Ordinance 9 (IX)

THE DEGREE OF MASTER OF PHILOSOPHY (M.Phil.)/ DOCTOR OF PHILOSOPHY (Ph.D.)

Definitions: Unless otherwise provided for

1. University means a University defined under Section 2 (f) of the University Grants Commission Act 1956.
2. JMI means JamiaMilliaIslamia.
3. BoS means the Board of the Studies of a Department.
4. CoS means the Committee of Studies of the Centre/Faculty.
5. Supervisor means main research guide of a M.Phil./Ph.D.scholar.
6. Co-Supervisor means an additional research guide of a M.Phil./Ph.D.scholar.
7. MOU means Memorandum of Understanding.
8. DRC/CRC means Departmental Research Committee/ Centre Research Committee.
9. RAC means Research Advisory Committee for a scholar.
10. Candidate means individual who applies for admission to an M.Phil./Ph.D. programme.
11. Regular Scholarmeans a candidate admitted to anM.Phil./Ph.D. programme and henceforth will be called Scholar
12. In-service Scholar means a candidate who will devote only part of his/her time for pursuing research while in service
13. External means outside of the JMI.

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1. Eligibility Criterion for Admission

a) A candidate seeking admission to the M.Phil./Ph.D. must have obtained a Master Degree with not less than 55% of marks in aggregate or its equivalent grade 'B' in the UGC seven point scale (or equivalent CGPA wherever grading system is followed) or an equivalent degree from a Foreign University/institute* or a Degree recognized by the University as its equivalent ***in the subject/allied subject*** in which the candidate wishes to pursue a course of research or in a subject allied *thereto*.

b) Provided that the Majlis-i-Talimi (Academic Council), on the recommendations of the BoS/CoSof the Department/Centre/Faculty concerned, may from time to time approve the list of the allied subjects to a given subject.

c) Provided further that if a Department/Centre/Faculty desires to incorporate additional eligibility requirements to cater the specific need of the course, the concerned BoS/CoS will be authorized to do so subject to the approval of the concerned Faculty Committee/ Board of Management.

d) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade/CGPA, may be allowed for candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled or for those who had obtained their Master's degree prior to 19th September, 1991.

*Prior approval of standing committee shall be necessary.

2. Admission Procedure

a) The admission procedure to M.Phil./Ph.D. shall start with a notification on JMI website and an advertisement inat leasttwo leading nationalnewspapers, of which oneshall be in the regional language.The candidate shall applyonline for admission to the M.Phil./Ph.D. programmeof theJMI, as and when advertised,shall also has to pay the requisite fee. The candidate should also take printout of the filled online application form (Annexure – I) and submit the hard copy/soft copy (by email) to Head/Director of the Department/Centre/Faculty concerned. The list of candidates found eligible to appear for the entrance test, along with the admission schedule, shall be notified on the notice board of the concerned Department/Centre/Faculty and on the JMI website.

b) The notification/advertisement shall be issued in advance. The criteriaofadmission, the admission schedule, entrance test centres, and other relevant information shall also be notified.

Provided that the following categories of candidates may be exempted from taking entrance test for M.Phil./Ph.D. programme:

(i) Candidates who have qualified UGC/CSIR-NET/AYUSH-NET/JRF examination or any other equivalent examination conducted by the recognized Governmental Department/ Institute/ Agency/ SLET/ valid GATE score (with qualifying marks).

(ii) The teacher fellowship holders of the recognized college/ university/ institution, provided that the competent authority issues a No Objection Certificate (NOC) to the candidate to join the M.Phil./Ph.D. Programme.

(iii) ICCR- Sponsored candidates, DST-INSPIRE or any other equivalent fellowship holder*

(iv) Candidate possessing anM.Phil. degree with 55% from a recognised Indian University/Institute of minimum three semesters or its equivalent degreefrom a foreign educational Institute** (for the direct Ph.D. programme).
Provided the candidate has done M.Phil. degree in the same subject as per UGC norms, i.e., his/her admission in the M.Phil. Programme must be through an entrance test and must have completed the course work as per provisions in Para 4 (a) & (b).

(v) JMI permanent teachers / staff with research or professional background with at least 3 years of service in JMI.

Provided that he/she will submit an affidavit making a self–declaration for his/ her availability and successful completion of the course as and when conducted by the concerned Department/Centre/Faculty. Further that no relaxation shall be given in this respect.

The candidates seeking entrance test exemption shall have to submit a proof at the time of the submission of an application form for M.Phil./Ph.D. admissions.

Provided that all the above candidates who have been granted entrance-test exemption will have to follow the rest of the admission process as per schedule and fulfil all other requirements as per the Ordinances and the Ph.D. regulations.

c) The admission to M.Phil./Ph.D. programme shall be held twice in a year, i.e., one in winter (January-February) and another in summer (June-July). The winter

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admission shall be available only for the candidates who are exempted from entrance test as per provisions in Para 2 (b).
*,** Prior approval of equivalence/standing committee shall be necessary.

d) **Entrance Test:** The Controller of Examinations shall be responsible for advertising and conducting the entrance test for the M. Phil./Ph.D. programme**.** The entrance test shall be conducted for short-listing the applicants for the purpose of consideration by the DRC/CRC. Qualifying the entrance test shall in no way entitle the candidate right of admission into the M.Phil./Ph.D. programme.

The validity of the entrance test results will be for a period of one year and a candidate, who has cleared the entrance test, will be eligible to be called for Interview(s) for admission to M.Phil./Ph.D. programme which is (are) held within one year of declaration of the result of the entrance test in which the candidate appeared.

The entrance test for admission to the M.Phil./Ph.D.Programmeshall be in English, except in the language departments, which may set the question paper in the concerned language.

The entrance test shall be based on two question papers: Paper 'I' and 'II' of equal weightage and each of two hours duration.

The Paper 'I' shall include 100 multiple choice (objective type) questions of one mark each on research methodology and shall be common to all applicants for admission to the M.Phil./Ph.D. programme at the level of each Faculty and the associated centres. The list of the Centres associated to each Faculty is provided in the Annexure R-V to this Ordinance.

The Vice-Chancellor, on the recommendation of the concerned Dean, shall appoint examiner(s) for preparing the syllabus (if required) and setting the question Paper 'I'.

The Paper 'II' of the entrance test shall dealwith the advanced knowledge of the subject concerned. It shall have a weightage of 100 marks out of which 50 marks shall be assigned to 50 multiple choice (objective type) questions of one mark each and a set of subjective types of questions having a weightage of another 50 marks.

TheDRC/CRCshall appoint examiner (s) for setting question paper forPaper 'II' and the evaluators for its evaluation from amongst the permanent faculty members of the Department/Centre/Faculty concerned. The question paper shall be moderated by a moderation committee, which shall be comprised the Head/ Director/Dean, as the case may be, one Professor and one Associate Professor of the Department/Centre/Faculty concerned in order of seniority by rotation and one nominee of the VC from amongst the Professors of the Faculty concerned. The Head/Director/Deanof the Department/Centre/Faculty concerned shall be the chairperson of the moderation committee.

e) **Criterion to Qualify the Entrance Test:** Only those candidates who obtain at least 50 per cent marks in aggregate shall qualify for the interview.

f) **Shortlisted candidates**: The list of qualified candidates to be called for interview shall be prepared by concerned Department/Centre/Faculty, which shall also include the candidates who have been exempted from entrance test under Para 2 b (i)-(v).

g) **Interview:** The shortlisted candidate shall be called for interview by the concerned Department/Centre/Faculty. They will be required to discuss their broad research interest/area, through a presentation, before concerned DRC/CRC.

In the interview, the DRC/CRC shall ensure that the candidates possess a competence to pursue research, which can be carried out in the Department/Centre/Faculty and that the proposed research can contribute to new/additional knowledge.

