

**SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY,
LONGOWAL (PUNJAB) INDIA**
[Deemed to be University]

**ORDINANCES
&
RULES AND REGULATIONS**

**for
Doctor of Philosophy (Ph.D.) degree
(2018)**



**SANT LONGOWAL INSTITUTE OF ENGINEERING &
TECHNOLOGY, LONGOWAL – 148106,
Distt: Sangrur (Punjab) INDIA**

- I. Provisional subject to ratification in the 22nd meeting of Senate.
- II. These rules & regulations are based on recommendation of the committee dated 07.12.2017 and 20.07.2018, and shall be applicable for admission to Ph. D degree in the Institute from academic session 2018-19.

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CHANGE OF RULES

Although the rules & regulations mentioned in this ordinance are not variable but, the Senate, as the Supreme academic body of the Institute, from time to time, may revise, amend or alter the regulations, courses of study, their credits and syllabus as and when found necessary. In case a rule needs urgent revision for smooth conduction of academic semester, the same can be done by Chairman, Senate and will be ratified in the subsequent Senate meeting. ***If there is difference of opinions in understanding / interpretation of any rule/regulation given here, the decision of the Chairman, Senate shall be final.***

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Ph.D. RULES AND REGULATIONS (2018)**ORDINANCES**

The ordinances of the Institute shall take precedence over the Rules in matter of any dispute.

Ordinance 1:

A student will be considered by the Senate to be eligible for Admission to the degree of Doctor of Philosophy on his/her applying in the prescribed form provided he/she has obtained Master's degree of this Institute or an equivalent qualification by virtue of an examination.

Ordinance 2:

2.1 The Degree of Doctor of Philosophy may be conferred on a student subject to the following conditions:

- a) Research work has been carried out at the Institute under the guidance of Supervisor(s) for at least three years after his/her date of enrolment on a topic duly approved by the Senate. Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- b) The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the Institution, of whom one examiner shall be from outside the country and a viva-voce examination by a board of examiners.

2.2 Notwithstanding the provision of Ordinance 2.1, a student registered for the degree of Doctor of Philosophy may be permitted to carry out part or whole of his/her research work outside the Institute in an industry, laboratory of other institute/university/ research Centre duly approved for the purpose by the Institute.

Ordinance 3:

Regular Institute Faculty, Research Assistants, Technical Assistants or any other duly approved category of Institute Staff may be registered for the degree of Doctor of Philosophy under the provisions of Ordinance 1.

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RULES AND REGULATIONS

1. ADMISSION

The Institute offers facilities for work leading to the degree of Doctor of Philosophy (Ph.D.) in various departmental and interdisciplinary research areas:

Chemistry
Chemical Engineering
Computer Science and Engineering
Electrical and Instrumentation Engineering
Electronics and Communication Engineering
Food Engineering and Technology
Humanities (English)
Management
Mathematics (including Statistics)
Mechanical Engineering
Physics
Interdisciplinary Area

Extracts of the Rules and Regulations governing the Ph.D. programme are given below:

1.1 Student status

The Status of the students admitted to the Ph.D. programme shall be classified under any one of the following categories:

1.1.1 Fulltime Research Scholar:

- a) **Institute Research Scholars (IRS):** Institute Research Scholars are considered for fellowship in the rate prescribed for JRF/SRF by UGC/AICTE/CSIR/ MHRD from time to time.
- b) **Govt./Semi Govt. Fellowship Awardees (CSIR, UGC, DAE, DST, DBT, NBHM, ICAR etc.):** These candidates are considered for financial support from Govt./Semi Govt. schemes. The admission procedure and other requirements are same as applicable to Institute Research Scholars. These research scholars shall be considered as Externally funded students.
- c) **Sponsored Candidates (SP):** These candidates are sponsored by recognized R&D organization for doing research work in the Institute on full time basis. Candidates are expected to be released for full time research work at the Institute for a minimum period of three years. They will not receive any financial support from the Institute.
- d) **Self-Financed (Indian/Foreign)/Study Leave (SF):**
 - i) **Indian:** This category refers to persons with experience and with good track record to join the Ph. D. programme. They are admitted along with the regular research students through the usual admission procedure but they would not get any financial support from the Institute. Full time research scholar without fellowship could be considered for fellowship as and when fulfill the criteria of 1.1.1 a/b
 - ii) **Foreign:** These students are admitted through Embassy of the respective

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Govts. after getting approval from the Ministry of External Affairs and no objection certificate from the Ministry of Human Resources Development, Department of Education, Govt. of India.

iii) **Study Leave:** This category refers to candidates who are released from governmental or educational institutions on study leave for a period of not less than **three years** for doing research work at the Institute.

e) **ICCR Awardees (Foreign Nationals) (FN):** These students are sponsored by their Governments and awarded scholarship by Govt. of India, ICCR. They should apply for admission through Indian Embassy in their country.

1.1.2 Part-time Research Scholar:

f) **Institute Faculty/Staff (IS):** This category refers to candidates who are regular employees of the Institute with more than 3 years of services. They shall be admitted to the Ph.D. programme if they possess requisite qualifications. They are expected to work for their Ph.D. programme, after fulfilling their normal duties, as part time candidate.

g) **Project Staff (PS):** This category refers to candidates who are working on various Projects undertaken by the Institute and admitted to the Ph.D. programme, if the duration of the Project at the time of admission is around 3 years. They are expected to work for their Ph.D. programme after fulfilling their normal duties.

h) **Research Assistant (RA):** Depending upon the requirements, each department may induct one or two Research Assistant every year.

i) Students who have enrolled for Ph. D. degree will be considered for Assistantship.

ii) These Research Assistants must look after the laboratories and also assist in teaching or research or other work assigned by the Head of the Department/ Centre. They are required to work for about 8 hours a week.

i) **External candidates (Sponsored/Self-financed) (EX):**

These candidates will be allowed to register for Ph.D. with a supervisor from the Institute (Internal) and other from their parent organization (External, if necessary) where they will be doing the research work. They shall produce sponsorship certificate/no objection certificate from the parent organization along with the application for admission.

j) **College Teacher (CT): Candidates from Colleges/ Educational Institutes carrying out Research work during weekends, holidays and vacations at SLIET, Longowal**

i) The Institute will decide the competence of the candidates along with the regular candidates at the time of the admission.

