

# जामिया मिल्लिया इस्लामिया

(केन्द्रीय विश्वविद्यालय)

मौलाना मोहम्मद अली जौहर मार्ग, नई दिल्ली-110025

**JAMIA MILLIA ISLAMIA**

(A Central University)

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कुलसचिव कार्यालय

Office of the Registrar

دفتر مسجل

C&O-5(7)/RO/2021

30<sup>th</sup> December, 2021

## NOTIFICATION

The Vice-Chancellor, JMI on the recommendations of the Committee duly constituted to review the existing Ph.D. Ordinance-9 (IX) Degree of Doctor of Philosophy (Ph.D.) [Academic] in the light of the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil /Ph.D. Degrees) 2018 and on behalf of the *Majlis-i-Talimi* (Academic Council) and the *Majlis-i-Muntazimah* (Executive Council), has approved the amended Ordinance - 9 (IX) [Academic].

The amended Ph.D. Ordinance-9 (IX) Degree of Doctor of Philosophy (Ph.D.) [Academic] is annexed with this notification and shall be enforced in the university with immediate effect.

The action of the Vice-Chancellor will be reported to the forthcoming meetings of the Academic Council and Executive Council.

(Dr. Nazim Husain Jafri)  
Registrar

**Encl:** As above

### Copy forwarded to the following for information:

1. All Deans of Faculties / DSW / HoDs / Directors of Centres, JMI
2. The Controller of Examinations/The Finance Officer, JMI
3. The Offg. Director, FTK CIT, JMI - With the request to kindly get the amended Ordinance - 9 (IX) uploaded on Jamia's website and update it in the relevant Ordinance
4. The Public Relations Officer, JMI
5. The Secretary to Vice-Chancellor, JMI
6. The Asstt. Registrar, Registrar's Secretariat, JMI
7. The Section Officer, Council & Ordinance Section, JMI - for reporting the matter to the forthcoming meetings of *Majlis-i-Talimi* (Academic Council) and *Majlis-i-Muntazimah* (Executive Council).
8. The P.A. to the Pro Vice-Chancellor, JMI
9. Concerned File/folder
10. Guard File

(Saqib Aziz)  
Assistant Registrar (C&O)

# Ph.D. ORDINANCE - 9 (IX) DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

## DEFINITIONS

<b>JMI</b>	Jamia Millia Islamia (Central University)
<b>Applicant</b>	means an individual who applies for admission to the Ph.D. programme of the Jamia Millia Islamia, New Delhi on a prescribed Application Form.
<b>Course Work</b>	means courses of study prescribed by the Department/Centre/Faculty to be undertaken by a student registered for the Ph.D. programme.
<b>Scholar</b>	means a person registered for the regular Ph.D. programme after successfully completion of requisite course work and submitted an approved research proposal.
<b>Full-time Scholar</b>	means a person registered for the Ph.D. programme devoting full time for completing the degree requirements.
<b>RAC</b>	means Research Advisory Committee for the continuous assessment of individual research scholar.
<b>DRC</b>	means Departmental Research Committee responsible for all types of research related matters.
<b>Supervisor</b>	means a member of the academic staff of the Department/Centre/Faculty approved by BOS/COS on the recommendation of DRC/CRC to guide/supervise the research.
<b>Co-Supervisor</b>	means an additional supervisor approved by BOS/COS on the recommendation of DRC/CRC to help scholar in his/her area of expertise.
<b>Plagiarism</b>	means the practice of taking someone else's work or idea and passing them as one's own
<b>Academic Integrity</b>	is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property
<b>Author</b>	includes a student or a faculty or a researcher or staff of University who claims to be the creator of the work under consideration
<b>DAIP</b>	Departmental Academic Integrity Panel shall mean the body constituted at the departmental level to investigate allegations of plagiarism
<b>CAIP</b>	Centre Academic Integrity Panel shall mean the body constituted at the Centre level to investigate allegations of plagiarism
<b>UAIP</b>	University Academic Integrity Panel shall mean the body constituted at University level to consider recommendations of the departmental academic integrity panel/centre academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the university level

## 1. Eligibility Criterion for Full Time Ph.D. Admission

- (a) A candidate seeking admission to the Ph.D. must have obtained a Master's 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.

Provided that the Majlis-i-Talimi (Academic Council), on the recommendations of the BoS/CoS of the Department/Centre/Faculty concerned, may from time to time approve the list of relevant allied subjects within the Faculty.

- (b) 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.
- (c) Candidate possessing an M.Phil. degree with 55% marks from a recognized Indian University/Institute of minimum two semesters or its equivalent degree from 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.
- (d) Provided further that if a Department/Centre/Faculty desires to incorporate additional eligibility requirements to cater to 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.

