

# **Degree of Doctor of Philosophy Regulations**

**(Applicable to Full-Time and Part-Time Ph.D. Programmes)**

**(As per the UGC Regulations, 2022)**

**(w.e.f AY 2023 – 2024)**



**Central University of Tamil Nadu  
Thiruvavur, India**

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**Regulations for Doctor of Philosophy (Ph.D.), Full-Time and Part-Time**  
Central University of Tamil Nadu, Thiruvavur, India

## **1.0 About the University**

Central University of Tamil Nadu (CUTN) is a Higher Education Institution established by the Act of Parliament in 2009. The University aims at shaping and moulding an enlightened society through innovation in the teaching-learning process and the development of appropriate platforms for interdisciplinary studies and research activities.

## **2.0 Definitions**

- a. Research Supervisor refers to a faculty member who is approved by the University to guide and monitor the research activities of a research scholar.
- b. Co-supervisor refers to a recognized supervisor to guide research scholars in interdisciplinary research that entails more than one expert or takes care of the administrative and research responsibilities of the research scholar or if the Supervisor is on leave or lien or retires from service. The co-supervisor would be an additional research guide for a Ph.D. research scholar.
- c. HoD means Head of the Department.
- d. The place of research for the research scholars shall be the Department where the Supervisor works.
- e. Research Advisory Committee (RAC) is a committee constituted by the University for each Research Scholar to monitor the progress of their research work.
- f. Research Scholar refers to any candidate admitted by the University either under Full-Time or Part-Time category for pursuing research for the award of Ph.D. degree.
- g. Coursework refers to a theory paper for Ph.D. Programme that is suggested and approved by the RAC for the research scholar to undergo as a program requirement.
- h. Research Publication means a full-length research paper/s reporting new research finding in the respective fields comprising presentations on new concepts, the development of innovative methods that include figures, tables and references and are peer-reviewed. The results of the research publication have a general impact by contributing to the advancement of a particular field of knowledge.
- i. The residency period refers to a prescribed period for which a research scholar is required to be present as a Full-Time research scholar in the University.
- j. DRC: Departmental Research Committee
- k. Credit (C) is the weightage assigned to a course in terms of contact hours.
- l. Grade refers to a letter grade assigned to a course based on evaluation on a ten-point scale.
- m. Grade point (G) means the numerical equivalent of the letter grade assigned on the ten-point scale.

- n. Semester Grade-Point Average (SGPA) means the grade-point average calculated in the following manner:

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where  $C_i$  is the number of credits of the  $i^{\text{th}}$  course,  $G_i$  is the grade point scored by the research scholar in the  $i^{\text{th}}$  course, and the summation refers to all the courses considered in one semester.

- o. Cumulative Grade-Point Average (CGPA) means a cumulative index grade-point average calculated in the following manner:

$$CGPA = \frac{\sum(C_{si} \times S_i)}{\sum C_{si}}$$

where  $S_i$  is the SGPA of the  $i^{\text{th}}$  semester,  $C_{si}$  is the total no. of credits in that semester and the summation is cumulative of all the semesters.

All the research scholars, after successful completion of their course work with minimum credits / pass marks and pursuing their research continuously in the School concerned / Department / Centre in the CUTN, will be considered as a Doctoral research scholar.

### **3.0 Admission to Ph.D. Programme**

The student intake in each Department shall be as per the availability of vacancies. Admission to the Ph.D. programme shall be made twice a year, preferably at the beginning of each semester. Category-wise available seats shall be notified in advance by the University. Reservation criteria shall be notified based on the guidelines of GOI amended from time to time.

### **4.0 Mode of Selection**

4.0.1. The candidates seeking admission must fill in the prescribed application form and submit the same within the stipulated date specified in the brochure notification. The admission shall be based on the criteria notified by the University, considering the reservation policy of the GOI from time to time.

4.0.2. There shall be an Entrance Test for all the candidates, Full-Time, Part-Time internal, Part-time external, except those mentioned in 5.0.5. The short-listed candidates must appear for an interview to discuss their research interest/area through a comprehensive presentation before a duly constituted Ph.D. Admission Committee. The candidates will be selected for admission based on merit and the reservation policy of the Govt of India, and availability of seats.

### **5.0 Eligibility Criteria for the Ph.D. Programme**

A candidate shall be eligible for admission to the Ph.D. programme, if he/she possesses:

5.0.1. A two year/four semester Master's degree after a three-year Bachelors programme or a one year/two semester Master's degree after a four-year / eight semester Bachelor programme or M. Phil degree with at least 55% marks in aggregate or CGPA of 5.5 in

a 10-point scale in the subject concerned or in an allied subject as prescribed in the UGC regulations released from time to time in the qualifying examination or its equivalent grade or an equivalent degree 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions for the subject concerned under all the schools of the University.

- 5.0.2. A four-year / Eight Semester Bachelor degree with a minimum of 75% marks in aggregate or equivalent grade are also eligible if qualified in the National Level Test.
- 5.0.3. A relaxation of 5% of marks, from 55% to 50%, or CGPA of 5.0 on a 10-point scale or an equivalent relaxation of grade, may be allowed for candidates who belong to SC/ST/OBC (non-creamy layer)/ EWS/PWD (Bench Mark Disability) / Third gender and other categories of candidates as per the decision of the UGC from time to time.
- 5.0.4. Candidates who have passed an examination outside the Indian University system and those who may not have obtained a Master's degree may be considered for admission to the programme subject to the condition that each shall be examined on the basis of merit by the Admissions Committee and by the recommendations of the Equivalence Committee. Foreign Nationals/ NRIs sponsored by the Government of India or their respective Government on any exchange programme and who satisfy the eligibility conditions and producing Equivalence Certificate obtained from Association of India Universities (AIU) (<https://www.aiu.ac.in>) as per the regulation shall apply for Full-time category in the respective Specialization. The medium of education should be in English and the non-English medium candidates have to produce the English language proficiency certificate obtained from IELTS / TOFEL with 6.5 and atleast 5.5 in each individual section of the test.
- 5.0.5. The candidates who have qualified the UGC/CSIR-JRF/NET/ICMR JRF/DBT JRF, GATE, INSPIRE, ICAR, DOE, ICSSR & DST Fellowship, any Government Fellowship national or international or Teacher Fellowship-holders as per the UGC Regulations-Minimum Standards and Procedure for the award of M.Phil./Ph.D.Degree,2022 (and amendment from time to time), shall be exempted from Ph.D. Entrance test. Ph.D. Registration confirmation is subject to the respective fellowship agencies terms and conditions.

**\*Note:** Refer to the Ph.D. Admission Brochure notification is available at CUTN website <https://cutn.ac.in> for *Subject Specific Eligibility Criterion* for each Department.

## **6.0 Categories of Part-Time Research Scholars**

The following categories of candidates are eligible to apply under the Part-Time programme:

## **6.1. Part-Time Internal Scholars**

6.1.1. Regular Teaching faculty / Non-Teaching employees of University with at least two years of continuous experience and qualified in any National level entrance exam or CUTN entrance test are eligible for the Ph.D. programme.

## **6.2. Part Time External Scholars**

6.2.1. Candidates working as permanent academic and administrative staff in colleges / universities / other educational institutions of higher learning / National Laboratories and Organizations, Industrial Units / Units of Government / Quasi-Government or any other research laboratories within India having five years of experience and qualified in any National level entrance exam or CUTN entrance test are eligible for the Ph.D. programme.

## **7.0 Eligibility Criterion for the Research Supervisor**

7.0.1. A Permanent Professor/Associate Professor of the University with at least five research publications and an Assistant Professor with a Ph.D. and three publications in Scopus / Web of Science/UGC CARE listed journals have to apply through DRC if he/she is applying freshly for the guideship in the University.

