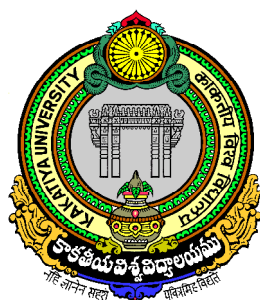


# KAKATIYA UNIVERSITY WARANGAL

(Accredited with 'A' grade by NAAC)



## Rules & Regulations of M.Phil. and Ph.D Programs

(As amended in terms of UGC Regulations 2009)

**KAKATIYA UNIVERSTIY  
WARANGAL-506 009**

**M.Phil. Entrance Test & Admissions**

**RULES & REGULATIONS**

**M.Phil. Entrance Test & Admissions 2011-2012 Rules, Regulations & Information:**

M.Phil. Courses are offered in the following subjects at University College, Kakatiya University Campus, Warangal, i.e. Telugu, English, Public Administration, Human Resource Management, Political Science, History, Economics, Commerce and M.Phil. in Sociology at University P.G. College, Nirmal (Adilabad District) and M.Phil. in Education at University College of Education, Kakatiya University Campus.

**No. of Seats: 12 seats in each subject.**

**Eligibility:** Candidates must have passed the Master Degree of Kakatiya University or any other recognized Universities in the discipline concerned securing not less than 55% marks (5% relaxation in case of SC/ST/ PH Categories) are eligible to apply and take the Entrance Test.

**Note:** For M.Phil. in Human Resource Management only Master of Human Resource Management candidates are eligible.

**Entrance Test :** The entrance test shall consist of written examinations of essay type with 3 hours duration and shall carry 100 marks. The test shall be conducted in the subject of the discipline concerned in which the candidate is seeking admission to M.Phil. The minimum marks for a pass in the entrance test for General and Backward Class candidates is 36% and for SC/ ST/ PH candidates there are no minimum marks. Admission will be in the order of merit on the basis of marks secured at the entrance test in the concerned subject and subject to rules of the reservation approved by the University.

**Common to all the Candidates:** To be eligible for admission to the course in any academic year, a candidate must;

1. Have passed the qualifying Degree Examination and secure the prescribed minimum marks in the subject(s) course concerned.
2. Qualify at the Entrance Test conducted by the University in the academic year for which admission is sought.

The University may, for administrative reasons conduct the Entrance Test before publication of the results of qualifying degree examinations concerned. But qualifying in the Entrance test alone does not confer a right of admission on a candidate. In addition to being qualified at the Entrance Test, a candidate will be eligible for admission only if he/ she passes the qualifying degree examination before the first phase of counseling and secures the prescribed minimum marks in the subject(s) – courses concerned. The memorandum of marks and pass certificates of the qualifying examination are not called for along with the application form for Entrance

Test and the eligibility of the candidates is not verified/ decided at the time of allowing the candidates to appear for the Entrance Test. Hence, even if candidates are qualified in the Entrance Test, they shall not have any right for admission unless they fulfill the eligibility criteria for admission to the course he/she has applied before appearing at the Entrance Test.

Candidates are advised to obtain duly signed Acknowledgement Card after submitting the Application.

**Filling-up the Application Form for Entrance Test:**

1. Application and Hall-Ticket forms should be downloaded from the University Website [www.kakatiya.ac.in](http://www.kakatiya.ac.in) be filled in properly and legibly by the candidate in his/her own handwriting.
2. The candidate will be held personally responsible for any incorrect entry.
3. Incomplete applications will be rejected summarily.
4. The University reserves the right to cancel the admission at any stage if particulars furnished by the candidate are found incorrect.

**Submission of the Application Form:**

1. Application Form for Entrance Test (along Hall-Ticket Forms) duly filled in should be submitted at the counter concerned (or as otherwise notified on or before the last date of submission between 11.00 a.m. to 1.00 p.m. and 2.00 p.m. to 5.00 p.m. on all working days or as otherwise notified.
2. Candidates sending the applications for Entrance Test by post, are advised to send them sufficiently in advance so that they reach on or before the last date as prescribed. The University will not be responsible for any postal delay or loss during transit.
3. Application Form for Entrance Test received after the last date and the time prescribed will be rejected.