The DRC/CRCconcerned, based on the performance of the candidates, shall recommend the names of the candidates, in order of the merit and on the basis of available vacant seats, for provisional registration to M.Phil./Ph.D. programme, along with the name(s) of supervisor and co-supervisor (s), if any, for each candidate to the concerned Faculty Committee/ Board of Management**.**

h) **Reservation:**While granting admission to M.Phil./Ph.D. programme, the Department/ Centre/ Faculty shall pay due attention to JMI reservation policy and procedure to be adopted for purpose of admission as per details given in the Ordinance or as may be decided from time to time by the Majlis-i-Talimi (Academic Council). If suitable candidate is not available as per JMI reservation policy, the seats should not be filled.

i) **In-Service scholar:-** The government employees in NCR, including defence personnel and JMI employees, who wish to pursue the M.Phil./Ph.D. programme, while continuing their duties in service, shall be permitted to work as anin-service scholar but fulfilling the requirement of the admission procedure laiddown in Para 2 and the requirement of course work as per Para 4.
Provided that

(i) The candidate is working in Academic/ Research organisation in HEI.

(ii) To thesatisfaction of DRC/CRC that duties in his/her service permits to devote part of candidates time to research.

(iii) The facilities, in the case of experimental work, for research are available at his/her organization.

(iv) The candidate must produce 'NOC' from his/herparent organization at the time of interview.

No candidate shall be allowed to pursueM.Phil./Ph.D. programme through distance education mode.

3 **a)** **M.Phil.-Ph.D. Programme:** M.Phil.-Ph.D. programme of JMI is a continuous programme comprises two degrees, viz., M.Phil. and Ph.D., that can be pursued through single admission procedure.

The scholar shall complete the M.Phil. as per provisions in Para 14 and is required to spend at least three semesters.

After successful completion of M.Phil. with 55% marks in the examination or its equivalent grade in the UGC seven point scale (or equivalent CGPA wherever grading system is followed), the scholar shall be eligible to proceed to research work leading to a Ph.D. degree.

Provided that he/she completes Ph.D. registration as per Para 4(d) below.

In case, M.Phil. VIVA VOCEisawaited; a scholar shall be provisionally registered to Ph.D. until his/her M.Phil. is cleared.

The scholar after successful completion of M.Phil. will have an option to leave the Integrated M.Phil.-Ph.D. programme with just M.Phil. degree as per provisions in Para 14.

b) Departmental/Centre's research committee **(DRC/CRC)**

Each Department/ Centre/ Faculty shall have DRC/CRC with Head/ Director/ Dean as ex officio chairperson and one of the members as convener. The DRC/CRC shall play a crucial role from admission to submission of the thesis. It shall haveonemember each from assistant professor and associate professor, two professors by seniority and rotation,two external members same as in BoS/CoS and one VC nominee. The DRC/CRC shall be approved by the VC on the recommendation of chairman BoS/CoSfor a term of three years.

Provided that

(i) The chair and members of DRC/CRC must hold Ph.D. degree Otherwise, VC nominee who can be from the otherDepartment/Centre/Faculty or university, shall act as the chair of DRC/CRC.

(ii) The eligiblesupervisor(s) shall be a special invitee(s) member of DRC/CRC for all purpose.

(iii) The research experience and Ph.D. supervision should be basis while considering a faculty member to be a member of DRC/CRC.

In case of non-availability of a member from Professor/Associate Professor/Asssitant Professor in DRC/CRC, the Chairperson may nominate a member from any other available category by seniority.

c) **Research Advisory Committee (RAC):** There shall be an RAC for each scholar. It shall comprise the chairperson of the BOS/COS, his/her supervisor as convener, and two members from the Department/Centre/Faculty, one nominated by the supervisor and the other by the BOS/COS.

(i) The RAC shall review the research and finalize the topic of research.

(ii) The RAC shall periodically monitor and also provide necessary help, if required, in the progress of research work of the scholar.

(iii) The convener RAC shall maintain attendance/leave record, progress report, and any other relevant information of the concerned scholar.

(iv) The advisors role is to advise, but will not have any role to decide whether the work is suitable for submission or not.

4 **a)** **Course Work:** All scholars, including in-service one, shall have to do a 'Course Work' which will be treated as a prerequisite for the M.Phil./Ph.D. programmefor which they shall have to meet the minimum requirement of 75% attendance during the Course Work offered by the Department/Centre/Faculty concerned and will be required to complete thecourse work within the prescribed duration of one semester, as the case may be. However, such a scholarwith M.Phil. programme of at least three semester duration, will be exempted from Course Work while pursuing Ph.D. programme, fulfilling conditions laiddown in the Ordinance.

If found necessary,the Course Work, on recommendation of DRC/CRC, may be carried out in other Department or Centrewithin JMI,subject to the approval of BoS/CoS.

Provided that if ascholar fails to successfully complete the prescribed course work within the given period, he/ she may be given one more chance to successfully complete the said Course Work.

If a scholar fails to succefully complete the prescribed course work with the given period, only one more chance/commensurate semester shall be given for completion of Course Work.

Failure after this chance shall resultin automatic cancellation of registration.

The course work shall be of16 credits, which may consist of the following:

(i) A specially designed course of one semester duration offered by the Department/Centre/Faculty concerned, which should include fourcourses of four credit each. One of these shall be a course on research methodology, which may include quantitative/qualitative methods and computer application and other threecourses shall be on subject-specific advanced level.

(ii) One of the four course can be a term paper with a seminar component,all to be evaluated by RAC.

The details and the modalities of (i) and (ii) above, for each scholar, shall be decided by the concerned BoS/CoS.

b) Evaluation of Course Work : The course work as listed in Para4(a) above shall comprise of an internal assessment of 25 marks and a semester end examination of 75 marks for each course. A scholar having obtained a minimum of 55 percent of marksin aggregate of internal assessment and semester end examination or its equivalent grade in the UGC seven point scale (or equivalent CGPA wherever grading system is followed)in each course shall be declared to have successfully qualified the Course Work.

Provided further that if a scholar fails to qualify the course work in the stipulated period, his/her admission shall standautomatically cancelled.

After successful completion of course work the scholar shall proceed for pursuing M.Phil. dissertation spread over next two semesters as M.Phil. Guidelines mentioned in Para 14.

Provided that scholar possessing M.Tech./ M.Arch/ MDS degree or a scholar securing more than 70% (or equivalent CGPA) in M.Phil./Ph.D. course work, Foreign Scholars and scholars having fellowship such as NET-JRF/DST-INSPIRE may be allowed to directly proceed for registration in Ph.D. programme.

c) Each Department/Centre/Faculty shall maintain the list of M.Phil. / Ph.D. scholar on year-wise basis. The Chairman of the DRC/CRC shall ensure that the list is displayed on the JMI website in the following format:

Sr. No.| Name of the Scholar| date of Birth | Name of Supervisor / Co-Supervisor| Date of Registration / Admission| NET/SLET or any other fellowship holder / Indian or Foreigner.

d) Registration to Ph.D. After successful completion of Course Work, ascholar shall be required to prepare aresearch-proposal in consultation with his/her supervisor. The proposal shall include: (i) Topic of research, (ii) Objectives, (iii) Current state of the literature related to the specific topic, (iv) Methodology (v) References/ Bibliography and (vi) any other relevant information the researcher would like to submit in support of the proposed research. The scholar will submit the, RAC recommended, research-proposal to the concerned Department/ Centre/ Faculty for consideration/ approval of the DRC/CRC.

The scholar will be formallyregistered to Ph.D. after his/herresearch proposalhas been approvedby DRC/CRC and BoS/CoS.

5. Appointment of Supervisors and Co-Supervisors

a) The allocation of supervisor for a selected scholarshall be decided by the DRC/CRC, on the basis of available supervisors who have vacancies and possess

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the requisite specialization in the research interest of the scholaras indicated at the time of interview.

The DRC/CRC shall consider a Ph.D. supervisor of a scholar from amongst the permanent/regular academic staff of the Department/Centre/Faculty concerned namely Professor, Associate Professor, Assistant Professor or other academic staff in an equivalent grade (whether permanent or those appointed in project mode through duly constituted regular selection committees) to guide the scholarin his/her research work. The DRC/CRC, if found necessary, may also appoint a co- supervisor.