*\*Prior approval of Standing Committee/Equivalence Committee shall be necessary.*

**Note:** No candidate shall be allowed to pursue Ph.D. programme through distance education mode.

## 2. Admission Procedure

- (a) All Ph.D. applicants shall be admitted through an Entrance Test conducted at University level followed by Interview at the level of individual Department/Centre/Faculty concerned. The short listed applicants from entrance and exempted categories as listed in Para 2(c) shall be called for interview.
- (b) The admission procedure to Ph.D. programme shall start with a notification on JMI website and an advertisement in at least two leading national newspapers, of which one shall be in the regional language. The candidate shall apply online for admission to the Ph.D. programme of the JMI, as and when advertised, shall also have to pay the requisite fee. The candidate should also take the 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.
- (c) The notification/advertisement shall be issued in advance. The criteria of admission, 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 Ph.D. programme:
- (i) Candidates who have qualified UGC/CSIR-NET/AYUSH-NET/JRF examination (in the relevant area of research and it shall be examined by the concerned DRC/CRC) 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 such as QIP (Quality Improvement Programme) awardees of recognized colleges/ universities/ institutions, provided that the competent authority issues a 'No Objection Certificate' (NOC) to the candidate to join the Ph.D. Programme and applicant must pass any type of test to avail the exemption.
  - (iii) ICCR- Sponsored candidates, DST-INSPIRE or any other equivalent fellowship holder.\*
  - (iv) The candidates including JMI permanent teachers/staff seeking entrance test exemption shall have to submit a documentary proof of the same as mentioned in para 2c (i), (ii) and (iii) at the time of the submission of the application form for 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 fulfill all other requirements as per the Ordinances and the Ph.D. regulations.

- (d) Entrance Test: The Controller of Examinations/ Coordinator of Admissions shall be responsible for advertising and conducting the entrance test for the Ph.D. programme. The entrance test shall be conducted for short-listing the applicants to call for interview by the DRC/CRC. 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 Ph.D. programme which is/are held within one year of declaration of the result of the entrance test in which the candidate appeared or next entrance test's date whichever is earlier.  
The entrance test for admission to the Ph.D. Programme shall 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 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 deal with 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 type questions having a weightage of another 50 marks. The DRC/CRC shall appoint examiner (s) for setting the question paper for Paper '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 comprise 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/Dean of 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 c (i)-(iii).

**(g) Interview and Provisional Registration in PhD Programme**

The shortlisted candidates shall be called for interview by the concerned Department/Centre/Faculty. The candidates called for interview have to bring original documents for the verification at the time of interview. They will be required to discuss their broad research interest/area, through a presentation, before the concerned DRC/CRC. In the interview, the DRC/CRC shall ensure that the candidates possess required 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/CRC concerned, based on the performance of the candidates, shall recommend the names of the candidates, in order of merit and on the basis of available vacant seats, for provisional registration to Ph.D. programme, along with the name(s) of supervisor and co-supervisor (s), if any, for each candidate. The recommendations of the DRC/CRC shall be endorsed by the BOS/COS, and communicated to the Dean of the concerned Faculty for further necessary action.

- (h) Reservation: While granting admission to Ph.D. programme, the Department/ Centre/ Faculty shall pay due attention to JMI reservation policy and procedure to be adopted for the 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 candidates are not available as per JMI reservation policy, the seats shall not be filled.
- (i) Foreign Scholars: Foreign scholars/ICCR sponsored candidates shall be admitted departments/centres/faculty under category of supernumerary seats. The total number of supernumerary seats shall not exceed 10% of the total intake of the department/centre/faculty.
- (j) The admission to 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 admissions shall be available only to the candidates who are exempted from entrance test as per provisions in Para 2 (c).
- (k) For selection of candidates, a weightage of 70% to the entrance test and 30% to the performance in the interview/viva-voce shall be given.

**3. (a) 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 have one member each from Assistant Professors and Associate Professors, two professors by seniority and rotation, two external members (Professors), as in BoS/CoS and one VC's nominee. The DRC/CRC shall be approved by the VC on the recommendation of chairman BoS/CoS for 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 any other Department/Centre/Faculty or University shall act as the chair of DRC/CRC.
- (ii) The eligible supervisor(s) shall be a special invitee(s) member of DRC/CRC for all purposes.
- (iii) The chair and members of DRC/CRC must hold Ph.D. degree. Otherwise, VC nominee who can be from any other Department/Centre/Faculty or University shall act as the chair of DRC/CRC.

- (iv) The research experience and Ph.D. supervision should be the basis while considering a faculty member to be a member of DRC/CRC. In case of non-availability of a member from the category of Professors/Associate Professors/Assistant Professors in DRC/CRC, the Chairperson may nominate a member from any other available category by seniority.

**(b) Research Advisory Committee (RAC)**

There shall be an RAC for each scholar. It shall comprise the Professor as Chairperson of RAC, his/her supervisor as convener, and two members from the Department/Centre/Faculty, one nominated by the supervisor and the other by the HoD/Director. The RAC of each scholar shall be formed during the tenure of course work. However, its functionality shall begin after the successful completion of course work by the scholar. The functions of RAC are as follows:

- (i) The RAC shall review the research proposal 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 of RAC shall maintain attendance/leave record, progress report, and any other relevant information of the concerned scholar.
- (iv) The RAC's role is to advise; it will not have any role to decide whether the work is suitable for submission or not.

