



# ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

## Faculty of Transformative Education (FoTE)

### School of Consciousness Development and Value Education (School of Chetna Vikas Mulya Shiksha)

#### Ph.D. Program in Consciousness Development & Value Education (Chetna Vikas Mulya Shiksha in the light of Madhyastha Darshan)

#### Regulations for Scholars Admitted from January 2024 Session & Onwards

**1. Regulations Followed:**

University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022 issued through the Gazette of India notification dated 7<sup>th</sup> November, 2022.

**2. Eligibility criteria for admission to the Ph.D. Programme:**

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

2.1 A 1-year/2-semester Master's Degree/ Professional Degree Programme after a 4-years Bachelor's Degree Programme or 2-years/4-semester Master's Degree/ Professional Degree Programme after a 3-years Bachelor's Degree Programme or qualification declared equivalent to the Master's Degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institution.

- 2.2 A relaxation of 5% of marks from 55% to 50% or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.
- 2.3 Candidates who have completed Eligibility Components 1 to 5 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) shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme. 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-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.
- 2.4 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.
- 2.5 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.

### **3. Duration of the Programme:**

- 3.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum duration of six (6) years from the date of admission to the Ph.D. Programme.
- 3.2 Extension of maximum of an additional two (2) years can be given based on the recommendations of University Research Advisory Board (URAB) along with the extension application and annual fees through a process of re-registration; provided, however, that the total period for completion of a Ph.D. Programme should not exceed eight (8) years from the date of admission to the Ph.D. Programme. The request for such extensions should be routed through the Office of Director-Center of

Research, Innovation & Translation at least one-month prior to the expiry of the stipulated period.

3.3 Female Ph.D. scholars and persons with Disabilities (having more than 40% disability) may be allowed an additional extension of two (2) years; however, the total period for completion of a Ph.D. Programme in such cases should not exceed ten (10) years from the date of admission to the Ph.D. Programme. The request for such extensions should be routed through the Office of Director-Center of Research, Innovation & Translation at least one-month prior to the expiry of the stipulated period.

3.4 Female Ph.D. scholars may be provided Maternity Leave/Child Care Leave for upto 240 days in the entire duration of the Ph.D. Programme.

#### **4. Procedure for Admission:**

4.1 The University shall admit Ph.D. Scholars twice in a Year for January session and July session through Equivalency and Examinations as per the components described in the Scheme of Experiencing and Outcomes of the Ph.D. Programme.

4.2 The Atmiya University will:

4.2.1 decide on an annual basis through their academic bodies a predetermined and manageable number of Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio (as indicated in Clause 3.5) and laboratory, library and such other facilities.

4.2.2 notify well in advance in the University website and through wide circulation, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where examination(s) shall be conducted and all other relevant information for the benefit of the candidates.

4.2.3 Adhere to the National/State-level reservation policy, as applicable.

4.3 The admission will be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned.

4.4 The Atmiya University will admit candidates by a two stage process through:

- 4.4.1 The Examinations (Component wise) shall be qualifying test for admission with qualifying marks as 55%.
- 4.4.2 An Interview/Viva-Voce to be organized by the Atmiya University in which candidates shall present and discuss their Community Engagement Practices and Capacity Building Programmes in research area through a presentation before a duly constituted Departmental Research Committee (DRC) or Equivalency Board. The committee will assess that whether the candidate possess the competence for the proposed research work, availability of facilities at the Department for proposed work and social relevance of the proposed work. The marking scheme of interview/viva-voce on the various parameters shall also be decided by Department Research Committee.
- 4.4.2.1 The Department Research Committee (DRC) shall comprise of following members:
- Composition:**
- 4.4.2.1.1 Head of the Department in the concerned subject –  
**Chairman**
- 4.4.2.1.2 All Research Supervisors of the concerned subject –  
**Members**
- 4.4.2.1.3 One Senior faculty from the Department - **Member Secretary**
- 4.4.2.2 Responsibilities of the Department Research Committee (DRC) will be:
- 4.4.2.2.1 To conduct Examinations and Interview/Viva-Voce for Admission to Ph.D. Programme and to prepare the merit list of candidates on the basis of their performance in above examinations.
- 4.4.2.2.2 Brief the candidates attending Interview for Ph.D. admission about the research areas and research facilities in the Department.
- 4.4.2.2.3 Allotment of Research Supervisor on the basis of candidate's interested area of research.
- 4.4.2.2.4 To monitor the availability of vacancies with the research supervisor (as indicated in clause 3.5)

4.4.2.2.5 To conduct the interview and recommend the potent candidates applied for recognition as research supervisor at Atmiya University to the Academic Council for approval.

