

**RESEARCH AND DEVELOPMENT CELL****Ph.D. Regulations -2023****1. Preamble**

The **AMET Ph.D. Regulation 2023** is laid down based on the **UGC (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations 2022 implemented from 2023 in AMET Deemed to be University)** in suppression of AMET PROCEDURAL GUIDELINES FOR Ph.D. DEGREE PROGRAMME 2023 and all other previous PhD regulations of this University.

2. Ph.D Programme**Admission Eligibility Criteria**

- 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 with at least 55% marks the master's degree by the corresponding statutory regulatory body.
- 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 shall be eligible for admission to the Ph.D. programme.
- 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.
- 2-year/4-semester Master's degree program after a 4-year/8-semester bachelor's degree program with at least 55% marks in the master's degree by the corresponding statutory regulatory body.

- However, 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 Commission from time to time for the above mentioned qualifications.
- However, for the candidates of the maritime disciplines (Marine Engineering and Nautical Science), the minimum qualifications will be based on a Certificate of Competency (Master FG and MEO Class I) and industry experience of a minimum of 10 years.

3. Classification of Ph.D Programme

- Two categories of Ph.D. programmes available are, Full-time and Part-time. Candidates who satisfy the eligibility criteria given below are eligible to apply for Ph.D. Programme.

3.1 Full Time Mode

- Candidates under the Full-time category shall do research work in the University and shall be available during the working hours for curricular, co-curricular and related activities.
- The eligible and suitable Full-Time Research Scholars will be selected for the award of scholarships by a committee constituted by the Vice Chancellor.
- It is mandatory that the scholars assist the Department with academic work assigned by the Head of the Department and/or Research guide for at least 6 hours per week.
- The Scholars selected for the award of fellowship have to complete the Ph.D. program within the minimum period as stipulated in the Ph.D. Regulations. If they discontinue or cannot complete the said program, the entire amount paid to the respective candidate as a monthly stipend will be recovered.

3.2 Part-time mode

- Candidates who fulfill the admission eligibility criteria are eligible for part-time mode. Full-time Faculty Members and Staff Members of AMET deemed to be Universities / Colleges affiliated to state universities/ Deemed Universities /Government aided/Self-financing Polytechnic Colleges, etc. within a 175 km radius.

- Candidates working in Industries / RDC organizations / National Laboratories / Government / Quasi Government/ Private establishments/organizations and duly forwarded by the respective employer.

3.3. International Research Scholar:

- International research scholars must meet the same eligibility requirements as Indian scholars who are governed by the UGC for admission. The necessary entrance test and coursework test will be conducted online mode.
- There following stages in Ph.D. Progress such as 1st Doctoral Committee meeting (DC), 2nd Doctoral Committee meeting, 3rd Doctoral Committee meeting (or) Synopsis meeting, Pre-Ph.D. Presentation, Thesis submission and Viva-voce Examination.
- The applicant is required to appear in person once during the second Doctoral Committee (DC) meeting and then a second time either before or at the Public Viva-voce Examination.
- The supervisor may preferably fix a Ph.D.-qualified co-supervisor in the candidate's academic institution/ industry or a neighboring institution/industry with his Research domain will explore novel ideas and provide constructive assistance for his research effort.
- The Fees structure and research norms for Ph.D. admission of international scholars will be framed by the AMET Research Monitoring Committee (RMC) concerned from time to time
- 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 7.3.

4. Duration of the Programme

- The duration of the programme and the time for submission of the Thesis are calculated from the date of provisional admission.

Discipline	Minimum Duration (years)		Maximum Duration (years)		Re-registration as per the statute (Maximum Duration-years)
	Full Time	Part Time	Full Time	Part Time	Full Time & Part Time
Engineering and Technology and others (4 years bachelor degree + 2 years master's degree or 4 years bachelor degree + 1 year master's degree)	3	4	6	6	8
Science, Humanities and Management (3 years Bachelor's degree + 2 years master's degree)	3	4	6	6	8
Engineering and Technology and others (4 years/8 semesters Bachelor degree alone)	4	5	6	6	8

- Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. Programme.
- A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Higher Educational Institution concerned; the total period for completion of a Ph.D. Programme should not exceed eight (8) years from the date of admission.
- 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.

