

In exercise of the powers conferred by Section-54 of Calcutta University Act 1979, the University of Calcutta hereby makes the following Regulations, namely :-

Short Title, Application & Commencement:

These regulations may be called the **St. Xavier's College (Autonomous), affiliated to the University of Calcutta (Regulation for the Degree of Doctor of Philosophy, Ph.D.), Regulations 2015.**

The provisions of these regulations shall apply to every candidate applying for admission, registration, conduct leading to the conferment of the Degree of Doctor of Philosophy (Ph.D.) of this Institute.

Notwithstanding anything contained in any other Rule or Regulation for the time being in force, all admissions, registrations, course works and all other matters leading to the conferment of Degree shall be guided by these regulations.

St.Xavier's College (Autonomous), Kolkata, affiliated to the University of Calcutta, will award the Ph.D. Degrees in:

- (i) Ph. D.(Science) Physics, Biotechnology, Microbiology
- (ii) Ph. D.(Commerce)

The Degree of Doctor of Philosophy (Ph.D.) shall be awarded to a candidate on the basis of original research work of merit incorporated in a thesis, recommended by a board of examiners and successfully defended by the candidate during a Viva-Voce.

The thesis shall demonstrate that the candidate has technical mastery of the chosen field of investigation and is capable of doing scholarly work. The result of research embodied in the thesis shall be a contribution to existing knowledge either by a discovery of new facts or by a discovery of some new relations between facts already known, or by a critical survey of facts/issues leading to a new interpretation.

The thesis is to be written in English.

1. ELIGIBILITY FOR ADMISSION:-

- 1.1 The application for admission to the Doctor of Philosophy (Ph.D.) programme is made to the Principal, against an advertisement placed in national newspapers.
- 1.2 A person, who has obtained a minimum of 55% marks in the Master's degree in the disciplines permitted by the affiliating University, from any University or other institution recognised by this affiliating University or such other degree as may be considered equivalent for this purpose by the affiliating University, will be eligible to apply for admission to the Doctor of Philosophy (Ph.D.) programme.
- 1.3 A person, who has obtained a grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent

degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, is eligible to apply.

- 1.4 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/Differently-Abled /Christian minority and other categories of candidates as per the decision of the College from time to time, without including the grace mark procedures.
- 1.5 A person who has obtained a Post-graduate Degree in the disciplines permitted by the affiliating University, of less than two years' duration from any University or Institution recognised by the affiliated University is eligible to apply for admission to the Doctor of Philosophy (Ph.D.) programme provided that such candidate has completed at least a total of five years of graduate and postgraduate study (Degree Programme) in a recognized University or Institution, in the disciplines permitted by the affiliating University .
- 1.6 A candidate shall submit a statement that he/she is not currently enrolled as a student in any course of studies or enrolled/registered for the Ph.D. programme in any University and shall undertake not to be thus enrolled or registered so long as he is registered for Ph.D. programme at this college.
- 1.7 The candidate will have to be successful in the written admission test to be conducted by the concerned Department, and if qualified, will have to be successful in the interview on the subject to be conducted by the appropriate Department/Discipline in consultation with the Ph.D. Committee constituted as per clause 4.8, to qualify for admission. An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific.
- 1.8 At the time of interview candidates seeking admission to the Ph.D. programme will be expected to discuss their research interest/area. The admission test procedure will be decided by the Principal of the College in consultation with the Ph.D. Coordinator, Vice-Principal of the concerned faculty, Dean of the concerned faculty and the Secretary of the Academic Council. The selected candidate will be allotted a supervisor.
- 1.9 Candidates who have qualified in the NET/RET/SET/GATE/Teacher Fellowship or passed M.Phil./M.Tech./M.D/M.Pharm. examination will have to be successful in the interview on the subject to be conducted by the appropriate Department/Discipline in consultation with the Ph.D. Committee constituted as per clause 4.8, to qualify for admission.
- 1.10 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the same Institution.

