

**BODOLAND UNIVERSITY**  
REVISED Ph. D. REGULATIONS, 2020  
RECOMMENDED BY THE  
ACADEMIC COUNCIL  
Vide Res. No. 05, Dated 08/02/2020



2020

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(Under Section 22(k) of the Act)

**Revised Ph.D. Regulation, 2020**

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**BODOLAND UNIVERSITY**  
**REVISED Ph.D. REGULATION, 2020**

The management and organization of research programmes leading to Ph.D. Degree shall remain vested with the Research Council subject to the recommendation of the Academic Council and the general approval of the Executive Council of the University.

**GENERAL**

The Bodoland University shall be known as an Advance Center of Learning, Teaching, Research and Collaborative Networking for the overall improvement of the socio-economic conditions and cultural welfare of the people. It holds, as its central purpose to engage students' community in creativity and intellectual and personal development through research, training of leadership.

**1. Committees of Ph.D. Programmes:****A. Research Advisory Committee (RAC):**

There shall be a Research Advisory Committee for each Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- i) To review the research proposal and finalize the topic of research;
- ii) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- iii) To review and quarterly assist in the progress of the research work of the research scholar and submit status report to the Academic Registrar through the DRC.

A research scholar shall appear before the Research Advisory Committee once in four months to make a presentation of the progress of his/her work for evaluation and further guidance. The quarterly progress reports shall be submitted by the Research Advisory Committee to the Department with a copy to the research scholar.

In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the authority with specific reasons for cancellation of the registration of the research scholar.

**The composition of RAC is as follows:**

- a) Research Supervisor - Member secretary
- b) One expert outside the Department from related field
- c) HoD/DRC- Chairperson

**B. Constitution of Departmental Research Committee (DRC):**

There is a Departmental Research Committee (DRC) constituted as mentioned below in each Department/Centre for Studies of the University:

- i) Head of the Department - Chairperson & Convener
- ii) All recognized Research Guides/Supervisors of the Department - Members
- iii) The Dean of Faculty - Observer

With the change of Headship, the Chairperson will also change and there will be an official notification to that effect. The Chairperson shall place all matters relating to research before the DRC for discussion and send the same to the Ph.D. Committee for consideration. The Chairperson shall also take necessary action on the procedure for admission, course-work, examination, submission of thesis etc. as mentioned in this Regulation. DRC shall direct HoD to notify students one month before due dates.

**C. Constitution of Ph.D. Committee:**

The University has a Ph.D. Committee for making guidelines for Research fraternity of the university with the following duty and objectives.

- i) Shall give recommendation of: (a) Ph.D. Registration (b) Ph.D. Research Guides (c) Panel of Examiners
- ii) Shall take decision regarding the admission of the candidates and fixing the number of candidates to the Ph.D. programs.
- iii) Shall consider to approve recommendations of the respective Departmental Research Committees (DRCs) with regard to applications of the candidates as mentioned in this Ph.D. Regulations.
- iv) Shall scrutinize Ph.D. Guides/Supervisors on the basis of decision of the respective DRC/RAC to that effect as provided in the Ph.D. Regulations and send for "recognition" to Research Council.
- v) Shall scrutinize, moderate, and approve the Ph.D. proposals as recommended by the DRC for registration.
- vi) The Committee has right to invite external experts from other Universities/Institutions at the time of approval of Ph.D. proposals.
- vii) Ph.D. Committee will form a team of at least two experts along with Academic Registrar for inspection, for recognition of co-supervisor of other Institute/Department/Centre/Laboratory/Library/Museum etc. and will send the recommendation to Research Council for approval of recognition.
- viii) Shall consider and forward to the Research Council any issue/matter related to research work for the latter's decisions.

**The composition of Ph.D. Committee is given as:**

- (a) Vice-Chancellor-Chairman
- (b) Academic Registrar - Convener
- (c) Dean of the Concerned Faculties - Member
- (d) Heads of the Concerned Departments - Member

- (e) One Guide/Supervisor from each Department - Member.
- (f) Controller of Examination - Member

#### **D. Constitution of Research Council (RC):**

The University has a Research Council with the following duties and objectives:

i) Shall frame and review the policy matters/regulations pertaining to research leading to Ph.D.

ii) For any other matter not covered by the Ph.D. Committee, the decision of Research Council shall be the final and binding.

iii) Shall recognize and approve Ph.D. Guides/Supervisors and panel of examiners on the basis of recommendations of Ph.D. Committee following the qualifications provided in the Ph.D. Regulations and will send to Academic Council/ Executive Council for final approval.

iv) Shall recognize and approve co-supervisor of other Institute/Departmental Centre/Laboratory/Library/Museum etc. recommended by Ph.D. Committee.