- 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
- However, for MS By Research/M.Phil. Degree holders, the minimum duration shall be reduced by one year.
- Based on the recommendation by the supervisor, the Vice Chancellor shall permit (if reasons are deemed fit), break of study for the scholar under extraordinary circumstances such as medical grounds and other compelling reasons which warrants his/her absence from the programme. However, the break of study period shall not be counted for the minimum duration of the programme and the total break of study should not exceed one year. In addition, the maximum program duration shall not be exceeded in accordance with UGC regulations.
- The scholar should remit the annual research fees during the break of the study period.
- Scholars who do not submit the thesis within the maximum duration of the programme (6 years) shall apply for an extension through the process of re-registration as per the statute/ordinance of the AMET, three months before the completion of the duration recommended by the Supervisor, DC and RMC. In such cases, with the approval of Vice Chancellor, a maximum grace period of Two year (One + One year basis) shall be granted. Scholars are required to pay an extension fee in addition to the annual research fee.
- If the scholar fails to submit the Thesis within the extended period (at the maximum of 8 years) his/her registration shall be canceled.

4.1 Re-registration

- A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Higher Educational Institution concerned; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

5. Mode of Selection

- 5.1.** The aspirants interested in registering for Ph.D. Programme shall apply in the prescribed application form downloaded from the University website, fill in all the necessary details, and submit through the proper channel, before the due date as indicated in the notification issued from time to time. Normally the University shall issue notification for Ph.D. admission 4 times a year (in the months of January, April, July, and October).
- 5.2.** The Ph.D. applications shall be processed by the Departmental Research Committee (DRC)/Research Admission Committee constituted by the Vice Chancellor. The committee shall consider the applications based on the available vacancies in the Department and other eligibility requirements
- 5.3.** Eligible candidates shortlisted by the DRC/ Research Admission Committee shall be called for entrance examination.
- 5.4.** 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.
- 5.5.** 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), and other categories of candidates as per the decision of the Commission from time to time.
- 5.6.** A weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be accountable.
- 5.7.** The suitability of the candidate to pursue the proposed work, the novelty and achievability of the proposed work and available Supervisors shall be considered.

6. Admission Procedure

- 6.1.** The Faculty of the candidate for admission to the Ph.D. programme shall normally be based on the UGC norms. The DRC/ Research Admission Committee shall approve and recommend the selected candidates for admission to the doctoral programme in the appropriate specialization, after giving due consideration to the interdisciplinary fields of research, if any, and the Faculty in which the candidate shall be registered.

- 6.2. The Scholar, Supervisor, Doctoral Committee members and Examiners shall not be blood relatives to each other.
- 6.3. The date of provisional admission shall be normally 1st January or 1st April or 1st July or 1st October of the year in which the candidate is admitted.
- 6.4. However, exemption may be considered by the Vice-Chancellor on merit basis.

7. Research Supervisors

7.1. **Supervisor/Guide** 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 or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Postgraduate Colleges/institutes would be in violation of these Regulations.

7.2. **Co-Supervisor/Guide** In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from the concerned Department or other Department /School /Centre/College/University/Industry may be appointed.

7.3. Number of candidates under a Research Supervisor

At any point, the Research Supervisor/Co-supervisor shall not exceed the number of candidates prescribed as follows

- i. Eight candidates if the Supervisor is a Professor
- ii. Six candidates if the Supervisor is an Associate Professor
- iii. Four candidates if the Supervisor is an Assistant Professor

7.4. Supervisor Age Limit

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.

8. Reviewing the research progress of a Ph.D. Scholar

8.1. Constitution of the Doctoral Committee

- 8.1.1.** There shall be a separate Doctoral Committee for every Ph.D. candidate to formally advise, regulate and monitor the research progress.
- 8.1.2.** Members of the Committee shall remain the same throughout the course of a scholar and changes if any, may be made with the approval of the Vice Chancellor.
- 8.1.3.** The Doctoral Committee shall consist of
 - i. Supervisor/Guide as Convener
 - ii. HOD as Chairman (*Ex Officio*)/Internal Member nominated by the Vice Chancellor
 - iii. An External Experts nominated by the Vice Chancellor either from the panel provided by the Supervisor or by his/her own
 - iv. Co-Guide/Co-Supervisor, if any
 - v. Dean – Research and Development Cell (*Ex Officio*) or a nominee of the Vice Chancellor for administrative guidance.

