

Part-Time Ph.D. PROGRAMME

RULES AND REGULATIONS

Ph.D. programme in various departments of the institute is extended to professionals employed in the industry/Educational Institutions, to pursue Ph.D. as part-time research scholars in the engineering and science departments of the institute.

Research Scholars doing Ph.D. in Part-time mode are not eligible for Institute Scholarship/Fellowship or any financial support from the institute.

RP 1.1 : Eligibility criteria:

An applicant must satisfy the minimum eligibility criteria, mentioned under (a), (b) and (c) of this section, to consider his/her application for Part-time Ph.D. programme of the institute and any additional requirements specific to the departments will be published in website along with advertisement from time to time with the approval from the Competent Authority.

(a) Educational Qualifications:

Master's/M.S. (by Research) degree in the appropriate branch of study with minimum 60% aggregate marks or CGPA \geq 6.5 (out of 10) in UG and PG.

Relaxation in educational qualifications: For engineering departments, candidates with B.Tech. /B.E. degree, may also be considered if the candidates have at least 6 years of experience with proven track record of research experience.

(b) Relevant Experience

Permanent employees who can submit No Objection Certificate from their employer and are working in the cadre equivalent to Scientist-C/Assistant Professor/Lecturer in Government R&D laboratories/Government organizations/Government industry/PSUs/State Undertakings having at least three years of experience are eligible.

OR

Permanent/Regular Employees from Private Industries/Education Institutions with R & D facilities having at least three years of experience are eligible.

(c) Organizational Qualifications:

(i) Government R&D laboratories/Government Educational Institutions/ Government organizations/Government industry/PSUs/State Undertakings.

(ii) Private Organization/Industry/Educational Institutions, to which the applicant belongs to, must be of at least 3 years standing (i.e., established at least five years before

the last date of applying for Ph.D. (Part-time) admission as per the advertisement) with membership in CII/ASSOCHEM or any other equivalent membership.

RP 1.2: Selection Procedure

Eligible candidates possessing the minimum educational qualifications and satisfying additional criteria set announced by the Competent Authority from time to time only will be called for an interview to be conducted by the Selection Committee(s).

RP 1.3: Admission

- i. Candidates whose selection is approved by the Chairman, Senate, will be admitted to the Ph. D. programme after payment of prescribed fees.

RP 1.4: Choice of Guide

- (a) Allotment of guide to research scholars will be done by the Competent Authority taking into consideration (i) the preferences given by the research scholars and guides, (ii) number of research scholars with the guide and (iii) area of research.
- (b) Scholar may have Co-Supervisor from his/her parent organization with recommendation of Doctoral Committee.
- (c) There shall be not more than two guides from the institute for a research scholar.

RP 1.5: Change/Addition of Guide

The Doctoral Committee of a research scholar may recommend change of guide or appointment of a co-guide for valid reasons.

RP 2.1 Doctoral Committee

For a research scholar, his/her guide will communicate, by duly filling the prescribed form, to the Head of the Institution or his nominee, the area of research, the name(s) of guide(s) and faculty members together with their specializations, for constituting Doctoral Committee of that research scholar. This should be completed within 2 weeks from the date of joining of a research scholar.

The following is the composition of the Doctoral Committee:

1.	Head of the Institute or his nominee	Chairman
2.	Research Guide(s) (One Member from the department and another member from the parent organization)	Member(s)
3.	A minimum of two faculty members from	Member

	Department/Institute	
4	One faculty member from the other reputed Institute	Member

In case any member goes on leave exceeding one year duration, or resigns from the Institute, the Chairman, Senate, or his nominee will nominate another member on the suggestion of the Chairman, Doctoral committee. Scientific/Design staff and others who are eligible to guide Ph.D. scholars may be nominated as members of the Doctoral Committee.

RP 2.2 Registration

The Doctoral Committee will meet normally within one week of being constituted, where the research scholar will make a presentation. The Doctoral Committee will fix/ approve the date of registration for the Ph. D. programme, consider the proposed research topic and prescribe/approve the courses of study in this meeting.

RP 3.1: Course Work

The Doctoral Committee will normally prescribe two core courses and at least four electives. The prescribed courses shall be post-graduate level courses of the Institute or from courses offered in another reputed Institutes, if need arises.

(a) Research scholars in the Engineering shall complete the prescribed courses with minimum of 12 credits. In cases where the scholar is directly admitted to the Ph.D programme in Engineering with a Bachelor's degree in Engineering/Technology, the scholar should successfully complete prescribed courses with minimum 24 credits.

(b) Research scholars in the Sciences shall complete the prescribed courses with minimum of 16 credits. In cases where the scholar is directly admitted to the Ph.D programme in Sciences with a Bachelor's degree in Engineering/Technology, the scholar should successfully complete prescribed courses with minimum 24 credits.

(c) The Doctoral Committee may prescribe additional courses for research scholars wherever found necessary.

(d) Every research scholar shall complete also Research methodology or related soft skill course with zero credits.