#### **Research Council of the University shall consist of the following persons:**

- (a) Vice-Chancellor - Chairman
- (b) Academic Registrar- Convener
- (c) Dean of the Concerned Faculty - Member
- (d) Controller of Examinations - Member
- (e) 3(three) senior Professors of the University (to be nominated by the Vice-Chancellor for three years) - Member
- (f) 2 (two) senior Professors/Scientists of the other recognized Institution/University (to be nominated by the Vice-Chancellor for three years) - Member
- (g) Heads of concerned Departments - Member

#### **2. Eligibility for Admission into Ph.D. Programme:**

Admission to the Ph.D. Programme shall be done once in an academic year. Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

(i) Any person with at least 55% marks or equivalent Grade in a Master's Degree of this University and from other University recognized by the UGC in any subject like Faculties of Humanities, Arts, Science, Commerce, Law, Management, Technology, Fine Arts, Engineering Science and Medical Science or other professional subject or an equivalent degree 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions may apply for admission to the Ph.D. Programme.

(ii) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade is allowed for those belonging to SC/ ST/OBC (non-creamy layer)/Differently-abled and other categories of candidates, 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 without including the grace mark procedures.

(iii) Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree.

(iv) Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

### 3. Duration of the Programme:

(i) Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

(ii) The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

### 4. Procedure for admission:

(i) University will notify well in advance in the University website and through advertisement in two (2) national newspapers, of which at least one (1) shall be in Assamese/Bodo language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;

(ii) All candidates must apply for entrance test for admission in the Ph.D. Programme in the prescribed form obtainable from the office of the Academic Registrar on payment of prescribed fees. Provision of online application is there which will be notified in the advertisement.

(iii) The offline application must be submitted to concerned Head of the Department who is also the Chairperson of the DRC. The Head of the Department shall place the applications at the meeting of the Departmental Research Committee for scrutiny and selection of candidates for entrance test.

(iv) University will adhere to the National/State-level reservation policy.

(v) University will admit Ph.D. students through an Entrance Test (written and interview/Viva Voce) conducted by the Department. The date of the entrance test shall be fixed by the DRC of the Department concerned; however, the date of examination fixed by the Departments shall not be after the last date notified by the Academic Registrar.

(vi) The concerned DRC will conduct only interview/viva voce for those students who qualify UGC-JRF/CSIR-JRF or have passed M. Phil. programme in regular mode.

(vii) The Entrance Test shall be comprised of written test of 100 marks which will be conducted by the respective Department. Qualifying marks in written test is 50%. However, 5% relaxation will be given to the candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-abled.

(viii) The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific.

(ix) An interview/viva-voce will be organized by the Department when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.

The interview/viva voce shall also consider the following aspects, viz. whether:

- \* the candidate possesses the competence for the proposed research;
- \* the research work can be suitably undertaken at the department;
- \* the proposed area of research can contribute to new/additional knowledge.

(x) The result of the test should preferably be declared within one week of the date of examination and the same shall be notified in the Departments and a copy of the list of successful candidates shall be submitted to the Academic Registrar for necessary follow up action.

(xi) Successful candidates shall have to apply for admission to course work to the Head of the Department in the prescribed form to be obtained from the office of the Academic Registrar within 10 days of notification of list.

(xii) It shall be the responsibility of the candidate to get the consent of a supervisor. The Department shall be responsible for providing suitable guides to the candidates.

(xiii) Admission to the course shall be made after obtaining clearance from the Ph.D. Committee on the basis of the result of the Entrance Test.

- (xiv) Documents to be submitted at the time of admission:
- a) All Certificates and Mark sheets of BA/B.Sc./B.Com/ Equivalent
  - b) All Certificates and Mark sheets of M.A/M.Sc/ M.Com/ Equivalent
  - c) All Certificates and Mark sheets of M. Phil/ Equivalent
  - d) Registration Certificate of Bodoland University (Migration Certificate if candidate is outside the Bodoland University).
  - e) No Objection Certificate (NOC) as well as Study Leave Certificate (SLC) of Six months for Course Work from his/her employer for Institutional candidates serving in any organization.