7.0.2. Any newly recruited teacher (Professor, Associate Professor, and Assistant Professor) of the University who has the experience of supervising research scholars in his/ her previous institution is exempted from applying for fresh guideship provided the teacher concerned produces valid proof of being a recognized supervisor based on the UGC regulation.

7.0.3. Only a full-time regular teacher with a Ph.D. of the University can act as a Research supervisor / Co-supervisor. No external supervisor is allowed. However, a co-supervisor can be allowed in inter-disciplinary areas from the same/other Department (s) of the University or any other related institution, with the approval of the DRC.

7.0.4. The allocation of research supervisors shall be decided by the DRC based on the specialization among the supervisors, and the research interests of the scholars as specified by them at the time of the interview.

7.0.5. A research supervisor/co-supervisor, in the cadre of Professor, is permitted to guide to a maximum of 8 Ph.D. research scholars, while an Associate Professor can guide 6 Ph.D. research scholars, and an Assistant Professor can guide 4 Ph.D. Research scholars at any given point of time (Full-Time / Part-Time / Co-Supervisor) as per the UGC regulations released from time to time. In addition, each Supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars.

- 7.0.6. Vacancy in a Ph.D. programme shall arise under a supervisor soon after a Ph.D. scholar has submitted the Thesis. The number of part-time scholars under a supervisor at any time shall not exceed 50% of the total number of research scholars allocated to the research supervisor.
- 7.0.7. When the Supervisor is retiring or leaving the University for any reason, the research scholars of the Department shall be reallocated among the eligible supervisors based on the Research area of the Scholar by the DRC.
- 7.0.8. 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.
- 7.0.9. When a Supervisor is on medical leave/ fellowship /sabbatical leave/ extraordinary leave / on lien / deputation/ study leave and away from the University for any other reason for more than six months and up to a maximum of one year, he/she shall continue to guide the scholar. In any other exceptional case, the DRC can nominate a supervisor.
- 7.0.10. The Supervisor, who has moved to another university and whose research scholars have submitted the synopsis or Thesis, shall continue to guide those scholars who are in the provision of submitting the Thesis within six months from the date of the Supervisor's migration to another university. However, when there is already a concurred co-supervisor in the University, she/he shall act as the Supervisor till the resumption of work by the Supervisor or when the Supervisor resigns or otherwise ceases to be a member of the university faculty (except on retirement), till such time the DRC shall envisage substitution as a student welfare measure.

## **8.0 Appointment of a New Supervisor**

The DRC shall ensure that no research scholar remains without a supervisor for more than six months. If the Supervisor or when the Supervisor resigns or ceases to be a member of the University (except on retirement), the DRC shall recommend a new supervisor.

## **9.0 Change of Supervisor**

- 9.0.1. Change of Supervisor for a research scholar shall be considered for valid reasons within three years from the date of provisional registration with the assent of both the present and proposed supervisors and approved by the DRC. However, a change in Supervisor may be considered under extraordinary conditions on the specific directions from the Vice-Chancellor.



- 9.0.2. If the change of Supervisor is approved, the scholar has to work for a minimum of one year with the new Supervisor. However, this period shall be binding within the maximum period of six years for the Full-Time and Part-Time research scholars.
- 9.0.3. The submission of the synopsis shall be sanctioned only when the scholar has published at least two publications from his / her Ph.D. research work in the recommended Scopus or Web of Science listed journals under either the previous Supervisor or new Supervisor before submitting the Thesis.
- 9.0.4. The change of Supervisor can be done only once during the entire duration of the program.
- 9.0.5. Under extraordinary/ anomalous circumstances, further change in Supervisor shall be ratified based on the specific directions from the Vice-Chancellor.

### **10.0 Duration of the Programme**

(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

**\* The above-mentioned duration is based on the UGC Regulations. However, the specific programmes under different regulatory bodies such as ICAR/ICMR/AICTE/BAR Council of India etc. shall follow their respective regulations.**

### **10.1. Extension of Maximum Duration**

In case of exceptional circumstances, but not limited to, illness/ hospitalization, etc., on the recommendation of the Supervisor, RAC, and DRC, the Vice-Chancellor may grant extension initially for six months, but not exceeding a total of one year upon payment of prescribed extension fee, in addition to the maximum duration of the programme.

### **11.0 Research Advisory Committee (RAC)**

11.0.1. Upon acceptance of the candidate for provisional Ph.D. registration, the RAC shall be constituted for each Ph.D. research scholar consisting of the following members.

- i. Research supervisor: Chairperson
- ii. Co-supervisor: if applicable
- iii. One faculty member from within the Department (nominated by the Head of the Department) from the panel of three members proposed by the research supervisor.
- iv. One faculty member from outside the Department / School (within the University) /external member specialized in the related field (nominated by the Dean of the school concerned) from the panel of three members proposed by the research supervisor.

The RAC shall meet at least once in Six Months. The University shall provide the TA, sitting fee for the external member. External members can also join online.

*11.0.2.* For inter/ trans-disciplinary areas, a Co-supervisor from the same/other Department (s) of the same University or any other related institution shall be nominated as a member of RAC by DRC. The minimum number of members of the RAC shall be four and all of them are already defined as recognized research supervisors. In case of continuous absence from RAC meetings or retirement of a RAC member from regular service or for any other valid reason, the research supervisor shall request the Head and Dean for replacement of the member.

### **11.1. The RAC shall have the following responsibilities**

- 11.1.1.* Shall prescribe the course(s) for the course work and review the research proposal of the research scholar to finalize the topic of research.
- 11.1.2.* Shall recommend the appointment of a Co-supervisor due to the interdisciplinary nature and specificity of the topic and the requirement of supplementation by a subject expert as per the terms and conditions of eligibility.
- 11.1.3.* Shall provide guidance to the research scholar to develop the study design, methodology of research, conceptualize the research issues, and monitor the research ethics observed.
- 11.1.4.* Shall constructively review and appraise the progress of the research scholar once in every six months.
- 11.1.5.* The RAC shall submit its recommendation along with a copy of Ph.D. scholar's progress report to the authority concerned.
- 11.1.6.* In case of progress of the Ph.D. scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement those corrective measures, the RAC may recommend, with specific reasons, the cancellation of registration from the Ph.D. Programme.

### **11.2. RAC Meetings**

The first RAC meeting shall be conducted within six months after the provisional registration of the research scholar. The committee shall prescribe the specialization/elective paper

(prescribed by the research supervisor) that the research scholar needs to take as a requirement during coursework during the first meeting. The research scholar has to submit the progress report every six months to the RAC members through the research supervisor (Annexure - I and Annexure I.I).

The RAC meeting may be conducted once in six months (if a member is unable to attend the offline meeting he/she may attend through online mode) to appraise the presentation and six month progress report of the research scholar and the referral is forwarded to the Dean - academics.

The research scholar shall make a presentation of his/her progress of research work for evaluation and further guidance. The research scholar has to submit the copies of research progress to RAC members.

The minutes of the RAC meeting with relevant enclosures shall be furnished to the Dean - academics by the research supervisor. A copy of the minutes shall also be given to the research scholar.

If there is a need for modification of the title/topic of research, the research scholar shall apply to the RAC through the Supervisor, stating the valid reasons for the same.

In case, the progress of the research scholar is not satisfactory/ inadequate; the RAC shall record it in the minutes and suggest corrective measures. If the research scholar fails to ameliorate and does not implement the defined corrective measures suggested by the RAC, the RAC may recommend to the DRC for cancellation of registration of the research scholar citing specific reasons arrived at, as a definitive stand.

## **12.0 Departmental Research Committee (DRC)**

*12.0.1.* DRC plays an important role in the admission of the Ph.D. candidate. In each Department of the University, academic matters related to the Ph.D. programme shall be supervised by the DRC consisting of the following members:

- i. Head of the Department: Chairperson (ex-officio)
- ii. All the eligible supervisors of the Department.
- iii. One external expert to be called by the HoD out of the panel selected by the BoS.

