THE MANIPUR UNIVERSITY
DOCTOR OF PHILOSOPHY (Ph.D.)
ORDINANCE, 2019

(Approved by the Academic Council vide Resolution No. 3/13.12.2019)

MANIPUR UNIVERSITY
CANCHIPUR, IMPHAL-795003
In exercise of the powers conferred by the Section 31 of the Manipur University Act, 2005 and in view of the University Grants Commission (Minimum Standards and Procedure for Award of M. Phil/Ph.D. Degrees) Regulations, 2016 and its 1st Amendment Regulations, 2018, the Manipur University hereby makes the following regulations for the award of Ph.D. degree:

1. **Short title, application and commencement:**

These regulations may be called the Manipur University Doctor of Philosophy (Ph.D.) Ordinance, 2017 and its 1st Amendment Ordinance, 2019.

This Ordinance shall supersede all previous Ph.D. Regulations of the University and come into force from the date of its approval in the Academic Council.

This Ordinance shall apply to all candidates for admission to the Ph.D. Programme, conduct of research and conferment of the Degree of Doctor of Philosophy (Ph.D.) of this University.

The Degree shall be awarded based on the original research work embodied in the thesis recommended by a Board of Examiners and successfully defended by the candidate in a Viva Voce Examination.

The thesis shall demonstrate a scholarly work in a chosen field of investigations and contribute to existing knowledge either by a discovery of new facts or some new relations between known facts, or by a critical survey of facts/issues leading to new interpretations.

The thesis shall be written ordinarily in English. However, the thesis on language subjects other than English may be written in the language concerned.

**Definition:**

Unless otherwise repugnant to the Act, the Statutes and the Ordinances of the University, the terms used in this Ordinance shall mean as follows:

- 'UGC Regulations, 2016' means the University Grants Commission (Minimum Standards and Procedure for Award of M. Phil./Ph.D. Degrees) Regulations, 2016;
- 'INFLIBNET' means Information and Library Network Centre (UGC);
- 'Supervisor' means the major research guide of a Ph.D. scholar;
- 'Co-Supervisor' means an additional research guide of a Ph.D. scholar;
- 'BSS' means Board of Studies of the School;
- 'BSD' means Board of Studies of the Department;
- 'Academic Council' means the Academic Council of the Manipur University;
- 'Act' means the Manipur University Act, 2005;
- 'Statutes' means the Statutes of the Manipur University;
- 'Degree' means the Degree of Doctor of Philosophy (Ph.D.)
- 'MoU' means Memorandum of Understanding;
- 'HOD' means Head of the Department;
- 'PG' means Post-Graduate;
- 'UG' means Under-Graduate.
Eligibility Criteria for Admission to Ph.D. Programme:

Subject to the conditions stipulated in this Ordinance, the following persons are eligible to seek admission to the Ph.D. Programme:

Candidates shall have a Master’s degree or its equivalent degree recognized by the regulatory body of this University in a relevant/allied subject (as defined by BSD and approved by the BSS) with at least 55% marks in aggregate or its equivalent grade ‘B’ in the UGC - 7 point scale or an equivalent degree from any educational institutions approved by an Assessment and Accreditation Agency established or incorporated under a law in its home country or any other statutory authority in that assuring quality and standards of educational institutions.

Candidates shall have a Degree in MD/MS/PG-Diploma/DM/M.Ch in subject concerned or Diploma of National Board of Examinations (DNB) or equivalent recognized by Medical Council of India/National Medical Commission with at least 55% marks in aggregate or its equivalent grade ‘B’ in the UGC - 7 point scale or an equivalent degree from any educational institutions approved by an Assessment and Accreditation Agency.

Non-medical candidates shall have a Master’s degree (two or three years course) awarded by Indian Universities or its equivalent in the following subjects (other than M.Sc. Nursing) with at least 55% in aggregate or its equivalent grade ‘B’ in the UGC - 7 point scale:

Master of Sciences (M.Sc.)/Master in Veterinary Science (MV Sc)/M.Sc. (Medical Laboratory Technology)/M.Sc. (Speech & Hearing)/M.Sc. (Pharmacy)/M.Sc. (Physiotherapy)/ M. Optometry/M.Sc. in subject allied to Medical Sciences such as Anatomy, Physiology, Biochemistry, Pharmacology, Biophysics, Human Biology, Molecular Biology, Medical Microbiology, Biotechnology, Immunology, Bio-medical Sciences, Molecular and Human Genetics/Genomics/Master in Management (Hospital Administration).