#### 5. Ph.D. Course Work:

(a) After being admitted to course-work, a scholar shall have to undertake a compulsory one semester (six month) course-work which may include research methodology, quantitative methods, computer applications, etc.

(b) There will be five papers. First four papers shall be of total 12 credits having three credits per paper while fifth paper will carry two credits. Thus there will be a grand total of 14 credit course. Total marks in each paper shall be 100 (20 marks for sessional, 80 marks for end semester examination) with the following papers:

- (1) Paper I - Research methodology (as per UGC recommendation)
- (2) Paper II-Computer Application: Basic computer application/Numerical analysis as designed by the Departments.
- (3) Paper III - Overview on relevant subject Paper.
- (4) Paper IV- In-depth of the relevant subject.
- (5) Paper V- Research and Publication Ethics

Course for Paper I and Paper II shall be framed by the Departments which will be compulsory. Paper III and IV shall be subject specific. Each Department will offer several courses and the students shall exercise the option of choosing any two.

(c) A scholar must have a minimum of 70% attendance during the course-work. A Ph.D.scholar has to obtain a minimum of 55% of marks or its equivalent grade in the course work examination in order to be eligible to continue in the programme and submit the dissertation/thesis. If not, he/she shall be declared as unsuccessful. In that case, he/she shall have to repeat and clear the course-work examination (without Course fee but will have to pay examination fee) in the next session. Candidates will be given maximum of two chances to clear the course-work examination failing which his/her admission to the programme shall summarily be rejected. For the candidates who required two chances will be allowed to pursue research work if concerned guide/Supervisor will agree to supervise him.

(d) The calculation of Semester Grade Point Average (SGPA) shall be made according to following formula:

$SGPA = (C_i G_i) / (C_i)$  where,

$C_i$  = Number of Credits for the  $i$ th Course

$G_i$  = Grade Point obtained in the  $i$ th Course.

The following Grading Scale shall be applied to indicate the performances of the scholar in Course-work Examination:

Grade	0	E	A	B	C	F	I
Grade points	9	8	7	6	5	0	-----
Description	Out standing	Ex cellent	Very good	Good	Fair	Poor	Incom plete
Marks (%)	90 to 100	80 to 89	70 to 79	60 to 69	50 to 59	0 To 49	-----

(e) Preparation of question paper and evaluation of scripts etc. will be done by the DRC members of the concerned department appointed by the Controller of Examination.

(f) The results in the form of grades will be declared by the Controller of Examination.

(g) Course work Completion certificate will be distributed by Academic Registrar which is the final result.

(h) Candidates who have done M. Phil course in regular mode with Course work from UGC recognized institutions in the concerned subject are exempted from the Course Work.

(i) Woman candidates who were admitted and successfully completed Ph. D. Course work from other UGC recognized institutions/University in the concerned subject and relocated in this University are exempted from the Course Work.

## 6. Registration:

(a) Normally, registration period starts immediately after the declaration of result of course work examination and ends in 12 months from the date of admission. Candidate failing to apply for registration within 12 months from the date of admission due to unavoidable circumstances may, on the recommendation of the concerned guide, be allowed up to 6 months extension period under orders of the Vice-Chancellor on request with prescribed late fee chargeable from time to time with his/her normal fee. If a candidate does not apply for the registration within 18 months from the date of admission, admission will stand cancelled.

(b) Before registration, the candidates must apply to Chairman, DRC for seminar through Supervisor/Guide.

(c) Chairman of DRC of the concerned department will fix the date of seminar where the candidate will present the synopsis which includes the research topic, scope of the study, objectives, tentative hypothesis, research methodology including sampling and design where necessary, review of literature, probable outcome from the research etc. Three experts along with Guide/Supervisor and other scholars of the Department will be present in the seminar. The presence of the Dean of the faculty during the presentation shall be ensured.

(d) The chairman of the DRC shall issue an authentication certificate to this effect if experts of the seminar are satisfied with the presentation otherwise authentication certificate won't be issued; instead experts will advise for re-presentation of his/her seminar after three months giving suggestion of his/her shortfalls.

