

**AGRAWAN HERITAGE
UNIVERSITY
AGRA, U.P.**



**Doctor of Philosophy (Ph.D.)
Ordinance 2023**

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A.H. University, Agra, U.P.		
Ph.D. Ordinance 2023		
This Ordinance of the A.H. University, Agra, U.P. shall be known as Doctor of Philosophy (Ph.D.) Ordinance 2023. This Ordinance shall cohere to, and cover the provisions made by the University Grants Commission (Minimum Standards and Procedure for the Award of Ph.D. Degrees) Regulations 2022, and in supersession of the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulations, 2016 and its amendments. The Degree of Doctor of Philosophy (Ph.D.) of the A.H. University shall be conferred upon the candidates who fulfil the requirements as specified in this ordinance.		
1.		Short Title, Application and Commencement
	1.1	This Ordinance shall be known as “Doctor of Philosophy (Ph.D.) Degree Ordinance 2023” of the A.H. University, Agra, U.P.
	1.2	The A.H. University (hereinafter referred to as the University) would consider the admission for Ph.D. Programme of the University.
	1.3	The process of admission for Ph.D. The programme would be held twice every year as per the notification of the University.
2.		Definitions
	2.1	“Cumulative Grade Point Average (CGPA)” means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters to the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places.
	2.2	“Credit” means the number of hours of instruction required per week over a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit.
	2.3	“Course Work” means courses of study prescribed by the Department/ Institute to be undertaken by a student registered for the Ph.D. Degree.
	2.4	“External examiner” means an academician/researcher with published research work who is not part of the A.H. University (where the Ph.D. scholar has registered for the Ph.D. programme). The External Examiner would be equivalent to or above the rank/grade of Associate Professor.
	2.5	“Foreign Educational Institution” means - (i) an institution duly established or incorporated in its home country and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through a conventional face-to-face mode, but excluding distance, online, Open and Distance Learning (ODL) mode.
	2.6	“Grade Point” means a numerical weight allotted to each letter grade on a 10-point scale.

2.7		“Research Supervisor” means a faculty member recognised by the University to supervise the Ph.D. scholar for his/her research.
2.8		“Interdisciplinary Research” means research conducted by a Ph.D. scholar in two or more academic disciplines.
2.9		“Open and Distance Learning Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes).
2.10		“Online Mode” shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020.
2.11		“Plagiarism” means the practice of taking someone else’s work or idea and passing it as one’s own.
2.12		“Research Proposal” or “Synopsis” means a brief write-up giving an outline of the proposed research work, which the Ph.D. scholar shall submit along with the application for registration for the Ph.D. programme.
3.		Eligibility Criteria for Admission to the Ph.D. Programme
3.1		<p>A 1-year/2-semester master's degree programme after a 4/year/8-semester bachelor's degree programme or a 2-year/4/semester master's degree programme after a 3/year/6-semester bachelor's degree programme with at least 55% marks in aggregate.</p> <p style="text-align: center;">OR</p> <p>Qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale, wherever the grading system is followed.</p>
		OR
3.2		Equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognised or authorised by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.
3.3		A relaxation of 5% marks or its equivalent grade would be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the UGC from time to time.
3.4		Provided that a candidate seeking admission after a 4-year/8/semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale, wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.

	3.5		Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory
			Authority in that country to assess, accredit or assure quality and standards of educational institutions shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade would be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the UGC from time to time.
4.			Duration of the Programme
	4.1		Ph.D. The programme shall be for a minimum duration of three years, including coursework, and a maximum duration of six years from the date of admission to the Ph.D. programme.
	4.2		After completion of six years, the Vice-Chancellor may grant a further extension of maximum of an additional two years for the submission of the thesis through a process of re-registration, given the application with reasons duly submitted for the same by the candidate concerned for which the candidate shall apply giving the reasons due to which he/she was not able to submit the thesis. The candidates' application in this regard should be moved well in advance to completion of six years and duly forwarded and recommended by the Research Advisory Committee (hereinafter referred to as RAC) & Research Developmental Cell (hereinafter referred to as RDC). However, the total period for completion of a Ph.D programme should not exceed eight years from the date of admission in the Ph.D programme.
	4.3		Female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten years from the date of admission in the Ph.D. programme. The candidates' application in this regard should be moved well in advance to completion of eight years and duly forwarded and recommended by RAC & RDC. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil/Ph.D. for up to 240 days.
5.			Procedure for admission
	5.1		The University shall advertise Ph.D. admission notification in advance on its website and through social media.
	5.2	5.2.1	The selection of candidates for Ph.D. The programme shall be based on 70% weightage in the Entrance Test conducted by the University and 30% on the performance in the interview.
		5.2.2	The paper of the Entrance Test shall consist of 50% research methodology and 50% subject-specific questions.

