



Sardar Patel University of Police Security and Criminal Justice, Jodhpur

(Established Under State Legislative Assembly Act of Govt. of Rajasthan)

Ph.D. REGULATIONS

(Minimum Standards and Procedure for Award of PH.D Degrees) Regulations, 2017

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**Ph.D. Regulations (Minimum Standards and Procedure for Award of Ph.D Degrees)
Regulations, 2017 as amended in 16th academic council held on 26th October 2021.**

These rules will be applicable for Ph.D. Programme 2021 onwards

DOCTOR OF PHILOSOPHY (Ph.D.)

1. INTRODUCTION:

- A. This Regulation shall be called “Sardar Patel University of Police, Security and Criminal Justice, Jodhpur-Regulations for the award of Doctor of Philosophy (Ph.D.)”. It shall come into force from the date notified by the Sardar Patel University of Police, Security and Criminal Justice, Jodhpur (Hereinafter SPUP).
- B. This Regulation shall apply to the Ph.D. studies conducted in different disciplines/ Departments approved by the SPUP for the purpose of Ph.D. studies.
- C. The provisions of these Regulations shall be applicable to any new disciplines that are introduced from time to time and added for Ph.D.
- D. The Regulations govern the conditions for imparting instructions for the courses, conduct of examinations and evaluation of students' performance, etc. leading to Ph.D. degree.
- E. The degree of Doctor of Philosophy (abbreviated as Ph.D.) shall be awarded by research (with prior qualifying examinations as prescribed) in such subjects as recognized by the Departments of Studies comprised in the Faculties of learning of the University, subject to the conditions and regulations hereinafter contained.
- F. Research shall be a definite contribution to the existing knowledge in any branch or branches or learning and may be characterized by discovery of new facts and/or new interpretation of existing fact or theories.
- G. Doctoral Program leading to the degree of Ph.D. shall be offered in various departments of the following faculties: -
 1. Faculty of Criminal Justice & Police Studies
 2. Faculty of Social Sciences and Humanities
 3. Faculty of Public Safety & National Security
 4. Faculty of Science, Technology and Forensics
 5. Faculty of Management & Behavioural Science
- H. Inter disciplinary research related to Core areas of Information Technology including Cyber security, Police Sciences, Internal Security, Forensic Sciences, Forensic Psychology, Criminology, advancement of technology, Law, Police Administration and allied emerging areas shall be encouraged.
- I. The provisions of these Regulation shall be applicable to any new Disciplines / Departments that are introduced from time to time and added to the above list.
- J. If a candidate seeks to be admitted to the Ph.D. degree in a subject other than the one in which he has obtained his Master's or equivalent degree, the Research Board or Boards concerned shall consider the registration of such a candidate, taking into account the relationships of his chosen topic to the courses he has already done also its inter-disciplinary aspects, if any. In such a case of Ph. D. in interdisciplinary subject the supervisor shall be of a department in which synopsis of thesis is submitted and co-supervisor of related department may be appointed by the Vice Chancellor in consultation with the supervisor.

2. Various Committees for Ph.D. Programme

For the smooth conduct of Ph.D. program, following committees are constituted.

- a. Research Advisory Committee
- b. Departmental Research Committee (DRC)
- c. Research Board (RB)

The Constitution of Committees and their duties

A. Research Advisory Committee and its functions:

Compositions: -

There shall be a three-member Research Advisory Committee among the members of the respective department/centre for each Ph.D. scholar constituted by the Department Research Committee on recommendation of Research Supervisor. The Research Supervisor of the scholar shall be the Convener of Committee. In addition the Co-Supervisor shall also be member of the Research Advisory Committee wherever applicable.

Function: This Committee shall have the following responsibilities:

To review the research proposal and recommend to the Department Research Committee the title of the thesis/topic of research;

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

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

B. DEPARTMENTAL RESEARCH COMMITTEE (DRC): -

Compositions: -

1. Head of department shall be chairperson
2. Internal Teachers – Two (in numbers on rotation basis) and wherever department having one internal member or sole member then one external subject expert shall be taken by Head after approval of Vice Chancellor.
3. External Teacher – One No.

In case the respective Department has less than the required number of faculty members on roll, the Vice-Chancellor may use his discretionary powers and may appoint external members to fill in the shortage in consultation with Head and Dean of Department. The quorum of DRC shall be of three members.

Functions: -

- i. To allot research supervisor to a scholar with mutual consent
- ii. The Research scholar has to present his Synopsis before its submission for Ph.D. Registration and shall give a Pre-Ph.D. presentation in the DRC. The DRC may suggest modification if any which should be incorporated in the thesis.
- iii. Overall management and supervision of research programs in department.