(e) Application for registration in prescribed form with authentication certificate and a progress report countersigned by his/her Guide/Supervisor will be sent to Academic Registrar which will be placed before the Ph.D. Committee.

(f) The Ph.D. Committee will consider such report and accord approval for the registration of the scholar for the Ph.D. Degree.



The Ph.D. Committee shall finally decide the viability of title of the thesis, the subject and the faculty under which the thesis should be submitted.

(g) The Ph.D. Committee shall have the discretion to consult any expert from outside the University, who shall not ordinarily be a recognized Guide/Supervisor of Bodoland University, on such questions as (a) the status of the topic vis-a-vis the current state of research on the area, and (b) whether the topic is suitable for Ph.D. Research.

(h) Furthermore, the Ph.D. Committee shall have the discretion to suggest any modification in the research proposal on the basis of the feasibility report which shall be binding on the part of the scholar and he/she has to submit the modified proposal within next three (3) months.

(i) The date on which the Ph.D. Committee accepts the proposals for registration shall be the date of Registration of the scholar.

(j) Candidates with Master's Degree from Universities other than Bodoland University shall be required to submit a copy of migration certificate along with the application for registration.

The University will maintain the list of all the Ph.D. registered students on its website. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

### **7. Change of Research Topic:**

In an exceptional case, a candidate may appeal to the concerned DRC for consideration of change of his/her Title of Research topic after due consent from Supervisor/Guide with the cause- why the change is required. The matter shall be processed by the DRC and forwarded with its recommendation to the Ph.D. Committee through Academic Registrar at least six month before the submission of thesis.

### **8. Attendance and Library & Laboratory work:**

(a) Full-time research scholars shall attend their respective departments or laboratories according to the prearranged time-table and the records of their attendance shall be maintained by the concerned Guide(s).

(b) In case of part-time scholars and scholars working in recognized research laboratory outside the Bodoland University, the Guide(s) must be satisfied that the scholar has done work for at least six months in the University Library/Laboratory/Department or in any other Library/Institute/Establishment/Laboratory recognized by the University for the purpose. This period of six months may include actual field-work wherever applicable and to this effect the candidate shall be required to submit a certificate from their Guide(s) at the time of submission of his/her thesis.

(c) Scholars employed shall be required to take at least 6 (six) months leave from their duty, but not necessarily at a stretch.

### **9. Validity & Registration:**

(a) Normally, a scholar's registration for Ph.D. Programme would remain valid for a period of 5 (five) years from the date of admission. However, in case of Women candidates and persons with disability (more than 40%), normally registration would remain valid for 7 (seven) years.

(b) If a scholar fails to submit the thesis within five years from the date of admission and 7 (seven) years for women candidates and Persons with Disability (more than 40% disability), the Vice-Chancellor may consider on request (a scholar shall be required to apply through the Supervisor justifying the need thereof) for further one year extension on due discussion with Ph.D. Committee. In this case candidates have to pay the fine of Rs. 1500.00 with his normal fee.

(c) The Registration of the scholar shall stand cancelled after 6 (six) years and 8 (eight) years for women candidates and Persons

with Disability (more than 40% disability) from the date of admission and his/her name shall be struck off from the Ph. D. Programmes and he/she shall not be allowed to work on the same topic further.

#### 10. Prerequisites for submission of Thesis:

[The Thesis will be summarily rejected if it is found already rejected by other University or found that a Thesis with the same title and topic has already been published by other University or if any duplicity of parts/chapters of the Thesis is detected. In this particular case there is no question of evaluation of submitted Thesis for awarding Ph.D.degree] Prior to the submission of the thesis, each registered scholar shall have to fulfill certain conditions as mentioned below:

##### (a) Pre-Submission Seminars:

(i) Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the department concerned which shall also be open to all faculty members, two external experts from related subjects (within the university) and other research scholars. The presence of the Dean of the faculty during the presentation shall be ensured. External experts will be selected by the Chairman, DRC. Note that date of pre-submission should be within his/her Registration period.

(ii) Date of Pre-Submission Seminar will be declared by Chairman, DRC after getting the application from the candidate preferably 4 (four) months before submission along with at least one publication in UGC CARE List Journal and two seminar/conference presentation certificates and satisfactory report that the thesis is in the final stage for submission from Guide/Supervisor of the candidate.