		5.2.3	In case of foreign nationals, whether self-financing or scholarship holders who are admitted through the Embassy/High Commission of his/her country or admitted under an MOU with foreign institutions, are exempted from such Entrance Test and interview.
		5.2.4	A candidate seeking admission to the Ph.D. The programme shall be required to have secured: (a) At least 50 % marks in the Entrance Test in case of general Candidates. <p style="text-align: center;">OR</p> (b) At least 45% marks in the Entrance Test in case of reserved categories (SC, ST, OBC, EWS, PWD). Reservation policies shall be applicable as per the regulations of the Government of India and the Government of Uttar Pradesh, and as per the Minimum Standards and Procedure for the Award of M.Phil./Ph.D. Degrees) Regulations, 2009.
		5.2.5	A candidate seeking admission to the Ph.D. Programme through Entrance Test, shall be required to appear in an interview conducted by the university for further assessment as part of the second step of admission. In the interview, candidates are required to discuss their research interest/area through a presentation, and the following points should be ensured: • The candidate possesses the competence for the proposed research. • The research work can be suitably undertaken at the University. • The proposed area of research shall contribute to the new/addition of knowledge.
GG		5.2.6	The final merit of admission in the Ph.D. programme shall be as follows: Total Marks = Marks Secured in Entrance Test + Marks Secured in Interview/viva-voce Performance.
	5.3		The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the Department/Faculty/Institute), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the University and update this list regularly.
6.			Allocation of Research Supervisor: Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. Scholars permissible per Supervisor, etc.
	6.1		Permanent faculty members working as Professor/Associate Professor of the University with a Ph.D., and at least five research publications in peer- reviewed or refereed journals and permanent faculty members working as Assistant Professors in University with a Ph.D., and at least three research publications in a peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed.

		<p>Such recognised research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.</p> <p>Provided that in areas/disciplines where there is no, or only a limited number of, peer-reviewed or refereed journals, the Vice Chancellor, on recommendation of the RAC, may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.</p>
6.2		<p>Co-supervisors from within the same department or other departments of the same university or other institutions may be permitted. The eligibility of- supervisor would be the same as that of a regular supervisor. A Co-supervisor should not be below the rank of Assistant Professor. A maximum of two Co-Supervisors are allowed. The co-supervisor would not be changed ordinarily. The Co-Supervisor should take permission or NOC from their departmental head for co-supervising the thesis if they belong to another university/institute.</p>
6.3		<p>Contractual Faculty members shall not act as Research Supervisors and can only act as co-supervisors.</p>
6.4		<p>An interaction meeting would be organised between the selected candidates and proposed supervisors by the department for mutual understanding. The allocation of a Research Supervisor will be done by the Department before the commencement of the Ph.D. Course Work.</p>
6.5		<p>The allocation of a Research Supervisor for a selected research scholar would be allowed by the Department depending on the number of scholars working under and available vacancy per Research Supervisor, the available specialisation among the Supervisors and common research interests of the scholars only as indicated by them before the interview/viva-voce.</p>
6.6		<p>A Supervisor shall not be allowed to supervise a candidate who is his/ her relative, whether by blood, adoption or by marriage.</p> <p>Explanation: In this ordinance, "relative" means the relations provided in the explanation to section 20 of the U.P. State Universities Act 1973.</p>
6.7		<p>A Research Supervisor/co-Supervisor who is a professor, at any given point in time, cannot guide more than eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars, and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars, other than supernumerary seats.</p>