C. RESEARCH BOARD: -

Compositions: -

- i. The Vice - Chancellor.
- ii. Dean of the faculty concerned
- iii. Heads of the departments.
- iv. Two expert faculty, not below the rank of associate professor from outside SPUP, to be appointed by Vice-Chancellor

Functions: -

- i. Recognition of Research Supervisor and Co-Supervisor as per University Regulations.
- ii. To consider the applications of candidates for Ph.D.
- iii. Award of research fellowship if any.
- iv. To look in to general matters concerned with research work in the University.
- v. To develop Research and Development facilities in University
- vi. To provide incentives to scholars

3. ELIGIBILITY FOR APPEARING IN EXAMINATION AND EXEMPTION:-

A. Candidates who have obtained Master's Degree or equivalent recognized by UGC with a minimum 55% marks in aggregate or equivalent grade point average in concerned/allied subjects are eligible for admission in Ph.D. In service professionals shall includes following:

- i. In service personnel belonging to armed forces like State Police, Central Armed Police Force, Central Intelligence & Investigative Organization like CBI, IB, RAW and related domain.", and have put in min 5 years of service.
- ii. In case of any Government employee who is part of any Criminal Justice System, may be permitted with the explicit approval of Vice Chancellor.
- iii. All regular employees of SPUP will also be permitted admission in part time Ph.D program if they satisfy the basic criteria of the relevant academic domains.
- iv. Professional candidates from Public Sector Undertaking (PSU), Research and Development Institute, Private Institutes and Private Industries of repute which are not recognized as Centres of Research by University may be admitted to PhD program with approval of Vice Chancellor provided he/ she has minimum five years of professional experience and is sponsored as part time candidate by the said organization and the DRC is convinced that he/she can pursue the entire PhD program effectively. The candidate must fulfill the minimum residential requirements for course work.

B. Aggregate percentage of marks shall not include grace marks.

C. There will be a relaxation of 5 % of marks shall be allowed for the candidates belonging to SC/ST/OBC(Non-Creamy layers)/Differently-abled category.

- D. Candidates who have qualified UGC / CSIR (JRF) Examination / SLET / NET / GATE shall be exempted from Entrance Test for Ph.D. However, they would be required to appear for interview.
- E. Eligibility for Part-time Research Scholar: In addition to the educational qualifications mentioned above the applicant shall prove the following to the satisfaction of the DRC (Departmental Research Committee)
- i. Permission of the employer in writing to the candidate, to pursue Ph.D. programme along with his/her regular duties in the organization he/she is employed.
 - ii. Availability of all facilities for pursuing research at the candidate's parent organization/place of work, in the chosen field of research.
 - iii. Certificate issue by the employer to allow him/her to fulfill the residential requirement during course work and contact days with supervisor after completion of the course work as notified by University from time to time.
- F. A candidate appearing in the final year/semester of the qualifying examination may also apply and appear in the Entrance test for the Ph.D. programme provided the result of the qualifying examination is declared before the declaration of the result of the entrance test and he/she fulfils the eligibility criteria.

4. ADVERTISEMENT AND AVAILABILITY OF SEATS: -

- A. At the beginning of every academic session the university shall determine vacant seats of each subject for Ph.D. on the basis of available approved supervisors and publish the vacant seats through its website and in 2 newspapers, one regional and other national advertisement. The university shall invite applications from candidates who wish to appear in SPUP Ph.D. entrance test-(SPUP-MPET).
- B. Reservation shall be as per state government rules. if in spite of the above relaxation, the seats allotted for SC/ST/OBC(Non Creamy layer)/Differently-abled categories remain unfilled, the Universities shall launch a Special Admission Drive, for that particular category within one month from the date of closure of admissions of General Category.
- C. Reservation shall be applicable on total number of advertised seats in subject/department basis for that advertisement only.
- D. If any candidate from reserved category comes at par with general category in merit than he/she shall be considered under general category irrespective of his/her category.
- E. Under Special admission drive, If any number of seat/s from reserved category/ies left vacant then eligibility criteria (of entrance examination)for that particular category shall be reduced by 5% (50%-45%) then all candidates covered under this criteria shall be called for viva.
- F. Even after an effort of special drive to fill the seats for reserved category, remain vacant then same shall be filled by General category.
- G. University has all the rights to increase or decrease the seats at any point of time.

5. PROCEDURE OF ENTRANCE EXAMINATION AND SCHEME OF EXAMINATION: -

- A. All the eligible candidates shall be allowed to appear in a written test. Written test shall be of 100 marks.
- B. The Entrance Test will be held as and when notified by University.
- C. The scheme of entrance examination encompasses proficiency in Research Methodology (UGC NET Paper I Level) & subject related Questions (Post Graduate Level).
- D. The Entrance Examination shall be of two hours duration for 100 marks.
 - i. Section A: 50 Multiple Choice Questions of One Mark for each correct answer.
 - ii. Section B: 50 Multiple Choice Questions One Mark for each correct answer.
 - iii. An interview/viva-voce to be organized by the DRC when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee. The interview/viva voce shall also consider the following aspects, viz. whether:
 - a) The candidate possesses the competence for the proposed research
 - b) The research work can be suitably undertaken at the Institution
 - c) The proposed area of research can contribute to new/additional knowledge
- E. To qualify in the entrance test, a candidate shall secure an aggregate of 55% marks (50% for SC/ST/PH candidates), with at least 45% for general (40% for SC/ST/PH) in each Paper/Section
- F. The University shall publish the merit lists of candidates for each Department/subject.
- G. The merit list of the candidates seeking admission through entrance test will be prepared on the basis of total marks secured with both in the Entrance test 70% and vive-voce 30%
- H. Selected candidates based on the above merit shall have to pay the prescribed fee within seven days from the date of offer of admission, failing which the seat shall be allotted to the next candidate in the said category of the merit list. Due intimation to be given to the candidates. (Employees working in Internal Security Agencies, Law Enforcement Agencies, Security Forces and in Criminal Justice, and other as mentioned in 3 A (i), (ii) & (iii) shall be given preference upto 50% of total seats).
- I. The date of payment of fees will be considered as the date of provisional registration for the counting of total duration of Ph.D.
- J. Each Faculty shall maintain the list of all Ph.D. registered students on its website on year wise basis. The list shall include all information as stipulated by UGC Performa