4.5 Candidates shall be allowed for admission to a Doctoral Programme in Consciousness Development & Value Education (another discipline) related to the subject in which he / she has obtained Master's degree.

4.8 In the case of Inter-Disciplinary nature of research, the Ph.D. Degree be awarded in the Consciousness Development & Value Education along with the PG subject of the student which must be recommended by the DRC and the Supervisor.

## 5. Research Supervisor:

5.1 Professor by Practices with at least 10 years of the Community Engagement Practices may be recognized as Research Supervisor. The external supervisors are not allowed.

5.2 Any regular Professor/ Associate Professor/Assistant Professor of the University with completion of at least 2 Jeevan Vidya Shibir and 1 Adhyayan Pathan can act as a Co-supervisor. 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 University Research Advisory Board (URAB).

5.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Departmental Research Committee (DRC) concerned depending on the number of scholars per Research Supervisor, the expertise or specialization among the Supervisors and research interests of the scholars as indicated by them at the time of Interview/Viva Voce.

5.4 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 on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

5.5 A Research Supervisor/Co-supervisor can take scholars as per the following table.

<b>Designation</b>	<b>Maximum number of scholars permitted at a given time*</b>
	<b>Ph.D.</b>

<b>Professor by Practices</b>	8*
<b>Professor</b>	8*
<b>Associate Professor</b>	6*
<b>Assistant Professor</b>	4*
<i>*Subject to change based on the predetermined strength of the faculty and availability of infrastructure facilities.</i>	

- 5.6 In case of relocation of 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.
- 5.7 The Change of Research Supervisor can be permitted by the Provost on the recommendations from DRC on the production of No Objection Certificate (NOC) from the earlier supervisor for the Scholar. Provost may permit the Research Supervisor who has left the University or has retired from the University service to continue as the supervisor based on the recommendations from DRC.
- 5.8 The candidate can have research co-supervisor from Industry or other University. The Co-Supervisor has to apply to the University and based on the norms of the University, the University will give the Co-Supervisorship to the external expert.

## 6. Course Work:

- 6.1 The course work shall be treated as prerequisite for Ph.D. preparation. The credit assigned to the Ph.D. course work shall be 12 credits as per the following table and as per the UGC regulations.

<b>Semester</b>	<b>Course Title</b>	<b>Credits</b>
1	Course I - Research Methodology	4
1	Course II - Seminar Presentation	1
2	Course III - Research Integrity: Methodological Practices and Ethical Standards	2
2	Course IV – DSE - Innovative Practices & Insights for Consciousness Development & Transformation	4
2	Course V – Literature Review Presentation	1

<b>Total Credits</b>	<b>12</b>
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- 6.2 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 M. Phil./Ph.D. degree.
- 6.3 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 authorized academic bodies.
- 6.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Departmental Research Committee.
- 6.5 All candidates admitted to the Ph.D. program shall be required to complete the coursework prescribed by the Department during the initial one or two semesters.
- 6.6 Candidates already holding M. Phil. degree and admitted to the Ph.D. program, or those who have already completed the course works in M. Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. program shall be required to complete the Ph.D. course work prescribed by the Department.
- 6.7 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Departmental Research Committee and the Department and the final grades shall be communicated to the Institution/College.
- 6.8 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC7-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 program and submit the dissertation/thesis.
- 6.9 Apart from the course work of 12 credits, the candidate is required to complete an Online Course or FDP/SDP/Seminar/Workshop (not less than 3 days) on Consciousness Development & Value Education and submit the proof to the office of Ph.D. Section.

## **7. University Research Advisory Board (URAB):**

### **7.1 Composition:**

- 7.1.1 Chairman – Nominated by Vice Chancellor from the University
- 7.1.2 Member – Senior person in the concerned subject
- 7.1.3 Member - External Experts

### **7.2 Roles & Responsibilities:**

- 7.2.1 **Promoting Research Culture** in Atmiya University.
- 7.2.2 **Fund Mobilization** for performing the quality through External Funding Agencies.
- 7.2.3 **Promoting the publication** in indexed journal to enhance the H-index of the Atmiya University.
- 7.2.4 Motivate Research Scholars to take up **Innovative research**.
- 7.2.5 **Monitoring the progress** of research / submission of quality thesis in time.
- 7.2.6 **Organization of Seminar/Workshop/Conference** on innovative areas / fund mobilization for conducting.
- 7.2.7 **Enhance International collaboration** for the interdisciplinary research.

