CRU/Academic/2026/114 Date: 17/01/2026

Read: 1. Notification No. CRU/Academic/2025/100 dated 25/09/2025

2. Resolution No. 05 of the 22nd Academic Council meeting dated 28/11/2025

3. Resolution No. 02 of the 51st Executive Council meeting dated 28/11/2025

4. Approval of Hon'ble Vice Chancellor on office note dated 16/01/2026

Notification

The University constituted a committee for preparing the draft of Ph.D. Ordinances 2025. Following a series of meetings, the committee submitted a draft of the Children's Research University Ph.D. Ordinances 2025 to the University. The Ph.D. Ordinances 2025 was approved as per the Resolution No. 05 & 02 of the 22nd Academic Council and the 51st Executive Council meeting, respectively on 28th November, 2025.

The Ph.D. Ordinances 2025 have been submitted to the Chancellor as per section 35(5) CU Act 2009, amended in 2015 and CRU Act 2023, for the necessary comments and observations. In this context, the Children's Research University Ph.D. Ordinances 2025 is approved with the condition to amend the necessary changes if any suggested by the Chancellor through the Education Department.

The Ordinances shall be implemented from the date of this notification.

Registrar

Children's Research University



Children's

RESEARCH UNIVERSITY

Ph.D. Ordinances, 2025



Children’s Research University

Ph.D. Ordinances, 2025

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CRU Ph.D. Ordinances, 2025

[1] Applicability of CRU Ph.D. Ordinances, 2025

[i] These ordinances shall apply for the Ph.D. Admission at CRU. However, in case of the duration of Ph.D., Publication and Presentation of Research Paper, and Submission of Thesis after Synopsis submission, the Ph.D. students admitted under CU Ph.D. Ordinances, 2020 and CRU Ph.D. Ordinances, 2024 will be governed as per respective ordinances.

[2] Areas/Disciplines of Research

[i] Any subject/theme to fulfil the objectives of the CRU Act;

[ii] Holistic Child Development;

[iii] Relevant to subjects of guideship recognized by the University;

[iv] Any other discipline approved by the Academic Council;

[3] Admission and Reservation Policy

[i] University shall notify a prospectus/admission brochure well in advance on website specifying the number of seats for admission, subject/discipline wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates.

[ii] The announcement of Ph.D. admissions shall be made on the basis of available seats or as per the decision of the University. The distribution of seats, duly considering the reservation policy of the State Government as applicable from time to time, shall be specified in the admission notification. The University shall, at any stage of the admission process, reserve the right to increase or decrease the intake, and such instructions shall be duly reflected in the Ph.D. Admission brochure.

[iii] A seat shall be deemed vacant only upon the successful completion of the Thesis Pre-Submission Seminar Presentation by the registered research scholar.

[iv] Department of Research Program shall maintain subject-wise records of vacant seats.

[4] Work Distribution among Centre/Department/Branch for Ph.D. Admission Process

[i] The entire Ph.D. admission process shall undergo execution in accordance with the work distribution specified in **Annexure-1**. The concerned Branch/Department/Center shall, as and when required, place an office note before the Vice-Chancellor during the course of the admission process.

[ii] The person incharge of IT is supposed to support concerned center/department/branch in execution of the entire admission functioning.

[iii] The concerned center/department/branch can appoint University staff for the work of admission process as required with the prior approval of the Vice chancellor.

[5] Research Quality Assurance Committee (RQAC)

[A] There shall be four Research Quality Assurance Committees for the subject or the group of subjects mentioned below:

[i] Social Sciences: Education, Psychology, Social Work, Home Science, Physical Education, Yog, Management etc.

[ii] Language, Literature and Art: Gujarati, English, Sanskrit, Performing Arts etc.

[iii] Pure & Applied Science and Technology: Physics, Mathematics, Environment Science, Biological Sciences, Ayurveda, Engineering etc.

[iv] Holistic Child Development

[B] The Constitution of RQAC for each subject mentioned in [5] [A] (i) to (iv) shall be as under:

[i] Vice Chancellor or Nominee of the Vice Chancellor (Not below the rank of Associate Professor) - Chairperson;

[ii] The Director General -Member;

[iii] One Centre Director of CRU nominated by the Vice Chancellor - Member;

[iv] Two Subject Experts from the each concerned subject (to be nominated by the Vice-Chancellor, not below the rank of Associate Professor)-Member;

[v] One member for each concerned subject or allied subject working in Government-Private Sector/ Industry/ NGO/ Institutions/ Professional Organization/ Individual nominated by the Vice Chancellor - Member;

[vi] One member from the research councils of the University nominated by the Vice Chancellor-Member;

[vii] The Director, Center of Education shall be the Member Secretary;

Quorum: Minimum Five Members out of which one shall be concerned subject expert.
Note: The RQAC member of O [5][B][vi] having age above 62 years shall not hold right in evaluation during PI for Ph.D. Admission.

[C] The RQAC shall perform the following functions:

[i] To screen the candidates by Personal Interview (PI) for final merit list of the prospective research scholars to recommend to admit them for the program.

[ii] To scrutinize the proposal received for registration as recommended by RAC (Research Advisory Committee) in context of objectives mentioned in CRU Act.

[iii] To approve the recommendation of experts for registering the research supervisor and to put it before Academic Council for final approval.

[iv] To make recommendation for extension/cancellation/modification in type of Ph.D./change of guide/appointment of co-guide in a merit of the case concerned.

[v] Any other tasks assigned by the Vice - Chancellor.

[D] The meeting of RQAC shall be convened regarding matter significant in context of RAC reports and matters inter alia.

[E] The meeting of RQAC will be convened as and when required with the permission of the Vice-Chancellor.

[F] Director, Center of Education of the University shall be responsible for the overall coordination of the RQAC in accordance with the provisions of these ordinances and regulations in force from time to time.

[6] Eligibility criteria for admission to the Ph.D. Programme

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

[i] Candidates who have completed:

A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.

[ii] Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.

[7] Category for Ph.D. Admission

[A] There shall be following four categories for Ph.D. admissions

Category	Weightage of Test score	Weightage of PI	Condition
Category-l: Cleared UGC-CSIR NET/GATE for award of JRF and appointment as Assistant Professor	Admitted in to Ph.D. Program based on PI	100%	Merit of All JRF candidate will be based on PI
Category -2: Cleared UGC-CSIR NET/GATE/GSET for appointment as Assistant Professor	70%	30%	Valid for a period of one year for admission to Ph.D.
Category -3: Cleared UGC-CSIR NET/GATE for admission to Ph.D. only	70%	30%	Valid for a period of one year for admission to Ph.D.
Category -4: Obtained marks in CRU PET	70%	30%	Valid only for Ph.D. admission of the concerned advertisement

[B] Entrance Test (CRU PET)

[i] The applicants fall into Category - 4 shall take the entrance test if conducted by the University. The entrance test will be based on the papers mentioned below:

(a) **Paper I** Research Methodology as the syllabus prescribed by the University for the subject or group of subjects mentioned in O-[5] [A] [i] to [iv].