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- ii) No objection certificate from the college/university (where the candidate is working) stating that the college/university has no objection for the student to work for the Ph.D. degree at SLIET.
- iii) Place of work is SLIET, Longowal even though he/she may be carrying out part of work at his/her college/institution.
- iv) External supervisor is optional based on the recommendations from the supervisor/s and DRC (Departmental Research Committee).
- v) Candidates should be available to the supervisor during weekends, holidays and vacations.

1.1.3 Change of Student Status:

- (a) Research scholar, on recommendation of DRC & CRC may be allowed to change his/her status from "full time" to "part time/external student" earlier than 03 years if,
 - (i) He/she gets sponsorship certificate from his/her organization approved by/recognized by CRC (Central Research committee) he/she joins and
 - (ii) The student is required to complete all the formalities regarding status change within one year of leaving the Institute.
 - (iii) The student who has completed 03 years residential requirement as full time need not to convert as part time.
- (b) Research scholar, on recommendation of DRC and CRC may also be allowed to change his/her status from "part time/external student" to "full time" if he/she gets relieved from his/her place of work for a period of three years to do research work at SLIET.

1.2 Admission Calendar

- a) The admissions to the Ph.D. programmes may be made in both of the two regular semesters.
- b) Admissions to Ph.D. programmes are normally made in July-August for the first semester and in December-January for the second semester. The Dean(R&C) / Chairman, SET, will notify the admission calendar each semester.
- c) Each department can have up to 15 Research Scholars (with Institute fellowship) however not more than 5-8 Research Scholars (with Institute fellowship) can be admitted in an academic year excluding the candidates getting fellowship from external funding agencies like UGC/CSIR/DST/DRDO/ICMR/DBT/AICTE/QIP/TEQIP/NDS/MHRD or self-financed schemes etc.

1.3 Eligibility for Admission

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

- (i) Master's Degree holders or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed)

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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.

- (ii) 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/OBC (non-creamy layer)/Differently-able and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.
- (iii) Candidates possessing a Degree considered equivalent to M. Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph. D programme.

1.4 Admission Procedure

- a) All admissions will be made on approval by the Chairman, Senate on the recommendations of the duly constituted selection committees and the Chairperson, CRC. A selection committee will consist of faculty members, one of whom will be from another department. The constitution of the selection committee will be proposed by the Dean (R&C) and approved by the Chairperson, Senate.
- b) Admission to the Ph. D programmes will be based on two stage process through
 - (i) **Selection of the Ph. D scholar shall be based on SET** (SLIET- Entrance Test) conducted by the Dean (R&C). The eligible candidates who have qualified UGC/CSIR (JRF) NET with fellowship / NET (ASRB) with fellowship / State level eligibility test (SLET) with fellowship / GATE are exempted from appearing for the entrance examination. However, they shall submit the proof of having qualified the examination. They have to apply online. These candidates have to appear for the interview directly. The qualifying marks in the SET conducted by Dean (R&C) shall be 50%.

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The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centers, if any, also to be notified well in advance) at the institute/department level ; Eligibility : Master's degree in Engineering / Technology / Science / Humanities / Management with 55% marks (50% for reserved categories, SC/ST/OBC (Non Creamy Layer)/PH) in relevant disciplines (MCA degree is not eligibility for Ph. D in CSE)

- (ii) An interview/*viva-voce* wherein the candidates are required to discuss their research interest/area through a presentation before a duly constituted Selection Committee. The interview/*viva voce* shall also consider the following aspects, viz. whether; the candidate possesses the competence for the proposed research; the research work can be suitably undertaken at the Institution; the proposed area of research can contribute to new/additional knowledge.

The institute shall maintain the list of all the 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.

- c) The admission of Scheduled Castes/Scheduled Tribes candidates will be decided without comparing them with the general category candidates.
- d) The selected candidates, will be required to produce the evidence of their having passed the qualifying degree examination with minimum specified marks by the date as specified in the information brochure issued for the admission, failing which the admission shall be cancelled.
- e) Ph. D candidate admitted in the Institute under QIP and NDF (national doctoral fellowship) programme shall follow the rules and regulation of the AICTE.
- f) On approval by the Chairman, Senate, office of Dean (R&C) will issue the admission letters to the candidates who will be required to accept the offer of admission by depositing the prescribed fee before the specified date.
- g) In case a candidate does not accept the offer by paying the prescribed fee by the specified date, the offer of admission may stand withdrawn, and the admission will be offered to the candidates in the waiting list, if any, in order of merit.
- h) The offer of admission may also stand withdrawn if the candidate who has accepted the offer fails to register by the date for late registration.
- i) In case a student wishes to temporarily withdraw from his/her Ph.D programme he/she may do so only after a period of three years following his/her date of registration with prior permission of the Senate. However, the duration of Ph. D will remain the same.

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1.5 Area of Research

A student may register himself/herself for a Ph. D degree in the department mentioned at Sr. No. 1 (Rules & regulations) or in an interdisciplinary area. A science student may register himself/herself in an engineering department and an engineering student may register himself/herself in a science department.

2. FINANCIAL ASSISTANCE

2.1 Institute Fellowship: The Institute research scholars will be paid fellowship and contingency at a rate in accordance with the directives from the MHRD mentioned in 1.1.1(a).

2.2 Fellowship from Sponsored Research Projects: Fellowships are available through sponsored research projects from agencies like CSIR/UGC/DST/DBT/ICAR etc.

