

SAVITRIBAI PHULE PUNE UNIVERSITY

(Formerly University of Pune)



Circular No. 217/2014

Subject : Revised Rules for Ph.D.

It is hereby notified for information of all the concerned that the University Authorities have revised the Rules for the Degree of Doctor of Philosophy (Ph.D.). A copy of the same is enclosed herewith.

Director

Board of College and University Development

Ganeshkhind, Pune – 411007.

Ref. No. PGS/Ph.D./5278

Date : 28/11/2014.

SAVITRIBAI PHULE PUNE UNIVERSITY

RULES FOR DEGREE OF DOCTOR OF PHILOSOPHY (PH.D.)

[Only for those registered on or after 11th July, 2009. All cases registered before the date will be governed by earlier rules. It is further clarified that any candidate, whose application has been accepted by the concerned Research and Recognition Committee provisionally admitted before 11th July, 2009 will be covered under the old rules.]

Savitribai Phule Pune University offers research programmes in different subjects listed in Statute 160 and in inter-disciplinary areas leading to award of Degree of Doctor of Philosophy. A candidate shall ordinarily work in a recognized place of research including the University Departments, Research Institutes and Affiliated Colleges recognized by the University. The rules regarding eligibility, entrance examination, interview, registration, supervision, submission and evaluation of thesis, viva-voce, defence of thesis etc. shall be as follows:

1. Eligibility :

For admission to the Ph.D. programme in a related subject in the Faculty, applicants fulfilling any of the following criteria shall be treated as eligible:

- a) Persons having passed Post Graduate Degree (Master Degree) Examination with at least 50% marks or equivalent Grade Point Average (GPA)

Persons having passed Post Graduate Degree (Master Degree) Examination in the Faculty of Law with at least 55% marks.

5 % relaxation in the required percentage of marks will be given to the students of State of Maharashtra belonging to SC/ST/DT/NT/SBC/OBC categories.

- b) Persons working in National Laboratories/Institutes/Government/Private Organization nominated/sponsored by the respective employer. These persons should have a Post Graduate Degree and holding a rank of Assistant Director or above.

Above mentioned rules will also be applicable to the foreign candidates who have obtained a Masters Degree from any of the recognized Indian Universities.

- c) Persons with exceptional abilities having passed graduate degree examination with 50% of marks and with 15 years experience after graduation in the related field. However, candidates possessing B.E. Degree in the faculty of Engineering shall also have patents/ intellectual property rights registered in their names. In such cases, exceptional abilities will be decided by the Research and Recognition Committee concerned.
- d) Senior citizen of an age of 60 years and above, with a Master's Degree. In exceptional cases, the eligibility for senior citizen shall be at the discretion of the Vice-Chancellor.
- e) The fellow members of the Institute of Chartered Accountants and / or Institute of Cost and Works Accountants and / or having qualification of Company Secretary shall be eligible for admission to the Ph.D. programme in the subject allocated to the Board of Studies concerned under the Faculty of Commerce. Provided that such candidates possess a Bachelor's Degree of any recognized University and also have at least 5 years' professional experience.

- f) A Graduate in any Faculty who has developed important new technology (new for the country) or designed and fabricated special instruments or apparatus which are deemed by a competent judge to be a valuable contribution in the field of Engineering/Pharmacy, may be permitted by the Research and Recognition Committee of the Faculty concerned, on the recommendation of appropriate Board or Boards of Studies to submit his thesis for the Ph.D. Degree in that Faculty. Such a candidate must have at least 5 years' standing as a Bachelor of the Faculty concerned.
- g) Application for research in inter-disciplinary areas and from applicants belonging to a Faculty or subjects other than the Faculty or subjects in which the research is proposed to be done and from the international candidates (those who have not obtained the Master's Degree from Indian Universities) shall be considered on the basis of the proven ability and aptitude of the researcher for such kind of research. Such proposal shall be examined by the Guide and the Head, Place of Research before giving provisional admission. The admission will be confirmed after the Research and Recognition Committee/s concerned, approves the topic. **Detailed procedure for admission should be evolved by the Faculty concerned.**
- h) Percentage of marks required for admission of foreign candidates (those who have not obtained Master's degree from Indian Universities) will be 50% or equivalent GPA at Master's Degree level.

2. Procedure for conduct of Entrance Examination

Entrance Examination will be normally conducted once in a year and two admission cycles consecutively. It is essential for Foreign Students also.

2(a) Exemption for Entrance Examination

The candidates fulfilling at least one of the following conditions will be exempted from Entrance Examination:

- i. Qualified in GATE (valid score*)/GPAT (valid score*)/SET/NET/JRF/SRF examination of the apex bodies as CSIR/UGC/ICAR/ICMR/DBT and DST Inspire fellowship only;
- ii. M.Phil. Degree in a relevant subject completed from any Recognized University;
- iii. Minimum experience of 5 years as an approved teacher of Savitribai Phule Pune University in affiliated college/recognized institution/University Department;
- iv. Senior citizen of an age of 60 years and above with Master's degree;
- v. Candidates such as Advocates/Doctor's/Artist/Industry Professional/Employees of Government, Semi -Government Organisations fulfilling conditions prescribed for the relevant Faculty as mentioned in Schedule.