**4. Course Work**

All scholars, except having M.Phil Degree, shall have to do 'Course Work' which will be treated as a prerequisite for the Ph.D. programme for 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 the course work within one semester or two-semesters, depending on the need of the discipline and the domain. If found necessary, the Course Work, on recommendation of DRC/CRC, may be carried out in other Departments or Centres within JMI, subject to the approval of BoS/CoS. Provided that if a scholar fails to pass the examination of any subject(s), he/she shall be given only one opportunity to sit for compartmental examination. Failure in the compartmental examination shall result in automatic cancellation of registration.

- (a) The course work shall be of 16 credits, which may consist of the following:
  - (i) One Course of 4 credits on **RESEARCH METHODOLOGY**, which may include quantitative/qualitative methods and computer applications.
  - (ii) Two Courses of 4 credits each, **RELEVANT TO BROAD AREA OF RESEARCH**, those will help the scholar to gain a thorough theoretical grounding of the domain on the recommendation of supervisor. The said Courses shall be of Post Graduate level.
  - (iii) One Course of 2 credits on **RESEARCH AND PUBLICATION ETHICS** for awareness about publication ethics and publication misconduct.
  - (iv) One Course of 2 credits on **ANNOTATED BIBLIOGRAPHY** or **TERM PAPER** to review the research papers in his/her area of research.

**(b) Evaluation of Course Work**

The course work as listed in Para 4(a) above shall comprise 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 marks in 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 completed the Course Work. Provided further that if a scholar fails to complete the course work in the stipulated period, his/her admission shall stand automatically cancelled.

**(c) Regular Registration in Ph.D. Programme**

After successful completion of course work the scholar shall proceed to the process of regular registration in Ph.D. programme by preparing a research proposal. The research 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 research proposal shall be assessed by the RAC through presentation and if found satisfactory, it shall be recommended to DRC/CRC for further processing. Thereafter supervisor of the candidate shall submit the research proposal, mark sheet of course work and RAC minutes to DRC for further processing. The DRC/CRC shall approve the proposal, if scholar fulfills all requisite criteria and send it to BOS/COS for endorsement. The BOS/COS endorsed proposal along with relevant documents shall be sent to the concerned Dean of the Faculty who shall notify the regular registration of candidate to the Ph. D programme.

**(d) Display the List of Ph.D. Scholars on Website**

Each Department/Centre/Faculty shall maintain the list of Ph.D. scholars 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.

**5. Appointment of Supervisors and Co-Supervisors**

- (a) The allocation of supervisor for a selected scholar shall be decided by the DRC/CRC, on the basis of available faculty members who have vacancies and possess the requisite specialization in the research area of the scholar as indicated at the time of interview.
- (b) Any regular professor of the university with at least five research publications in refereed journals and any regular Associate/ Assistant professor with a Ph.D degree and at least 2 research publications in refereed journals may be recognized as research supervisors. The research personnel like Ramalinga Swami/Ramanujan Fellows/DST – Inspire Faculty, UGC – FRP Fellows with at least five years tenure in JMI may be considered for appointment as a research supervisor. Provided that in some subjects/disciplines where there are limited refereed journals, the above may be relaxed by concerned BoS/CoS for a supervisor with valid reasons recorded.
- (c) An external supervisor, i.e. outside of JMI, shall not be allowed.
- (d) If the proposed topic of research so warrants, the DRC/CRC may also appoint permanent faculty members (Professors/Associate Professors and assistant Professors) fulfills the criteria laid down in Para 5(b) as co-supervisor(s), either from within or outside JMI. However, the appointment of a co-supervisor shall not be permitted after a lapse of three years from the date of registration of the scholar.

- (e) There shall also be a provision to appoint Co-Supervisor from those foreign universities and institutions which have signed MoUs with JMI and have research collaboration with the university.
- (f) If an academic staff is on a long leave of one year or more, the BoS/CoS shall not recommend him/her as supervisor/co-supervisor.
- (g) 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 original supervisor 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) If a supervisor retires after completion of Pre-Ph.D. seminar of a research scholar, he/she may continue as supervisor for 6 months from the date of retirement. Thereafter, HoD/Director shall be the ad-hoc supervisor till DRC/CRC appoints the regular supervisor. The original supervisor, then, may be appointed as co-supervisor.
- (d) 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.
- (e) Where the supervisor, because of long absence due to illness or any other cause, is unable to supervise his/her scholar, the Head of the Department/ Director of the Centre/ Dean of the Faculty concerned shall be deemed to be the supervisor, till the DRC/CRC recommends a new supervisor.
- (f) 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 Scholars 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. Scholars permitted
Professor	8
Associate Professor	6
Assistant Professor	4