Allied subjects for Medical Sciences:


Physical Medicine and Rehabilitation – MD (PMR)/MD (Sports Medicine)/MD (Physiology)/MS (Orthopaedics)/M.Sc. Nursing/Master in Physiotherapy/Prosthesis and Orthosis/Occupational Therapy/Clinical Psychology/Physical Education/Sports Sciences/Engineering (Biotechnology, Electronic)/Social Work/ Biotechnology/ Biochemistry/Human Physiology/M.Phil. in Clinical Psychology.

Candidates shall have a Degree in M.Tech./LL.M recognized by the regulatory body of this University with at least 55% marks in aggregate or its equivalent grade ‘B’ in the UGC - 7 point scale or an equivalent degree from any educational institutions approved by an Assessment and Accreditation Agency.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-abled and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master’s degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and
the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks.

In order to encourage research, Part-time Ph.D. will be allowed provided all conditions mentioned in the extent Ph.D. Regulations are met.

**Procedure for Admission:**

The University shall admit a student to the Ph.D. Programme through an Entrance Test to be known as Qualifying Entrance Test (QET). However, QET may be exempted for the candidates who fulfill one of the following conditions:

(i) A candidate who has qualified UGC-NET/UGC-CSIR NET/DBT-BET/ GATE/SET/SLET or has passed M. Phil. Programme.

(ii) A regular employee of any University/Institution/Government Department/ Public Undertaking/R & D organization with at least 2 years of experience after probationary period, who can obtain No Objection Certificate (NOC) from his/her employer for pursuing the Ph.D. Programme with an undertaking that he/she will be relieved from the duty during the Ph.D. Course Work period, if selected for the Ph.D. Programme.

(iii) A foreign national who is a recipient of fellowship of the Government of India and/or who is sponsored by his/her government or self-financing foreign national.

(iv) A candidate who is already registered as a Ph.D. scholar in some other Universities/Institutions, if his/her Supervisor joins this University, shall be required to work under the same Supervisor and governed by all provisions of this Ordinance except exemption from undergoing the Ph.D. Course Work under the provision of Clause 9.8.

4.1 The QET shall be of 2 hours duration. The syllabus of the QET shall be the same as prescribed for the PG Programmes of the University. The question paper shall carry 100 marks and consists of 50 Multiple-Choice Questions.

4.2 The qualifying marks for the QET shall be 50%. However, the qualifying marks shall be 45% for the candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-abled category as per University Grants Commission (Minimum Standards and Procedure for Award of M. Phil./Ph.D. Degrees) 1st Amendment Regulations, 2018.

4.3 The QET qualified candidates and those candidates exempted from QET shall appear in an Interview to be conducted by the department.

4.4 The Interview shall carry 50 marks. It shall consist of two components, viz., a presentation on a research proposal of his/her choice (20 marks) and personal interview (30 marks).

4.5 The Interview shall consider the following aspects for determining his/her research aptitude and motivation, namely whether:

   a) The candidate possesses the competence for research;

   b) The research work can suitably be undertaken at the Department.

   c) The proposed area of research may contribute to new/additional knowledge.

4.6 The Ph.D. Admission may be held twice in a year, generally by September/October and March/April, subject to availability of seats as determined by the respective BSD.
Academic Index:

Academic Index of all the candidates appearing in the Interview shall be calculated as per breakup given below:

i) 10 marks for the candidates who secured 75% marks and above at PG Examination.

ii) 8 marks for the candidates who secured 60% marks and above but less than 75% marks at PG Examination.

iii) 6 marks for the candidates who secured less than 60% marks at PG Examination.

Final Selection:

6.1 The final selection shall be made based on the total marks scored in the Interview and the Academic index.

6.2 The selected candidates are required to pay the prescribed fees on production of an Admission Slip to be issued by the Head of the Department. However, the employed candidates are required to submit NOC for collection of Admission Slip. The date of payment of fees shall be treated as the date of Provisional Ph.D. Registration.

6.3 UGC-CSIR JRF/ICMR JRF/Inspired candidates (after PG) and foreign nationals shall be allowed to enroll Provisional Ph.D. Registration any time during the whole academic calendar without appearing in the admission test. They should be treated as supernumerary candidates.

University Non-JRF Fellowship:

7.1 The University non-JRF Fellowship may be awarded for a maximum period of 4 (four) years from the date of the Provisional Registration of the programme subject to fulfillment of their every six month progress report. On completion of two years there will be an assessment by a Three-Man Committee comprising of HOD, Supervisor/Co-supervisor and an external expert in the subject concerned.