*12.0.2.* At least, 50% of the members shall be required to be present in the meeting to form the quorum, with the mandatory presence of the Chairperson or HoD in charge.

## **13.0 Functions of DRC**

*13.0.1.* Shall frame the syllabus for Ph.D. course works.

*13.0.2.* Shall complete the Ph.D. admission process, including shortlisting the candidates, conducting the interview and submitting a recommendation to the Academic section.

*13.0.3.* Shall involve in the allocation of the Research Supervisor.

*13.0.4.* Shall review and recommend the extension-related matters and ethical clearance (if required).

*13.0.5.* Shall involve in the redistribution/reallocation of the Ph.D. students wherever / whenever exigencies arise.

#### **14.0 Ph.D. Registration**

*14.0.1.* A candidate, certified as eligible for Ph.D. programme by the DRC, shall be provisionally registered with the necessary approval upon payment of the prescribed fee.

*14.0.2.* The Department has to forward the application for provisional registration along with the required documents to the Academic Section within two weeks from admission.

*14.0.3.* The research proposal/research area of the candidate presented during the selection process has to be enclosed along with the application for provisional registration.

*14.0.4.* The validation of provisional registration by issuing a confirmation letter and all the phases of the Ph.D. programme shall be taken care by the academic section.

*14.0.5.* The provisional registration of the candidate may be confirmed after completion of the mandatory coursework with the required CGPA score.

#### **15.0 Requirements during the registration period**

*15.0.1.* The Ph.D. registrants (both full-time and part-time) are subjected to undergo the prescribed course work as mentioned in the UGC regulations.

As an incumbent, commencing from the date of admission till the submission of the Thesis a registered full-time Ph.D. research scholar should work on full-time basis and be mandated to submit half-yearly progress reports.

#### **15.1. Course Work**

*15.1.1.* A compulsory course work with minimum of 12 credits at one semester or a maximum of two semesters duration is a prerequisite for confirming registration.

*15.1.2.* Coursework exemption, as per the UGC Regulations (Minimum Standards and Procedure for award of Ph.D. Degree, 2022), shall be exempted from the requirements of Coursework except RPE. All the other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. coursework prescribed by the DRC.

*15.1.3.* If a student has taken more courses than the prescribed numbers and has secured the grade higher than 'RA' in each course, then the best grade of the required number of courses shall be considered for the calculation of CGPA to decide his/her confirmation to the Ph.D. programme.

15.1.4. Scholars can take online courses.

15.1.5. The University shall adopt the ten-point Grading System, with the Letter Grades as given under:

Letter Grade	Grade Point (SGPA/ CGPA)	Range of Grade Point (SGPA/ CGPA)	Class Interval (in %)
O (Outstanding)	10	Above 9 to 10	Above 90 and $\leq$ 100
A+ (Excellent)	9	Above 8 to 9	Above 80 and $\leq$ 90
A (Very Good)	8	Above 7 to 8	Above 70 and $\leq$ 80
B+ (Good)	7	Above 6 to 7	Above 60 and $\leq$ 70
B (Above Average)	6	5.5 to 6	55 to 60
RA (Reappear)	0		<55
AE (Absent)	0		Absent

*Note: RA= Fail and the students graded with 'RA' in a course shall be required to re-appear in the examination.*

*The students shall have to qualify for the Internal Assessment and the End-Semester examinations in the aggregate.*

*There shall be no rounding off of SGPA/CGPA.*

*The SGPA/CGPA obtained by a student shall be out of the maximum of 10 points.*

## **15.2. Mode of conducting course work, minimum credit requirements**

15.2.1. The credit slab assigned to the Ph.D. coursework is not lesser than 12 credits.

15.2.2. The research scholar who qualifies the coursework shall be confirmed for Ph.D. registration.

15.2.3. The coursework syllabi comprise

Course 1. Research and Publication Ethics (RPE)- 2 credits

Course 2. Research Methodology - 4 credits

Course 3. Core paper - 4 credits

Course 4. Specialization/Elective paper (Prescribed by the guide)- 4 credits

15.2.4. Course 1- Research and Publication Ethics (RPE) is prescribed and mandated by the UGC.

Course 2 - Research Methodology may include the basic components of research techniques, statistical tools, understanding of specific manual/style-sheet, the format of article/dissertation/thesis, different types of citations, plagiarism, IPR, quantitative methods, computer applications, etc., as prescribed by the DRC.

For Courses 2 to 4, the scholars are permitted to opt for online courses from NPTEL, Swayam, etc. In such cases, the course details must be submitted to RAC and necessary approval must be obtained before undertaking the course. The credits for the course(s) will be considered only after submitting the valid documents.

15.2.5. A Part-Time candidate shall carry out the research in his/her place of employment, and in addition he/she should undergo coursework contact classes (theory) for a minimum period of three months in the University before the coursework examination. The attendance certificate issued by the research supervisor shall be duly forwarded by the HoD to the CoE.

### 15.3. Attendance requirement

A research scholar possessing 75% of attendance is eligible to appear at the end-semester examination. The research scholar with an attendance shortage of the prescribed percentage (up to a maximum of 10%) due to medical cause shall request the Dean - Academic by producing a medical certificate with a prescribed condonation fee through HoD for approval to appear at the end-semester examinations.

### 15.4. Course work examination

#### Evaluation Scheme

Components	Weightage (%)
Internal Assessment-Assignments / Term Paper/ Seminar/ Project/other Research activities	40
End Semester Course work Exams	60

15.4.1. A candidate who fails to get a minimum CGPA may be permitted to reappear only once for each paper adhering to complete the required scoring within two semesters from the date of registration.

15.4.2. Failing in the second attempt leads to the cancellation of Ph.D. registration.

15.4.3. If the research performance of the candidate is not satisfactory, the RAC shall facilitate and suggest for improvement and in the second attempt, after six months, the candidate requires to incorporate all the suggestions for presentation and the proviso must be the qualification of course work examinations. If the candidate is found to be inadequate and does not meet the rigors of research even in the second attempt, he/she shall not be permitted to continue research, and the provisional registration is liable for cancellation.

15.4.4. Upon satisfactory completion, of coursework the provisional Ph.D. registration shall be confirmed and the candidates after that shall carry out the research work based on the norms.

## **16.0 Conversion of Full-Time to Part-Time**

- 16.0.1.* Any research scholar may be permitted for conversion from Full-Time to Part-Time for valid reasons submitted through RAC subject to approval by the competent authority.
- 16.0.2.* Getting a permanent job or placement at any time of the Full-Time research period with valid proof/ document.
- 16.0.3.* Part-Time research scholars under any circumstance shall not be considered for conversion to Full-Time.
- 16.0.4.* The scholarship (any type of fellowship or scholarship) will be stopped from the date of effect issued for conversion to Part-Time doctoral research.

## **17.0 Cancellation of Ph.D. Registration**

**The name of a student shall be deemed to be removed from the rolls of the University if he/she**

- 17.0.1.* fails to qualify any pre-requisite coursework within the stipulated duration
- 17.0.2.* fails to secure a CGPA in the coursework after exhausting two attempts.
- 17.0.3.* fails to submit the two six month's satisfactory progress reports consecutively.
- 17.0.4.* involves in any other unethical practice which will damage the reputation of the Research Supervisor / Department / University.
- 17.0.5.* absent for the coursework classes continuously for fifteen days without any prior intimation or permission and if any shortage of attendance below 60% in every six month progress period.
- 17.0.6.* fails to pay the semester fee within two months from the due date.
- 17.0.7.* fails to submit the Thesis even after the maximum period as mentioned in the submission timeline.