- 1.11 Foreign students will be required to produce clearance from the government of India and/or other appropriate authorities, if any, for admission in the Ph.D. programme. Enrolment in the Ph.D. programme may be allowed to only such foreign nationals as have obtained and are holding research visa.
- 1.12 Following the admission procedure, a list of qualified candidates (preferably mentioning their area(s) of research interest(s)) along with the allotted supervisor to each candidate, will be published and displayed by the College through the respective Department office.
- 1.13 The College shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.
- 1.14 Candidates selected for the Ph.D. programme shall be required to enroll as a probationary Ph.D. student on payment of a non-refundable fee determined by the college.
- 1.15 A probationary Ph.D. student shall be required to complete his/her Ph.D. registration within two years from the date of his/her enrolment, failing which his/her admission in the Ph.D. programme shall automatically stand cancelled.
- 1.16 The Ph.D. Committee as defined by clause 4.8 shall predetermine the number of students to be admitted in the Ph.D. programme every year, subject to availability of seats, and admission test schedule shall be notified accordingly.

2. Procedure for Registration

- 2.1 The Ph.D. Committee will process applications of the qualified candidates as per clause 1. Candidates selected for the Ph.D. programme will be attached to a research supervisor in the Department at the time of their registration. The scheme of the work and title of thesis may also be submitted along with the application or within two years from the date of enrollment of the candidate.
- 2.2 Every application for registration in prescribed form shall state the subject or interdisciplinary field in which the candidate desires to have the degree, chosen area of specialization, the title of the research, the name of the Supervisor and Joint Supervisor, if any, as well as the Department/Discipline where the Ph.D. Programme will be carried out. The application shall be supported by four copies of the synopsis of the proposed research, which shall ordinarily not exceed 1000 words, and shall include a title, short introduction, a brief overview of literature pertaining to the work, research objectives, research methodologies and the plan of work, duly countersigned by the Supervisor and Joint Supervisor (if any).

- 2.3 Application for registration will be considered by the Ph.D. Committee at its meeting in the presence of the Supervisor and/or the Joint Supervisor, if any, following the recommendation of the relevant Research Advisory Committee. Any Joint Supervisor will share the responsibility equally with the Supervisor, for guiding the research work. On the recommendation of the Ph.D. Committee and with the due approval of the Principal, the candidate will be allowed to be registered for the Ph.D. programme. If the relevant Research Advisory Committee does not consider a Synopsis/Plan of work as fit for recommendation, it shall again be examined by the Committee ordinarily within three months, after proper revision by the candidate in the light of the suggestions made by the Research Advisory Committee. If, even after this revision of the content, the relevant Advisory Committee does not recommend the case, the matter shall be placed at the meeting of the Ph.D. Committee for consideration. Following the decision by the Ph.D. Committee, the candidate shall have to submit a revision of the content in the light of the suggestions made by the Ph.D. Committee, in a subsequent meeting of the Ph.D. Committee.
- 2.4 If the Ph.D. Committee accepts the candidate for registration, then he/she shall have to register his/her name within three months of the date on which the decision of the Committee is communicated to her/him, by paying a registration fee plus such other fees duly determined by the College from time to time.
- 2.5 In all cases, the date of registration shall be deemed to be the date of approval by the Principal, on the recommendation of the Ph.D. Committee.
- 2.6 Registration for Ph.D. programme shall be granted to a candidate provided that the Ph.D. Committee is satisfied with the following:
- a) the candidate satisfies the requirements for eligibility as laid down under Clause 1.
 - b) it shall be possible for the candidate to maintain regular contact with his/her Supervisor throughout the entire period of his/her work, and
 - c) the experimental part, if any, of the work can be carried out in this college, or in other recognized University or institution or research organization or Industry where adequate facilities for carrying out such work exist, with the permission of the supervisor/s,
 - d) there is evidence that person qualified under section.4. is willing to act as supervisor for the candidate.
- 2.7 In case of failure to register within the prescribed time, the application shall be deemed to have been cancelled unless granted permission by the Principal on the basis of a written application.
- 2.8 On payment of the registration fee, the candidate's name and other particulars will be included in the register maintained by the Ph.D. office.
- 2.9 Ph.D. programme shall be for a minimum duration of three years, including course work, to a maximum of six years.