Reservation of the Seat:

8.1 The guidelines of the Central Educational Institutions (Reservation in Admission) Act, 2006 shall be adhered to at the time of admission as amended from time to time.

8.2 In case of regular teacher and employee candidates of Manipur University, they shall be treated as supernumerary candidates and allowed to enroll Provisional Ph.D. Registration any time during the whole academic calendar without appearing in the admission test.

8.3 One (1) seat in each Department is reserved for the son/daughter of the regular employees of the University on supernumerary basis, provided he/she shall fulfill the minimum eligibility criteria.

8.4 A regular teacher of Govt. College affiliated to Manipur University having at least 10 years’ service before superannuation may be allowed to Provisional Ph.D. Registration under the guidance of a Professor/Associate Professor without appearing in the admission test on supernumerary basis.

Course Work:

9.1 A Provisional Ph.D. scholar shall be required to undertake the Ph.D. Course Work for a period of one Semester.

9.2 The Ph.D. Course Work shall consist of 3 (three) papers each of 4 credits/100 marks including Research methodology, Advanced knowledge on the Subject, Literature review, Project/Term paper and Seminar, etc. Respective Departments shall determine the course contents of the papers.
9.3 At the end of semester, all scholars shall appear in the Ph.D. Course Work Examinations to be conducted by the Controller of Examinations.

9.4 No student shall be allowed to appear in the examination if attendance is less than 75%.

9.5 The pass marks in the Ph.D. Course Work Examinations shall be 55% or its equivalent grade.

9.6 If a candidate fails to qualify the Course Work Examinations in first attempt, he/she may be given only one more chance as per Manipur University Examinations rule.

9.7 Foreign scholars and those scholars possessing M. Phil. Degree may opt to exempt themselves from attending the Ph.D. Course Work.

In case they exercise the above option, they shall be required to present two open Seminars before the BSD. A compliance certificate may be issued to them if they desired.

9.8 The requirement for attending the Ph.D. Course Work may be exempted for a Provisional Ph.D. scholar admitted through the provision under Clause 4.1(iv) of this Ordinance, if he/she holds a Course Work Completion certificate with a score not less than 55% or its equivalent grade and a NOC issued by his/her parent University/Institution.

Synopsis of Proposed Research:

10.1 After successful completion of Ph.D. Course Work, the scholars shall be required to submit a Synopsis of the proposed research. The Synopsis may include: i) Topic of research, ii) Objectives, iii) Proposed research work, etc.

10.2 An open seminar on the proposed research topic shall be organised.

Allotment of Ph.D. Supervisor:

11.1 The allocation of Research Supervisor for a selected candidate shall be decided by the concerned BSD taking into consideration the number of scholars per Research Supervisor, the available specialization among the Supervisors and the research interests of the candidates as indicated in their research proposal.

11.2 The BSD shall formally allot a Ph.D. Supervisor (and a Co-supervisor, if required) for Ph.D. Final Registration, keeping in view the mutual consent and the facilities/expertise available in the Department for undertaking the proposed research topic.

Final Registration for Ph.D. Programme:

12.1 Ph.D. Course Work examination qualified/exempted candidates shall eligible for Final Registration for Ph.D. Programme. To complete the formality the scholar should apply in the prescribed format with necessary documents including the Synopsis of the proposed research through his/her Research Supervisor to the concerned Chairman of the BSD for obtaining recommendation/approval from BSS.

12.2 If the BSS approves the research proposal, the University Registrar shall issue an order for Final Registration of the scholar for the Ph. D. Programme. The scholar will get his/her Ph.D. Registration number from the Academic Section of the University after payment of the prescribed fees.

Listing on the University website:

13.1 The University shall maintain the list of all the Ph.D. registered scholars on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of registration.
Attendance:

14.1 The office of the Head of the Department shall maintain an Attendance Register for all the Ph.D. scholars and a Ph.D. scholar shall record his/her attendance by signing in the Attendance Register. A Ph.D. scholar is expected to attend the Department on all working days.

Leave:

The Ph.D. scholars are not eligible for vacations. They are eligible for enjoying the general holidays and entitled to take the leave of absence for 15 days a year.

The leave shall be granted by the HOD on the recommendation of the Supervisor/Co-supervisor.

A married woman Ph.D. scholar is eligible for Maternity Leave/Child Care Leave for a period not exceeding 240 days once in the entire duration of Ph.D. Programme.

A Ph.D. scholar may be permitted duty leave for fieldwork/collaborative work for a maximum of 12 months in the entire duration of the Programme. The Ph.D. scholars who may need more than 12 months for completing the fieldwork shall have to obtain prior approval of the Registrar through the BSD on the recommendation of his/her Supervisor.

