

DOCTOR OF PHILOSOPHY (Ph.D.)
ORDINANCE AND REGULATIONS
(UGC Regulations 2022)
(Revised on December 2025)



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY

(DEEMED TO BE UNIVERSITY)

Accredited "A++" Grade by NAAC | 12B Status by UGC | Approved by AICTE

**ORDINANCE AND REGULATIONS
FOR DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)**

FOREWORD

The Ordinance and regulations for the Degree of Doctor of Philosophy (Ph.D.) provide information to prospective scholars about the Ph.D. programmes offered in different branches of Engineering, Technology, Science & Humanities, Dental Surgery and Law at Sathyabama Institute of Science and Technology (Deemed to be University), Chennai. In addition to the departments covering the above mentioned areas, we also have a number of Research Centres. Course work tends to sharpen logical skills while research work emphasizes on intuitive skills. Indeed, it is the confirmation of intuition by logic that is a reliable route to research and understanding.

Sathyabama Institute of Science and Technology activities are aimed at developing excellence in Science & Technology through competitive academic and research environment, linkages with the industry, academic and research institutions. It aims to become a world class Institute to contribute towards teaching, research, and extension. Consistent with the high standard of excellence aimed by the Institute, the faculty comprises of a team of highly qualified and dedicated persons, who have a proven record of meritorious accomplishments to their credit. Sathyabama Institute of Science and Technology invite prospective candidates to join and realize their dream of distinguishing themselves in their research career.

**MEMBERS OF
BOARD OF RESEARCH**

- **Dr. E. Logashanmugam**
Pro Vice Chancellor,
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. B. Sheela Rani**
Director (Research),
Sathyabama Institute of Science and Technology, Chennai - 600119
Convener & Member Secretary
- **Dr. P. Sarasu**
Director (International and Industry Relations),
Sathyabama Institute of Science and Technology, Chennai - 600119
- **Dr. S. Igni Sabasti Prabu**
Controller of Examinations,
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. G. Sundari**
Assistant Registrar - Student Administration,
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. S. Murugan**
Assistant Registrar - Approvals,
Sathyabama Institute of Science and Technology, Chennai – 600119

**MEMBERS OF
BOARD OF RESEARCH**

- **Dr. L. Lakshmanan**
Dean (School of Computing),
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. N M Nandhitha**
Dean (School of Electrical & Electronics Engineering),
Sathyabama Institute of Science and Technology, Chennai - 600119
- **Dr. Uzma Thanveer Momin**
Dean (School of Management Studies),
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. Dilshad Shaik**
Dean (School of Law),
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. Shahul Hameed Faizee**
Dean (School of Dental Sciences)
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. Rekha Chakravarthi**
Dean (Arts and Science),
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. Devyani Gangopadhyay**
Dean (School of Building and Environment),
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. P. Shanmugapandiyam**
Dean (School of Pharmacy),
Sathyabama Institute of Science and Technology, Chennai – 600119

MEMBERS OF BOARD OF RESEARCH

- **Dr. J. Karthikeyan**
Professor & Head, Dept. of Chemistry,
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. S. Ganesan**
Professor & Head, Dept. of Mechanical Engineering,
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. V. Ramesh Kumar**
Associate Professor & Head, Dept. of Biotechnology,
Sathyabama Institute of Science and Technology, Chennai – 600119
- **Dr. S. Bose**
Professor, Department of Computer Science &
Engineering, CEG, Anna University, Chennai - 600025.
- **Dr. R. Govindaraj**
Chief Scientist (Retd.), CEERI Centre, CSIR Madras Complex,
Taramani, Chennai – 600 113.
- **Dr. A. Velayudham**
Visiting Professor, Dept. of Manufacturing Engineering, CEG,
Anna University, Chennai & Scientist – 'G', (Retd.), Additional
Director (Mfg.), (CVRDE), DRDO Min. of Defence, Avadi, Chennai
- 600054