- 2.10 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.
- 2.11 The candidate may apply to the Principal via the Coordinator of the Ph.D. Program, for cancellation of registration stating reasons. Such an application, preferably forwarded by the Supervisor(s), must be placed and recorded at the meeting of the Ph.D. Committee. If approved, the candidate's registration will be cancelled.
- 2.12 A candidate's registration may also be cancelled by the Principal if the candidate does not fulfill above criteria. In such cases, the Supervisor(s) may recommend to the Coordinator of the Ph.D. program for cancellation of his/her registration. The application shall be placed at the meeting of the Ph.D. Committee and the candidate will be notified in writing the provisional decision taken by Ph.D. Committee. The final decision will be communicated to the candidate within a stipulated period of time.

3. Privileges and obligations of registered candidates

- 3.1 A registered candidate shall work under the guidance of the Supervisor(s) appointed by the Ph.D. Committee.
- 3.2 A registered candidate shall abide by such regulations as may be prescribed by the Ph. D. Committee from time to time.
- 3.3 A registered candidate will have to satisfactorily complete a course work, as defined in section(5), with at least one or two courses papers on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree. The candidate, with the approval of the supervisor(s), may choose courses from the regular M.Phil. and equivalent Ph.D. level courses offered by the College or courses identified from any University or Institute previously approved by the Ph.D. Committee. The examinations of the course work of the College shall be conducted by the office of the Controller of Examinations of the College. The course work must be successfully completed with at least 55% marks within a year of enrolment and the copies of the mark sheet so obtained by the candidate, has to be submitted to the Ph.D. Office through supervisor(s) concerned, for inclusion in the student's record.
- 3.4 For Ph.D. scholars registered with other Universities or institutes previously approved by the Ph.D. committee, a fee determined by the college shall be paid by the candidate for appearing in the examination for the course work mentioned above. In such cases, the acceptance of the course work by the parent University or the Institute of the candidate remains the responsibility of the candidate alone.

- 3.5 A registered candidate shall submit a progress report in duplicate to the office of the Ph.D. Program through the Supervisor(s) once in every completed six months of research.
- 3.6 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years. In case of failure to submit the thesis within the stipulated time, a Ph.D. student shall have to apply for re-registration before expiry of the tenure of the existing registration. Ordinarily, a student will be allowed to be re-registered for two years as per clause 2.9, once only. The continuity of research work will, however, be maintained and the candidate will be exempted from other procedural formalities, if completed earlier.
- 3.7 The title of the thesis and the synopsis may be modified, if necessary, by the student and duly forwarded by the Supervisor/s with due concurrence of the Research Advisory Committee concerned. However, such modification will not be permitted after submission of the seminar report of the relevant Research Advisory Committee, as per clause 6.4.

4. Supervision; Constitution and function of Ph.D. Committee and Research Advisory Committee

- 4.1 Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in refereed journals, may be recognized as Research Supervisor. These publications should preferably exclude those that were a part of the candidate's own Ph.D. thesis and should be within the last five years from the date of application for recognition as supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing. Where refereed journals are not available, available journals in the related discipline may be considered by the Ph.D. committee. The professor applying for recognition as Research Supervisor should preferably have post-graduate teaching experience.
- 4.2 Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.
- 4.3 Any Faculty member of the concerned Department/Discipline who wishes to supervise a registered candidate of this College, shall apply in a prescribed form and this application is to be approved by the Ph.D. Committee. The Ph.D. Office shall maintain a list of Research Supervisors. The Ph.D. Committee shall send the list(s) and also the subsequent changes/additions to the Academic Council Secretary.
- 4.4 A panel of Supervisors who satisfy Clauses 4.1 and 4.2, will be made available every year.

