

# GUJARAT AYURVED UNIVERSITY

## Ph.D. REGULATIONS

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**Ph.D. REGULATION NO. 1** Notwithstanding anything contained in general Ordinances of the University, the admission, Examination etc. for the award of Ayurvedyavaridhi Ph.D. (Ayurveda) degree by the University shall be governed by these Regulations.

**Ph.D. REGULATION NO. 2 MINIMUM QUALIFICATION FOR ENROLMENT:**

- (a) M.D/M.S(Ayu) in concerned specialty from a recognized University approved by CCIM.
- (b) In the case of registration of foreign student as Ph.D. Research scholar, the equivalence of the concerned degree shall be considered by the Departmental Research Committee (DRC) individually and if the degree is found equivalent, in that case the concerned candidate may be enrolled as Ph.D. scholar.
- (c) The Teachers of the university campus colleges, Self Finance Institutes located at university campus or the researchers working in the various departments of the university under different Research schemes may be permitted to enroll themselves as Ph.D. Research scholars in the same subject while continuing to hold their posts, if otherwise qualified. These Candidates will be over and above the regular quota fixed for the guides and these candidates will be non-stipendiary. If these employees / researchers leave the job of the university they may have to complete the minimum two years tenure as full time research scholar and they will not be entitled for stipend.

**Ph.D. REGULATION NO. 3 TENURE FOR THE Ph.D. DEGREE**

- (a) The candidate shall be required to prosecute a regular research project in the respective department of the I.P.G.T. & R.A. in concern research centre/Institute for a minimum period of 2 years.
- (b) In case of Research project is not completed within stipulated period mentioned under 3(a), on the recommendation of the concerned supervisor / guide, the DRC may grant extension upto a total period of two years. Further the Director is empowered for extension of the term not exceeding one year. In no case the registration will stand for more than five years.
- (c) Full fees shall be payable for all such extended periods.
- (d) The registration shall be treated as cancelled automatically after the expiry of five years.
- (e) However, the DRC reserves the right to re-register the candidate for the same title and under the same supervisor / guide for a period not exceeding two years.
- (f) If the research work is completed within stipulated time and DRC approves the completion and recommend pre submission seminar after the completion of stipulated period of two years and if date of pre submission seminar is within seven working days of last date of completion of two years tenure, extension of term is not required.
- (g) No hostel accommodation shall be given to the research scholars after two years from the date of their registration, however by the recommendation of DRC hostel accommodation for further two terms (one year) may be permitted by Director- IPGT&RA.
- (h) Any research scholar not continuing research work in the Department and absent continuously for more than 03 months without any valid reason, his/her registration to Ph.D. course will be cancelled by the Director on the recommendation of DRC.
- (i) All the registered Ph.D. scholars of I.P.G.T. & R.A. including teachers of institutes located at university campus will have to attend

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the concerned department daily and have to sign the Departmental and Institute attendance register. All the clinical work is to be conducted at Institute for Post Graduate Teaching & Research in Ayurveda

- (j) If the scholar gets selected for a permanent appointment in any government body during the tenure of course, he/she may be allowed to join the services after completion of minimum one year tenure on recommendation of DRC. He/she may continue the study after getting due permission from the employer within two years from the date of reliving. If the scholar fails to resume his/her study within two years of reliving, scholar's registration will automatically be cancelled and have to refund the amount of fellowship received and the amount of Bond as per Ph.D. Regulation No. 5(1)(iv) .

### Ph.D. REGULATION NO. 4 RESEARCH COMMITTEES:

All matters connected with the Ph.D. Programme of the University shall be dealt with in accordance with these regulations by the following committees subject to the general supervision of the Board of Post Graduate Teaching and Research

(a) **The RDC shall consist of the following:**

- |                                                                                         |                        |
|-----------------------------------------------------------------------------------------|------------------------|
| 1. Vice Chancellor- Gujarat Ayurved University                                          | Chairman               |
| 2. Director- IPGT & R A                                                                 | Member                 |
| 3. Dean – I.P.G.T & R.A.                                                                | Member                 |
| 4. Members of the concerned DRC                                                         | Members                |
| 5. Supervisor of the concerned Ph.D. Scholar                                            | Member                 |
| 6. External Examiner of conducted Viva-voce Examination (for that particular candidate) | Member                 |
| 7. The Registrar                                                                        | Secretary and Convener |

(b) **The Departmental Research Committee (DRC)**

Ph.D. degree is essential for membership of the DRC and teacher will be eligible for DRC membership only after the award of Ph.D. Degree.