6.8		In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, 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 Department/University. The scholar will, however, give due credit to the parent guide and the University for the part of the research already done.
6.9		On the recommendation of the Supervisor, RAC may permit a candidate to do a part of his/her research work at a place outside the University for a period not exceeding two semesters to collect data/process samples and any other requirements of the thesis which are not available at the place of research. In this case, the candidate is essentially required to be present before RAC every six months with a progress report duly signed by the Supervisor. For the rest of the period, the full-time research scholar shall stay at the University department itself.
6.10		A faculty member who has at least three academic years of service before superannuation at the time of allocation of research scholar, can be allowed to enroll and supervise a research scholar and can continue to be the Supervisor of already registered candidates even after his/her superannuation provided the RAC is convinced of his/her availability for continued guidance to the candidate. A faculty member who has less than three academic years of superannuation cannot be assigned new Ph.D. candidates.
6.11		The teachers of the University/Colleges, who are enrolled as Ph.D. scholars in the A.H. University or any other Institute/ University, cannot act as Ph.D. Supervisor/ Co-Supervisor.
6.12		If the Supervisor of a candidate proceeds on leave/lien/deputation for more than twelve months, or he/she proceeds on leave for less than twelve months, but later extends his/her leave beyond twelve months, then a co-Supervisor shall be appointed. Further, if the Supervisor of a candidate proceeds on lien/deputation to another institution for a period of more than twelve months, the Department Head may allocate a new Supervisor to the candidate to complete his/her research work in the University.
6.13		If a candidate, for cogent reasons, intends to change his/her Supervisor, it shall be permitted by the Department Head. In such cases, the mutual consent of the present Supervisor, the proposed Supervisor and the candidate is essential. For interdisciplinary subjects, interdepartmental transfer may be allowed.
6.14		If a candidate has been assigned a new Ph.D. Supervisor, he/she shall continue his/her research with a new Supervisor and work for a minimum of one year before submission of his/her thesis.
6.15		No candidate shall be allowed to change supervisors more than once.
7.		Course Work: Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

7.1		<p>The Credit required for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The coursework should be for a minimum period of one semester. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.</p>
7.2		<p>All candidates admitted to the Ph.D. The programme shall be required to complete the coursework prescribed by the Department during the initial one/two semesters. If a n admitted candidate fails in the coursework semester exam once, he/she can be given another chance to reappear only in the next coursework semester exam, after submission of the prescribed fee. If a candidate fails in the second attempt, his/her registration shall be cancelled.</p>
7.3		<p>Grades in the coursework shall be finalised by the COE, and final grades shall be communicated to the Registrar for the declaration of results.</p>
7.4		<p>A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 10-point scale (or an equivalent grade/CGPA in a point scale wherever the grading system is followed) in the coursework to be eligible to continue in the Ph.D. Programme and submit the dissertation/thesis. The Registrar would issue a certificate that the candidate has completed the coursework.</p>
8.		<p>Research Advisory Committee (RAC) and its Functions</p>
8.1		<p>Composition of Research Advisory Committee There shall be an RAC for all Ph.D. scholars. The RAC shall consist of the following:</p> <ul style="list-style-type: none"> ● Supervisor of the concerned Ph.D. scholar – Convenor ● Head of the Department - Chairperson ● Co-Supervisor (if any) of the concerned Ph.D. scholar – Member ● Professor/Associate Professor of Department/Faculty as subject expert– Member ● Research In-Charge ● RAC members cannot be examiners for the research scholar.
8.2		<p>Functions of RAC</p> <ul style="list-style-type: none"> ● To review the research proposal and finalise the topic of research. ● To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to take. ● To periodically review the progress and assist in the progress of research work of Ph.D. scholars.

