Dr. K.N. Modi University
Modinagar, Ghaziabad, Uttar Pradesh

Ph. D. Ordinance - 2025

Dr. K.N. Modi University
Modinagar, Ghaziabad, Uttar Pradesh
NCR CAMPUS, HAPUR ROAD MODINAGAR, GHAZIABAD (U.P.)-201204, INDIA
Toll Free No.: 1800-2121-112, Tel. No. No.: +91-9927999600/01/02/03/04/05
E-mail: info@dknmuncr.com, Website: www.dknmuncr.com

Ordinance

Minimum Standards and Procedures for Award of Doctorate of Philosophy (Ph. D.) admissions

1. **Eligibility criteria for admission to the Ph.D. Programme. -**The following are eligible to seek admission to the Ph.D. programme:

   1.1. Candidates who have completed 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.

   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 University from time to time.

   1.2. 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.

2. **Duration of the Programme**

   2.1. Ph.D. Programme shall be for a minimum duration of three years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

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

   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.

   2.3. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

3. **Procedure for admission**

   3.1 Admission to the Ph.D. programme shall be made using the following methods:

   i. University may admit students through an Entrance Test conducted at the level of the University. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject- specific. Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.

ii. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS).

iii. The selection of candidates based on the entrance test conducted by the University, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.

iv. University may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview.

4 **Allocation of Research Supervisor**

4.1 Permanent faculty members working as Professor/Associate Professor of the Higher Educational Institution with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed.

4.2 Co-Supervisors from within the same department/ college/ Faculty/ centre or other departments college/ Faculty/ centre of the University or other Higher Education Institution (HEI) may be permitted with the approval of the competent authority.

4.3 An eligible Professor/Associate Professor/Assistant Professor can guide up to eight / six / four Ph.D. scholars, respectively, at any given time.

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

4.5 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.

5 **Admission of International students in Ph.D. programme**

5.1 Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.3 above.

6 **Course Work**

6.1 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**. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

6.2 A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the

UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

7 Research Advisory Committee and its Functions

7.1 There shall be a Research Advisory Committee or an equivalent body as defined in the Statutes/Ordinances of the Higher Educational Institution concerned for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:

i. To review the research proposal and finalize the topic of research.

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

iii. To periodically review and assist in the progress of the research work of the Ph.D. Scholar.

7.2 Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Higher Educational Institution concerned. A copy of such recommendations shall also be provided to the Ph.D. scholar.

7.3 In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

8 Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.

8.1 Upon satisfactory completion of course work and obtaining the marks/grade prescribed, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.

8.2 Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the University concerned, which shall also be open to all faculty members and other research scholars/students.

8.3 Ph.D. scholars shall be required to publish at least two research papers in reputed peer-reviewed journals and present at least two research papers at national or international conferences/seminars before submitting their dissertation/thesis for adjudication. The scholars shall produce documentary evidence of the same in the form of publication reprints and conference/seminar presentation certificates.

8.4 The University concerned shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.

8.5 A Ph.D. scholar shall submit the thesis for evaluation, along with

i. an undertaking regarding plagiarism from the Ph.D. scholar

Key UGC Guidelines on Plagiarism:

a. Permissible Similarity: A maximum of 10% similarity is generally allowed for the core research content (abstract, summary, hypothesis, results, and conclusion).
b. Exclusions: Standard exclusions from similarity checks include quoted work with attribution, references, bibliography, table of contents, and generic terms/equations.

ii. a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.

8.6 The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students.

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

8.8 The Higher Educational Institution concerned shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six months from the date of submission of the thesis.

9 Ph.D. through Part-time Mode

9.1 Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.

9.2 The University shall obtain a "No Objection Certificate" through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:

i. The candidate is permitted to pursue studies on a part-time basis.
ii. His/her official duties permit him/her to devote sufficient time for research.
iii. If required, he/she will be relieved from the duty to complete the course work.

10 Issuing a Provisional certificate

Prior to the actual award of the Ph.D. degree, the degree- awarding Higher Educational Institution shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.

11 Depository with INFLIBNET

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

SECONDARY PROCESS AND GUIDELINES

1. After approval from RESEARCH ADVISORY COMMITTEE, the research aspirant may be permitted for provisional registration as a "Ph.D. RESEARCH SCHOLAR of Dr. K.N. Modi University" and he/she needs to the deposit first instalment of prescribed fee. The candidate has to pay the prescribed fee to the Dr. K.N. Modi University through Online banking/ DD/ Bank Challans of ICICI Bank, Modinagar, Ghaziabad or any other nationalized bank payable at Modinagar, Ghaziabad, Uttar Pradesh.
2. The internal categories of candidates from, Dr. K.N. Modi University or it's 'associate institutions will be required to execute service agreement to serve the Dr K N Modi University or any of the associate institution at least for a period of two years after the award of the degree, as per the terms and policy as, may be determined time to time.
3. The subject-wise course-work classes will be arranged by University and minimum 180 hours attendance is mandatory. Before commencement of classes, research scholar shall submit his/her synopsis with second instalment of first year fee.

   The fee structure for the year 2025 is given in the table-

Ph.D. *Fee Structure Year 2025			
Details	1st Year (₹)	2nd Year (₹)	3rd Year (₹)
Entrance Fee	5,000/-	-	-
Registration Fee (One Time)	50,000/-	-	-
Course Work Fee (One Time)	75,000/-		-
Synopsis Submission Fee (One Time)	25,000/-		
Academic Fees (Yearly)	-	85,000/-	85,000/-
Progress Report Fee	-	-	12,000/- (₹2000 for each 6 monthly report)
Pre-Viva Fee	-	-	8,000/-
Final Viva Fee	-	-	10,000/-
Convocation Fee	-	-	5,000/-
Total	1,55,500/-	85,000/-	1,20,000/-
Grand Total	₹3,60,000/-		

   *Note: Fees once deposited will not be refunded.
4. The research scholar shall submit the research execution/facility certificate issued by competent authority, if he/she is availing research laboratories/facilities other than in University campus.
5. The candidate shall submit summary of work before submitting the Thesis. He/she can submit summary after 30 Months from the date of Permanent Registration.
6. Subject to the approval of the summary by the Research Advisory Committee, the research scholar may be permitted to submit the thesis with the recommendation of the guide.
7. During the course or after completion of the Ph.D. degree if anyone found guilty of misappropriation or any other such incident comes to the notice regarding non-fulfilment of eligibility conditions of candidate, the University has right to cancel the registration or degree from primary stage. University is not responsible for any of the delay for completing the formalities, including thesis submission, by the research scholar.
8. Cancellation of Registration:
   8.1. Registration may be cancelled on the recommendation of the Doctoral Committee based on the lack of progress, as requested by the supervisor, and also after giving due opportunities to the candidate for defending his/her case.

8.2. Registration may be cancelled if the candidate fails to submit the thesis before the maximum stipulated period.
8.3. If being an internal and full-time research scholar, he absents himself for a continuous period of six weeks without prior intimation/sanction of leave.
8.4. If he withdraws from the Ph.D. program and the withdrawal is duly recommended by the RESEARCH ADVISORY COMMITTEE.
8.5. If his/her academic progress is found unsatisfactory.
8.6. If he/she is found to be involved in act of misconduct and/or indiscipline and termination is recommended by the School/Dept. Research Committee or any other authority so authorised by the Academic Council.
8.7. If the candidate fails to pay outstanding dues for more than three months from the due date.