6. COURSE WORK, EVALUATION AND REGISTRATION: -

- A. Selected candidates shall take admission in the Course Work in that particular academic session only. This shall be considered as Provisional Registration.
- B. It is compulsory for all selected candidates (full time/part-time) pursuing Ph.D. to attend the course work offered by the Department concerned / Faculty of the SPUP.
- C. Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits. The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses

shall be advanced level courses preparing the students for Ph.D. degree. All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. Syllabus for course work shall be prepared by the Board of Studies (BOS of the department concerned and approved by Academic Council.

- D. Evaluation of Course work shall be based on 60% external exam and 40% internal assessment.
- E. A minimum of 75% attendance shall be mandatory for becoming eligible to appear in the course work examinations.
- F. A scholar has to secure a minimum of aggregate 55% marks in course work examination with 50% as pass marks in each paper. Any one paper of course work can be done from online platform of UGC MOOCS/UGC recognized institute prepared for this purpose or in accordance with course work syllabus. Scholar shall submit credit transfer certificate in this respect.
- G. Candidates who fail to secure the minimum qualifying marks in the course work shall be given only one more chance to clear he/she will be exempted from attending course work again.
- H. If the candidate fails to qualify again, he/she will be discontinued from the Ph.D. programme.
- I. The candidates who have already obtained the M. Phil. degree (Provided he/she has already completed the course works as per regulation 2009) prior to admission in Ph.D. programme shall be exempted for attending the Ph.D. course work.
- J. Provisionally registered candidates who fails in Course work examination or not appeared in course work examination due to valid reason/s shall be given one more chance to appear in immediately next course work examination. DRC shall examine the candidate's request and final decision shall be taken by Vice Chancellor with consultation of DRC
- K. The list of successful candidates in the course work examination shall be circulated among the Department concerned for further process.
- L. The Scholars who are exempted for pursuing Ph.D. course work shall submit prescribed application form along with their proposed topic of research to the **DRC** for approval within one month from the date of their admission.
- M. Other scholars shall submit prescribed application form along with their interested areas with along prescribed application form to the **DRC** for approval within one month after being allotted Supervisor concerned.
- N. DRC shall organize an open pre synopsis submission seminar, for the candidates where candidates are supposed to defend their research proposal.
- O. **DRC** shall examine the application and research proposal. **DRC** on satisfaction with the research proposal shall approve the proposal and the topic of research, and shall be forwarded to the Research Board (RB) for final approval.

7. CATEGORIES: -

SPUP shall offer full time Ph.D. Programme and Part Time Ph.D. Programme where candidates shall have to work for their Research work in the University / Field.

8. ALLOCATION OF SUPERVISOR AND CO-SUPERVISOR: -

- A. On the basis of result, the allocation of research Supervisor for a selected candidate shall be decided by the **DRC** depending on the number of candidates per faculty member, the available specialization among the research Supervisor and the research interest as indicated by the candidate.
- B. The allotment of Research Supervisor shall not be left to the individual candidate or Supervisor.
- C. A Research Supervisor shall be assigned to every scholar admitted to the Ph.D. programme within one month from the date of declaration of result of course work examination.
- D. Supervisor wise number of seat/seats shall be declared.
- E. The University shall ensure that adequate research facilities made available before allocating the Ph.D. students to Ph.D. Supervisors in various subject-disciplines.
- F. A seat shall be considered to be vacant only after a registered research scholar submits his/her thesis for Ph.D.
- G. If a candidate seeks to be admitted to the Ph.D. degree in a subject other than the one in which he has obtained his Master's or equivalent degree, the Research Board concerned shall consider the registration of such a candidate, taking into account the relationships of his chosen topic to the courses he has already done also its inter-disciplinary aspects, if any.
- H. No person will be normally allowed to supervise his close relations. The term 'close relation' includes wife, husband, son, daughter, grandson, granddaughter, brother, sister, brother-in-law, sister-in-law, nephew, niece, grand-niece, grand-nephew, uncle, aunt, first cousin, son-in-law, daughter-in-law and nephew niece, grand-niece and grand-nephew of the supervisor's wife.

