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No. 697 /B3/KU/2024

Date: 03 / 05/2024
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To

1. All the Deans of Faculties, KU
2. All the Principals of the University Colleges, KU
3. All the Principals of University Affiliated (Govt. & Private) Colleges recognized as Research Centre ,KU

Sub: RESEARCH PROGRAMS - Ph.D. Programs - Approval of Rules and Regulations for Ph.D. Programs, as recommended in terms of UGC (Minimum Standards Prescribed for Award of Ph.D. degree) Regulations 2022 and its amendments issued in No.F.4-19UGC-NET Review Committee) 2024(NET) 140648, March 27,2024/7 for implementation from the academic year 2024-2025 i.e., with effect from 1st June 2024 onwards.

Ref: KU Orders No.341/B3/KU/2024, dated 21/02/2024

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In pursuance of the decision taken by the Standing Committee of the Academic Senate at its 1st Emergency meeting held on 31/05/2024, the Vice-Chancellor has accorded approval to the revised Rules and Regulations for the Ph.D. programs of Kakatiya University as recommended by the Committee vide Orders cited and the Deans of Faculties in terms of UGC (Minimum Standards and Procedures for award of Ph.D. Degree) Regulations 2022 and its latest amendments issued in No.F.4-19 UGC-NET Review Committee) 2024(NET)140648, March 27,2024/7 for implementation from the academic year 2024-2025 onwards, i.e., with effect from 1st June 2024 . The approved Rules and Regulations for Ph.D. programs -2024-2025 shall be kept in KU Website for ready reference.

It may please be brought to the notice of the Faculty and Research Scholars of your faculty/college concerned and action may please be initiated accordingly.

Yours faithfully,

REGISRTRAR

Encl: As stated

Copy to:

1. All the Heads of the Departments of various disciplines, KU
2. All the Chairpersons of the Boards of Studies in various disciplines, KU
3. The Controller of Examinations /Addl. Controller of Examinations (PG/Confdl), KU
4. The Secretary to Vice-Chancellor, KU
5. The PA to Registrar, KU
6. The SF

KAKATIYA UNIVERSITY
WARANGAL
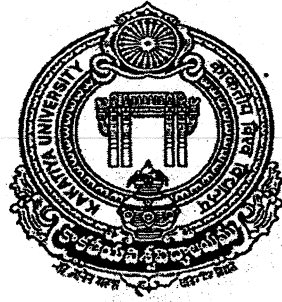
Rules & Regulations for Ph.D. Programmes

(As per UGC Regulations 2022 and amendments)

With effective from 1st June 2024 onwards

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DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)
RULES & REGULATIONS

(With effect from the academic year 2024-2025 onwards.)

As amended in terms of University Grants Commission (UGC) (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022 and amendments.

1. Admission to Ph.D. programs will be made in the following disciplines under the faculties as mentioned hereunder:

1.1 **FACULTY OF ARTS:**
   a) English
   b) Telugu
   c) Hindi

1.2 **FACULTY OF COMMERCE & BUSINESS MANAGEMENT:**
   a) Commerce and Business Management

1.3 **FACULTY OF EDUCATION:**
   a) Education
   b) Physical Education

1.4 **FACULTY OF ENGINEERING & TECHNOLOGY:**
   a) Electronics & Communication Engineering
   b) Computer Science Engineering and Information Technology
   c) Electrical and Electronics Engineering
   d) Electronics & Instrumentation Engineering
   e) Civil Engineering
   f) Mechanical Engineering

1.5 **FACULTY OF LAW:**
   a) Law

1.6 **FACULTY OF PHARMACEUTICAL SCIENCES:**
   a) Pharmacy

1.7 **FACULTY OF SCIENCES:**
   a) Biotechnology
   b) Botany
   c) Chemistry
   d) Computer Science
   e) Geology
   f) Mathematics
   g) Microbiology
   h) Physics
   i) Statistics
   j) Zoology

1.8 **FACULTY OF SOCIAL SCIENCES:**
   a) Economics
   b) History and Tourism Management
   c) Public Administration and Human Resource Management
   d) Political Science
   e) Sociology and Social Work

In exercise of the powers conferred by clause (25) of sub-section (1) under chapter IV of the Kakatiya University Act 4 of 1991 and in supersession of the Kakatiya University Ph.D. Rules and Regulations (with effect from the academic year 2021-2022) the Kakatiya University hereby makes the following Rules and Regulations for implementation to the batch of Ph.D Students to be admitted from the academic year 2024-2025 onwards.

2. SHORT TITLE, APPLICATION, AND COMMENCEMENT:

a) These Regulations may be called Kakatiya University (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2024.

b) They shall apply to every discipline under each faculty established or incorporated by the University and to the Colleges/Institutions recognized as Research Centres under the jurisdiction of Kakatiya University.

c) They shall come in to force from the date of its approval by the Standing Committee of the Academic Senate of this University.