While appointing a supervisor, the DRC/CRC shall ensure that a teacher appointed as a supervisor possesses a Ph.D. degree. The research personnel like Ramalinga Swami/Ramanujan Fellows/DST – Inspire Faculty, UGC-FRP Fellows with at least five years tenure in JMI can be considered for appointment as a M.Phil./Ph.D. supervisor.

b) The BoS/CoS shall also ensure that a Professor has at least 5 publications, and that an Assistant/Associate professor has at least 2 publications in UGC approved journalswhile appointing a supervisor.

Provided that in some subject/disciplines where there are limited refereed journals, the above may be relaxed by concern BoS/CoS for a supervisor with valid reason recorded.

c) An external supervisor, i.e. outside of JMI, shall not be allowed.

d) If the proposed topic of research, so warrants, theDRC/CRCmay also appoint co-supervisor(s), either from within or outside JMIwith their consent. However, the appointment of a co-supervisor shall not be permitted after a lapse of threeyears from the date of registration of the scholar.

e) If an academic staff is on a long leave of one year or more duration, the BoS/CoS shall not recommend him/her as supervisor/ co-supervisor.

f) If an academic staff/research personnel whose superannuation/term-end is due in less than three years, the BoS/CoS may only appoint him/her as Co-supervisor of a Ph.D. scholar.

6. Supervision in Special Circumstances

a) If a scholar's supervisor leaves the university the DRC/CRC shall recommend a new supervisor for him/her.

Provided that if there is a co-supervisor of the said scholar from the same Department/ Faculty/ Centre, he/she shall be appointed as the supervisor and the originalsupervisor may be appointed as co-supervisor after obtaining the latter's consent.

b) If a supervisor retires after supervising a scholar for three or more years, the DRC/CRC may recommend him/her as the co-supervisor after obtaining his/ her consent.

c) In case of death or resignation of a supervisor from the University, the chair of BoS/CoS of the Department/Centre/Faculty concerned shall discharge the duties of the supervisor till such time the DRC/CRC appoints a new supervisor of the said Ph.D. scholar.

d) Where the supervisor, because of long absencedue to illness or any other cause, is unable to supervise his/herscholar, the Head of the Department/ Director of the Centre/ Dean of the Faculty concerned shall be deemed to be the supervisor, till the DRC/CRCrecommends a new supervisor.

e) Where a faculty member, who is the supervisor of a Ph.D. scholar registered under him/her, is shifted from one Department to another in the same Faculty or from one Centre/Faculty to another Centre/Faculty, the said scholar will be deemed to have been transferred to the same department in which the supervisor has got shifted, subject to the completion of necessary formalities by the concerned DRC/CRC.

7. Additional Knowledge of a Language

In case the DRC/CRC considers that additional knowledge of language(s) and/or subject(s) is necessary for pursuing the study on the subject of research approved by it, the DRC/CRC will recommend the admission of the scholar only when he/she satisfies the DRC/CRC that he/she possesses an adequate knowledge of language(s) and/or subject(s) concerned.

8. Maximum Number of Scholar to be supervised

a) The maximum number of Ph. D. Scholar that may be supervised at a given time by a Professor/ Associate Professor/Assistant Professor shall be governed by the following norm:

Designation	No of Ph. D.scholar permitted
Professor	8
Associate Professor	6
Assistant Professor	4

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b) The above ceiling shall include scholar sponsored by ICCR or of any other special category notified by the university from time to time.

c) If a scholar has submitted his/her Ph.D. thesis, it will be presumed that a vacancy has been created and the concerned faculty member may register another Ph.D. scholar for supervision in lieu of such vacancy.

9. GeneralGuidelines forScholar

a) The minimum period for a scholar to complete a Ph.D./Integrated M.Phil.-Ph.D. programme shall be three/four years and the maximum period shall be of five/six years.

b) The minimum period for in-servicescholar to complete aPh.D./Integrated M.Phil.-Ph.D. programme shall be four/five years, and maximum six/seven years.
Provided that DRC/CRC, after the expiry of stipulated period mentioned in (a) and (b), may recommend an extension for a period of one year on the recommendation of RAC.

c) If the scholar fails to submit his/her thesis within extended period mentioned in (a) and (b), an extension of one more year may be granted by VC on the recommendation of RAC and DRC/CRC.

d) A woman scholar or a scholar with more than 40% disability may apply for an additional extension of one year for M.Phil. and two years for Integrated M.Phil.-Ph.D. over the allowed period on the recommendation of RAC and DRC/CRC.

e) In addition, the women candidates may be provided Maternity/Child Care Leave once in the entire duration of Ph.D./Integrated M.Phil.-Ph.D. for up to 240 days.

f) The RAC shall ensure that scholar's availability during the entire period of Ph.D. programme and also ensure his/her attendance as per applicable rules.

g) A scholar shall reside in NCR during the first two years of his/ her registration. He/ she may, however, be permitted by the Head/Director/Dean of the Department/Centre/Faculty concerned, on the recommendation of the RAC and the satisfaction of the DRC/CRC, to go out of station in connection with his/ her research work,

h) No scholar shall take admission in any regular/part-time course in any other university/ institution when he/she is registered for a Ph.D. course in JMI. However, the DRC/CRC may permit the scholar to take admission in a Certificate/ Diploma course whose duration does not exceed one academic year, subject to the condition that such a course is helpful in his/her research and that it will not affect his/her research.

i) No scholar shall, without having prior permission of the DRC/CRC, appear at any Examination, except for UGC/CSIR (NET/JRF)/SLET or GATE or any other similar examination conducted by a public body.

j) No scholar shall take any employment during the first two years of registration. If scholarwishes to take up employment after twoyears he/she must apply, through RAC, to DRC/CRC for conversion ofstatus into in-service scholar.

k) Everyscholar shall submit a 'Detailed Progress report' twice a year (latest by 30th October and 30th April), in the format of Annexure-II, to the concerned RAC and give an oral presentation of his/her work.

l) In case of unsatisfactory report, the RAC shall make note of it and also suggest corrective measures.

m) Provided that if a scholar fails to submit the Progress report of his/ her research work within the specified period of time, his/ her fellowship may be withheld till he/she submits the Progress report, and matter be reported, in writing, by RAC to DRC/CRC for necessary action.

n) Provided further that no fellowship shall be paid to a scholar if he/she fails to submit the progress report of his/her research work within two months of the time set above for the submission of the Progress report.

o) Relocation of a woman scholar: In case of relocation of a woman scholarregistered in Central /State Govt. Universities due to marriage or otherwise shall apply as per format given in Annexure – III, and thereafter on recommendation of the DRC/CRC,the research data, and work may be allowed to be transferred to the university which women scholar wants to join.

Provided that the research carried out is not under funded/sponsored project from any funding agency.

Provided the scholar shall give an undertaking that she will give due credit to the parent supervisor and JMI for the research already carried out.

10. Cancellation of Registration

a) The admission of a Ph.D. scholar shall be deemed as cancelled if he/she has not submitted his/her thesis within the stipulated time limit, including extensions, as given in Para9.

b) The DRC/CRCshall recommend to the BoS/CoS the cancellation of the registration of a scholar on:

(i) His/her unsatisfactory progress reported by the concerned supervisor.

(ii) Provided he/she fails to submit three consecutive progress reports of his/her research work.

(iii) He/she has taken admission in any undergraduate/post-graduate course in any University/Institution.

(iv) His/her admission will be liable to be cancelled if he/she fails to deposit the dues within the period of two months after the due date of payment.

(v) If he/she doesn't apply for extension before expiry of stipulated maximum period mentioned in Para 9.

(vi) He/she has taken employment within two years of registration.

c) The DRC/CRC can recommend for registration cancellation if a scholaris found guilty of misconduct.

d) On recommendation of the BoS/CoS, the Dean concerned shall clearly state the reason for cancellation and notify thescholar.