(* to be decided by the respective departments/ Research Centres)

Candidates entitled for exemption from the Entrance Examination shall submit the Registration Form along with relevant supporting documents within the stipulated period before the date of interview.

3. Structure of the Entrance Examination:

For Entrance Examination, there would be two papers i.e. Paper-1 and Paper-2. Paper-1 would be General Aptitude Test of 100 marks and Paper-2 would be Subject-wise/Faculty-wise Test of 100 marks.

Paper 1: General Aptitude Test which will have 100 questions with multiple choice covering Logical Reasoning, Numerical Ability, Reasoning and Language Aptitude.

Standard of Passing: Candidate who score 50% and more will be declared as passed (45% for the candidates belonging to SC/ST/DT/NT/SBC/OBC categories). The list of successful candidates in Paper 1 will be declared faculty-wise and such candidates will be eligible for Paper-2.

Paper 2: Subject Specific Test: This paper will be of 100 marks. Paper-2 Examination will be conducted only by the respective University Departments/Research Centres authorized for the purpose.

- i. 20 marks will be allocated for 20 objective – multiple choice questions covering relevant subject in the Faculty.
- ii. 80 marks will be allocated for theoretical descriptive questions.
- iii. Teachers of the respective University Departments/Research Centres will decide the nature of theoretical questions and weightages to be given out of 80 marks on various components of theory questions such as descriptive questions, case study, comprehension, essays, etc.
- iv. The syllabi of various papers covered under different Boards and Faculties will be decided by the teachers of the respective University Departments/Research Centres and the same will be notified at least 30 days before the date of the examination.

Candidate desirous of taking admission to university departments or affiliated colleges/recognized institutes have to appear for the test conducted by University Departments or Research Centres authorized for the purpose. No separate test will be conducted for other affiliated colleges/recognized institutions.

The list of candidates declared successful in Paper-1 will be published by the P.G. Admission Section of the University. Results of Paper-2 will be declared by the respective University Department/Research Centre and a copy of the same will be sent to the P.G. Admission Section of the University. Candidates will have to mention the University Department/Research Centre of their choice for the admission.

4. Allotment of Research Guide

Allotment of Research Guide will be done by the respective University Departments/Research Centres as per the following guidelines:

On the basis of the interview, allotment of Research Guides for selected candidates shall be decided by the University Departments/Research Centres in a formal manner depending on the number of candidates per teacher, the available specialization among the Research

Guides and the research interest as indicated during interview by the candidates. The allotment/allocation of Research Guide shall not be left to the individual candidate or guide. Guide-wise quota will be declared. Reservation policy will be observed at the time of allotment. The reservation will be followed as per guide basis e.g. (out of eight vacancies, four should be open and four should be reserved category)

While granting admission to candidates to Ph.D. programmes, the University Departments/Research Centres will follow the State Reservation Policy. Foreign candidates will be treated at par with Open Category for admission.

Only one foreign student will be permitted per guide.

Head of the University Departments/Research Centres will ensure the allotment of guide(s) within 3 months from the date of selection of the candidates.

5. Application:

Every person, if he/she is otherwise eligible and qualifies as per above conditions and desirous of doing research work for the Ph.D. degree shall face the interview before the Committee constituted for the purpose. All such candidates will apply to respective University Departments/Research Centres for registration for the purpose of interview. Candidates exempted from Entrance Examination as per Clause 2 (a) shall also have to register their candidature with the respective University Departments/Research Centre. Candidates will be interviewed by the Committee constituted for the purpose as per clause 6 below.

6. The Committee shall consist of:

a) Admission at University Departments :

- 1) Head of the Department concerned (Chairman);
- 2) Chairman of Board of Studies concerned or his nominee;
- 3) Two subject Experts (One from the Department concerned and One from outside, approved by the Vice-Chancellor);
- 4) Two nominees of the Vice-Chancellor – One General and One Reservation

b) Admission at PG/Research Centres at Affiliated Colleges and Recognized Institutions:

- 1) Principal / Director of the Affiliated Colleges and Recognized Institutions concerned (Chairman):
- 2) Chairman of Board of Studies concerned or his nominee;
- 3) Two subject Experts (One Head of the Department concerned of the affiliated college/recognised institution, and one from University Departments/affiliated college/recognised institution concerned, approved by the Vice-Chancellor);
- 4) Two nominees of the Vice-Chancellor – One General and One Reservation

c) Admission at Recognized Research Institution:

- 1) Director (Chairman);
- 2) Dean of the Faculty concerned;
- 3) Head of the Department concerned Institution;
- 4) One Professor from the University Department concerned, nominated by the Vice-Chancellor;
- 5) Reservation nominee appointed by the Vice-Chancellor

It is mandatory for the departments/research centres/Institution to get the approval of the committee by Vice Chancellor.