**MEMBERS OF
BOARD OF RESEARCH**

- **Dr. Mukesh Doble**
Professor (Emeritus), Dept. of Biotechnology Bioengineering & Drug Design Lab, Bhupat & Jyoti Mehta School of Bio Sciences, Indian Institute of Technology Madras, Chennai – 600036.
- **Dr. M. Alagar**
Professor of Chemistry (Retd.),
Anna University, Chennai - 600025.
- **Dr. M. Pradeep Kumar**
Professor, Director, AU-FRG Institute for CAD/CAM, Dept. of Mechanical Engg., College of Engineering, Guindy,
Anna University, Chennai - 600025.
- **Dr. M. Mathirajan**
Chief Research Scientist, Department of Management Studies,
Indian Institute of Science (IISc), Bangalore - 560012.
- **Dr. N. Raj Vikram**
Professor, Dept. of Orthodontics & Dentofacial Orthopedics,
Thai Moogambigai Dental College and Hospital, Chennai.
- **Dr. R. Haritha Devi**
Director Research Publication and Academic Affairs,
The Tamil Nadu Dr Ambedkar Law University (TNDALU),
Chennai.

**FIELDS OF SPECIALISATION FOR
RESEARCH PROGRAMMES**

1. Faculty of Computer Science & Engineering

- ❖ Computer Science & Engineering
- ❖ Information Technology

2. Faculty of Electronics Engineering

- ❖ Electronics & Communication Engineering
- ❖ Electronics & Instrumentation Engineering
- ❖ Electronics & Control Engineering
- ❖ Electronics & Telecommunication Engineering

3. Faculty of Electrical Engineering

- ❖ Electrical & Electronics Engineering

4. Faculty of Mechanical Engineering

- ❖ Mechanical Engineering
- ❖ Mechanical & Production Engineering
- ❖ Automobile Engineering
- ❖ Aeronautical Engineering

5. Faculty of Bio-Engineering

- ❖ Bio-Technology
- ❖ Bio-Informatics
- ❖ Bio-Medical Engineering

**FIELDS OF SPECIALISATION FOR
RESEARCH PROGRAMMES**

6. Faculty of Civil Engineering

7. Faculty of Architecture

8. Faculty of Chemical Engineering

- ❖ Chemical Engineering
- ❖ Environmental Engineering

9. Faculty of Management

10. Faculty of Arts

- ❖ English
- ❖ Economics
- ❖ Sociology

11. Faculty of Science

- ❖ Mathematics
- ❖ Physics
- ❖ Chemistry
- ❖ Computer Sciences
- ❖ Life Sciences
- ❖ Visual Communication
- ❖ Geology

**FIELDS OF SPECIALISATION FOR
RESEARCH PROGRAMMES**

12. Faculty of Allied Health Sciences

13. Faculty of Pharmacy

14. Faculty of Technology

15. Faculty of Law

16. Faculty of Commerce

17. Faculty of Dental Surgery

18. Faculty of Home Science

CONTENTS

S. No	Contents	Page No.
	Definitions and Nomenclature	1
1.	Preamble	2
2.	Ordinances	2
3.	General Eligibility	3
4.	Ph.D. Programme and Place of Research	3
5.	Procedure For Admission	4
6.	Mode of Selection	5
7.	Allocation of Research supervisors	5
8.	Duration of the Ph.D. Programme	7
9.	Re-Registration	7
10.	Course Work: Credit Requirements and Comprehensive Examination	8
11.	Research Advisory / Doctoral Committee	9
12.	Cancellation of Registration	10
13.	Submission of Synopsis	10
14.	The Act of Plagiarism	11
15.	Submission of Thesis	11
16.	Thesis Evaluation	12
17.	Public Viva-Voce Examination	13
18.	Issuing of Provisional Certificate	13
19.	Award of Ph.D. Degree	13
20.	Repository of the Thesis with INFLIBNET/Institutional E-Archive	14
21.	Publication of Thesis	14
22.	Power to Modify	14



DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires,

- i) **“Institution”** means Sathyabama Institute of Science and Technology, Chennai - 600 119.
- ii) **“Research Board”** means the Board duly constituted by the Vice Chancellor to oversee the research activities of the Institution.
- iii) **“Programme”** means Doctoral Programme leading to award of Ph.D. in Engineering/ Technology/ Sciences & Humanities/ Management Studies both Full Time and Part Time mode.
- iv) **“Faculty”** means the Faculty of Mechanical Engineering/ Electronics Engineering/ Electrical Engineering/ Computer Science & Engineering/ Bio-Engineering/ Civil Engineering/ Architecture/ Chemical Engineering/ Business Administration/ Science and Humanities/ Dental Surgery/ Law that may be constituted by the Board of Management of the Institution from time to time.
- v) **“Supervisor”** means any faculty member of this Institution who satisfies the requirement specified and recognized by the Institution as supervisor to guide the research scholars.
- vi) **“Doctoral Committee”** means a committee constituted by the Institute for each research scholar to monitor the progress of his / her research work.
- vii) **“Research Scholar”** means any candidate admitted by the Institution either under Full Time mode or Part Time mode for pursuing Doctoral Programme for the award of Ph.D. degree of the Institution.
- viii) **“Coursework”** means a theory subject that may be prescribed by the Doctoral Committee for the candidate to undergo as a part of the Programme requirement.
- ix) **“Plagiarism”** means the practice of taking someone else’s work or idea and passing them as one’s own.



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

1. PREAMBLE

Doctor of Philosophy (Ph.D.) is the highest Academic Degree which requires in-depth study and extensive intellectual effort. The Doctor of Philosophy (Ph.D.) Degree is awarded to a candidate who, as per these regulations, has submitted a thesis on the basis of original research either in any particular subject/discipline or involving more than one discipline (inter-disciplinary) that makes a contribution to the advancement of knowledge, which is approved by Board of Examiners as required.

In exercise of the powers conferred by Memorandum of Association & Rules and Bye-laws of Sathyabama Institute of Science and Technology (Deemed to be University), Jeppiaar Nagar, Rajiv Gandhi Salai, Chennai - 600119, Tamil Nadu, the Board of Research hereby makes the following Regulations, in conformity with the University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022.

2. ORDINANCES

- i) The minimum qualifications for admission to the Ph.D. program shall be:
 - A Master's degree in Engineering/ Technology/ Science/ / Humanities/ Management/ Architecture/ and Dentistry or any other equivalent qualification recognized by the institute.
- ii) A candidate registered for the Ph.D. program shall be required to satisfy a minimum registration period requirement, as laid down in the Regulations.
- iii) A candidate shall be required to earn prescribed credits through courses and/or carry out his/her research work at the Institute, under the guidance of approved supervisor(s). In special circumstances, a candidate may be permitted to carry out part of his/her research outside the Institute, within India or abroad, with no financial liability on the part of the institute.
- iv) A candidate will be required to complete all requirements for the award of the degree within a period specified in the Regulations.
- v) The date of initial registration shall normally be the date on which the candidate formally registers for the first time in the beginning of a Semester for the Ph.D. Program, which shall also be the date of his/her joining the program for all intents and purposes.
- vi) If a candidate withdraws his/her Ph.D. program or his/her registration is terminated, a fresh registration must be obtained to join the Ph.D., programme. The consideration of previously completed course work will be based on the relevance to the new research topic and the



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

recommendations given by Doctoral Committee members and Director (Research), except in cases where the termination was due to disciplinary grounds.

- vii) The award of the Ph.D. degree to an eligible candidate shall be made in accordance with the Regulations of the Institute.