## **18.0 Foreign Nationals/NRIs / International candidates**

Kindly refer the CUTN admission guidelines for Foreign Nationals / NRIs / International candidates (<https://cutn.ac.in/iadmission-2023/>). All the other rules and regulations prescribed for the Ph.D. programme are applicable.

## **19.0 Pre-Thesis submission Seminar**

- 19.0.1.* A Full-Time / Part-Time research scholar who has completed minimum period of three years from the date of provisional admission shall give pre-thesis submission seminar within six months before the expiry date prescribed and upon recommendations of RAC.

19.0.2. However, this minimum period for the research scholars to present Pre-thesis submission seminar shall be exempted in such cases as specified under 22.0.1 and 22.0.2.

19.0.3. The pre-thesis submission seminar shall be presented in the quorum comprising the faculty members of the Department and deemed members of RAC prior to the submission of the synopsis.

19.0.4. The notice of pre-thesis submission seminar shall be issued by the chairperson of the RAC after the approval of the Dean -Academics.

## **20.0 Submission of Synopsis**

20.0.1. The research supervisor shall forward 3 copies of the synopsis (hard copy) and soft copy with the attendance certificate of Pre-Thesis submission seminar to the CoE through HoD.

20.0.2. The synopsis should contain the title of the Thesis, its objectives, literature reviewed, methodology, analysis, results/findings and discussions prepared in accordance with the format and specification prescribed (not more than 12 pages) as per the format annexed (Annexure - II).

20.0.3. The research supervisor shall ensure whether all the feedback and comments received during the pre-thesis submission seminar presentation are accordingly incorporated into the synopsis prior to its submission.

20.0.4. The Ph.D. thesis shall be submitted within three months from the date of the submission of the synopsis or along with the synopsis.

20.0.5. The research scholar failing to submit the Thesis within three months from the date of pre-thesis seminar presentation shall have to repeat the pre-thesis submission seminar.

20.0.6. Along with the synopsis, the research supervisor shall furnish the panel of Eight examiners with short profile highlighting the specialization and recent contributions of the examiners to the CoE.

## **21.0 Panel of Examiners for Ph.D. Adjudication**

21.0.1. The Ph.D. thesis shall be evaluated by the research supervisor and two external examiners from the panel of eight examiners not below the level of Associate Professor in a University / Institution or Equivalent furnished by the research supervisor.

21.0.2. Among the panel of eight examiners, four examiners should be from other countries and another four examiners from within India.

21.0.3. The Thesis submitted by the research scholar shall be evaluated by his / her research supervisor and at least two external examiners, appointed by the Vice-Chancellor, who



are experts in the field and not employed in the University concerned. The examiners should be academicians with good academic records with scholarly publications in the respective field. The Viva Voce board shall consist of the research supervisor and at least one from the appointed two external examiners.

21.0.4. The Vice-Chancellor shall appoint two external examiners out of the panel with at least one examiner from outside the Country for the evaluation of the Thesis.

21.0.5. As the third examiner, the research supervisor shall consolidate the examiners' evaluation reports and furnish the same to the CoE through the HoD.

## **22.0 Early Submission of Synopsis and Thesis**

22.0.1. A research scholar with at least four publications (based on his/her doctoral research work) in SCOPUS/Web of Science indexed journals / patents during the research period, the minimum period of submission of synopsis/ thesis shall be reduced and reckoned as 2 ½ years instead of 3 years.

22.0.2. The decision on the above categorization shall be recommended by the RAC through the DRC to the CoE.

## **23.0 Submission of Thesis (Annexure – X)**

23.0.1. Prior to the submission of the Thesis for evaluation, the research scholar should have published at least TWO research papers from their respective research work in SCOPUS/Web of Science listed journals and made two paper presentations in conferences/seminars based on his/her doctoral research work and furnish the proof in the form of a presentation certificate and/or reprints or acceptance letters to the CoE. Publications and presentations should have the university name as affiliation. The contents of the publications must be a part of the research work.

23.0.2. Except the research scholar, none of the other author should claim the publication mandated for any other Degree / Diploma / Certificate.

23.0.3. A plagiarism certificate must be obtained from the Central Library using authenticated checking tools and along with it the research scholar should furnish the declaration with his/her signature and endorsed by the respective Research Supervisor.

23.0.4. The research work involving human subjects as participants must have obtained the ethical clearance certificate from CUTN Internal Human Ethics sub-committee.

23.0.5. The Thesis shall be prepared in an organized and scholarly fashion by demonstrating a quality contribution to the advancement of knowledge in accordance with the layout (maximum number of pages, title page, language, abstract, references style, font size, font style, margins, line spacing, binding type etc.,) prescribed in the Annexure-III and submit three hard copies and a soft copy of the Thesis.

23.0.6. The research supervisor shall forward three copies of the Thesis and a soft copy (CD) and No Dues Certificate to the CoE through the HoD concerned.

## **24.0 Adjudication of Thesis**

24.0.1. The Thesis shall be referred to two examiners who will adjudicate the Thesis and send their evaluation reports to the CoE. Further, the Thesis consolidated report will be sent by the Supervisor to the COE forwarded by the HOD, by placing the Thesis in any one of the following categories i to v (Annexure-IV)

The evaluation report of the Thesis will be in any one of the following categories:

- i. The Thesis is accepted in the present form and the public Viva-Voce be conducted and Degree may be awarded.
- ii. The thesis is acceptable for the award of the Ph. D. degree subject to the clarification of certain points at the time of viva-voce. (Please enclose the points).
- iii. The thesis is acceptable for the award of the Ph. D. degree subject to some minor corrections to be verified by the Research Advisory Committee (RAC). (Please enclose the points)
- iv. The thesis is not acceptable in the present form but may be accepted subject to modification/ clarification/ revision to be verified by the Research Advisory Committee (RAC). (Please enclose your suggestions for modification etc. desired)
- v. The thesis is rejected with no recommendation for re-submission (Please enclose your comments).

24.0.2. In addition to the above evaluation, the examiner should send a detailed report stating the critical account of the work as embodied in the Thesis and its contribution to the advancement of knowledge, methodology, literary presentation and details of any question to be asked or points to be clarified at the Viva-Voce Examination.

24.0.3. The Thesis will be accepted for the award of Ph.D. degree if all the three examiners recommended it. If one of the examiners rejects the Thesis, it will be referred to the fourth examiner of the same category and the decision of the fourth Examiner will be final.

24.0.4. If the revision of the Thesis is sought, the research scholar shall revise and resubmit it within a period of 3 months from the date of receipt of the communication from the CoE.

24.0.5. The Thesis will be resent for revaluation only to the examiner(s) who suggested revision as per item above (24.0.1 iv).

24.0.6. If the revision is suggested for the second time as per item above (24.0.1 iv), then the Thesis, along with the reports of the examiner, will be placed before the RAC. If the RAC, after verifying the reports and the Thesis, endorses a second revision, and the Thesis will be revised again by the research scholar and will be referred to the same examiner for re-evaluation.

- 24.0.7. If the RAC does not endorse the second revision, the Thesis without further revision will be referred to the fourth examiner without the report of the previous examiner who suggested for the second revision. The decision of the fourth examiner will be final.
- 24.0.8. If the revised Thesis is rejected, it will be rejected once for all. No research scholar shall be permitted to re-submit his/her Thesis for the award of the Ph.D. degree.
- 24.0.9. The examiners are expected to send their evaluation report of the Thesis within 60 days in the prescribed manner as annexed. At the end of 30 days and 45 days reminders will be sent to the examiners by the CoE.
- 24.0.10. A final reminder will be sent on the 60<sup>th</sup> day and, in the event of no response within 2 weeks after the third reminder, an alternative arrangement shall be made.