7. Admission/Registration after the interview:

- i. An eligible applicant seeking admission to the Ph.D. programme shall apply to the Registrar, Savitribai Phule Pune University in the prescribed Application Form (Appendix – A) along with the registration fee as may be prescribed from time to time, ordinarily within a period of six months from the date of allotment of the Research Guide.
- ii. The applicant shall submit along with the application eight copies of his/her Ph.D. proposal as per the Guidelines (Appendix – B) to the place of research.
- iii. An eligible applicant shall be required to make a brief presentation at the place of research before a Committee constituted as under :
 - 1) Head of the Research Centre /Principal/Director;
 - 2) Research Guide;
 - 3) Two experts (recognized research guides in the subject concerned, one from outside the University Department/Research Centre.

The presentation will be arranged by the Head, Place of Research on a date suggested by the Research Guide.

After satisfactory presentation, the Committee will prepare a report on the basis of the presentation. In case of any suggestions given by the Committee for improvement of topic, the candidate shall make changes accordingly and present the topic again before the said Committee within 3 months of the earlier presentation.

After successful presentation, the proposal shall be sent by the Head, Place of Research, within one month from the date of presentation to the P.G. Admission Section of the University to be placed before the Research and Recognition Committee. The date of the successful presentation shall be treated as the date of provisional admission of the candidate and the candidate shall be given provisional admission/registration letter as per proforma given in Appendix – C.

In case of any dispute/problem, the Dean of the Faculty concerned shall take an appropriate decision. In case where Head of Place of Research is the Dean of the Faculty concerned, the Vice-Chancellor will take an appropriate decision.

- iv. If the presentation is unsatisfactory, the proposal shall be rejected and the applicant shall be required to submit a fresh proposal and make a presentation again after a gap of three months and before six months from the date of earlier presentation.
- v. The Research and Recognition Committee shall consider approval of the topic of research and appoint, in case of inter-disciplinary subjects, co-guide/s recognized by the University or, in special circumstances, by any other recognized University.
- vi. The date of registration shall be the date of provisional admission. The registration shall be valid for five years. Extension up to a maximum period of two years shall be given by the Research and Recognition Committee/s concerned only if considerable work has been done by the candidate. The candidate concerned must submit the application for extension through his guide and Head of the Place of Research, three months before the

expiry of the registration period. Further extension of one year will be given by Vice-Chancellor on the recommendation of the Dean of the Faculty concerned.

- vii. If the candidate desires, he/she can partially modify the title and the proposed plan of the research and the Research and Recognition Committee concerned shall approve such changes on the recommendation of the guide and the Head of the Place of Research.
- viii. As per provisions of Ordinance 116, registered candidates shall not be allowed to register simultaneously for any other degree course.
- ix. The admission will be confirmed (Appendix – 'D') after the Research and Recognition Committee approves the topic. The Head of Research Centre shall admit the candidates as per the rules and regulations of the University.

8. Course Work:

The course work is compulsory and will carry 20 credits. The bifurcation of these credits is as under:

- i. 5 credits for Research Methodology which includes research methodology, quantitative methods, computer application, tools and techniques including instrumentation, communication skills, seminar presentation and review of published research.
- ii. 10 credits for subject specific (2 subjects) course work.
- iii. 5 credits for field work, seminar and other academic activities.

The evaluation will be done by the teachers of the University Department/Research Centre concerned.

Admitted candidates shall be required to undertake course work organized by the University Department/Research Centre, as the case may be. The course work will be for a minimum period of one semester. The course work shall be treated as pre-Ph.D. preparation. The University Department/Research Centre, as the case may be, shall decide the minimum qualifying requirement for allowing a candidate to proceed further with the writing of the Ph.D. thesis. If found necessary, course work may be carried out by doctoral candidates in related departments/institutes either within or outside the University, for which due credit will be given to them.

Candidates who have done M.Phil. from any recognized University and who were admitted to M.Phil. through an entrance examination and had also undertaken course at M.Phil. level, will be exempted from the course work.

9. Supervision :

9 (A) Guide :

- 1) Normally a candidate shall be required to complete his/her doctoral research under the supervision of the guide allotted to him/her. However, the Research and Recognition Committee concerned may allow change of guide on the production of a 'No Objection

Certificate' from the first guide and an acceptance letter from the new guide. In case of such a change, the candidate shall work for a minimum period of one calendar year under the new guide before he/she submits the thesis. A 'No Objection Certificate' will not be required if the candidate justifies the non-availability of his guide. The justification will have to be endorsed by the Head, Place of Research. In case of any dispute/problem, non-availability of the guide, the Vice-Chancellor on recommendation of the Dean of the Faculty concerned, will take an appropriate decision.

- 2) At any given time, a guide shall not have more than eight registered Ph.D. candidates and/or more than five M.Phil. candidates working under his/her supervision.
- 3) In case of a dispute between a candidate and his guide, the Committee consisting of the following shall examine the matter and report to the Vice Chancellor, whose decision shall be final.
 - i. Dean of the Faculty concerned [Convenor];
 - ii. Nominee of the Vice Chancellor;
 - iii. The Head, Place of Research [If the complaint is against Head/the Dean, he/she shall not participate in the proceedings of the meeting. In that case, additional member/s may be appointed by the Vice Chancellor to replace them].

The report shall include, among other things, specific recommendations. The report shall be submitted to the Vice Chancellor.