- (b) The supervision of foreign scholars/ICCR sponsored candidate shall be over and above the ceiling mentioned in 8(a). The maximum number of foreign scholars (admitted in supernumerary category) under one supervisor shall not be more than one at a time. All supervision above the ceiling [8(a)] shall be subjected to the approval of the Vice Chancellor.
- (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. General Guidelines for Scholars

- (a) The minimum period for a scholar to complete a Ph.D. programme shall be 3 years inclusive of course work and the maximum period shall be of 6 years.
- (b) If the scholar fails to submit his/her thesis within extended period mentioned in **Para 9(a)**, an extension of one more year may be granted by the Vice Chancellor on the recommendation of RAC and DRC/CRC.
- (c) A woman scholar or a scholar with more than 40% disability may apply, to the Vice Chancellor, for an additional extension of two years for Ph.D. over and above the allowed period on the recommendation of RAC and DRC/CRC.
- (d) In addition, women candidates may be provided Maternity/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.
- (e) The RAC shall ensure the scholar's availability during the entire period of Ph.D. programme and also ensure his/her attendance as per applicable rules.
- (f) 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.
- (g) 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.

- (h) No scholar shall, without taking 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.
- (i) A regular, i.e., full-time scholar shall not take any employment during the first two years of registration.
- (j) Every scholar 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. The concerned RAC shall schedule oral presentation of his/her progress report in the within two weeks prior to the last date of submission of progress report, i.e., 30th October and 30th April.
- (k) In case of unsatisfactory report, the RAC shall make note of it and also suggest corrective measures to the scholar.
- (l) 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 the matter be reported, in writing, by RAC to DRC/CRC for necessary action.
- (m) 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.
- (n) **Relocation of a Woman Scholar**
  - (i) In case of relocation of a woman scholar registered in Central Universities, IITs, NITs, Institutions of National Importance and Eminence only due to marriage or otherwise, she shall apply as per format given in Annexure – III.
  - (ii) The DRC/CRC shall assess the area of research and availability expertise/research facilities in the Department/Centre/Faculty concerned.
  - (iii) The DRC/CRC shall assess whether the procedure of admission of the candidate was as per UGC regulation, 2016. The DRC/CRC shall also carefully check the progress of scholar, status of work completed, data available and future scope. The "No Objection Certificate" from parent institution and permission to use previous data base will also be required.
  - (iv) Furthermore, the research carried out shall not bet under sponsored/funded project from any funding agency. Provided the scholar shall give an undertaking that she will give due credit to the original supervisor and JMI for the research already carried out.
  - (v) On satisfaction of the above, DRC/CRC shall recommend the relocation of woman candidate and after the endorsement from BOS/COS, the Dean f concerned faculty will notify the relocation.

## **10. Cancellation of Registration**

- (a) The admission of a Ph.D. scholar shall be deemed to be cancelled if he/she has not submitted his/her thesis within the stipulated time limit, including extensions, as given in Para 9.
- (b) The DRC/CRC shall recommend to the BoS/CoS the cancellation of the registration of a scholar on:
  - (i) His/her unsatisfactory progress reported by the concerned supervisor through RAC.
  - (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 programme 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 does not 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 scholar is found guilty of misconduct.
- (d) On recommendation of the BoS/CoS, the Dean concerned shall clearly state the reason for cancellation and notify the scholar.
- (e) In cancellation of registration, natural justice shall always be followed.

**11. (a) Temporary De-Registration of Scholar**

- (i) A scholar, through his/her supervisor, can submit an application (Annexure – IV) to DRC/CRC for temporary de-registration after two years from the date of his/her registration to the programme due to some valid reason(s).
- (ii) If satisfied with the reason for de-registration, through RAC, the DRC/CRC may recommend temporary de-registration of the scholar to the BoS/CoS. The concerned Dean shall de-register and notify the scholar.
- (iii) The scholar who has been granted extension will not be allowed to temporary de-register.
- (iv) The scholar shall not pay the requisite Ph.D. fee during the de-registered period.

**(b) Re-Registration of Scholar**

- (i) A de-registered scholar may apply for re-registration, in the requisite format (Annexure – V), to the concerned chairman DRC/CRC, after payment of the re-registration fee, and having the thesis ready for submission.
- (ii) The gap period between de-registration and re-registration shall not exceed five years. If the gap exceeds five years, the scholar's admission in the programme shall automatically stand cancelled.
- (iii) The re-registered scholar has to make his pre-Ph.D presentation immediately after re-registration. He/she shall have a maximum period of six months from the date of re-registration to submit the thesis.
- (iv) A re-registered scholar shall be treated over and above the set ceiling for Professor/Associate Professor/Assistant Professor as mentioned in Para 8.