The Ph.D. scholars who are engaged in fieldwork should send a monthly report of the progress of their work to their respective Supervisors.

With a view to encouraging participation in Seminars/Conferences/Workshops/Training Programmes etc. the HOD may grant Leave to a Ph.D. scholar on the recommendation of his/her Supervisor/Co-supervisor.

Relaxation in Attendance:

16.1 Notwithstanding the provisions under Clauses 14 of this Ordinance, the BSD may relax, in case of the Ph.D. scholars who are regular employees of any organization, attendance requirement by such percentages as may be decided by the BSD, for the research period spanning from the completion of Ph.D. Course Work.

Progress of Research Work:

17.1 After the Final Ph.D. Registration, a research scholar shall appear before the BSD once in every six months to make a presentation of the progress of his/her research work for evaluation and further guidance. At least one faculty member of the School not below the rank of Associate Professor shall be invited by HOD to the presentation as observer.

17.2 In case the progress of the research scholar is unsatisfactory, the BSD shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the concerned Supervisor may put up the matter to the BSD for further action.

Research Guideship:

18.1 Any regular Associate/Assistant Professor of the University or a College affiliated to the University with a Ph. D. degree, having two (2) years of PG/(4) yrs of UG teaching experiences, and at least two (2) research publications in UGC CARE listed journals after getting Ph.D. degree, may be recognized as Research Supervisor. Any Inspire Faculty of the University may be recognised as Research Supervisor independently or jointly with a permanent faculty member. Beside, any approved teachers of Colleges fulfilling above criteria may be recognized as Research Supervisor. In case of Manipuri Literature, publication in journals recognized by Sahitya Akademi/UGC Care List may be considered for recognition of Ph. D. Supervisor.
18.2 A regular medical faculty with MD/MS/MD having 10 years of teaching experience after PG and/or 7 years of teaching experience (5 years post-doctoral experience) at least five Publications of Medical indexed research papers shall be considered eligible for Research Supervisor for the purpose of guiding a Ph. D. student.

18.3 A regular non-medical Scientist having at least five years of research experience after obtaining Ph.D. degree and/or 10 years of teaching experience with Ph.D. at the position equivalent to Assistant Professor will be eligible for guiding Ph. D. as Research Supervisor.

18.4 A Supervisor in the faculty of Medical and Non-medical shall not enroll new candidate after the age of 62 years. In case where the Supervisor has three or less number of years before retirement a Co-supervisor is mandatory. Ordinarily, a Supervisor shall not guide more than 2 scholars at any point of time.

18.5 Only a full time regular teacher of the University and regular/approved teacher a College affiliated to the University can act as a Research Supervisor. One/Two Co-supervisor(s) can be allowed in inter-disciplinary areas from the same or other departments of the University or from other related institutions outside the University, with the approval of the BSS.

18.6 In case of advanced experimental facilities where the Department concerned feels the need of expertise in the field of research and other facilities from outside, the BSS may appoint a Co-supervisor on recommendation of BSD from outside the Department/University in addition to the Supervisor with consent from the Head of the Institution.

18.7 The guidance of a teacher shall cease on his/her superannuation. However, a superannuated teacher may continue as the Research Supervisor only for the Ph.D. scholars already registered under him/her, if he/she is re-employed or appointed as Emeritus Professor/Scientist/Fellow on retirement.

18.8 In cases, where the existing Supervisor of a Ph.D. scholar ceases to be the Supervisor, the BSS, on the recommendation of the BSD, shall appoint a Co-supervisor from the same Department.

**Quota of Ph.D. Scholars:**

<table>
<thead>
<tr>
<th>Rank</th>
<th>No. of Scholars</th>
<th>Maximum No. of Scholars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Associate Professor</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Assistant Professor</td>
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<td>4</td>
</tr>
</tbody>
</table>

**Change of Supervisor:**

20.1 No change of Supervisor shall ordinarily be allowed. However, the BSS may allow change of Supervisor and appoint a new Supervisor on the recommendation of the BSD due to migration, retirement, long leave or for any other reason, the Supervisor may not be available to guide the Ph.D. scholar.

**Cancellation of Ph.D. Registration:**

The registration of a Ph.D. scholar shall be cancelled by the BSS on the recommendation of the BSD in any one of the following eventualities:

21.1 If the scholar is absent for a continuous period of three months without prior information/sanction of leave.

21.2 If the scholar resigns from the Ph.D. Programme and the resignation is duly recommended by the Supervisor.
21.3 If the scholar is found involved in any act of misconduct and/or indiscipline and the competent authority has recommended for rustication.