8.1. CO-SUPERVISOR:

- A. If the research topic is of interdisciplinary nature, the candidate with the consent of his Supervisor may opt for a Co-Supervisor. However, the main responsibility of supervising the research work shall vest with the Supervisor and the candidate shall finalize and submit the thesis through the Supervisor.
- B. In case of related subjects or on specific request, the **DRC** with the approval of RB may, if necessary, recommend appointment of a Co-Supervisor.
- C. Generally, he/she shall be a regular Professor/ Associate Professor/Assistant Professor in any University/Institution of the Country and must be recognized Supervisor. In special cases when expertise from professionals/ field experts is required and recommended by Departmental Research Committee (DRC) then the Hon'ble Vice Chancellor may appoint expert as deemed fit.
- D. In case a Co-Supervisor is also appointed, the candidate shall be counted towards the quota of both the Supervisor and the Co-Supervisor.

9. OTHER RULES:

- A. A Ph.D. scholar should not join any other degree course except Certificate Course(s) with due permission of the **Head** of Dept. on the recommendation of the Supervisor.
- B. The scholars getting fellowship from UGC or other agencies may take six teaching periods per week and also assist in other academic / Research Activities with the consent of the supervisor.
- C. After final registration a registered full time scholar shall have to reside in the territorial limit of the University Rajasthan State for period of 2 years from the date of final registration.
- D. For regular scholar residential period shall be of 2 years excluding course work duration and for part time scholar shall spend minimum 30 contact days in an academic year with his/her supervisor excluding course work duration.
- E. The Supervisor shall be the overall In-charge for supervision of the candidates work.
- F. Full time scholars may be provided teaching assistantship as per the UGC norms.
- G. Each Research Supervisor shall be credited a load of 2 periods/week to his/her teaching load irrespective of candidates working under him his supervision.

10. LIMIT OF Ph.D. SCHOLARS FOR TEACHERS:

- A. A Professor shall not have, at any given point of time, more than Eight Ph.D. scholars.
- B. An Associate Professor shall not have, at any given point of time, more than Six Ph.D. scholars.
- C. An Assistant Professor shall not have, at any given point of time, more than four Ph.D. scholars.

11. FEES:

- A. Fees payable by a candidate admitted to the Ph. D. programme shall be as prescribed by the University from time to time.
- B. A research student, who fails to pay the prescribed fee within stipulated time, shall be required to pay an amount as late fee, in addition to the tuition and other fees is due from him/her as per the University rules in force from time to time.
- C. If a research student fails to pay fee for two consecutive semesters, then his/her registration shall be cancelled.
- D. Fees once paid shall be refunded as per UGC/University rules.

12. ELIGIBILITY CRITERIA FOR RECOGNITION AS A RESEARCH SUPERVISOR: -

- A. All research work leading to the award of Ph.D. degree shall be carried out under the supervision of the registered research supervisor(s) of the University either in the University Department /Institution/College or at approved research centres of the University.
- B. All faculty members who were recognized as Research Supervisor by the respective universities before the implementation of UGC Regulations-2016 for Ph.D. shall continue to act as Research Supervisors.

- C. Any regular professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor University with a Ph.D. Degree and at least two research publications in refereed journals shall be recognized as Research Supervisor. Provided that in areas / disciplines where there are no or very limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reason recorded in writing.
- D. Only a full time regular teacher of concerned University shall act as a supervisor. The external supervisors are not allowed. However, Co-Supervisors can be allowed in interdisciplinary areas from the department or other related university/institution with approval of Research Board.

13. ALLOCATION OF A NEW SUPERVISOR / CARETAKER SUPERVISORS: -

- A. A faculty member appointed as a Ph.D. supervisor is normally expected to be available to a research scholar in the Institution/University till the thesis is submitted. However, under unavoidable circumstances, such as long leave for more than twelve months, resignation, retirement, or death, a supervisor may not be available to the research scholar. In such extraordinary circumstances, appointment of new supervisor(s) shall be regulated as under:
 - i. Long leave for more than twelve months:
 - a) The supervisor of a candidate proceeding on long leave for more than twelve months can continue to supervise, the candidate provided he/she has supervised the candidate for at least two years.
 - b) If the thesis has been submitted before the supervisor proceeds on leave, he shall continue to be the supervisor.
 - c) Further, if a major revision becomes necessary, and the sole supervisor is on leave, he shall be asked to specifically state whether he would effectively help the student carrying out the major revisions within a reasonable period. In case, the sole supervisor expresses his inability to do so, then another supervisor shall be appointed. If he provides the required help in carrying out the major revision, he will automatically be treated as a supervisor of that research scholar.
 - d) If a supervisor proceeds on leave for a period less than 12 months initially, but later extends his leave beyond 12 months, then another supervisor shall be appointed.
- B. Retirement: A faculty member who is due to retire within the next two years may be appointed as a co-supervisor and can continue to be the co-supervisor even after his retirement provided the DRC is convinced of his availability / continued guidance to the student. In other cases, a faculty member on retirement may continue as a supervisor / co-supervisor, if reemployed or appointed as Emeritus Fellow; or, Honorary Professor; or, if the synopsis of the thesis has been submitted. Appointment of another supervisor, if necessary, shall be as the guidelines, as the case may be.
- C. Resignation: A new Supervisor shall be appointed.
- D. Death: A new Supervisor shall be appointed, if necessary by Research Board on the recommendation of DRC.