(iii) The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.

(iv) The Chairman of the DRC shall submit a compliance certificate of the candidate to the Academic Registrar for records. If experts of the seminar are dissatisfied, the presentation of the seminar compliance certificate can't be submitted to the Academic registrar; instead experts will advise for re-submission after three months giving suggestion of his shortfalls.

##### (b) Publication:

Before submission of Abstract of the thesis every scholar shall have to publish at least one research paper on his/her work in UGC CARE list National and International journal and produce evidence to that effect in the form of re-print or acceptance letter to the Chairperson of concerned DRC who shall authenticate and forward it to the office of the Academic Registrar for record. In addition to that the candidate will have to make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

##### (c) Plagiarism:

Before submission, the candidate must pass successfully in plagiarism test through plagiarism checking software and gadgets as fixed by UGC from time to time. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same University where the work was carried out, or to any other Institution.

##### (d) Abstract Submission:

(i) The candidate shall submit an application to the Chairperson of DRC/Head of the concerned Department in proper

format obtainable from office of the Academic Registrar along with 4 (four) copies of the Abstract (not exceeding 1500 words) after successful completion of Pre-Submission Seminar.

(ii) Concerned Guide/Supervisor must submit a list of panel not less than eight (8) experts; not below the rank of Associate Professor with guideship (excluding him/her) or in equivalent rank in research institution recognized by UGC with full address, designation, and broad area of specialization etc. at the time of Abstract submission by the candidate. Number of expert from one department cannot be more than one. List of panel must contain at least 3 (three) experts from outside the state/country.

(iii) If the DRC of concerned Department is satisfied with the candidate's requirements, the Chairperson of DRC/Head of the concerned Department shall countersign candidate's application form and forward it with the copies of the Abstract of the thesis along with other certificates/testimonials to the Academic Registrar who shall place it before the Ph.D. Committee for necessary approval.

(iv) After being recommended by the Ph.D. Committee and approval of Vice-Chancellor, the abstracts shall be sent to the approved examiners for obtaining their consent to examine the Thesis.

### 11. Language:

In all subjects, the language of the Thesis shall be written in English. However, in the language subjects like Assamese/Bodo, thesis may be written in English or in the language concerned if approved by the RAC.

### 12. Submission of Thesis:

(a) A candidate shall submit (five) printed and soft binding copies (six copies in case the work is done under joint supervision) along with soft copy of the thesis to the Chairperson of DRC/Head of the concerned Department within four (4) months from the date

of submission of the abstracts in the prescribed format along with requisite amount of fees.

(b) The candidate may incorporate the text of any work which he/she may have published on the subject. But he/she shall not submit in the thesis any work for which a Degree has been conferred on him/her by this or any other University.

(c) The thesis shall satisfy that it is a piece of research work characterized either by discovery of new facts or by fresh interpretation of facts or theories. In either case it should evince the candidate's capacity for critical examination original thinking and judgment. It shall also be satisfactory so far as its literary presentation is concerned.

(d) The thesis shall include a certificate from the Guide/Supervisor and the declaration from the candidate that the thesis incorporates the scholar's bonafide researches and that these have not been submitted for award of any degree in this or any other University or Institute of learning.

(e) The application for submission of thesis shall be countersigned by the Chairman of concerned DRC who shall then forward the thesis together with the observations of the Committee on pre-submission seminar and other certificates to the office of the Academic Registrar.

(f) The Academic Registrar, after verifying all records/testimonials and obtaining clearance from the Research Council shall issue necessary instruction to the candidate to submit the thesis.

(g) The Academic Registrar, on the advice of the Research Council, shall send the thesis to the Examiners approved by the Vice-Chancellor along with a recommendation.

(h) After the declaration of result with permission of the Vice-Chancellor, the candidate shall have to submit I (one) hard copy of the Thesis to the University Library for preservation and 2 (two) soft copy (in the CD form) which the Academic Registrar shall forward to digital repository for uploading in INFLIBNET.