- 4.5 (a) In the case of Joint Supervision of a registered candidate, the total number of Supervisors is limited to two, with at least one of whom must be a teacher a of this College.
- (b) In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.
- (c) In cases of Joint Supervision, the Ph.D. Committee may appoint a Supervisor from outside this College who will act as a Joint Supervisor to a registered candidate of this College. A Teacher/ Scientist from any University/Institute who wishes to supervise a registered candidate of this college for the first time has to apply in the prescribed form forwarded by the Registrar/Principal of the University/college, and this application is to be approved by the concerned Ph.D. Committee.
- 4.6 If after registration, a change of Supervisor or of the Joint Supervisor or of both is considered necessary, the candidate may apply to the Principal via the Coordinator of the Ph.D. Program. Such an application should have the concurrence of the proposed Supervisor for the purpose, and with that of the previous Supervisor, ordinarily within one year from the date of registration. The Coordinator of the Ph.D. Program will forward such applications to the Ph.D. Committee, for approval. In case of continuous non-availability of the Supervisor(s), the Ph.D. Coordinator may, on the request by the candidate, recommend suitable replacement(s) to the Ph.D. Committee. In the event of the death of a Supervisor, the Ph.D. Coordinator, on being requested by the student, shall recommend to the Principal another recognized Supervisor for supervision of the research work. Any change of supervisor/s shall have to be ratified by the Academic Council.
- 4.7 In case of relocation of an 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 institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.
- 4.8 The Ph.D. Committee shall be comprised of the following members:
- a) The Principal as Chairman
 - b) Ph.D. Coordinator
 - c) Heads of the relevant Departments/Disciplines
 - d) 1(one) subject experts\ for the relevant Departments/Disciplines, with at least one of whom must be from outside the Department /College. The subject expert for the relevant Departments/Disciplines are nominated by the Academic Council on the recommendation of the Department/Discipline..
 - e) The Ph.D. Coordinator will act as the Convenor for the Ph.D. Committee.

- 4.9 The members of the Ph.D. Committee as listed in 4.8a) to 4.8d) are the ex-officio members of the committee while the members listed in 4.8e) to 4.8g) are nominated for a minimum period of four years.
- 4.10 The Supervisor/s of on-going Ph.D. research work may be present as an 'invitee'.
- 4.11 The allocation of a supervisor for a selected candidate shall be determined by the Ph.D. Committee in a formal manner depending on the number of students working under the supervision of each supervisor, the available specialization among the faculty supervisors, the research interest of the students indicated during the interview of the student and finally in consultation with the respective student and the faculty member. The allotment/allocation of supervisor shall not be left to the individual student or teacher except where the terms and conditions of the research fellowship/grant enjoyed by the student determine the choice of the supervisor.
- 4.12 The Ph.D. Committee shall finalize the panel of examiners for the examination of the thesis and also for the viva-voce of each candidate. The final selection of the examiners for thesis evaluation and the viva-voce examination will be done by the Coordinator of the Ph.D. program with the consent of the Principal.
- 4.13 Every Ph.D. Committee meeting shall be conducted in the presence of a minimum quorum of (50%+1) of the members, which should include at least one of the subject experts. A minimum period of three months is required between consecutive meetings of the Ph.D. Committee.
- 4.14 A Research Supervisor/Co-supervisor who is a Professor, at any given point of 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.
- 4.15 A joint supervision shall count as one full supervision.
- 4.16 The Supervisor/s cannot be related to the candidate.
- 4.17 **Composition of the Research Advisory Committee for each research work**
a) Head of the concerned Department
b) Coordinator of Ph.D. program
c) Two subject experts of whom at least one must be from outside the Department.
d) Supervisor(s) concerned with one of the Supervisor(s) as Convener.
- 4.18 The Research Advisory Committee for every candidate shall have the following responsibilities:
a) To review the research proposal and finalize the topic of research;
b) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
c) To periodically review and assist in the progress of the research work of the research scholar.

d) A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Ph.D. Coordinator with a copy to the research scholar.