14. CHANGING/ MODIFICATION OF THE TITLE OF RESEARCH: -

Minor Change in the Title of the thesis (**Once Only**) of Research shall be permitted only once on a written request of the scholar and recommended and forwarded by the RAC to the **DRC**. **DRC** shall approve such necessary changes and inform to the **RB**. Such change shall be permitted at least six months before the date of submission of the thesis.

15. DURATION OF Ph.D. RESEARCH AND SUBMISSION OF THESIS:

- A. Ph.D. programme shall be for a minimum period of 3 years including course work and maximum of 6 years for full time research scholars and 4 year including course work and maximum of 7 years for part time research scholars.
- B. The extension beyond the above limits may be permissible for a further period of one year on case to case basis by the Vice-Chancellor through concerned Supervisor with a valid reason. No further extension shall be granted after this period and candidates shall be required to re-register afresh beyond this period.
- C. Women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of two years in maximum period. In addition the women candidates may be provided maternity leave / Child care leave once in entire duration for up to 240 days.
- D. In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

16. REVIEW OF PROGRESS AND CANCELLATION OF REGISTRATION: -

- A. A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Department Research Committee with a copy to the research scholar.
- B. In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Department Research Committee with specific reasons for cancellation of the registration of the research scholar.
- C. The Department Research Committee will consider the report of Research Advisory Committee and in case of unsatisfactory progress report of the research scholar, the DRC may recommend for the cancellation of Registration to the RB.
- D. If the candidate is absent for a continuous period of four weeks without prior information/sanction of leave (to the concerned Supervisor), disciplinary action shall be taken against the scholar on the recommendation of supervisor by the DRC and same shall be communicated to RB.
- E. Registration will stand cancelled if a scholar fails to submit consecutive two six monthly progress report or two consecutive progress reports are unsatisfactory.

- F. If the candidate fails to submit the thesis within the maximum stipulated time (if time not extended as per regulation) as provided in these regulation his/her registration will stand cancelled.
- G. If the candidate resigns from the Ph. D. programme and the resignation is duly recommended by the Supervisor, his/her registration will stand cancelled.
- H. If the candidate is found involved in an act of misconduct and/or indiscipline and his/her termination has been recommended by the Supervisor and forwarded by **DRC**, in such case his/her registration will stand cancelled.

17. PRE-SUBMISSION SEMINAR: -

Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the DRC concerned and it shall also be open to all faculty members and other research scholars of faculty concerned. The feedback and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the Research Advisory Committee.

18. SUBMISSION OF Ph.D. THESIS:

- A. The scholar shall submit Five hard-bound printed or typed copies of the thesis duly forwarded by Supervisor and countersigned by the Head of the Department / Dean along with two soft copies of the thesis in to Office of the Head of the Department / Dean Academics for its onward forwarding to the Registrar. The thesis should include the following:
 - i. The thesis shall contain a certificate along with an affidavit on Rs.50/- stamp paper from the research scholar regarding originality of the work, vouching that "To the best of my knowledge 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". In case a candidate fails in obtaining minimum plagiarism requirements, candidate will not be permitted to submit his/her thesis till he/she fulfills the minimum requirements. The scholar shall furnish the report generated by anti-plagiarism software (recommended by RB), duly endorsed by the supervisor.
 - ii. Five hard copies and two soft copies of the abstract of the thesis describing the salient features of his/her research along with anti-plagiarism report as prescribed by University.
 - iii. A pre-submission seminar completion certificate issued by the concerned Head of the Department / Dean.
 - iv. Dues clearance certificates from the as prescribed by the University.
 - v. Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- B. The Office of the Head of the Department / Dean, on receipt of the thesis, shall verify the Title of the thesis, submission of all progress reports by the scholar, and validity of his/her registration period, on satisfaction of which he shall issue a slip for deposition of

requisite fees for evaluation of the thesis, and subsequently will issue a thesis submission certificate to the scholar. The thesis, thereafter, shall be sent to the Office of the Registrar for further necessary action.

- C. A thesis once submitted to the University cannot be re-submitted except when the examiner recommends for the revision of the same.
- D. The thesis shall be written in English/ Hindi in the specific format and shall contain a critical account of the research work carried out by the research scholar. It shall be characterized by discovery of facts or fresh approach towards interpretation of facts and theories or significant contribution to knowledge or development or a combination of these. The format, front page/cover format and colour codes of the binding and copyright certificate shall be as specified by the University from time to time.
- E. The colour of the cover of the thesis to be submitted in various faculties shall be as follows:-
- | | |
|--|------------|
| Faculty of Social Science and Humanities | Light Blue |
| Faculty of Criminal Justice & Police Studies | Maroon |
| Faculty of Public safety and National Security | Green |
| Faculty of Science, Technology and Forensics | Dark Blue |
| Faculty of Management and Behavioral science | Black |