3. DEFINITIONS:

3.1. In these Regulations, unless the context otherwise requires: -

a. "Act" means the Kakatiya University Act 4 of 1991

b. "Adjunct Faculty" means a part-time or contingent instructor, but not full-time faculty member hired to teach by Kakatiya University.

c. "Cumulative Grade Point Average (CGPA)" means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;

d. "Credit" means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit.

e. "College" means an institution engaged in higher education and / or research, either established by a University as its constituent unit or is affiliated with it;

f. Commission means University Grants Commission established under section 4 of the UGC Act 1956.

g. "Course" means one of the specified units which go to comprise a programme of study;

h. "Course Work" means courses of study prescribed by the School /Department/ Centre to be undertaken by a student registered for the Ph.D. Degree;

i. "Degree" means a degree awarded by Kakatiya University in accordance with the provisions of Kakatiya University Act 4 of 1991.

j. "External examiner" means an academician / researcher with published research work who is not part of the Kakatiya University where the Ph.D. scholar has registered for the Ph.D. program;

k. "Foreign Educational Institution" means–(i) an institution duly established or incorporated in its home and offering educational programmes at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;

l. "Grade Point" means a numerical weight allotted to each letter grade on a 10-point scale;

m. "Guide/Research Supervisor" means an academician / researcher recognized by Kakatiya University to supervise the Ph.D. scholar for his / her research;

n. "Interdisciplinary Research" means research conducted by a Ph.D. scholar in two or more academic disciplines;

o. "Open and Distance Learning Mode" shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;

p. "Online Mode" shall have the same meaning as defined under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020;

q. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own;

r. "Prospectus" means any document, whether in print or otherwise, issued for providing fair and transparent information relating to Kakatiya University and its programmes, to the general public including to those seeking admission in such colleges or Research Centres recognized by the University;

s. "Research Proposal" means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. programme;

3.2 Words and expressions used and not defined in these Regulations but defined in Act and not consistent with these Regulations shall have the meanings assigned to them in that Act.

4. **ELIGIBILITY CRITERIA FOR ADMISSION TO THE Ph.D. PROGRAMS:**

The following are eligible to seek admission to the Ph.D. programme: _____

4.1 Candidates who have completed:

a) 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.

b) 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 the educational institution.

c) 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.

Provided that a candidate 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.

4.2 Candidates who have completed the M.Phil. program 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.

5. PROCEDURE FOR ADMISSION:

The admission shall be based on the criteria as notified by the Kakatiya University, in view of the UGC guidelines or norms and other statutory / regulatory bodies concerned, and taking into account the reservation policy of the State Government issued from time to time

The admissions to the Ph.D. program shall be made using the following methods:

5.1. Ph.D ADMISSIONS FOR FELLOWSHIP HOLDERS:

The Deans of Faculties shall issue an individual notification for admission to Ph.D. programs for the following qualified candidates once in every six months, i.e., January and July of the year

a) The candidates who qualify for fellowship/scholarship in UGC-NET/UGC-CSIR NET/CEED/DBT and through similar National level tests or NFPwD/DST-INSPIRE or FIP/QIP Teacher Fellowships.

b) The Research Fellowship Holders shall submit a filled in application to the Dean of the Faculty concerned in the prescribed format available with the office of the Dean, KU

c) The Ph.D. Admission Committee constitutes the following for interviewing the candidates.

1. The Dean of the Faculty concerned	....	Chairperson
2. The Head of the Department concerned	...	Member
3. One Senior Research Supervisor of the Department	...	Member
4. One External Subject Expert from outside the University nominated by the Vice-Chancellor	...	Member
5. One SC/ST/BC, Women, Minority, Differently Abled nominee if unrepresented	...	Member
6. The Chairperson, Board of Studies concerned	....	Member-Convener.

d) The Candidates have to submit five (5) hard copies and soft copy of the respective research proposal at the time of submission of application.

e) The Ph.D. admission committee shall prepare the final marks list of the candidates for 30 marks based on the Academic Record, Research Publication, Assessment of Research Proposal and for the performance in the interview/viva-voce, in making Ph.D. admissions.

Stage	Research Fellowship Holders		
	Interview/Viva-voce, Academic and Research Performance	Marks	Total Marks
1	**Under-graduate Performance** a) Distinction – 5 Marks b) First Class – 4 Marks c) Second Class - 3 Marks d) Pass -2 Marks	05	

