

PhD Research Work Phases at RKMVERI

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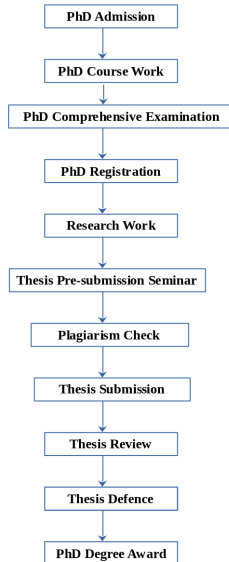


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Overview

Research phases



Admission

Eligibility Criteria for PhD admission

- 1-year/2-semester master's degree with 55% marks after 4-year/8-semester bachelor's degree. 5% relaxation for SC/ST/OBC candidates.
- 4-year/8-semester bachelor's degree with 75% marks. 5% relaxation for SC/ST/OBC candidates.
- M.Phil. programme with 55% marks. 5% relaxation for SC/ST/OBC candidates.

Duration of the Programme

- **Minimum duration:** 3 years from the date of admission.
- **Maximum duration:** 6 years from the date of admission.
- **Extension:** Maximum of 2 years with re-registration. Link of the re-registration form (**Form**). The PHD programme should not exceed 8 years from the date of admission. The PhD registration will be canceled after **eight years**.
- **Special cases:**
 - Women candidates and Persons with Disabilities (more than 40% disability) may be allowed a relaxation of two years for a Ph.D. in the maximum duration. However, the total PhD programme should not exceed 10 years from the date of admission.
 - In addition, women candidates may be provided Maternity Leave/Child Care Leave for up to 240 days once in the entire duration of Ph.D.

Admission Procedure

- UGC-NET/UGC-CSIR NET/GATE/CEED and similar National level tests qualified students directly appear for interview.
- Students may admit through Entrance test and followed by interview. The Entrance test syllabus shall consists of 50% of research methodology, and 50% shall be subject specific.
- Students who have scored 50% marks in the entrance test are eligible to be called for the interview. 5% relaxation for SC/ST/OBC candidates.
- The selection of candidates based on the entrance test and interview, a weightage of 70% for the entrance test and 30% for the performance in the interview/viva-voce shall be given.

Allocation of Research Supervisor

- Formal assignment of supervisor (**from university**) and co-supervisor (if any) (**inside/outside university**)
- An eligible Professor/Associate Professor/Assistant Professor can guide upto eight (8)/ six (6)/ four (4) PhD scholars respectively at any given time.

Formation of Research Advisory committee (RAC)

- **Composition of the RAC:**

- **Convener:** The research supervisor of the Ph.D. scholar
- **Members:**
 - **Chairperson:** Head of the Department (HoD).
 - **Maximum two experts:** nominated by the Departmental Ph.D. committee.
 - **Co-Supervisor(s)(if any)**
 - **Other subject experts:** from within or outside the university. (optional)

Course Work

Course Work

- **Credit Requirement:** Minimum number of the credit requirement for the Ph.D. programme should be **at least 12 credits**, including “Research Methodology” and “Research and Publication Ethics” courses.
- **Duration:** Complete the course work prescribed by the supervisor/RAC committee/HoD during the initial one or two semesters.
- **Course registration:** The course registration(**form link**) is mandatory and it will be forwarded by HoD.
- **Minimum Grade for PhD registration:** A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 10-point scale

Comprehensive Examination

Comprehensive Examination

- Apply to Registrar for a comprehensive examination (**form link**) and get approval.
- Comprehensive exam in the form of viva/written.
- At least two internal examiners and one external examiner other than the supervisor and co-supervisor(if any) must be present.
- PhD thesis proposal presentation (literature survey, research GAP analysis and proposed research plan)
- The PhD comprehensive examination report (**form link**) will be submitted to CoE by the supervisor.

Registration

Registration

- Apply to Registrar along with phd coursework grade sheet, comprehensive exam report and thesis synopsis (**registration form link**)
- PhD thesis title proposal
- PhD thesis synopsis submission (proposed title, summary of literature survey, research gap analysis, proposed research plan and references)
- The date of admission is the PhD registration date.

Research Work

Research Work

- **Literature Survey:** Extensive and in-depth literature survey are expected.
- **Research Progress:**
 - A research scholar shall appear before the Research Advisory Committee(RAC) once in **six months** to make a presentation of the progress of his/her work for evaluation and further guidance.
 - The **six-monthly progress reports (form link)** shall be submitted by the Research Advisory Committee to the CoE with copies to the supervisor and research scholar.
- **Publications:**
 - At least 2 publications in international/UGC-CARE (Consortium for Academic and Research Ethics) list journals/conferences are required. (2 journals/1 journal and 1 conferences). The same publications can't accepted for submitting more than one thesis.

Thesis Writing

- It is recommended to write thesis in latex. The signatures of HoD, RAC committee members are not mandatory.
- A sample Phd thesis has the following contents:
 - Cover Page
 - Title Page
 - Certificate of the Guide with signature
 - Declaration of the scholar with signature
 - Acknowledgment of the scholar with signature
 - Abstract
 - List of Publications of the scholar
 - Table of contents
 - List of Tables (if any)
 - List of Figures (if any)
 - List of Abbreviations (if any)
 - Chapters (Introduction, Chapter 2, Chapter 3, etc.)
 - Summary and Conclusions/Future Scopes
 - Appendix/Annexures (if any)
 - Bibliography/References

Thesis Pre-submission Seminar

Thesis Pre-submission Seminar

- Apply to the Registrar for a thesis pre-submission seminar (**form link**) and get approval.
- The supervisor will issue a thesis pre-submission notice.
- The supervisor, co-supervisor (if any), RAC committee members, and one external examiner must be present in the seminar. Other department faculty members and scholars may attend the seminar.
- The thesis pre-submission seminar report (**form link**) will be submitted to CoE by the supervisor.