10-A. De-Registration

A scholar, through his/her supervisor, can submit an application (Annexure - IV)to DRC/CRC for de-registration after two years from the date of his/her registration to the programme due to some valid reason(s).

a) If satisfied with the reason of de-registration, through RAC, the DRC/CRC may recommend de-registration of the scholar to BoS/CoS.The concerned Dean shall de-register and notify scholar.

b) The scholar who has been granted extension will not be allowed to de-register.

c) A de-registered scholar may apply for re-registration, in the requisite format (Annexure V), in appropriate format to the concerned chairman DRC/CRC, after payment of a re-registration fee.

d) The gap period between de-registration and re-registration shall not exceed ten years. Otherwise, the scholar's admission in the programme shall automatically stand cancelled.

e) The scholar shall not pay requisite Ph.D. fee during the de-registered period.

f) The re-register scholar has to submit his/her thesis within one year of re-registration.

g) A re-registered scholar shall be treated over and above the set ceiling for Professor/Associate Professor/Assistant Professor as mentioned in Para 8.

11. Ph.D. thesis and its submission

a) On completion of research, a scholar shall prepare a draft thesis (can be soft copy) and the Synopsis with exact title of thesis, and will submit to supervisor for detailed assessment on whether the thesis is ready for submission.

b) Every scholar shall give a pre-Ph.D. submission seminar of the thesis before the DRC/CRC and also open to other members of Department/Centre/Faculty.

c) The RAC of the said scholar shall ensure that the scholar includes the relevant suggestion(s) made during the Pre-Ph.D. submission seminar in his/ her thesis before the thesis is finally submitted.

d) The scholar shall also submit four copies of synopsis of draft thesis in the format of Annexure-VI to the DRC/CRC through the RAC. The concerned Head/Director/Dean of the Department/Centre/Faculty, on the recommendation of RAC and DRC, shall forward the Synopsis to the Controller of Examination. After forwarding the Synopsis to the Controller of Examinations, the

Chairpersonof the DRC/CRC in consultation with supervisor, shall submit a panel of seven examiners (in format of Appendix-XII) to the VC.

e) The title of thesis can not be changed after the submission of Synopsis.

f) The scholar shall be required to submit a fresh Synopsis, if he/she fails to submit thesis within six months submission of earlier Synopsis, and shall have to repeat the procedure as mentioned in (b)-(e)

g) Before the thesis submission, the Ph.D. scholar shall have to publish at least one research paper based on his/her Ph.D. research work in a UGC approved journals and present at least two research papers in a national/ international conference/workshop.

h) The language of a thesis shall generally be typed in English with 1.5 line spacing on one side of page. However, a scholar enrolled in languages and humanities may write the thesis in the other language with the prior approval of the DRC/CRC.

i) A scholar can submit his/her thesis within the timestipulated time in Para 9, provided he/she has completed minimum period as mentioned in therein.

j) Eachscholar shall submit four soft-bound printed or typed copies of his/her thesis to the Controller of Examinations, through the concerned supervisor and the Head/Director/Dean of the Department/Centre/Faculty concerned, subject to fulfilling the conditions as laid down in Para 9.

k) At the end of the thesis and also the Synopsisof the thesis, the scholar shall give his/her brief profile mentioning the date and place of birth, nationality, e-mail address, and academic qualifications.

l) The scholar shall also submit soft copies of the Ph.D. thesis and the Synopsis of the thesis to the Controller of Examinations for the purpose of digital repository.

The Synopsis of the thesis shall be in English, in addition to the language in which the thesis has been written, and it will be submitted in the format given in Annexure-VI.

m) The thesis shall be accompanied by a 'Declaration' signed by the scholar in the format given at Annexure – VII. The scholar shall also submit a 'Certificate' certifying that the thesis is a record of research carried out by the scholar himself/herself, signed by the supervisor and co-supervisor (if any), and countersigned by the Head/Director/Dean of the Department/Centre/Faculty concerned, as given in Annexure – VIII.

n) A scholar shall be required to submit a "No Dues Certificate" from various offices concerned of the University along with his/her thesis.

o) The thesis shall be accompanied with plagiarism test report/Certificate (Annexure - IX) from the JMI central library duly signed by the scholar, supervisor and the concerned Head/Director/Dean of the Department/Centre/Faculty.All published papers shall be annexures in the thesis.

The overall similarity should not exceed 15% and not more than 10% from a single source excluding self-plagiarism.

12. Evaluation of the Ph.D. Thesis and Examiners' Report

a) The VC shall select three examiners for evaluating the thesis and one out of these three shall be indicated for conducting the VIVA VOCE examination. In addition the VC may also select one more examiner for a situation mentioned in Para 12 (b) below.

After receiving the synopsis,just after pre-Ph.D. submission presentation, the Controller of Examinations shall send the Synopsisfor obtaining consent of Examiners to evaluate the thesis. The consent from the Examiners shall be obtained on the prescribed format (Annexure –X) mentioning therein that the maximum time for submitting the report is eight weeks. The consent from the examiners may be obtained using any communication channel, preferably through e-mail.

b) If a report is not received from an examiner within the stipulated period of two months, the Controller of Examination shall send reminder, and if required, two more reminders, with a time gap of 15 days.

If an examiner does not send a report, despite three reminders, the Controller of Examinations, after seeking an approval of VC, shall send the thesis to another examiner.

c) The Examiners shall satisfy themselves that the thesis is a piece of original research characterized by the discovery of new facts or by a fresh interpretation of facts. It must evince the scholar's capacity for critical examination and judgment.

d) After each of the Examiners have evaluated the thesis, they shall each submit a detailed report in the prescribed format (Annexure – XI) and make a clear recommendation that:

(1) the thesis be accepted

(2) the thesis be revised and submitted again

(3) the thesis is rejected.

Provided that the Controller of Examinations shall intimate the scholar and the supervisor about the points raised by the Examiner(s) for revision of the thesis.

In case of Para 12 (d) (2) above, the scholar shall be requested to submit his/her revised thesis within six months to the Controller of Examinations who shall then send the revised Ph.D. thesis to the original Examiner(s).

e) If all the Examiners unanimously recommend acceptance of the thesis then the Controller of Examinations, in consultation with the supervisor/HoD, shall arrange for aVIVA VOCE Examination, as soon as possible.

Provided that if any of the examiners, while recommending the thesis, have also suggested for some revisions to be made in the thesis, the scholar shall be required to make necessary corrections therein in consultation with his/her RAC. The details of the corrections made in the thesis by the scholar will be placed before the Examiner at the time of the VIVA VOCE examination.

f) If one of the Examiners recommends acceptance, the second recommends revision and the third recommends rejection, the matter shall be placed before theBoS/CoS.

g) If at least two of the Examiners recommend revision and if the third one recommends rejection of the thesis, then it shall be re-submitted in a revised form.

h) If one of examiners recommends Para 12 d (2) or 12 d (3), the thesis maybe sent to another examiner as per provision in Para 12 (a)

i) If two of the Examiners recommend rejection, the thesis shall be rejected.

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j) The Controller of Examinations shall inform the scholar and the supervisor about the points raised by the Examiner(s) for the revision of the Thesis. In case of the rejection of the Thesis, the Controller of Examinations shall inform the scholar and the supervisorabout the reason for the rejection of the Thesis.

13. Ph.D. VIVA VOCE Examination

a) Subject to fulfilling the conditions as laid down in Para12 and after ensuring that necessary corrections, as suggested by the examiner(s) who evaluated the thesis, have been incorporated therein, the VIVA VOCE Examination shall be conducted by two Examiners, one of whom shall be the supervisor/ Co-supervisor and the other shall be one of the External Examiners as nominated by the VC, who have evaluated the thesis. The VIVA VOCE Examination shall be conducted under the supervision of the Head/Director/Dean of the Department/Centre/Faculty concerned. Inexception, the supervisor(s) is/arenot available, one of the Co-supervisor(s), if any, shall act as one of the Examiners. In case, none of the supervisor(s) is/are available, the chair DRC/CRC of the Department/Centre/Faculty concerned shall act as one of the Examiners in place of the supervisor.