3. GENERAL ELIGIBILITY

2.1. A candidate shall be eligible for admission if they have,

- a. A 1-year/2-semester Master's degree after a 4-year/8-semester Bachelor's degree, (or)
- b. A 2-year/4-semester Master's degree after a 4-year/8-semester Bachelor's degree, (or)
- c. A 2-year/4-semester Master's degree after a 3-year/6-semester Bachelor's degree, (or)
- d. A 3-year/6-semester Master's degree after a 5-year/10-semester Bachelor's degree,
- e. A 2-year/4-semester Master's degree after a 5-year/10-semester Bachelor's degree,
- f. Qualifications declared equivalent to a Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or an equivalent grade in a point scale wherever grading is followed.
- g. Candidates possessing an equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized, or authorized by law in its home country or by a statutory authority in that country shall also be eligible.
- h. A relaxation of 5% marks (from 55% to 50%) or equivalent grade shall be allowed for candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled/Economically Weaker Section (EWS) and other categories as per the regulations of the Commission from time to time.

2.2. Candidates seeking admission after a 1-year/2-semester Master's degree after 4-year/8-semester Bachelor's degree programme (under NEP 2020) should have secured a minimum of 75% marks or its equivalent grade. A relaxation of 5% marks or 0.5 CGPA (i.e., CGPA of 7.0/10) shall be allowed for the above-mentioned reserved categories as per regulations.

4. Ph.D. PROGRAMME AND PLACE OF RESEARCH

There are three categories of Ph.D. Programme

- (a) Full -time
- (b) Part-time (Internal)
- (c) Part-time (External)



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

- (a) **Full-time:** All approved candidates who pursue full-time study and research in this Institute shall belong to this category.
- (b) **Part-time (Internal):** All approved candidates who are employed in this Institute and actively involved in the relevant area of teaching and research as part of their regular work shall belong to this category.
- (c) **Part-time (External):** Candidates working in Industry involved in R&D activities, Colleges or Research Organizations, approved by this Institute, and who are sponsored for pursuing Ph.D. Program in this institute while continuing in their job, shall belong to this category. While they shall pursue research in their place of employment and/or in this Institute, such candidates shall spend at least one semester in the first two years from the date of Registration in this Institute. There shall be a Research Supervisor recognized by this Institute and a Research Coordinator in their organization who is responsible to provide all necessary resources and guidance to help them to complete the research work in a time bound manner.

5. PROCEDURE FOR ADMISSION

Admission for Ph.D. programme on various Faculties of Engineering, Science, Management and Humanities is notified well in advance in the institutional website. The admission will be based on the criteria notified by the Institution, keeping in view the guidelines/norms issued by the UGC and other statutory bodies concerned.

Candidates desirous of registering for the Ph.D. Degree shall submit the application in the prescribed form (available on the Research website).

The Research Supervisor shall furnish in the application of every Candidate, a panel of six experts well versed in the field of proposed research, from the faculty of the Institute and other organizations from which two (or more) will be approved for the constitution of the Doctoral Committee. The Joint Research Supervisor, if any, shall also be a member of the Doctoral Committee. The filled in application will be received during October / March for registration in January / July respectively. All such filled in application will be scrutinized and recommended for the entrance examination.



Ph.D. Ordinance and Regulations
Sathyabama Institute of Science and Technology

6. MODE OF SELECTION

- (i) Candidates shall be selected for admission to the Ph.D. programme based on their performance in the Entrance Examination and Interview (Oral Presentation), conducted to assess their research aptitude, subject to the fulfillment of the prescribed eligibility criteria.
- (ii) Candidates appearing for the Entrance Examination should obtain 50% marks to qualify for the interview process. The final selection of the candidate for the Ph.D. admission shall be based on the overall marks secured by the candidate in the Written test (70%) and Interview (30%). The successful candidates selected for Ph.D. admission shall be shortlisted based on the cut-off marks fixed by the Research Board constituted by the Vice-Chancellor. However, 5% marks can be relaxed for SC/ST/ Persons with Disability (Disability score above 40%) candidates in all the above cases.
- (iii) Candidates who have qualified the UGC-NET/JRF/ UGC-CSIR NET/JRF / GATE / GRE (Subject based)/ ICMR/ ICAR fellowship are exempted from the entrance examination.
- (iv) The Board of Research shall approve the candidates recommended by the screening committee for provisional registration with intimation to the concerned Research Supervisor, the Candidate, and the sponsoring institution, if any.
- (v) For approved candidates the date of provisional registration shall be the date on which they are admitted to the program. Such dates shall be half- yearly viz., 1st January and 1st July, as the case may be, as per the Institute academic calendar. Every approved Candidate shall register by paying the prescribed fees.