2.3 Direct fellowship: Direct fellowships are also available from Government agencies like CSIR/UGC/DST/DBT/ICAR/QIP/FIP etc. to the students. The admission of such candidates to Ph. D programme, who are awarded fellowship directly by these agencies, shall be made as per provisions of the respective scheme keeping in view the Ph.D Regulations of the Institute.

2.4 Teaching Assistantship: The Institute may also provide Ph.D. students, financial assistance in the form of teaching assistantships. Assistantships are awarded on a semester to semester basis. The assistantship is paid at the approved rates as decided by the institute. A student is expected to devote up to eight hours per week towards job(s) assigned to him/her. The renewal of assistantship is contingent on the student's satisfactory performance in the academic programme and in the discharge of assistantship duties.

2.5 Self-Finance: Students may also be admitted to the Ph.D. programmes on a self-financing basis or from external agencies as a sponsored candidate.

2.6 The research scholars with fellowship who leaves in between the Ph. D programme will have to refund the fellowship in full or in part as per the affidavit submitted at the time of admission. The guidelines of AICTE for PG admission will be followed in this regard.

3. REGISTRATION

3.1 A student is required to enroll for each semester as per the schedule notified by the institute. The enrollment process involves:

- a) submitting a duly filled registration form as per approved format
- b) payment of fees for that semester and clearance of any outstanding dues
- c) Submit a progress report as per approved format.
- d) In case any Ph.D. Scholar does not register himself / herself by the due dates, his/her registration shall be reviewed by the DRC and CRC. If recommended

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to continue his/her research, the maximum duration for Ph.D. will remain same as per clause 5.4 (e).

- e) Further, if any student fails to register on time second time, or does not register for two consecutive semesters during the course of study, his/her registration shall withstand cancelled.

3.2 All students who are not on authorized leave must continue to register in the following semester till they submit their thesis. If, however, a student is likely to submit his/her thesis within two weeks from the commencement of semester, he/she need not register in that semester. This period will not be extended in any case.

3.3 Ph.D. students who have submitted their thesis and are waiting to defend his/her thesis need not register.

3.4 In very special cases, students who have completed all the experimental work and analysis related to the thesis and are on sanctioned leave, the CRC on the specific recommendations of the DRC may allow submission of thesis.

3.5 Course Assessment

A student who has been enrolled/registered for Ph.D. must

- i) present a progress report after every six months of the admission in presence of RAC and RAC will decide about the progress of the work. RAC will send its recommendation through Chairman DRC to Chairman, CRC regarding the suitability of the candidate.
- ii) pass in two courses of at least 08 credits allocated by the RAC on recommendation of the supervisor(s), through a written examination within one year of enrollment. The period can be extended further for six months with the recommendation of DRC and approved by Chairman CRC.
- iii) In addition, the candidate has to earn 04 credits through two seminars (in his/her research area) within the stipulated time as mentioned in Clause 3.5 (ii) above.

3.6 All categories of students not fulfilling the requirements as enumerated in 3.5 above are liable to discontinue their Ph.D. programme. The CRC will take a decision in this regard after reviewing the cases of such students.

3.7 Confirmation of Registration

Students enrolled under 1.1 (Rules & Regulations) who successfully complete requirements as per 3.5 above shall be granted registration from the date of joining the programme (date on which the enrollment fee is deposited).

The procedure for confirmation of Registration shall be as follows:-

- i) Each student, on completion of the requirements of 3.5 shall apply for confirmation of Ph.D. Registration within a period of one and a half year for full

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time and two years for Part time candidate, from the date of enrollment, otherwise the registration will be automatically stand cancelled.

- ii) The student will defend his/her research plan before RAC and ONE external expert (approved by Chairman, CRC from the list submitted by Supervisor through Chairman, DRC).
- iii) The completed application form shall be forwarded by the Supervisor through Chairman, DRC to the Chairman, CRC, who will consider this application and confirm the date of registration according to 3.7 above.

4. SUPERVISOR/CO-SUPERVISOR

4.1 Allocation of Research Supervisor: Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of Ph.D. scholars permissible per Supervisor, etc.

- (i) Any regular Professor of the Institution with at least five research publications in refereed journals (out of which, two must be SCI/SCIE/SSCI/AHCI/SCOPUS journals/any journal included in NIRF ranking) and any regular Associate/Assistant Professor of the institution with a Ph.D. degree and at least two research publications (out of which, one must be SCI/SCIE/SSCI/AHCI/SCOPUS journals/any journal included in NIRF ranking) in refereed journals may be recognized as Research Supervisor. DRC shall ensure fulfillment of this condition.
- (ii) Only a full time regular teacher can act as a supervisor. The external supervisors are not allowed. However, Co- Supervisor can be allowed in intra or inter-disciplinary areas from the same/other departments of the institute or from other related institutions/organizations with the approval of the Research Advisory Committee. External Co-supervisors shall be paid TA/DA etc. as per entitlement for attending a meeting of RAC/DRC as a member regarding Ph. D work.
- (iii) The allocation of Research Supervisor(s) for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva voce*.
- (iv) 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.
- (v) A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (08) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (06) Ph.D. scholars

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and an Assistant Professor as Research Supervisor can guide up to a maximum of four (04) Ph.D. scholars, including within or outside SLIET.

- (vi) 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 Institute 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.
- (vii) Faculty of the institute may also serve as a supervisor/co-supervisor of any other institute/University. However, the faculty must get prior approval from the Institute.

4.2 Appointment of Supervisor: Applicants will be given, at the time of selection, the details of various research topics/areas proposed by various faculty members for Ph.D. programmes in the respective department, so that the applicant will have an opportunity to discuss those topics/areas with the respective faculty members and thereafter, indicate their choice in order of preference. The applicants shall then be interviewed by a Committee constituted by the Chairman, CRC.