After the scholar fulfils all the requirements for appearing in the VIVA VOCE, the Controller of Examination shall provide chair DRC/CRC copies of the reports of the Examiners of the Ph.D. thesis.

It shall be open to all members of the Faculty and research scholars of the University to attend the proceedings of the VIVA VOCE Examination.

b) The VIVA VOCE Examiner shall report (i) whether the scholar is acquainted with the literature on the subject; (ii) whether the thesis is genuinely the work of the scholar, and (iii) whether the scholar possesses capacity for critical examination and judgment. Such report shall be submitted in the prescribed format as given at Annexure-XIIto Controller of Examinations that the thesis has been successfully defended by the scholar.

After the VIVA VOCE Examination of the scholar has been held and he/she has been recommended for the award of Ph.D. degree, two hard-bound copies and two softcopies of the corrected Ph.D. thesis along with the two softcopies of the synopsisof the thesis will be submitted by the concerned department to the Controller of Examinations together with the Report of the Examiner (Annexure – XI) who conducted the VIVA VOCE Examination. One of the softcopies of the thesis and the synopsiswill be submitted by the Controller of Examinations to INFLIBNET digital depository and another for posting on the University's portal.

c) On the basis of unanimous reports on the thesis and VIVA VOCE Examination for the award of Ph.D. degree, the Controller of Examinations may announce the result after obtaining confirmation from Academic Council.

14. Guidelines for M.Phil.

The provisions in Para 9(d), (e), (f), (h) and (i) shall be also applicable for M.Phil. Scholar.

a) Promotion of Scholars

(i) No scholar shall be allowed to proceed to the M.Phil. dissertation in the second semester unless he/she has cleared at least 3 courses/papers of Course Work.

(ii) The maximum period during which a candidate shall have to pass all the courses is two academic years, failing to which his/her admission will be cancelled.

b) M.Phil. Dissertation and Submission

(i) The 2nd and 3rd semesters will be exclusively for research work, pre-M.Phil. presentation, and writing and submission of the dissertation.

(ii) The pre-M.Phil. presentation in the departmentbefore DRC/CRC and will be open to all faculty members and research students, for getting feedback and comments, which RAC shall ensure that are suitably incorporated into the dissertation.

(iii) The format of the cover page of the Dissertation will be as given in Annexure VII-A

(iv) The provisions in Para 11(h), (m), (n) and (o) shall be also applicable for M.Phil. dissertation.

(v) A candidate who has passed all the courses of the semesters and has given pre-M.Phil. presentation, shall submit two soft-bound printed copies of the dissertation to the Controller of Examinations along with the prescribed fee.

(vi) The M.Phil. dissertation will be submitted by the student through his/her supervisorby end of the 3rd semester.

(vii) A student who fails to submit the Dissertation by the end of the 3rd semester of the programme will be given one more semester to submit it, on recommendation of the concerned supervisor and approval of the concerned DRC/CRC.

(viii) In case he/she still fails to submit the dissertation after the expiry of five semesters from the academic session in which he/she was admitted to the programme, his/her admission shall stand cancelled.

c) Evaluation of M.Phil. Dissertation

i. The M. Phil. dissertation shall be evaluated by two Examiners, at least one of whom shall be from outside the State.

ii. The DRC/CRC, on recommendation of RAC, shall submit a panel of four Examiners to the VC in format (Annexure-X), including two from outside the State. The VC shall approve two examiners from the panel which will be forwarded to the Controller of Examinations to seek the Examiner's consent and for dispatching the dissertation to the examiners for evaluation.

Each examiner shall submit a detailed report on the dissertation in the prescribed format as given in Annexure – XI.

i. If both Examiners unanimously recommend acceptance of the thesis then the Controller of Examinations shall arrange for a VIVA VOCE Examination, as soon as possible.

ii. If both the Examiners recommend revision of the dissertation, the candidate shall revise the dissertation in consultation with his/her RAC and submit it to the Controller of Examinations within two months after receiving intimation for revision.

iii. If one of the original examiners recommends acceptance of the dissertation and the other recommends revision/rejection, the dissertation may be sent to a third examiner from amongst the list submitted by the DRC/CRC, on recommendation of RAC.

iv. If both the Examiners recommend rejection, the dissertation shall be rejected.

v. In case the third examiner also rejects the dissertation, the matter will be considered as closed and the candidate will be declared as failed and his admission to M.Phil. Programme shall stand cancelled.

d) VIVA VOCE Examination

i. This shall be conducted by one of the External Examiners who evaluated the M.Phil. Dissertation on the VC's approval. In case, the said examiner is not available, the Controller of Examinations may invite the alternatative External Examiners, with prior approval of the VC, from the panel to conduct the VIVA VOCE Examination.

ii. The examiner conducting the VIVA VOCEexamination shall submit his/her Report in the prescribed format as given at Annexure –XII

iii. In case the scholar fails in the VIVA VOCE Examination, matter will be placed before the BoS/CoS which will then constitute a three-member committee to conduct the VIVA VOCE Examination of the students. The decision of the committee will be final.

iv. After successful completion of the Course Work and VIVA VOCE Examination, the Controller of Examinations may recommend to the Majlis-i-Talimi (Academic Council) that the Degree of Master of Philosophy may be awarded to the candidate.

e) Moderation of Examination Results and Redressal of Grievances

The composition of the "Examination Results Moderation-cum-Grievance Committee" will be as per the provision laid down in Para 9 of Ordinance 15-A {academic}.

15. Provisional Certificate

Prior to the actual award of the degree,just after declaration of M.Phil. result/Ph.D. notification, the Controller of Examinations may issue a provisional certificate to the effect that the degree has been awarded in accordance with provision UGC Regulation 2016.

16. Depository with UGC: Following the successful award of M.Phil./ Ph.D. degree to the concerned scholar, the Controller of the Examination shallsend soft copies of theses and synopsis to the Nodal Officer, Shodh Ganga for uploading them to INFLIBNET.

17. Publication of M.Phil. dissertation/Ph.D. Thesis and Research Work

(a) Ascholar who wishes to get his/her thesis published as a research monograph or a book, may do so with the permission of the JMI wherein he/she shall clearly mention that it is based on his/her M.Phil. dissertation/Ph.D. thesis submitted to JMI.

(b) For the publication of research papers based on the M.Phil. dissertation/Ph.D. thesis in refereed journals, no permission from JMI will be required. However, the scholar shall have to mention in his/her publication that the research work was part of his/her M.Phil. dissertation/Ph.D. thesis.

18. Fees

(a) Every research scholarshall be required to pay the following fees prescribed by the Academic Council from time to time.

(i) Enrolment Fee to be paid at the time of registration by a scholar, who is joining the University for the first time;

(ii) Caution Money to be paid at the time of registration;

(iii) Course Fee to be paid for the full duration of registration;

(iv) Library Fee to be paid per annum for the period a scholar is on the rolls of the University;

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(v) Examination Fee to be paid at the time of submitting the thesis.

(vi) Any other type of fee as decided by the Academic Council from time-to-time.

(b) Employees of the JMI shall not be required to pay the Course Fee, Library Fee and Caution Money.

(c) Those who are exempted from the payment of the Course Fee, shall be required to pay the prescribed Special Annual Fee at the beginning of each academic year.

(d) Every scholar (except student, under Para 16 (b) above) shall pay the prescribed fees annually.

(e) The in-service scholar's fee shall be double that of a regular scholar's fee.

(f) The name of thescholar, who fails to pay an installment of the course Fee by the prescribed date, shall be removed from the rolls by DRC/CRC on recommendation of finance office. He may, however, be readmitted by DRC/CRC on the payment of the prescribed Fee, with a fine as per JMI rules.

