

SHARDA UNIVERSITY

Plot no. 32, 34, Knowledge Park-III, Greater Noida-201306, (U.P.)

SHARDA UNIVERSITY (MINIMUM STANDARDS AND PROCEDURE FOR AWARD OF M.PHIL/ PH.D. DEGREES) REGULATIONS, 2010.

Sharda University established as a state private university in Greater Noida through the U.P. State Legislative Act in 2009 and approved by UGC, hereby makes the following regulations, namely:-

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- 1.1 These regulations shall be called the “Grant of Master of Philosophy (M. Phil) and Doctor of Philosophy (Ph.D.) regulations, 2010”.
- 1.2 These regulations shall come into effect immediately after approval of the Executive Council of the University.
- 1.3 The University shall grant Master of Philosophy (M. Phil) and Doctor of Philosophy (Ph.D.) Degrees in the disciplines of Science, Engineering and Technology, Management, Arts, and Humanities etc. These Regulations shall not be applicable to the Medical and Dental Faculty.

2. ADMISSION AND REGISTRATION :

- 2.1 The students shall be provisionally registered for Full-time and Part-time Ph.D. Programmes at the initial stage.
- 2.2 The candidates working elsewhere, in academic institutions, industries or research laboratories may be registered as Part Time candidates provided no objection certificate (NOC) from the employer is submitted.
- 2.3 There shall be no separate registration for M. Phil, candidates who are not able to fulfill the mandatory requirements for final registration of Ph.D programme can be considered for M Phil registration.
- 2.4 Every student shall be required to register in each term by paying the requisite fee. Any student failing to register for two consecutive terms will be considered to have withdrawn from the programme.
- 2.5 A student shall be finally registered for Ph.D. degree only after completing the requisite course work, review of the synopsis of the research topic and subsequently clearing the comprehensive examination within the stipulated period. The stipulated time-period for completing all the three requirements would be 12 months. The comprehensive examination will be an oral examination to test the subject knowledge, research capability, analysis and innovative capabilities of the student. If a student fails to clear the comprehensive examination in two attempts, he/ she will be dropped from the Ph.D Programme.
- 2.6 The date of comprehensive examination will be decided by the DRC in consultation with the Deans. The results of the comprehensive examination will be put up by the Deans to the Vice Chancellor for approval and forwarded to the Controller of Examination (CoE).
- 2.7 The Controller of Examination (CoE) shall notify, finally register the candidates for Ph.D. programme and maintain all records.

3. MINIMUM QUALIFICATIONS:

3.1 The minimum qualifications for provisional registration to the Programme shall be as follows:

Engineering: B.Tech*/ BS/ MS/ M.Tech. with 1st class or CGPA of 6.75 or above on a 10-points scale.

(a) Management : MBA with Ist Division or a CGPA of 6.75 or above

(b) Sciences : Post-graduation with 55% marks or a CGPA of 6.25 or above

Humanities/Commerce: Post graduation with 55% marks or a CGPA of 6.25 or above

Preference will be given to candidates who have qualified NET/ GATE or other equivalent examination.

*In exceptional cases a candidate with a B. Tech/ BS degree may be directly enrolled in Ph.D, if he/she is working with an institution/ organization of national repute engaged in research work and has over 5 years of research experience and has published at least four papers in refereed/ national/ international journals. The candidate must have secured a CGPA of nearly 8.25 or corresponding percentage (at least 75%) at B. Tech level. DRC may consider the eligibility for admission of such candidates based on his/ her published reports/ patents etc. If deemed necessary, DRC may suggest completion of few audit/ credit courses for such candidates.

3.2 The minimum qualifications for admission for in-service candidates will be the same as that for regular candidates. However, in-service candidates shall have to produce a no objection certificate (NOC) from his/her employer.

4. SELECTION PROCESS:

4.1 The University shall conduct an entrance examination followed by a group discussion/ interview for admission to Ph.D. Programme. The examination shall be conducted either at the University premises or through any other mode which the University deems suitable. NET/GATE qualified candidates may be exempted from appearing in the entrance examination. However, they will necessarily have to undergo a group discussion/ interview.

4.2 Entrance examination shall be conducted twice in an academic year. The 1st test shall be held on last wednesday of June and the 2nd on the second wednesday of January every year.

4.3 The selection committee would consider criteria such as the marks obtained by a candidate in the entrance examination, marks at Master's and Bachelor's level, score of GATE/ NET/ CSIR/JRF, and any other criteria as decided by the University for selection. The final list of selected candidates shall be finalized by the Central Research Committee (CRC) and submitted to the Vice Chancellor for final approval.

4.4 Candidates already having M.Phil degrees from recognized institutions may be admitted to the Ph.D programme of Sharda University after review of synopsis and clearing the comprehensive test stipulated in these regulations. They may be exempted from coursework on recommendations of the DRC.

5. PAYMENT OF FEES:

Selected candidates are required to submit their fees half yearly. The first installment must be deposited within 15 days of declaration of result of the test and interview and the second installment on or before 31st of January. After the January test, the fee can be deposited within 15 days of the announcement of the result.