**12. Ph.D. Thesis and its Submission**

- (a) On completion of research, a scholar shall prepare a draft thesis and submit it to the RAC through the supervisor, for assessment and scheduling the Pre-Ph.D. seminar presentation.
- (b) Every scholar shall give a Pre-Ph.D. submission seminar on the thesis before the DRC/CRC which will be open to other members of Department/Centre/Faculty. The thesis may be submitted any time within 6 months from the date of the Pre-Ph.D presentation. If a scholar fails to submit the thesis within the stipulated period, he/she will have to make a fresh Pre-Ph.D presentation.

- (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) 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 refereed journal and present at least two research papers in national/ international conferences/workshops.
- (e) The language of a thesis shall generally be typed in English with 1.5 line spacing on both sides of the page. However, a scholar enrolled in the Faculty of Humanities & Languages may write the thesis in a language other than English with the prior approval of the DRC/CRC.
- (f) Each scholar 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.
- (g) At the end of the thesis and also the Synopsis of the thesis, the scholar shall give his/her brief profile mentioning the date and place of birth, nationality, e-mail address, and academic qualifications.
- (h) The scholar shall also submit soft copies of the M.Phil/Ph.D. thesis and the Synopsis of the thesis to the Controller of Examinations for the purpose of digital repository.
- (i) 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. The format of the cover page of the PhD Thesis will be as given in Annexure VII, however, the format of the inner cover page of the Ph.D. Thesis will be as given in Annexure VIII. The thesis shall be accompanied by a 'Declaration' signed by the scholar in the format given at Annexure – IX. The scholar shall also submit a 'Certificate' testifying 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 – X.
- (j) A scholar shall be required to submit a "No Dues Certificate" from various offices concerned of the University along with his/her thesis.
- (k) The thesis shall be accompanied with the plagiarism test report/Certificate and the plagiarism test shall be performed considering the following steps:
  - i. The research scholar shall submit the soft copy of the thesis for the plagiarism check to the designated person of the Departmental Academic Integrity Panel (DAIP)/ Centre Academic Integrity Panel (CAIP) through a CD after successful completion of pre-PhD seminar.
  - ii. The plagiarism check of the thesis shall be performed at concerned department/centre through a designated person (Coordinator) using anti-plagiarism software such as 'Turnitin', 'Urkund (Provided by INFLIBNET)'.
  - iii. The plagiarism check shall be applied from abstract to last page of the last chapter of the thesis with matches up to 14 word count).
  - iv. The 'introduction and review part of self citations' shall be included in the similarity check. However, the methodology and results and discussion/conclusions of self- citations shall be excluded from the similarity check.
  - v. The research scholar shall obtain duly signed detailed plagiarism check test report from the designated person of DAIP/CAIP and submit to the department/centre concerned.
  - vi. The supervisor of the student and Head of Department/director shall verify that the similarity index is within the permitted level through prescribed verification certificate (Annexure XI – A, XI – B, XI – C, XI – D as applicable).

- vii. The permissible similarity index shall not be more than 10%. However, the permissible limit for similarity from any single source shall not be more than 3%. Provided that a thesis with an overall similarity index of more than permissible limit (10%) due to repetitive expression/formulations or chemical equations may also be accepted, if the duly constituted DRC/CRC approves the thesis with proper justification/reasons (Annexure XI – B).
- viii. In case of similarities of more than 10% and up to 40%, other than the reasons described in para viii, the scholar shall be asked to submit a revised script of the thesis within a stipulated time period not exceeding 6 (six) months. Furthermore, this time period shall be within the stipulated time period of PhD thesis submission and no extra time shall be given.
- ix. The research scholars of departments/centres of non-English languages whose database as well as suitable software for plagiarism check, is not available for similarity check, the supervisor shall assure that the thesis is not plagiarised and he/she shall be fully responsible. In case, plagiarism is detected in such thesis at a later stage, strict action as per UGC norms will be taken against the supervisor and the scholar. The research scholar shall submit affidavit of plagiarism on non-judicial stamp paper of 10.00 Rupees (Annexure XI – C). Furthermore, his/her thesis shall also be verified by the supervisor and endorsed by duly constituted DRC/CRC (Annexure XI – D).
- x. The thesis shall be submitted to the office of the Controller of Examinations along with the above duly signed certificates.

### **13. Evaluation of the Ph.D. Thesis and Examiners' Report**

- (a) A panel of 4 examiners plus One spare, who are working in similar area(s) of research (in format of Appendix – XII) shall be prepared by the thesis Supervisor and sent through Chairperson, DRC/CRC/HoD/Director and Dean of the faculty (Annexure XII) for the approval of the Vice Chancellor. A brief resume of the proposed examiners shall also be submitted along with the list of examiners. The supervisor will act as the third examiner for evaluation of the thesis and will submit his/her own report to the office of Controller of Examinations before the notification of the Viva Voce examination.
- (b) The examiners shall be Professors of relevant area of research and the supervisor will also be one of the examiners of PhD thesis. However, in case of non-availability of Professors, Associate Professors having high research credentials may be allowed. All examiners shall be from Government Institutions/Universities. The senior scientists from Government research organizations having pay scale of Associate Professor and having high research credentials may be permitted.
- (c) The Vice Chancellor shall select 2 examiners from the panel for evaluating the thesis and one out of them 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 13 (v).
- (d) After receiving copies of the thesis the Controller of Examinations shall send the abstract/synopsis of the thesis to the Examiners for obtaining consent to evaluate the thesis. The consent from the Examiners shall be obtained on the prescribed format (Annexure –XII) 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.