19. Format of Ph.D. Degree: The degree of Doctor of Philosophy shall be in the format as given at Annexure-XIII.

20. Ph.D. Regulations and Amendment in the Ordinance

(a) Subject to these Ordinances, the Academic Council may frame Regulations, whenever required.

(b) These Ordinances may be amended subject to the Act and Statutes of JamiaMilliaIslamia.

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Annexure – I

JAMIA MILLIA ISLAMIA
Jamia Nagar, New Delhi-110025

PROFORMA - ONLINE APPLICATION FOR ADMISSION TO THE
M.Phil./Ph.D. PROGRAMME

Affix here a Recent Self-Attested Photograph

The Chairman,

DRC/CRC,

Department/ Centre of ……
Faculty of ……..….
Jamia Millia Islamia, New Delhi – 110025

Sir,

I am applying for admission to the M.Phil./ Ph. D.. programme in .....…… ……under the Faculty of / Centre for ……. and submitting the following particulars in support of my application along with a crossed Demand Draft of Rs. 1000/- vide no

……. dated ……, issued by (Bank) …….. .

Yours faithfully,

Date……..

(Signature of the Candidate)
Name: ……

(PARTICULARS TO BE FILLED BY THE CANDIDATE)

Category (see Note (B) for category code): ……
Name of the Candidate ……..
Father's Name ……...
Mother's Name …….....
Name of Spouse (if married) … …….....
Date of Birth (as given in the Secondary School Certificate) or its equivalent ……..
Nationality…….. Jamia Enrolment No. (if any) ……..
Permanent Address ……...
…….....
Local Address (with proof ofresidence) …….
...……...……...
……
Telephone with STD code: …… Mobile: ……..…… ……
E-Mail: ……..

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DETAILS OF PREVIOUS EXAMINATIONS

Exam Passed	Name of the University	Year of Passing	Division & Percentage	Subjects
UG Course				
PG Course				
M.Phil., if applicable				
Any Other				

Proposed Research Area ……..……
Details of Research experience, if any (Attach separate sheet, if necessary) ……...
Languages, which the candidate knows ……..……
If employed, write the name of the institution and the position held ……..……...
…….

Dated …… (Signature of the Candidate)

Recommendation of the DRC/CRC

The DRC/CRC held on ……recommended
Mr./Ms..……For admission to the Ph.D.
Course in…… in the Research Area ....……with
…...……...
as Supervisor

Chairperson DRC/CRC

Department/ Centre/ Faculty …...……..

(APPROVAL OF THE DEAN OF THE FACULTY/ DIRECTOR OF THE CENTRE)

Dated…… **Signature of the Dean/ Director with Seal**

Note:

(A) **The following documents will have to be submitted at the time of submitting the application form.**

Attested copies of all Mark Sheets and Degrees of Graduation and Post-Graduation Examinations.
Proof of the date of birth.
Proof of claimed reserved category.
An attested copy of M.Phil. Marks Sheet/ Degree (in case of exemption from the Entrance Test is required).
An attested copy of UGC NET/SLET or an equivalent examination (in case of exemption from the Entrance Test is required).
An attested copy of valid GATE Score Card.

(B) Category Code:

G: General
M: Muslim
MW: Muslim Women
MO: Muslim OBC
MT: Muslim Scheduled Tribe
PD: Persons with Disability
J: Candidates qualifying from Jamia Schools

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Annexure – II

Format for submission of Six-Monthly Progress Report*
(To be submitted by the Ph.D. Scholar*)

1. Name of the Scholar:

2. Name(s) of the Supervisor and Co-Supervisor(s):

3. Topic of Research:

4. Six-monthly Progress Report for the period, from: …… to: ……

5. Progress Report to be submitted in detail on separate sheet(s) (Please add separate sheet, if necessary)

6. Quantum of Ph.D. work completed (applicable after course work):
(Please tick the appropriate box)

(a) 0 – 10% ☐ (b) 11 – 20% ☐ (c) 21 - 30% ☐

(d) 31 - 50% ☐ (e) 51 - 75% ☐ (f) 76 - 100% ☐

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……
(Signature & Name of the Scholar)

7. Remarks of the Supervisor:

……

Remarks of the Co-Supervisor(s):

……

Remarks of the other RAC members:

……

Name & Signature of Supervisor	Name & Signature of Co-Supervisor(s)	Name & Signature of Other RAC members

Recommendation of the DRC/CRC

……
……

Signature of the Chairman
DRC/CRC

***It is mandatory for RAC to maintain the record of each student. The progress report to be endorsed in BoS/CoS.**

Annexure – III

JAMIA MILLIA ISLAMIA
Jamia Nagar, New Delhi-110025
APPLICATION FOR RELOCATION OF Ph.D.
WOMAN SCHOLAR TO JMI
(as per the provisions under Para 9(d) of JMI Ordinances (Academic) - 9 (IX))

Affix here a Recent Self-Attested Photograph

The Chairman
DRC/CRC,
Department/ Centre of ……
Faculty of ……..….
Jamia Millia Islamia, New Delhi – 110025

Sir,

I am applying for relocationto the M.Phil./ Ph. D./ Integrated M.Phil.-Ph.D.programme in ……..……. under the Faculty of / Centre for …… and submitting the following particulars in support of my application along with a crossed Demand Draft of Rs. 1000/- vide no

……. dated ……, issued by (Bank) …….. .

Yours faithfully,

Date……..

(Signature of the Candidate)
Name: ……..……..……

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(PARTICULARS TO BE FILLED BY THE SCHOLAR)

Category (see Note (B) for category code): …….

Name of the Scholar ……

Father's Name ……..……....

Mother's Name …….....

Name of Spouse (if married) …….....

Date of Birth (as given in the Secondary School Certificate) or its equivalent ……..

Nationality…….. Jamia Enrolment No. (if any) ……..

Permanent Address ……..……...

…….....

Local Address (with proof ofresidence) ……

...……...

……

Telephone with STD code: …… Mobile: …… ……

E-Mail: ……..

DETAILS OF QUALIFYING EXAM

Exam Passed	Name of the University	Year of Passing	Division & Percentage	Subjects
PG Course				
M.Phil.				
Any Other				

PRESENT M.Phil/Ph.D. REGISTRATION DETAILS

Name of the University/Institute……

Date of registration…….....

Topic of research…….....

Weather applied earlier for JMI M.Phil./Ph.D. program (Yes/No)

Mode of Admission…….

(Entrance followed by Interview/Direct Interview)

If employed, write the name of the institution and the position held …….....

…….

Dated …… **(Signature of the Scholar)**

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(RECOMMENDATION OF THE DRC/CRC)

The **DRC/CRC** held on ……..recommended

Mr./Ms..……For admission to the Ph. D. Course in…… in the Research Area.....……with

…...…….
as Supervisor

Chairman DRC/CRC
Department/ Centre/ Faculty …...……..

(APPROVAL OF THE DEAN OF THE FACULTY/ DIRECTOR OF THE CENTRE)

Dated…… Signature of the Dean/ Director with Seal

Note:

(A) The following documents will have to be submitted with Application

Copies of Mark Sheets and Degree of Post-Graduation Examinations.
Proof of the date of birth,Proof of claimed reserved category.
Copy of M.Phil. Marks Sheet/ Degree and Course work.
Copy of UGC NET/SLET or an equivalent examination, Copy of valid GATE Score Card.

Annexure – IV

JAMIA MILLIA ISLAMIA
Jamia Nagar, New Delhi-110025
APPLICATION FOR DE-REGISTRATION OF Ph.D. SCHOLARS
(as per the provisions under Para 10-A of JMI Ordinances (Academic) - 9 (IX))

Affix here a Recent Self-Attested Photograph

The Chairman
DRC/CRC,
Department/ Centre of ……
Faculty of ……
Jamia Millia Islamia, New Delhi – 110025

Sir,
I am applying for De-registration to the Ph.D. programme in ……..... under the Faculty of / Centre for ……. and submitting the following particulars in support of my application.