	Post-graduate Performance a) Distinction – 5 Marks b) First Class -4 Marks c) Second Class -3 Marks d) Pass -2 Marks	05	
	Research Publications (One mark per paper for single author and half mark for more than one author published in ISSN journals and ISBN books, maximum five marks.)	05	
	Assessment of submitted Research Proposal *The following criteria is followed to ascertain the Research Proposal:* Innovation /Uniqueness of the problem and relevance to current research in the chosen field. (No repetition / duplication of topic) Significance of the Research Area / problem Whether research Area /topic / problem is researchable and complete within the stipulated period. Suitability /feasibility of resources / availability of competent supervisor to undertake the research work in the Department / College. Contribution to new/additional knowledge	05	**30 Marks**
	A Presentation of the Research Proposal by the Candidate and followed by Interview. *The following criteria is followed to ascertain the Research Competencies of the candidate:* *Research Knowledge on the area of specialization:* Abilities in planning research design/development of tools (instruments)/ carryout experiments / selection of appropriate research methods etc., *Communication skills:* Ability to write/ communicate to others/ summarize information/conclusions. *Problem solving & Reflection skills:* To find new approaches to a problem, analytical skills to examine the consequences of a particular solution, requires imaginative and creativity, logic and reasoning, conceptual thinking, reflection and feedback, and scientific experimentation. Application of ICT to be used to the research problem. Command (confidence level) over the subject concerned.	10	
	Total Marks		**30**

f) If at any stage, original documents relating to the admission of a candidate are found to be fake/ non-genuine or fabricated or in any other manner defective, the said candidate will not be admitted; and if already admitted, admission will be cancelled without any prior notice in this regard. If the same is found after the completion of Program, his/her degree will be cancelled and appropriate legal action will be taken against him/her.

g) In the case of cancellation/withdrawal of the Fellowship/Scholarship/Award, the admission will be cancelled automatically and will not be permitted to continue/ transfer to either on full time or Part-time Ph.D. program.

h) The selected candidates will be given provisional admission letters; the Department Research Committee (DRC) will decide the final topic and allotment of the supervisor.

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5.2. Ph.D. ADMISSIONS THROUGH National Eligibility Test (NET)/GATE/GPAT and through similar National level tests:

a) The Admissions for the Ph.D. programmes shall be filled by the candidates who qualify in the National Eligibility Test (NET)/GATE/GPAT/ and through similar National level tests and the percentile/marks obtained by the candidate shall be taken into consideration for admission to PhD programme

b) 70% weightage will be given for test scores and 30% weightage for the interview for admission to Ph.D. programmes. the Ph.D. admission will be based on the combined merit of NET marks and the marks obtained in the interview/viva voce.

c) The marks obtained in the NET by the candidates will be valid for a period of only one year for admission to Ph.D.

d) The Ph.D. Notification shall be issued by the Director, Admissions Kakatiya University. specifying the details of subjects, number of seats etc.. The Ph.D. notification shall be kept in KU Website, www.kakatiya.ac.in.

e) The eligible candidates shall be called for interview against the number of available seats in the ratio of 1: 3 in each category.

f) The Ph.D. admission committee shall prepare the final marks list as mentioned in the table below in making Ph.D. admissions.

Stage	Criteria for Entrance Test	Marks
1.	**National Eligibility Test (NET) (70% weightage will be given for test scores)**	70
2.	**ACADEMIC RECORD, RESEARCH PUBLICATION, ASSESSMENT OF RESEARCH PROPOSAL AND PERFORMANCE IN THE INTERVIEW:**	
	A) Under-graduate Performance a) Distinction -5 Marks; b) First Class – 4 Marks c)Second Class -3 Marks; d) Pass -2 Marks	05
	B) Post-graduate Performance a) Distinction – 5 Marks; b) First Class – 4 Marks c) Second Class -3 Marks; d) Pass-2 Marks	05
	C) M.Phil.	05
	D) Research Publications (One mark per paper by first author and a half mark for second author published in ISSN journals and ISBN books, maximum ten marks.)	05
	E) Assessment of submitted Research Proposal *The following criteria is followed to ascertain the Research Proposal:* a) Innovation/Uniqueness of the problem and relevance to current research in the chosen field (No repetition / duplication) b) Significance of the Research Area / problem c) Whether research Area /topic / problem is researchable and complete within the stipulated period. d) Suitability /feasibility of resources / availability of competent	05

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	supervisor to undertake the research work in the Department / College. e) Contribution to new/additional knowledge **F) A Presentation of the Research Proposal by the Candidate and followed by Interview** *The following criteria is followed to ascertain the Research Competencies of the candidate:* a) Research Knowledge on the area of specialization: Abilities in planning research design/ development of tools (instruments)/ Software/ Simulations/ carryout experiments / selection of appropriate research methods etc., b) Communication skills: Ability to write/ communicate to others/ presentations /summarizes information / conclusions. c) Problem solving & Reflection/Analytical skills: d) To find new approaches to a problem, analytical skills to examine the consequences of a particular solution, requires imaginative and creativity (diversified), logic and reasoning, conceptual thinking, reflection and feedback, and scientific experimentation. e) Application of Computing Skills/Information and Communication Technology (ICT) to be used to the research problem. f) Command (confidence level) over the proposed research.	05
	Marks	**30**