- (e) 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 the approval of VC, shall send the thesis to another examiner.
- (f) 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 research acumen and capacity for critical examination and judgment.
- (g) After the Examiners have evaluated the thesis, they shall each submit a detailed report in the prescribed format (Annexure – XIII) and make a clear recommendation that:
  - (1) The thesis be accepted
  - (2) The thesis be accepted for the award of the Ph.D. degree subject to the incorporation of minor revision, need not to re-submit
  - (3) The thesis be revised and submitted again
  - (4) The thesis be 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 13 (vii) (3) above, the scholar shall be asked 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).
- (h) If both the external Examiners unanimously recommend acceptance of the thesis then the Controller of Examinations, in consultation with the supervisor/HoD, shall arrange for a VIVA VOCE Examination, as soon as possible. Provided that if any of the examiners, while recommending the thesis, also suggest some minor 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/conveyed to the Examiner at the time of the VIVA VOCE examination and undertaking to this effect shall be submitted to the office of the controller of examination by the concerned supervisor along with the viva-voice report. If one of the examiners recommends acceptance and the other recommends revision/rejection, the thesis shall be sent to a third examiner from the original panel submitted to the Vice Chancellor. If the third examiner suggests acceptance, the thesis will be accepted. However, if the third examiner suggests revision/rejection of the thesis, the matter shall be placed before DRC/CRC for further action in the matter.
- (i) If both the Examiners recommend rejection, the thesis shall be rejected.
- (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 supervisor about the reason for the rejection of the Thesis.

#### **14. Ph.D. VIVA VOCE Examination**

- (a) Subject to fulfilling the conditions as laid down in Para 13 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 has evaluated the thesis. Head/Director/Dean of the Department/Centre/Faculty concerned will be in the chair when the VIVA VOCE Examination shall be conducted. In exceptional

cases where the supervisor(s) is/are not 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. The VIVA VOCE may also be conducted through Online mode. All other rules will remain the same. Only the external examiner will conduct the VIVA VOCE from his place of convenience through Online mode. At the end of the VIVA VOCE, the chair will report to the Controller of Examinations that the VIVA VOCE was conducted satisfactorily, mentioning date, time and the duration of the VIVA VOCE. The external examiner also will send his brief report/marks of the VIVA VOCE by email/surface mail to the Controller of Examinations, mentioning that the Ph.D thesis has been successfully defended. If any department/centre has techno/connectivity issues regarding the conduct of the VIVA VOCE through online mode, the FTK Centre for IT, JMI, will facilitate it or arrange to hold it in its premises. 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 write his report as per Annexure – XIV to 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 soft copies of the corrected Ph.D. thesis along with the two softcopies of the synopsis of the thesis will be submitted by the concerned department to the Controller of Examinations together with the Report of the Examiner (Annexure – XIV) who conducted the VIVA VOCE Examination. One of the softcopies of the thesis and the synopsis will 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 reports on the thesis and VIVA VOCE Examination for the award of Ph.D. degree, the Controller of Examinations shall announce the result after obtaining confirmation from the Academic Council.

#### **15. Provisional Certificate**

Prior to the actual award of the degree, just after Ph.D. notification, the Controller of Examinations may issue a provisional certificate to the effect that the degree has been awarded in accordance with provisions laid down in UGC Minimum Standards and Procedures for Award of M.Phil/Ph.D Degree Regulations 2016.

#### **16. Depository with UGC**

Following the successful award of M.Phil./ Ph.D. degree to the concerned scholar, the Controller of the Examination shall send soft copies of theses and synopsis to the Nodal Officer, Shodh Ganga, for uploading them to INFLIBNET.

## **17. Publication of Ph.D. Thesis and Research Work**

- (a) A scholar 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 Ph.D. thesis submitted to JMI.
- (b) For the publication of research papers based on the 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 Ph.D. thesis submitted to JMI.

## **18. Fees**

- (a) Every research scholar shall be obliged to pay the required 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;
  - 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) The name of the scholar, who fails to pay an installment of the Course Fee by the prescribed date, shall be struck off the rolls by DRC/CRC on recommendation of finance office. He/She 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 – XV.

## **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 Jamia Millia Islamia.



**Annexure – I**

**JAMIA MILLIA ISLAMIA  
Jamia Nagar, New Delhi-110025**

**PROFORMA – ONLINE APPLICATION FOR ADMISSION TO THE Ph.D. PROGRAMME**

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

Affix here  
a Recent  
Self-Attested  
Photograph

Sir/Madam,

I am applying for admission 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.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 of residence) .....  
.....  
.....  
Telephone with STD code: ..... Mobile: .....  
E-Mail: .....