8.2. Functions of the Doctoral Committee

- 8.2.1.** The DC shall recommend the research proposal and finalize the topic of research
- 8.2.2.** The DC shall guide the research scholar to develop the research design and methodology of research
- 8.2.3.** The DC shall prepare and prescribe appropriate courses for every PhD scholar
- 8.2.4.** The Doctoral Committee (DC) duly formed with the approvals of Vice Chancellor shall evaluate the progress of research work by a PhD candidate every six months through half yearly progress reports, DC meetings, publications and other mechanisms that may deem fit.
- 8.2.5.** The six monthly progress reports shall be submitted by the candidate shall be reviewed and recommended by the Doctoral Committee to the University
- 8.2.6.** In all of the DC meetings, there shall be a minimum quorum of three members at least.
- 8.2.7.** Interim Review: Based on the need, Supervisor may convene interim review meetings by the DC with appropriate approvals to exclusively review the research progress of the candidate with a performance indicator
- 8.2.8.** The DC may also recommend cancellation of registration for the PhD scholars those who failed to fulfill stipulated requirements. However, before that the DC shall provide reasonable time for the research scholar to implement the corrective measures suggested.

9. Course work

9.1. Candidates admitted with PG Qualification

- 9.1.1.** Full-time Research scholars shall complete their coursework consisting of 4 PG level 3/4 credit courses in one semester preferably in the First semester.
- 9.1.2.** Part-time Research scholars shall complete their coursework consisting of 4 PG level 3/4 credit courses in two semesters preferably in the First year.

9.2. Candidates admitted with UG Qualification (4 years/8 semesters Bachelor degree alone)

9.2.1. Full-time Research scholars shall complete their coursework consisting of 8 PG level 3/4 credit courses in two semesters preferably in the First year.

9.2.2. Part-time Research scholars shall complete their coursework consisting of 8 PG level 3/4 credit courses in four semesters preferably in the First two years of his/her Ph.D. Duration

Further, the Bachelor's degree part-time candidates may be permitted to complete the 8 PG level courses within one year/2 semesters.

9.3. Minimum and maximum credits for the coursework

9.3.1. Candidates admitted with PG Qualification

For the Full-Time and Part-Time Categories of Candidates, the Credit assigned to the Ph.D. Coursework shall be a minimum of 12 Credits and a maximum of 16 Credits.

9.3.2. Candidates admitted with UG Qualification (4 years/8 semesters Bachelor degree alone)

For the Full-Time and Part-Time Categories of Candidates, the Credit assigned to the Ph.D. Coursework shall be a minimum of 24 Credits and a maximum of 32 Credits.

9.4. The common framework for the course work shall be as:

- **Mandatory Course:** Research methodology—common and compulsory paper for all the disciplines; This course shall cover areas such as quantitative methods, computer applications, research ethics and review of published research in the field, training, field, etc..
- **Subject Specialization course:** A paper on subject specialization with focus on technical aspects of the major discipline in which the candidate is registered.
- **Research Specialization course:** A paper on Research Specialization with intense focus on the area of research in which the candidate is desired to work.

- The DC may recommend registering for the maximum number of courses permitted under each course category, based on the admission category (PG/UG Qualification). The DC ensures that the overall credit weightage does not exceed 16 for PG Qualification and 32 for UG Qualification.
- 9.5.** Research Methodology and Research Publication Ethics are compulsory and common courses for all disciplines. However, it is exempted for candidates with M.Phil. and M.S (By Research) degrees with proof for having completed the course.
- 9.5.1.** In addition to Research Methodology and Research Publication Ethics, the Doctoral Committee (DC) shall create and define the syllabus for the remaining two courses for which candidates are admitted with PG Qualifications. The Ph.D. coursework subjects should not replicate their respective degree curriculum
- 9.5.2.** In addition to Research Methodology and Research Publication Ethics, the Doctoral Committee (DC) shall create and define the syllabus for the remaining six courses for which candidates are admitted with UG Qualification (4 years/8 semesters Bachelor degree alone). The Ph.D. coursework subjects should not replicate their respective degree curriculum.
- 9.6.** DC shall also recommend PG level 3/4 credit (The DC shall approve registration of the maximum no of courses through online platforms according to the category of registration) courses from online platforms such as SWAYAM, NPTEL etc. However, appropriate certificates shall be produced after taking examinations in the SWAYAM/NPTEL modes. The DC shall also approve the certificate for coursework from SWAYAM or NPTEL.
- 9.7.** A minimum of 55% of marks or its equivalent grade in the UGC 7-point scale shall be the minimum eligibility for the Ph.D. scholar to qualify in the Course Examinations.
- 9.8.** Course works may also be prescribed as directed study as a mode of instruction. The directed study course shall be done under the guidance of the Supervisor which may include a minimum of 5 seminars covering each unit and 3 tests.