7. ALLOCATION OF RESEARCH SUPERVISOR

An approved panel of recognized Research Supervisors for the Ph.D. program of the Institute is maintained in the Institutional website.

- (i) All Ph.D. registrants shall be required to work under a recognized Research Supervisor.
- (ii) In the case of Part-Time candidates (External) there shall be a Research Coordinator from the organization where he/she is employed.
- (iii) In the case of Part-Time candidates (Internal) there shall be a Joint- Supervisor wherever necessary.
- (iv) When the Research Supervisor of a Scholar happens to be away from the Institute on other assignments for more than six months, he/she may continue to guide the Scholar, but a second Research Supervisor (Joint- Supervisor) belonging to the Institute faculty shall be



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

officially nominated by the guide with the proof of consent. For scholar with joint supervisor, a second research supervisor is not required.

- (v) Change of Supervisor for a research scholar shall be possible on valid reasons with the consent of both the present and proposed Supervisors. In case, the scholar requests for change of Supervisor without the consent of the Supervisor, the request shall be considered based on the recommendation of the Board of Research. If change of Supervisor is approved, the scholar has to work for a minimum of one year with the new Supervisor and Synopsis shall be accepted only when the Scholar has published at least one journal publication (as applicable) with new Supervisor.
- (vi) When a Supervisor of a scholar happens to be away from the Institute for more than one year, an alternate Supervisor shall be nominated with the approval of the Vice Chancellor based on the request of the Supervisor and/ or the recommendation of the Head of the Department of the Supervisor.

Research Supervisor Recognition:

Recognition of Research Supervisor for guiding research work shall be accorded by submitting an application in a prescribed format and on the recommendations of the Board of Research, provided the applicant possess:

- (i) A Ph.D. degree in the relevant or allied area of research in which he/she proposes to supervise scholars.
- (ii) The applicant shall have research publications in refereed journals in the relevant or allied areas of research, published within one year preceding the date of application for recognition.
- (iii) Notwithstanding the above, Board of Research may recommend to the Board of Management a relaxation of the above requirements in respect of any competent person to be recognized as Research Supervisor even if he / she does not have a Ph.D. degree in his/her field of specialization, which is of such a nature where it is rare to find supervisors with prescribed qualifications.

Number of Candidates: A Professor who is an approved Supervisor of the Institute shall guide only a maximum of 8 scholars Ph.D./M.S. (By Research) as Supervisor/Joint Supervisor at any time. An Associate Professor who is an approved Supervisor of the Institute shall guide only a



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

maximum of **6** scholars, while an Assistant Professor shall guide only a maximum of **4** scholars as Supervisor/Joint Supervisor at any given time.

Scientists working in recognized National Laboratories/ Research Organizations who have entered MoU with the Institute/involved in collaborative sponsored research projects, for a minimum of 3 years shall function as Joint Supervisor for the particular research scholar working in such collaborative project,

For interdisciplinary research that requires more than one expert, the Joint Supervisor shall be approved by the Director (Research) based on the request of the Supervisor.

8. DURATION OF THE Ph.D. PROGRAMME

- (i) The duration of the Ph.D. program and the time limit for submission of thesis are counted from the date of provisional registration. The maximum duration of time for submission of thesis is given below:

Category	Minimum	Maximum
Full Time	3 years	5 years
Part Time (Internal/ External)	4 Years	6 years

Note: The Director (Research) shall permit, if deemed fit, a break of study for the scholar under extraordinary circumstances such as medical grounds and other compelling reasons which warrant his/her absence from the programme. However, the break of study period shall not be counted for the minimum duration of the programme.