(b) **Paper II** Post Graduate subject. The syllabus for paper II will be as per NET syllabus of the concerned subject.

Paper No.	Paper Type	MCQ	Marks
Paper 1	Research Methodology	50	100
Paper 2	Post Graduate Subject	50	100
Total		100	200
Duration of the test: 120 Minutes			
Note: The syllabus of paper- II for Ph.D. in Holistic Child Development shall be designed by the University and will be uploaded on the University Website.			

[ii] The candidate has to secure aggregate 50% marks in CRU-PET & also in PI.

[iii] A relaxation of 5 % marks will be allowed to pass the CRU-PET for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the UGC and State Government from time to time.

[iv] For the Ph.D. in Holistic Child Development subject, any candidate having Post graduation degree in any subject and having experience in the field of child development from the Government/ Semi-Government/ Private/ NGO/ entrepreneurship Organization will be eligible.

[v] The Vice Chancellor will form scrutiny committee to decide the eligibility & Exemption from CRU-PET including Holistic Child Development subject.

[8] Procedure for Admission

[i] University may decide the number of eligible students to be called for Personal Interview (PI) before RQAC based on the number of Ph.D. seats available.

[ii] The candidate is required to complete the given task like presentation of research proposal etc. before the RQAC.

[iii] The PI shall also consider the following aspects, viz. whether:

[a] the candidate may possess the quality for CRU JRF;

[b] the candidate possesses the competence for the proposed research;

[c] the research work can be suitably undertaken at the University;

[d] the proposed area of research can contribute to new /additional knowledge;

[iv] RQAC shall evaluate all candidates on their performance.

[v] RQAC shall prepare the merit list with a weightage for Category 1 to 4 as mentioned in Table of O -7 [A].

[vi] The University shall notify the list of recommended students for admission as Ph.D. students.

[vii] These recommended students shall have to pay the fees as per the notice of the University.

[9] Procedure for Registration

[i] The notification shall be declared by the University with the list of all students who have paid the fees. This notification will show the date of admission and provisional enrolment number of each student.

[ii] The date of admission of the candidate is the semester declared open by the University or the date of payment of fees, whichever is later.

[iii] Final enrolment number shall be given to each research scholar after completion of successful Course Work.

[iv] As per UGC Guidelines for Pursuing Two Academic Programmes Simultaneously, 2022, a registered Ph.D. scholar may not be allowed to pursue any other Program from any University simultaneously Ph.D. program. However, Ph.D. scholar may be allowed to pursue any other certificate course with the permission of the RQAC. If a scholar is found without permission to pursue any other course/program, the registration of the scholar in Ph.D. shall be void.

[v] A scholar shall not be permitted to submit a thesis for which a degree has been conferred on him/her in this or in any other University. But a scholar shall not be precluded from incorporating any work which he/she has already submitted for a degree in this or any other university, in a thesis covering a wider field, provided that he/she shall indicate in a written statement accompanying thesis /any work which has been so incorporated.

[10] Allocation of Research Supervisor

[i] There shall be an Induction Programme / Orientation Programme for all admitted research scholars during the first week of the Course Work.

[ii] After the Induction Programme / Orientation Programme there shall be an interaction between research scholars and supervisors in presence of Director, Center of Education. As far as possible the candidates will be allowed as per their merit number to select the supervisor of their choice, and if the supervisor agrees, then the candidate can be registered with that supervisor.

[iii] The Director, Center of Education and research supervisor will jointly decide the allocation of the Research Supervisor only to those candidates who have not selected their supervisor with mutual understanding.

[iv] The short listed candidates in the merit list shall not have any automatic right for allocation of Research Supervisor and enrolment for Ph.D. studies in the University. This shall be subject to availability of seats/consent of the Research Supervisor/ availability of resources at the University.

[11] Structure of Fee for Ph.D. Scholar

[i] The candidate to be admitted to the Ph.D. programme will have to pay the prescribed fees by the University from time to time. The fees paid at the time of Admission shall be adjusted or refunded as per UGC guidelines. Any revision of fee shall be payable by the Ph.D. scholar during the entire period of the Ph.D. degree.

[ii] All Ph.D. scholar shall have to pay the prescribed fee for 02 terms every year, till the date of submission of the Ph.D. thesis.

[iii] The fee structure for Ph.D. in Holistic Child Development (HCD) will be higher and differ from other subjects. The students registered Ph.D. in HCD shall have to pay the prescribed fees by the University from time to time.

[12] Intake

[i] The intake shall be determined by the University and the seats shall be reserved for notified categories as per the prevailing norms of State Government. The reservation shall be applicable subject wise during every new admission process following reservation policy declared by the state government for various reservation categories from time to time.

[ii] The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/ school/ centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the University and update this list every academic year.

[13] New Admission

[i] Admission will be granted once or twice in a year subject to the availability of the seats. The announcement of admission will be declared in the month of September-October or March-April as per the schedule notify by the University.

[ii] The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the State Government from time to time.

[14] Duration of the Programme

[i] Ph.D. Programme shall be for a minimum duration of three (3) years for full time Ph.D. scholar and four (4) years for part time Ph.D. scholar, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

[ii] A maximum of an additional two (2) years can be given through a process of re-registration as per the Ordinances of the University; 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.

[iii] Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for upto 240 days in the entire duration of the Ph.D. programme.

[15] Types of Ph.D.

There shall be two types of scholars in the Ph.D.

[A] Full time Research Scholar:

[i] The full-time scholars are expected to work on regular basis for entire Ph.D. programme in their respective departments or place of assignment by their Research Supervisors/University.

[ii] The scholars who want to receive assistantship/ scholarship/ fellowship from UGC/ICSSR, Industry or any other funding or JRF-SRF of CRU shall be registered as full time scholars provided they submit the fellowship certificate/award letter from the authority concerned. In such cases the status report shall be submitted to RQAC.

[iii] Full-time scholars shall attend their concerned department according to the prearranged time-table. The records of their attendance shall be maintained by the respective Guide or Head, Department of Research Program. The records of work done shall be maintained in the form of diary by every research scholar duly signed by concerned Research Supervisor/s every week.

[iv] Full time Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work or work related to the objectives of the University.

[B] Part time Research Scholar:

[i] This category refers to employed scholars admitted to the Ph.D. programme. In case of an employed scholar, a “No Objection Certificate” is mandatory from the Head of the institution/employer along with the application. Such scholars shall not be entitled/eligible for any kind of fellowship, financial assistantship and accommodation offered by the University. The No Objection Certificate shall clearly stating that:

[a] The candidate is permitted to pursue studies on a part-time basis.

[b] His/her official duties permit him/her to devote sufficient time for research.

[c] If required, he/she will be relieved from the duty to complete the course work.

For Part-time scholars the records of work done can be maintained in the form of diary duly signed by concerned Research Supervisor/s every month.