Name of the Scholar: ……..

Registration No.: ……..Date of Registration……..

Topic of Research: ……..

Faculty/Department/Centre: ……..

Name/s of the Supervisor/s: ……....

Present status of research work: …….

(Attach additional sheet, if necessary)

Reason for de-registration: ……..

Whether the No Due Certificate is enclosed: Yes/No

(Note: If the No Dues Certificate is not enclosed with this application, the request for de-registration will not be considered)

DECLARATION BY THE SCHOLARS

I have read the provisions of Para … Ordinances (Academic) – 9 (IX). I would be permitted to re-register by making a written application to the JMI within a maximum period of 5 years from the date of de-registration and I shall be required to submit the thesis within a maximum period of 1 Year from the date of re-registration.

Yours faithfully,

Date……..

(Signature of the Scholar)

Name: ……

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CONSENT OF THE SUPERVISOR

I am satisfied with reasoning of Scholar to de-register and I hereby agree to extend guidance to the student and correct is/her thesis and enable him/her to submit the same as per the rules of the University, if he/she re-register.

Date: Signature of the Supervisor

RECOMMENDATION OF THE DRC/CRC

The **DRC/CRC** held on ……..recommended

Mr./Ms..……..For de-registration to the Ph. D. programme in…….. in the Research Area.....……with
…...……as Supervisor

Chairperson DRC/CRC
Department/ Centre/ Faculty …...……..

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(APPROVAL OF THE DEAN OF THE FACULTY/ DIRECTOR OF THE CENTRE)

Dated…… **Signature of the Dean/ Director with Seal**

Note:

(A) The following documents will have to be submitted with Applicatio

1. Copies of Mark Sheets and Degree of Post-Graduation Examinations.
2. Proof of the date of birth, Proof of claimed reserved category.
3. Copy of M.Phil. Marks Sheet/ Degree and Course work.
4. Copy of UGC NET/SLET or an equivalent examination, Copy of valid GATE Score Card.

Annexure – V

JAMIA MILLIA ISLAMIA
Jamia Nagar, New Delhi-110025
APPLICATION FOR RE-REGISTRATION OF Ph.D. SCHOLARS
(as per the provisions under Para 10-A of JMI Ordinances (Academic) - 9 (IX))

Affix here a Recent Self-Attested Photograph

The Chairman
DRC/CRC,
Department/ Centre of ……
Faculty of ……..
Jamia Millia Islamia, New Delhi – 110025

Sir,

I am applying for Re-registration to the Ph. D. programme in ……..……. under the Faculty of / Centre for …… and submitting the following particulars in support of my application along with a crossed Demand Draft of Rs. 2000/- vide no ……. dated ……issued by (Bank) ……...

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Yours faithfully,

Date……..

(Signature of the Scholar)
Name: ……

Name of the Ph.D. Scholar: ……

Registration No.: ……

Topic of Research: ……

Faculty/Department/Centre: ……

Date, Month and Year of Admission: ……..

Name/s of the Supervisor/s: ……

Present status of research work: ……

Date of de-registration: ……

Whether the re-registration fee receipt is enclosed: Yes/No

(Note: If the re-registration fee receipt is not enclosed with this application, the request for re-registration will not be considered)

DECLARATION BY THE SCHOLAR

I have read the provisions of Para .. Ordinances (Academic) – 9 (IX). I may be permitted to re-register and hereby declare that I shall submit the thesis within a maximum period of one month from the date of re-registration.

Date: Signature of the Scholar

Name…….

CONSENT OF THE SUPERVISOR

I hereby certify that above scholar is pursuing his/her Ph.D. degree under my supervision, and that he/she shall be able to submit his/her thesis within one year able to submit his/her thesis within one year from the date of re-registration.

Date: Signature of the Supervisor

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RECOMMENDATION OF THE DRC/CRC

The DRC/CRC of Studies held on …….…….. recommended Mr./Ms..…… For re-register to the Ph. D. Course in …….. in the Research Area .....…… with …...…….. as Supervisor

Chairman DRC/CRC
Department/ Centre/ Faculty …...……..

(APPROVAL OF THE DEAN OF THE FACULTY/ DIRECTOR OF THE CENTRE)

Dated…… **Signature of the Dean/ Director with Seal**

Note:

(A) The following documents will have to be submitted with Application

I. Copies of Mark Sheets and Degree of Post-Graduation Examinations.
II. Proof of the date of birth, Proof of claimed reserved category.
III. Copy of M.Phil. Marks Sheet/ Degree and Course work.
IV. Copy of UGC NET/SLET or an equivalent examination, Copy of valid GATE Score Card.

Annexure – VI

Format for submitting the 'SYNOPSIS' of the Ph.D. Thesis

Cover page

(Title of the Ph.D. Thesis)

SYNOPSIS
of the Ph.D. Thesis

Submitted to
Jamia Millia Islamia

for the award of the Degree of Doctor of Philosophy
Submitted by

(Name of the Ph.D. Scholar)

(Name of the Supervisor with Affiliation)

(Name of the Co-Supervisor with Affiliation)

(Name and full address of the Department/ Centre/ Faculty)
(Month and Year of Submission)

Inner Pages
of the Synopsis of the Ph.D. Thesis

(Title of the Abstract)

Five Keywords: …, …, …, …, …
(Content of the Abstract)

Last page

Brief Profile of the Ph.D. scholar with date and place of birth, nationality, e-mail address, and academic qualifications

(Not exceeding 200 words)

Annexure – VII

Declaration by the scholar to be included in the M.Phil. Dissertation/Ph.D. Thesis

---

Declaration

I,……., student of M. Phil/Ph.D. hereby declare that the dissertation/thesis titled "……..……
…….……
..…" which is submitted by me to the Faculty of / Centre for ……, Jamia Millia Islamia, New Delhi, in partial fulfillment of the requirement for the award of the degree of Master of Philosophy/Doctor of Philosophy has not previously formed the basis for the award of any Degree, Diploma, Associateship, Fellowship or other similar title or recognition, This is to declare further that I have also fulfilled the requirements of Para 11 ((b) and (g)) of the Ph.D. Ordinance, the details of which are enclosed at the end of the Dissertation/Thesis, and that there is no plagiarism

Place & Date: (Signature and name of the Applicant)

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Annexure – VIII

Format of the Certificate by the Supervisor(s) to be included in the M.Phil. Dissertation/Ph.D. Thesis of the Scholar

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CERTIFICATE

On the basis of declaration submitted by ……..…, student of M. Phil/Ph.D., I hereby certify that the dissertation/thesis titled "…….. ……..…….…… " which is submitted to the Faculty of / Centre for ……..…….. ……, Jamia Millia Islamia, New Delhi in partial fulfillment of the requirement for the award of the degree of Master of Philosophy/Doctor of Philosophy, is an original contribution with existing knowledge and faithful record of research carried out by him/her under my guidance and supervision.

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To the best of my knowledge this work has not been submitted in part or full for any Degree or Diploma to this University or elsewhere, and that it is plagiarism free from.

Place & Date

Signature and name(s) of the Supervisor(s)

Signature of chairman DRC/CRC

Director of the Centre /
Dean of the Faculty

Annexure – IX

PLAGIARISM VERIFICATION

1. Name of Research Scholar: Registration No.:
2. Title of the Dissertation/Thesis:
3. Department/Centre:
4. Faculty:
5. Name of Supervisor:
6. Name of Co-Supervisor (s) If any:

The above Dissertation/Thesis has been scanned for similarity check by the authorised person of University Library. The summary of similarity test report is as follows:

Software used			Dated	
Similarity Index	< 15% (Overall)	< 10% (Single Source)	Overall Similarity	

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The similarity test report issued by University Library is attached for the review.

Signature of the scholar

The plagiarism report of the above Dissertation/Thesis has been reviewed by the undersigned and the similarity index is within university norms. The Dissertation/Thesis may be considered for submission followed by necessary action to the University. The similarity check report generated by turnitin/urkund software at string of 10 words is attached herewith.