Break of study to scholars shall be granted up to a maximum period of one year. Such request with the recommendation of the Supervisor should reach the Director (Research) before availing the break of study. If prior permission is not sought and obtained, it will be considered as a case of discontinuation and action will be taken to cancel the registration of such scholars. Break of study period will be counted for the maximum duration (06 years) of the programme. The scholar should remit the semester fees during the break of study period.

9. RE-REGISTRATION

- (i) Scholars who do not submit the thesis within the maximum duration of the programme (06 years) shall apply for re-registration before the completion of six years. A maximum of additional two (2) years in spells of 6 months can be given based on the candidate's



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

- performance in the research as per the Statute/Ordinance of the Higher Educational Institution concerned; provided the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.
- (ii) Provided further that female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation 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 in the Ph.D. Programme.
 - (iii) Female Ph.D. Scholars may be provided Maternity Leave / Child Care Leave for up to 240 days in the entire duration of the Ph.D. Programme.
 - (iv) However, in all the cases, during the last six months of the grace period, the scholar shall submit Synopsis and Thesis together. **Double the semester fees prescribed from time to time shall be paid beyond the maximum duration (i.e. after 6 years).**

10. COURSE WORK: Credit requirements and Comprehensive Examination

- (i) Minimum number of the credit requirement for the Ph.D. programme should be at least 12 credits.
- (ii) "Research Methodology Tools and Techniques Research Publication and Ethics" coursework is a prerequisite for Ph.D. preparation. Four credits are assigned to this course.
- (iii) A Minimum of four courses at P.G level being offered under any approved programme of Sathyabama Institute of Science and Technology (if necessary from any other approved institution) shall be recommended by the Doctoral Committee from courses approved by the Board of Studies. Not more than one directed study course may be prescribed for the Scholar.
- (iv) Course work subjects may be taken from Core or Elective subjects offered at PG level/ Core or Elective subjects offered in other institutions at PG level/ IITs' NPTEL offered by reputed Universities with the recommendation of Doctoral Committee. The Research Advisory Committee recommends UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
- (v) Regularly offered courses shall not be taken as Special Elective and the scholar shall wait to undertake such course when it is offered in the Department. It is mandatory that the research scholars should successfully complete the courses prescribed by the Doctoral Committee within two semesters for full time and four semesters for part time from the date of registration of the program.



Ph.D. Ordinance and Regulations
Sathyabama Institute of Science and Technology

- (vi) No change in the courses prescribed shall be made without the prior approval of the Doctoral Committee.
- (vii) Normally the courses taken after the date of provisional registration only shall count towards his requirement.

Confirmation of Provisional Registration

On the successful completion of the prescribed course work within 2 years and not exceeding 3 years, as evidenced by the course completion certificate issued by the office of the Controller of Examinations, the Doctoral Committee shall conduct for every Scholar a meeting to assess the overall background knowledge of the Scholar in the broad area of specialization. Based on this, the Doctoral Committee shall recommend to the Director (Research) for the confirmation of the provisional registration.

11. RESEARCH ADVISORY / DOCTORAL COMMITTEE

- (i) There shall be a Research Advisory Committee (RAC) for every scholar to monitor the progress of research work.
- (ii) The Committee shall constitute as under:
 - Research Supervisor, Joint Supervisor if any.
 - Two or more experts approved by the Board of Research.
 - The Research Supervisor from the Institute shall be the Convener of the Doctoral Committee.
- (iii) This Committee shall have the following responsibilities:
 - To review the research proposal and finalize the topic of research;
 - 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.
 - To periodically review and assist in the progress of the research work of the research scholar.
- (iv) The supervisor shall request for an alternate member for the doctoral committee from the panel of experts submitted if,
 - a. In the case of change of Supervisor.
 - b. Topic of research changed before confirmation of the Provisional Registration.
 - c. DC member is away from place of work for more than 2 years.
 - d. In the event of Demise of Doctoral Committee member.