## **25.0 Ph.D. Viva-Voce Examination**

- 25.0.1. A research scholar shall take the Viva-Voce examination only when the Thesis has been recommended by all the three examiners. The Viva-Voce Board shall consist of the research supervisor and at least one of the appointed adjudicators.
- 25.0.2. The research supervisor shall be the Chairperson of the Viva-Voce Board. If the research supervisor is not available in the University under any extraordinary situation, the decision of the competent authority is final.
- 25.0.3. The Viva-Voce shall be conducted on hybrid mode consisting of Research supervisor, Research Advisory Committee, faculty members, research scholars and students. If an external examiner is not in a position to conduct Viva-Voce through offline, it can be conducted through online mode.
- 25.0.4. However, under extraordinary circumstances when no external examiner is available to conduct the viva-voce examination either through online/offline, in such instances, the Vice-chancellor may appoint an external examiner from out of the approved panel. He/She will act as an examiner for the Viva -Voce examination alone.
- 25.0.5. The viva-voce must be conducted by the Chairperson (Research Supervisor) within 30 days from the date of receipt of all the three reports from the CoE.
- 25.0.6. The Viva-Voce Board can recommend the award of the degree based on the candidate's defense of his / her Thesis.
- 25.0.7. In case, a candidate cannot defend the Thesis successfully in the Viva-Voce examination in the first appearance, the board may recommend for reappearance within 30 days.
- 25.0.8. A candidate who is unsuccessful in the second defense also, his/her Thesis will be rejected.

25.0.9. Along with the Degree, the viva-voce board shall recommend to the CoE to issue a result notification with UGC Compliance Certificate stating that the degree has been awarded in accordance with the UGC (Minimum Standards and Procedure for Awards of Ph.D. Degree) Regulation, 2022 (as amended from time to time).

## **26.0 Award of Ph.D. Degree**

26.0.1. The chairperson shall consolidate the following recommendations for the award of Ph.D. degree and submit the report to the CoE for approval: -

- a. The evaluation reports of the Thesis by the external examiners
- b. The evaluation report on the performance of the research scholar in the Viva-Voce examination.

26.0.2. Based on the report, the CoE shall issue the provisional certificate with effect from the viva-voce date and the candidate shall be awarded the Ph.D. degree with the approval of the Vice-chancellor.

26.0.3. The title of the Ph.D. thesis and the name of the Department/School will be mentioned in the provisional / degree certificate.

26.0.4. A softcopy and hard copies of the Thesis incorporating all the corrections/suggestions recommended at the time of viva-voce, if any, must be submitted to the CoE within 15 days after the viva-voce.

## **27.0 Depository of the Thesis**

Following the successful completion of the evaluation process and before the announcement of the Ph.D. Degree, the University shall upload the electronic version of the Ph.D. thesis to the Shodhganga - INFLIBNET, to make it accessible. One hard copy of the Thesis should be submitted to the department and a hard & soft copy of the Thesis should be submitted to the University Central Library.

## **28.0 Publication of Thesis**

The Thesis submitted to the University would be treated as the asset of the CUTN. If any research scholar wants to publish a few chapters or the whole of the Thesis he/she must obtain *No Objection Certificate* (Annexure - V) from the University.

## **29.0 Plagiarism and unfair means**

Plagiarism in any form would be viewed seriously and suitable disciplinary actions shall be taken by the University to advocate the sanctity and the integrity of the examination system and the authenticity of the research undertaken.

- 29.0.1. If self-plagiarism is ascertained during plagiarism check, a mandated declaration need to be furnished and endorsed by the research supervisor indicating such publications are part of the research work pertaining to the Thesis undertaken by the research scholar for validation and only those publications shall be excluded from the plagiarism check. No other article either of the Supervisor or the research scholar shall be considered for exclusion.
- 29.0.2. The plagiarism check shall be applied from the chapter I till the end of the Thesis. The difference of the % mentioned in the Similarity Index and the percentage corresponding to the published papers should not exceed 10%.

### **30.0 Research Misconduct**

- 30.0.1. The research scholar should inhabit scholarly demeanor while conducting research in connection with the University by incorporating appropriate ethical measures into the design and management of the Ph.D. thesis.
- 30.0.2. Any research interfacing with environmental issues, human subjects or communities should observe the context-specific ethical practices. Research scholars must respect the rights and dignities of the human subjects and must appropriately address questions of consent, power relations, confidentiality and privacy by way of mutual respect in order to exhibit academic integrity and University's pride.
- 30.0.3. Research or Scientific misconduct categorized into fabrication, Ghost-writing, falsification and plagiarism, or deception in proposing, carrying out or reporting research results and any unethical issues against which stern disciplinary action will be taken as per UGC regulations amended from time to time.

### **31.0 Fee for Ph.D. Programme**

- 31.0.1. The research scholar shall have to pay the requisite fee prescribed by the University failing which his/her registration shall be cancelled. The fee may be charged under the heads such as
- 31.0.2. Course Work fee (for those who are required to complete Course Work)
- 31.0.3. Registration Fee (at the time of registration)
- 31.0.4. Annual Fee/continuation fee (Annual Fee shall be payable within 15 days of registration and annually thereafter)
- 31.0.5. Annual Laboratory fee for science subjects and other subjects involving laboratory work
- 31.0.6. Evaluation fee to be charged at the time of submission of the Ph.D. thesis
- 31.0.7. Late fee for delayed payment of an annual fee; and any other fees (extension of time period, etc.,) as prescribed by the University.

31.0.8. The fees shall be subject to changes as decided by the University from time to time (For more details, refer CUTN website).

### **32.0 Guidelines for the preparation of the Synopsis**

The synopsis should outline the research issues, the methodology applied for empirical analysis and a short summary of the findings. The size of the synopsis should not exceed 12 pages of typed matter reckoned from the first page to the last page. The List of Publications with references should be given on separate pages. The sequence in which the synopsis should be arranged is given below:

32.0.1. Cover Page and Title page (as shown in Annexure - II)

32.0.2. Text divided into suitable Headings (numbered consecutively)

32.0.3. References (not more than 15)

32.0.4. List of Publications (those published/accepted for publication in Journals with Impact Factor of the Journal).

32.0.5. Standard A4 size with 1.5 line spacing Times New Roman Font Style and Size 12 with justify alignment. One or two Tables/ Figures may be included at appropriate places in the text and they should conform to the margin specifications.

32.0.6. All page numbers (Arabic numbers) should be typed without punctuation in the upper right-hand corner.

### **33.0 Guidelines for the preparation of Ph.D. Thesis**

The scholars are expected to read carefully the Guidelines given in the sequel and meticulously follow them in the preparation of the Thesis. Non-compliance with any of these instructions may lead to the rejection of the Thesis submitted.

33.0.1. General - The manual is intended to provide broad guidelines to the research scholars in the preparation of the Thesis. Thesis shall demonstrate a quality as to make a definite contribution to the advancement of knowledge and the research scholar's ability to undertake sustained research and present the findings in an appropriate manner with actual accomplishments of the work.

- i. Thesis shall be written in English except for the case of Languages.
- ii. The text shall be typed in "Times New Roman" with font size 12-point, with 1.5 spacing between the lines. The equation must be typed in single spacing in italics.
- iii. The chapter should have number in Arabic numeral and shall be written as Chapter 1, Chapter 2 etc. This shall be followed by the title of the chapter, e.g. Introduction, etc. The font size shall be 14-point bold.

- iv. The numbering of page of the body of the text shall be in Arabic numerals centered at the bottom of the page. The numbering of page shall start with the first page of chapter-1 and continues throughout the rest of the text. Pages with Appendices, tables, maps, photographs, etc, are to be numbered as well.
- v. Additional materials such as CD may be included in the Thesis. For this a folder containing the CD is to be created and shall be attached to the Thesis.