- a) All selected students shall be assigned tentatively to research supervisor(s) at the time of selection. However, a regular Research Scholar may opt to find a Supervisor, if he/she so desires. The Head of the Department would act as Supervisor until the student is assigned to a supervisor. Alternatively, the Head of the Department may himself act as a supervisor until the final allotment is done.
- b) Each external student may have only one Supervisor from the sponsoring organization where he/she is employed and one or two at the Institute.
- c) The research programme and the specific area of research of a selected student shall be finalized by his/ her Supervisor (s) after mutual discussion.
- d) All Research Scholars should be finally assigned to Research Supervisor(s) at the time of enrollment. Co-Supervisor, if required can be added before confirmation of Registration.
- e) Chairman, DRC, has to ensure that all the selected / admitted students are allocated supervisors within a month of their enrollment.

4.3 Change of Supervisor:

- a) Change of Supervisor(s) under exceptional circumstances shall be permitted on recommendation of the DRC after obtaining the consent of
 - (i) the student (ii) the present Supervisor(s) and (iii) the proposed Supervisor(s).
- b) If the research programme and/ or area of the work require modification due to this change, the student's entire course programme requirement shall be re-examined by the DRC. If there is a change in the research programme and/or area of the work, the registration date may be revised, if found necessary.

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4.4 Alternative Arrangement due to Absence of Supervisor:

- a) Whenever a supervisor leaves the Institute permanently or temporarily for a period exceeding one year, the DRC shall provide new supervisor(s) for the students before his/her departure. The new supervisor will act as a co-supervisor.
- b) Whenever a Supervisor leaves the Institute temporarily for a period of one year or less, the DRC shall make alternate arrangement for the guidance of his/her students in consultation with the supervisor.
- c) The original supervisor on his/her return to the Institute will continue as supervisor and the other person may act as a co-supervisor of his/her students depending on the period for which he/she has supervised the Ph.D. Programmes.
- d) Any such arrangements made shall be forwarded to CRC for prior approval.
- e) The above rules (a-d) are not applicable if
 - (i) The supervisor remains absent for six months or less.
 - (ii) A co-supervisor from the institute is available.
- f) The role of the supervisor (s) in case of his / her resignation / deputation / lien / eventualities or any other type of absence from the Institute, the Supervisor of a research scholar shall remain as a supervisor only, if he/she is associated with the Scholar for a minimum period of two years in the Institute. In case, he / she leaves the Institute, after two years, a scholar in the Institute shall be provided with an administrative supervisor. In all other cases, the existing rules & regulations of Ph.D Programme shall apply.
- g) New Supervisor will be appointed in case of death of existing one, if necessary, on the recommendations of DRC and approval of the CRC. Due recognition will also be given to the earlier Supervisor in the thesis (to be submitted) by the candidate.

4.5 Limitation of number of students :

At any given time, the number of Institute research scholars (Full time with fellowship from Institute support) working with a supervisor shall not exceed three (03), preferably one per year, while the total number of all categories of research students working shall not exceed as per clause 4.1 (v).

- 4.6 Full credit will be given to the supervisor as well as the co-supervisor(s) where more than one supervisor is involved. Credit of guidance of one student will be given to each supervisor.

5. PLACE OF WORK, COURSE-WORK, PROGRESS AND DURATIONS

5.1 PLACE OF WORK

- a) The place of work is SLIET. Every external student shall carry out a part of study of his/her research work residing at the Institute for a period, which shall in no case be less than one year.
- b) Students sponsored by local organization may, based on an application

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recommended by DRC, be exempted from stay in the Institute campus while fulfilling the requirements under rule 5.1a above. However, the work under this rule shall be carried out during normal working hours of the Institute.

- c) External students will be provided with hostel/transit accommodation or a suitable quarter (if available) on payment of rent during the studies.
- d) On the recommendation of the Supervisor(s), the Institute may allow the research work for the Ph.D. degree to be partially or whole carried out at another organization for the following categories of Ph.D. students with following provisions:
 - i) The external organization where a student wishes to carry out the research work partially or wholly shall have to be recognized by the Institute before such work is undertaken. The financial and other implications, if any, of such an arrangement should be finalized at the Institute level. The student, however, shall not be permitted to change his/her student status while working at such an organization.
 - ii) An external organization may be granted recognition by the CRC as an approved place of work.
 - a. The recognition shall normally be given only for individual research project by a student.
 - b. The details of research facilities available at the organization shall be furnished by the student to DRC, as required.
 - c. In case of collaborative research, a Ph. D. student may be permitted to carry out a part of his/her research work in the collaborative department/institute. Also, a student of collaborative department/institute will be permitted to carry out research work at SLIET.

5.2 Course Work: Credit requirements, number, duration, syllabus, minimum standards for completion, etc.

- (i) The credit assigned to Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits. DRC of each department will recommend, to the Senate for approval through CRC, the credit requirements for Ph.D. course work for the respective department.
- (ii) The course work shall be treated as prerequisite for Ph.D. preparation. 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. Other courses shall be advanced level courses preparing the students for Ph.D. degree.
- (iii) 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. They shall be duly approved by the SENATE on the

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recommendations of the CRC through DRC.

- (iv) The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee, of the research scholar.
- (v) All candidates admitted to the Ph. D programmes shall be required to complete the course work prescribed by the Department during the initial ONE and A HALF YEAR.
- (vi) A Ph. D scholar must obtain a minimum of 55% of marks to obtain a satisfactory grade in the course work to be eligible to continue in the programme and submit the dissertation/thesis.

5.3 Progress Monitoring

After the completion of six months, the progress of the research will be evaluated by a Research Advisory Committee (RAC) for all candidates. The RAC will normally consist of the Supervisor and Co-Supervisor (if any) and two faculty members conversant with the field of research. The Co-Supervisor and/or member of the RAC may be from outside the Institute. The Research Supervisor of the scholar shall be the Convener of this Committee. The names of the RAC members and any subsequent changes in its composition shall be communicated by the DRC to the CRC for record. The RAC is expected to monitor the progress of the candidate until the completion of the programme. This Committee shall have the following responsibilities:

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

All students registered for Ph.D. irrespective of their category, shall have to register in every semester along with a brief report on the earlier semester(s) work and plan for the ensuing semester.