9 (B) Progress :

- 1) All the registered candidates shall be required to submit to the Head, Place of Research, through their research guides elaborate progress report every six months (Appendix – E). If a candidate fails to submit three reports consecutively, his/her registration may be treated as cancelled on recommendation of Head and Dean of the Faculty concerned.
- 2) The Head, Place of Research, with fifteen days after the completion of the given period [one and half years], shall send to the P.G. Admission Section of the University, a report on the non-compliance of the condition stated in 9(B) (1). The Head, Place of Research, shall also send a copy of the progress report submitted by the candidate to the P.G. Admission Section of the University, with fifteen days after the completion of the given period [one and half years].
- 3) The progress reports submitted shall be placed by the Head, Place of Research before the Progress Monitoring Committee consisting of [a] the Head, Place of Research, [b] the Research Guide, and [c] a research guide recommended by the Head, Place of Research from amongst the recognized research guides of the University. The Committee shall scrutinize the progress reports and prepare a brief statement on the progress of the candidate. In case of dispute, the Dean of the Faculty concerned shall take final decision. The Head, Place of Research shall maintain the record of these reports and statements.

10. SUBMISSION AND EVALUATION OF THESIS

A. SUBMISSION OF THESIS

1. The submission of synopsis may be permitted only after completion of twenty two months from the date of registration and after successful completion of the Course Work. The synopsis should contain introduction, chapter-wise brief account of the work done and overall conclusions. Ph.D. candidates has to publish one research paper in a standard refereed journal before the submission of the thesis/monograph for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint.
2. At least three months before the date of submission of the thesis, each candidate shall give a pre-submission seminar to be arranged by the Head, Place of Research at the University Department/Research Centre on the request of the candidate duly endorsed by the guide. The final plan of the thesis will be discussed by the research scholars present, among whom the presence of the research guides and the Head, Place of Research or his/her nominee shall be necessary.
3. In the light of the discussion during the seminar mentioned above, the candidate shall submit to the Registrar fifteen copies of the synopsis of his/her thesis through his/her guide within one month from the date of presentation of seminar [Appendix – 'F']. The guide may recommend list of referees to the Academic Section of the University.
4. The candidate shall be allowed to submit his/her thesis after the completion of a period of two months and before six months from the date of submission of the synopsis, failing which the candidate will have to pay the prescribed fine for late submission. Late submission of thesis shall be allowed up to the completion of one year from the date of submission of the synopsis or till the expiry of the registration period, whichever is earlier. The candidate will have to submit synopsis again, if given extension.
5. The thesis shall be submitted in compact bound form along with a soft copy (CD). Along with the thesis, five copies of the abstract shall be submitted.

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

- A) The paper used for printing shall be of A4 size;
 - B) Printing shall be in a standardized form on one side of the paper and in 1.5 line spacing;
 - C) A margin of 1.5 inches shall be, on the left hand side;
 - D) The card for cover shall not be more than 330 GSM;
 - E) The title of the thesis, name of the candidate, degree, name of the guide, place of research and the month and year of submission shall be printed on the title page and the front cover;
 - F) The hard-bound thesis cover shall be of black colour. Spine of the binding [side cover] should mention 'Ph.D. thesis' on the top, name of the candidate and month and year. The specifications are shown in Appendix – 'G'.
6. The candidate shall submit to the Registrar three copies of his/her thesis and **produce** an acknowledgement of the receipt of thesis by the Research Guide and the Head, Place of Research.

7. The thesis shall include a Certificate of the guide [Appendix 'H'] and a Declaration by the candidate [Appendix 'I'] that the work reported in the thesis has been carried out by the candidate himself/herself and that the material from other sources, if any, is duly acknowledged.
8. The thesis shall be written in English except when it is related to Modern European or Indian languages. Exceptional cases may be considered by Research and Recognition Committee for writing the thesis in Marathi language only.

B. APPOINTMENT OF EXAMINERS

1. The procedure for the appointment of examiners shall be undertaken soon after the candidate submits his/her synopsis.
2. The thesis should be sent to three examiners and evaluated by any two external examiners for the respective Faculty as mentioned below:
 - i. For Faculty of Science/Pharmacy/Engineering - one examiner from India and one should be from out of India;
 - ii. For other faculties - one examiner from within the State and one should be out of the State.

The guide of the candidate shall be an internal examiner.

3. The Chairman for the Viva-Voce and the Panel for defence of the thesis shall be appointed by the Head of the Place of research or by the Dean of the Faculty concerned when the Head is the guide, from a panel of three experts suggested by the guide.
4. If the approval of the examiners' panel is delayed beyond three months, the Ph.D. candidate, through his guide may bring this to the attention of the Vice-Chancellor directly and the Vice-Chancellor in such a case, may initiate an appropriate action in consultation with the Dean of the Faculty concerned ensuring that the panel is approved within a month.
5. The Vice-Chancellor may indicate the order of priority of examiners from 1 to 3 as per the classification for various Faculties given in clause (2) above.