**DETAILS OF PREVIOUS EXAMINATIONS**

Exam Passed	Name of the University	Year of Passing	Division & Percentage	Subjects
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 Mark Sheets of the qualifying Examination.

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

**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 coursework):  
(Please tick the appropriate box)  
(a) 0 – 10%       (b) 11 – 20%       (c) 21 - 30%   
(d) 31 - 50%       (e) 51 - 75%       (f) 76 - 100%

.....  
(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.**

**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(n) of JMI Ordinance - 9 (IX) (Academic))

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

Affix here  
a Recent  
Self-Attested  
Photograph

Sir,

I am applying for relocation to the Ph. D. Programme in.....  
.....under the Department/Centre/Faculty 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 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 of residence).....

.....

.....

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 Ph.D. REGISTRATION DETAILS

Name of the University/Institute.....

Date of registration.....

Topic of research.....

Whether applied earlier for JMI 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)

## (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 11 (a) of JMI Ordinance - 9 (IX) (Academic))

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

Affix herea Recent  Self-Attested  Photograph
--

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: .....

## 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 his/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 .....**

---

## (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**

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 Coursework.
4. Copy of UGC NET/SLET or an equivalent examination, Copy of valid GATES core 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 11 (b) of JMI Ordinance - 9 (IX) (Academic))

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

Affix here  
a Recent  
Self-Attested  
Photograph

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) .....

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 11 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 year from the date of re-registration.

Date:

Signature of the Scholar

Name.....

---

**CONSENT OF THE SUPERVISOR**

I hereby certify that the 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

---

**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.

**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**

Format of the Cover Page of the PhD Thesis

<p>PhD Thesis</p>	 <p>(Title of the Ph.D. Thesis)</p> <p><b>Ph.D. Thesis</b></p>
<p>(Name of the Candidate)</p>	<p>By</p> <p>(Name of the Ph.D. Student)</p> <p>(Name of the Department/Centre/Faculty)</p>
<p>Year</p>	<p>Jamia Millia Islamia New Delhi</p> <p>(Month and Year of submission)</p>

Format of the Inner Cover Page of the PhD Thesis

**Title of the Ph.D. Thesis**

**Thesis  
submitted to**

**Jamia Millia Islamia**



In partial fulfillment of the requirements of the award of the  
Degree of Doctor of Philosophy

.....  
(Subject)

By

.....  
(Name of the PhD Student)

Under the supervision of

.....  
Name of the supervisor  
and Institution

.....  
Name of the Co-supervisor  
and Institution

.....  
Name of the Co-supervisor  
and Institution

(Name of Department/Centre and Faculty)  
Jamia Millia Islamia  
New Delhi

**Declaration by the scholar to be included in the  
Ph.D. Thesis**

---

**Declaration**

I,....., student of Ph.D. hereby declare that the thesis titled  
“.....  
.....  
.....” which is submitted by me to the Department/Centre/Faculty 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 ((a) to 11 (l)) of the Ph.D. Ordinance, the details of which are enclosed at  
the end of the Thesis, and that there is no plagiarism.

Place & Date:

(Signature and name of the Applicant)

**Format of the Certificate by the Supervisor(s) to be included in the  
Ph.D. Thesis of the Scholar**

---

**CERTIFICATE**

On the basis of declaration submitted by .....,  
student of Ph.D., I hereby certify that the 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 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.

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 free from plagiarism.

Place & Date

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

Signature of Chairman DRC/CRC

Head of Department/Director of the Centre /Dean of the Faculty

**PLAGIARISM VERIFICATION**

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

The above thesis has been scanned for similarity check at 14 word count by the designated person of departmental academic integrity panel (DAIP)/ Centre academic integrity panel (CAIP). The summary of similarity test report is as follows:

Software used		Dated	
Total Word Count		Similarity Index	

The similarity test report issued by designated person of DAIP/ CAIP is attached for the review.

Designated Signatory of DAIP/ CAIP

Sign. of Research Scholar

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

Sign. of Supervisor

Sign. of Co-Supervisor

Sign of HoD/Director

**PLAGIARISM VERIFICATION**  
(In case of more than 10% similarity as per para 4h\*)

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

The above thesis has been scanned for similarity check at 14 word count by the designated person of departmental academic integrity panel (DAIP)/ Centre academic integrity panel (CAIP). The summary of similarity test report is as follows:

Software used		Dated	
Total Word Count		Similarity Index	

The similarity test report issued by designated person of DAIP/ CAIP is attached for the review.

Designated Signatory of DAIP/ CAIP

Sign. of Research Scholar

The plagiarism report of the above thesis has been reviewed by the undersigned. The similarity index is above the university norms, because of the following reasons:

.....  
.....  
.....  
.....

The thesis may be considered for submission to the University. The similarity check report generated by turnitin/urkund software is attached herewith.

Sign. of Supervisor  
Supervisor

Sign. of Co-

MEMBER DRC/CRC  
DRC/CRC

MEMBER DRC/CRC

MEMBER

Sign of DRC/CRC Chairperson



**Annexure XI – C**

(To be submitted on a RS. 10/- Non-Judicial Stamp Paper dully notarized)

**AFFIDAVIT**

I, ..... Son/Daughter of Mr. ....

Resident of .....

....., Mobile No. ....

do hereby take oath and state :

(i) That, I am registered for the Ph.D. programme on the topic titled

.....

..... in the Department/Centre of .....

Faculty of ..... of Jamia Millia Islamia, New Delhi – 110025. My

Registration no. is .....

(ii) That, the contents of my thesis submitted to the Jamia Millia Islamia, New Delhi – 110025, for the award of Ph.D Degree are original and my own work, and is not plagiarized.

(iii) That, if, my thesis is found copied or come under plagiarism, I will be solely responsible for it and the University shall have sole right to cancel my research work ab-initio.

(iv) That, I shall be responsible for any legal dispute/case(s) for violation of any provisions of the Copyright Act relating to my thesis.

DEPONENT

Date : .....

Place : .....

**VERIFICATION**

I, the above named deponent, do hereby take oath and verify that the contents of para (i) to (iv) of the above affidavit are true and correct to my personal knowledge and nothing has been concealed by me. No part of it is incorrect.

DEPONENT

PLAGIARISM VERIFICATION

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

I,..... hereby declare that the thesis as a whole or in part is neither copied nor plagiarised from others’ work/sources by me.

Sign. of Research Scholar

The above titled thesis has been reviewed and checked for plagiarism. We, the members of the DRC/CRC, hereby endorse that the thesis is free from plagiarism and satisfies the university anti-plagiarism norms. The thesis may be considered for submission followed by necessary action to the University.

Sign. of Supervisor

Sign. of Co-Supervisor

MEMBER DRC/CRC  
DRC/CRC

MEMBER DRC/CRC

MEMBER DRC/CRC

Sign of DRC/CRC Chairperson

**Proforma for the Proposed List of 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 Ph.D. Thesis:

.....

.....

Broad Area of Specialization: .....

**Proposed List of Ph.D. Examiners:**

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

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: .....	.....	.....

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

The Vice-Chancellor may kindly select:

Two examiners (and one alternate examiner) for evaluating the Ph.D. Thesis and one out of these two, one examiner should be indicated for conducting Viva-Voce Examination.

Signature and Name of  
The Ph.D. Supervisor  
*(Office Seal)*

Signature and Name of  
The Chairman DRC/CRC  
*(Office Seal)*

Signature and Name of  
The Dean  
*(Office Seal)*

**Proforma for Examiner's Consent to evaluate the  
Ph.D. Thesis**

Dated:

To  
The Controller of  
Examinations Jamia  
Millia Islamia  
Jamia Nagar  
New Delhi-110025

Sir,

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

(.....)  
(Name and Signature)

Address:.....

-----  
-----

**Annexure – XIII**

**Proforma for Examiner’s Report on Ph.D. Thesis**

**Jamia Millia Islamia  
Jamia Nagar, New Delhi-110025**

**Examiner’s Report on the Ph.D. Thesis**

Title of Thesis:.....  
.....  
Name of the Scholar: .....  
Subject/Field of Research: .....  
Department/Faculty/Centre:.....

1	The thesis be accepted for the award of the Ph.D. degree	(YES / No)
2	<b>The thesis be accepted for the award of the Ph.D. degree subject to the incorporation of minor revision, thesis need not to re-submit</b>	<b>(YES / No)</b>
3	The thesis be revised and submitted again in the revised form. (Please clearly specify the grounds on which the thesis is to be revised).	(YES / No )
4	The thesis not acceptable in the present form. (Please clearly specify the reason for rejection)	(YES / No )

1. The thesis not acceptable in the present from.

**(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 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 thesis needed to be minor revision. These comments will be conveyed to the scholar through his/her supervisor to enable him/her to revise the thesis [Please attach separate sheet(s)].

**(3) In case the examiner makes recommendations (3) stated above:**

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

**(4) In case the examiner recommends rejection of the 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:.....



**Questions for the Viva-Voce Examination**

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

**Title of the 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: .....

**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 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 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:  
.....  
.....  
.....  
.....  
.....  
.....

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

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

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

Annexure – XV

Format of Ph.D. Degree



Enrolment No. ....

تصدیق کی جاتی ہے کہ ..... کو  
..... 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 ..... (Name of the scholar).....after approval of his/her Thesis on.....(topic) from the Department/Centre of.....in the Faculty of .....of this University has been admitted to the Degree of Doctor of Philosophy in this University in the Year .....

Musajjil (Registrar) مسجل	SEAL	Shaikhul Jamia (Vice-Chancellor) شیخ الجامعہ
Jamia Nagar, New Delhi, Dated the _____		