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

5. Course Work

- 5.1 Each Ph.D. student during the tenure of his/her registration shall be required to undertake course work for a minimum period of one semester. The syllabi, to be formulated by the Department/Discipline from time to time, will include courses on research methodology, quantitative methods, computer applications and research ethics, besides assignments by way of review of existing research in the relevant field. The Course Work shall also include courses on certain areas of the subject that are considered necessary by the Department/Discipline. The Department/Discipline can change/update the courses from time to time subject to approval of the Ph.D. Committee.
- 5.2 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis. The copies of the mark sheet so obtained by the candidate have to be submitted to the Ph.D. Office through supervisor(s) concerned for inclusion in the student's record. Examinations of the course work shall be conducted by the office of the Controller of Examinations of the College.
- 5.3 The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.
- 5.4 The candidate with the approval of the supervisor(s) may choose courses offered by the College or equivalent Ph.D. level courses identified and approved by the Ph.D. Committee from any University or Institute previously identified by the Ph.D. Committee and examinations of the course work offered by the college, shall be conducted by the office of the Controller of Examinations of the College.
- 5.5 A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc.
- 5.6 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the relevant Departments and the final grades shall be communicated to the Ph.D. Committee.

- 5.7 Only upon the satisfactory completion of course work, the Ph.D. Office will provide a completion certificate to the Ph.D. student allowing him to make a pre-Ph.D. presentation through a seminar in front of the concerned Research Advisory Committee.
- 5.8 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

6. Submission of thesis

- 6.1 A registered candidate shall have to work for a minimum period of two years after registration.
- 6.2 The overall minimum credit requirement, including credit for the course work, for the award of Ph.D. degree shall not be less than 24 credits.
- 6.3 A student must have at least two publications in a refereed journal out of his/her doctoral research work and make at least two paper presentations in conferences/seminars, before the submission of the dissertation/thesis for adjudication, and shall produce evidence for the same in the form of acceptance letter or offprint to the Ph. D. Committee.
- 6.4 Six months before final submission of the thesis a student who has satisfactorily completed the course work following clause (5),
- a) must submit to the relevant Research Advisory Committee , two copies of the summary of his/her research. The summary should be of 4000 to 5000 words and must be duly recommended by the Supervisor/s.
 - b) present his/her work at a pre-Ph.D. seminar conducted by the relevant Research Advisory Committee. The Joint Supervisor, if any, should be invited to the seminar. Notice of the Seminar shall be circulated amongst teachers and the same be put up on the Departmental Notice Board and may also be sent to the Heads of allied Departments. Interested researchers may also attend the meeting as invitee. Any suggestion may be suitably incorporated under the advice of the Research Advisory Committee.
 - c) The registered candidate may apply for an early submission of thesis to the Ph.D. Coordinator with the supervisor/s' certificate to the effect that the candidate has conducted research for a minimum period of three years since enrolment in the Ph.D. programme.