**KAKATIYA UNIVERSTIY  
WARANGAL-506 009**

**DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)**

**RULES & REGULATIONS**

**1. Admission to Ph.D. programme will be made under the following faculties and departments:**

- I. FACULTY OF ARTS:
  - a) English
  - b) Hindi
  - c) Telugu
- II. FACULTY OF COMMERCE & BUSINESS MANAGEMENT:
  - a) Commerce
  - b) Business Management
- III. FACULTY OF EDUCATION:
  - a) Education
  - b) Physical Education
- IV. FACULTY OF ENGINEERING & TECHNOLOGY
  - a) Computer Science & Engineering
  - b) Civil Engineering
  - c) Electronics & Instrumentation Engineering
  - d) Mechanical Engineering
  - e) Mining Engineering
- V. FACULTY OF LAW:
  - a) Law
- VI. FACULTY OF PHARMACEUTICAL SCIENCES
  - a) Pharmacy
- VII. FACULTY OF SCIENCES
  - a) Biotechnology
  - b) Botany
  - c) Chemistry
  - d) Computer Science
  - e) Geology
  - f) Mathematics
  - g) Microbiology
  - h) Physics
  - i) Statistics
  - j) Zoology
- VIII. FACULTY OF SOCIAL SCIENCES:
  - a) Economics
  - b) History
  - c) Human Resource Management
  - d) Political Science
  - e) Public Administration
  - f) Sociology
  - g) Tourism Management

Candidates shall be permitted to register themselves for Ph.D. Programme in such of the subjects for which adequate research facilities are available.

**2. ELIGIBILITY FOR ADMISSION:**

I. In all the faculties (Arts, Commerce & Business Management, Education, Engineering & Technology, Law, Pharmaceutical Sciences, Sciences, Social Sciences) a candidate is eligible for registration/ admission to Ph.D. course in a subject, if she/he;

i) has obtained a Post-Graduate Degree from a recognized University securing not less than 55% marks (50% for SC/ ST/PH candidates) at the Post-graduate degree

**AND**

ii) has qualified in UGC-CSIR/NET/GATE/AICTE/SLET or APSET examination of Government of Andhra Pradesh

**OR**

iii) has M. Phil. in concerned or in an allied subject from Kakatiya University **OR** was admitted to M. Phil. in regular stream through entrance test and completed from other Universities in A.P.

**OR**

iv) has qualified in the Ph.D. Entrance Test conducted by Kakatiya University for that particular year of admission.

The Ph.D. admission is subject to the availability of vacancies with the Research Supervisors in the Departments concerned in the current academic year.

II. Teacher candidates who are in a regular service and are working in Constituent/ Affiliated/ Associate/ Junior/ Polytechnic Colleges or other academic Institutions, provided they possess the qualifications stipulated above.

III. Persons working in Industries, Public Sector Organizations, Nationalized Banks, Government Departments, State Institutes, Institutes of repute engaged in research work, provided they fulfill the qualifications stipulated above.

Candidates mentioned at **II** and **III** above may be allowed to do part-time research.

IV. Notwithstanding the eligibility criteria listed above, the University reserves the right to amend/ alter from time to time, the eligibility conditions for admission to Ph. D. programme in any one or more faculties.

**3. PROCEDURE FOR ADMISSION:**

i. Admission to Ph.D. programme shall be made after inviting applications for registration from candidates who satisfy the eligibility criteria as mentioned at 2 through a notification issued by the Registrar through the Directorate of Admissions, Kakatiya University.

ii. Application for registration shall be made in the prescribed form, which shall be available at the Office of the Directorate of Admissions, University Website, Kakatiya University, Warangal. The duly filled in Application form along with Research Proposal and supporting documents shall be submitted to the Director, Directorate of Admissions, Kakatiya University on or before the last date prescribed in the Notification.

- iii. **The Dean** of the Faculty concerned shall inform the date and time of interview to the eligible candidates.
- iv. Registration of the candidates shall be made on the recommendation of the Admission Committee consisting of the following:
  - 1. Vice-Chancellor ... Chairperson
  - 2. Dean of the Faculty ... Member
  - 3. Head of the Department concerned ... Member
  - 4. Chairperson, BOS concerned ... Member-Convener
  - 5. One External Expert not below the rank of Professor ... Member
  - 6. Two Research Supervisors of the Department concerned, nominated by the Vice-Chancellor ... Members
  - 7. In case none of the members in the selection committee belong to any of the following categories, viz. SC/ ST/ Women/ PHC, the Vice-Chancellor shall nominate a Senior Teacher(s) as Observer-cum-Member(s) on the selection committee.

*Note: In the absence of the Vice-Chancellor, the Dean shall preside over the admission committee.*

The admission/ registration to Ph. D. programme is given by the admission committee based on **Merit-cum-Reservation** as per the rules of Reservation issued by the Govt. of AP from time-to-time and adopted by the University to the candidates as listed below.

- a) The Candidates who are qualified in National level test and awarded UGC/CSIR/ICMR/ICAR/GATE/AICTE or Any Other Fellowship.
- b) Candidates who are qualified in UGC-CSIR/NET/GATE/ SLET or APSET examination of Government of Andhra Pradesh.
- c) Those who have M. Phil. Degree in the concerned or in an allied subject from Kakatiya University and those admitted to M. Phil. in regular stream through entrance test and completed from other Universities in Andhra Pradesh.
- d) Those who have qualified in the Ph.D. Entrance Test conducted by Kakatiya University for that particular year of admission on the basis of merit.

The candidates belonging to **b to d** may be registered as full time research scholars if they are not employed. Employees of the institutions/ organizations will be registered as part-time research scholars only on the submission of proper evidence of employment and a no-objection certificate at the time of interview. If the Institution or Organization sponsors a candidate for full-time research by sanctioning leave, he/ she will be registered as full time research scholar.

- v. Candidates who have been intimated about their selection/ admission for Ph. D. Programme shall have to report to the Principal of the College concerned where the department exists through the Supervisor, Head of the Department and the Dean of the Faculty concerned after paying the prescribed fee.

#### 4. **FEE:**

Faculty	Admn../Regn. Fee (at the time of admn)	Tuition Fee (per annum)	Special Fee (per annum)	Library fee (at the time of admn)	Common Services .Fee (per annum)	Processing Fee (at the time of admn)	Total Amount
Challan	'A'	'A'	'D'	'D'			
Faculty of Arts	1200=00	5000=00	600=00	600=00	200=00	300=00	7900=00
Faculty of Com & Bus Mgmt	1200=00	5000=00	600=00	600=00	200=00	300=00	7900=00
Faculty of Social Sciences	1200=00	5000=00	600=00	600=00	200=00	300=00	7900=00
Faculty of Law	1200=00	5000=00	600=00	600=00	200=00	300=00	7900=00
Faculty of Education	1200=00	5000=00	600=00	600=00	200=00	300=00	7900=00
Faculty of Sciences	1200=00	6000=00	600=00	600=00	200=00	300=00	8900=00
Faculty of Pharm. Sciences	1200=00	12000=00	600=00	600=00	200=00	300=00	14900=00
Faculty of Engg & Tech	1200=00	12000=00	600=00	600=00	200=00	300=00	14900=00

#### **NOTE:**

- 1) Scholars taking admission in recognized research centre have to pay student recognition fee @ Rs. 3000/- p.a. through 'DD' drawn in favour of Registrar Income Account
- 2) The Scholars taking admission in recognized research centers have to pay all the tuition and other fee through 'DD' drawn in favour of the centre concerned except Admission/ Registration fee and processing fee which is to be paid to the University in the challan concerned.
- 3) The scholars taking admission in the University departments have to remit the entire fee through the challans as specified (i) Admission/ Registration Fee 'A' challan (ii) Tuition Fee 'A' challan (iii) Special Fee in 'D' challan (iv) Library fee in 'C' challan of KU
- 4) Scholars applying for change of title or topic of research, extension of registration, early submission of the thesis shall have to pay processing fee of Rs 3000/- in 'A' challan of KU

#### 5. **COURSE OF STUDY:**

The duration of the programme shall be for a minimum period of **two** years for full-time scholars and **three** years for part-time scholars while the maximum period is **four** and **five** years from the date of registration for **full-time** and **part-time** scholars respectively.

- i) The research activity of all the scholars in a department shall be monitored from time-to-time by the **Department Research Committee (DRC)** duly constituted by the university consisting the following members:
  - a) Head of the Department ... Chairman
  - b) Research Supervisors in the Department ... Members
  - c) Chairman, Board of Studies concerned ... Member- Convener

- ii) The Candidates registered for the Ph.D. programme on **full-time** basis shall be available in the Department throughout the programme and the Head of the Department shall maintain their **attendance** in the department. The candidates registered on part-time basis should be in regular contact with the concerned Supervisor.
- iii) All the admitted candidates have to undergo a course work of **six months** duration as per the syllabus prescribed by the concerned department.
- iv) The candidates registered for the Ph.D. Programme (Regular & Part-time) should give a minimum of two (2) **Seminars** during the programme as follows under the chairmanship of the Dean of the Faculty concerned. In absence of the Dean, the Head of the Department shall chair the same.

**I Seminar:** Soon after the Pre-Ph.D. examination/ within one-year from the date of registration. The theme pertaining to the Seminar shall be on the Methodology, Sample questionnaire and Purpose of Study.

**II Seminar:** It shall be held during the II year or before the submission of thesis.

*The Dean of the concerned faculty and the Head of the Department shall issue a certificate of presentation of the Seminars (two) and the certificates should be submitted along with the application at the time of submission of the thesis.*

- v) The candidate should publish at least one (1) paper in a reputed/ recognized journal (approved by the Board of Studies) before submission of thesis.
- vi) The Vice-Chancellor may, on the recommendation of the Supervisor and the Head of the Department, permit a candidate to work elsewhere for not more than six (6) months, if it is in the interest of his/ her research work. In exceptional cases, his/ her stay, outside the University may be extended for a further period of six months.
- vii) The Head of the Department on the recommendation of Supervisor may grant a FOUR (4) weeks leave to the candidate during a calendar year.
- viii) *A record of all the registered scholars shall be maintained in the Department and the concerned supervisor takes care of the progress of the work done by the scholars. A candidate registered for Ph.D. Programme shall submit to the Dean concerned, through the Supervisor, Chairperson, BoS and the Head of the Department, **half yearly reports** of the progress of the research work. If no report is submitted by a regular scholar during 12 month period, a notice shall be served to the candidate by the Dean and after 18 months the registration of such candidate stands cancelled automatically. In the case of part-time scholars the periods shall be 18 months and 24 months respectively.*
- ix) A teacher/**in** service candidate registered as a part-time scholar in the Faculty of Science working outside the Municipal area of Warangal shall be required to put in **at least one year of attendance** in the research laboratory of the University Department concerned. A certificate from the employer relieving him/ her with leave sanctioned for the entire period (1 year) shall be submitted by the candidate to the Dean of the concerned Faculty through the Supervisor and the Head of the Department. He/ She shall be allowed to submit the thesis only after fulfilling the condition of attendance. In case of other



faculties where no laboratory work is involved, such candidates should spend **six months** in the University Department concerned during the research period with leave from the parent department.

- x) No candidate shall be allowed to submit the thesis in less than two **(2) years (full time)** and three **(3) years (part time)** from the date of registration. The Vice-Chancellor may, however, relax this condition after obtaining the opinion of a Committee constituted for this purpose. The Committee shall consist of:
- |   |     |             |
|---|-----|-------------|
| a) The Dean   | ... | Chairperson |
| b) The Head of the Department   | ... | Member      |
| c) The Chairperson, Board of Studies  | ... | Member      |
| d) An External Member not below the rank of Professor in the concerned discipline | ... | Member      |
- xi) A candidate shall submit the thesis within 4 years (full time)/5 years (Part-time) from the date of registration.
- xii) Extension of time up to a maximum of **one year** may be given by the Vice-Chancellor, provided, the Vice-Chancellor is satisfied that there are sufficient reasons for not completing the work within 4/ 5 years. Even after the extension by one year, if the candidate fails to submit the thesis, his/her admission would be deemed to be cancelled. However, such candidates can seek re-registration.
- xiii) Re-registration for the candidates who have completed 5/ 6 years will be made by a Committee consisting of the following members provided there is no change of topic or the guide.
1. Dean of the Faculty
  2. Head of the Department
  3. Chairperson, Board of Studies
- The re-registration will be effective from the date the candidate completes 5/ 6 years. The candidate shall pay a re-registration fee of Rs 2000/ - + other fee mentioned at Clause 4. The candidate will be exempted from Pre-Ph. D. examination and may submit his/ her thesis any time within ONE (1) year. There will be no further extension or re-registration.
- xiv) If any candidate submits the thesis or cancels his/her registration, a position falls vacant with the Supervisor.

## **6. Pre-Ph.D. EXAMINATION:**

- I. Candidates admitted to Ph. D. Programme shall have to appear for Pre-Ph.D. Examination. Candidates who did M. Phil. OR M. Litt. degree in regular mode shall, however, be exempted from the Pre-Ph.D. examination. Candidates who obtained M. Phil. degree in distance mode and obtained admission through eligibility/ entrance test have to undergo the course work and also appear for the pre-Ph. D. Examination.
- II. Pre-Ph.D. examination shall be conducted after **six months**, but within **one year** from the date of registration. There shall be a minimum of one Pre-Ph.D. examination during every academic year.
- III. The Principal, University College shall conduct the Pre-Ph.D. examination uniformly once in a year. The registration of such of the candidates, who do not pass the Pre-Ph.D. examination in two successive examinations, from the date of registration, shall be cancelled.

IV. The Pre-Ph.D. examination for all the faculties shall have examination in two papers of 3 hours duration each with 100 marks. One common paper in the subject and the other in the specialization.

a) **Paper – I (Common):** Common to all the candidates admitted in a Department (100 Marks) as per the course work.

b) **Paper – II (Broad area of Specialization):** The syllabus of this paper includes the current concepts/ trends in the concerned specialization of the subject. Maximum number of broad areas of specializations in a Department shall not be more than **SIX (6)** at any given time as recommended by the Board of Studies of the concerned subject.

The syllabi for the papers have to be approved by the Board of Studies concerned and approved by the statutory bodies. The External Examiners shall set the common paper and special paper. Two independent Examiners, internal and external, shall evaluate the papers. The average of the two awards will be taken into consideration for declaration of the results. In case, the two awards differ by more than 20%, the paper will be valued by a third examiner and the average of the nearest two will be taken. There shall not be any revaluation for the Pre-Ph. D. examination.

c) Minimum pass marks in each paper shall be 50%. If any candidate fails in any of the papers, he/she has to appear and clear only that paper.

V. If a candidate seeks a **change of topic (research area)** under the same Supervisor, the Vice-Chancellor on the recommendation of the Supervisor; the Chairperson, Board of Studies and the Dean of the concerned Faculty may consider his/ her request. Such candidates shall submit their thesis only after two years from the date of change of topic (**clause xi of rule 5** shall not be applicable to such candidates). They have to appear and pass the Pre-Ph.D. examination (Paper – II only).

VI. A minor **change of title** may be permitted by the Vice- Chancellor on the recommendation of the Dean of the concerned Faculty in consultation with the Supervisor, Chairperson, Board of Studies and the Head of the Department. The candidate shall submit a report on the work done justifying that the proposed title is more apt and explains the nature of the work. In such cases, the candidate need not appear the Pre-Ph.D. examination again, if he/ she has already passed. However, change of title is permitted only once during the period of the course.

VII. In the normal course, **change of Supervisor** will not be permitted. However, in extra-ordinary circumstances (to be determined by the Dean of the Faculty with the concurrence of the Vice-Chancellor) a change of Supervisor may be permitted, provided there is no change in research topic. Where permission for change of Supervisor is thus given, the candidate need not appear for Pre-Ph.D. examination, if the candidate has already passed the Pre-Ph.D. examination.

- VIII. **Publication of a research paper:** A Ph. D. candidate shall publish at least one research paper in refereed/ recognized (by the Board of Studies of the Department) journal before submission of the thesis for adjudication and submit a reprint of the same. The papers published shall be enclosed in the thesis as an annexure.

## 7. SUBMISSION OF THESIS

- i) On completion of the Ph. D. programme, every candidate shall submit the thesis which shall comply with the following conditions:
  - a) It shall be a distinct contribution to the subject and afford evidence of originality and scholarliness shown either by the discovery of new facts or by the exercise of independent critical analysis. Student has to submit a soft copy of the thesis along with an undertaking and a certificate from the anti-plagiarism cell of the University.
  - b) It shall be satisfactory as regards literary presentation and shall be worthy of publication whether in full as submitted or in an abridged form.
- ii) A candidate may utilize for his or her thesis, the contents or any work which he or she may have already published on the subject, but has not submitted the whole or any substantial part thereof for which a degree has been conferred on him/ her of this or any other University.
- iii) The thesis in all subjects shall be written and submitted only in English, except in language subjects where the candidates shall have the option of writing it either in English or in the language concerned. ***Where the thesis is in a language other than English, a detailed summary of the same in English may also be submitted.***
- iv) Every candidate shall apply to the Controller of Examinations on a prescribed form for submission of thesis. It shall be submitted duly filled in and accompanied by four (4) copies of the thesis printed along with the following:
  - a) Four (4) copies of an abstract of the thesis (10 to 15 pages).
  - b) A proper receipt showing that the prescribed fee of Rs. 5,000/- (Rupees five thousand only) has been paid through 'B' Challan at the State Bank of Hyderabad, Kakatiya University Branch, Warangal (or) a Crossed Demand Draft drawn in favour of the Registrar, Examinations Account, Kakatiya University payable at Warangal.
  - c) A certificate from the Head of the Department and the Dean of the Faculty to the effect that the Candidate has given **TWO (2)** Seminars.
  - d) Certificate from anti-plagiarism cell for anti-plagiarism
  - e) Memorandum of marks of Pre-Ph. D. examination and copies of the PG degree certificate. In case the candidate is exempted from Pre-Ph. D. examination for possessing M. Phil. Degree, a copy of the M. Phil. Certificate shall be enclosed.
  - f) A reprint of the paper published.
  - g) A copy of the letter of admission/ extension/ change of title etc. to the Ph. D. course along with a proof of having paid the prescribed fees and satisfied all the conditions.
  - h) A copy of the permission letter for change of topic/supervisor.
  - i) A '**No Dues Certificate**' duly certified by the:
    - 1) Accounts Branch of the College concerned.
    - 2) Library;
    - 3) Hostels Office;
    - 4) Department concerned.

- v) The research scholar may avail the option of submitting Four (4) copies of the abstract/ summary of the Thesis two months prior to the submission of the thesis, along with all the above documents except 'd' which shall be submitted along with the thesis, so that the examination process may be initiated.

**8. EXAMINATION:**

- i) Three Examiners shall evaluate the thesis submitted by a candidate. The Supervisor(s) will not be the Examiner(s).
- ii) A panel of nine (9) Examiners (at least 6 Examiners from outside Andhra Pradesh) shall be submitted by the Supervisor to the Board of Studies keeping in view the field of specialization (except Telugu) for approval. In areas where experts are not available within the country, examiners from abroad may be included in the panel. In case of interdisciplinary research, the panel of Examiners shall be submitted jointly by the two Supervisors mentioning their areas of research for approval of the Board of Studies of the subject.
- iii) Ph. D. Supervisors recognized by the Kakatiya University and persons related to the candidate shall not be included in the panel of adjudicators.
- iv) The Board of Studies of the Department concerned shall recommend a panel of nine (9) Examiners. From this panel, the Vice-Chancellor shall appoint **THREE (3)** External Examiners. Two of the examiners shall be from outside the State.
- v) Every Examiner shall state in clear terms whether the thesis should be:
  - a) Accepted
  - b) Revised and re-submitted for fresh evaluation (Examiner is expected to suggest specific guidelines for revision.)
  - c) Rejected
- vi) The University may take a preliminary decision on the thesis based on three reports according to the following norms:

<u>Recommendation of Examiners</u>			<u>Decision</u>
1	2	3	
Accept	Accept	Accept	Accept
Revise	Revise	Revise	Revise
Reject	Reject	Reject	Reject
Accept	Accept	Revise	Accept
Accept	Revise	Revise	Revise
Accept	Accept	Reject	Send to 4 <sup>th</sup> Examiner
Accept	Reject	Reject	Reject
Accept	Revise	Reject	Revise and Send to 4 <sup>th</sup> Examiner
Revise	Revise	Reject	Revise and Send to 4 <sup>th</sup> Examiner
Revise	Reject	Reject	Reject

- vii)A) A candidate whose thesis is referred back for revision may be permitted by the Vice-Chancellor to resubmit the thesis after revision within a maximum period of two years, but not within six months from the date on which it is referred back. When a thesis is resubmitted, the candidate shall be required to pay half of the prescribed fee.

- B) The revised thesis shall be referred to those examiners who have originally recommended revision and in case it is rejected by any of the examiners, it shall be sent to a fourth examiner.

viii) If the thesis of a candidate is rejected, he/she may be permitted to register himself/ herself afresh for the Ph.D. programme and he/ she shall be exempted from passing the Pre-PhD. examination.

ix) A) Examiner(s) appointed from out-side India may send questions to be put to the candidate at the *viva-voce* and the Vice-Chancellor may appoint expert(s) from within India from the subject concerned to conduct *viva-voce* of the candidate.

1. The *viva-voce* is **open** to the students and faculty of the Department and to the faculty/ scientists in the concerned/ allied subjects. The *viva-voce* shall be conducted by a Board consisting of the following members:

Dean of the Faculty concerned	...	Chairperson
Chairperson, Board of Studies concerned	...	Member
Head of the Department	...	Member
One External Examiner	...	Member
Supervisor	...	Member-Convener

In the absence of the Dean, the Chairperson, BOS shall chair the meeting.

The Board members shall sign the report of the *viva-voce*.

External Member + Supervisor + Head + Dean and/or Chairperson, BOS constitute the quorum for the Board meeting.

If the report of the *viva-voce* is satisfactory, the Controller of Examinations shall finally declare the candidate qualified for the award of Ph.D. degree with the approval of the Vice-Chancellor, subject to ratification by the Executive Council.

A copy of every Doctoral thesis for which a degree has been awarded after incorporating the corrections, if any, suggested by the examiners shall be placed in the University Library with the inscription "Thesis approved for the award of the Degree of Doctor of Philosophy, Kakatiya University". A hard copy of the thesis shall be made available in Department seminar library. The thesis will also be posted on the Kakatiya University Website. A soft copy of the thesis shall be sent to the University Grants Commission, New Delhi within 30 days of award of the Ph. D. Degree for hosting the same in INFLIBNET, accessible to all Indian Universities and Institutions.

## 9. CANCELLATION OF REGISTRATION

The Dean of the Faculty concerned may cancel the registration of a candidate on the recommendation of the Supervisor, the Chairperson, Board of Studies and the Head of the Department concerned under the following circumstances:

- i) On the Scholar's own request;
- ii) When progress has been reported to be continuously unsatisfactory for more than six months;
- iii) When the candidate discontinues his/ her research without prior intimation to the Dean of the Faculty, through the Supervisor; Chairperson, Board of Studies and the Head of the Department.
- iv) When the candidate has taken up employment/admission to any other course of this University or any other University without prior permission.

- v) When a candidate does not pass Pre-Ph.D. examination within the prescribed number of chances.
- vii) When the candidate does not submit the thesis within the prescribed period.
- viii) When the Conduct of the candidate is not satisfactory.

## 10. RULES FOR RECOGNITION OF SUPERVISORS

- i) The Supervisor for Ph.D. Programme shall be a Ph.D. degree holder.
- ii) He/ she shall have at least 6 papers published in recognized standard journals approved by the Board of Studies of the Department. Out of the 6 papers at least two shall have been published after obtaining the Ph.D. degree.
- iii) The recognition as Supervisor shall be after two (2) years from the date of award of the Ph.D. degree and has two years of regular service in the University.
- iv) A teacher/ Scientist working in any of the Constituent or Affiliated Colleges of the University or Research Institute/ Industry may be recognized as a Supervisor provided the infrastructure facilities in the College are adequate for carrying out research. A Committee constituted for the purpose by the University shall inspect and recommend.
- v) A Teacher/ Scientist in the recognized research center of Kakatiya University, who is appointed on permanent basis and puts up a regular service of at least 3 years in that institution shall be considered for extending recognition as research supervisor.
- vi) A Supervisor shall not take Scholars for Ph.D. Programme prior to two years from his retirement. However, the teachers who have on going research projects from any funding agency may be relaxed from this rule.
- vii) Any teacher who intends to continue research and supervise Ph. D./ M. Phil. work of scholars even after retirement, can apply to the Dean of the concerned faculty through the Chairperson, Board of Studies and the Head of the Department before two years of his superannuation for continuation of his/her recognition as supervisor.
- viii) A Supervisor may supervise a maximum of **EIGHT (8)** Scholars for Ph. D. including Scholars with fellowship granted to them by National bodies like UGC/CSIR/ICSSR/GATE etc., and **FIVE (5)** M. Phil. Scholars at any given time.
- ix) A Supervisor shall not take his/her kith and kin as Scholar for Ph.D. programme.

## 11. GENERAL

A full time research scholar shall not accept any employment during the tenure of the course. However, any appointment in research/consultancy schemes is not considered as employment for the purpose stated.

If an employee of any organization seeks admission as a full time research scholar, he/ she has to submit a letter from his/ her employer at the time of admission/ registration to the effect that necessary leave will be sanctioned for the entire duration of the Ph. D. programme.

The admitted candidates have to renew their admission every year by paying the tuition fee, special fee and any other fee payable at the Office of the Principal of the College concerned. If any candidate does not get renewed his admission consecutively for two years, he/she has to forfeit his/her admission.

Hostel facility including dining for full time research scholars is subject to the availability of vacancy in the designated hostel and is for a maximum period of **FOUR (4) years only** and it is subject to satisfactory progress report submitted once in every six months as certified by the Research Supervisor, Head of the Department and the Dean of the Faculty.

The full-time and part-time research scholars shall have to attend a minimum of 75% classes of the course work to become eligible for appearing the Pre-Ph. D. examination.

The candidates who could not attend 75% of the classes of the course work shall not be allowed to appear the Pre-Ph. D. examination and they have to attend the classes with the next batch of students.

After the expiry of the maximum period permissible by the University, no candidate shall be allowed to submit the Ph. D. thesis under any circumstances and the registration automatically stands cancelled. Such candidates may apply for re-registration and they forfeit all claims for hostel accommodation and other benefits granted to the regular scholars.

Any violation of rules and regulations stipulated in this booklet or promulgated by the Kakatiya University from time to time shall lead to the cancellation of the Ph. D. admission of the candidate.

At the time of admission/ registration, the candidates have to give an undertaking to the effect that they will abide by the rules and regulations of the University, devote full time for research (by the regular scholars and part-time by the part-time scholars barring their time at Office/College) and carry out research of high quality, do not resort to any plagiarism, maintain good conduct and contribute for good academic atmosphere on the campus.

**Appointment of Care-Taker Supervisor:** Care-taker supervisor shall be allotted to a Research Scholar in case the original supervisor leaves for abroad. The tenure of Care-taker supervisor shall be up to One (1) year only. In case the original supervisor does not turn up with in one (1) year, the Care-taker Supervisor shall be the full-time Supervisor.

**Joint Supervisor:** Joint supervision is permitted in interdisciplinary areas of research provided the two supervisors are not from the same Department. In all such cases, both the Supervisors must give their written consent agreeing for joint supervision of the research work of the registered scholar.

12. **NOTE:** All other matters that have not been covered by the rules mentioned above shall be referred to the Standing Committee of the Academic Senate whose decision will be final.

*(The Ph. D. rules & Regulations, Kakatiya University, were approved by the Standing Committee of the Academic Senate in the Meeting held on 24 -08-2011.)*





The Admission Committee interviews the candidates belonging to **(a)** and based on the performance of the candidate, allots him/ her to the research supervisor who has accepted him/ her and guiding the research work. If the candidate has not yet started research work in the Department, the Committee assigns a supervisor as per the specialization in view of the guidelines of the UGC, 9(i).

The Admission Committee interviews the candidates belonging to **b - d**, and based on the performance, recommends for admission by allotting to a research supervisor.

The admissions to the Ph. D. Course in a department/ subject are made by taking the vacancies available in that department/subject as the basis for reservations.