The DRC shall consist of the following:

- |                                                                                                                                                                                    |          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. The Head of the Department                                                                                                                                                      | Chairman |
| 2. All Professors in the Department                                                                                                                                                | Members  |
| 3. One Associate Professor and one Assistant Professor from the teaching staff of the Department by rotation, according to seniority, every two years.                             | Member   |
| 4. Supervisor of the concerned Ph.D. Scholar                                                                                                                                       | Member   |
| 5. One teacher from the other department preferably from allied subject be nominated by the Director I.P.G.T.& R.A. if required.                                                   | Member   |
| 6. The DRC shall appoint one of its members as Secretary /Convener.                                                                                                                |          |
| 7. At the time of Viva Voce Examination, Dean will be the member of all the DRC's.                                                                                                 |          |
| 8. Where there are less than three teachers in a Department, the Dean will be the member of the concerned DRC.                                                                     |          |
| 9. If still the number of members is less than three the Director will nominate one teacher of I.P.G.T & R.A. preferably from the allied specialty as member of the concerned DRC. |          |
| 10. The DRC shall have power to co-opt such members of the staff of the Institute as may be helpful to them in their deliberation.                                                 |          |

(c) **The DRC shall have the following functions and powers.**

1. To scrutinize the applications of the candidates for determining the eligibility or otherwise for the registration and make necessary recommendation.

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2. To approve the field of Research in which the candidate will be recommended to carry on Research and shall assign supervisor to guide the Research project.
3. While making the recommendations the DRC shall see that the recommendations are made in conformity with the regulations governing Ph.D. degree
4. DRC should meet minimum once in each term preferably at the end of term
  - To evaluate the progress reports of the research works.
  - To discuss other important issues

After each DRC meeting, convener /secretary of the DRC should prepare the minutes of the meeting, which will be signed by the chairman of the DRC and should be circulated.

5. A copy of the minutes shall be communicated to the examination branch of the university for record.
6. The DRC may change the supervisor if necessary and justified.
7. The DRC may grant extension of term as per Ph.D. Regulation No.3.

### Ph.D. REGULATION NO. 5      PROCEDURE FOR THE ADMISSION

- (a) The admission in Ph.D. course should be done only once in a year.
- (b) The process of admission should be started from the month of Sep-Oct. A list of qualified available guides along with vacancies under them will be put on website of the University every year. Candidates will have to apply in prescribed format along with fees decided by the authority time to time.
- (c) The students appearing in the Final Year examination for M.D./ M.S. (Ayu) can also apply for examination. However their registration will be subject to their passing in M.D./ M.S. (Ayu) examinations.
- (d) For the admission in Ph.D. course an eligibility test will be conducted generally in the month of October for internal and external candidates . The eligibility test will be based on General Knowledge, Current Advances in Medical Science, Research Methodology and Knowledge of Ayurveda. A common MCQ Question Paper containing the subjects mentioned above of 100 marks of 60 minutes duration will be given out of which minimum 50% qualifying marks will be required for General / OBC/SEBC categories and 40% for SC/ST categories.

i) 50% seats out of total seats will be reservation for the students passed their graduation (Bachelor degree) from Gujarat Ayurved University and remaining 50% seats will be reserve for the students passed their bachelor degree from other than Gujarat Ayurved University in each specialty.

Among these, Group reservation for SC, ST and OBC / SEBC and PH will be maintained as per state Government and Central Government roster points for Gujarat Ayurved University graduate & out of the Gujarat Ayurved University graduate respectively.

- ii) If quota of any category remains vacant, it should be filled with subsequent other category as per the merit and availability of seats under guide. The total reservation should not exceed more than 50%.
- (e) The seats and guides will be allotted to the candidates strictly on the basis of their merit in eligibility test, their choice for the guide and availability of the seats under the guides and the acceptance by the guide.
- (f) If two candidates of the same category get equal marks in entrance test, their total marks of final year BAMS theory exam will be considered for merit place. In case where the total of final year BAMS marks are also found equal, total marks of the 12th standard will be considered to decide merit.
- (g) The available stipendiary seats will be allotted equally among all the departments. In the condition where sufficient candidates are not available in concerned departments, the remaining seats will be allotted to other Department

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candidates as per the merit list of the eligibility test subject to the availability of seats under the guides of that department.