9.9. The Controller of Examinations (COE) shall conduct the coursework examinations centrally at then and there.

9.10. Coursework completion Certificate shall be issued by the COE on recommendation by the Doctoral Committee with the approval from the Vice Chancellor after a comprehensive evaluation of performance in research, coursework and publications.

10. Cancellation of Registration

10.1. The registration of a scholar who has not submitted his/her thesis before the end of the maximum duration including the extension period for the programme shall stand cancelled automatically.

10.2. The registration is liable for cancellation administratively for the following reasons if :

10.2.1. The scholar has not paid the annual research fees within the stipulated time.

10.2.2. The Doctoral Committee recommends the cancellation due to the poor performance of the scholar.

10.2.3. Prior permission is not obtained for a break of study from the Registrar.

10.2.4. The scholar wishes to withdraw from the programme and requests the cancellation of his/her registration.

10.2.5. Submission of Thesis beyond six months from the date of approval of Synopsis by the Doctoral Committee.

10.2.6. The act of plagiarism involved in the journal publication/Thesis beyond acceptable limits as per the Academic Integrity and Plagiarism Policy of the University

10.2.7. Any violation of the rules and regulations of Ph.D. Programme.

10.2.8. In such cases of cancellation of registration, no refund of fees will be given.

11. Change of Guide, topic and category

11.1. The scholar can opt for a change of supervisor (after the provisional registration) under the following conditions:

11.1.1. If the supervisor is not willing to continue to be his/her supervisor.

- 11.1.2.** If the scholar is not willing to continue his/her research under the current supervisor with valid reasons which must be supplemented with necessary documentary proof with the recommendations of DRC and approval of the Vice-Chancellor.
- 11.1.3.** If the supervisor moves from the University to other organizations prior to the confirmation of Ph.D. registration.
- 11.2.** Under any of the above conditions a No objection certificate must be obtained from the current supervisor and a consent letter from the succeeding supervisor.
- 11.3.** On valid reasons, scholars can change their topic of research (with the recommendations of the DC) (with the recommendations of the DC/DRC).
- 11.4.** Scholars are permitted to change the category from part time to full time or vice versa, if necessary, with the recommendations of the Research Monitoring Committee and the approval of Authorities subject to submission of necessary documents along with the recommendation of the Doctoral Committee. While doing so the period already spent will be converted on pro rata basis for the calculation of minimum duration.
- 11.5.** Further, a fee of Rs.2000/- must be paid for the change of guide under 11.1.1 and 11.1.2 and for change of topic and category as under 11.3 and 11.4.

12. Ph.D. Evaluation Procedures

12.1. Submission of synopsis for the Ph.D. programme

12.1.1. Conditions for submitting Ph.D. synopsis: Candidate should have completed minimum duration of research with reference to category of registration; his/her registrations should have been confirmed after course work and comprehensive examinations. Candidate should have completed publication requirements stipulated by the University from time to time and the DC should recommend the candidate for submission of synopsis by ensuring all requirements.

12.1.2. Procedures for the submission of Synopsis

12.1.2.1. Synopsis DC meeting shall be conducted by the Supervisor after the candidate completes his/her research works within maximum duration and/or completing minimum duration

12.1.2.2. The Synopsis DC meetings shall ensure the research progress, timely submission of half yearly progress reports, adherence to publication

requirements, completion of research works, payment of all required fee, proposed examiners for evaluation and finally shall recommend the candidate to submit synopsis of his/her PhD Thesis as per University guidelines.

- 12.1.2.3.** The candidate shall submit six copies of synopsis in prescribed format with all required documents and necessary synopsis fee through Supervisor and HOD, six month prior to the end of the prescribed minimum period of research or within the maximum duration whichever is earlier.