	8.3		Each semester, a Ph.D. scholar shall appear before the RAC to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The RAC shall submit its recommendations along with a copy of the Ph.D. scholar's progress report to the University. A copy of such recommendations shall also be provided to the Ph.D. scholar.
	8.4		In case the progress of the Ph.D. scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the RAC may recommend, with specific reasons for the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme. The RAC may recommend cancellation of the registration of the research scholar to the Vice-Chancellor.
9.			Categories of the Ph.D. Programme and Admission Process
	9.1		A candidate admitted to the Ph.D. Programme in a Department/Faculty/Institute shall be classified under any one of the following categories: (a) Full-time Research Scholar (b) Part-time Research Scholar (supernumerary under Professors and Associate Professors only). Enrolment of only one part-time research scholar will be allowed under a faculty in an academic year. (c) International Research Scholar
	9.2		No research scholar shall be permitted to take admission to any other degree/courses during the entire period of research.
	9.3		Full-time Research Scholar
		9.3.1	A full-time research scholar shall not accept any paid assignment other than a research fellowship, research assistantship, etc., during the period of research. The full-time research scholars shall be regular students of the University, irrespective of whether the Research Supervisor is from the University or an associated college. However, regular teachers of the A.H. University will be allowed to receive salary payments from their parent institutions. They will be required to be present for the entire period of the coursework. For the remaining period of the programme, their attendance either at their respective parent institution or at their respective Department of the University will be accepted.
	9.4		Part-time Research Scholar:
		9.4.1	Part-time Ph.D. will be allowed, provided all the conditions mentioned in the existing Ph.D. regulations are met. A candidate shall be considered as a part-time Research Scholar if he/she is employed and has submitted a No Objection Certificate from the Head of the Institutions/organisations where he/she is employed. The part-time research scholar shall stay at the place of research work for a minimum of 90 days (residence period) during the entire period of research work and shall give an undertaking to this effect at the time of registration. No fellowship/scholarship shall be paid to the

		part-time Ph.D. students through any source.
	9.4.2	A candidate who is being registered as part-time Ph.D. scholar must have at least five years of continuous service experience at a senior level (interpretation of the Vice Chancellor in this regard shall be final) in a recognized educational institution, Government; State Government(s); Armed Forces; PSUs or Corporations listed in BSE or NSE.
	9.4.3	The University shall obtain a "No Objection Certificate" from the candidate for a part-time Ph.D. programme from the appropriate authority in the organisation where the candidate is employed, clearly stating that: <ul style="list-style-type: none"> • The candidate is permitted to pursue studies on a part-time basis. • His/her official duties permit him/her to devote sufficient time to research. • If required, he/she will be relieved from the duty to complete the coursework.
	9.4.4	The selection of candidates for the part-time Ph.D programme shall be based on an Entrance Test. 70% weight shall be given to the Entrance Test and 30% weight to the Work Experience, Academic Index, and performance in the interview. Any matter related to part-time Ph.D., where the ordinances are silent, shall be decided by the Vice Chancellor.
	9.4.5	A candidate who is being registered as part-time Ph.D. research scholar must have at least five years of continuous service experience in prestigious organisations. The candidate must submit the certificate in this regard at the time of the Interview.
	9.4.6	The part-time research scholars are also required to present their progress report, duly signed by the Research Supervisor, before the Research Advisory Committee (RAC) every six months.
	9.4.7	Full-time research scholars who are selected on a permanent post may be permitted to continue as Part-Time Research Scholar after paying the additional fees, provided all other rules apply to him/her as applicable to the Part-Time category, subject to approval by the Vice Chancellor. Such a candidate must have completed at least two years at the university.
	9.5	International Research Scholar
	9.5.1	Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.7.
	9.5.2	The University will decide its selection procedure for Ph.D. admission of international students, keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