- 6.5 In exceptional cases a whole-time employee of this College may
- i) apply for permission to submit a thesis for the degree of Doctor of Philosophy without any supervision in one of the disciplines allowed by the affiliated University.
 - ii) Such an application shall be made to the Principal through the Coordinator of the Ph.D. program after being duly forwarded by Head of the Department/Discipline of the subject to which the subject matter of the thesis relates. Such candidates, if granted permission for the same by the Ph.D. Committee, shall be treated as 'Teacher Fellow', and they are only required to appear in the interview for enrolment as per clause 1.7. For such candidates, the Principal shall appoint an internal examiner from the Department/Discipline apart from the other two examiners as mentioned in clauses 7.3 and 8.2.
 - iii) The Ph.D. Committee may grant the permission if it is satisfied that the applicant has carried on research for at least three years based on list of publications. Upon granting of permission and the payment of the registration fee, the names of such applicants shall be entered in the register of candidates for Ph.D. degree of the relevant Department/Discipline. Requirements, such as course work and evidence of publications in refereed journals, or any other as may be notified from time to time should be fulfilled and noted in the record of the candidate. On permission from the Ph.D. Committee, the candidate may submit his/her thesis according to the regulations.
- 6.6 The thesis shall be an original contribution to knowledge, and must bear evidence of the candidate's having carried out individual investigations in his/her chosen field.
- 6.7 The candidate shall state the current status of knowledge in the subject area on which the work is based and how the work contributes to the general advancement of knowledge. He/she shall also state the sources from which his/her information has been derived and shall indicate which portion(s) of his/her thesis he/she claims as his/her original contribution.
- 6.8 A candidate cannot submit as his/her thesis any work for which a degree or Diploma or other academic award has been conferred on her/him by any other University or Institution but may incorporate as part of the thesis any such earlier work with proper citation.
- 6.9 The fee for submitting a thesis for examination will be as determined by the College from time to time.

- 6.10 A registered candidate shall have to submit four hard copies (the number may be determined separately in case of joint supervision) and one electronic copy of the thesis duly recommended by the supervisor(s) embodying the results of the research s/he has carried out, together with four copies of the abstract of the thesis. The abstract should be limited to a maximum of 400 words. The copies of the thesis should be submitted to the Coordinator of the Ph.D. Program together with a receipt of the fees paid to this College for this purpose.
- 6.11 Proof of the candidate's fulfilment of requirements shall also be submitted in the prescribed form for this purpose along with a certificate from the Supervisor, and also from the Joint Supervisor, if any, at this time.
- 6.12 The Ph.D. Committee shall have the power to revoke any Ph.D. degree conferred duly if the candidate is subsequently proved guilty of plagiarism, falsification /copying of data / information or any other form of academic or ethical malpractice. The decision of the Ph.D. Committee approved by the Academic Council shall be final.

7. Examination of thesis

- 7.1 Before the submitted thesis can be sent to external examiners, the Ph.D. Committee shall do an initial check of the thesis for plagiarism using standard available software. The Ph.D. Committee shall have to issue a clearance certificate to the same effect.
- 7.2 The Ph.D. Committee shall approve names of four persons who are well known authorities on the subject for appointment as examiners of a thesis by considering the list submitted by the Supervisor(s). Such examiners shall neither be teachers of this College nor persons who are supervising candidates registered for the Ph.D. degree at this College.
- 7.3 On recommendation of the Ph.D. Committee, a Board of Examiners consisting of two external experts and the supervisor(s) under whose guidance the candidate worked shall be appointed by the Academic Council. Of the two external experts, at least one external expert shall be from outside the state of West Bengal.
- 7.4 External examiners will be requested to state their opinion in the prescribed form that has the following options:
- (a) The candidate may be awarded the Ph.D. degree of the College.
 - (b) The candidate may be awarded the Ph.D. degree of the College *provided that* the following modifications are addressed in a separate addendum. The Examiners