12.2. Evaluation of Synopsis

12.2.1. Supervisor/Guides shall submit a panel of examiners (experts in the field of candidate's research with proven track record of guided PhD scholars and credible publications from the University system) in prescribed format with the recommendations of the DC as per University guidelines. All the proposed examiners must be recommended by the DC. From the submitted panel or by the choice on his/her own, Vice Chancellor shall nominate two external examiners each from two categories.

12.2.2. Category of Examiners

- i. Internal Member – Supervisor/Guide
- ii. External Examiner I-Indian Examiner (Adjudication of Synopsis and Thesis; Viva Voce Examiner)
- iii. External Examiner II- the Foreign examiner should be from the country of origin of the foreign National (No NRI). (Adjudication of Synopsis and Thesis)

12.2.3. The Synopsis which has a minimum of 90% original content in manuscript shall be forwarded by the COE to the approved examiners for evaluation.

12.2.4. Synopsis shall not be evaluated by the Internal Examiner. However, both other two examiners would review the synopsis and shall submit consents for thesis adjudication based on merit

12.3. Pre-PhD Presentation

- 12.3.1.** Based on the consent of the appointed external examiners after reviewing the synopsis, the Supervisor shall conduct a Pre-Ph.D. Presentation in the University
- 12.3.2.** The scholar shall make a presentation in the University before the DC along with a draft thesis as per the prescribed format. This Pre-PhD presentation shall also be open to all faculty members and other research scholars in the University. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research
- 12.3.3.** During the Pre-Ph.D. Presentation, the DC shall provide suggestions and recommendations to the candidate to produce the Thesis in complete adherence to University guidelines.
- 12.3.4.** Based on the recommendations of the DC, the candidate shall be permitted to submit Six Copies of Thesis in prescribed format along with a soft copy in a Pen drive and CD or DVD.

12.4. Detection of Plagiarism

- 12.4.1.** As per AMET academic Integrity and Plagiarism Policy 2017 in consonance with UGC guidelines, the University accepts Thesis with not less than 90% of original content as authenticated by UGC recommended Plagiarism Detecting software
- 12.4.2.** The Supervisor and PhD scholar shall submit separate declaration in prescribed proforma for the originality of the PhD thesis manuscript and the research articles published in journals and conferences

12.5. Ph.D. Thesis Adjudication

- 12.5.1.** The thesis submitted as per University guidelines shall be adjudicated by all the two examiners (one Indian and one Foreigner)
- 12.5.2.** Based on the satisfactory Thesis adjudication reports from the examiners (one Indian, one Foreigner and supervisor), the Ph.D. scholar shall be permitted to defend his/her thesis in a public viva voce examination where Supervisor is the

Convener and Indian Examiner who evaluated the PhD thesis shall be the external examiner

- 12.5.3.** The public viva voce examination shall be open to be attended by Members of the DC, DRC, all faculty members of the Department, other research scholars and other interested experts/researchers from other Institutions as well.

13. Award of PhD Degree

- 13.1.1.** Ph.D. scholars who successfully defend his/her Thesis in the public viva voce examination as certified by the panel of examiners (internal examiner-supervisor and external examiner) shall be recommended by the Board of Management for the award of the Degree in the Convocation.
- 13.1.2.** Prior to the actual award of the degree, the candidate shall be issued with a Provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of **UGC (Minimum Standards and Procedures for Award of Ph.D Degree) Regulations 2022.**

14. Depository with SHODHGANGA:

On successful completion of the evaluation process and before the announcement of the Ph.D. degree, PhD scholars shall submit a consent letter through the Supervisor for the submission of an electronic copy of the Thesis to the SHODHGANGA for public access.

15. Publication of Thesis

- 15.1.** The Theses for which Degree were awarded, shall be published only with the written permission of the University
- 15.2.** However, parts of the Thesis shall be published as research articles by giving due credits to all those who involved

16. Powers to Modify

- 16.1.** University reserves the right to develop suitable mechanisms and modus operandi from time to time by specifying special procedures, requirements and prescribing appropriate fees to ascertain these regulations.
- 16.2.** Notwithstanding anything in this regulation, the procedures, requirements and fees prescribed as amendments of this regulation by the University, from time to time, shall be adhered by all those who register under these regulations
- 16.3.** The Academic Council of Academy of Maritime Education and Training deemed to be University shall have the powers to modify these regulations from time to time.