of Doctor of Philosophy in < Subject>" i.e. "Thesis submitted to Jharkhand Rai University for the award of the degree of Doctor of Philosophy in < Subject>"
c)Full name of the Supervisor
d) Full name of the Research Scholar and his/her affiliation (Deptt. Center / lab)
e) Logo of Jharkhand Rai University
f) Month and year.

(See Specimen – 1)

4. The thesis should generally consist of the following chapters mentioned in a precise manner. The Research scholar may adopt the following pattern.

a) Introduction
b) Background // Review of literature
c) Procedure (Experimental / methods and materials etc.)
d) Analysis / Result (whichever is applicable)
e) Results &Discussion
f) Limitations and Future scope of the Study
g) References
h) Annexures

5. **Literature Citation**

The references should appear as a consolidated list at the end of the chapters with proper Indexing

with references listed either alphabetically or sequentially as they appear in the text of the thesis.

Reference Format:

Referencing should contain the following information: authors, title, name of journal, volume number, page numbers and year. Referencing an article published in a book, should contain, authors, the title of the book, editors, publisher, year, page number of the article in the book being referred to.

Samples:

Journals
H.E. Exner, "Physical and Chemical Nature of Cemented Carbides," International Metals Review, 1979, v. 24, pp. 149-173.

Conference Proceedings
H.F. Fischmeister, "Development and Present Status of the Science and Technology of Hard Materials," Science of Hard Materials, R.K. Viswanadham, D.J. Rowcliffe, and J. Gurland (eds.), Plenum Press, New York, NY, USA, 1982, pp. 1-45.

Books
R.M. German, Powder Injection Molding, Metal Powder Industries Federation, Princeton, NJ, USA, 1990.

Thesis
J.L. Johnson, "Densification, Microstructural Evolution, and Thermal Properties of Liquid Phase Sintered Composites," Ph.D. Thesis, The Pennsylvania State University, University Park, PA, USA, 1994.

Technical Reports
E.G. Zukas, P.S.Z. Rogers, and R.S. Rogers, "Experimental Evidence for Spheroid Growth Mechanisms in the Liquid Phase Sintered Tungsten Based Composites," Informal Report: Los Alamos Scientific laboratory, USA, 1976, pp. 1-35.

Patents
V. Oenning and I. S. R. Clark, U. S. Patent No. 4988386, 1991.

Appendix or Appendices

a) Supplementary illustrative material, original data, and quotations too lengthy for inclusion in the text or which is not immediately essential to an understanding of the subject can be presented in Appendix or Appendices (as Appendix A , Appendix B etc.).

b) Each appendix with its title should be listed separately in the table of contents. Likewise, tables and figures contained in the Appendices are to be included in the lists of tables and figures, respectively.

Annexure 11

COPYRIGHT DECLARATION

I hereby declare that the thesis titled "**……**
……" which has been submitted to Jharkhand Rai University, in partial fulfillment of the requirements for the award of the Degree of Doctor of Philosophy in **Faculty of …… (<Subject>)** is my original, genuine & bonafide research work done by me under the supervision of **<Name of Supervisor(s)>**. It has not been produced nor formed the basis for the award of any other degree, diploma, fellowship, or other similar title to any candidate of any other University or institution of higher learning.

I hereby also declare that materials obtained from other pieces of work & other sources have been duly acknowledged and the thesis is free from plagiarism.

I hereby grant to Jharkhand Rai University, Ranchi, the non-exclusive license and copyright to archive and make accessible my thesis/dissertation, in whole or in part, in all forms of media and Books.

I understood it to be a mandatory requirement to upload the thesis to Shodhganga for the award of degree as per UGC regulations.

<Signature>
<Name of Scholar>
Reg. No. : …….
Jharkhand Rai University,
Raja Ulatu, Namkum, Ranchi.

<Name of Supervisor>
Supervisor,
<Designation>,
<Department/ Faculty>,
<Institute's Name &,
Address>

<Name of Joint Supervisor, if any>
Supervisor,
<Designation>,
<Department/ Faculty>,
<Institute's Name &,
Address>.

For Office Use

It is verified that the thesis is also submitted as per the format of Shodhganga.

Signature of PhD Coordinator

SPECIMEN – 1

Impact of E-commerce on Business Values in Service Organizations

Thesis Submitted to

Jharkhand Rai University

For the award of the degree of

DOCTOR OF PHILOSOPHY
IN
<Subject>

Under the Supervision of

Research Supervisor
Prof.<Name>

Research Supervisor
Prof. <Name>

Submitted by
<NAME>

JHARKHAND RAI UNIVERSITY

Jharkhand Rai University, Ranchi

SPECIMEN – 2

CERTIFICATE – I

This is to certify that the thesis entitled "……" submitted in partial fulfillment of the requirements for the degree of Doctor of Philosophy is an original and bona-fide research work carried out by Mr./Ms …….. under my supervision and no part of the thesis has been submitted for any other degree.

All assistance and help received during the course of this Research work have been acknowledged.

Signature of Research Supervisor

Jharkhand Rai University,
Ranchi Month, Year