## **8. Progress Report:**

8.1 The candidate shall submit following documents to the office of Ph.D. section:

- 8.1.1 Half yearly progress report – starting after the completion of course work with a frequency of every six months.
- 8.2.2 Progress diary duly signed by the Supervisor – at the time of submission of Ph.D. thesis.

8.2 The progress report shall be signed by the candidate, supervisor and Director/Coordinator.

8.3 The progress report duly signed by the candidate and the supervisor of a candidate working out of the country shall be submitted to the University after on line presentation of his/ her research work.

8.4 The candidate shall give the presentation of progress of his/her research work before the Doctoral Progress Committee (DPC). Minimum 5 DPC's to be conducted to measure the progress of the research scholar at every six months.

### **8.4.1 Composition of DPC**



- 2 External Experts – Ph.D. with Minimum 10 Years of Experience (Mandatory)
- 1 Research Supervisor (Mandatory)
- Departmental Research Committee (Preferably)

## **9 Cancellation of Registration:**

- 9.1 The registration of a candidate to a Ph.D. Program may be cancelled automatically; on the expiry of the period of extension granted by the Provost or the maximum time allowed.
- 9.2 If the candidate is found involved in an act of gross indiscipline, unlawful activities, plagiarism and/ or any such activity that endanger the peace in the University campus.
- 9.3 The progress of the research scholar is unsatisfactory and the DRC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the DRC may recommend to the University with specific reasons of the cancellation of the registration of the research scholar.

## **10 Submission of Thesis:**

- 10.1 Ph.D. scholars must publish at least two research paper in refereed journal preferably UGC care listed journals and before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- 10.2 The student shall make a pre-submission presentation (Pre – Ph.D.) in the University and that may be open to all faculty members and research scholar for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the Supervisor.
- 10.3 The research scholar has to submit an undertaking about originality of the work and vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same university where the work was carried out, or any other university.
- 10.4 The candidate shall submit the following documents at the time of submission of the Ph.D. thesis to the University:

- 10.4.1 Three copies of the summary of the thesis.
- 10.4.2 Soft copy of the thesis shall also be submitted to the Dean Academic/Coordinator office, Atmiya University for further action.
- 10.4.3 Three spiral bound typed (both sides) copies of Thesis. The thesis shall also be accompanied by
- (a) A certificate from the candidate.
  - (b) A certificate from the supervisor.
  - (c) An appendix at the end of the thesis containing reprints of research papers already published.
  - (d) Self attested photocopies of the published research papers or acceptance letters of at least 1 research papers preferably in Scopus listed/ UGC recommended journals.
- 10.4.4 A copy of the receipt of applicable examination fee, along with no dues certificate.

Note: The thesis must be scrutinized by software to check piracy and plagiarism.

## **11 Evaluation and Assessment of Thesis:**

- 11.1 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 the employment of the University, of whom one examiner may be outside the country. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the external examiners, and shall be open to be attended by Members of the URAB, all faculty members of the Department, other research scholars and other interested experts/ researchers.
- 11.2 The public viva-voce of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner is unsatisfactory and does not recommend viva-voce, the Institution shall send the thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis

shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

11.4 The University shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

11.5 The supervisor shall inform through the Director/Coordinator to the office of the Director – Center of Research, Innovation & Translation about the intent to submit the thesis two months before its submission along with

- i. Three copies of the summary of the thesis.
- ii. Names and Contact details with email address and mobile no. of at least eight examiners not below the rank of Associate Professor in the research area of the candidate, in a sealed envelope. The list may also include two names of examiners from outside India.

Note: The name of any close relative of the candidate or of the supervisor shall not be included in the panel of examiners.

11.6 From this panel, the Vice Chancellor shall appoint two examiners ensuring that one of the examiners is from outside the country.

11.7 The Ph.D. thesis submitted by research scholar is evaluated by his/ her supervisor and two external examiners who are not in employment of the University and one out of whom one shall be from outside the country.

11.8 The viva voce examination based among other things, on the critiques in evaluation report shall be conducted by the research supervisor and one of the two external examiners including all the queries raised by both external examiners, the research supervisor and at least one of the two external examiners, and shall be open to all faculty members.

11.9 The examiners would be requested to submit the evaluation report within one months of the receipt of the thesis. In case of any undue delay by any external examiner, the Vice Chancellor may appoint an alternate examiner(s) from the list of already suggested examiners after due intimation to the existing examiner(s).