Plagiarism Check

Plagiarism Check

- Submit the following documents:
 - Application Form for Plagiarism Check (**form link**)
 - Proof of payment of plagiarism check fee
 - Published papers with publication details in a word file
 - Soft copy of the thesis
- The university plagiarism report and UGC recommended plagiarism software (DrillBit) report will be sent to the scholar and supervisor.
- After that the scholar has to submit the following documents:
 - Plagiarism defense Report (**form link**)
 - Quotations in the Thesis (required for Arts, Humanities thesis)(**form link**)
 - Plagiarism verification Report from the Research-scholar & the Guide (**form link**)
 - Recommendation of DAIP (Departmental Academic Integrity Panel) Report (**form link**)
- The IAIP Institutional Academic Integrity Panel) report will be provided by CoE to the scholar and supervisor.

Thesis Submission

Thesis Submission

- The Scholar has to create a google drive folder and inside it create a **separate folder** for each phd related documents.
- Upload the documents and share it with view permission to CoE and Exam office.
- Submit the hard copies of the following documents to CoE:
 - Good quality photo of the scholar (**soft copy only**)
 - Aadhar / Election card (Photocopy)
 - Registration certificate (photocopy)
 - Course registration forms (photocopies of all the semesters) (**Form**)
 - 6 monthly (semester end) research progress reports. (**form link**)
 - Photocopy of PhD semester grade-sheets
 - Application Form for Comprehensive Examination (**form link**)
 - Comprehensive Examination Report (from Supervisor)
 - Application Form for Thesis Pre-Submission Seminar and its approval (**form link**)
 - Thesis Pre-Submission Seminar Report (**form link**)

Thesis Submission (2)

- Submit the hard copies of the following documents to CoE:
 - Thesis Submission Form with no dues certificate (**form link**)
 - PhD thesis (**soft copy**)
 - Published papers (soft and hard copies)
 - Proof of payment of dissertation/thesis evaluation fee
 - Application Form for change / modification of Thesis Title and its approval (if the thesis title is changed) (**form link**)
 - Application form for Conversion to Part-time Ph.D. Registration (if the conversion happens) (**form link**)
 - Proof of extension permission or re-registration (if the PhD programme exceeds more than 6 years) (**form link**)
 - Application for Extension of Time for Submission of Ph.D. Thesis (if required) (**form link**)
 - Conversion of JRF to SRF
 - ORCID ID with link (**link for creating account**)

Thesis Review

Thesis Review

- The PhD thesis will be sent to at least three examiners (Guide + 2 external examiners). The thesis can also be sent to the co-supervisor, if applicable. The same external can't be appointed as a thesis evaluator within the 3 years of his/her last appointment.
- The list of examiners (**form link**) are will be proposed by the supervisor (**confidential**)
- At least 4-5 months are required to get the reports
- After receiving all the reports, they will be sent to the supervisor and the scholar by CoE
- All the necessary corrections based on the examiners are to be done.
- The thesis defense date will be decided by the supervisor and the notice will be issued by CoE or department/Campus HoD/Incharge:

Thesis Defense

Thesis Defense

- The following documents are to be submitted to CoE and department/Campus HoD/Incahrge:
 - Soft copy of the corrected Phd thesis
 - Soft copy of the corrected PhD thesis with line number (**example link**)
 - Response to reviewers' comments (**form link**). This form must be submitted by the scholar even though there is no suggestion/recommendation for correction from the examiners
 - keywords for uploading the thesis to the Shodhganga inflibnet portal. (**link**)
 - Presentation slide of the PhD thesis defense
- Final thesis viva presentation. The RAC members, supervisor, co-supervisor (if any), at least one external examiner should be present. Other department faculty members, phd scholars and students may attend.
- After thesis defense, the honorarium will be paid to the two external examiners **only**.

Degree Award

Degree Award

- After PhD thesis defense, the candidate has to submit the following documents:
 - **5 hard-bound copies of PhD thesis (Guide -1, Scholar-1, Department Library -1, Central Library - 2)**
 - **Hard copies of the rest of Phd related documents**
- Collect Phd transcript from CoE/campus exam cell.
- The scholar can then apply for the provisional certificate to CoE and the issued certificate is valid up to 2 years.
- The final degree will be conferred at the convocation after fulfilling all the PhD related requirements.

Important email-ids

- **Registrar:** registrar@gm.rkmvu.ac.in
- **CoE:** coe@gm.rkmvu.ac.in
- **Examination Office (Belur Campus):**
exam-office@gm.rkmvu.ac.in
- **Examination Office (Coimbatore Campus):**
exam-cell@cbe.rkmvu.ac.in

References

- **UGC guidelines for PhD-2022**

url: https://www.ugc.gov.in/pdfnews/4405511_Draft-UGC-PhD-regulations-2022.pdf

- **UGC guidelines for PhD-2016**

url: [https://www.ugc.gov.in/pdfnews/4952604_UGC-\(M.PHIL.-PH.D-DEGREES\)-REGULATIONS,-2016.pdf](https://www.ugc.gov.in/pdfnews/4952604_UGC-(M.PHIL.-PH.D-DEGREES)-REGULATIONS,-2016.pdf)

- **RKMVERI PhD related Forms**

url: <https://rkmvu.ac.in/exam-section-information/>

- **Mathematical Writing by Donal E. Knuth**

url: https://jmlr.csail.mit.edu/reviewing-papers/knuth_mathematical_writing.pdf

- **The Chicago Manual of Style**

- **The Elements of Style**