10.		Submission, Evaluation and Assessment Methods, Minimum Standard/ Credits for the Award of the Degree, etc.
	10.1	Upon satisfactory completion of coursework, obtaining the marks/ grade prescribed in clause (3) of Regulation 9 above and having done a literature review, the Ph.D. scholar shall be required to make a Research Project/ Synopsis, which he/she would present before the RAC for approval. All necessary changes in the Synopsis are to be incorporated as per the suggestion of the RAC. After approval of the Topic & Synopsis, the candidate would undertake the research work and produce a draft thesis.
	10.2	Ph.D. scholars submitting their thesis shall be expected to publish at least one (1) research paper in a refereed journal and 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.
	10.3	Before submitting the thesis, the Ph.D. scholar shall make a presentation before the RAC, which shall also be open to all faculty members and other research scholars/students. The Ph.D. Scholar should incorporate the suggestions in the thesis made by RAC before final submission.
	10.4	The University have a mechanism using well-developed software applications to detect Plagiarism in research work, and research integrity shall be an integral part of all research activities leading to the award of a Ph.D. degree.
	10.5	A Ph.D. scholar shall submit soft copy of (in pdf format) the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is less than 10% plagiarism and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution and (b) a certificate from the Research Supervisor attesting to the originality of the thesis. The Ph.D. scholar will also submit a soft copy (in PDF format) of the thesis synopsis. The process of submission of soft copies will be described on the research portal that will be prepared for the submission and evaluation process of the Ph.D. thesis.
G11.		Thesis Evaluation
	11.1	The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and two external examiners who are experts in the field and not employed by the University. Such examiner(s) should be academician not below the rank of Associate Professor with a good record of scholarly publications in the field. One of the two external examiners evaluating the thesis must be from outside the state/India.
	11.2	Ph.D. The supervisor will propose a panel of six examiners. Complete and current addresses of all the examiners proposed in the panel with their e-mail addresses, telephone and FAX numbers, shall be provided by the Research Supervisor. The Research Supervisor

		will act as an internal Examiner.
11.3		The six panels of examiners shall be suggested by the Supervisor(s). The complete list, along with all details, should be submitted to the Dean, Research. All the examiners listed in the panel shall be from the specific area of research work, and some of them preferably from different states/countries.
11.4		This panel would be sent to the Vice Chancellor for approval by two external examiners. After the consent is received, the thesis will be sent to external and internal examiners for evaluation.
11.5		The Registrar shall forward the soft copy of the thesis to the examiners within three days of the receipt of their consent (via email) and take necessary action to get the report of the examiner expeditiously. A hard copy of the thesis shall be provided to the examiner only on request. The candidate has to provide the hard copy/copies, if required, to the HOD.
11.6		The examiners shall be requested to submit their reports within two months of the receipt of the thesis.
11.7		In case an examiner does not send his/her report within the above period, a reminder shall be sent to him/her over email. This shall be followed by a subsequent reminder after a fortnight.
11.8		In the event of the report not being received from the examiner within two months, his/her examinership shall be cancelled and a new examiner shall be appointed from the approved list.
12.		Examiner's Report
12.1		The examiners shall submit the report on a prescribed form as given and shall Make one of the following recommendations: i) The thesis can be accepted for the award of the Ph.D. degree. ii) The thesis can be accepted for the award of the Ph. D. degree, subject to the candidate giving satisfactory answers, at the time of Viva-Voce, to the specific queries raised in the report. iii) The thesis, in the present form, cannot be accepted for the award of the Ph. D. degree, and the candidate is advised to revise the thesis on certain issues raised in the report and resubmit the thesis. In the case of resubmission, the examiner shall specifically mention whether the thesis must be referred back to him/her for re-evaluation or not. iv) The thesis will be rejected.
12.2		If both examiners recommend acceptance of the thesis for the award of the Ph. D. degree, the thesis shall be accepted.
12.3		If both examiners recommend rejection of the thesis for the award of the Ph. D. degree, the thesis shall be rejected.
12.4		If the examiner(s) raise some queries/seek clarifications, the candidate shall be required to give satisfactory answers to the

		queries at the time of viva-voce.
	12.5	If one or both examiners recommend revision of the thesis, the candidate shall resubmit the thesis after revision within six months.
	12.6	If one examiner recommends rejection of the thesis and the other recommends acceptance, then the Registrar shall send the thesis to the third examiner from the approved list.
	12.7	In case the third examiner recommends the rejection of the thesis, his/her recommendation shall be final, and the thesis shall be rejected.
	12.8	After the positive reports from all the external and internal examiners are received, the Registrar shall inform the Research In-charge/Supervisor of appropriate action within three days after receiving the reports.
13.		Viva Voce Examination
	13.1	The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners, and may be conducted offline/online. The viva-voce shall be open to the members of the RAC/faculty members/research scholars, and students.
	13.2	The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.
	13.3	The University shall complete the entire process of evaluating a Ph.D. thesis, including the declaration of the viva-voce result, preferably within six (6) months from the date of submission of the thesis.
	13.4	Issuing a Provisional certificate
		Before the actual award of the Ph.D. degree, the University shall issue a provisional certificate to the effect that the Ph.D. is being awarded by the provisions of these Regulations after successful defence of the Ph.D. viva.
14.		Academic, research, administrative, and infrastructure requirements to be fulfilled by the Faculty/Institute for offering Ph.D. programmes
		Faculty/Institute offering 4-year Undergraduate Programmes and/or Post-graduate Programmes, may offer Ph.D. programmes in those subjects in which programmes are being run, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities as per the relevant subject.