11.10 For awarding the Ph.D. Degree the thesis must comply with the following conditions:

11.10.1 It must be a piece of research work characterized either by the discovery of new facts/ new knowledge or by fresh approach towards the

interpretation of the existing facts/knowledge or theories. In either case, it should provide evidence for the candidate's capacity and capability to make critical examination and sound judgment.

11.11 The examiners shall specifically report on the prescribed Performa whether the thesis is.

- i. Approved as it is,
- ii. Approved after minor revision,
- iii. Be resubmitted after major revision with

- a) Major rewriting and/ or
- b) Some extra work,

The examiners shall also answer the following:

- a) Do you agree to re-evaluate the revised thesis? (Yes/ No)
- b) If re-evaluation is not needed, should the candidate be allowed to appear in the viva voce examination with the revised thesis? (Yes/ No)
- iv. Rejected (In such a case, the Examiners should clearly mention the reason(s) for rejection)

11.11.1 If external two examiners clearly recommend for the viva-voce examination and award of the degree, then the Ph.D. Viva-voce examination shall be held.

11.11.2 If one examiner recommends for the viva voce examination and other one suggest modifications, or all the two examiners suggest modifications, then the candidate shall be asked to resubmit the thesis within one year from the date of communication after revising it in the light of modification suggested made by the examiner(s). The revised thesis shall be sent to the examiner(s) who suggested modifications and accepted to re-evaluate the thesis, for final opinion. If at least two of the examiners recommend for viva- voce examination and award of degree, then Ph.D. viva-voce examination will be held. Otherwise the Vice Chancellor may refer the case to a high level committee. The decision of the committee will be final.

11.11.3 In case, the thesis is recommended by the examiners with minor modifications, the same shall be incorporated in the thesis before the viva-voce examination.

- 11.11.4 The final hardbound five copies of the thesis, after incorporating the modifications/suggestions given by the examination(s) shall be submitted to the office of the Director-Center of Research, Innovation & Translation before the viva voce examination.
- 11.11.5 In case the thesis is recommended, an open viva-voce examination of the candidate shall be held by the viva-voce.
- 11.11.6. The date, time and venue of viva- voce examination shall be notified by the office of the Director-Center of Research, Innovation & Translation and the copies of the reports of the Examiners will be provided to the supervisors in a sealed envelope at least one' week in advance. At the time of viva-voce examination, the Viva Voce Board shall be provided copies of the reports of the examiners.
- 11.11.7 The candidate shall present the work embodied in the thesis before the Viva Voce Board, members of faculty, research scholars and other persons interested in the subject. After presentation of the research work, the members of the Viva Voce Board shall ask questions together with the questions, raised in the examiners reports.
- 11.11.8 The Viva-Voce Board shall take a final decision and a clear verdict whether the candidate be awarded the Ph.D. Degree in the Consciousness Development & Value Education or be asked to reappear for viva - voce examination once again. In case of the second Verdict, the candidate shall be required to reappear for viva- voce before the same Board, on a date to be decided by the university.
- 11.11.9 After the formal viva-voce examination is over the members of the audience may also ask questions.

## **12 Award of Degree:**

- 12.1 After successfully completion of the viva-voce examination, the candidate shall be awarded Ph.D. Degree after the approval of the Board of Management (BOM).
- 12.2 The award of Ph.D. Degree can be withdrawn by the University in case the thesis submitted by the candidate is found to be duplication of an old work or pirated research work.

## **13 Publication of Thesis:**

The approved thesis shall be published only after obtaining permission from the University and such publication shall state that this was a thesis approved for the award of the Ph .D. Degree of the University.

**14 Provisional Degree:**

Provisional certificate may be issued after successful completion of the examination procedure in accordance with the provisions of the UGC (Minimum Standards and Procedure for awards of Ph.D. Degree).

**15 Depository with INFLIBNET:**

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. Degree(s), the Director-Center of Research, Innovation & Translation of the university shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

**16 Disclaimer:**

16.1 Notwithstanding anything contained here, all Ph. D. candidates/scholars shall be governed by the rules and procedures amended time and again by University Research Advisory Board (URAB), Departmental Research Committee (DRC), Academic Dean or any other competent authority assigned by the Vice Chancellor of the Atmiya University.

16.2 Notwithstanding anything stated here, of any unforeseen issue arising, and not covered here, or in the event of difference of interpretation, the decision of the Vice Chancellor/any other competent authority of the Atmiya University shall be final.