5.3   The Admission Committee shall consist of the following members:

1. The Dean of the Faculty concerned   ....   Chairperson
2. The Head of the Department concerned   ...   Member
3. One Senior Research Supervisor of the Department   ...   Member
4. One External Subject Expert from outside the University nominated by the Vice-Chancellor   ...   Member
5. One SC/ST/BC, Women, Minority, Differently Abled nominee if unrepresented   ...   Member
6. The Chairperson, Board of Studies concerned   ....   Member-Convener.

a) The Admission Committee shall strictly adhere to the merit and the rule of reservation policy of the State Government issued from time to time in making Ph.D. admissions.

b) If at any stage, original documents relating to the admission of a candidate are found to be fake/ non-genuine or fabricated or in any other manner defective, the said candidate will not be admitted; and if already admitted, admission will be cancelled without any prior notice in this regard. If the same is found after the completion of Program, his/her degree will be cancelled and appropriate legal action will be taken against him/her.

c) The selected candidates will be given provisional admission letters and the Departmental Research Committee (DRC) concerned will decide the final topic and allotment of the supervisor.

6.   REPORTING/REGISTRATION PROCESS:

a) The candidates who have been issued orders of admission to the Ph.D program shall have to report to the Principal of the college concerned, through the Supervisor, Head of the Department, Chairperson, Board of Studies and the Dean of the Faculty concerned after paying the prescribed fee as fixed by the University from time to time.

b) The candidates seeking admission in the University departments have to remit the entire fee into the Registrar Income Account at SBI A/c. No.52026911837, IFSC Code SBIN0020262. of

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Kakatiya University through NEFT/RTGS/Google Pay/Phone Pay or Online NET Banking only.

c) Whereas, the candidates obtained admission in the colleges/institutes recognized as Research Centres by the University have to pay the Registration, Recognition and Affiliation fee every year as prescribed by the University through the Research Centre concerned to the University. Non-payment of any fee or non-renewal of admission will entail cancellation of admission.

d) The Research Scholars applying for change of title, change of topic of research, extension or re-registration, shall have to pay processing fee of Rs. 3000/- in each case to the Registrar Income Account at SBI A/c. No.52026911837, IFSC Code SBIN0020262 through NEFT/RTGS/Google Pay/Phone Pay or Online NET Banking only.

7. THE DEPARTMENTAL RESEARCH COMMITTEE (DRC):

7.1 **There shall be a Departmental Research Committee** for each subject, constituting the following:

a) Dean	Chairman
b) Head of the Department	Member
c) Research Supervisors in the Department	Member
d) Chairman, Board of Studies concerned	Member-Convener

Note: In the absence of the Dean, the Head will chair the DRC meeting.

7.2 Functions of the DRC:

a) To review the research proposal and finalize the topic of research.

b) To guide the PhD scholar initially in developing the study design and methodology of research and identify the course(s) that he/she may have to do.

c) To periodically review and assist in the progress of the research work of the PhD scholar.

d) It will review the progress reports and decide the cases related to the renewals / cancellations / other issues of the research scholars.

e) To monitor Seminar presentations and to make suggestions before the submission of the thesis / dissertation.

f) The feedback and comments made by the DRC during the pre-submission seminar (II) presentations should be invariably incorporated before the submission of the thesis and the same may be verified by the DRC.

7.3. Allocation of Research Topic and Supervisor:

a) The allocation of Research Topic and Supervisor for a provisionally selected research scholar(s) shall be decided by the Departmental Research Committee (DRC)

b) The Departmental Research Committee (DRC) shall ensure that a candidate allotted to a Research Supervisor is not his/her blood relations.

7.4. Change of Research Supervisor/Co-Supervisor:

a) The Supervisor/Co-Supervisor of the Candidate once allotted and approved shall not ordinarily be changed. However, the Dean with the approval of the Vice-Chancellor may, after ascertaining the facts permit change of Supervisor/Co-Supervisor in exceptional circumstances like demise/non-availability of the approved Supervisor/Co-Supervisor for a continuous period of six months or more due to ill health or residing outside India or by any other reason. Such a change in Supervisor/Co-Supervisor is subject to availability of vacancy with the New Supervisor/Co-Supervisor and is permitted only once.

b) All requests for change of Supervisor/Co-Supervisor should originate from the Candidate with necessary documentary evidence such as no objection from the existing guide and consent letter from the new guide.

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c) The Candidate will have to work with new Supervisor for a period of at least one year before submitting his /her thesis.

8. Ph.D. PROGRAMS COURSE WORK (PRE-Ph.D):

1. The Candidates admitted to the Ph.D. programs should mandatorily undergo the course work to the minimum of 12 credits including a Research and Publication Ethics course as notified by UGC vide D.O.No.F1-1/2018 (Journal/CARE) in 2019 and a research methodology course at their respective departments/Research Centres. The Departmental Research Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

2. However, a candidate with an M.Phil degree completed in regular mode is exempted from the Ph.D. Course work and the Pre-Ph.D. examination provided that they have undergone the same course work in M.Phil.