21.4 If the progress of the research work of the scholar is unsatisfactory as stated in Clause 17.2.

**Change/modification of Research Topic:**

22.1 In case a candidate wishes to change the topic of research, he/she should do so within one year from the date of his/her final Ph.D. registration, with the consent of the Supervisor. The modified or new research proposal with a synopsis should be submitted to the BSS through the BSD for its consideration and approval.

22.2 Notwithstanding the Sub-clause 22.1 above, modifications/changes in the title of the thesis may be allowed by the BSS on the recommendation of the BSD:

Provided that such changes help in conveying the content of the thesis better and are within the broad areas of the registered topic.

Provided, further that such changes do occur before presentation of the Pre-submission Seminar mentioned in Clause 25.2.

**Duration of Ph.D. Programme:**

23.1 A Ph.D. registered scholar shall be allowed to submit his/her thesis only after three (3) years effective from the date of Provisional Ph.D. Registration.

23.2 If a Ph.D. scholar fails to submit his/her thesis within four (4) years from the date of Provisional Ph.D. Registration, he/she may be granted extension of research period by two years in two steps each of one year.

23.3 If a Ph.D. scholar fails to submit his/her thesis within the extended research period of two years, he/she shall be required to re-register for Ph.D. and to submit the thesis within two (2) years in two steps each of one year and pay the prescribed fee for re-registration.

23.4 The maximum duration of Ph.D. Programme of a candidate shall be eight (8) years effective from the date of provisional Ph.D. registration. In case of women candidates and/or Persons with Disability (with more than 40% disability) the maximum duration will be 10 years.

23.5 No extension of period of Ph.D. Programme shall be allowed once the panel of examiners, submitted by the Supervisor/Co-supervisor, has been approved by the BSS.

**Fees and Mode of Payment:**

24.1 A Ph.D. scholar shall have to pay the prescribed fees within the stipulated time as fixed by the University. No application for extension of research period or submission of thesis shall be entertained without clearance of all due fees.

24.2 Sponsored candidates nominated by the State/Central Government/Public Undertaking be considered for admission to Ph.D. Programme (without admission test) with the condition that such candidate be allowed to submit the thesis fulfilling the condition mentioned in Clause 9.7. Such scholars be admitted only on supernumerary seats entitled to Professors and Associate Professors and be charged five (5) times of the normal Ph.D. admission fees.

24.3 The admission fee for sponsored foreign nationals be five (5) times of the normal fee.

24.4 For the self-financed foreign nationals the admission fee be charged of normal fee.

24.5 Normal fee be charged from the teacher candidates and the M.U. employed persons who got admission to Ph.D. Programme through normal selection procedure.
Pre-submission Requirements:

25.1 Prior to the submission of the thesis, a Ph.D. scholar shall publish at least one (1) research paper in UGC CARE listed journals related to his/her Ph.D. work and make two paper presentations (oral) in conferences/seminars, for adjudication and produce evidence for the same in the form of presentation certificates.

25.2 Before the submission of a thesis to the University, the concerned Ph.D. scholar shall be required to present a Pre-submission Seminar on the findings of his/her research work before the BSD. The scholar is required to submit two draft copy of thesis.

25.3 Once a Pre-submission Seminar has been presented, a scholar should submit his Ph.D. thesis to the University, within six months from the date of the seminar, failing which he/she shall be required to present a fresh Pre-submission Seminar.

2. Panel of Examiners and Abstract Submission:

26.1 After the HOD issues the Pre-submission certificate mentioned in Clause 25.2 the Supervisor/Co-supervisor shall submit to the Controller of Examinations, through the BSD and the BSS, a panel of at least Six (6) external experts in the Ph.D. thesis (not below the rank of Associate Professor) of whom two experts shall be nominated by the Vice-Chancellor.

The said panel should provide complete and current addresses of the experts with their e-mail addresses, telephone/mobile and FAX numbers. The BSS should ensure that no two experts are from the same Department of a University/Institute.

26.2 Four hard copies and one soft copy (in a CD/DVD) of the Abstract of the thesis shall be submitted to the Controller of Examinations through BSD and BSS.

Plagiarism Check:

27.1 Before the submission of a thesis, it shall undergo plagiarism check with the plagiarism detecting software provided by the University. A thesis with similarity index of more than 10% (to be computed by excluding the review work, bibliography, index and references), shall not be accepted for its submission to the University. The concerned University authority shall issue a plagiarism verification certificate as per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations, 2018.