**13. Rules for Writing the Ph.D. Thesis:**

1. All copies shall have the standard A-4 size in good quality paper. A margin of at least 3cm shall be left on all sides.
2. The content of the thesis should be typed/ printed in 1.5 spaces with Times New Roman.
3. The maps and drawings may have appropriate size as advised by the guide.
4. All copies must be bound as specified in clause and must have the title of the thesis, the name of the degree, the year of submission and the name of the scholar embossed/printed on the spine and front page of the cover.
5. The colour of the thesis and the letters there on will be as given below:

Faculty	Colour of the Cover	Font Size	Colour of the letter
Commerce / Law /Management	Light Blue	Body Text=12 Heading/ Sub-heading=14	Black in white background
Language/ Arts/Social Sciences/ Humanities	Dark Green	Body Text=12 Heading/ Sub-heading=14	Black in white background
Science/ Engineering/ Technology/ Medicine	Dark Cherry Red	Body Text=12 Heading/ Sub-heading=14	Black in white background

**14. Appointment of Examiners:**

- (a) The thesis shall be examined by a Board of Examiners consisting of 2 (two) external Examiners (preferably one from outside the state/country) and the Guide/Supervisor.
- (b) For this the concerned DRC in consultation with the Guide/Supervisor of the thesis shall prepare a list of not less than eight (8) experts; not below the rank of Associate Professor (one expert from each institution excluding Guide/Supervisor) with full address, designation, and broad area of specialization, from a panel of examiners already approved by the Research Council. This should be done at the stage of submission of the Abstract copies by the scholar.

(c) The DRC and the Guide/Supervisor must ensure that the list of external examiners shall contain at least 3 (three) examiners from outside the state/country.

(d) Further, the list must not contain the names of any recognized Ph.D. Guide/Supervisors of the University or of any person from the institution where the Guide/Supervisor/Co-supervisor is working.

(e) The approved list of examiners shall be put before the Vice-Chancellor by Academic Registrar to choose any 2 (two) external Examiners-1 (one) preferably from outside the state/country. The Guide/Supervisor would be an examiner automatically.

(f) The Academic Registrar shall send the Abstracts to the Examiners as approved by the Vice-Chancellor as a first step towards the examination of the thesis.

(g) External examiner for Ph.D. Thesis should belong to concerned subject. If External examiner is not available in concerned subject, in such case External examiner may be appointed from other relevant subjects (Interdisciplinary).

**15. Evaluation of Thesis:**

The thesis shall be examined in two parts: (1) Written

Comments by the appointed examiners on the thesis submitted, and  
(2) Viva-Voce.

**(A) Written Comments:**

(a) While giving detailed comments on the thesis, the examiners shall recommend that in their opinion-either (i) the thesis be accepted, or (ii) it must be revised and resubmitted or (iii) the thesis be rejected.

(b) In case of (i), opinion of the examiners shall be based on the detailed report and it must not contradict the detailed report.

(c) Further, the examiners shall also state whether the thesis is worthy of publication or not. If not, the reasons will be clearly stated by him/her. This recommendation, however, is necessary only for publication of the thesis. In case the thesis is not recommended for publication, this will not have any bearing on the award of the degree.

(d) In case of (ii), the examiner shall indicate the lines along which the thesis should be revised. For such revision, the candidate shall be provided with the report of the examiner/examiners who have recommended revision of the Thesis.

(e) In case of (iii), detailed reasons for rejection shall be given by the Examiner(s).

(f) In case, one examiner suggests revision and resubmission while the other examiners accept the thesis, the candidate shall be asked to resubmit the thesis on payment of half the prescribed examination fees after 6 (six) months (but within one year) from the notification made by Academic Registrar in the light of the suggestions made by the examiner concerned. The revised thesis will be referred to the same examiner who had suggested revision.

(g) If the candidate does not follow the suggestions made by the examiner concerned for revision and resubmission as advised after 6 (six) months (but within one year), the thesis shall be rejected.

(h) If the thesis is recommended for Ph.D. degree by any 2 (two) examiners and one of the external examiners recommends rejection, then the thesis shall be referred to another external examiner

(i.e. 4th examiner) from the panel already approved by the Research Council. In that case the candidate will have to pay half of the prescribed examination fees.

(i) If this 4th external examiner also recommends rejection, the thesis shall be rejected.

(j) If the 4th external examiner recommends the thesis, the report of the recommendation will be considered along with the other reports already received and will be processed for holding Viva-Voce.

(k) If the thesis is rejected by any two of the three examiners, it shall be summarily rejected.