*33.0.2. Size of Thesis* - The size of the Thesis shall be not more than 300 pages of typed matter reckoned from the first page of Chapter 1 to the last page of the Thesis including reference section.

*33.0.3. Arrangements of the contents of the Thesis*

The sequence in which the Thesis material should be arranged and bound is as follows:

- i. Cover Page and Title page (Annexure - III)
- ii. Certificate (Annexure - VI)
- iii. Declaration (Annexure - VII)
- iv. Declaration against Plagiarism (Annexure - VIII)
- v. Acknowledgements
- vi. Table of Contents
- vii. List of Tables
- viii. List of Figures
- ix. List of Symbols and Abbreviations
- x. Abstract
- xi. Chapters
- xii. References (Table 1)
- xiii. Appendices (Specify the list of items)
- xiv. List of Publications of the Research Scholar
  - The Tables and Figures should be included subsequently after referring them in the text of the Thesis.
  - The Thesis from Chapters should be single sides.

*33.0.1. Margin and page dimensions*

- i. A standard A4 Size (297 mm x 210 mm) Executive bond paper may be used for preparing the Thesis.
- ii. The dimensions of the final hard bound Thesis (3 copies) report should be 290 mm x 205 mm.
- iii. The final Thesis (at the time of submission) should have the following page margins: Top edge: 30 to 35 mm Bottom edge: 25 to 30 mm Left side: 35 to 40 mm Right side: 20 to 25 mm. The Thesis should be prepared on good quality white paper preferably not lower than 80 GSM.

- iv. Tables and Figures should conform to the margin specifications. Large size Figures should be photographically or otherwise reduced to the appropriate size before insertion.

### **34.0 Preparation of the Thesis**

*34.0.1. Cover Page & Title Page* - A specimen copy of the Cover page and Title page for the Thesis is given in Annexure - III.

*34.0.2. Certificate* (should be in Department Letterhead) - The Certificate shall be typed in double line spacing using Font Style Times New Roman and Font Size 12 as per the format shown in Annexure - VI.

*34.0.3. The certificate shall carry the Research Supervisor's signature and shall be followed by the Research Supervisor's name, academic designation (not any other responsibilities of administrative nature), Department and full address of the institution where the Research Supervisor has guided the research scholar. The term 'RESEARCH SUPERVISOR' must be typed in capital letters between the Research Supervisor's name and academic designation. The signature of the Co-Supervisor with the details specified as above should be included wherever it is applicable.*

*34.0.4. Declaration* - The declaration shall be typed in double line spacing using Font Style Times New Roman and Font Size 12 as per the format shown in Annexure - VII. *The declaration shall carry the signature of the research scholar and certified by research supervisor and HOD.*

*34.0.5. Declaration against Plagiarism* - The declaration against Plagiarism shall be typed in double line spacing using Font Style Times New Roman and Font Size 12 as per the format given in Annexure - VIII. *The declaration shall carry the signature of the research scholar and countersigned by the research supervisor.*

*34.0.6. Acknowledgements* – It should be brief. The scholar's signature shall be made at the bottom right end above his/her name typed in capitals.

*34.0.7. Table of Contents* - The Table of contents should list all captions following it and any caption that precedes it. The Title page, Certificate and Acknowledgments will not find a place among the items listed in the Table of Contents but the page numbers of which are in lower case Roman letters. One and a half line spacing should be adopted for typing the matter under this head.

*34.0.8. List of Tables* - The list should use exactly the same captions as they appear above the Tables in the text with particulars and page nos. One and a half line spacing should be adopted for typing the matter under this head.



34.0.9. *List of Figures* - The list should use exactly the same captions as they appear below the Figures in the text. One and a half line spacing should be adopted for typing the matter under this head.

34.0.10. *List of Symbols / Abbreviations* - One and a half line spacing should be adopted for typing the matter under this head. Standard symbols, abbreviations, etc. should be used. The list should be arranged alphabetically with respect to the contents on the right side.

34.0.11. *Abstract* - Abstract should have an essay type of narration not exceeding four pages outlining the research problem, methodology and a summary of the findings. This shall be typed in one and a half line spacing using Font Style Times New Roman and Font Size 12. Abstract must include 3 to 7 keywords as per the Shodhganga portal (<http://shodhganga.inflibnet.ac.in:8080/jspui/subject-search>)

34.0.12. *Chapters* - The chapters may be confined with a maximum of seven chapters and if any works of others is used directly it should be listed as References at the end of the each chapter.

34.0.13. *References* - If other researchers' works are used either directly or indirectly, the origin of the material shall thus be listed at the end of the Thesis in alphabetical orders in any one of the specified reference style uniformly in the entire Ph.D. thesis.

**Table 1: Reference style**

<b>Reference Style</b>	<b>Subjects</b>
MLA <a href="https://cutt.ly/WORr8vt">https://cutt.ly/WORr8vt</a>	English/Literature Foreign Languages Communications Religious Studies Law/Legal Studies
APA <a href="https://cutt.ly/fORtd3d">https://cutt.ly/fORtd3d</a>	Psychology/Social Work Education/Mass Communications Management/ Library Science Economics/Commerce
Chicago <a href="https://cutt.ly/uORycD8">https://cutt.ly/uORycD8</a>	History Art History Fine Arts Anthropology Philosophy
IEEE <a href="https://cutt.ly/iORtHt9">https://cutt.ly/iORtHt9</a>	Engineering & Technology Computer Science Information Technology Material Science
American Chemical Society <a href="https://cutt.ly/iORyZhI">https://cutt.ly/iORyZhI</a>	Chemistry
American Physical Society <a href="https://cutt.ly/cORutra">https://cutt.ly/cORutra</a>	Physics

American Society Association	Life Sciences/Epidemiology Earth Sciences Agriculture/Horticulture
AMS <a href="https://cutt.ly/eORyfBV">https://cutt.ly/eORyfBV</a>	Mathematics/Statistics

**Note:** *Recommended to use proper reference management tools (RMT) / software for proper references.*

*34.0.14. Appendices - Appendices are provided to give supplementary information if included. Appendices should be numbered using Arabic numerals, e.g. Appendix 1, Appendix 2, etc. Appendices shall carry the title of the work reported and the same title shall be included in the Table of Contents page with page number.*

***Any matter not specifically covered in the above shall be regulated as per the University / UGC / GOI Rules as existing and amended from time to time.***

***Notwithstanding anything contained in this Regulations, the Vice Chancellor may take such measures as may be necessary for removal of doubts/difficulties and to resolve any other extraordinary issue.***

## Annexure – I

### Research Progress Report

(To be submitted in every six months from the date of Registration)

1. Name and Reg. No. of the Research Scholar:
2. Programme: Ph.D. in Full Time / Part Time
3. Title of research work :
4. Date of previous RAC meeting :
5. Brief report (250-300 words) of the research work carried out between previous and present RAC meetings. Mention the objectives completed:
6. Suggestions given by the RAC members in the present meeting:
  - a.
  - b.

(If required, attach a separate sheet with suggestions given by the RAC members with signature)

7. List of the research paper published/accepted/communicated/patents (National /International) filed/approved:
8. National / International Conference/Symposia attended with self-attested certificate:
9. Overall assessment and comments about the progress of the research scholar:

Satisfactory / Not Satisfactory

Member  
(Signature with Name and Date)

Member  
(Signature with Name and Date)

Co-Supervisor (if any)  
(Signature with Name, Date and Seal)

Research Supervisor  
(Signature with Name, Date and Seal)

Head of the Department  
(Signature with Name, Date and Seal)

- Note: 1. Research Performance Assessment is restricted to a maximum 2 pages and it should be submitted along with the minutes of RAC meeting duly signed by the RAC members.  
2. The Progress report shall be submitted after the completion of every six months from the date of registration and it should be done within three weeks from the date of completion.