Sign. of Supervisor Sign. of Co-Supervisor

Sign. of Librarian

Signature of chairman DRC/CRC

Director of the Centre /
Dean of the Faculty

Annexure – X

Proforma for the Proposed List of M.Phil./Ph.D. Examiners for Approval of the Vice-Chancellor

Name of the Scholar: ……..……..……..…

Name of the Department/Faculty/Centre: ……..…..……

Name(s) of the Supervisor/Co-Supervisor(s) ……..…….

……..…….……..…..

Title of M.Phil. Dissertation/Ph.D. Thesis:
……
……

Broad Area of Specialization: ……..……..

Proposed List of M.Phil./Ph.D. Examiners:

S.No.	Name of the Examiner* with full Postal and e-Mail Address, Telephone No. and Fax	Approval dissertation/thesis Evaluation	Approval for Examination
1	Name: ……..…… Designation: ……..……..…… Address: ……..….. ……..…… ……..……..… E-Mail: ……..…... Telephone: ……. Fax: ……. Mobile: ……..…	……	……
2	Name: ……..…… Designation: ……..……..…… Address: ……..….. ……..…… ……..……..… E-Mail: ……..…... Telephone: ……. Fax: ……. Mobile: ……..…	……	……

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3	Name: ……..…… Designation: ……..……..…… Address: ……..…. ……..…… ……..……..… E-Mail: ……..…... Telephone: ……. Fax: ……. Mobile: ……..…	**……**	**……**
4	Name: ……..…… Designation: ……..……..…… Address: ……..…. ……..…… ……..……..… E-Mail: ……..…... Telephone: ……. Fax: ……. Mobile: ……..…	**……**	**……**
5	Name: ……..…… Designation: ……..……..…… Address: ……..…. ……..…… ……..……..… E-Mail: ……..…... Telephone: ……. Fax: ……. Mobile: ……..…	**……**	**……**

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6	Name: ……..…… Designation: ……..……..…… Address: ……..….. ……..…… ……..……..… E-Mail: ……..…... Telephone: ……. Fax: ……. Mobile: ……..…	……	……
7	Name: ……..…… Designation: ……..……..…… Address: ……..….. ……..…… ……..……..… E-Mail: ……..…... Telephone: ……. Fax: ……. Mobile: ……..…	……	……

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✶ *Brief profiles of the proposed Examiners to be submitted on separate sheets along with the completed proforma.*

The Vice-Chancellor may kindly select:

1. three examiners (and one alternate examiner) for evaluating the Ph.D. Thesis and one out of these three, one examiner should be indicated for conducting Viva-Voce Examination.
2. two examiners (and one alternate examiner) for evaluating the M.Phil. dissertation and oneof two, one examiner should be indicated for conducting Viva-Voce Examination.

Signature & Name of
the Ph.D. Supervisor
(Office Seal)

Signature & Name of
The chairman DRC/CRC
(Office Seal)

Proforma for Examiner's Consent to evaluate the M.Phil. Dissertation/Ph.D. Thesis

Dated:

To
The Controller of Examinations
JamiaMilliaIslamia
Jamia Nagar
New Delhi-110025

Sir,

With reference to your letter No. ……..…… dated ……, I hereby give my consent to evaluate the M.Phil. Dissertation/Ph.D.Thesis of Mr./Ms…… and submit my Report within 8 weeks from the date of receipt of the Dissertation /Thesis.

IndiaCode

(……)
(Name and Signature)

Address: ……

Annexure – XI

Proforma for Examiner's Report on M.Phil. Dissertation/Ph.D. Thesis

Jamia Millia Islamia

Jamia Nagar, New Delhi-110025

Examiner's Report on the M.Phil. Dissertation/Ph.D. Thesis

Title of Dissertation/Thesis:……

……..

Name of the Scholar: …….....

Subject/Field of Research: ……. ……....

Department/Faculty/Centre: ……..

IndiaCode

1. The dissertation /thesis be accepted, (YES / No)
2. The dissertation /thesis be revised and submitted again in the revised form. (YES / No)
   (Please clearly specify the grounds on which the thesis is to be revised).
3. The dissertation /thesis not acceptable in the present from. (YES / No)
   (Please clearly specify the reason for rejection)

(1) In case the examiner makes the recommendation (1) stated above:

The Examiner will give a detailed report on separate sheet(s) on the following points:

a) It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the scholar's capacity for critical examination and second judgment.

b) It must be satisfactory from the point of language and presentation of the subject matter.

However, if the Examiner feels that some minor corrections in the Thesis are needed, which should be incorporated therein before the VIVA VOCE Examination is held, he/she should attach a separate sheet, giving his suggestions/details of corrections to be made in the Thesis.

c) The questions to be asked will be based on the evaluation of the dissertation /thesis.

The Examiner may also indicate in the enclosed proforma [Annexure-VIII (A)] the questions which he/she would like the scholar to answer at the time of the VIVA VOCE examination.

(2) In case the examiner makes recommendations (2) stated above:

He/she may kindly state reasons and suggests the lines on which the dissertation/thesis is to be revised. These comments will be conveyed to the scholar through his/her supervisor to enable him/her to revise the dissertation/thesis [Please attach separate sheet(s)].

(3) In case the examiner recommends rejection of the dissertation/thesis :

He/she may kindly state the reasons for doing so [Please attach separate sheet(s)].

Note: Additional sheet(s) may be attached, if necessary.

Date: ……..….

Place: ……..

(Signature of the Examiner)

Full Name & Address: …….……..….

…….

Telephone No: ……..… Mobile No: ……..……

E-Mail: …….……...

IndiaCode

Questions for the Viva-Voce Examination

(to be submitted by the Examiners on a separate sheet)

Title of the dissertation /thesis:

……

……

……

……..

Submitted

by:

……....

Department/Centre/Faculty: ……..

QUESTIONS

[if the space is not sufficient, please attach extra sheet(s)]

1.

2.

3.

4.

5.

(Signature of the Examiner)

Name of the Examiner: ……..….

Address: ……..……

……..

Date: ……..….

IndiaCode

Annexure – XII

Proforma for Examiner's Report on Viva-Voce Examination of the Scholar

Jamia Millia Islamia

Jamia Nagar, New Delhi-110025

Examiner's Report on Viva-Voce Examination

Title of dissertation/thesis :……...……

……..……..……..

Name of the Scholar: ……..……...…….……..

Subject/Field of Research: ……... ……...

Department/Faculty/Centre: ……..……...…….……

(i)	Whether the scholar is acquainted with the literature on the subject?	Yes ……. No ……...
(ii)	Whether the dissertation/thesis is genuinely the work of the scholar?	Yes ……. No ……...
(iii)	Whether the scholar possesses capacity for critical examination and judgment?	Yes ……. No ……...

Specific Recommendation:

……

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……..
(Signature and Name of the Examiner)

……..
(Signature and Name of the Supervisor)

……..
(Signature of the Chairman DRC/CRC)
(Office Seal)

IndiaCode

Annexure – XIII

Format of Ph.D. Degree



IndiaCode

Enrolment No. ……

تصدیق کی جاتی ہے کہ .....کو
سنہ ء میں .....
پر تحقیقی مقالہ منظور ہونے کے بعد انہیں اس یونیورسٹی
نے ڈاکٹر آف فلاسفی کی سند عطا کی ۔

JAMIA MILLIA ISLAMIA
(A Central University by an Act of Parliament)

DOCTOR OF PHILOSOPHY

This is to certify that ….. ……. . after approval of his/her Thesis on ……. …. from the faculty /Centre of …… in this University has been admitted to the Degree of Doctor of Philosophy in this University in the Year ……. .

Musajjil (Registrar) مسجل

مُہر SEAL

Shaikhul Jamia (Vice-Chancellor) شیخ الجامعہ

Jamia Nagar, New Delhi, Dated the_____ جامعہ نگر، نئی دہلی، مورخہ