19. PANEL OF EXAMINERS AND EVALUATION OF Ph.D. THESIS:

- A. On a report from the Supervisor that the candidate's thesis is likely to be submitted within six months, the Head of the Department/ Dean shall make a request to the Vice-Chancellor for appointing examiner from a panel of names. The Supervisor shall give a panel of at least eight names of external examiners with full particulars of each, competent to evaluate the thesis. The Head of the Department / Dean shall forward the same to the Vice-Chancellor. The (Vice Chancellor) shall consider the list while appointing two examiners out of which at least one shall be outside the state of Rajasthan. Two alternate names shall be given. The Supervisor shall be the third examiner
- B. External examiners must be a recognized Supervisor for Ph.D. of their respective University.
- C. If however, no information is received from an examiner within the time period mentioned (preferably in One month) his/her appointment shall be cancelled and a new examiner shall be appointed by the Vice-Chancellor from the existing panel of examiners.
- D. On receipt of the acceptance from any examiner through e-mail/post, the Registrar shall send the copy of the thesis and take necessary action to get the report of the examiner expeditiously. The examiners shall be requested to submit their individual reports within one months of the receipt of the thesis. However one month extension may be given, if examiner requests for the same.
- E. In case, an examiner does not send his/her report within the above period, a reminder shall be sent to him/her. This shall be followed by a subsequent reminder after a fortnight.
- F. In the event of the report not being received from the examiner within two months, his/her examiner ship shall be cancelled and a new examiner shall be appointed by the Vice-Chancellor from the existing panel of examiners.

- G. After receiving all three reports Registrar shall send it to the Vice-Chancellor who shall open envelopes and approve the findings of Examiners.
- H. The Viva-Voce should be held as early as possible and normally within one month from the approval of the report of Examiners.
- I. Normally the University shall ensure the completion of the whole process of evaluation of the thesis within a period of six month from the date of its submission.
- J. Examiners shall examine the thesis individually with a view to judge whether the thesis is a piece of research work characterized by;
- i. discovery of facts, and/or
 - ii. a fresh approach towards interpretation and application of facts or theories, and/or
 - iii. distinct advancement in technology/science/techniques etc.
- K. The examiner shall be required to give his opinion about research scholar's capability for critical examination and sound judgment. All examines shall submit the reports on the prescribed format clearly indicating one of the following four definite recommendations:
- i. The thesis is recommended for the award of Ph.D. with/without viva-voce examination.
 - ii. The thesis is recommended for the award of Ph.D. Degree subject to the research scholar giving satisfactory answers to queries, specifically mentioned in the report, at the time of viva-voce examination, or incorporation of suggestions, modifications, and corrections if any.
 - iii. The research scholar be allowed to resubmit his thesis in the revised form.
 - iv. The thesis is rejected.
- L. The University shall take a decision on the basis of recommendations of the examiners according to table given below:

S. No.	Recommendation of Examiners			Decision
	1	2	3	4
1	Accept (without viva-voce)	Accept (without viva-voce)	Accept (without viva-voce)	Thesis Accepted
2	Accept	Accept	Accept	Thesis Accepted
3	Reject	Reject	Reject	Thesis Rejected
4	Accept	Accept	Reject	*A
5	Accept	Reject	Reject	*B
6	Accept	Revise	Reject	*C
7	Accept	Revise	Revise	
8	Revise	Revise	Revise	
9	Revise	Revise	Reject	*C
10	Revise	Reject	Reject	
11	Accept	Accept	Revise	*C

*A If the thesis is recommended to be rejected by one of the three examiners, fourth examiner (from the same category as laid down in) shall be appointed from the approved panel of examiners. In case the fourth examiner, after evaluation, recommends

- i. Rejection, the thesis would be rejected
- ii. Acceptance, the thesis would be accepted after the viva-voce is conducted

- iii. Revision, the thesis would be suitably revised with in a period of one year and resubmitted to the same examiner for revaluation, till acceptance/rejection, and thereafter table as above shall apply accordingly.

*B If the thesis is recommended to be rejected by two of the three examiners, the thesis shall not be accepted. However, the research scholar may be allowed to resubmit the thesis normally within one year, provided the title of the thesis remains unchanged. Then after normal procedure will be followed for the thesis evaluation.

*C The thesis would be suitably revised, with in a period of one year, for re-evaluation by the examiner(s) (who has have recommended revision) till acceptance/rejection, and thereafter table as above shall apply accordingly.

- i. Thesis after successful completion should be unloaded on website as per UGC norms.
- ii. In case of ambiguous recommendation by the examiner, Dean/Director (Research) will approach the examiner for a clear recommendation. In case clear recommendation is not forthcoming, the matter may be referred to the Vice Chancellor for his decision.
- iii. Any doubt, arising out of following the procedure laid down, shall be referred to the Vice Chancellor for the decision.

20. RESUBMISSION OF THESIS:

- A. In case of resubmission of thesis, the thesis must be resubmitted within one year from the receiving of comment of examiner by incorporating the suggested improvements. If necessary, extension of registration for re-submission of the thesis shall be granted by the **RB** on the recommendation of RAC and DRC.
- B. The resubmitted thesis shall be examined normally by the same examiner(s) asking for revision unless any one of them, or both of them are unable or unwilling to act examiner, and in that case another examiner may be appointed by the Vice-Chancellor from the panel of the examiners.
- C. Positive recommendations from the examiner(s) on resubmitted thesis shall be necessarily required for award of the degree. The thesis shall be resubmitted only once and the verdict of the examiner(s) shall be final and binding.