(1) If the thesis is recommended for Ph.D. degree unanimously by all the examiners, it will be sent to Confidential Committee constituted by V. C. for confidential report. After getting the positive confidential report it will be processed for holding Viva-Voce.

**(B) Viva-Voce:**

(a) After the Thesis has been recommended by all the examiners and its positive confidential report for award of Ph.D. degree, examiners' report will be made available to the Guide/ Supervisor(s) and Head of the Department by the Academic Registrar and the scholar shall be asked to appear at a Viva-voce. The Viva-voce could be taken offline or online. The provision for online viva-voce has been made in the wake of Covid-19 with the approval of Vice-Chancellor.

(b) Candidates shall be required to pay Viva-Voce fee for appearing the Viva-Voce at the prescribed rate on or before the date of the said examination. The fees for re-appearing at the Viva-Voce and/or Practical Examination shall be half of the prescribed Viva Voce fees. Viva- Voce will be conducted by a Board of Examiners consisting of:

1. The Chairperson of the DRC-Convener

2. The Guide/Co-Guide/Supervisors of the Thesis.

3. In case the Chairperson happens to be the Guide/Supervisor of the candidate, the Vice-Chancellor shall nominate a member from the DRC to the Viva-Voce Board or the Vice-Chancellor himself may decide to chair the proceedings.

4. Further, in case of joint supervision, at least one Guide/Supervisor must remain present.

(c) One External Examiner of the thesis to be chosen by the Vice-Chancellor.

1. Provide that if any external examiner is not readily available to conduct the Viva-Voce, the Vice-Chancellor may appoint any other examiner from allied Departments from the panel. Even the Vice-Chancellor himself may decide to chair the proceedings.

2. Further, under an exceptional situation some other experts from the panel of examiners may be invited by the Vice-Chancellor in lieu of the appointed external examiner.

(d) A nominee of the Vice-Chancellor, preferably represented by the Dean of Faculty or the Academic Registrar, who shall oversee the proceedings but shall not take part in decision making process of the Board. Even the Vice-Chancellor may decide to oversee the proceedings.

(e) The Board of Examiners shall submit a combined report in writing.

(f) In the event of absence of unanimity amongst the members of the Viva-Voce Board with regard to the award of the Ph.D. degree, the majority decision shall prevail.

(g) Provided that in case of rejection by the majority, the candidate shall be required to appear again for the Viva-Voce test after 3 (three) months but not later than six months.

(h) In case of a Ph.D. scholar doing independent research without any Guide/Supervisor, the Viva-Voce will be organized by the concerned HoD and will be conducted by two external experts appointed by the Vice-Chancellor.

#### 16. Result & Issue of Certificate:

(a) The Report of the Viva-Voce Test and the Examiners' report shall be forwarded by the Chairperson of the DRC to the Academic Registrar for declaration of result which shall be done with permission from the Vice-Chancellor.

(b) When the Vice-Chancellor's permission is obtained, result shall be declared by the Academic Registrar. However, the candidate shall have to submit one hard copy of the Thesis to be preserved in the University Library and two soft copies (in CD form) to the Academic Registrar who shall submit the soft copy to the UGC within a period of 30 (thirty) days for hosting the same in INFLIBNET.

#### 17. Award of the Doctorate (Ph.D.) Degree:

(a) The permission from the Vice-Chancellor shall remain pending approval of the Executive Council (EC). The EC shall approve the award of the Degree of Doctor of Philosophy (Ph.D.) as early as possible and shall cause the candidate's name to be published with the title of the thesis, name of the Guide/Supervisor(s), name of the Faculty and Department to which the thesis belongs.

(b) A Provisional Certificate shall be issued to the successful candidates certifying that the Degree has been awarded in accordance with the provision of the UGC Regulations 2016 and after submission of one hard bound copy of the thesis along with the two soft copies (in CD form) to the Academic Registrar.

(c) Original certificate under the seal of the University and signed by the Vice-Chancellor will be given to each successful candidate at the next convocation for conferring the Degree.

#### 18. Publication of the Thesis:

Thesis accepted by the University must not be published without prior permission of the Registrar of the University.

**19. Candidates' access to the Report:**

Copy of the reports of the examiners may be made available to the candidates on request and on payment of a prescribed fee concealing the identity and application of the examiners.