Submission of Thesis:

28.1 Four hard copies and one soft copy (in a CD/DVD) of the thesis neatly and properly bound as per the format given in Annexure-A.

The following documents should be attached with the thesis:

i) A declaration by the candidate as per the format given in Annexure-B.

ii) A Course Work completion certificate as per the format given in Annexure-C;

iii) A copyright transfer certificate as per the format given in Annexure-D.

iv) Plagiarism certificate

28.2 The prescribed fees, along with the No Dues Certificate from all concerned sections of the University.

28.3 The copy of the thesis should be certified by the Head of the Department and by the Supervisor also.
Evaluation of the Thesis:

29.1 A Board of Examiners comprising the Supervisor and at least two external experts shall examine the Ph.D. thesis submitted by a candidate. The Vice-Chancellor shall appoint the two external examiners out of the panel of experts approved by the BSS and submitted to the Controller of Examinations as per Clause 26.1.

29.2 The Controller of Examinations shall get in touch with each external examiner appointed by the Vice-Chancellor, over e-mail with a soft copy of the thesis abstract to secure acceptance of the examinership, apart from communicating through post. The Controller of Examinations shall undertake the said exercise within six working days of receipt of names of appointed examiners from the Vice-Chancellor.

29.3 The Controller of Examinations shall forward a copy of the Ph.D. thesis to each external examiner accepting the examinership, within six working days of receipt of their consent, along with a request to submit his/her evaluation reports within three months of the receipt of the thesis.

29.4 The examiners shall examine the thesis specifically with a view to judge whether the thesis is a piece of research work characterized by:

a) Discovery of new facts, or
b) A fresh approach towards interpretation of facts or theories, or
c) A distinct advancement in the subject.

The examiner should give his/her opinion about candidate’s ability for critical examination and sound judgment.

Examiners’ Reports:

30.1 The thesis examiners should submit their reports on a prescribed form as given in Annexure – E. 1 and should make one of the following recommendations.

30.2 The thesis be accepted for the award of the Ph.D. degree.

30.3 The thesis be accepted for the award of the Ph.D. degree subject to the candidate giving satisfactory answers, at the time of Viva Voce, to the specific queries raised in the reports.

30.4 The thesis be referred to the candidate for revision on certain issues raised in the report and resubmit the thesis;

30.5 The thesis be rejected.

30.6 If all the examiners recommend acceptance of the thesis for the award of the Ph.D. degree, the thesis shall be accepted.

30.7 If two of the examiners recommend rejection of the thesis for the award of the Ph.D. degree, the thesis shall be rejected.

30.8 If the examiner(s) raise some queries/seek clarifications, the candidate shall be required to give satisfactory answers to the queries at the time of Viva Voce.

30.9 If one examiner recommends revision of the thesis, the candidate shall resubmit the thesis after revision. If a specific examiner asks for the revised thesis to be referred to him/her, it shall be sent to him/her. Otherwise, the revised thesis shall be assessed by the BSS for satisfactory compliance of the desired revision.

30.10 If the revised thesis is to be referred to an examiner, the examiner shall submit his/her report on a prescribed form as given in Annexure – E.2. Depending on the recommendation of this examiner, an appropriate action shall be taken as per Clauses 30.2, 30.3, 30.4, 30.5, 30.6 or 30.7.
30.11 If one examiner recommends rejection of the thesis and the other two examiners recommend acceptance, then a fourth examiner shall be appointed by the Vice-Chancellor from the approved panel of external experts. In such cases, Clause 30.9 shall apply.

30.12 Once the fourth examiner is appointed, the previous recommendations of the examiner, in whose place the fourth examiner has been appointed, shall become null and void for all purposes.

30.13 In case the fourth examiner recommends acceptance or revision of the thesis or asks for clarifications, then an action appropriate to the case shall be taken in the light of Clauses 30.2, 30.4, 30.5, and 30.6.

30.14 In case the fourth examiner recommends the rejection of the thesis, his/her recommendation shall be final, and the thesis shall be rejected.

Viva Voce:

31.1 After the thesis has been categorically accepted for award of the Ph.D. degree by the Board of thesis examiners (constituted as per Clause 29.1), the concerned candidate shall be asked to appear for an Open Viva Voce on a date to be notified by the Controller of Examinations.