All candidates, after joining, will have to submit through supervisor(s), an Annual Progress Seminar of their work in previous academic year to the concerned DRC once a year in July/January depending upon the time of admission. For all categories of students, this seminar must be given on or before 31stAugust or 31st January of each year (However, in case of CSIR/UGC fellows, the dates of their Annual Progress Seminar be fixed by considering requirements of funding agency and such fixed schedule will be followed strictly.

A copy of Annual Progress Report must be submitted to Ph.D. Section.

Regular research scholars are liable to lose scholarship if the seminar is delayed beyond said dates. Such seminars are required to be given (every year) until the synopsis and thesis is submitted. This is also required for renewal/enhancement of assistantship and

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confirmation/continuation of their programme. All external non-residential students must also give, at least one Seminar per year at the Institute until they submit the synopsis and thesis.

The following guidelines are being followed for avoiding delays in presentation of Annual Progress Seminar:

- i) Every Ph. D. student must present the Annual Progress Seminar as per prescribed schedule every year.
- ii) In case, due to some valid reasons, if he/she is not able to present Annual Progress Seminar in time, an application for extension must be made at least 15 days before the due date of presentation.
- iii) Extension will be granted by CRC on case to case basis with or without fine for presentation @ Rs. 750/- per week, from 1st September/1st February, till the date of presentation of Annual Progress Seminar (APS).
- iv) If the application for late presentation of APS is made after the due date, additional fine of Rs.750/-will be charged for not applying for extension in time.
- v) The report of Annual Progress Seminar in a prescribed format should reach Academic Office within four days after the presentation.
- vi) Delay beyond 30th September/28th February (as applicable) may lead to discontinuation/cancellation of Assistantship and/or Registration.
- vii) The assistantship for the period beyond the due date of renewal/enhancement of Assistantship will be released only after receipt of satisfactory report subject to recovery of fine, if any.

The continuance of registration of all students is subject to satisfactory progress made by them. In case of Assistantship holders, the continuance of Assistantship beyond 3 years will also be subject to satisfactory progress made by them, as assessed by a panel appointed by the respective DRC.

Any three unsatisfactory reports (half yearly) shall be treated as cancellation of Ph.D. registration. First unsatisfactory report of supervisor(s) / RPC / DRC will put the candidate on scholastic probation-I, second unsatisfactory report will put the Research Scholar on scholastic probation-II and so on

Above rules are also applicable to CSIR/UGC fellows, if they do not follow the dates fixed for them for submission of Annual Progress report.

5.4 Duration

- a) All students must carry out research work for at least a period of three years from the date of registration/enrolment for Ph. D. degree before submission of thesis.
- b) For all categories of students, the period of validity of their Ph. D. registration is six years

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from the date of registration/enrolment for Ph. D. degree. The students may submit their thesis before the end of this period. Registration for Ph. D. degree of students who concurrently register for another degree at another organization shall be withdrawn.

- c) 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 M.Phil./Ph.D. for up to 240 days.
- d) Research scholars who have presented Pre-Ph. D. synopsis seminar and submitted the synopsis, may be permitted by Chairman, CRC on recommendation of the DRC to leave the Institute and submit the thesis from outside within a period of six months from the date of pre-Ph. D synopsis seminar, provided they fulfill the provisions of all other rules. In case the student does not submit his/her Ph. D. thesis within six months from the date of presentation of pre-synopsis seminar, Chairman CRC may grant an extension for submission of thesis for a period of three months on the recommendations of DRC. Further, if the student does not submit his/her Ph. D. thesis within nine months from the date of presentation of pre-Ph. D. synopsis seminar, the student may be asked to present another pre-synopsis seminar. However, the maximum duration will remain the same as per clause No. 5.4 (b).
- e) A student who could not submit the thesis in time, may request for extension for maximum one year by the Chairman, Senate on the recommendations of the DRC and the CRC.

6 THESIS SUBMISSION

6.1 Pre-Ph. D. Synopsis Seminar: Prior to the submission of the Ph. D. synopsis and thesis, a comprehensive internal assessment of the research work shall **be made by the DRC.**

- a) RAC shall assess the work through a pre-Ph.D. synopsis seminar. The student can submit the Ph. D. synopsis only if the RAC is satisfied about the quality of the work for submission as Ph.D. thesis. If required, minor modification in the title of thesis may be permitted by Chairman, CRC on the recommendation of DRC.
- b) Details of the pre-Ph. D. synopsis seminar shall be adequately notified by Chairman, DRC to enable interested faculty and students to attend the same.
- c) The DRC shall forward the report of the Pre-Ph. D. synopsis seminar to the Chairman CRC.

6.2 Requirement of Publications for submission of Thesis

Prior to the submission of the synopsis and thesis, the following requirements must be completed by the student:

Must publish at least two (2) research papers in SCI/SCIE/SSCI/AHCI/SCOPUS/any peer reviewed indexed journals included in NIRF ranking, on the Ph. D. research topic

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before submission of the dissertation/thesis for adjudication and produce evidence for the same in the form of acceptance letter and/or reprints.