**20. Eligibility of Guide/Supervisor:**

Upon the recommendation of the Ph.D. Committee and subject to the approval of the Academic Council, the Research Council may declare any person eligible to be Guide/Supervisors and Co-supervisor for Ph.D. programmes relating to respective areas of specialization. The criteria for recognition of Ph.D. Guide/Supervisor will be as follows:

(a) Any regular Professor of the University with at least five research publications in UGC CARE list refereed journals and any regular Associate/Assistant Professor of the university with a Ph.D. degree and at least two research publications in UGC CARE list refereed journals may be recognized as Research Supervisor. However, in Case of language like Assamese, Bodo where there is no or only a limited number of UGC CARE list refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor.

(b) Only a full time regular teacher of the University can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions/ Govt. College with the approval of the Research Advisory Committee. For Co-supervisor from Government colleges, the college must be affiliated to Bodoland University and must have post graduate course in the department. Co-supervisor must have a Ph.D. degree and at least two research publications in UGC CARE list National/International refereed journals.

(c) The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned

depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.

(d) In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/Faculty/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

(e) In case of relocation of a Ph.D. woman scholar in this University due to marriage or otherwise from other University/ Institute, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

(f) Retired University teachers who have attained the age of 65 years shall be allowed to continue his/her guideship up to the age of 70 years.

(g) The application for recognition of Ph.D. guide will be processed in the respective DRC and Chairman of the DRC will forward the same to the Academic Registrar after due scrutiny and comments by the DRC which will be then placed before the Ph.D. Committee.

(h) No recognized Guide/Supervisor shall be allowed to supervise the Ph.D. programme of any near relatives.

(i) Recognized Guide/Supervisor shall be allowed to supervise the Ph.D. programme in a single discipline only. However,

he/she can be recognized as Co-Guide/Supervisor in a subject area of his same ramifications with similar mode within the University.

(j) Candidates, other than the University to be recognized should have "Recognition" of his Institute/Departmental Centre/Laboratory/ Library/Museum etc. from the Bodoland University.

(k) Ph.D. Committee, subject to the recommendation of Research Council has right to derecognize any Guide/Supervisor if he/she has zero performance in Research Activities for continuous five years from his date of recognition or any doubtful character found from him/her in academic integration.

(l) Co-Guide/Supervisor shall be required to submit a No Objection Certificate (NOC) from his/her employer.

(m) In case of any critical academic and technical matters relating with Ph.D. guideship, Academic Registrar may take decision in consultation with Vice-Chancellor.

#### **21. Allotment of Scholars to Guide/Supervisor:**

The number of scholars to be admitted to Ph.D. course in a particular session to be allotted to a Guide/Supervisor is as follows:

(i) Professor-8 (eight)

(ii) Associate Professor-6 (six)

(iii) Assistant Professor-4 (four)

#### **22. Change of Guide/Supervisor:**

In case the Guide/Supervisor of a candidate leaves the University/College/ recognized institutes before the completion of research of the scholar, the Research Council, upon the recommendation of the DRC may allow the Guide/Supervisor to continue with ongoing research work.

The change of Guide/Supervisor shall be permitted only in exceptional cases like death, state of being incapacitated due to illness, mental disabilities, removal from the job and the like decided by the Research Council upon the recommendation of the DRC. In

such cases the contribution of the original supervisor shall have to be recognized/acknowledged.

#### **23. Independent Research:**

With the prior permission of the Vice-Chancellor, a candidate fulfilling the eligibility conditions and with at least 10 (ten) years of teaching experience in the University Department or College within the territorial jurisdiction of Bodoland University and having adequate publication in standard Research Journal may apply for pursuing his/her Ph.D. research programme independently. While seeking permission from the Vice-Chancellor, the candidate will have to submit certificates from 2 (two) members of the concerned faculty of the University having experience in supervising research so as to test the fitness of the candidate to pursue independent research. All other provisions and conditions of these rules will be applicable to all such scholars working independently.

A scholar having registered once under a Supervisor shall not be permitted to submit his/her thesis independently.

#### **24. Removal of Difficulties:**

Notwithstanding anything contained in the above Regulations, the Vice-Chancellor on Recommendation of the Academic Council may take such measures as may be necessary for removal of difficulties. Right to further Revision of this Regulation is reserved for Research Council only, subject to the recommendation of the Academic Council and the general approval of the Executive Council of the University.

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