C. EVALUATION

1. After the approval of the panel of examiners by Board of Examinations. The Controller of Examinations shall invite the first three examiners from the approved panel, to examine the thesis. The Controller of Examinations shall forward the thesis to the examiners within a week from the date of the receipt of the acceptance letter of the examiner or the submission of thesis, whichever is later. If an examiner does not accept the invitation within thirty days from the date of dispatch of the invitation letter, the Controller of Examination shall send an invitation letter, to the next examiner on the panel.
2. The external examiners shall independently send their reports to the Controller of Examinations within sixty days from the date of receipt of the thesis [The reports sent by fax or e-mail by using the 'postscript' package will be accepted]. If an examiner fails to

do so, the Controller of Examinations shall send him/her a reminder immediately after the expiry of the said period and request him/her to submit the report within thirty days. If the examiner concerned fails to comply even within the extended period, the COE shall cancel his appointment forthwith and invite the next examiner from the approved panel to evaluate the thesis. In the event of a request for the late submission of a report, receipt of the report after the appointment has been cancelled or the loss of report, postal delay, etc., the Dean of the Faculty concerned shall take an appropriate decision in the interest of the candidate concerned.

3. The positive reports received from the external examiners and the Research Guide (Internal Examiner) shall be immediately forwarded to the Head, Place of Research who, after ascertaining that the reports are favourable, shall arrange the viva and the defence of the thesis at the earliest date suitable to the Internal Examiner, the nearest external examiner and the Chairperson. The Head of the Department shall nominate the Chairperson for the defence from a panel of three senior research guides to be suggested by the Internal Examiner. The Head shall make the reports available to the candidate, the Research Guide and the Chairperson at least a day before the date of the viva. In case of any problem, the Dean of the Faculty concerned will take an appropriate decision.
4. In case one out of two external examiners give unfavorable report, then the Controller of Examinations shall get the thesis examined by an additional examiner from the panel of examiners approved by the Board of Examinations. If the additional examiner also gives an unfavorable report, the candidate will be declared to have failed.

11. VIVA VOCE AND DEFENCE OF THE THESIS

1. The day, date, time and the place for the viva voce and the defence of thesis shall be notified by the Head of the Place of Research at least eight days in advance. Normally, the viva voce and the defence of the thesis shall be arranged in the University Department. In exceptional cases, the Vice-Chancellor may allow the viva to be conducted at a Place of Research outside the University campus. In such a case, the procedure and norms for the conduct of viva, payments, etc. shall be as laid down by the University.
2. The defence of the thesis shall take place in the presence of the Guide (Internal Examiner), one External Examiner and the Chairperson, who shall jointly evaluate the performance of the candidate. In case of dispute, the Dean of the Faculty concerned shall take an appropriate decision.
3. If neither of the external examiners is able to be present at the time of the defence, the Vice-Chancellor, on the recommendation of the Guide and the Dean of the Faculty concerned, shall appoint a senior research guide to act as an examiner for the defence of the thesis. In case the Internal Examiner is not available, the Vice-Chancellor shall appoint one of the senior research guides on the recommendation of the Dean of the concerned Faculty and Head of the Place of Research.
4. The examiners present for the viva-voce and the defence of the thesis shall submit to the COE their final consolidated report along with the reply given to the queries raised by the external examiners in the written form, signed and accepted by the members of the Viva-Voce Panel. [Appendix 'J'] and a list of the persons attending the open defence

[Appendix – 'K'], in respect of the award of the Ph.D. degree immediately after the defence is over.

5. In case the defence is not satisfactory, the examiners may unanimously recommend with reasons that a fresh viva-voce and defence of the thesis be organized within a period of not less than one month. If the defence is still not satisfactory, the Committee would record the reasons for the same. The Committee may recommend the resubmission of the thesis with suggested changes or recommend the rejection of the thesis.

12. DEPOSITORY WITH THE UNIVERSITY GRANTS COMMISSION

Following the successful completion of the evaluation process and announcements of the award of Ph.D., the University shall submit a soft copy of the Ph.D. thesis to the University Grants Commission within a period of thirty days, for hosting the same in INFLIBNET accessible to all Colleges/Institutions/Universities.

The University shall issue a provisional certificate, certifying to the effect that the Degree has been awarded in accordance with the Regulations issued by the University Grants Commission as per the Notification dated 1st June 2009 and subsequent the Gazette of India published on 11th July 2009.

The overall result shall be officially declared by the COE within eight days from the date of the receipt of the favorable report on the defence of the thesis.



Director

Board of College and University Development

Schedule

Candidates such as Advocates/Doctor's/Artist/Industry Professional/Employees of Government, Semi -Government Organisations fulfilling conditions prescribed for the relevant Faculty as mentioned below shall be exempted from the Entrance Examination conducted for admission to Ph. D. Programme Degree of University.