[16] Attendance & Leave Rules for Fulltime Ph.D. Students

The Attendance & leave rules for fulltime Ph.D. students whether getting fellowship or not shall be applicable as below:

[i] Fulltime students have to remain present in the University campus or in the concerned department for minimum six hours during working hours of University in the working day of the month.

[ii] The percentage of attendance for every fulltime student shall be as per the attendance rules laid down by concerned funding agency. If the attendance rules have not been laid down by the concerned funding agency; the fulltime students have to secure 75 % attendance in a month as per the rules of SHODH Fellowship of Education Department, Government of Gujarat from time to time. An average 75 % attendance of every semester of six month shall be considered for granting the term. In a special case, the granting of term of students having less than 75 % attendance shall be considered by RQAC and subsequent approval of Academic Council.

[iii] The Leave rules for every fulltime student shall be as per the leave rules laid down by concerned funding agency. If the leave rules have not been laid down by the concern funding agency; in such cases the leave rules laid down for SHODH Fellowship of Education Department, Government of Gujarat shall be applicable.

[iv] The vacation for fulltime Ph.D. students shall be as per the rules of concerned funding agency. If the vacation for fulltime students is not clearly mentioned in rules of concerned funding agency, such fulltime student shall be treated as SHODH fellow of Education Department, Gujarat State. In such cases, if the fulltime student doesn't wish to come to University during Diwali and Summer vacation applicable to teaching staff of the University, they have to continue their research work as per instructions of the respective supervisor and at the end of the vacation, the fulltime student has to submit a certificate with the signature of the supervisor that during vacation he/she has carried out research work as per instructions of the supervisor.

[v] The rules regarding leave, attendance and vacation shall be applicable upto 03 years or successfully completed six semesters or duration of the fellowship whichever is later.

[vi] The fulltime students getting fellowship from a funding agency have to submit progress report, attendance report, continuous evaluation report etc. in prescribed performa within time schedule.

[17] Change of Registration from Part-Time to Full-time and Full-time to Part-time Ph.D. Programme

(A) Part-Time to Full-time Ph.D. Programme

[i] A Scholar admitted to a part-time programme may be allowed to change his/her registration to full-time studies before the completion of one year from the registration date, upon the recommendation of the RQAC and approval by the Vice Chancellor.

[ii] The student shall have to submit the application for change of registration from part-time to full-time with recommendation of the supervisor that he/she would be allowed to work as a full-time research scholar.

[iii] For the purpose of determining the time-period, one half of the period spent as a part- time student shall be counted towards full-time studies.

[iv] Once the change of registration is permitted, all norms/guidelines/rules shall be applicable as of full-time research scholars.

(B) Full-time to Part-Time

[i] Application for change of registration from Full time to Part time is permissible only once during the entire tenure of Ph.D. program.

[ii] A Scholar admitted to a full - time programme may be allowed to change his/her registration to part-time studies during entire period of the Ph.D. program upon the permission of Vice - Chancellor and it shall be put before ensuing RQAC for information.

[iii] The student shall have to submit the application for change of registration from Full- time to Part-time with recommendation of the supervisor that he/she would be allowed to work as a part-time research scholar.

[iv] For the purpose of determining the time-period, whole period spent as a full-time student shall be counted towards part-time studies.

[v] The fulltime students who are availing financial assistance from any funding agencies as full-time Ph.D. scholar will have to refund (if applicable) the received scholarship/fellowship to the respective funding agency as per rules and regulation of the funding agency. The application will be considered only after the refunding of such amount by the scholar to the respective funding agency (If applicable).

[vi] Once the change of registration is permitted, all norms/guidelines/rules shall be applicable as of part time research scholar.

[18] Procedure for Re-registration of Ph.D.

[i] Ph.D. Programme shall be for a minimum duration of three years for full time Ph.D. and four years for parttime Ph.D. including course work, and a maximum duration of six years from the date of admission (Registration) to the Ph.D. programme.

[ii] A maximum of an additional two (2) years can be given through a process of re-registration; provided, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission (Registration) in the Ph.D. programme.

[iii] 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 (Registration) in the Ph.D. programme.

[iv] Before the completion of maximum period of six year, the scholar having satisfactory reports in previous RACs can submit the application for Re-registration to the Head, Department of Research Program with due reason and recommendation of the concerned supervisor.

[v] The Head, Department of Research Program shall put such application before ensuing RQAC for allowing the scholar to re-registration.

[vi] The aspirant scholar has to pay Rs. 3000/- re-registration fee after recommendation of RQAC and approval by the Vice Chancellor.

[vii] The re-registered scholar shall have to pay semester fee of all semesters until submission of the thesis and also present before regular RAC for evaluation of the progress of research work.

[19] Research Supervisors

[A] Eligibility of the Supervisor

[i] Permanent faculty members working as Professor/Associate Professor of the University with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in University with a Ph.D., and at least three research publications in peer-reviewed or refereed journals out of which two papers should be published in the child centric area. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.

[ii] If the faculty member holds the research supervisorship in the concerned subject from any University/Institute prior joining Children's Research University will have to simply put an application alongwith necessary documents and the Vice Chancellor shall put directly in the RQAC and Academic Council for approval.

[B] Appointment of Co-Supervisor

[i] In case of topics which are of inter-disciplinary / intra-disciplinary nature where the University feels that the expertise in the subject has to be supplemented the supervisor of other subject from within or outside the University, the RQAC may recommend a Research Supervisor of the concerned subject from the University itself, who shall be known as the Research Supervisor, and a Co-Supervisor from within or outside the University. The appointment of Co supervisor shall be made as and when the considerable needs arise.

[C] Dual Guideship/Supervisorship

[i] A recognized Ph.D. Research Supervisor of the University having Ph.D. in other subject, he/she may apply for the Ph.D. research supervisorship in the concerned subject as part of dual research supervisorship. The other rules and regulations for the Ph.D. research supervisorship shall remain the same as per O [19] [A] [i] and [ii] whichever is applicable.

[ii] As per the provision in the CU Act, 2009 (amended in 2015 & 2023) Chapter II, Section 5(6), the recognized Ph.D. Research Supervisor of the University may apply for dual research supervisorship in the subject of Holistic Child

Development on having awarded minimum 01 (One) research scholar under his/her research supervisorship from Children's Research University. The Vice Chancellor shall put directly in the RQAC and Academic Council for approval.

[iii] The research supervisor having dual supervisorship can guide maximum 02 scholars in case Professor & Associate Professor and 01 scholar in case of Assistant Professor for the research supervisorship in second subject including HCD.

[D] A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than eight Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four Ph.D. scholars.

[E] Procedure of Evaluation of Research Supervisorship:

[i] The application shall be examined by two external subject experts nominated by the Vice Chancellor.

[ii] The expert will submit their Evaluation Reports to the University individually within One month. If any of the experts refuse or fail to do so, the University may assign the task to another expert/s to be nominated by the Vice Chancellor.

[iii] If the evaluation report of both the experts are unsatisfactory, the applicant shall re-apply after one year.