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

- e. Member not responding to attend Doctoral Committee meetings regularly.
- v) In all the above cases or any other compelling reasons, the Director (Research) shall nominate an alternate Doctoral Committee member from the panel furnished by the Supervisor.
- (iv) A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance.
- (v) The six-months progress report will be submitted to the Board of Research. If the progress of the research scholar is unsatisfactory, the Board may recommend the cancellation of registration from the programme.

12. CANCELLATION OF REGISTRATION

The Scholar who has exceeded the maximum time period stipulated for the programme shall stand cancelled automatically.

The registration is liable for cancellation administratively if

- (i) The scholar has not paid the semester fees within the stipulated time.
- (ii) Six-month progress report has not been submitted or progress not satisfactory.
- (iii) If the scholar fails to complete the confirmation of provisional registration beyond three years after his/her registration for the Ph.D. program.
- (iv) The scholar wishes to withdraw the program and requests to cancel his/her registration.
- (v) Request for re-registration (beyond six years) not obtained.
- (vi) Submission of Thesis beyond six months from the date of approval of Synopsis by the Doctoral Committee.
- (vii) Submission of revised thesis incorporating the suggestions of any examiner beyond six months.
- (viii) The act of plagiarism involved in the journal publication/Thesis.
- (ix) Contact of Thesis examiners by the scholar regarding Thesis evaluation.
- (x) Any violation of the rules and regulations of Ph.D. Program.

In all the above cancellation cases, the fees paid by the scholar shall not be refunded.

13. SUBMISSION OF SYNOPSIS

- (i) The scholar shall be permitted to submit the Synopsis only after obtaining the confirmation of provisional registration and completion of the minimum programme duration. However, a scholar shall be permitted to submit the Synopsis 3 months prior to the completion of his/her minimum duration, provided that he/she has published full-length research articles indexed



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

- in Scopus/WOS in the field of research work and the same is duly recommended by the Doctoral Committee (DC); otherwise the synopsis shall not be accepted for submission.
- (ii) The DC meeting should be conducted just before the submission of synopsis to assess the quality and quantum of research, contents of synopsis, verify the publications and approve the panel of Indian (05) and foreign examiners (05). All these shall be presented as minutes of DC meeting while submitting the synopsis.
 - (iii) The research supervisor shall mandatorily submit the panel of examiners (Indian and Foreign) duly approved by DC members, along with the synopsis through proper channel to the Director (Research), in the prescribed format. The examiners shall be from reputed Universities/Institutes/Organizations.
 - (iv) The research scholar shall submit one copy of the synopsis (as per the format given) approved by the Doctoral Committee along with a soft copy to the Director (Research), through the research supervisor.

14. THE ACT OF PLAGIARISM

- (i) In the case of scholars who have committed the act of plagiarism (>10%) in the Synopsis/Thesis/Journal Publication, he/she shall be called for enquiry at the Centre for Research and shall be advised to rectify the plagiarism and resubmit the documents as per the UGC Guidelines.
- (ii) If the scholar fails to rectify the plagiarism in the documents, the Thesis/Degree shall be forfeited and his/her research registration shall be cancelled and also, he/she shall be debarred to register for any other programme in the University. For the abetment of the above such action, the recognition of his/her supervisor shall be withdrawn.
- (iii) If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended and approved by the Committee constituted by the Director (Research).

15. SUBMISSION OF THESIS

- (i) The thesis shall report, in an organized and scholarly fashion, an account of the original research work of the Scholar leading to the discovery of new facts or techniques or correlation of facts already known (analytical, experimental, hardware oriented etc.) and demonstrating quality to make a definite contribution to the advancement of knowledge



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

and the present the findings in an appropriate manner with actual accomplishments of the work, plainly stated and honestly appraised.

- (ii) Before submission, the candidate should submit the thesis for plagiarism check to the scrutiny committee. Thesis shall be prepared in accordance with the format and specification prescribed. Thesis shall be submitted within three months of the approval of the Synopsis by the Doctoral Committee. Under extraordinary circumstances, submission of thesis shall be permitted up to a maximum period of six months with the prior approval of Director (Research).
- (iii) The thesis shall include a certificate from the concerned Research Supervisor (and Joint Research Supervisor if any) to the effect that the thesis is a record of the bonafide research work carried out by the Scholar under his/her supervision and guidance and that the work reported in the thesis has not been submitted elsewhere for any degree or diploma.
- (iv) The Scholar shall submit three copies of the thesis and a soft copy in CD ROM duly certified by the Research Supervisor.

16. THESIS EVALUATION

- (i) The thesis shall be referred to two examiners (one from India and one from abroad) from the panel of names recommended by the Doctoral Committee. If necessary, examiners may also be nominated from outside the panel.
- (ii) The Director (Research) shall take such steps as deemed necessary to enable the reports of the Examiners to be received as quickly as possible.
- (iii) The examiners shall send his/her willingness to evaluate the thesis within one month from the date of receipt of the synopsis. The examiners shall send their reports in the prescribed form within two months from the date of receipt of the thesis.
- (iv) The examiner shall include in his /her report an overall assessment, placing the thesis in one of the following categories:
 - a. Recommended for the award of the degree
 - b. Recommended with comments incorporated
 - c. Recommendation deferred
 - d. Resubmission of revised thesis to the examiner
 - e. Thesis rejected
- (v) The Examiner shall enclose a detailed report of about 200 or 300 words (or if necessary, a longer report) on the thesis, along with the evaluation form, in dictating the standard of



Ph.D. Ordinance and Regulations Sathyabama Institute of Science and Technology

Thesis attained in terms of Originality of work and Publication's quality; the nature and details of the revision to be made in the thesis, Suggestions/Queries from Examiners on the Thesis; Questions to be raised in the Final viva voce; critical points and basis for rejection of the thesis.

- (vi) The Institution shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis

17. PUBLIC VIVA-VOCE EXAMINATION

- (i) On receipt of the evaluation reports, the Doctoral Committee shall recommend to the Institute with a panel of three examiners from recognized institutions within India for the constitution of a Board to conduct the viva-voce examination.
- (ii) The panel of examiners for viva-voce shall be constituted asunder:
- The Indian Examiner of the thesis.
 - An expert from a recognized institution from the panel of Members submitted by the Doctoral Committee.
 - Research Supervisor as the Convener.
 - Joint Research Supervisor/Research Co-Coordinator, if any.
- (iii) The viva-voce examination shall be conducted as "Open Defense Type" examination. The decision of the Panel of Examiners shall be final.

18. ISSUING OF PROVISIONAL CERTIFICATE

Prior to the formal award of the Ph.D., degree, an Award Letter will be issued on the day following the successful completion of the viva-voce examination, following which provisional certificate will be issued to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations.

19. AWARD OF Ph.D. DEGREE

Based on the recommendations by the panel members, the Scholar will be awarded the Ph.D. Degree. The faculty for the award of Ph.D. is based on the PG qualification of the scholar.



Ph.D. Ordinance and Regulations
Sathyabama Institute of Science and Technology

20. REPOSITORY OF THE THESIS WITH INFLIBNET / INSTITUTIONAL E-ARCHIVE

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Institution concerned shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET/Institutional Electronic Archive, for hosting the same so as to make it accessible to all Institutions.

21. PUBLICATION OF THESIS

Research articles arising out of the thesis may be published by the Scholar. However, the thesis as a whole shall be published by the Scholar subject to permission from Institute.

22. POWER TO MODIFY

Notwithstanding anything contained in the above said regulations, the Board of Research reserves the right to modify any of the above said regulations from time to time.