31.2 The Ph.D. Viva Voce examination of a candidate shall be conducted by a Board of Examiners comprising:

a) The Dean of the School - Chairperson
b) Supervisor/Co-supervisor - Member
c) One external thesis examiner - Member
d) The Head of the Department - Member

Provided that if the Dean is the Supervisor of the candidate, he may nominate the senior most Professor of the school to chair the Viva Voce:

Provided further that if an external thesis examiner is not available as required, the Vice-Chancellor on the recommendation of the Dean of the School concerned shall appoint:

Either an external examiner from the approved panel of experts, Or

a) One faculty member of the Department (not below the rank of Associate Professor) and
b) One faculty member of the School in a related field not from the same Department and not below the rank of Professor as members in the Viva Voce Board.

31.3 The Viva Voce shall, unless otherwise directed by the Vice-Chancellor, be held at the office of the Dean/HOD concerned. The Controller of Examinations shall notify the date, time and other of the Viva Voce. As the Viva Voce is open, the teachers and research scholars of the School/Department can be present. In the absence of the Dean of the School concerned, the Dean-in-charge shall chair the proceedings of the Viva Voce. Notification for the Viva Voce shall be issued at least eight (8) days prior to the date of the Viva Voce, normally.

31.4 Depending on the performance of the candidate the Viva Voce Board may recommend that:

a) The candidate be awarded the Ph.D. Degree (suggested modification/change/correction (if any) is to be made before declaration of the result)

   Or

b) The Viva Voce be re-conducted within three months.
31.5 If the performance of the candidate is not satisfactory in the Viva Voce held for the third time, the Viva Voce Board may recommend rejection of the thesis.

31.6 The Chairperson shall send the proceedings of the Viva Voce to the Controller of Examinations for getting the approval of the Vice-Chancellor.

31.7 If a candidate expires before the conduct of Viva Voce, he/she shall be awarded Ph.D. degree posthumously subject to receipt of positive reports from all experts.

32. Award of Degree:
32.1 After the Vice-Chancellor accords approval of the proceedings of the Viva Voce, the Controller of Examinations shall issue a notification, announcing the award of Ph.D. degree to the candidate.

32.2 Prior to the Original Certificate of the degree, the University shall issue a Provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016.

32.3 The Ph.D. degree under the seal of the University and signed by the Vice-Chancellor shall be awarded to the candidate in the next convocation of the University.

33. Penalty for Unfair Means:
33.1 In case a Ph. D. candidate is found adopting or suspected of adopting unfair means or lifting of other’s work and inserting it in his/her work without proper acknowledgement, credit and reference, such penal action shall be taken by the University, as may be necessary, against the offender, to uphold the sanctity and integrity of the examination system/research work, and credibility of the University.

Copyright:
34.1 A Ph.D. thesis submitted to Manipur University is a property of the University and the copyright belongs to Manipur University. However, an author may reproduce or authorize others to reproduce material extracted verbatim from the thesis or derivative of the thesis for author’s personal use provided that the source and the University’s copyright notice are indicated.

Publication of Thesis:
35.1 A scholar after receiving the Ph.D. degree may choose to publish his/her thesis provided the thesis is recommended for publication by any one member of the Board of thesis examiners. A scholar should seek permission from the University prior to publication of the thesis.

Depository with INFLIBNET:
34.2 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET, for hosting the same to make it accessible to all Institutions/Colleges.

Interpretation:
34.3 Any issue regarding the interpretation of this Ordinance shall be referred to the Vice-Chancellor whose decision thereon shall be final and binding on all parties. The Vice-Chancellor may constitute necessary committees pertaining to any specific issue arising out of this Ordinance to resolve the issue.
ANNEXURE – A
(See Clause 28.1)

Format of the Ph.D. Thesis

1. All printed copies of the thesis shall have the standard size of Royal Octavo pages.

2. All typed-written copies shall have the standard size of approximately 250mm x 200mm (11” x 8” approx.) and should be typed in double space. The typing may also be done on both sides of the paper.

3. A margin of 38 mm (11/2” approx.) shall be left on the left-hand side. The maps and drawings may have their appropriate size, caption, etc. as advised by the Supervisor.

4. All copies must be bound in cloth or rexine with the title of the degree, the short title of the thesis, the name of the candidate embossed or printed on the spine. Ph.D. students are also allowed to submit their theses either in spiral bound volume or thin cover volume, in such case, at least one copy must be bound in cloth or rexine for library use.

5. The cover and title page of the thesis will have the following information arranged in the given order:
   i) Title (in full);
   ii) Thesis submitted to Manipur University in partial fulfillment for the Award of the degree of Doctor of Philosophy in (Name of the Department);
   iii) Name of the candidate;
   iv) Ph. D. Registration number;
   v) University Logo;
   vi) Department;
   vii) School;
   viii) University;
   ix) Year.