Faculty	Qualification/Experience
Arts, Fine Arts and Performing Arts	<p>A) Arts: Renowned/well-known literary artist (creative writers) : A person associated/linked with well-known/distinguished literary organizations/ associations.</p> <p>B) Fine Arts: Eminent Artists/Professionals/scholars having significant contribution in the field of Visual Arts (Fine Arts)</p> <p>C) Performing Arts: Recognized Gurus/Visiting faculty (Qualified and eligible)/Renowned Artist/ Renowned Performers</p> <p>Experience: 15 years' professional experience with graduate degree or 10 years' professional experience with Postgraduate degree. However, the candidate needs to produce professional experience certificate from the authentic/ reputed/authorized institute or organization or body.</p>
Mental, Moral and Social Sciences	<p>Minimum 10 years' professional experience in the relevant field after Post Graduate Degree (Master's Degree) in the Faculty concerned.</p>
Science	<p>1. R & D Institutions/Forensic Labs and other Testing Laboratories</p> <p>a) M.Sc. Degree from any recognized University/Institute;</p> <p>b) Five years working experience. The work should be certified by the Director/Head of the Institution;</p> <p>c) At least three research papers published in peer reviewed journals.</p> <p style="text-align: center;">OR</p> <p>At least one patent/new methods development in the respective field.</p> <p>2. R & D Division of Industries</p> <p>a) M.Sc. Degree from any recognized University/Institute;</p> <p>b) Five years working experience in Industry. The work should be certified by the Director/Head of R & D Division;</p> <p>c) R & D Division of Industry should be recognized by DSIR, Govt. of India;</p> <p>d) The candidate should be engaged in research work in the respective field.</p> <p>3. An organization/Department working in scientific fields</p> <p>a) M.Sc. Degree from any recognized University/Institute;</p> <p>b) Five years working experience in the respective field;</p> <p>c) The organization should be recognized by State/Central</p>

	<p>Government or affiliated to University/Government Institute;</p> <p>d) At least three research papers published in peer reviewed journals.</p> <p style="text-align: center;">OR</p> <p>At least one patent/new methods development in the respective field.</p>
Law	<p>Fifteen years professional experience as a Lawyer/Judge/Law Officer/ Legal Advisor in Government, Semi-Government or private sector after obtaining LL.B. Degree (3 years' & 5 years') in the Faculty of Law of a recognised University.</p> <p style="text-align: center;">OR</p> <p>LL.M. Degree in the Faculty of Law of a recognised University with five years professional experience as a Lawyer/Judge/ Law Officer/ Legal Advisor in Government, Semi-Government or private sector</p> <p>Experience certificate shall be mandatory.</p>
Engineering	<p>Engineering : A candidate working in an Industry with Post Graduate Degree in the Faculty concerned, if he/she satisfies the following criteria:</p> <ol style="list-style-type: none"> 1) He/She has minimum 10 years of industry experience; 2) Out of total experience, at least 2 years experience must be after Post Graduation; 3) He/She should be working in the position of Assistant Manager/ equivalent or above. 4) The turnover of company should be at least Rs. 10 Crore per annum. <p>Architecture : A candidate working in an industry or a professional with Post Graduate Degree in Architecture, if he/she satisfies following criteria :</p> <ol style="list-style-type: none"> 1) He/she has minimum 10 years of Industrial/professional experience; 2) Out of total experience, at least 2 years experience must be after Post Graduation; 3) He/she should be working in the position of Assistant Manager/equivalent or above, if working in an industry; 4) The turnover of the business firm/organization should be at least Rs. 10 crores per annum.
Technology	<p>Masters Degree in Technology/Engineering from a recognized Indian University OR Masters Degree in Science/Technology/Engineering in the respective branches of Technology or Engineering from Foreign University recognized as equivalent thereto by the university.</p> <p style="text-align: center;">AND</p>

	Minimum 10 years Industrial experience, out of which at least 2 years should be after post-graduation, at the level of Assistant Manager/equivalent or above', in a company having annual turnover of minimum Rs. 5 Crore
Commerce	<p>1) Professionals with minimum 10 years' work experience in the field of Accountancy/Auditing/Secretary-ship/Cost accounting after passing examination of CA/CS/ICWA</p> <p style="text-align: center;">OR</p> <p>2) Candidates with minimum 10 years' work experience in the area of Administration/Management/ Commerce/ Banking & Financial Services/ Insurance/ Financial Management, etc. in Companies listed on Stock Exchange/ organizations registered under Trust Act/ Government Departments or undertakings after Obtaining M.Com or other post graduate degree in the Faculty of Commerce of any recognized University.</p> <p style="text-align: center;">OR</p> <p>3) Candidates with minimum 10 years' experience in Business/ Management/ Financial Consultant or at working in Consultancy Firms/ Commercial or Financial Research Organizations or Administrative Employees of Govt. or Semi-Govt. organization, after obtaining M.Com or other post graduate degree in the Faculty of Commerce of any recognized University.</p>
Education and Physical Education	<p>After Post Graduate Degree in the Faculty concerned, minimum experience of 10 years in any of the following categories:</p> <ol style="list-style-type: none"> 1) Teaching experience at any recognized institution at the level of primary/ secondary/ Higher Secondary/ Higher education; 2) Experience of developing educational material/ theme/ teaching aid, etc; 3) Experience of educational administration in recognized establishments; 4) Experience of educational extension and evaluation; 5) Experience as a Sports guide and sports training in recognised establishment; 6) Experience as a recognized Teacher/Sports Teacher/ Sports Instructor at the Primary, Secondary, Higher Secondary, Under Graduate level in any of the following categories : <ol style="list-style-type: none"> a) Education and Extension; b) Physical Education and Sports Training; c) Sports Equipments.
Pharmaceutical Sciences	<p>A candidate working in National Laboratories/Institutes/ Government/Semi-Government/Private organization, with minimum 10 years' professional/industrial/ research experience in either of the following departments after passing the Post Graduate Degree in Pharmacy:</p> <ol style="list-style-type: none"> a) Research and Development; b) Formulation and Development; c) Quality Assurance (Q.A.); d) Quality Control (Q.C.);