3. The Ph.D. Course work shall comprise of two theory papers and each theory paper shall have 60 contract hours of classes.

   Paper-1: Research Methodology and Publication Ethics (100 Marks/6 credits) Common to all the candidates admitted in a department.

   Paper-2: Broad field of specialization (100 marks/ 6 Credits): The syllabus of the paper includes the topics in the concerned specialization of the subject.

4. Ph.D. Scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

5. All Ph.D. Scholars, irrespective of discipline, shall be required to train in teaching/education/pedagogy/writing related to their chosen Ph.D subject during their doctoral period. Ph.D. Scholars may also be assigned 4-6 hours per week of teaching / research assistant ship for conducting tutorial or laboratory work and evaluations.

6. The Pre Ph.D. examination shall be conducted after a year of completion of course work.

7. The Pre-Ph.D. examination is of three-hour duration and is for 100 marks per each theory paper. The Course work and its examination paper shall be in English medium, except language subjects.

8. If a candidate does not pass in two consecutive Pre-Ph.D. examinations conducted by the University, his/or registration shall automatically stands cancelled.

9. PROGRESS REPORTS:

1. Every candidate shall submit half yearly progress report to the Dean duly forwarded by the Research Supervisor, chairperson, Board of Studies and the Head of the Department concerned through Departmental Research Committee to the Dean. The half yearly progress report should cover, among others, the aspects such as the review of literature, data collected, techniques developed, progress in research, discussion of the work done including any findings etc.

2. If a candidate fails to submit two consecutive half yearly progress reports in time and/or if the progress of the candidate is not satisfactory for two half year periods, the Department Research Committee shall recommend to the Dean of the faculty for the cancellation of his/her registration in consultation with the concerned Research Supervisor.

10. RESEARCH ON FULL TIME/PART-TIME.

1. **Full Time Ph.D. Program:** The Candidates with Fellowship must work as Full-time Research Scholars only, till the submission of the thesis. The full time Scholars shall not accept any employment during their tenure of the program. All the candidates who were registered as Full

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Time Scholars must work minimum of three (3) years for completion of their Ph.D. program.

2. Hostel Facility, including dining, for full time research scholars registered in the University Constituent Colleges only is subject to the availability of accommodation in the University hostels and continuation of the hostel facility during their tenure of the program is subject to satisfactory progress reports submitted once in every six months as certified by the Research Supervisor and the Dean of the faculty concerned. Further, the fellowship holders who take hostel accommodation should pay their HRA sanctioned by the funding agency to the University.

3. **Part-Time Ph.D. Program:** Candidates who are eligible for Ph.D. admission/registration and employed in organizations in the area of study related to domain knowledge of concerned subject and eligible for leave required for Ph.D. program will be designated as Part-time Research Scholars.

4. The candidates who wish to pursue their Ph.D. program on part-time basis should produce the "No Objection Letter" from their competent authority in the organization where the candidate is employed clearly stating that·

   The Candidate seeking admission as Part-time Research Scholar must give an undertaking that he/she would take leave for a minimum of six months for attending the classes of the Ph.D. course work during the tenure of the Ph.D. course, and a letter from the employer that the required leave of six months will be sanctioned for the purpose stated, as additional documents at the time of registration. Without the permission letter from the employer, the Ph.D. admission cannot be granted.

   a. A Part-time Research Scholar is not eligible for any hostel facility in the University.
   b. His/her official duties permit him/her to devote sufficient time for research.
   c. If required he/she will be relieved from the duty to complete the course work.

5. **Conversion from Full-time to Part-time vice versa:** The Fellowship holders are not allowed for conversion of their admission status from full time to part time at any point of time till completion of their program. However, in any exceptional cases who intend to terminate his fellowship for valid reasons the Dean can refer the case to the Standing Committee of the Academic Senate whose decision is final for conversion. The other candidates are permitted to change their status from full-time to part-time research or vice versa for any valid reason and upon approval by the Dean of the faculty concerned. Such candidates shall comply with the rules of the duration of the program and hostel facility as per the norms.

11. DURATION OF THE PROGRAM:

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.

2. A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Higher Educational Institution concerned; 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.

   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.

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.