(e) Grades

Based on the performance of the research scholar, he/she is awarded a final grade at the end of the semester in each course. The grades and the corresponding grade points are as follows:

Grade	Points
S	10
A	9
B	8
C	7
D	6

Research scholars shall obtain a minimum CGPA of 7.5 in the courses taken by them subject to a minimum of "C" grade in the prescribed courses. If more than the minimum required electives have been taken, only the electives with the best performance will be considered for computing the CGPA.

A student is considered to have completed a subject successfully and earned the credits if he/she secures a grade other than D. Once a subject successfully completed, it cannot be repeated.

The GPA will be calculated according to the formula

$$\text{GPA} = \frac{\sum(C \times GP)}{\sum C}$$

Where C is the credit for the course and GP is the grade point obtained for the successfully completed course and $\sum C$ is sum of credits of the courses that are successfully completed in that semester

RP 3.2 Progress Report

- a) A registered research scholar shall submit a report in the required format every six months. The report should be routed through the Doctoral committee to the Academic section for further processing.
- b) The progress made by a research scholar shall be reviewed by the Doctoral Committee every semester. Continuation of registration and award/continuation of scholarship/ Research Assistantship will be based on the recommendation of the Doctoral Committee. Inadequacy of effort/progress can be a reason for cancellation of registration.
- c) All part-time research scholars are required to enroll in person each semester on the stipulated date till their submission of thesis after payment of the requisite fees.

RP 3.4 Residential Requirement

- (a) For part-time candidates having R&D facilities, the residential requirement may be reduced to at least one semester if he is under self-study, or at least two semesters out of which one semester at a stretch, if he/she is registered for the course work.
- (b) For part-time candidates with at least 10 years of research experience in R&D Organizations, with the special permission of the Doctoral Committee and approval of the Chairman, Senate, the residential requirement may be waived-off completely. Nevertheless, it is mandatory for such candidates also to complete the course work for the prescribed number of credits on self-study mode, by submitting assignments and giving tests/examinations etc., as prescribed for any regular course at IIITDM-Kurnool. However, at least one seminar per semester before Doctoral Committee is mandatory to review his/her progress.

- (c) For all part-time candidates, mandatory residential requirement of one semester at a stretch is applicable, if he/she is registered for the course work or with a break of maximum three times (i.e., two months each time) if he/she is registering the course work under self-study.
- (d) Registration of a candidate for the Ph.D degree shall be effective, normally, from the date of joining and shall remain valid for a period of eight years before the expiry of which he/she will be required to submit the thesis. In the event of a candidate failing to submit his/her thesis within the period, his/ her registration shall lapse automatically.
- (e) Under normal circumstances , a Candidate is not eligible for re-registration for Ph. D. after cancellation of his / her earlier registration for any reason. Based on the merits of the individual case and taking into consideration any special circumstances, a candidate may be considered for re- registration.
- (f) If a candidate requires a pause during Ph.D due to his professional or personal reasons, he/she will be allowed after the approval of recommendations of Doctoral Committee by the Director. In any circumstances, maximum period for break will be one year.

RP 3.5: Comprehensive viva-voce Examination

- a. Every research scholar shall take and perform satisfactorily in a Comprehensive Examination. The comprehensive Examination shall be conducted by a Comprehensive Examination Committee, consisting of the supervisor and at least two other faculty members of the Institute nominated by the Chairman of Doctoral Committee.
 - i. If the performance of a research scholar in the Comprehensive Examination in the first attempt is not satisfactory, he / she will be given one more opportunity to appear for the comprehensive examination within six months of the first attempt.
 - ii. The registration of a research scholar who fails to complete successfully the Comprehensive Examination in two attempts, will be cancelled.
 - iii. The objective of the Comprehensive Examination is to test the general capability of the research scholar and the breadth of his / her field of research. The Comprehensive Examination will usually consist of a written test and/or oral examination.
 - iv. The Comprehensive Examination Committee shall intimate to the research scholar sufficiently in advance the scope of the Comprehensive Examination, to enable the

scholar to prepare adequately for it.

- b. The research scholars are normally expected to complete successfully the Comprehensive Examination within a year after his/her registration in the Ph. D programme and in any case not later than three semesters after his/her registration in the Ph.D programme.

RP 4.1 Maximum Duration of Programme

Research Scholars should submit the thesis within 7 years from the date of registration. The Doctoral Committee may extend the period for submission of the thesis further 2 years for part-time research scholars. The minimum period for submission of thesis is 4 years after the registration of programme.

RP 4.2 Withdrawal from the programme

A scholar may be permitted by the Head of the Institute to withdraw from the programme for a semester or longer for reasons of ill health or other valid grounds duly recommended by the Doctoral Committee. Normally a scholar will be permitted to discontinue from the programme only for a maximum continuous period of two semesters.

RP 4.3: Cancellation of Registration

- a) The registration of research scholar whose progress is not found to be satisfactory by the Doctoral Committee or who has not enrolled is liable to be cancelled.
- b) The registration of a research scholar who has not submitted his/her thesis before the end of the maximum permissible period will be cancelled.