6.3 Submission of Synopsis and Thesis

- a) The student shall submit 3 copies of the synopsis and 3 copies of the thesis, with soft/spiral binding and printed on both the sides on high quality (100 gsm) paper, to the DRC in the specified format as per clause 5.4 (d). In case the thesis is not submitted in the specified period as per clause 5.4 (d), the student may be asked to present another pre-synopsis seminar.
- b) The three copies (03) of the synopsis (in the approved format) shall be submitted to the office of concerned Dean through DRC with the following certificates.
 - (i) Certificate from the Chairman, DRC that the pre-synopsis seminar has been completed satisfactorily.
 - (ii) Certificate from the Research Supervisor(s) states (1) that there is a prima facie case for consideration of the thesis, (2) that the thesis does not contain any work which has been previously submitted for the award or any degree/diploma of the same Institution where the work was carried out, or to any other Institution, (3) attesting to the originality of the work, vouching that there is no plagiarism (the Institute Rules for plagiarism applicable) and (4) the extent of collaboration, if any.
- c) Students should also submit electronic copy of the synopsis in form of PDF format.
- d) The thesis shall be written in the approved format, as per clause 6.4.
- e) Along with the thesis, the student shall submit the requisite forms containing the authorization from the Research Supervisor(s) for submission of the thesis.
- f) A certificate of no dues in the prescribed format has to be produced by the scholar at the time of receipt_of PDC.

6.4 Format for Synopsis and Thesis

The length of a synopsis shall be one thousand to four thousand words including tables and figures, on A4 size papers typed in one and half space.

The general thesis guidelines as:

- SIZE OF PAPER: A4 size be used, no restriction is placed on drawings and maps.
- LAYOUT OF SCRIPT: Typescript should appear on both side, lines: at least one-and-a-half spaced. Footnotes, quotations, references and photographic captions may be single spaced. Where appropriate, these should contain lists giving the locations of figures and illustrations.
- FONT SIZE:

Title Page	18-22
Headings / subheadings	14-20
Text	10-12

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Footnotes 8-10

Footnotes be given on the same page where reference is quoted

- TYPE STYLE: Times New Roman / Arial / Courier New / Universe
- MARGINS.: At least 1 -1½ inches (3.17-3.81cm) on the left-hand side, 3/4 - 1 inch (2 - 2.54cm) at the top and bottom of the page, and about ½ - 0.75 inches (1.27 - 1.90cm) at the outer edge. The best position for the page number is at top-centre or top right ½ inch (1.27 cm) below the edge. Pages containing figures and illustration should be suitable paginated.

FOLLOWING IS THE PREFERABLE LAYOUT OF THE THESIS:

- Title Page
- Abstract / Summary
- Acknowledgements
- Abbreviations not described in the text
- Contents
- List of Tables (where applicable)
- List of Figures (where applicable)
- ❖ Introduction (including outline of the thesis)
- ❖ Review of Literature (including research gaps and research objectives)
- Research contribution*
 - Material and Methods
 - Results: May comprised of one chapter or a number of chapters depending upon the subject matter/ requirements
 - Discussion (including Conclusion/s, Recommendation/s where applicable)
 - ❖ References / Bibliography / Literature cited (must be uniform throughout the thesis, and specific to the respective discipline)
 - Appendices (where applicable)
 - Any other information specific to the respective discipline
- TITLE PAGE: All thesis must contain a title page giving the title of the thesis, the author's name, the name of the degree for which it is presented, the Department in which the author has worked or the Faculty to which the work is being presented, and the month and year of submission.
- PUBLISHED WORK: List of publications from the thesis be included as appendix.

7. THESIS EVALUATION:

7.1 The thesis evaluation board shall consist of minimum three members including the thesis supervisor(s) approved by the Chairman, Senate. Other two members of the thesis evaluation board must be from outside the Institute and at least one of these two must be from outside the country. Thesis evaluator/examiner from India must be from the top 100 NIRF ranking Institutes/IITs/NITs/IIMs/CFTIs/Central Universities and the labs of CSIR/ICMR/ICAR.

7.2 The procedure for constituting the thesis evaluation board is given below :

- i) The thesis evaluation board shall be proposed along with the synopsis in the prescribed format.

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- ii) The thesis supervisor(s) shall propose a panel of ten examiners (experts for thesis evaluation, five from India and five from abroad not below the rank of professor or equivalent working in relevant areas) to DRC.
 - iii) Experts, who have been thesis examiners during the preceding one year, should not be included in the panel.
- 7.3** The DRC shall submit the panel of examiners to the Dean (Academics) in a closed CONFIDENTIAL envelop.
- 7.4** The Chairman, Senate will select two members (one from India and one from abroad) of the thesis evaluation board. If considered necessary, the Chairman, Senate, may ask additional names of experts to be submitted.
- 7.5** The synopsis will be sent to the examiners for getting their consent. In case, the examiner refuses to evaluate, the list will again be sent to the Chairman, Senate for selection of new examiner.
- 7.6** The names of the members of the thesis evaluation board shall be kept confidential till the receipt of evaluation reports. However, on completion of Ph.D. thesis evaluation, the chairmen CRC will send to the thesis supervisor(s) the name of the external Indian thesis examiner so that it can be included in the proposed list of the members of viva-voce board.
- 7.7** The examiners shall independently report to the Senate through the Chairman CRC of the Institute, preferably within six weeks from the date of their receipt of the thesis. The examiners should be conveyed that their reports should include:
- i) A critical survey and evaluation of the quality and quantity of the work as embodied in the thesis.
 - ii) Questions, if any, to be asked or points to be clarified at the viva-voce examination, and
 - iii) A definite recommendation as to whether the thesis is acceptable for the award of the degree of Doctor of Philosophy.
- 7.8** The Internal Examiner(s) of the Ph. D. thesis is/are the supervisor(s).
- 7.9** If an examiner in his/her report is not able to make a definite recommendation for the award of the degree, he shall be requested to assist the Senate in deciding whether the student is required to make:
- i) Substantial revisions involving rewriting of one or more chapters without, however, doing any further research work.
 - ii) Completely rewrite, if the thesis, though not acceptable in the present form, reveals sufficient quality and quantity of work to warrant the student being given an opportunity for further research work and/or reinterpretation of results.
- 7.10** The copies of the examiner's report will be made available to the supervisor/co-supervisor/internal examiner. They may submit their report to the DRC for consideration after ensuring that all the corrections including minor modifications,

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revisions suggested by the examiners have been incorporated. The DRC shall recommend for consideration and approval of the Chairman, CRC.