[iv] If the evaluation report of any one of the external examiner is unsatisfactory, the University shall send the application to the third expert and if the evaluation report of the third expert is satisfactory, then it will be placed for the recommendation of RQAC and subsequent approval of the academic council.

[v] If the report of the third expert is also unsatisfactory, the applicant shall re-apply after one year.

[F] Provisions of Admission for International Students

[i] Each supervisor can guide upto two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.3 of UGC (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022.

[ii] International scholars shall be exempted from taking the Ph.D. Entrance Test as they cannot be admitted without a valid Research Visa endorsed in favour of a given University as per the guidelines issued by the Government of India. The admission letter issued by a given University forms the basis for our embassy/high commission abroad to issue them a valid Research Visa endorsed in favour of such University for the entire duration of their Ph.D. Programme. It also applies to international students possessing a foreign passport and have obtained a Master's degree from any of the UGC-recognized Indian Universities.

[iii] No International Scholar offered admission to Ph.D. programme at University shall be admitted unless he/she has a Research Visa endorsed in favour of this University.

[iv] An International Scholar admitted and registered for the Pre-Ph.D. coursework as a part-time scholar in this university who does not reside at the headquarter of the University shall be required to stay at the headquarter of the University for at least three months may be in parts: to complete the process of admission, and to attend the coursework during the first year of admission. However, if a candidate is unable to attend the coursework offline due to technical reasons, then as a special case the candidate may be allowed to attend the coursework online including the courses available on SWAYAM/NPTEL MOOCs etc. as recommended by the RQAC and subsequant approval from the Academic Council. After registration to the Ph.D. programme, the candidate shall be required to stay at the headquarter of the University for at least a month every academic year to fulfil other requirements outlined in these Ordinances.

[v] Before submitting the thesis, the candidate shall present the work done through a seminar (in English with no language translator) before RAC. The research scholar's guide and the department concerned shall keep a record of his/her attendance and submit the same to the university from time to time.

[vi] International Students admitted through ICCR, Ministry of External Affairs, Government of India are allowed to register for the Ph.D. Programme without waiting for the payment of fees by ICCR as such payments are done at the end of the respective financial year. Except for the special provisions made for the admission of International Scholars, all the other rules applicable to Ph.D. Scholars of this University shall also apply to International Scholars.

[G] 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.

[H] At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor or dual supervisorship, shall not exceed the number prescribed in clause 6.3 and clause 7.1. of UGC (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022.

[I] The workload of Ph.D. Research Supervisor shall be determined on the basis of the policy formulated by the CRU as per the norms and regulation framed by UGC from time to time.

[20] Course Work

[i] A Ph.D. scholar has to earn prescribed credit for the course work.

[ii] The credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a "Research and Publication Ethics" course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course.

[a] 05 credits (75 hours) for "Research Skills" which includes research methodology, quantitative methods, computer application, tools and techniques for research and experimentation, instrumentation, communications skills, review of published

research, report writing, seminar presentation.

[b] 05 credits (75 hours) for subject specific course work. Out of the 75 hours, 25 hours shall be devoted to review of the subject/laboratory exercises, 25 hours for seminar/teaching in different contemporary and development issues in the subject/laboratory work and 10 hours shall be for review of research papers in the subject.

[c] 02 credit (30 hours) for "Research and Publication Ethics" course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019.

[iii] The detailed norms for evaluation of the course work shall be decided by the University. At the end of the course work all the scholars shall have to appear for examinations.

[iv] A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis. The passing criteria for each subject/paper shall be 50% marks. Those who failed to get the minimum passing marks shall have to reappear for such examination in next term or as alternative arrangement made by the University. All candidates admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the University.

[v] All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching/education/pedagogy/writing related to their chosen Ph.D. subject during their doctoral period.

[21] Research Advisory Committee

[i] There shall be a Research Advisory Committee for each Ph.D. scholar as under.

[a] Two Subject Experts from other university, nominated by the Vice Chancellor.

[b] Research Supervisor.

[ii] The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

[a] To review the research proposal and recommend the topic of research to be approved by RQAC;

[b] 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.

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

[iii] 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.

[iv] 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 RQAC with specific reasons for cancellation of the registration of the research scholar.

[22] Online presence of member/referee in RAC-RQAC meeting or in Viva Voce

[i] The physical presence of member in RAC/RQAC/Thesis Pre-submission seminar/Final Viva Voce is desirable for their valuable input to student for the Ph.D. research work. However, If the member/referee is not able to come to the University for the meeting, he/she shall convey the message well in advance to the convenor/concerned supervisor. The convenor/concerned supervisor of the student shall forward this message to Head, Department of Research Program for the approval of the Vice Chancellor.

[ii] During the date of the meeting of the RAC/RQAC/Thesis Pre-submission seminar/ Final Viva Voce, the member could not come to University due to some justifiable reason and online permission also not granted in advance, in such cases the Head, Department of Research Program/the Director, Centre of Education can take decision to join online with the expectation of approval by the Vice- chancellor. In such cases, the concerned Director/Head shall put the office note before the Vice Chancellor for ex post facto approval of the online meeting.

[iii] In case of any RAC member dose not remain present even online/offline at last moment, the RAC may be rescheduled or in special cases conducted by two members by informing to the Head, Department of Research Program and subsequently to be communicated to the vice Chancellor.

[iv] In case of online regular RAC/RQAC/Thesis Pre-submission seminar/Final Viva Voce, the concerned supervisor shall forward the recording of online event to Head, Department of Research Program as soon as completion of the online event. The RAC convenor/supervisor shall make all arrangement for online meeting including taking rights/permission from the person in charge of IT for recording of online meeting. It is advisable to supervisor to take screen shot of the meeting in case any technical issue in the recording.

[23] Online presence of students in RAC/ RQAC /Thesis Pre-submission seminar/ Final Viva-Voce

[i] In each meeting of RAC and RQAC for PI, the student has to remain physically present before the committee. However, in unavoidable circumstances the student can join online in RAC and RQAC meeting after prior permission from the Vice Chancellor. Such students have to send their request to Centre of Education/Department of Research Program before three working days with justifiable reason. No online permission will be given to the students who have not taken permission for the same in advance.

[ii] In final Viva-voce, the student can remain present online in case of unavoidable circumstances. The student has to send her/his request to Head, Department of Research Program before three working days with justifiable reason. No online permission will be given to the students who have not taken permission for the same in advance.

[iii] In case of online regular RAC/RQAC/Final Viva Voce/Thesis Pre-submission seminar ,the concerned supervisor shall forward the recording of online event to Head, Department of Research Program as soon as completion of the online event. The RAC convenor/supervisor shall make all arrangement for online meeting including taking rights/permission from the person incharge of IT for recording of online meeting. It is advisable to supervisor to take screen shot of the meeting in case any technical issue in the recording.

[24] Reschedule of Regular RAC & RAC for Thesis pre submission seminar and final Viva Voce

[i] Due to inevitable conditions, if external RAC member/external referee is not enabling to conduct RAC/final Viva Voce the Head, Department of research program can reschedule the RAC/final Viva Voce upon the submission of respective external RAC member/external referee or convener of RAC/supervisor.