12.   SUBMISSION OF THESIS

1. **The thesis intended for submission shall comply with the following conditions:**

a. It shall be a distinct contribution to the subject and afford evidence of originality and scholarliness shown either by the discovery of new facts or by the exercise of independent critical analysis.

b. Research Scholar has to submit a soft copy of the thesis along with an undertaking and a certificate from the anti-plagiarism cell of the University.

c. The thesis in all subjects shall be written and submitted only in English, except in language subjects where the candidates shall have the option of writing it either in English or in the language concerned. Where the thesis is in a language other than English, a detailed summary of the same in English may also be submitted.

d. Every research scholar shall apply to the Controller of Examinations in a prescribed form for submission of the thesis in FOUR copies along with the following:

a) Four copies of the abstract in 10 to 15 pages.

b) The thesis must be typed on both sides of A4 size paper using font type 'Times New Roman' font size 12 with 1.5 line spacing. For drawings and maps these restrictions do not apply. Binding should conform to the norms fixed by the University Library.

c) Proper receipt for the prescribed thesis submission Fee paid into the Registrar Examination Account No. 52026910298 at the State Bank of India, Kakatiya University Branch, Warangal, IFSC Code SBIN0020262 through NEFT/RTGS/Google Pay/Phone Pay or Online NET Banking only.

d) Certificates duly signed by the Supervisor, the Head of the Department, Chairperson, Board of Studies and the Dean of the Faculty to the effect that the Candidate has given TWO Seminars

e) **A certificate from Anti-Plagiarism Cell, Kakatiya University:** While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

f) Memorandum of marks of Pre-Ph. D. examination and copies of the PG degree certificate. A copy of the M. Phil certificate shall be enclosed in case of the exemption from Pre-Ph.D. examination.

g) A copy of the published paper(s) / certificates of conference/ seminar presentations duly certified by the Head of the Department, Chairman, Board of Studies and the Dean of the Faculty

h) A copy of the letter of admission.

i) A copy of the letter of extension / change of title/re-registration, if any to the Ph. D. Program along with a proof of having paid the prescribed fees and satisfied all the conditions.

j) A copy of the permission letter for change of topic / supervisor if any.

k) A No Dues Certificate duly certified by:
   Accounts Branch of the College concerned
   Library
   Hostels Office
   Department concerned

2. A research scholar whose thesis is referred back for revision may be permitted by the Vice-Chancellor to resubmit the thesis after revision within a maximum period of two years, but not within six months from the date on which it is referred back. When a thesis is re-submitted, the research scholar shall be required to pay half of the prescribed fee.

3. The revised thesis shall be referred to those examiners who have originally recommended revision and in case it is rejected by any of the examiners, it shall be sent to the fourth examiner.

4. If the thesis of a candidate is rejected, he / she may be permitted to register himself / herself afresh for the Ph.D. program and he/she shall be exempted from passing the Pre-Ph.D. examination.

5. Examiner s appointed from outside India may send questions to be put to the research scholar at the *viva-voce*, and the Vice-Chancellor may appoint expert/s from within India from the subject concerned to conduct viva-voce of the research scholar.

6. The viva-voce is open to the students and the faculty of the Department and to the faculty/ Scientists in the aligned or subject concerned.

13. EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS / CREDITS FOR AWARD OF THE DEGREE, ETC: -

1. Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Regulation 9 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.

2. Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Departmental Research Committee of the concerned Department, which shall also be open to all faculty members and other research scholars/students. The Dean of the faculty, Head of the Department, The Chairperson, Board of Studies and the Research Supervisor concerned shall sign a certificate of presentation of the seminar, and the certificate should be presented along with the application at the time of submission of the thesis

3. The University will use a software application to detect Plagiarism in research work and issue a plagiarism certificate restricting to 10%. The research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.

4. A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the PhD scholar that there is no plagiarism and (b) certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.

5. A panel of Six (6) examiners from State/Central Universities/Government funded National institutes, who have been recognized as supervisor in their respective universities, shall be submitted by the supervisor from the list of Approved Adjudicators for the evaluation of Ph.D. thesis to the Chairman Board of Studies concerned, who in turn will submit the same panel to the Examination Branch. Only one examiner is to be drawn from each University/Institute. However, the Adjudicators list will be updated time-to-time.

6. In specific instances (Telugu subject) the examiners may be drawn from available experts.

7. The panel shall be drawn from the field of specialization. In areas where experts are not available within the country, examiners from abroad may be included in the panel. In case of interdisciplinary research, the panel of examiners shall be submitted jointly by the two supervisors mentioning their areas of research for approval of the Board of Studies of the subject concerned.

8. Ph.D. Supervisors recognized by the Kakatiya University and persons related to the research scholar shall not be included in the panel of adjudicators.

9. The Vice-Chancellor shall appoint TWO External Examiners from the panel submitted by the

Board of Studies of the Department concerned. One of the examiners shall be from outside the State.

10. Every Examiner shall state in clear terms whether the thesis should be:

   Accepted
   Revised and re-submitted for fresh evaluation (Examiner is expected to suggest specific guidelines for revision)
   Rejected

11. The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the Higher Educational Institution concerned. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Departmental Research Committee/faculty members/research scholars, and students.