**Annexure – II**

**MINUTES OF RESEARCH ADVISORY COMMITTEE MEETING (Ph.D.)**

**DEPARTMENT OF** \_\_\_\_\_

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<b>MODE OF REGISTRATION</b>	<input type="checkbox"/> <b>FULL TIME</b> <input type="checkbox"/> <b>PART TIME</b>
<b>REGISTRATION NUMBER</b>	

Name (in Capital letters)	
Department	
Name of the Research Supervisor (s)	
Date of Registration	
Nature of Fellowship	UGC-JRF, SRF / CSIR – JRF, SRF/ Non-NET/ ICSSR/ DST INSPIRE / ICMR/ Project Fellowship  Others (Specify):
Date of Current RAC Meeting held (Provide Date)	
Number of Previous RAC Meeting(s) Conducted (Provide Date)	
Research Title/Topic	
RAC Committee Members Present	1.  2.  3.  4.

*Details of Papers Presented at Conferences	
*Details of Research Publications	
Recommendations /Suggestions	
Tentative Month and Year of Thesis Submission	

\*Provide Supporting Documents.

### **Signature of Committee Members**

<b>Member (1)</b>	
<b>Member (2)</b>	
<b>Member (3)</b>	
<b>Co-Supervisor (if any)</b>	
<b>Research Supervisor/Convener</b>	

**Signature of Head of the Department**

**Signature of Dean**

## Annexure – III

### **The Title of Synopsis**

(Times New Roman font with 16-point size, Bold, one and a half line spacing with title case & not more than fifteen Words)  
(4 line gap)

### ***SYNOPSIS OF THE THESIS***

(Times New Roman-12 point size-Bold –Italics Centered)  
(1 line gap)

### ***Submitted by***

(Times New Roman-12 point size-Bold –Italics/Centered)  
(1 line gap)

### **Candidate's Name**

(Times New Roman-14 point size-Bold--Centered with title case & Avoid Mr/Mrs/Ms/ Shri/Smt)

### **Reg. No.**

(1 line gap)

### ***Under the Guidance of***

(Times New Roman-12 point size-Bold-Italics-Centered)  
(1 line gap)

### **Supervisor's Name**

(Times New Roman-14 point size-Bold—Centered with title case)  
(2 line gap)



(1 line gap)

### **Name of the Department**

### **Name of the School**

### **Central University of Tamil Nadu**

### **Thiruvarur – 610 005**

### **Month 20XX**

(1 line gap-Times New Roman-14 point size-Bold –Centered with all caps)

**Annexure – IV**

**THESIS COVER PAGE (in white colour binding with black font)**

**Title of the Thesis**

(Times New Roman font with 16-point size, Bold, one line spacing with title case, not more than fifteen Words)

(4 line gap)

*A thesis submitted to the Central University of Tamil Nadu in partial fulfilment of the requirements for the award of the degree*

(Times New Roman-12 point size-Bold –Italics/Centered)

(1 line gap)

*Of*

(Times New Roman-12 point size-Bold-Italics-Centered)

(1 line gap)

**Doctor of Philosophy**

(Times New Roman-14 point size-Bold-Centered)

(1 line gap)

*By*

(Times New Roman-12 point size-Bold –Italics/Centered)

(1 line gap)

**Candidate's Name**

(Times New Roman-14 point size-Bold--Centered with title case & Avoid Mr/Mrs/Ms/ Shri/Smt)

**Reg. No.**

(1 line gap)

*Under the Guidance of*

(Times New Roman-12 point size-Bold-Italics-Centered)

(1 line gap)

**Supervisor's Name**

(Times New Roman-14 point size-Bold--Centered with title case)

(2 line gap)



(1 line gap, Logo in original colour)

**NAME OF THE DEPARTMENT**

**NAME OF THE SCHOOL**

**CENTRAL UNIVERSITY OF TAMIL NADU**

**THIRUVARUR – 610 005**

**JANUARY 2022**

(1 line gap-Times New Roman-14 point size-Bold –Centered with all caps)

**Annexure – V**

**EXAMINER REPORT ON THESIS SUBMITTED FOR THE AWARD OF DOCTORAL DEGREE**

Name of Candidate			
Title of Thesis			
<b>Please give your specific recommendation with signature underneath and enclose your detailed report on separate sheet(s) with your signature, name and address</b>			
Specific Recommendation (Please ✓ against <b>ANY ONE</b> decision from the list below and affix signature)			
Recommended Option		Choice	Signature
1.	The Thesis is accepted in the present form and the public Viva-Voce be conducted and Degree may be awarded.		
2.	The thesis is acceptable for the award of the Ph. D. degree subject to the clarification of certain points at the time of viva-voce. (Please enclose the points).		
3.	The thesis is acceptable for the award of the Ph. D. degree subject to some minor corrections to be verified by the Research Advisory Committee (RAC). (Please enclose the points)		
4.	The thesis is not acceptable in the present form but may be accepted subject to modification/ clarification/ revision (Please enclose your suggestions for modification etc. desired)		
5.	The thesis is rejected with no recommendation for re-submission (Please enclose your comments).		
<b>Note: Detailed Report on Thesis to be made on separate sheet(s).</b>			
Standard of Thesis: Highly Commended/ Commended/ Satisfactory / Not Satisfactory			
Enclosures:		1. Detailed report on the Thesis.	
		2. List of points/questions for clarification at the time of viva-voce	
Name of the Examiner: .....			
Signature ..... Date.....			



Annexure – VI



**तमिलनाडु केन्द्रीय विश्वविद्यालय**  
(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)  
**CENTRAL UNIVERSITY OF TAMIL NADU**  
(Established by an Act of Parliament, 2009)  
नीलक्कुडी/Neelakudi, तिरुवारूर/Thiruvārūr- 610 005  
Tamil Nadu. www.cutn.ac.in

F. No.

Date:

**NO OBJECTION CERTIFICATE FOR PUBLICATION OF THESIS**

This is to certify that \_\_\_\_\_ (Reg. No. \_\_\_\_\_) was awarded Doctor of Philosophy (Ph.D.) Degree of this University vide Notification No. \_\_\_\_\_ dated: \_\_\_\_\_, thesis titled, \_\_\_\_\_.

The University has NO OBJECTION to the publication of Ph.D. thesis subject to the condition:

- (1) That the scholar shall ensure the publication of the dissertation / thesis after incorporating the changes suggested by the examiners in the reports (s) (copy enclosed).  
and
- (2) The scholar shall acknowledge the Supervisor (s) and the University in the publication.
- (3) A copy of the publication shall be submitted to the Library through the proper channel.

**Controller of Examinations**

Annexure - VII



தமிழ்நாடு கெந்திரிய விஸ்வவித்யாலய  
(சंसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)  
**CENTRAL UNIVERSITY OF TAMIL NADU**  
(Established by an Act of Parliament, 2009)  
नीलक्कुडी/Neelakudi, तिरुवारूर/Thiruvarur- 610 005  
Tamil Nadu. www.cutn.ac.in

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**CERTIFICATE**

This is to certify that the Thesis entitled “XXXXXXXXXXXXXXXXXXXX (Title case)” is a bonafide record of research work done by xxxxxxxxxxxxxxxx (Reg. No.:xxxxxxxx), Research Scholar, Department of XXXXXXXX, Central University of Tamil Nadu, Thiruvarur, under my guidance during the period 20xx-20xx, and that the Thesis has not previously formed the basis for the award of any degree, diploma, associateship, fellowship or other similar title to this candidate or any other candidate.

This is also to certify that the Thesis represents the independent work of the candidate.