[ii] No regular RAC will be rescheduled for Ph.D. student.

[25] Candidate Presence before RQAC and RAC and timely payment of fees

[i] The shortlisted candidate in merit list for Ph.D. admission shall have to pay the fees as per the notice of the University in stipulated time. Those who have not paid the fee in stipulated time will have no any right to get enrolled in that particular batch of Ph.D. program.

[ii] The first RAC meeting shall be called by Department of Research Program to review the research proposal and recommend the topic of research to be approved by RQAC. If the scholar fails to attend first RAC meeting, the topic of the thesis shall not be finalized. In no cases, the schedule of first RAC can be rescheduled for absentee student/s. However, in inevitable circumstances the student can apply for online RAC to authority in advance which may be granted by Vice Chancellor.

[iii] 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. In no cases, the schedule of regular RAC can be rescheduled for absentee student/s. However, in inevitable circumstances the student can apply for online RAC in advance to authority which may be granted by Vice Chancellor. The number of online RACs shall not exceed two for full time Ph.D. scholar and three for parttime Ph.D. Scholar during the entire duration of the Ph.D. program.

[iv] The absent scholar in Regular RAC cannot pay the term fee as the recommendation for further step is not being recommended by the RAC members due to not appearing before RAC. However, the scholar who was absent in a previous regular RAC can deposit the term fee with penalty of Rs.1000/- after appearing in regular ensuing RAC (Held in January or July) if recommended by RAC for further step.

[v] Scholars who are constantly absent in two regular RAC can deposit the term fee with penalty of Rs.2000/- after appearing in regular ensuing RAC (Held in January or July) if recommended by RAC for further step.

[vi] The Ph.D. admission of such Ph.D. Scholar shall be recommended to cancel by RQAC and approved by the Vice Chancellor, who has been constantly absent in three regular RAC or not paid term fee of two term constantly and no re-registration will be made for such student.

[viii] During the entire Ph.D. duration the full time and part time scholar has to remain present in minimum five and seven regular RAC respectively (Excluding RAC for Proposal Finalization) for submission of the thesis.

[26] Change of Title, Topic of Research and Research Supervisor

[A] Change of title in Ph.D. thesis, if necessary, could be allowed within one year from the date of registration for Ph.D. The change of title shall be recommended by RAC, to be approved by RQAC. No change of title will be permitted after one year.

[B] The University may allow a change of supervisor under exceptional circumstances as mentioned below, on the recommendation of RQAC of the concerned subject and subsequant approval of the Vice Chancellor.

[i] On demise of the supervisor or is physically / mentally unable to continue the supervision.

[ii] If the supervisor leaves the Head Quarter/India and goes abroad for more than eight months.

[iii] For any valid reason(s) presented by the candidate or the supervisor with or without evidence and accepted by the RQAC with due recommendation of the Vice Chancellor.

[iv] The Vice Chancellor may accept the recommendation of the RQAC and act accordingly or decide the subsequent procedure to be followed in the matter concerned.

[v] In case of Death/Resignation/Termination of the job of the supervisor, the student/s pursuing Ph.D. under his/her guidance shall be transferred to another supervisor of the same subject in University. If the intake with another supervisor of the same subject in University is full or another supervisor is not available in same subject in University, such student shall be allotted to the supervisor of allied subject in University and co-supervisor in the same subject from another University/Institute shall be appointed.

[vi] In case of transfer of the job place of the research supervisor in other institute/university, he/she may continue to supervise the allotted student/s. In case of full time Ph.D. student, student should continue his/her Ph.D. work at Children's Research University in the concerned department.

[vii] In case of relocation of a 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 ordinances 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 how- ever give due credit to the parent guide and the institution for the part of research already done.

[27] Cancellation of Ph.D. Registration

[A] The registration of a candidate for Ph.D. shall be liable to be cancelled for any of the following reasons:

[i] Giving false information at the time of application/ admission.

[ii] Non-payment of fees for consecutive two terms.

[iii] Non-compliance with the provisions of the Ordinances and Regulations of the University.

[iv] The candidate himself/herself applies for the cancellation of Ph.D. registration.

[B] The decision of the University with regard to cancellation of Registration shall be final and binding to all concerned.

[28] Submission of Synopsis

[i] The full time Ph.D. student can submit the synopsis after 30 months from the date of registration and part time Ph.D. student can submit the synopsis after 42 months from the date of registration.

[ii] A synopsis should represent the thesis and reflect clear idea about the whole research report. It should cover

(a) the objectives, nature and scope of the work done,

(b) the principal conclusions,

(c) the contribution made to the body of knowledge on the subject,

(d) References / bibliography.

[iii] The synopsis should be submitted in about 4000-5000 words. It should be written in double-spaced A-4 size pages with 1.5" margin at left, 1" margin at right, and 1" margin at top and bottom.

[iv] The candidate shall submit a copy of synopsis in digital format along with hard copy, as per instructions.

[v] The synopsis will be circulated among the members of Academic Council and RAC members of the concerned student to invite their suggestions/ recommendations/ comments if any.

[29] Submission of Synopsis and Thesis Simultaneously

[i] Full time students can submit the synopsis and full thesis if he/she completed minimum three-year duration of Ph.D. or successfully completed six terms of Ph.D.; and comply with all necessary prerequisite document or procedure.

[ii] Part time students can submit the synopsis and full thesis if he/she completed minimum four-year duration of Ph.D. or successfully completed eight terms of Ph.D.; and comply with all necessary prerequisite document or procedure.

[iii] Students can present their synopsis and thesis before the RAC in regular six- monthly RAC. However, through approval of the Vice Chancellor, the Head, Department of Research Program shall arrange a special RAC during the entire term if the student intend to present his/her thesis or synopsis & thesis both in thesis pre- submission seminar.

[iv] There is no provision of arrangement of special RAC for only synopsis submission. Student can submit the synopsis in six monthly regular RAC.

[30] Thesis Pre- Submission Seminar/Presentation

[i] The thesis Pre-submission seminar can be arranged after successfully completing minimum tenure of 03 and 04 years in case of Full time & Part time students respectively.

[ii] The candidate shall present her/his thesis work in a "Thesis Pre-Submission seminar" to be convened exclusively for this purpose. Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the student concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from RAC may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.

[iii] After the seminar, the candidate and research supervisor shall consider the views and observations shared by the participants or/and Committee Members. The Supervisor(s) will then assess whether the candidate has attained the expected level in conceptualization and maintaining the quality of research work. If their assessment is affirmative, the candidate shall be allowed to submit the thesis to the University.

[iv] However, if it is found that the expected level has not been reached the Supervisor(s) shall suggest the candidate a specific tasks to be accomplished before submission of the thesis. On satisfactory completion of the assigned tasks, she/he shall be allowed to submit the thesis.