21. VIVA-VOCE:

- A. The open Viva-Voce of the candidate shall be conducted by a Viva-Voce Board comprising of the following members:
 - i. The Dean of the Faculty concerned as Chairman;
 - ii. One External Examiner (who has evaluated the thesis);
 - iii. The Head of the Department / Senior most professor;
 - iv. The Research Supervisor
- B. Out of the two, one external examiner shall have to be present in the Viva-Voce. However, both the external examiners expressing their inability to attend the Viva-Voce, the Vice-Chancellor may appoint another examiner from the panel of examiners.
- C. In case of inability of the Supervisor to conduct the Viva-Voce due to any reason, the Co-Supervisor, otherwise, a member of the **RB** nominated by the Vice-Chancellor shall be member of the Viva-Voce board.

- D. The Viva-Voce board shall be provided with the reports of all the examiners before the Viva-Voce.
- E. The External Examiner and Supervisor shall submit a report on the performance of the candidate at the Viva-Voce including the discussions over various points raised by the examiner(s) and examiner shall recommend one of the following:
 - i. that the degree be awarded,
 - ii. that the degree not to be awarded and the thesis be rejected.

22. AWARD OF THE DEGREE:

- A. The DRC on being satisfied with the recommendation of the Viva-Voce board shall give approval to award of Ph.D. degree to the scholar, subject to approval by the Academic Council.
- B. The Registrar shall issue a notification to this effect mentioning Name of the Scholar, Supervisor, Co- Supervisor, title of the thesis, and dates of thesis submission and award at the earliest certifying to the effect that the Ph.D. degree has been awarded in accordance with the provisions of UGC regulation May, 2016 and August 2018 (Minimum standards and procedures for awards of M.Phil/Ph.D. Degree) stands conferred on the research student along with the PhD notification. The notification shall be issued only after receipt of Dues clearance certificates from the scholar.
- C. Date of submission of the thesis or corrected thesis (whichever case may be) shall be date of award of Ph.D.
- D. The provisional degree certificate shall be issued to the research scholar on approval of the Vice-Chancellor and degree shall be conferred on him during the next convocation after passing of the grace by the Board of Management.

23. ATTENDANCE AND LEAVE RULES:

- A. A regular registered scholar is required to sign on all working days in an attendance register to be kept with the Supervisor in the Department concerned, except when he/she is on sanctioned leave (Not applicable for part time Ph.D. Programme)
- B. A Ph.D. scholar shall be eligible to avail a leave of 30 days in an academic year. He/she may avail additional leave of up to 10 days on medical grounds in an academic year. The aforesaid leave provisions shall be cumulative.
- C. Leave for the Research work may be sanctioned to a regular Ph.D. scholar for carrying out a part of his/her Ph.D. research works. Such leave shall be sanctioned normally for a period not exceeding 180 days in an academic year.
- D. Permission for the purpose of attending the Seminar / Symposium / Conference / Workshop / Summer School / Training Programme etc. may be sanctioned as and when required.
- E. Any leave to a scholar shall be sanctioned by concerned Supervisor.

24. DEPOSITION OF THESIS WITH UNIVERSITY & UGC:

- A. Copy of every thesis approved for the award of the Ph.D. degree shall be kept both in the University Library.
- B. The university shall submit a soft copy of the Ph.D. thesis to the INFLIBNET within a period of thirty days for hosting the same in, making it accessible to all Institutions/Universities.

25. PLAGIARISM:

In case a Ph. D. candidate is found adopting or suspected of adopting unfair means or lifting of other's work and inserting it in his/her work without proper acknowledgement, credit and reference, such penal action shall be taken by the University as may be necessary to uphold the sanctity and the integrity of the examination system/research work, and the credibility of the University. Ph.D. candidate solely responsible for such act/s of Plagiarism. The University Grants Commission (promotion of academic integrity and prevention of plagiarism in Higher Education institutions) regulations, 2018 shall be applicable.

26. REMOVAL OF DIFFICULTIES:

Notwithstanding anything contained in the above regulation, the Vice-Chancellor may take such measures as may be necessary for removal of difficulties subject to ratification by the Academic Council.

Annexure 1

CERTIFICATE

This is to certify that.....bearing Enrolment number.....year.....is a bonafied Ph.D. student Enrolled in the Department of Under Faculty of, Sardar Patel University of Police Security and Criminal Justice, Jodhpur


For the session () He /She has successfully completed Ph.D. Course work as partial fulfilment of Doctor of Philosophy (Ph.D.).

His / Her performance in the Course work is as follows:

- Course Duration
- Marks Obtained
- Maximum Marks

Registrar

Date:


Registrar, SPUP, Jodhpur

Report

Proforma for Ph.D. thesis examiner's report

Name of the Candidate:.....

Title of the Thesis:.....

Subject / Faculty:.....