- (h) Candidates will submit their synopsis of research project under the guide after approval of the DRC of concerned department through Head of the Department to the Dean, I.P.G.T. & R.A. within one month of the allotment of guide.
- (i) Dean will forward these synopses to the University through Director for registration and simultaneously one copy of synopsis should be sent to Institutional Ethics Committee for ethical clearance of the research work within 15 days.
- (j) Title of the Ph.D. research project can be changed with approval and recommendation of concerned DRC within six months of the registration of the candidate.
- (k) Term of Ph.D. stipend will be two years from the date of joining the Ph.D. course. Departments will accept the joining of the scholars after the depositing of the admission fees only.
- (l) No student will be allowed to continue to draw stipend after the completion of his/her two years tenure as Ph.D. scholar from the date of joining the Ph.D. course.
  - i) There shall be two Ph.D. terms in a year; first from November to April (First term) and second from May to October (Second term).
  - ii) On recommendations of the DRC the fellowship as determined from time to time by Govt. of India will be granted to the eligible candidates initially for a period of six months, which may be extended further on the satisfactory progress of the Research work for another 6 months but not exceeding more than four terms.
  - iii) Candidates approved by the DRC on being admitted to the Institute shall pay the following fees to the University at the time of Admission:

Sr. No	Name of item	Ph.D.
1	Registration Fee	As decided by the authority time to time
2	Library Caution Money	
3	Research fee per term (Academic Fee)	
4	Laboratory fee per term	
5	Enrolment fee (payable if the candidate is graduate of another university and it not enrolled at this university)	
6	Admission fee	
7	Hostel Deposit	
8	Hostel Electric Charges per month	
9	Hostel Maintenance charges per month	
10	Examination fees. (Payable at the time of submission of Dissertation)	
11	Student Union fee per year	

**NOTE: Above mentioned fees are non refundable and non transferable.**

- iv) Refund of fellowship – Bond - All the Research scholars eligible for paid fellowship will have to abide by the terms and conditions as per the prescribed bond issued by the Institute which clarifies in nutshell i.e. the Research fellow who gives up Research work in the middle of the term shall be required to refund the entire amount of fellowship paid to him/her since his/her joining the fellowship along with bond amount Rs. 10,00,000/- (Rs. Ten Lacs). The bond should be submitted by the scholar before joining the course in prescribed format. (annexure -1)
- v) In the event of death of the scholar during the tenure, no recovery of the fellowship paid shall be made.

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### Ph.D. REGULATION NO. 6 SUPERVISORSHIP

- (a) Each and every teacher of I.P.G.T. & R.A. has to apply on prescribed PROFORMA for recognition as Ph.D. supervisor along with fees as decided by the authority time to time. A PG teacher having total five years PG teaching experience with Ph.D. degree in concerned or allied subject can be approved as Ph.D. supervisor by the University. Teachers other than I.P.G.T. & R.A. may also apply to Gujarat Ayurved University, Jamnagar for their recognition. If the concerned centre is recognized as Research centre by the University, after the scrutiny of the qualification of all such applicants by the Academic Committee, The Vice Chancellor may approve the person as Ph.D. supervisor.
- (b) Ordinarily there should not be more than five candidates under a Professor, Four candidates under an Associate Professor and two under an Assistant Professor in a concerned department, (whereas teachers of the university campus institutes may not be considered within the quota prescribed). Above prescribed quota shall automatically be considered vacant at the end of two years from the date of registration.

#### Stipendiary Seats

a)	Professor	05
b)	Associate Professor	04
c)	Assistant Professor	02

#### Non-Stipendiary Seats

a)	Professor	03
b)	Associate Professor	02
c)	Assistant Professor	01

N.B. : In a year maximum seats including stipendiary and non stipendiary may be allotted under supervisor as follows.

a)	Professor	05
b)	Associate Professor	04
c)	Assistant Professor	02

- (c) A teacher will not be allowed to register the Ph.D. candidate two years prior to his/her retirement. In case the Supervisor appointed by the University to guide the Research work of the candidate, retires/ leaves the job and if the scholar has already completed two years period/completed the work under supervision, the student should be allowed to continue in the name of his/her original supervisor/ Guide in his/her dissertation and even after retirement, the Guide will be chairman of DRC as defined in Ph.D. Regulation No.11(g) for Viva Voce examination. In case the Supervisor appointed by the University to guide the research work of the candidate ceases to be the Supervisor by virtue of retirement or otherwise before the completion of two years tenure of the scholar, if co-guide is qualified for the guide-ship, he/she may automatically be the guide of the scholar. If co-guide is not eligible for guide-ship, the assignment of the next supervisor shall be made by the DRC after giving due consideration to the views of the original Supervisor and the concerned candidate in this regard.

### Ph.D. REGULATION NO.7 RESEARCH PROJECT

- (a) The candidate enrolled for the Ph.D. will be required to be present in the University for at least 2 years. Field work for Research investigations shall be taken as a part of Ph.D. work for the purpose of attendance. The field work will include the practicals / survey work etc. conducted at places other than the University premises approved by the DRC at the recommendations of Guide / Supervisor. Such period should not exceed 3 months during the total tenure of Ph.D. work.

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- (b) As a part of the academic duties the Ph.D. scholar shall be required to take lectures in P.G. classes as and when asked by the concerned Guide / Supervisor.
- (c) Research scholar should not be permitted to take any other full time degree course but may be permitted to attend diploma or certificate course at university campus only after permission of Director on recommendation of DRC during Ph.D. tenure.