[v] As per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018, University will evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty services provided by INFLIBNET time to time. While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

[31] Submission of Ph.D. Thesis

[A] Upon satisfactory completion of course work and obtaining the marks/grade prescribed by the University, if the Research supervisor(s) is/are satisfied that the candidate has acquired a sound understanding of the subject in the thesis and the relevant research approaches, the Research Supervisor shall permit the candidate to proceed with the submission of her/his thesis, in Gujarati/ Hindi/ English/ Sanskrit, subject to the following:
"If the thesis is submitted in other than English language, the candidate must submit a copy of Synopsis translated into English".

[B] The Format of the thesis shall be as follows. The following specifications should be maintained in the final presentation of the thesis.

[i] The paper used for printing shall be of A4 size.

[ii] The printing shall be in a standardized form on one or two side of the paper and in one and-half spacing.

[C] Margin of the page:

[i] For one side printing : 4 cm on left hand side and 3 cm on right hand side as well as 3 cm at top and 3 cm at bottom.

[ii] For two side printing:

(a) For odd number pages: 4 cm on left hand side and 3 cm on right hand side as well as 3 cm at top and 3 cm at bottom.

(b) For even number pages: 3 cm on left hand side and 4 cm on right hand side as well as 3 cm at top and 3 cm at bottom.

[iii] The title of the thesis, name of the student, degree, name of the Research Supervisor, Name of the University and the month and year of submission shall be printed on the title page and the front cover.

[iv] The colour of the cover should be preferably dark. Side cover should mention "Ph.D. thesis" on the top, name of the student, month and year.

[v] Font Size: The font size mentioned below is in reference to Times New Roman (English), Shruti (Gujarati), Mangal (Hindi/Sanskrit). However, any type of font matching the suggested size will be accepted. The candidate has to observe that the fonts used are not highly decorative.

(a) Title of Chapter and Appendix : 14 points, Bold

(b) Title of point/ sub-title : 12 points, Bold

(c) Chapter text : 12 points with double line space

(d) Foot note/ End notes : 10 points

(e) Reference and Bibliography : 12 points

(f) Appendices Text: 10 Points

[D] The candidate shall follow all the specifications that are issued by the University from time to time.

[E] One printed copy of the thesis and one in digital form, as instructed, shall be submitted to the University, through the Supervisor. The thesis will include a certificate signed by the Supervisor(s) and the candidate about the originality of the work, a plagiarism report, and the number of pages included in the thesis.

[32] Evaluation of Ph.D. Thesis & Viva-voce

[i] The thesis shall be examined by two external experts nominated by the Vice Chancellor from a list of eight experts submitted by the Supervisor(s); wherever possible the external examiners should be chosen from outside state/country.

[ii] The examiners will submit their Evaluation Reports to the University individually within Two month. If he/she fails to do so, the University may assign the task to another examiner from the panel. If the evaluation report of any of the external examiners is unsatisfactory and does not recommend viva- voce, the University shall send the thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the third examiner is satisfactory. If the report of the third examiner is also unsatisfactory, the thesis shall be placed before the RAC for due consideration and recommendation. On the basis of these recommendations, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

[iii] In case any examiner suggests certain modifications and resubmission of the thesis, the same should be communicated to the candidate, who will be asked to resubmit the thesis with all the modifications within six months. The Research Supervisor(s) will ensure that the suggestions of the examiner(s) are adequately addressed before the resubmission of the thesis. The modified thesis shall be referred again to the examiner(s) concerned for re-evaluation.

[iv] In case any examiner(s) suggests certain modifications without resubmission of the thesis, the same should be communicated to the candidate. The candidate shall be asked to resubmit the thesis with all the modifications within two months. The Research Supervisor(s) shall ensure that the suggestions of the examiner(s) are adequately addressed. An undertaking with signature of student and supervisor shall be submitted to Head, Department of research Program for executing further process.

[v] On the recommendation of the examiners for the award of a Ph.D. degree, an open defence of the thesis shall be conducted at the University Head Quarter or any other place approved by the Vice - Chancellor by a panel comprising one of the two external examiners, to be nominated by the Vice-Chancellor, and one of the Supervisor(s) of the candidate. The Supervisor will be the Convener of the final viva voce. The defence shall be open to all interested participants. The open defence of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva- voce examination.

[vi] The date, time and venue of the open defence shall be notified to all the concerned, at least three days prior to the open defence.

[vii] The Viva-voce shall be organized in two phases.

Phase 1: Public Defence: This phase may be arranged in the presence of Head, Department of Research Program, Faculties of the University and other research scholars.

Phase 2: Viva-voce by external referee, in presence of Research Supervisor.

[viii] The report of Phase 2 (Viva-Voce), to be prepared and signed jointly by the external examiner and the Supervisor(s), and shall be submitted with necessary remarks regarding degree to be awarded or not to be to the Vice Chancellor for approval and issue of Ph.D. notification. The decision of the Vice Chancellor on the Report shall be final and binding to all concerned.

[ix] The examiners' reports shall be shown to the candidate to enable her/him to address and defend the issues raised therein during the viva-voce.

[x] The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, faculty members of the University, other research scholars and other interested experts/ researchers.

[xi] The public viva-voce of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination.

[xii] The University shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a maximum period of six months from the date of submission of the thesis.

[33] External Referee for Thesis Written in other than English Language

[i] When the thesis written in other than English language, the evaluation of the thesis should be evaluated by the expert who knows the relevant language.

[ii] If the student who had written his/her thesis in Gujarati, his/her supervisor can submit the evaluators panel of Gujarati knowing expert from Gujarat or out of Gujarat as per O-32[i].

[34] Eligibility of External Referee

[i] The external referee must be a recognized Ph.D. supervisor (in same subject, wherein student pursuing Ph.D.) of any Institute/University situated in India or abroad. In the case of Ph.D. in Holistic Child Development, the University shall prepare a list of the recognized Ph.D. supervisor having specialization/expertise in the area of Holistic Child Development.

[ii] The external referee having age above 62 years is not eligible for evaluating Ph.D. thesis.

[iii] The external referee must be in service or employee of an institution/University from he/she got recognition as Ph.D. supervisor.

[iv] The external referee must know the language in which thesis is written.

[35] Soft copy of Acceptance Letter, Ph.D. Synopsis and Thesis for Evaluation

[i] For avoiding postal delay and implementing fast process in thesis evaluation, the Head, Department of Research Program shall send a soft copy of Acceptance Letter, Ph.D. Synopsis and Thesis for evaluation via email to the Supervisor and External referees. However, if the external referee demands for hard copy of synopsis and thesis, the department of research program will make arrangement for the same.

[ii] The evaluation report of the thesis will be accepted in original/in hard copy with signature of the external referee.

[36] Award of Ph.D. Degree

[i] A candidate shall be awarded the Ph.D. Degree following due process of the University. The Registrar of the University shall issue the Notification.