Please fill in each column with detail as far as possible ; extra sheet could be used, if required.

(1) General Comments :

.....
.....
.....
.....

(2) Strengths of the thesis :

.....
.....
.....
.....

(3) Weakness of the thesis :

.....
.....
.....
.....

(4) Introduction to the work : Excellent / Good / Poor.

(5) Review of literature : Excellent / Good / Poor.

(6) Scope of the work : Excellent / Good / Poor.

(7) Technical Soundness : Excellent / Good / Poor.

(Research Methodology/Experimental set up)

(8) Problem Statement : Excellent / Good / Poor.

(9) Originality of work : Excellent / Good / Poor.

(10) Contribution to the field : Excellent / Good / Poor.

(11) Conclusion drawn : Excellent / Good / Poor.

(12) Scope for further research in the field :

(13) Adequacy of data and information : Adequate / Inadequate

(14) Organization of the thesis : Excellent / Good / Poor.

(15) Practical application/ Utility : Good / Few / Nil.

(16) Adequacy of references/bibliography : Adequate / Inadequate

(17) Clear explanation of the work : Excellent / Good / Poor.

(18) Justification of the work done : Excellent / Good / Poor.

(19) Clarity and unambiguity of the language : Excellent / Good / Poor.

(20) Clarity of objectives : Excellent / Good / Poor.

(21) Freedom from redundant/irrelevant material and errors. : Excellent / Good / Poor.

It is my considered opinion that (Please put mark)

- (a) The thesis be recommended for the award of Ph.D. degree.
- (b) The thesis be revised and resubmitted.
- (c) The thesis be rejected.

Also it is recommended that

- (d) The thesis may be published in the present form.
- (e) The thesis may be published in abridged form.
- (f) The thesis may be published in corrected form.
- (g) The thesis may be published in the form of research papers.
- (h) The thesis may not be published.

Date :.....

(Examiners Signature)

Name and address:.....

.....
.....
.....

Phone No.(O) :

(R) :

Mobile :

E-mail:

Fax.No :

Annexure 3

Confirmation of Registration for Ph.D. Programme

Ref :

Date :

To

.....
.....
.....

Subject: Your application for Registration for Ph. D. dated

Dear Shri/Smt./Kum.....

I am happy to inform you that the Academic Council of Sardar Patel University of Police Security and Criminal Justice, Jodhpur..... (subject)(Faculty) has approved your research topic as it is/with modification/s as follows:

2. Your place of research will be.....
3. Your admission is now confirmed as per the University's Ph.D. Rules.

The details of your admission are:

1. Subject :
2. Faculty :
3. Supervisor :
4. Co-Supervisor:
(if applicable) :
5. Date of Registration :
6. Period of Registration : from to

4. Please note that your admission will be governed by the University rules for the Degree of Doctor of Philosophy (Ph.D.).

Yours faithfully
Registrar

Copy to:

1. The Dy. Registrar (Ph.D Unit),
2. The Supervisor :Prof./Dr.
3. The Co-Supervisor :Prof./Dr.

Annexure 4

Declaration by the Candidate

I hereby declare that the thesis entitled submitted by me for the degree of Doctor of Philosophy is the original research work carried out by me during the period from.....to under the guidance of and has not submitted for the award of any degree, diploma, associate ship, fellowship, titles in this or any other University or other institution of higher learning.

Further I hereby declare that the material obtained from other sources has been duly acknowledged in the thesis. I shall be solely responsible for any plagiarism or other irregularities, if noticed in the thesis.

Signature of the Candidate

Date:

Annexure 5

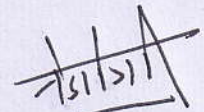
Certificates to be incorporated in the Ph.D. thesis

This is to Certify that Shri/Smt./Kum..... has completed the Research study entitled.....(Title) under my supervision/guidance. To the best of my knowledge: (i) the candidate has not submitted the same research work to any other institution for any degree/diploma, Associate ship, Fellowship or other similar titles (ii) the thesis submitted is a record of original research work done by the student during the period of study under my supervision, and (iii) the thesis represents independent research work on the part of the student. The thesis has also not been sent for publication anywhere.

(Supervisor's and Co-Supervisor's Signature)

Place:

Date:


Registrar, SPUP, Jodhpur

Annexure 6

Consolidated Report of the Referees on the *Viva Voce*

The viva-voce of Shri/Smt./Kum. was conducted on(day and date). The performance of the candidate was satisfactory/unsatisfactory.

We have conducted the *viva voce* of the Ph.D. thesis entitled: in the University/or at..... on

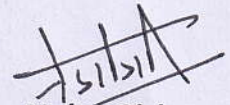
*The performance of the candidate was satisfactory. We recommend that he/she be awarded the Ph.D. Degree.

*The performance of the candidate was unsatisfactory. We recommend that he/she should not be awarded the Ph.D. Degree. The *viva voce should be* arranged again on

*(tick which is applicable and delete which is not applicable)

**(Supervisor)
Name and Signature**

**(External Referee)
Name and Signature**



**Neha Giri
IAS**

Registrar, SPUP, Jodhpur