12. The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.

13. The viva-voce shall be conducted by a board consisting of the following members:

1.	Dean of the faculty concerned	Chairperson
2.	Head of the Department concerned	Member
3.	Chairperson Board of Studies concerned	Member
4.	One External Examiner	Member
5.	Supervisor concerned	Member-Convener

In the absence of the Dean, The Chairperson, Board of Studies shall chair the meeting

14. The entire process of evaluating the PhD thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

14. QUORUM:

1. 1. Dean of the Faculty /Chairperson, BOS 2. Head of the Department 3. External Expert 4 Supervisor constitutes the quorum for conduct of the viva voce. The Board members shall sign the report of the viva-voce.

2. If the report of the *viva-voce* is satisfactory, the Controller of Examinations shall finally declare the research scholar qualified for the award of Ph.D. degree with the approval of the Vice-Chancellor, subject to the ratification by the Executive Council.

3. A copy of every Doctoral Thesis for which a degree has been awarded after incorporating the corrections, if any, suggested by the examiners shall be placed in the University Library with the inscription "Thesis approved for the award of the Degree of Doctor of Philosophy, Kakatiya University". A hard copy of the thesis shall be made available in Department Seminar Library.

4. **Issuing of a Provisional Certificate:** Prior to the actual award of the Ph.D. degree, a Provisional Certificate shall be issued to the successful Ph.D. Scholar to the effect that the Ph.D degree is being awarded in accordance with the provisions of these Regulations.

15. AWARD OF PH.D. DEGREES PRIOR TO NOTIFICATION OF THESE REGULATIONS:

Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in these Regulations shall impact the M.Phil. degree programmes commencing prior to the enactment of these Regulations

16. THE FEE STRUCTURE FOR PH.D. PROGRAMS:

All the Candidates admitted to Ph.D. programs shall pay the prescribed fee annually and renew their admission to continue the program. The Candidates who do not pay the fee and submit the progress reports for the two consecutive academic years shall forego their admission.

17. CANCELLATION OF Ph.D. ADMISSION/REGISTRATION:

The Dean may cancel the registration of a Ph.D. Scholar on the recommendation of the Supervisor, Chairperson, Board of Studies and the Head of the Department, if the candidate fails to satisfy the conditions stipulated in the following circumstances:

1. If the progress of the research work has been found to be unsatisfactory in two consecutive half yearly reports or when two consecutive progress reports are not submitted.

2. Where a candidate discontinues his/her research or when he/ she (full time scholar) accepts any employment without the written consent of the Dean.

3. Where a Research Scholar indulges in misconduct and misbehavior with any fellow research scholar or staff of the University or elsewhere.

4. If a Scholar is found guilty of committing any irregularity malpractice, plagiarism, etc., in research, his/her result will be withheld/cancelled by the Controller of Examinations, even after the publication of the result.

5. If the stipulated period of Ph.D. program is completed as per the norms.

6. Any violation of this regulation will automatically lead to the cancellation of his/her admission in Ph.D. program.

18. RECOGNITION OF RESEARCH SUPERVISORS AND SCHOLARS' ALLOTMENT

1. Permanent faculty members working as Professor/Associate Professor of the University and Govt. Degree & PG Colleges under the jurisdiction of Kakatiya University with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university and Govt. Degree & PG Colleges where the faculty member is employed. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post-graduate Colleges/institutes would be in violation of these Regulations.

2. For Ph.D. scholars working in Central government /State government research institutions whose degrees are given by Kakatiya University, the scientists in such research institutions who

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are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements.

3. Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the Higher Educational Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

4. Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.

5. Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

6. In case of inter disciplinary/multi disciplinary research work, if required, a Co-Supervisor from outside the Department/ School/ Centre/ College/ University may be appointed.

7. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.

8. In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.

9. 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. At any point, the total number of Ph.D. scholars under a faculty member, either as supervisor or a co-supervisor, shall not exceed the number prescribed under these rules.

19. **ACADEMIC, RESEARCH, ADMINISTRATIVE, AND INFRASTRUCTURE REQUIREMENTS TO BE FULFILLED BY COLLEGES FOR GETTING RECOGNITION FOR OFFERING PH.D. PROGRAMS: -**

1. Post-graduate Colleges offering 4-year Under-graduate Programs and/or Post-graduate Programs, may offer Ph.D. programs, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities as per these Regulations.

2. Colleges and research institutions established by the central government or a State government whose degrees are awarded by Kakatiya University shall offer Ph.D. programs provided they have:

   a) At least two faculty members in a college or two Ph.D.-qualified scientists in the research institution.

   b) Adequate infrastructure, administrative support, research facilities and library resources as specified by the University.

3. In case of science and technology disciplines, exclusive research laboratories with sophisticated state of the art equipment as specified by the Institution concerned as demanded by the respective research areas and with provision for adequate space per research scholar along with computing facilities with dedicated Internet Bandwidth of 100 Mbps (yearly subscribed) should be available and licensed software, and uninterrupted power and water supply. The approved laboratories must be updated with latest technology and adequate budget must be provided.