15.		Miscellaneous provisions of Ph.D. Programme
15.1		<p>Any doubt or dispute about the interpretation of these Ordinances shall be referred to the Vice-Chancellor, whose decision, in his capacity as the Chairman of, Academic Council, shall be final.</p> <p>The Vice-Chancellor has been authorised to:</p> <p>(a) Modify, amend and/or delete any of the clauses given in the Ordinances or add any clause(s) to this Ordinance, which shall be reported to the Academic Council at its next meeting for approval.</p> <p>(b) Order a special procedure for the evaluation of a Ph.D. thesis to protect the work of classified nature involving national security and sovereignty, and/or to protect the intellectual property rights of the candidate, the Supervisor and the University.</p> <p>(c) Relax any of the provisions laid in these Ordinances for handling circumstances not covered by these Ordinances.</p>
15.2		<p>Leave Rules: A Ph.D. scholar shall be eligible to avail leave as per the University rules applicable to all other students of the University. He/she shall not be entitled to any inter-semester breaks, winter and summer vacations. However, he/she would be entitled to an additional leave of up to 10 days on medical grounds in an academic year. The aforesaid leave provisions are cumulative. Further, female candidates shall be eligible for maternity leave as per University rules once during their entire tenure as research scholars. However, all such leave would not be reckoned for the calculation of the minimum requirement of 36 months for submission of Ph.D. thesis and in such a situation, the requirement of the full 36 months needs to be completed (including Course Work).</p>
15.3		The leave shall be granted by the Head of the Department/Dean/Principal of the Faculty/Institute on the recommendation of the Supervisor.
15.4		<p>Attendance Register for all Ph.D. students for both coursework and Ph.D. duration is to be maintained in the office of the Department/Faculty/Institute for full-time Ph.D scholars.</p> <p>There would be a separate register which would be maintained by the University in which the information about the Ph.D. awarded in different departments/Faculty/Institutes where the name of the candidate, topic of research, name of the Supervisor/s, date of registration, date of submission and date of declaration of result would be recorded. This information would also be put on the University's website.</p>
15.5		Fee Structure
	15.5.1	Fees payable by a candidate admitted to the Ph.D. The programme shall be as prescribed by the University from time to time.
	15.5.2	Full fee, as applicable, shall be payable by the Ph.D. scholars for the entire period for which extension is granted.

	15.5.3	Fees once paid to the University shall not be refunded except the caution money if any, which shall be refunded to the Ph. D Scholar within one year from the date of award of the Ph. D. degree or cancellation of admission on any ground, subject to the adjustment of any dues payable by him/her. However, if the candidate leaves the Ph.D. The Programme is terminated by the Programme within one year of his/her admission; the caution money, if any, shall not be refunded.
15.6		Depository with UGC
		Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET for hosting the same so as to make it accessible to all Higher Educational Institutions and research institutions.



AGRAWAN HERITAGE UNIVERSITY

Fatehabad Road, Bamrauli Katara, Agra U.P. 282006

Flow Chart of Ph.D. Program

Step-1

- Apply With Application Form

Step-2

- Entrance Test/Entrance Test Exempted

Step-3

- Ph.D. Registration

Step-4

- Supervisor Allocation

Step-5

- Six Month Pre-Ph.D. Course Work

Step-6

- Submission Of the Synopsis

Step-7

- RDC Meeting for Ph.D. Synopsis

Step-8

- Six Months Progress Report Submission an Its Assessment (Every Six Month)

Step-9

- Pre-Ph.D. Presentation

Step-10

- Submission of the Ph.D. Thesis After Plagiarism

Step-11

- Ph.D. thesis evaluation from two External Examiner

Step-12

- Ph.D. Viva Voce

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