- 7.11** Based on the examiner's report, the comments of the Supervisor(s)/Internal examiner(s) thereon, the Chairman, CRC shall recommend to the Chairman, Senate whether the thesis be accepted for the viva voce examination or be rejected or be referred again to a new examiner.
- 7.12** A thesis may be considered acceptable for holding the viva voce examination if both the external examiners give positive recommendation. If one of them accepts and the other rejects the thesis, it shall be referred to a third external examiner chosen from the panel of examiners by the Senate Chairman.
- 7.13** Whenever a thesis is referred to a third examiner, the comments of the student point by point for the queries by the first two examiners should also be reported to the Senate.
- 7.14** The Senate shall; however, be the final authority in deciding whether the thesis be accepted for the award of degree.
- 7.15** If the examiner(s) recommend acceptance of the thesis subject to minor/major modifications only, the thesis can be resubmitted only once after incorporating the modifications, within a period of three months. The thesis so resubmitted shall be examined by the same examiner(s). However, the permissible period of three months is extendable on case-to-case basis for maximum period of six months.
- 7.16** A thesis rejected by two examiners may be resubmitted after revision, not earlier than one year and not later than two years from the date of such intimation to the student by the Chairman, CRC. The thesis so resubmitted may be examined by the same examiners or by new examiners.
- 7.17** Rejection of the thesis so resubmitted will disqualify the student from further consideration for the award of the Ph. D. degree, on the topic of research chosen by him / her.

8 VIVA-VOCE EXAMINATION

- 8.1 Viva-voce Board of Examiners:** A student, whose thesis has been accepted for the award of the Ph.D. degree, shall be required to defend his/her work at viva-voce examination conducted by a Board of Examiners at the Institute.
- 8.2** The Board of Examiners shall be appointed by the Chairman, Senate and it shall consist of :
- (i) Chairman, DRC/HOD as chairman of the board
 - (ii) Director's nominee
 - (iii) The supervisor
 - (iv) One external examiner (the thesis examiner from within the country)
 - (v) The Co-supervisor(s) (if any) as internal examiner(s)/a professor of the department (nominated by HOD)

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- 8.3** The thesis supervisor(s) in consultation with the Head of the Department shall propose the constitution of the viva-voce board (forwarded through the Chairman, DRC) to the Chairman, CRC, who will forward it to the Chairman, Senate for approval.
- 8.4** The Ph. D. viva-voce examination will be an open examination and a notice must be circulated in advance to enable the interested persons to attend. The supervisor will be the convener of the viva-voce board and will fix the date of the viva-voce examination in consultation with the members and intimate the date to the Dean (Academics). The viva-voce examination shall be held on working days. However, with the special approval of the Chairman, Senate, on the recommendations of the DRC, viva-voce may be conducted on Holidays/Saturday/Sunday in exceptional circumstances.
- 8.5** If a member of the viva-voce board communicates his/her inability to be present in advance, the Chairman, Senate may appoint a substitute from the panel in consultation with the thesis supervisor(s), Head of the department and Chairperson, CRC.
- 8.6** If the external member of the viva-voce board gives his consent to conduct viva-voce examination but is unable to be present during examination, the Chairman, Senate may appoint a substitute in consultation with the thesis supervisor(s), head of the department and Chairperson, CRC. Presence of at least one examiner from outside the Institute is mandatory.
- 8.7** In no case the total number of the viva-voce board members will be less than three.
- 8.8** Each member of the viva-voce board will be given a copy of the thesis along with the entire technical correspondence with the thesis examiners at least one week before the date of the viva-voce examination.
- 8.9** The viva-voce board shall ;
- i) examine the thesis reports,
 - ii) examine if necessary modifications suggested by the thesis examiners have been incorporated,
 - iii) elicit the candidate's replies to the questions raised by the thesis examiners,
 - iv) authenticate the work as the student's own,
 - v) judge if the presentation of the work by the student and the answers to the questions asked to have been satisfactory, and
 - vi) give a report of the examination, which will be communicated by the supervisor(s) to the Dean (Academics) through the Chairman, DRC.
- 8.10** If a candidate has not passed, the viva-voce board will specify whether ;
- i) the candidate may be given another chance to appear in the viva-voce examination and will specify the approximate date for re-examination. The original viva-voce board will conduct the re-examination unless a different viva-voce board is approved by the Chairman, Senate. In the re-examination, the board will declare whether the student has passed or failed as per the criteria

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laid down above but will not recommend holding a third viva-voce examination.

ii) the candidate is declared to have failed.

- 8.11** On receipt of the report that the student has passed the viva-voce examination, the Chairman, CRC will recommend to the Chairman, Senate for award of the Ph.D. degree, and the degree may be conferred upon the student after approval by the Senate. The date of the successful completion of the viva-voce shall be the date of the award of the Ph. D degree.
- 8.12** If the candidate has failed, the matter will be brought to the attention of the Senate for further action.
- 8.13** After successful completion of the viva voce examination, the student shall submit to the Dean (Academics) the two copies of the approved thesis, duly bound, together with the application for submission of the same in the prescribed format.
- 8.14** Outstation examiners shall be paid TA/DA, thesis evaluation fee and honorarium as per the Institute rules. The outstation supervisor shall be paid TA/DA as per the Institute Rules.

9. ACCOMMODATION / HRA

All Ph. D students will be allowed accommodation and those residing in hostel provided by University/Institute will not be eligible for HRA. Part time students are also allowed hostel accommodation subject to availability on payment of hostel dues for the period they work in the institute. Request for such accommodation must be certified by the supervisor and HOD. In case of married persons, transit accommodation/married accommodation or a quarter in the campus may be provided at the rate charged to the institute employee/student subject to availability. Reimbursement of hostel fee is not permissible. The House Rent Allowance will be allowed as per rules, if paid by the sponsoring agencies. In no case, it should exceed the rates payable to Central Govt. Employees. The basis for calculating HRA will be the actual stipend of the Research Fellow.