Note: Any kind of photograph, line diagrams, pictures, etc. shall not be included in the cover page.
CANDIDATE’S DECLARATION

I, .................................................. certify that the work embodied in this Ph. D. thesis is my own bonafide work carried out by me under the supervision of .......................................................... and the co-supervision of .......................................................... for a period of ...................... from ............... to .............. at Manipur University and .......................................................... The matter embodied in this thesis has not been previously submitted to this University or any other University/Institute for the award of any other degree/diploma.

I declare that I have faithfully acknowledged, given credit to and referred to the research workers wherever their works have been cited in the text and the body of the thesis. I further certify that I have not willfully lifted up some other’s work, para, text, data, results, etc. reported in the journals, books, magazines, reports, dissertations, theses, etc., or available at web-sites and included them in this Ph. D. thesis and cited as my own work.

Date: .................... Signature of the candidate
Place: Canchipur (Name of the candidate)

Certificate from the Supervisor/Co-supervisor

This is to certify that the above statement made by the candidate is correct to the best of my/our knowledge.

Signature of Co-Supervisor (Name)
Designation:

Signature Supervisor (Name)
Designation:

(Signature of the Head of Department)
ANNEXURE – C
[see Clause 28.1 (ii)]

PH.D. COURSE WORK/PRE-SUBMISSION SEMINAR COMPLETION CERTIFICATE

This is to certify that Mr./Ms. ………………………………………………………………………
a bonafide research scholar of this department has satisfactorily completed the Ph.D.
Course Work and its examination held on ……………………… and the result declared
on ……………………………. And his/her Pre-submission Seminar has also
been presented on the topic. ………………………………………………………………
dated …………………….. as per requirements of the Ph. D. Programme.

Date: …………………… (Signature of the Head of Department)

Place: Canchipur
FORMAT FOR COPYRIGHT TRANSFER CERTIFICATE

(a) Title of the Thesis:

(b) Candidate’s Name:

Copyright Transfer

The undersigned hereby assigns to the Manipur University all rights under copyright that may exist in and for the above thesis submitted for the award of the Ph. D. degree.

Date: ___________________________ Signature of the candidate

Place: Canchipur (Name of the candidate)
ANNEXURE – E.1
(see Clause 30.1)
FORMAT FOR EVALUATION REPORT OF Ph.D. THESIS
MANIPUR UNIVERSITY
CANCHIPUR : IMPHAL

Recommendation on Ph. D. Thesis

(a) Name of the candidate:
(b) Title of the thesis:

IMPORTANT:
The Examiner is requested to send the Evaluation Report within three months of receipt of the Thesis and to clearly state his/her recommendation in Clause No. 2 below

1. General and critical assessment of the thesis (Please use a separate sheet)
The examiner is expected to examine the thesis specifically with a view to judge whether the thesis is a piece of research work characterized by:
   a) discovery of new facts, or
   b) a fresh approach towards interpretation of facts or theories, or
   c) a distinct advancement in the subject.
The examiner may also give his/her opinion about the candidate’s ability for critical examination and sound judgment.

2. Recommendations:
The examiner will state categorically whether in his/her opinion, the thesis should
   a) be accepted for the award of the Ph.D. degree.
   b) be accepted for the award of the Ph.D. degree subject to clarification of certain points at the time of Viva Voce.
      (Please enclose the points)
   c) be referred to the candidate for revision. (Please enclose those suggestions for the revision)
   d) be rejected for the award of the Ph.D. degree (Please enclose comments).

Recommended in words:
__________________________________________________________________
__________________________________________________________________

3. Publication Potential of the thesis:

4. Questions for Viva Voce (if the examiner likes to suggest):
   (Please use additional sheet, if necessary)

Date:

(Signature of the examiner)

Name:
Address:
Phone/Cell Phone No:
Fax/E-mail no:
Recommendation on Revised Ph. D. Thesis

(a) Name of the candidate:
(b) Title of the thesis:

Recommendations:

The examiner is requested to give a detailed report on separate sheet with signature and to clearly state one of the following:

a) The thesis should be accepted for the award of the Ph.D. degree.
b) The thesis should be rejected

(Please give comments)

Recommended in words:

Publication Potential of the thesis:

2. Questions for Viva Voce (if the examiner likes to suggest):

(Please use additional sheet, if necessary)

Date: 

(Signature of the examiner)

Name:

Address:

Phone/Cell Phone No:

Fax/E-mail no: