

**REGULATION  
FOR THE DOCTOR OF PHILOSOPHY  
PROGRAMME  
2022-23**



**Learn Lead Serve**

**SRI SRI UNIVERSITY**

**Sri Sri Vihar, Godisahi, Word No 3, Cuttack – 754006, Odisha, India**

**[www.srisriuniversity.edu.in](http://www.srisriuniversity.edu.in)**

**Email ID: [phd@srisriuniversity.edu.in](mailto:phd@srisriuniversity.edu.in)**

*Sahu*



## CONTENTS

Clause No.	Particulars
1.0	Preamble
2.0	Introduction to Doctor of Philosophy (PhD) Program
3.0	Vision , Mission, Objectives
4.0	Definition and Nomenclature
5.0.	Categories of Ph.D. Candidates
6.0.	Duration of the Ph.D. Program
7.0.	Eligibility for Ph.D. Admission
8.0.	Procedures for Ph.D. Admission
9.0.	Course work
10.0.	Allotment of Supervisor/ Co- Supervisor and eligibility criteria
11.0.	Registration
12.0.	Six month progress review presentation
13.0.	Submission of thesis & Evaluation process
14.0.	Fee structure
15.0.	Withdrawal & Change Process
16.0.	Exception
Appendix 1	Guidelines for Admission into Full Time PhD Programme
Appendix 2	Guidelines for Admission of Foreign Nationals to PhD Programme
Appendix 3	Guideline for Pre-Ph.D. Coursework





## 1.0. PREAMBLE

This Regulation governs the **Sri Sri University Doctoral Studies**. It is a product of Sri Sri University learning at par with the UGC (University Grants Commission Minimum Standards and Procedures for Award of Ph.D. Degree Regulations, 2022) notified on 7<sup>th</sup> November 2022]. It also reflects our values and priorities concerning doctoral education in different faculties.

The Regulation applies to all Doctoral Programme participants (also referred to as doctoral scholars with JRF/or any sponsorship awarded or internal candidates) enrolled in the programme and all such members of the University who support the programme in various capacities. For the participants, it comes into effect from their respective enrolment dates, in addition to any special rules in force regarding campus, hostel, library, computer network, and so forth.

Every PhD Candidate and faculty-member is expected to secure a copy of this Manual of Policies from the Doctoral Study Programme Office and go through it carefully. Although the programme is designed carefully and administered as rigorously as possible, it is expected that the PhD Candidates relate to the programme with personal maturity and self-direction.

The programme provides for considerable flexibility in how one may use one's time, what knowledge and skills one may develop, and which specific areas and methods of inquiry one may pursue. PhD participants are expected to utilise this academic freedom towards maximising their scholarly development, so as to be worthy of this freedom.

A Web site maintained by Sri Sri University outlines the various features of this programme and provides relevant information to potential applicants and the public at large.

**This regulation will be effective for the students who will be taken admission on AY 2022-23 onwards and till further notice.**

## 2.0. INTRODUCTION TO DOCTOR OF PHILOSOPHY (PhD) PROGRAM

The Doctoral of Philosophy (Ph.D.) program offered by Sri Sri University aims to impart research training to scholars and prepare them for a career in independent investigation and original research so as to enable them to make a significant contribution to knowledge in their respective fields.

*9* *Chakraborty*





The participants who complete the programme successfully are conferred the designation of **"Sri Sri University Doctor of Philosophy award"**. PhD candidates are expected to be specialists in their respective fields and capable of generating new knowledge that contributes to the development of management thinking and practice. The Doctoral Studies programme is intended to prepare the participants for teaching and research positions both within and outside academia.

The Doctoral Programme draws upon Indian and global experience in doctoral education in management, Agribusiness Management, Entrepreneurship Management and Governance and various related fields. The programme is also designed to serve as a venue for nurturing various academic debates concerning the above area of research. The programme structure includes a significant component of research training, facilitated by both in-house and visiting researchers.

Candidates are expected to develop a deep understanding of the areas of research and research methodology selected by them. They also get structured exposure to a range of management coursework, develop various professional skills, and participate in the Institute's academic activities. The Institute supports participation in academic conferences and the publication of one's work in scholarly media.

### 3.0. VISION MISSION & OBJECTIVES:

#### Vision

To be a leading global university in interdisciplinary research and innovation that contributes towards professional competency and impact on policy and development to solve the challenges society faces.

#### Mission:

- To enable a learning atmosphere that develops visionary thinking to lead socio-economic change and to create new knowledge.
- To provide a scholarly environment for carrying out advanced research, action research, in-depth research and experimental research.

#### Objectives:

Our research objectives can be summarized in three words: excellence, significance, and impact. We believe that these goals are mutually supporting and that with these guiding aims our research can continue.

- To be trained in the most recent methodologies and engaged in producing original research work and creating new knowledge.

*Sabe*  
9



- To acquaint scholars with the necessary skills to explore and research complex issues.
- To sustain dialogues around conceptual creativity, reasoned reflexivity, and contextual awareness.

#### 4.0. DEFINITION AND NOMENCLATURE

In the Regulation unless the context otherwise requires-

**SSU/ University:** Sri Sri University

**Programme:** Doctoral Programme leading to the award of Ph.D. Degree

**DAC:** Departmental Admission Committee

**DRC:** Departmental Research Committee of the respective departments of Sri Sri University constituted by the Vice Chancellor. The Head of the Department/ Dean shall be the chairperson of DRC.

**RDC:** Research Development Cell constituted by the Vice-Chancellor from among the Senior Faculty members. The Vice-Chancellor be the chairperson of RDC. RDC shall consist of members including the Chairperson, Director and other Research Heads within Sri Sri University.

**RAC:** Research Advisory Committee consists of external members who are thought, leaders and academicians. It is constituted to discuss all policy matters pertaining to research scholars of the Department. RDC members are ex-officio members of the RAC.

**Scholar:** This means the candidate admitted to the university either full-time or part-time category for pursuing research for the award of a Ph.D. degree of the University.

**Supervisor:** Faculty members who mentor advise and are associated with the scholar in his/her Ph.D. related matters and look after the progress of Research / Thesis Work on the chosen topic and provide guidance

**Coursework:** After having been admitted, each Ph.D. scholar shall be required to undertake coursework. The course work shall be treated as pre-Ph.D. preparation.

**NET:** National Eligibility Test

**GATE:** Graduate Aptitude Test in Engineering Discipline

**JRF:** Junior Research Fellowship

**SSU CET:** Sri Sri University Common Entrance Test

*Sahu*





**Registration:** Enrolment for the Ph.D. research work under SSU that a candidate wants to pursue

**Thesis Examination Committee:** The committee that is formed to examine the Doctoral thesis constitutes of both internal (DRC Head & Supervisors) and external examiners.

## 5.0. CATEGORIES OF Ph.D. CANDIDATES

There shall be four categories of Ph.D. Candidates

- i. **Full-Time Candidates:** All candidates who pursue full-time research at this University.
- ii. **Full Time with Assistance / Fellowship:** All candidates who pursue full-time research in this University with financial support from SSU.
- iii. **Part-Time (Internal) Candidates:** All candidates those employed at Sri Sri University and pursuing research at this University.
- iv. **Part-Time (External) Candidates:** All candidates working in Industrial units, colleges, Government departments, Research organizations or other Institutions, who pursue Ph.D. Programmes in this University while continuing to serve in their respective organizations. They have to pursue research in their place of employment and/or in this University after the completion of their course work/semester successfully and permission from the respective Departmental research committee.

## 6.0. DURATION OF THE Ph.D. PROGRAM

6.1. Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

6.2. A maximum of an additional two (2) years can be given through a process of re-registration as per the Sri Sri University PhD regulation 2022 provided, however, that 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. The Ph.D. Registration shall stand cancelled automatically after Eight (8) years from the date of Registration. 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.

6.3. 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.

*9* *Pahu*





## 7.0. ELIGIBILITY FOR Ph.D. ADMISSION

7.1. A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications 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

An 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 the educational institution.

A relaxation of **5% marks** 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.

7.2. Candidates who have completed the M.Phil. programme 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 institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks 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.

7.3. Candidates seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of **75% marks** in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of **5% marks 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.

9





## 8.0. PROCEEDURE FOR Ph.D. ADMISSION

- 8.1. The admission procedure shall be carried out after the advertisement and all the departments shall follow the academic calendar displayed on the website of the University.
- 8.2. The number of vacant seats for the Ph.D. Admission to various sub-disciplines of a department shall be decided in advance and notified on the university website and through an advertisement in the News Paper (One National & One Regional). The Head of the department shall consult the faculty members regarding the number of vacant seats available with each in that academic year. Each prospective supervisor may decide on the number of seats that he/she may like to fill in a particular year within his maximum permissible strength and inform the Head of the department accordingly.
- 8.3. The number of students to be admitted to the Ph.D. programme shall not exceed the predetermined maximum number for the department.
- 8.4. No Candidate shall be eligible to register for the Ph.D. programme if he/she is already registered for any full-time programme of study in any other University/Institution.
- 8.5. Foreign nationals may be registered in a Department in a year over and above the maximum admissible strength provided they fulfil the eligibility criteria. However, at any given time, the total number of foreign students should not exceed 10% of the total admissible strength. Foreign nationals must provide evidence of language competence suited to the department they wish to join.
- 8.6. Candidates for Ph.D. programme should apply to the University in the prescribed proforma for application. After scrutiny, the candidates shall be called for a written test and personal interview arranged by the respective DRC subject to the availability of seats.

*The selection will be based on as per the following process –*

- Entrance Tests for Ph.D. programmes, shall be decided on an annual basis.
- Shall admit candidates by a two-stage process through:
  - An Entrance Test shall be qualifying with qualifying marks of 50%. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time. The syllabus of the Entrance Test shall consist of 50% of the Research methodology and 50% shall be subject-specific.





- An interview/*viva-voce* to be organized wherein the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee. The DRC of the respective Faculty/ Department will conduct the Interview and the qualifying marks as 50%. 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 University; the proposed area of research can contribute to new/additional knowledge.
- 8.7. Candidates who have cleared a national level examination like CSIR/UGC-NET-JRF, DBT-JRF, ICMR-JRF, DST-INSPIRE or equivalent valid fellowship may appear for an interview without appearing in the departmental entrance test. For such candidates, the interview will be meant to identify their area of research and verification of documents.
- 8.8. Candidates who have obtained an M.Phil Degree may appear for the interview directly with the same interview formalities as stated in 8.6.
- 8.9. Scientists/Professional working at defence and space institutions/organization/R&D institutes of the Government of India/ State Government and with whom the University has signed a Memorandum of understanding may directly appear for the interview with the same formalities as stated in 8.7.
- 8.10. At the time of the interview, if required, experts from allied/specialized areas may be invited. The candidates shall present and discuss their research interest/area at the time of the interview.
- 8.11. Provided that for the selection of candidates based on the entrance test conducted by Sri Sri University, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/*viva- voce* shall be given.
- 8.12. Sri Sri University will adhere to the National / State-level reservation policy, as applicable at the time of admission.
- 8.13. The merit list of the recommended candidates shall be displayed on the website after approval by the Vice-Chancellor on the recommendation of DRC. There will be a waiting list in the order of merit. The DRC reserves the right not to select students for all the vacancies advertised. The department/DRC shall ensure that all university rules are followed in the admission process. The registration of students in the Ph.D. programme shall be confirmed by the RDC based on the recommendation of the DRC.

*9/5/20*





No student registered for the Ph.D. programme shall be permitted to undertake any full-time course during the pendency of the programme.

## 9.0. COURSEWORK

9.1. Each admitted student shall have to undertake coursework for a minimum of one semester consisting of two papers including Research Methodology. Research Methodology paper will be compulsory for all the candidates. The other papers will be subject-related advanced courses to be offered by the respective departments to prepare the students for Ph.D. degrees. The coursework shall be approved by the BOR on the recommendation of DRC. Every department shall notify the list, content, instructional and assessment methods of courses, for Ph.D. programme on the university website. The nomenclature/content of these courses may be specifically designed for the doctoral programme and shall not be the same as the Master/M.Phil. Courses.

- ✓ The credit assigned to the Ph.D. coursework shall be 12 credits.
- ✓ The coursework shall be treated as a 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, fieldwork, etc. Other courses shall be advanced-level courses preparing the students for Ph.D. degree.
- ✓ All courses prescribed for Ph.D. coursework shall be in conformity with the credit hour instructional requirement and shall specify the content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.
- ✓ Grades in the course work, including Research Methodology courses shall be finalized after a combined assessment by the DRC and the final grades shall be communicated.
- ✓ A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-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 programme and submit the dissertation/thesis.

9.2. The coursework shall be transferable between the departments of the university and inter-university subject to the approval of RDC on the recommendation of DRC.

9.3. The DRC shall satisfy itself that each student has completed the requirement of coursework. The University shall provide a certificate of completion of coursework to each student. If the result is unsatisfactory, the student may be allowed to reappear only

*9. Labh*





once, within a year. If the result is still found unsatisfactory, the DRC may recommend cancellation of his/her registration and this may be reported to the RDC.

- 9.4. After admission to Ph.D., the student in consultation with the Guide/ Supervisor may propose a title for the Ph.D. thesis and synopsis which has to be approved by the DRC through a pre-registration seminar.

#### **10.0. ALLOTMENT OF SUPERVISOR/ CO-SUPERVISOR AND ELIGIBILITY CRITERIA**

10.1. The Doctoral Research Committee will scrutinize the applications of the enrolled students and accordingly allot the eligible supervisor(s) on merit. The allocation of seats with the supervisors will be as per the number of seats available with them in view of the available infrastructure, specialization among the eligible supervisors, and the research interest of the student as indicated during the interview.

10.2. The following persons shall be eligible to work as guides for the Ph.D. degree

- (a) Full-time Professors and Associate Professors who have completed their probation in the Sri Sri University with a Ph.D. degree and with at least five research publications in peer-reviewed or referred journals shall be deemed as recognized Guide for Ph.D. degree in their respective subjects.
- (b) Full-time Assistant Professors who have completed their probation in the Sri Sri University departments with the Ph.D. degree and with at least three research publications papers in peer-reviewed or referred journals shall be deemed as recognized Guide for a Ph.D. degree in their respective subjects.

10.3. Those who have already been recognized as Research Supervisors by Sri Sri University are ipso facto recognized Research Supervisors under these regulations.

10.4. A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum six of (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars at any given point of time.

10.5. The DRC shall have the power to consider the request of a candidate to change his/her Supervisor or to have a co-supervisor with a "no objection" from the existing

*g. Saker*





supervisor. While allowing the Co-supervisor proper justification has to be given by the DRC which will be placed before the Vice Chancellor for approval.

10.6. When there are two or more supervisors, one of them will be called as Principal Supervisor who will be a faculty member of Sri Sri University. The Co-supervisor may be from Sri Sri University or outside the University.

10.7. Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

10.8. If the supervisor has to leave the service of Sri Sri University for taking up employment elsewhere then the department head has to arrange a Guide from Sri Sri University subject to the consent of the scholar and the approval of the proposed guide and the DRC. However, the earlier guide can continue as a co-guide with the consent of all. The final decision in this matter should be taken based on the overall academic benefit of the scholar.

## 11.0. REGISTRATION

11.1. A doctoral student will be formally registered for the degree of Ph.D. on completion of certain steps. The registration can be done only after (a) the candidate has successfully completed all the assigned coursework (b) worked out a road map of his doctoral programme and (c) deliver an open seminar talk.

11.2. After satisfactory clearance of the assigned course work, the student has to present his report of progress and plan of work to DRC in the form of a written document (Approximately 5 pages). Within a week of the submission of the report, the Department shall arrange a seminar to be delivered by the student in the presence of the DRC members. It shall be an open seminar in the department, with invitations extended to students and faculty of all departments of the University.

11.3. The written document and the seminar should outline the planned research work and identify the milestones.

11.4. Normally the registration should be complete after six months or 12 months from the date of enrolment/admission, but not later than 15 months. If the seminar performance is

*Saha*





unsatisfactory, he/she may be re-evaluated after a lapse of 3 months or more. If he/she cannot clear the coursework and seminar within 2 years from the date of admission, he/she will be required to leave the Ph.D. Programme. In special cases with mitigating circumstances, the Vice Chancellor can grant extra time on the recommendation of the HOD/Dean. However, in any case, the fees paid will not be refunded.

- 11.5. The DRC will recommend the registration depending on the performance of the student in course work, examination & pre-registration seminar. If the presentation is found unsatisfactory, the same can be given after 03 months, in which case the date of registration would also shift by the same period.

#### **12.0. SIX MONTH PROGRESS REVIEW PRESENTATION**

Each scholar needs to present the progress status of his/ her Thesis to the DRC in every six months after Pre-PhD Coursework is over. This will be done in consultation with the Supervisor (s) completing the research and administrative formalities. There will be a minimum of four such Progress Review Presentations by each scholar before he/she will be eligible to submit the Final Thesis. The Report of the same will be submitted to the DRC at the end.

#### **13.0. SUBMISSION OF THESIS & EVALUATION PROCESS**

- 13.1. Progress reports of the registered students must be submitted to the DRC every six months.

- 13.2. Prior to submission of the thesis, the student shall appear for a Pre-Submission Seminar in the department, open to all faculty members and research scholars. The scholar will be allowed to submit the thesis subject to the recommendation of DRC.

- 13.3. Students shall be eligible to submit their thesis after three years but within five years of registration. Up to One-year extension for submission can be granted by the RDC on a written request by the student and recommendation of the supervisor and DRC. Any extension beyond this shall require a written justification for the delay by the student and the supervisor. The justification provided by the student and the supervisor, along with the recommendation of the DRC shall be forwarded to the Vice Chancellor for considering the extension as a special case. The total span period from initial registration shall be six years.

- 13.4. A Ph.D. scholar must publish at least two research papers in a referred journal before submission of the thesis and produce evidence for the same in the form of an acceptance letter or a reprint. One Scopus indexed and one UGC Care-listed Journal Publication is





must to be eligible for final submission. However, in some subject disciplines, the respective DRC may consider relaxation on the same. In each publication the scholar will be the first author/ corresponding author and the supervisor(s) will be the co-authors.

- 13.5. The thesis must be a piece of original research work characterized either by the discovery of new facts or by a fresh interpretation of facts or theories. In either case, it should show the scholar's capacity for critical examination and judgment. It must be satisfactory as far as its language and presentation is concerned.
- 13.6. The scholar may incorporate in the thesis the contents of any work published on the subject during the course of his/her Ph.D. and shall indicate the same in the thesis, However, the student shall not submit as his/her thesis any work for which a degree has been conferred on him/her by this or any other university.
- 13.7. The supervisor of the student shall, eight weeks in advance of the submission of the thesis, forward **five copies of the abstract** of the thesis including the table of contents to the head of the department for consideration by the DRC. The DRC head shall convene a meeting of the DRC within one month of submission of the abstract and request letter in consultation with the supervisor of the thesis. The DRC will recommend the submission of the thesis within 1 or 2 months from the date of the pre-submission seminar.
- 13.8. The DRC shall recommend a panel of a minimum of 10 external examiners who shall be in the rank of Professor or equivalent subject specialists in the area of research of the respective scholars. The List shall be provided by the supervisor (s). The Vice-Chancellor shall review the recommendations of the DRC and forward them to the Controller of Examination within one month of the submission of the thesis. The Vice-Chancellor shall appoint two examiners out of the panel so recommended for the evaluation of each thesis. All the experts shall be from outside of the state. However, the Vice Chancellor may use his discretion in adding additional members to the panel of examiners.
- 13.9. The appointment of examiner/s for evaluating a Ph.D. thesis be not repeated within a period of **one year** and this should be ensured by the Chairperson of the DRC.
- 13.10. Each thesis will go through a plagiarism check (as per UGC Standard) before submission, which will be verified by the university library. The certificate of verification given by the library has to be submitted along with the thesis at the time of thesis submission. The scholar shall attach a declaration that the thesis is original and the work is free from any kind of plagiarism. He/she shall be solely responsible for any

*Sahu*





dispute or plagiarism issue arising out of the doctoral work. The supervisor shall certify that the thesis is worthy of submission for the award of Ph.D. degree. The work for the thesis must be certified to have been carried out at that place and not be submitted elsewhere for another degree. The DRC Head shall countersign the application for submission of the thesis. In case of resubmission, the same procedure may be followed. The scholar shall also attach a student approval form in the format provided by the UGC for the grant of a non-exclusive worldwide license for hosting and distributing their thesis in digital format in the "Shodhganga" repository or any other sever designed for this purpose by UGC.

- 13.11. The candidate shall have to submit in an organized and scholarly fashion highlighting the original contribution made in his/her research work. He /She submits five hard copies of the thesis along with a soft copy in word format on CD to the controller of examination through the proper channel. Besides the candidate need to submit 5 copies of the synopsis along with the thesis.
- 13.12. The examiners may (i) recommend the degree be awarded (ii) recommend degree be awarded subject to corrections to be made in consultation with the supervisor before viva voce (iii) ask for resubmission of the thesis or (iv) reject the thesis.
- 13.13. In the event that all two examiners unanimously recommend the award of the degree, the degree will be awarded subject to the successful completion of viva-voce.
- 13.14. If the examiner(s) recommends minor corrections, the corrections may be incorporated before the viva-voce examination in consultation with the supervisor. Once the corrections have been made, the supervisor shall certify the same. This may be stated in the reports of the Ph.D. thesis to be submitted to the Vice-Chancellor.
- 13.15. If the corrections are major and resubmission has been recommended, the scholar may resubmit the revised version in consultation with the supervisor.
- 13.16. If one of the two examiners recommends the award of the degree and the 2nd examiner recommends rejection, the thesis shall be referred to a 3rd examiner to be selected by the Vice-Chancellor from the original panel of examiners.
- 13.17. The recommendation of the 3rd examiner shall be final. A thesis, if rejected by the 3rd examiner, shall not be resubmitted or marked to any further examiner and registration of the scholar shall be closed.
- 13.18. The reports of the examiners will be placed before the Vice Chancellor, who would recommend to the Controller of Examination for fixation of Open Viva-Voice. The Controller of Examination will communicate to the supervisor(s) if any compliance is to

*9 Sahu*





be met with for improvement/addition/deletion/suggestions as stated in the examiner's report.

- 13.19. The scholar shall undergo a viva-voce examination after receiving a satisfactory evaluation report that shall be openly defended. The examination branch will place the reports of the examiners to the expert members conducting Ph.D. Viva.
- 13.20. The Controller of Examination of the University shall send all communications to the examiners viz request for consent, sending of Ph.D. thesis for evaluation and receiving report electronically through e-mail also.
- 13.21. Three CDs of the Ph.D. thesis must be submitted to the Controller of Examination office with a copy of the result notification within thirty days of the notification, one of which has to be forwarded to the library. The Controller of Examination office will check whether the CD of the Ph.D. thesis is operational and issue an accession code to each CD. In order to ensure that the soft copy is a complete and exact replica of the print version accepted for the award of Ph.D., the department supervisor/HOD must authenticate the CDs submitted by the scholar.
- 13.22. Following the successful completion of the evaluation process and the announcement of the award of the Ph.D., the university shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET (or upload the same in INFLIBNET through ETD lab of the university) accessible to all institutions/universities.
- 13.23. The university shall issue a provisional certificate along with the degree certifying to the effect that the degree has been awarded in accordance with the provisions of UGC regulations.
- 13.24. Any issues concerning procedure or interpretation of the provisions contained in this ordinance shall be referred to the Vice Chancellor whose decision shall be final. All such cases shall be reported to the academic council.

#### 14.0. FEE STRUCTURE

- 14.1. Research scholar shall be required to pay, in time, the fees prescribed by the university, failing which his/her name shall stand removed from the rolls if the default is more than one semester after the due date.

*Saha*  
9





- 14.2. Within a period of 30 days from the date of removal from the rolls, the candidate may be readmitted with approval of the Vice-Chancellor on an application made by the candidate, duly recommended by the research guide and on payment of all arrears of fees, readmission fee and the fine as the university may prescribe from time to time.

## **15.0. WITHDRAWAL & CHANGE PROCESS**

- 15.1. If the Thesis is rejected by the Examiner(s) he/she will be allowed for registration in another topic with another supervisor undergoing the same procedure as already described. If the thesis is rejected for the second time he will be debarred for further registration on any topic in the University.
- 15.2. If the supervisor recommends the cancellation of the registration of a research scholar the same will be placed before the DRC for a decision. After careful observation, DRC may forward its decision to the Chairman RDC (Vice Chancellor) for necessary action. If cancellation is allowed, such cancellation would not disqualify the research scholar to continue with Doctoral Research under a new supervisor.
- 15.3. If a research scholar wishes to change the supervisor/co-supervisor within the period of registration, he has to apply to the DRC Head in the prescribed form with the consent of the supervisor/co-supervisor. On the recommendation of the DRC, RDC may allow such change by replacing the existing supervisor/co-supervisor with the proposed supervisor/co-supervisor in the DRC. The registration number of the research scholar and the date of registration shall remain valid.
- 15.4. If a research scholar wishes to change the area of research, he/she has to apply for fresh registration. The previous registration will be cancelled. The same practice as described earlier will be followed for fresh registration. However, he/she will be exempted from the entrance test and coursework.
- 15.5. If a research scholar wishes to change the title of thesis, he/she has to apply to the DRC in the prescribed form with the recommendation of the supervisor. If DRC approved the same it will be communicated to the RDC.

## **16.0. EXCEPTION**

The Research Council may, under exceptional circumstances consider any case of a research student having a minor deficiency in respect of any of the requirement stated in these regulations and relax the relevant provisions of these regulations based on the merit of the

*Sahar*  
9



cases. The ground on which such relaxation is granted shall invariably be recorded and cannot be cited as precedence.

*N.B. –Furthermore, the UGC Guidelines will be treated as the final one if any deviations found in the present Ph. D. Regulations.*

## APPENDIX -1

### Guidelines for Admission into Full-Time Ph.D. Programme with Assistantship or Fellowship

#### 1. Introduction:

All candidates who pursue full-time research at Sri Sri University (SSU) can be considered for Ph.D. with this category and will receive an Assistantship from SSU or Fellowship from CSIR/UGC or any other recognized funding agency.

#### 2. Objectives:

The objectives of this scheme are:

- ✓ To promote research culture in the University
- ✓ Admitting full-time meritorious Research scholars by providing Research fellowship who wants to have career in Academics, Teaching and Research.
- ✓ To nurture talents for research

#### 3. Eligibility:

- ✓ Educational Qualification: As per UGC Ph.D. Regulations and SSU Ph.D. Regulations-2022.
- ✓ The Fellowship/Assistantship will be granted to the Full-Time Research scholars admitted to SSU, with recommendations from the Departmental Research Committee/ Admission Selection Committee and in approval of the Chairman Research and Development Cell.
- ✓ The candidate should be less than 30 years of age as on 31st July of year of application however age relaxation of 5 years would be applicable to candidates belonging to SC/ST, women and physically challenged categories

*Sab*  
9





**4. Selection of Full-Time PhD Scholar:**

The Admission process will be as per UGC Ph.D. Regulations and SSU Ph.D. Regulations-2022.

The number/s of positions and appointment of Full-Time Ph.D. A Scholar with Assistantship or Fellowship will be based on the recommendations of the Departmental Research Committee / Admission Selection Committee and approval of the Chairman Research and Development Cell

**5. Duration of the programme:**

Ph.D. programme shall be for a minimum duration of three years, including coursework and a maximum of six years. However, the duration for the fellowship/assistantship shall be for a period of 3 Years. In exceptional cases, the duration can be extendable by 1 year, as a special case with recommendations of the Departmental Research Committee & approval of the Chairman Research and Development Cell.

**6. Role and Responsibilities:**

- ✓ Full-Time PhD scholars could be considered as Faculty Associates and be engaged in teaching activities as well as in helping the Department in academic activities.
- ✓ "Teaching assistantship of not more than 8 hours/week may be given to scholars undergoing full-time Ph.D. program.
- ✓ Other Engagements should be not more than 8 to 10 hrs per week.
- ✓ Dean/ HoD of the Faculty/ Department shall be the reporting authority to the scholar in proper consultation with the concerned supervisor allotted to the scholar.
- ✓ The position will be on a Temporary basis. Full-Time Candidates selected for such Faculty Associate shall be for a period of three years, as required by the Faculty concern. Candidate shall not claim the employment as a permanent employee.
- ✓ The scholar shall submit an annual report on the progress, every six months through the Research Supervisor, Head / Dean of the Department or Faculty.
- ✓ The final progress report should be submitted by the scholar through the Head / Dean of the Department or Faculty through the allotted supervisor(s).

**7. Assistantship:**

- ✓ The assistantships will be available to eligible candidates as per norms:
  - a) The Fellowship/ Assistantship will be Rs. 15,000/- per month for the first two years followed by Rs. 18,000/- per month for the third year.
  - b) Residential accommodation & Food will be provided as per norms as applicable for the Hostel warden and any other such position.
  - c) Contingency grant will be admissible at the rate of Rs. 5,000 per annum.
  - d) These rates are applicable from 15.12.2022.

*Saba*  
9





- ✓ Assistantships from external funding organizations will be available as per the terms and conditions of the concerned funding organizations.
- ✓ Students receiving assistantships from the Institute or fellowships from any other funding agencies are required to perform academic duties as per prevailing norms.
- ✓ The continuation of the assistantship/fellowship is subject to satisfactory performance of the assigned duties and satisfactory progress of the student in the Ph.D. Programme.

#### 8. Terms and Conditions:

- ✓ The scholar shall devote full time to research and academic activities assigned during the tenure of fellowship/assistantship and will not be permitted to take any part-time/full-time assignment from outside. He/ She will not accept any other salary or fellowship if offered during the tenure of fellowship through any other source.
- ✓ However, the full-time scholar can discontinue his/her work if he/she got selected by in an Institution of repute with two months of notice in advance.
- ✓ If the progress of the candidate is not satisfactory as reported by the supervisor/Head of the Department /Head of the Research Institute, the fellowship of the candidature will be terminated with immediate effect.
- ✓ The PhD rules/regulations of the University will be applicable to all Full-Time PhD scholars admitted candidates.

N.B.: *The University reserves the right to suitably modify, update, or delete any part of these Guidelines. Applicants are advised to visit the SSU website (<https://srisriuniversity.edu.in>) regularly for any updates.*

#### Appendix 2

##### Guidelines for Admission of Foreign Nationals to PhD Programme

#### 1. Introduction:

Foreign nationals may be registered in a Faculty in a year over and above the maximum admissible strength provided they fulfil the eligibility criteria. However, at any given time, the total number of foreign students should not exceed 10% of the total admissible strength. Foreign nationals must provide evidence of language competence suited to the department they wish to join.

*Sahu*





**2. Definitions of Foreign Nationals:**

**Case 1:** Candidate who holds a Passport/ Citizenship of a country other than India.

**Case 2:** Candidate who has an OCI/ PIO Card and also holds a Passport from of a country other than India.

**Case 3:** A Non-Resident Indian (NRI)/ Indian Citizen whose qualifying examination is from an International Board/ Foreign University will not be eligible for admission under the Foreign National category.

**Only Case 1 and Case 2 will be considered as Foreign Nationals for Admission into the Ph.D. programme at Sri Sri University.**

**3. Categories of Applicants**

Foreign nationals are admitted to various Programme of Study at Sri Sri University, Cuttack under the following categories:

- (a) Self-financing Students
- (b) Scholarship schemes of Indian Council for Cultural Research, Govt. of India or under any other scheme approved by the University.

**4. Steps for Completing the Application Form for Admissions:**

- a. The online form is common for admission to the PhD in the different colleges/ departments/centres/schools of Sri Sri University.
- b. Candidates have to complete the online form before the deadlines.
- c. The application entails a non-refundable application fee of INR Rs. 5000/- (Indian Rupees Five Thousand). The fee has to be paid in the payment gateway through credit card/debit card/net banking.
- d. The applicant may fill multiple forms if he/she wants to opt for more than the three choices of courses permissible in the application form. A non-refundable fee of INR Rs. 5000/- will be charged for each application.
- e. The Application Form should cover the "Statement of Purpose" of doing PhD.
- f. The name entered should match exactly with the name stated in the passport.
- g. The candidate's e-mail id registered on the portal would be used for the purpose of communicating admission-related information.
- h. No field should be left blank in the form. The submitted form must be complete in all respect and incomplete forms will be summarily rejected. In case any of the fields do not apply to you, enter 'NOT APPLICABLE' in that particular field.
- i. The applicant has the option of editing and saving the document. However, once the application fee is paid, no further editing is possible.
- j. If the name in the academic certificates is different from the one on the passport, the applicant is required to get a certification from a responsible Official of the Ministry of

*Sab*





Education/Ministry of Foreign Affairs or any authorized government body of the applicant's country. Change of Name Certificate to be attached for the same.

- k. Follow all other Admission formalities mentioned in the Notification from time to time for PhD Admission.
- l. If the portal is not operational then Email Communication shall be accepted regarding payment proof.

**5. Checklist:**

**Before submitting the forms please check the following:**

- The deadlines for submitting the form.
- All the required documents are attached as mentioned in the List of Documents Section.
- Form is attested by an Indian Diplomatic Representative or a responsible Official of the Ministry of Education/Ministry of Foreign Affairs or any authorized government body of the applicant's country or an Official of the applicant's country's Embassy / High Commission in India.
- In case any embassy/ High Commission refuse to attest to the application form, one should obtain and submit a NOC Certificate from the embassy of the applicant's home country clearly endorsing the candidate's nationality.

**6. List of Documents required to be submitted along with the Application Form:**

- a. Date of Birth Certificate
- b. Documents supporting all educational and professional qualifications.
- c. Transcripts/ Mark sheets of all qualifying or educational degrees.
- d. Association of Indian Universities (AIU) Certificates (wherever applicable)
- e. Syllabus of last qualifying examination (if applicable)
- f. Proof of financial support for the duration of the Ph.D. enrolment.
- g. Passport (Please ensure that the passport is valid for at least six months at the time of submitting the application and the same shall be produced at the time of admission.)
- h. Recommendation letter from two faculty members, who know the Candidate will need to be attached.
- i. Registration Card by Tibetan Nationals
- j. Citizenship card by Nepalese nationals along with Passport
- k. Refugees-Certificate from UNHCR (if applicable)
- l. Working Diplomats: NOC from Protocol Division of MEA, Government of India.
- m. Certificate of Migration (wherever applicable)
- n. No Objection Certificate from employer (if in regular job and availing of leave for the duration of study in India)

*[Handwritten signature]*





## 7. Selection Process:

- Foreign nationals fulfilling the eligibility criteria may be registered for Ph.D. over and above the maximum admissible strength. However, at any given time, the total number of foreign students shall not exceed 10% of the total admissible strength of the department. Foreign nationals must provide evidence of language competence suited to the department they wish to join.
- Foreign nationals are exempted from the entrance tests and interviews for admission to Ph.D. Programmes. They may be admitted based on their research proposal, subject to fulfilling the minimum eligibility criteria. The decision regarding the same rests with the Department Research Committee (DRC) subject to approval from the Board of Research Studies (BRS) for the Ph.D. Programme.
- The Applications are forwarded to the Admission Committee constituted by the concerned Department/ Faculty for screening the applications of foreign nationals. The committee shortlists the applications according to the eligibility requirement, merit, and number of seats.
- Candidates may visit <https://srisriuniversity.edu.in> for the detailed information regarding the eligibility requirement and other details.
- Those foreign nationals who have appeared for Grade 12 examination from an Indian Board or passed their last qualifying examination from an Indian University will come under the category of 5% quota for admission to various programmes.
- **All foreign nationals with foreign qualifications are required to submit the Equivalence certificate from the Association of Indian Universities (AIU) with the application form. AIU address is given below:**  
AIU House  
16, Comrade Indrajit Gupta Marg,  
New Delhi-110002, India  
Phone: (91)-11-23230059, (91)-11-23232429  
Fax: (91)-11-23232131  
Email: [international@aiu.ac.in](mailto:international@aiu.ac.in) , Website: <http://www.aiu.ac.in>

## 8. Fee Structure:

The fees payable at the time of admission is the sum of following components:

Particulars	Amount (in US Dollar)	Amount (in Indian Rupees) Approximately depends on the conversion rate on the due date of admission.
Application Fee	70	5110
Admission Fee	800	58400
Course Work Fee	900	65700

*9 Feb*





Semester Fee	750 × 4 =	219000
Subject to Minimum 4 Semesters compulsory	3000	
Thesis Examination & Viva-Voice Fee	1200	87600
Convocation & Certificate Charges	200	14600
<b>Total</b>	<b>6170</b>	<b>450410</b>

#### 9. Provisional Admission

- Only those applicants who fulfil the eligibility requirements and are recommended for admission by the respective admission committee are issued a provisional admission letter. Copies of the provisional admission letter are sent to the (i) Embassy of the applicant's home country in New Delhi, (ii) Indian High Commission in applicant's home country, and (iii) applicant's email address. Therefore, applicants are advised to write their email addresses and other details clearly on the application forms. Provisional admission letter does not guarantee a seat in Sri Sri University.
- All foreign students should report to the Admission office of University by the date mentioned on the provisional admission letter.
- All foreign nationals entering India are required to possess a valid international travel document in the form of a national passport with a valid visa obtained from an Indian Mission or Post abroad.

#### 10. Applying for a Visa:

The Provisional Admission letter shall be used for applying for the Research visa in the Indian Embassy in the applicant's home country/country of residence. The visa must be endorsed in the name of the Sri Sri University, Cuttack, Odisha, India. No other endorsement will be acceptable.

**Research Visa:** Research Visa endorsed for Sri Sri University is required for enrolment in the Ph.D. Programme.

**N.B.:** No Admission will be granted on Tourist Visa/ X-Visa/any other type of Visa.

*The University reserves the right to suitably modify, update, or delete any part of these Guidelines. Applicants are advised to visit the SSU website (<https://srisriuniversity.edu.in>) regularly for any updates.*

### Appendix 3

#### Pre-Ph.D. Coursework Guideline

- The course work shall be treated as Pre-Ph.D. Coursework, which will be as per the subject area vacancies declared in Ph.D. Admission Notification.
- Total credits assigned to the Pre-Ph.D. Coursework shall be of 16 credits. There will be of 3 subjects with 4 credits each and synopsis presentation will carry 4 credits.
- "Research Methodology-I & II" will be compulsory course for all candidates. The third will be subject related advance course, to be offered by the respective departments.

*[Handwritten signature]*





- Faculty of Arts Communication and Indic Studies (FACIS) will have separate syllabus for RM-I & RM-II. The Performing Arts will have separate classes in Hindi medium.
- The Pre-PhD Coursework will be of 16 Credits, there will be of 3 subjects with 4 credit points each and 4 credits for the synopsis presentation.

Research Methodology I	(4 Credits)
Research Methodology II	(4 Credits)
Subject Paper	(4 Credits)
Synopsis Presentation	(4 Credits)

*The credit assigned for the Pre-PhD Coursework will be of 16 credits. 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 and Publication 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. (Source: UGC Regulations, 2016, Clause 7).*

- The Assessment and Evaluation of the Pre-PhD Coursework will be as under -
 

a. Internal Assessments (Assignments/Presentations/ Field work, etc)	30%
b. Seminar/Workshop/QIP attendance and Paper Presentation	20%
c. End Term Assessment	50%

To be eligible to appear the Pre-PhD Coursework Examination, a candidate has to attend 75% of the Total Classes. There will be a relaxation of 10% on the ground of Medical Case.

**N.B:** The passing mark is 55% in each paper in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis. If a student is not able to pass a course with 55% marks, the student shall be allowed to reappear only once in the examination in the subsequent academic year (As per the ordinance).

- **Course Structure** will be as under –

Course Code	Course Name	Credits
SSUDS 101	Research Methodology – I	04
SSUDS 102	Research Methodology –II	04
	Research Proposal Presentation/ Draft Synopsis Presentation	04
<b>Subject Specific Course (Any one of the followings)</b>		
SSUDS 103	FINANCE	04

*9 Sahas*





SSUDS 104	OB & HRM	
SSUDS 105	IT IN MANAGEMENT	
SSUDS 106	GENERAL MANAGEMENT	
SSUDS 107	GOOD GOVERNANCE PUBLIC POLICY	
SSUDS 108	YOGIC SCIENCE	
SSUDS 109	SANSKRIT	
SSUDS 110	MARKETING	
SSUDS 111	OPERATIONS MANAGEMENT	
SSUDS 112	ECONOMICS	
SSUDS 113	TOURISM MANAGEMENT	
SSUDS 114	COMPUTER SCIENCE	
SSUDS 115	PHYSIOLOGY	
SSUDS 116	ENGLISH & FOREIGN LANGUAGE	
SSUDS 117	ODISSI	
SSUDS 118	KATHAK	
SSUDS 119	AGRICULTURE SCIENCE	
SSUDS 120	EMERGING TECHNOLOGIES	
SSUDS 121	BHARATANATYAM	
SSUDS 122	PHYSICS	
SSUDS 123	MATHEMATICS	
SSUDS 124	ENVIRONEMNTAL SCIENCE	
SSUDS 125	PSYCHOLOGY	

**N.B.:** The detailed syllabus for the Pre-PhD Coursework will be shared later.



Prof. (Dr.) D.P. Sahoo  
**Executive Registrar**