10. LEAVE RULES

- 10.1** All full time Research Scholars are entitled for leave of maximum fifteen days per year in addition to the Public Holidays. Also **08 days casual leave** is permitted. The leave due can be carried over to the next year and accumulated up to 90 days.
- 10.2** Women Scholars are entitled for Maternity Leave/Child Care Leave at full rate for a period of not exceeding 240 days, once during the tenure of their award. This should be supported by medical certificate.
- 10.3** Male Scholars are entitled for 15 days paternity leave once during the tenure of their award. This should be supported by the medical certificate. Head of Department is authorized to sanction the above leave.

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- 10.4** No vacation in Summer/Winter is admissible.
- 10.5** Leave against field work may be treated as on duty subject to production of certificate of attendance.
- 10.6** Special Leave/academic leave (maximum upto 15 days) to attend Seminars/ Conferences in India/abroad to present paper with the permission of the Chairman, Senate. The guidelines for the grant of financial assistance (conferences held within India) are as follows:-
- The supervisor is the co-author of the paper and application for financial assistance is routed through him/her.
 - The said conference is held at CFTI/NIRF-100 ranked Institute/University including labs of CSIR / ICAR / ICAMR. The conferences organized by other institute/organization can also be considered provided the proceedings of the conference is indexed for SCI/SCIE/SSCI/AHCI/SCOPUS/WoS.
 - The scholars are permitted to attend the conference first time, with aforementioned two conditions. But for subsequent time permission can be granted if he/she has also published at least one paper in SCI/SCIE/SSCI/AHCI/SCOPUS/WoS Indexed Journal / any other journal included in NIRF ranking.
 - The financial assistance can be granted for any number of times during the course of Ph.D., but after the first time, for each subsequent paper presentation in conference, he/she must have published at least one paper in SCI/SCIE/SSCI/AHCI/SCOPUS Indexed Journal / any other journal included in NIRF ranking.
 - In a calendar year assistance can be granted for maximum up to one such conferences.

Financial Support / other conditions :

- Quality of paper be scrutinized by DRC.
Financial support will be provided for Registration Fee and Travel (Third AC/AC Bus)
 - Financial support from sponsored/consultancy project of his/her supervisor may be encouraged.
 - For attending the conferences abroad, candidates may seek financial support from external funding agencies.
- 10.7** Research Scholars under CSIR/UGC and other categories are governed by their own rules.
- 11. DEPOSITORY WITH INFLIBNET:**
- 11.1** Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Institution shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same to make it accessible to all Institutions/Colleges.
- 11.2** Prior to the actual award of the degree, the Institution shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.

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12. FEE STRUCTURE

- 12.1 The fee structure for Ph.D Programme shall be as notified by the institute from time to time.
- 12.2 Tuition fee and all other Fees will be collected at the beginning of the semester. A student enrolled in the mid-semester must pay the full semester fee.
- 12.3 Hostel fees need not to be paid by day-scholars and external candidates who do not need accommodation in the hostel for complete semester.
- 12.4 Students given alternative accommodation by the Institute will pay the reduced hostel fee in addition to the license fee and other charges for the accommodation provided. This will entitle them to use common facilities of the hostel and participation in hostel activities.
- 12.5 Medical fee will entitle the student to free treatment plus medicines at the Institute dispensary and insurance cover against hospitalization.
- 12.6 Tuition Fees and Development Fees can be borne by sponsored research projects in case of students of all categories, if the student's research activity has a bearing on the project.
- 12.7 Students are required to pay fees during all the semesters (or part thereof), they are studying in the Institute, from admission till thesis submission.
- 12.8 Institute employees enrolled in Ph.D. programme are exempted from all fees except admission fee, examination fee and alumni fee.
- 12.9 Foreign students coming under different schemes will pay tuition fee at rate fixed under that scheme.

13. ETHICS IN RESEARCH SUPERVISION

Ethics in research supervision shall be followed as applicable in accordance with the guidelines of Govt. of India/UGC/Institute.

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ANNEXURE- I (CONSTITUTION OF COMMITTEES)

1. DEPARTMENTAL RESEARCH COMMITTEE (DRC)

1. Head of the Department, Chairman (if Head of the Department is Professor. In case the HOD is not a Professor, a Professor from another department may be appointed as Chairman, DRC with the approval of Chairman, Senate for a period of three years. He may be replaced by other Professor after the expiry of his tenure. If during this period, a Professor joins the Department, the Professor from another department, who has been appointed as Chairman, DRC shall automatically be relieved from the additional responsibility, and the Professor of the Department will become the Chairman, DRC).
2. All Professors
3. Two faculty members of the Department (must be doctorate) other than the Professors
4. Supervisor(s) of research scholars.

HOD concerned will arrange all the meetings and departmental correspondence in this regard.

(In case of interdisciplinary subject, faculty from each department shall be involved. Presence of external examiner(s) and Chairman CRC is mandatory during synopsis presentation)

2. RESEARCH ADVISORY COMMITTEE (RAC)*

1. Supervisor or a Professor of the Department if the supervisor is not a Professor
2. Supervisor (s)
3. Two faculty working in allied area

3. CENTRAL RESEARCH COMMITTEE (CRC)

1. Dean (R&C) as Chairman
2. Chairpersons of all the DRCs
3. Dean(Academics)

4. THESIS EVALUATION BOARD

1. External Expert from reputed institutions of India.
2. External Expert from reputed institutions outside the Country
3. Supervisor (s)

5. VIVA-VOCE BOARD (same as Clause - 8.2)

1. Chairman DRC/HOD as Chairman
2. External Examiner: The thesis examiner from India
3. Internal Examiner(s): Supervisor and Co-supervisor(s) (if any)
4. One professor/Assoc. Professor from the Department
5. Nominee of Chairman, Senate

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