- present at the viva voce must certify that the modifications are satisfactorily addressed, failing which the thesis must be resubmitted after addressing the suggested modifications.
- (c) The candidate may be awarded the Ph.D. degree only after addressing the following questions and resubmitting the thesis.
 - (d) The candidate may not be awarded the Ph.D. degree of this College.
 - (e) A detailed report must also be submitted and signed by the external examiners.
- 7.5 A thesis which has been directed to be resubmitted by at least one of the external examiners may be submitted again after due revision, modification or alteration but not earlier than three months from the date of communication of the recommendation to the candidate and a fee shall have to be paid at the time of resubmission as decided by the College. External examiners appointed under 7.2 will examine the resubmitted thesis again. A thesis may be resubmitted only once.
- 7.6 If there is a difference of opinion in the recommendations (Clauses 7. 4 (a) to (c) vis-à-vis (d)) of the external examiners, all the reports and the thesis will be sent to a third external examiner, appointed by the Academic Council on the recommendation of the Ph.D. Committee, whose recommendation will be considered as binding.
- 7.7 If both the external examiners reject the thesis (Clause 7.4(d)), it shall not be further processed for award of the Ph.D. degree of this College and it will be considered as rejected.
- 7.8 If the external examiners are of the opinion that the candidate may be awarded the degree (clauses 7.4 (a) &(b)) or in the case of a favourable opinion of the third examiner, he/she shall be asked to appear at the viva voce examination.

8. Viva Voce Examination

- 8.1 There shall be an open viva voce examination for which notice should be issued 15 (fifteen) days before the examination.
- 8.2 The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor/s and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers. If the Supervisor is not available, he/she is to inform the Ph.D. Coordinator of his/her non-availability. In such cases the Principal shall appoint another examiner in his/her place, with the recommendation of the Ph.D. Committee.
- 8.3 In the event of a Ph.D. candidate proceeding abroad after submission of the thesis, two competent scholars in the field abroad may be appointed as an examiner for the open viva voce as a special case with the approval of the Principal. In such cases, the Viva-Voce examination may also be carried out via a

video conference between the Candidate and the board of examiners as defined by 7.3.

- 8.4 The examiners at the viva-voce examination may ask questions beyond the subject of the thesis in order to satisfy themselves that the candidate has adequate knowledge of the particular branch of the subject on which s/he has submitted the thesis. If there is an addendum as mentioned under 7.4(b), the examiners will certify that it is satisfactory.
- 8.5 If the examiners are not satisfied, the candidate may be directed to appear again at the viva-voce examination after three months. Such a candidate shall pay an additional fee duly determined by the College. A candidate may be allowed to re-appear for the viva-voce examination only once. If the candidate is unable to satisfy his examiners even in the second attempt, his/her Ph.D. registration will be cancelled.
- 8.6 On the basis of the satisfactory results of thesis submission and viva-voce, the candidate shall be awarded the Ph.D. degree provisionally by the Principal of the College. The provisional certificate shall certify to the effect that the Degree has been awarded in accordance with the provisions to these Regulations and in accordance to the UGC Regulations, 2016.
- 8.7 The final degree will be awarded by the affiliating University, if the examiners of the viva voce examinations are of the opinion that the candidate is a fit person to receive the degree.
- 8.8 A certificate under the seal of the College and the seal of the affiliated university, and signed by the Principal and Vice-Chancellor of the affiliated university (Calcutta University) respectively, in the following format will be given to each successful candidate at the next annual convocation of the College.
“This is to certify (name of awardee) obtained the Degree of Doctor of Philosophy in (name of subject: within parentheses, broad field of specialization, if any) under the Faculty (science/commerce) of this College in the year (year of admittance to the degree)”.
- 8.9 A copy of the thesis accepted for the Degree of Doctor of Philosophy, with necessary corrections or modifications, if any, shall be retained in the College Library.

9. Honorarium

- 9.1 The members of the Board of Examiners shall be paid an honorarium as may be determined from time to time by the College for the examination of the thesis and the viva-voce examination separately.
- 9.2 Honorarium will be paid to the examiners at the same rate as mentioned above for re-examination of the thesis.

10. Repository with UGC

Following the successful completion of the evaluation process and announcements of the award of Ph.D. degree, the College shall submit an electronic copy of the Ph.D. thesis to the UGC within a period of thirty days for hosting the same in INFLIBNET accessible to all Institutions/Universities.