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4. Earmarked digital library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials.

5. The Colleges should submit the reprints of, at least, six Research Publications out of which at least two after Ph.D. obtained must be published in a reputed journal by the faculty of the college in each discipline. The Research Publications so submitted shall be evaluated by a Committee consisting of the Dean, the Head and the Chairman, Board of Studies in a discipline concerned.

6. The Colleges seeking recognition as a Research Centre of the Kakatiya University shall apply in the prescribed Application Form by paying required fee (Non-refundable) Rs. 1,00,000/- for each Government Degree & PG College into the Registrar Income Account, KU. They have to submit the college profile and teacher's profiles in the prescribed format along with the Fee Receipt to the Assistant Registrar, Academic Branch, KU.

7. The Colleges have to pay the entire fee pertaining to Research Programs, i.e. the application fee and annual recognition fee or any other to the "Registrar Income Account, KU A/C. No.52026911837: IFSC Code No. SBIN0020262 through SBI E-pay/NEFT/RTGS/Google Pay / Phone Pay or online NET BANKING only.

8. The prescribed Annual Recognition fee is Rs. 25,000/- for Government Degree & PG Colleges, and Rs.50,000/- for the private affiliated colleges, for each discipline.

9. The committee constituted by the University with the following Members will visit the College and submit the report to the University for the approval of the Standing Committee of Academic Senate and Executive Council of Kakatiya University:

   1. The Dean of the Faculty concerned, KU   ...   Chairman
   2. The Dean, Academic Audit, KU   ...   Member
   3. The Head of the Department concerned, KU   ...   Member
   4. The Chairperson, BOS in discipline Concerned   ...   Member
   5. A Senior Faculty member of the department.   ...   Member
      (Nominated by the Vice-Chancellor, KU)
   6. An External Subject Expert outside of the University
      (Nominated by the Vice-Chancellor, KU)   ...   Member

   The Assistant Registrar, Academic Branch, KU shall accompany to coordinate in conducting inspection by the Committee

10. When the college is applying for more than one research areas, the Committee consisting of faculty members from each discipline as mentioned in 19.9 will visit the college for evaluating the feasibility of research facilities at research center.

11. At the time of application; the Colleges should provide the proof of its commitment for research activity by way of organizing at least two National Conferences /Seminars /Workshop (of not less than 2 days) etc., in the last five years or its support and active participation in such programs. Once the recognition is accorded by the University, the institution should continue to participate regularly in such activities.

12. At the time of application, the Principal of the College should submit an undertaking to the effect that the college will continue all the research facilities originally indicated and if any short fall is found at any point of time and evaluated by the Inspection Committee at later time, the University reserves the right to revoke the recognition at any time.

13. In case the College fulfills the above conditions, the University may accord recognition as Research Centre for a period of Five years initially. After recognition, it is mandatory on part of the Centre to adhere to the following guidelines:

a) The Recognized College should get renewal of its recognition by paying the recognition fee for each discipline annually.

b) The Recognized College should furnish the required information in the prescribed proforma to be obtained from the Office of the Dean, Academic Audit as sought by the University within the stipulated time annually.

c) The Recognized College should submit the detailed research facilities improved from time to time and the progress of the research work of the scholars on rolls, once in every six months to the Dean, Faculty of the discipline concerned.

d) In case the Recognized College does not fulfil any of these conditions, the University reserves the right to cancel the recognition granted, after serving a notice.

14) The University shall review the research activities of the Centre by appointing an Inspection Committee and if found satisfactory, extend the recognition for a period of another five (5) years

15) As and when the College ceases to have a Research Supervisor in a discipline, no candidate shall be permitted to register in the subject for Ph.D. by the University.

20. ADMISSION OF INTERNATIONAL STUDENTS IN TO Ph.D. PROGRAMS

1. The admission process of International Students will be carried out by Center for Foreign Research and Consultancy (CFRAC) of the University. The CFRAC will receive the applications from the International Students and forward to the Head, of the Department concerned, in turn the Head will place the applications before the DRC of the department concerned. On recommendations of the DRC the admission will be given to the International Students to Ph.D. Program by the Dean of the faculty concerned. They shall pay the fee for the Ph.D. Program as prescribed by the University from time to time.

2. Each Supervisor can guide up to two International Scholars on a supernumerary basis over and above the permitted number of Ph.D Scholars as specified under these rules.

21. DEPOSITORY WITH INFLIBNET: - Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

22. DATA AT KU WEBSITE:

The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/ school /centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his /her research and the date of admission) admitted in their Faculties by the respective Deans of Faculties and will update on the KU website every academic year. The staff of Office of the Dean shall maintain record of hard copies of the details of admissions.

All other matters that have not been covered by the rules mentioned above, the Dean of the Faculty concerned may refer the matter to the Standing Committee of the Academic Senate whose decision shall be final.

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Appendices

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