Place: CUTN, Thiruvarur

Signature of the Research Supervisor  
(Name and Designation)

Date:

**Annexure - VIII**

**DECLARATION**

=====

I, XXXXXXXX (Reg. No. xxxxxxxx), Research Scholar in the Department of xxxx, declare that the work embodied in this Ph.D. thesis entitled “XXXXXXXXXXXXXXXXXX (Title Case)” is the result of my bonafide work carried out with my personal effort and submitted by me under the supervision of **Dr. ZZZZZ**, Designation, Department of VVVVVV, Central University of Tamil Nadu, Thiruvavur. The contents of the Thesis have not formed the basis for the award of any Degree/Diploma/ Fellowship/Titles in this University or any other University or similar Institutions of higher learning.

I declare that I have faithfully acknowledged and given credit and referred to the researchers wherever their works have been cited in the body of the Thesis. I further declare that I have not willfully copied others’ data/work/results, etc. reported in the journals, magazines, books, reports, dissertations, theses, web resources, etc. and claimed as my work.

Date:

Signature of the Research Scholar  
Reg. No.: xxxxxxxx

**We recommend that this Thesis be placed before the examiners for evaluation for the award of the Degree of Doctor of Philosophy.**

Research Supervisor signature with seal

HoD signature with seal

**Annexure – IX**

**DECLARATION AGAINST PLAGIARISM**

I, \_\_\_\_\_ (Reg.No.xxxxxx), hereby declare that to the best of my knowledge and belief, the Thesis entitled “xxxxxxx” and submitted for the degree of Ph.D. to the Central University of Tamil Nadu, Thiruvarur is my work to the extent that all sources have been properly acknowledged and the work contains a permissible level of plagiarism. I acknowledge that if the above work is found to be plagiarized beyond the permissible limit at any part, I may be subject to any disciplinary action.

Place:

Signature of the Research Scholar

Date:

Signature of the Research Supervisor with seal

**Annexure – X**

**CERTIFICATE OF GENUINENESS OF THE PUBLICATION AND  
CONFERENCES**

This is to certify that Ph.D. research scholar XXXXXXXX (Reg. No.: xxxxxxxx), Subject: AAAAAA, Department: xxxxxxxxxxxx working under my supervision has published the following research articles in the Scopus/Web of Science listed journals. The details of the journal articles/ conference proceedings/ presentation/ chapter in edited books shall be provided as per the thesis reference style as given under *34.0.13*.

The publication's contents have incorporated part of the results presented in the Thesis.

Signature of the Scholar

Research Supervisor (with seal)

Date:

## Annexure – XI

### CHECK LIST WHILE SUBMITTING Ph.D. THESIS

1	Proforma for submission of Ph.D. Thesis	YES/NO
2	Whether the change of Supervisor is approved a.if yes, attach a copy of the letter b.Whether the scholar has completed a minimum of one year with the new Supervisor	YES/NO
3	Three hard copies of the Thesis with the soft copies in CD	YES/NO
4	Minutes of the pre-submission seminar signed by all the members	YES/NO
5	Panel of Examiners (both Indian and Foreign) with complete and correct postal address including Phone No, Mobile No, Fax No and correct Official E-mail ID (typed only) in a closed cover	YES/NO
6	Short profile of all Foreign and Indian examiners in the last 5 years in a sealed cover	YES/NO
10	Coursework mark statement / course work exemption certificate	YES/NO
7	Thesis submission fee receipt	YES/NO
8	Photocopy of the Journal publications	YES/NO
9	Photo copy of the fee receipt for all the semesters including extension fee receipt, if applicable	YES/NO
10	Whether the submission of synopsis is after the completion of minimum duration	YES/NO
11	Whether the Synopsis is submitted within the maximum duration	YES/NO
12	Attendance particulars for the pre-thesis submission seminar (Applicable to all research scholars)	YES/NO
13	Similarity index (Plagiarism) report from Central Library	YES/NO
14	Certificate of Genuineness of the publication and conferences (Annexure – IX)	YES/NO
15	Three Keywords to be given in a separate sheet Refer: ( <a href="http://shodhganga.inflibnet.ac.in:8080/jspui/subject-search">http://shodhganga.inflibnet.ac.in:8080/jspui/subject-search</a> )	YES/NO

Signature of the Research Supervisor

Date:

Annexure – XII



तमिलनाडु केन्द्रीय विश्वविद्यालय  
(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)  
**CENTRAL UNIVERSITY OF TAMIL  
NADU**

(Established by an Act of Parliament, 2009)

नीलक्कु/Neelakudi,  
तिरुवारूर/Thiruvapur - 610 005

**Application for submission of Ph.D. thesis**

Name of the Candidate in BLOCK LETTERS (as in the qualified examination degree certificate)			
Date of Birth:		Gender:	
Registration No.		Date of Joining	
Name of the Father			
Name of the Mother			
Name of the Research Supervisor			
Address for communication in BLOCK LETTERS			
Mobile No:		E-mail ID:	

Aadhaar No:		NAD DigiLocker ID:	
		Academic Bank of Credits (ABC) A/c No.	
School			
Subject			
Name of the Department in which the candidate registered for the Ph.D., Programme			
Date of Pre-PhD Thesis Presentation			
Date on which the candidate has submitted the synopsis			
Title of the thesis in block letters (as given in the synopsis)			
Date of submission of the Thesis			
Details of Extension orders			
Period of Research Work carried out by the Research Scholar after registration	From:	To:	
Details of Thesis submission fee paid	Amount Rs. :	Ref. No:	
	Date:	Bank:	
<p>Checklist for Submission of Thesis (Tick the relevant one)</p> <ol style="list-style-type: none"> <li>1. Three copies of the thesis.</li> <li>2. NO DUE CERTIFICATE.</li> <li>3. The Payment receipt for Rs.10,000/- as thesis submission fee.</li> <li>4. Late payment of Thesis submission (if any) Rs. 3,000/- upto Six month &amp; Rs.6,000/- after Six months upto One year.</li> <li>5. Copies of Certificate for presenting the work at conference.</li> <li>6. Minutes of the Pre Submission Seminar.</li> <li>7. Certificate for Plagiarism check</li> </ol>			



<p>8. Attested copy of the University communication granting extension of time for submission of the thesis.</p> <p>9. Copies of the PhD. Course Work Grade Cards.</p> <p>10. Attach copies of papers published along with Thesis.</p> <p>11. A CD containing the Thesis copy in PDF format.</p> <p>12. Course Work Exemption Certificate (if applicable)</p>	
Signature of the Candidate	
Signature of the Supervisor with date and seal Email ID and Contact Number	
Signature of the Head of the Department with date and Seal	
Signature of the Dean of the School with date and seal	

\*\*\*\*\*

### **INSTRUCTIONS TO RESEARCH SCHOLARS**

1. Submit a copy of the application to the Controller of Examinations, Central University of Tamil Nadu, Thiruvarur not later than Three months of the date of Pre - submission seminar with the payment receipt of Rs. 10,000/- Thesis submission fee.
2. Penalty for Late payment of Thesis submission is Rs. 3,000/- upto Six month & Rs.6,000/- after Six months upto One year from the date of submission of synopsis.
3. The Hard and Soft copy must be exactly same.

Annexure – XIII



तमिलनाडु केन्द्रीय विश्वविद्यालय  
(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)  
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नीलक्कु/Neelakudi,  
तिरुवारूर/Thiruvavarur- 610 005

**CERTIFICATE OF PLAGIARISM CHECK**

1.	Name of the Research Scholar	
2.	Course of Study	
3.	Title of the Thesis / Dissertation	
4.	Name of the Supervisor	
5.	Department	
6.	% of Similarity of content identified	
7.	Acceptance Maximum Limit	10%
8.	Software Used	
9.	Date of verification	

**Report on Plagiarism check, items with % of similarity is attached.**

**Librarian / Deputy Librarian**  
**Central University of Tamil Nadu,**  
**Thiruvavarur**