	<p>e) Production; f) Drug Regulatory Affairs (DRA); g) Intellectual Property Rights (IPR); h) Clinical Research; i) Technology Transfer</p> <p style="text-align: center;">And</p> <p>Having published minimum 3 research papers in National and International Journals with impact factor</p> <p style="text-align: center;">OR</p> <p>The candidate who has developed important new techniques (new for the country) or designed and fabricated special instruments or apparatus which are deemed to be a valuable contribution in the field of Pharmaceutical Sciences and it is essential to have a patent registered in the name of the candidate for the said research.</p>
Management	<p>Candidates having Post Graduate degree in the Faculty of Management and minimum 10 years working experience as an Industrialist/ Manager/ Assistant Manager in business firm with annual turnover of Rs. 15 crores and above.</p> <p style="text-align: center;">OR</p> <p>Candidates having Post Graduate degree in the Faculty of Management and minimum 10 years working experience as an administrative employee of Government or Semi-Government organization in the field of education.</p>

Director

Board of College and University Development

8. Present Occupation/Employment : _____
(Give Name and Address of
the Employer) _____

9. Particulars of Degrees previously obtained (attach attested copies of statement of marks and certificates)

Degree	University	Year of Passing	Subjects Offered	Class Grade	Percentage Grade Points
Bachelor's Degree					
Master's Degree					
M. Phil. Degree					
Any other Degree/ Diploma					

10. Particulars of Publications :

Title of the Paper/Book	Name of the Journal/ Publisher	Place and Year of Publication
1.		
2.		
3.		

11. Details of Teaching Experience :

Name of the College	Subject(s) Taught	Year(s)

12. Details of professional experience, if any (Attach necessary Certificates) :

(i) Nature of Professional Experience : _____

(ii) The Institute where Professional experience was gained : _____

(iii) Period of Professional experience : _____

13. (i) Title of M. Phil. Dissertation, if applicable : _____

(ii) Is the Proposed topic of Doctoral Research related to or an expansion of the M. Phil. Dissertation? : Yes / No

14. Name of the Research Guide : _____
(under whom I propose to work
for my Ph.D.)

15. Name of Co-Guide, if any : _____

16. Name and address of the approved : _____
place of research (where I desire to
do Doctoral Research) _____

All the particulars given above are true to the best of my knowledge .I have read the Rules for the Degree of Doctor of Philosophy (Ph.D.) and I undertake to abide by them. I also undertake to regularly report at the Place of Research unless otherwise permitted by the Head, Place of Research on the recommendation of the Research Guide.

Eight copies of the research outline (as per appendix 'B' of the Rules) and a xerox copy of the registration fee receipt are enclosed.

Thanking you

Yours Sincerely,

Name of applicant

Date :

Place :

Recommendation of the Guide

I, _____ am willing to supervise the
research work of Mr./ Ms. _____ and I
recommend that he/she be given provisional admission.

Ref. No. of Recognition letter : _____

Presently _____ students are pursuing their research work under my supervision.

Date :

Research Guide

N.B.: The Research Guide is expected to communicate separately to the Head, Place of Research two names of Research Guides as per Rule 7 (iii) and time and date for the presentation.

Decision of the Head, Place of Research

On verifying the relevant documents I found the student *eligible/ not eligible* for admission to the degree of Doctor of Philosophy (Ph. D.) of the Savitribai Phule Pune University. He /She has been *provisionally admitted/ not admitted* to the Ph. D. Programme as a student of the University Department/Research Institute/ Centre (a copy of the letter has been attached).

The presentation has been scheduled at _____ am /pm on _____ (Day) _____ (Date). The Report of the presentation will be forwarded to the University office immediately after the scheduled date.

Date :

Head, Place of Research

Seal of the Place of Research

Decision of the Research and Recognition Committee

On the basis of the merit of the proposal and the report of the presentation, the Committee

(a) Approve/s the topic of Research/ recommends the following change in the topic :

(b) Appoint/s the following Co-Guide : _____

Chairman

Date :

Research and Recognition Committee

In _____

Submission of Research Proposal

Along with the application form (for Registration) the researcher has to submit eight copies of his/her research proposal. This is a brief description of the research plan which should include :

- a) rationale and significance of the study,
- b) a survey of work done in the research area and the need for more research,
- c) a statement of aims and objectives,
- d) methodologies and techniques to be used,
- e) the kinds of conclusions expected and their possible value,
- f) plan of research, and
- g) bibliography.

The expected length of the research proposal is six to eight double-spaced A-4 size pages.

The names of the researcher and the proposed guide and the topic of research should be printed at the top. Both the guide and the researcher should sign the proposal.

Provisional Admission / Registration

Ref :

Date :

To

Subject : Your application for Registration for Ph. D. dated _____

Dear Mr /Ms _____

I am happy to inform you that you have been provisionally admitted to the Ph.D. Programme in _____ (subject) _____ (Faculty) of the Savitribai Phule Pune University with effect from _____. Your place of research will be _____.

Your proposal is being forwarded to the University office for approval of the research topic. Your admission/ registration will be confirmed after the University authorities approve the research topic.

Your presentation is scheduled at _____ am/pm on _____ (day),
_____ (date).

Yours faithfully,

Director / Head
Place of Research

Copy to:

1. The Dy. Registrar (Ph.D Unit), Savitribai Phule Pune University, Pune 411 007.

2. The Guide : Prof./Dr. _____

3. The Co-Guide : Prof./Dr. _____

Confirmation of Admission/ Registration

Ref. :

Date :

To,

Subject : Confirmation of admission to the Ph.D. in (subject) _____.

Dear Mr. / Ms. _____

I am happy to inform you that the Research and Recognition Committee in _____
(Subject) _____ (Faculty) has approved your research topic as it
is/with the modification/s as follows:

Your admission is now confirmed as per Ph.D. Rules 7 (ix). The details of your admission are:

1. Subject : _____
2. Faculty : _____
3. Guide : _____
4. Co-Guide : _____
5. Date of Registration : _____
6. Period of Registration : from _____ to _____.

Please note that your admission will be governed by the Savitribai Phule Pune University rules for the Degree of Doctor of Philosophy (Ph.D.) with effect from 11th July, 2009.

Please also note you will have to pay the fees prescribed as per the following schedule :
The first installment will have to be paid within a month from the date on which your admission is confirmed. The successive installments will have to be paid within a month from the date of completion of each year. In case of failure to pay the prescribed fees as per the schedule mentioned, a late fee of Rs. 100/- for Indian students & Rs.500/- for foreign students per month from the due date of payment shall be charged.

Thanking you

Yours faithfully

Head, Place of Research

Copy to:

1. The Dy. Registrar (Ph.D Unit), Savitribai Phule Pune University, Pune 411 007.

2. The Guide : Prof./Dr. _____

3. The Co-Guide : Prof./Dr. _____

Appendix 'E'

Submission of Progress Report

The registered research students have to submit progress reports after every six months. The report should include an elaborate description of the reading, writing, data collection or any other work done in relation to the research. The researcher can also mention difficulties encountered, if any.

The guide is expected to certify the report and mention in unambiguous terms whether the progress is satisfactory or not and whether the work done during the period under consideration is relevant and adequate or not.

Appendix 'F'

Submission of Synopsis

After the pre-submission seminar, the researcher has to submit fifteen copies of the Synopsis of his/her thesis through the guide .A synopsis is viewed as a mini version of the thesis. It should provide a clear idea about what the thesis is. It should (a) state the objectives, nature and scope of the work done, (b) state the principle conclusions, and (c) state the contribution made to the body of knowledge on the subject.

The expected length of the synopsis is ten double-spaced A-4 size pages. The synopsis will be put on the University website.

<p>PH.D THESIS</p> <p>WRITE HERE NAME OF THE CANDIDATE</p> <p>MONTH & YEAR</p>	<p>“Write here title of the thesis in all upper-case (capital letters) with a ‘centre’ alignment. Place this title on the upper central part of the cover with sufficient margin from top and both sides. Use font size suitable to length of the title.”</p> <p>A THESIS SUBMITTED TO SAVITRIBAI PHULE PUNE UNIVERSITY</p> <p>FOR AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY (PH.D.) IN THE FACULTY OF</p> <p>SUBMITTED BY</p> <p>UNDER THE GUIDANCE OF</p> <p>RESEARCH CENTRE</p> <p>WRITE HERE MONTH & YEAR OF SUBMISSION</p>
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Spine

Cover Page

Appendix 'H'

Certificate of the Guide

CERTIFIED that the work incorporated in the thesis _____
_____ (Title)

Submitted by Mr./ Ms _____ was carried out by the candidate under my supervision/ guidance. Such material has been obtained from other sources has been duly acknowledged in the thesis.

Date:

(Supervisor/ Research Guide)

Appendix 'I'

Declaration by the Candidate

I declare that the thesis entitled _____ submitted by me for the degree of Doctor of Philosophy is the record of work carried out by me during the period from _____ to _____ under the guidance of _____ and has not formed the basis for the award of any degree, diploma, associateship, fellowship, titles in this or any other University or other institution of Higher learning.

I further declare that the material obtained from other sources has been duly acknowledged in the thesis.

Date :

Signature of the Candidate

Consolidated Report of the Referees on the Viva Voce

The viva-voce of Mr. /Ms. _____ was conducted on _____ (day and date). The performance of the candidate was satisfactory/ unsatisfactory.

We have conducted the open defence of the Ph.D. thesis entitled : _____

_____ in the Savitribai Phule Pune University _____

on _____

The performance of the candidate was satisfactory / unsatisfactory. We recommend that he/she be awarded the Ph.D. Degree / should not be awarded the Ph.D. Degree/ the viva voce be arranged again on _____.

(Guide)

(External Referee)

(Chairman)

SAVITRIBAI PHULE PUNE UNIVERSITY

(Attendance Sheet)

Ph. D. Viva Voce of _____

Subject _____

Date of Viva _____ Time _____ Venue _____

List of the persons attending the Open Defence.

	Name of the person	Signature
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____