[ii] The University shall notify the following:
It is hereby notified that on the report of the references on the thesis submitted by the under mentioned candidate, the University has accepted the thesis for the Degree of Doctor of Philosophy (Ph.D.) in the subject the candidate has been declared eligible for the award of the Degree of Doctor of Philosophy of this University.

[iii] The above notification shall also carry the Sr. No. and Page No. of the Ph.D. Register.

[37] Depository with INFLIBNET and other agencies

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

[ii] One hard/soft copy of the thesis shall be placed in the University Library and one hard/soft copy shall be sent to National Library. The scholar's name, title of the thesis and an extended abstract shall be placed on the University Website.

[38] General Rules applicable

[i] The scholars shall follow the statutory provisions prescribed by the University from time to time, even if they are not directly included in these Ordinances. The University shall have the right to modify, change or add to the Ordinances which shall be binding to all the scholars, Supervisor and concerned people.

[ii] The Ph.D. scholars shall be entirely responsible for any duplication or plagiarism/academic dishonesty or piracy occurring in the thesis. In case any such acts are detected even after the award of the degree, the scholar shall be held accountable for the irregularity and this may even lead to cancellation of the degree. The decision of the University in this regard shall be final and binding on the scholar.

[iii] If any difference of opinion/dispute arises between the scholar and the Research Supervisor at any time during the course of the research work, the decision of RQAC in the matter shall be final and binding to the scholar and the Research Supervisor.

[39] Residual Powers of the Vice Chancellor

[i] For all other matters related to Ph.D. Programme under the clauses which are in the Ordinance, the decision of the Vice Chancellor shall be final and binding to all concerned.

[40] Conduct of Research Degree Programmes

[i] Research Degree Programmes of the University shall be guided by the Ordinances and Regulations of the University. Any amendment/ modifications prescribed by the UGC from time to time shall be considered by the University Authorities/ Bodies before their implementation.

Annexure-1

Work Organogram for Ph.D. Admission Process

No.	Particular	Concerned Centre/Deptt./Branch
1	Development/updating of online Admission Portal	Exam Branch
2	Prepration of CRU Ph.D. Admission Prospectus as well upload it on the University website as per Ph.D. Ordinances	Academic Branch
3	Advertisement in newspaper and uploading it on University website	Academic Branch
4	Preparing Syllabus (if needed) and uploading it on University Website	Academic Branch
5	Inviting CRU PET Question Papers with Answer Key from Examiner Panel approved by the Vice Chancellor	Exam Branch
6	Inviting Ph.D. admission Application through Application Portal	Exam Branch
7	Application Verification & Preparing Eligible and Not-Eligible List	Exam Branch
8	Uploading Provisional List of Eligible and Not Eligible candidates on University Website	Exam Branch
9	Addressing Grievances from Ph.D. candidate	Exam Branch
10	Uploading final list for exempted from CRU PET and eligible candidate for CRU PET on University Website	Exam Branch
11	Conducting CRU PET Examination	Exam Branch
12	CRU PET OMR Sheet Assessment	Exam Branch
13	Data Entry of Marks and Preparing a List for qualified candidate for PI	Exam Branch
14	Uploading the list of candidates Qualified for PI (as per CRU PET Result Notification & List of exempted from CRU PET i.e. NET/GSET qualified) on University Website	Exam Branch
15	Arrangement and conduction of PI through RQAC	Centre of Education
16	Uploading final merit list for Admission to Ph.D. as per report of PI	Centre of Education
17	Process of fee payment for newly admitted Ph.D. students	Centre of Education
18	Induction Programme & Allocation of Research Supervisor	Centre of Education
19	Notification of Research Supervisor for Candidates	Centre of Education
20	Arrangement for Course Work	Centre of Education
21	Notification of appointment of RAC members for Ph.D. candidates	Academic Branch

Annexure-2

Children's Research University, Gandhinagar

Report of Research Advisory Committee

(For Finalization of the Proposal)

Name of Ph.D. Scholar :

Title of the Thesis :

Name of Research Supervisor :

Subject :

Batch : Month, Year

Registration No. & Date :

Recommendations of RAC : (Please put √ any one of the boxes given below)

A	The proposal be finalized in its present form	( )
B	The proposal may be finalized after due corrections	( )
C	The proposal be rejected and a new proposal be presented before next RAC	( )

Note: Give your remarks for correction or revision in the Proposal (if any).
(A separate sheet of the paper can be used & attached if below space is insufficient)

Date of RAC: Time of RAC:

Name & Signature of the Member:

Expert : 1 Expert : 2 Research Supervisor & Convener

Annexure-3

Children's Research University, Gandhinagar

Report of Research Advisory Committee

(For submission of the Synopsis)

Name of Ph.D. Scholar :

Title of the Thesis :

Name of Research Supervisor :

Subject :

Registration No. & Date :

Recommendations of Committee : (Please put √ any one of the boxes given below)

A	The Synopsis be accepted in its present form	( )
B	The Synopsis may be accepted after due corrections	( )
C	The Synopsis be rejected	( )

Note: Give your remarks for correction or revision in the Synopsis (if any).
(A separate sheet of the paper can be used & attached if below space is insufficient)

Date of RAC: Time of RAC:

Name & Signature of the Member:

Expert : 1 Expert : 2 Research Supervisor & Convener

Annexure-4

CERTIFICATE FOR THESIS PRE-SUBMISSION SEMINAR

This is to certify that .....has made Pre Ph.D. Presentation as per UGC regulations (Minimum Standards and Procedure for Award of M. Phil / Ph.D. Degree) 2016 for Ph.D. program on the Research work entitled
…….....
.....
.....
.....
in the Department of Research Program, Children's Research University, Gandhinagar on date ..... before RAC Members, faculty members and students for getting feedback and comments.

The research work of the student is found to be satisfactory.

*Name & Signature of Department Head

Name:
Signature:

*Name & Signature of Guide

Name:
Signature:

*Signature of RAC members

Expert: 1
Name:
Signature:

Expert: 2
Name:
Signature:

Place:

Date:

Annexure-5

(Approved in 14th AC Meeting, Resolution No. 11)

Originality & Plagiarism Certificate

This is to certify that the work incorporated in this thesis entitled ....submitted by …..……..... comprises the result of independent and original investigation that he/she carried out. The materials obtained from the other sources and used in the thesis have been acknowledged appropriately.

It is also certified that the script of the thesis has been checked for plagiarism through ..... software working under ShodhShuddhi (Plagiarism Detection Software) program of INFLIBNET and the similarity level for the entire thesis is 10% or below 10%.

The number of pages included in the thesis is.....

Place :

Date :

Signature of the Candidate

Place:

Date:

Signature & Stamp of the Supervisor

Forwarded by Head, Department of Research Program

Date:

Place:

Annexure-6

Children's Research University, Gandhinagar

Undertaking for Thesis Correction Recommended by External Examiner

We undertake that the correction as recommended by the external examiner_____ (Name of Examiner) into thesis entitled '_____
_____
_____,
submitted by _____(Name of Student) in the subject of _____(Name of Subject) have been made as per the list enclosed and same have been incorporated into the new draft of the thesis.