RP 5.1: Synopsis

- a) On satisfactory completion of the prescribed courses, the comprehensive examination and the research work, the scholar shall submit the requisite number of copies of the synopsis of his/her research work in the required format through proper channel to the Academic Section for further processing. Prior to submission of the synopsis, the scholar is required to give at least two seminars on the topic of his/her research and have at least one paper either published or accepted for publication as in RP 5.1(b).
- b) The research scholar shall present the synopsis before the Doctoral Committee. The Doctoral committee will, if it considers the work to be adequate and satisfactory (at least two research papers published/accepted for publication in SCI/e-SCI journals), permit the research scholar to submit the thesis and recommend a panel of at least ten examiners from outside the Institute (5 from abroad and 5 from reputed Institutions/R&D Organizations in India).

RP 5.2 Submission of thesis

The research scholar shall, within one month of acceptance of the Synopsis, submit required number of copies of the thesis as stipulated. The Doctoral Committee may

grant additional time beyond one month on request from the scholar for valid reasons. Minimum number of SCI paper required for thesis submission is 2.

RP 5.3 Panel of Examiners

The thesis shall be referred to two examiners chosen by the Chairman, Senate or his/her Nominee, from among the panel of examiners recommended by the Doctoral Committee, for evaluation.

RP 5.4 Thesis Adjudication

- a. The examiner is expected to send the report on the thesis within two months from the date of receipt of the thesis.
- b. In case of undue delay in receiving the thesis report, the Chairman, Senate or his/her nominee shall appoint another examiner in his/her place for evaluating the thesis.
- c. If one of the two examiners declares the thesis as not recommended, the thesis shall be referred to a third examiner from the panel for evaluation.
- d. If an examiner suggests resubmission of the thesis, after revision, the research scholar will be allowed to resubmit the theses within the time stipulated by the Doctoral Committee, failing which the revised thesis will not be accepted and his/her registration will be cancelled.
- e. If two examiners, after referral to a third examiner, if necessary, report the thesis as not recommended, the registration of the scholar shall stand cancelled.
- f. If reports of two examiners after referral to a third examiner, if necessary, declare the thesis as recommended, the Doctoral Committee will consider the reports and recommend for conduct of viva voce which will be conducted normally not earlier than two weeks from the date of the constitution of the viva voce board. The Doctoral Committee will suggest a panel of at least four expert members out of which one member will be nominated for the viva voce board.

In all other cases, not covered by the above Regulations, the matter will be referred to the Doctoral Committee for consideration.

RP 5.5: Viva-Voce examination

The following is the composition of the viva voce Board:

1)	Head of the Institute or his/her nominee	Chairman
2)	The examiner of the thesis from within the country, or a specialist in the subject nominated by the Chairman, Senate or his/her nominee from the panel of examiners Approved by the Doctoral Committee.	Member
3)	Research Guide(s)	Member(s)
4)	A Specialist either from the Institute or outside from the	Member

	panel approved by the Doctoral Committee and nominated by the Chairman, Senate, or his /her nominee	
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- a) The Doctoral Committee members of the Research Scholar concerned will be invitees to the viva voce.
- b) The viva voce board will examine the scholar on his/her thesis work and evaluate his/her performance as satisfactory or otherwise. The viva voce board will ensure that the scholar answers satisfactorily the questions raised by the thesis examiner(s).
- c) If the viva voce board declares the performance of the research scholar not satisfactory, he/she may be asked to reappear for viva voce at a later date (not earlier than a month and not later than six months from the date of the first viva voce). On the second occasion, the viva voce board will also include the members of the Doctoral Committee.
- d) If the viva voce board on the second occasion also declares the performance of the research scholar not satisfactory, the matter will be referred to Senate for a decision.
- e) The viva voce board may also recommend revision to be made in the final version of the thesis after taking into consideration suggestions of the examiners who evaluated the thesis and the discussion at the viva voce. The Chairman of the viva voce board shall forward the thesis to the academic section certifying that the revisions recommended by the viva voce board, if any, have been incorporated in the copy of the thesis along with the report of the viva voce board.
- f) All the research scholars shall submit two copies of the final form of thesis in A4 size and an electronic version in PDF format after the viva voce board recommends the award of the Ph.D degree.

RP 5.6: Award of Ph.D Degree

If the performance of the research scholar in the viva voce is satisfactory, he/she will be awarded Ph.D. degree on the recommendation of the Senate and with the approval of the Board of Governors of the Institute.

RP 5.7 Discipline

Every scholar is required to observe disciplined and decorous behavior both inside and outside the campus and should not indulge in any activity, which will tend to bring down the prestige of the Institute.

Any act of indiscipline of a scholar reported to the Head of the Institute will be referred to a Discipline and Welfare Committee nominated by the Senate from time to time.

The committee will investigate the charges and will recommend suitable punishment, if it finds the charges substantiated.

The recommendation of the Committee will be considered by the Head of the Institute to take appropriate action.

Head of the Institute will report the action taken at the next meeting of the Senate.

R. 5.8 Power to Modify

Notwithstanding all that has been stated above, the AAC / Senate has the right to modify any of the above regulations from time to time.