6. ALLOCATION OF RESEARCH GUIDE:

- 6.1 The faculty members with Ph.D. degrees in the respected fields and minimum of two publications in SCI indexed journals would be eligible for guiding research scholars for Ph. D. programs.
- 6.2 Persons of eminence having vast experience in industries/research organizations without Ph.D degrees may also be considered as research guides on recommendation of the DRC and approval of the Vice Chancellor.
- 6.3 If sufficient number of professors is not available in a department, two or three departments may be clubbed together for purpose of joint guidance.
- 6.4 The candidates working elsewhere in academic institutes may opt for a co-supervisor, from their work place or any other institution of repute after approval of the DRC and the Vice Chancellor
- 6.5 Change of guide, if deemed necessary by the DRC, can be considered by respective Deans and put up to the Vice Chancellor for approval on behalf of the Academic Council.
- 6.6 The Registrar of the University shall maintain the database of the research guides, both internal and external.

7. RESEARCH ASSISTANTSHIP:

- 7.1 The candidates provisionally selected for Ph.D. Programmes may be given Teaching/ Research Assistantship, if recommended by DRC as per the rules of the University. The maximum number of Assistantships will be decided by the University on year to year basis. A student may also avail a Assistantship out of the research projects grant (if any) funded by Government agencies to his/her supervisor based on availability of funds and eligibility of the candidate.

8. COURSE REQUIREMENTS:

- 8.1 All Candidates enrolled in research are required to complete a minimum of 8 credits course work on topics decided by the DRC. The courses shall be offered during regular terms, summer term and winter term.
- 8.2 The minimum CGPA requirement for the course/ Programme work is 7.0 on a 10-point scale. If the CGPA at the end of any term is above 6.0 but less than 7.0, the student shall be asked to take more courses in order to make up the CGPA.
- 8.3 Candidates shall not be allowed to pursue any other course/ Programme during the tenure of their Ph.D. Programme.

9. REVIEW OF THE PROGRESS OF THE STUDENTS:

- 9.1 The DRC shall meet at least once every six months and review the progress of each candidate in course work as well as research. DRC, if necessary, may suggest measures to enhance the performance of the student.
- 9.2 The Dean shall communicate the unsatisfactory report, if any, to the student and advise him/her about the remedial measures to be taken as recommended by the DRC.
- 9.3 Change in the research topic, if deemed necessary, may be considered after due approval of the DRC, Deans and the Vice-Chancellor.
- 9.4 Students unable to complete the requirements for the final Ph.D Programme will have the option to continue research and additional course work for obtaining an M.Phil degree after approval of the Deans and Vice Chancellor.

10. RESIDENTIAL REQUIREMENTS:

- 10.1 The minimum residency shall be two years for all candidates after final registration. A part time candidate must spend at least six months on campus during the registration period either in one stretch or in parts thereof but not less than 2 months at a time.

11. TIME LIMIT FOR THESIS SUBMISSION SHALL BE AS UNDER:

	Time Limit for thesis submission	Educational Qualifications at the time of admission	
		M.Tech/ M.Phil or Equivalent	B.Tech/ M.Sc or Equivalent/ Masters degree in Management
1.	Minimum duration for Ph.D. submission from date of registration.	2 years	2 years
2.	Maximum Period for Thesis submission <i>*Extension beyond maximum period may be granted based on recommendation of the Deans & approval of the Vice Chancellor.</i>	6 years	7 years

12. CONVERSION FROM FULL TIME TO PART-TIME PH.D PROGRAMME:

- 12.1 Conversion from full time to part-time Ph.D registration can be allowed only at the discretion of DRC & Deans. The terms and conditions of such conversion shall be decided by the DRC and communicated by the Dean to the candidate with due approval of competent authority. The conditions for part time registration shall remain same.

13. ATTENDANCE REQUIREMENTS/LEAVE RULES:

- 13.1 A minimum of 75% attendance is required during each term during the course work. In case attendance falls short of 75% in any course during a term, the student will not be paid Research Assistantship for the subsequent term. The candidate shall not be allowed to write the end term examination and awarded an F Grade in the course in which the attendance falls below 75%. The candidate will be allowed to re-register for the course and all credits/ marks in the Mid Term Examination (MTE) and assignments shall be treated as null and void.

- 13.2 A research scholar after having completed the course work must attend to his/ her research work on all the working days and mark attendance except when he/ she is on duly sanctioned leave. Leave without approval of the Research Supervisor will be considered as insubordination and indiscipline.
- 13.3 A research student awarded Research Assistantship will be governed by rules applicable to faculty members.
- 13.4 A research student not awarded Teaching/ Research Assistantship will be treated at par with postgraduate students for provisions of leave etc.
- 13.5 A women research scholar will be allowed to take one year off for maternity leave.
- 13.6 A proper leave account of each scholar shall be maintained by the Deptt. / Centre/ Programme co-coordinator as per the University rules.