Encl: Attached list of corrections.

List of correction made in Ph.D. thesis		
Sr. No.	**Page number of the thesis**	**Corrected as**
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Name & Signature of the Research Supervisor

Name & Signature of the Student

Date:

Annexure-7

Children's Research University, Gandhinagar

Progress Report

1. Name of Student :
2. Progress Report Number :
3. Ph.D. Batch No :
4. Communication Details:
   (Include Residential address,
   email address and Contact Number)

5. Department / Center :
6. Ph.D. Registration Number :
7. Registration Date:
8. Title of Research :
9. Subject:
10. Name of Guide:
11. Research Advisory Committee Members:
    (Include Name, Designation and University/ Institution)

RAC Members	Name of RAC Member 1 (Guide)	Name of RAC Member 2	Name of RAC Member 3
Name			
Designation			
Institution Address			
Contact Details : Mobile No. Email id			

12. Duration of Report: Date: to

13. Dates of Meeting Guide:

14. List of Books Referred:

15. List of Reviewed Related Literature:

16. Report of Field-work

(Mention Date of visit and Name of Institutions and Places Visited):

* Attach proof of visit :

17. Research related meeting with different personalities

(Mention Name and Designation of the person and mode of meeting) :

18. Current Status of the Research Work :

19. Planning for next Semester :

Date: ----/----/20---- Signature of Student

Suggestions and Remarks of Guide :

Recommended to move to further step: YES/NO

Date : ----/----/20---

Signature of Guide with Stamp

Suggestion/Remarks of Research Advisory Committee (RAC)

Recommended to move to further step: YES/NO

Date : ----/----/20----

Signature of RAC Members

1. 2.

Head, Department of Research Program

Date : ----/----/20----

Place : Gandhinagar

Annexure-8

Children's Research University, Gandhinagar

Report of RAC (Regular RAC)

Name of Ph.D. Scholar :

Name of Research Supervisor :

Recommendations of Committee :

Date of RAC : Time of RAC :

Name & Signature of the Members :

Expert : 1 Expert : 2 Research Supervisor & Convener

(Note: Member who joined through online can send their report/recommendation, preferably in this format, through email on **hod.rp@cugujarat.ac.in**)

Annexure-9

Format for Title Page of Synopsis

Title of the Thesis

A Synopsis Submitted to

Children's Research University, Gandhinagar

Department of Research Program

For the Degree of Doctor of Philosophy
in
XXXXXX (Name of the Subject)

By

XXXXXXXX (Name of the Student)

Under the Guidance of

Prof./Dr. XXXXXXXX

Professor of XXXXXXX

Children's Research University

Gandhinagar

Registration No: 1001010010 Registration Date: DD/MM/YYYY

Month, Year

Annexure-10

Format for Title Page of Thesis

Title of the Thesis

A Thesis Submitted to

Children's Research University, Gandhinagar

Department of Research Program

For the Degree of Doctor of Philosophy
in
XXXXXX (Name of the Subject)

By

XXXXXXXX (Name of the Student)

Under the Guidance of

Prof./Dr. XXXXXXX

Professor of XXXXXXX

Children's Research University

Gandhinagar

Registration No: 100000100 Registration Date: DD/MM/YYYY

Month, Year

Annexure-11

Acceptance Letter to act as a Referee for Assessment of Ph.D. Thesis

CONFIDENTIAL

Full Name: _____
Designation: _____
Institute Name & Address*: _____
_____
_____
_____
Mobile Number : _____
Email ID: _____

To,
The Registrar,
Children's Research University,
Gandhinagar.

Subject: Acceptance to act as a referee for assessment of Ph.D. thesis of Mr./Ms. _____

Sir,

I have the honor to intimate to you my acceptance of the invitation of the Vice-Chancellor communicated in your letter No._____, dated _____.

- The candidate is not related to me.@
- My date of Birth is _____
- Presently I am recognized Ph.D. guide in same subject at_____ University

- I can examine the thesis written in English/Hindi/Sanskrit/Gujarati (please tick appropriate language)

I shall submit the report in time.

Yours faithfully,
(Sign)_____

---

* Address for the dispatch of thesis should be communicated to this office.

@ The term relative includes the following:
"Wife, husband, son, daughter, grand-son, grand-daughter, brother, sister, nephew, niece, grand-nephew, uncle, aunt, first-cousin, son-in-law, daughter-in-law, brother-in-law and sister-in-law." Step-relations are not included in the above definitions.

Annexure-12

Children's Research University, Gandhinagar

FORMAT FOR EVALUATION REPORT OF Ph.D. THESIS

Date: ……

To,
The Head,
Department of Research Program
Children's Research University
Gandhinagar

EXAMINER:

Full Name: …….
Adress:……
…….....
Pin Code:……..State……...
Mobile : ……E-Mail :……....

Name of the Candidate: ……
Subject:…….

Title of the Thesis……..
……...
……...
……...

PART-1 DETAILED EVALUATION

(Kindly adjudicate the thesis under the following three heads:

Quality, Originality and Presentation and grade each of them on a scale of 1-3 where)

3: EXCELLENCE

2: GOOD

1: POOR

QUALITY:

1.Introduction to the work	( )	6.Content of Thesis	( )
2. Review of Related Literature	( )	7. Contribution to the field	( )
3. Scope of the work	( )	8. Generalizations	( )
4. Technical soundness	( )	9.Implications of the study	( )
5. Statement of the problem	( )	10.Scope for further research	( )

ORIGINALITY:

11. Formulation of the objectives and hypotheses	( )
12. Adequacy of data and its analysis	( )
13. Originality of research	( )
14. Importance of the originality of research	( )

PRESENTATION:

15.Clear Explanation of the work	( )
16. Sufficient details of the methods / techniques adopted	( )
17. Justification of the work done	( )
18. Clarity and unambiguity of the language	( )
19. Clarity of objectives	( )
20. Freedom from redundant/irrelevant material and errors	( )

Total Points _____

(Total points in words……)

Note :- The thesis can be accepted for the award of Ph.D. Degree. Only if the candidate secures 55% or more points in Part – I (Detailed Evaluation)

PART-2 A DETAILED REPORT

(Kindly enclose chapter wise detailed report on a separate sheet of paper in addition to the above proforma.)

PART-3 FINAL RECOMMENDATION

It is my considered opinion that : (Please put mark in the below box)

A. The thesis be accepted for award in its present form. ( )

B. The thesis be accepted for the award subject to the clarification of certain points at the time of Viva-Voce. ( )

C. The thesis is not acceptable in the present form but may be accepted subject to modification/revisions. After modification the thesis need not be referred back to me for final assessment. ( )

D. The thesis is not acceptable in the present form but may be accepted subject to modification/revisions. After modification the thesis should be referred back to me for final assessment. ( )

E. The thesis to be rejected ( )

Name & Signature of the Examiner

Date:……

Place:……



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Sector 29, Gandhinagar, Gujarat
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