### Ph.D. REGULATION NO. 8 PROJECT REPORT

- (a) The Supervisor should keep a record of the progress of the candidate and should forward it with his/her remarks to the DRC. The DRC will consider and approve the progress reports and forward to Dean every six month.
- (b) Registration of a Research scholar shall be liable to be cancelled by the DRC at any time if his/her consecutive three six monthly progress reports are not satisfactory. The registration may also be cancelled if the candidate has not done satisfactory progress in the opinion of the DRC

### Ph.D. REGULATION NO. 9 LEAVE

- (a) The scholars will be allowed casual leave upto 10 days each year. This leave can be joined with holidays / Sundays and the scholars can enjoy such leave maximum upto 10 days at a time including holidays. In between holidays shall be considered as holidays. The casual leave cannot be joined with vacation and sick leave, only Saturday will be allowed for half CL with sufficient justifications and approval of guide and HOD of the concern department.
- (b) The scholars will also be allowed 15 days Sick Leave in a year on submission of medical certificate of a registered medical practitioner.
- (c) Duty leave / Special leave shall be granted to the scholars who are deputed or allowed by the authority to take part in the sports, seminar, special training etc. Such leave shall not exceed 15 days in a year. However, the Director shall have power to extend this leave maximum by 15 days in special case.
- (d) Any unreasonable leave enjoyed without the previous approval of the Director/Dean or in excess of limit mentioned above as per clause (a) to (c) shall be treated as willful absence and no stipend shall be granted for such period and may be liable for further disciplinary action which may include suspension of the candidate and recovery of the stipend paid.
- (e) 60 days maternity leave will be allowed to the Ph.D. female scholars only once during the course of study on the recommendation of DRC. No other leave can be attached with maternity leave; however Director is empowered to sanction such leave in extra ordinary circumstances. No stipend will be paid for such extra ordinary leave.
- (f) In extra ordinary circumstances if a student requires leave with justification which is not covered under above clause, he/she may be sanctioned extra ordinary leave by the Director, maximum up to 60 days without stipend. However, this period will have to be compensated to fulfill the minimum required two year period.

### Ph.D. REGULATION NO. 10 SUBMISSION AND EVALUATION OF THE DISSERTATION

- (a) Every Research Scholar shall submit three copies of the summary of his/her completed dissertation with the specific title through the Guide minimum one month before submitting the dissertation. On examination of the summary, the DRC shall permit pre-submission seminar of dissertation.

Prior to the submission of the dissertation the candidate shall be required to present a summary of his / her dissertation in a pre submission seminar to be

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conducted by the Director on the recommendations of the DRC. The candidate will have to apprise all the teachers and other Research workers of the Institute of his work so as to finalize the work of his / her dissertation and to receive suggestions for the improvement in the research work. The candidate shall have to present his / her work in the pre-submission seminar within six months of the completion of his / her work and he / she shall have to submit his / her dissertation within 6 months from the date of pre-submission seminar. In extra ordinary circumstances if a student can not submit the dissertation within above mentioned time limit, DRC is empowered to extend the time period maximum up to one term (6 months) with proper justification. If the candidate fails to submit of dissertation even in extended time period, his/her registration will be treated as cancelled.

- (b) Every Research scholar will publish at least two research papers based on his / her current doctoral research work in a peer reviewed research journal. Among this, one paper must be published before the pre submission seminar while second paper must be accepted for publication. Scholar shall submit the acceptance letter at the time of pre submission seminar. The second paper also must be published before actual submission of his/ her dissertation. Copies of such published research papers will have to be submitted to the university along with the copy of the completed dissertation. No scholar will be allowed to submit his / her dissertation if he / she fails to do so. Scholar should submit following documents with dissertation.
- CTRI completion certificate
  - IEC and / or Animal Ethics Committee certificate
  - Aadhar Card photocopy
- (c) Before a candidate submits his / her dissertation for the Ph.D. he / she shall submit a certificate from the supervisor and the Head of the Department saying that -
- (i) He/she has completed the Research work for the full period prescribed under Regulation No. 3 and that the dissertation embodied the result of his/her investigation conducted during the period he/she worked as a Ph.D. Research scholar.
  - (ii) He/she has returned all equipments issued to him / her during the above period.
  - (iii) He / she has to publish two research papers based on his / her current doctoral research work.
- (d) On completing his/her course of study the candidate who intends to supplicate for the Degree shall apply in writing to the Registrar through Supervisor, Head of the department, Dean and the Director and shall forward therewith –
- (i) Four copies of the printed dissertation along with soft copy of full dissertation in the form of CD/DVD.
  - (ii) The prescribed examination and other fees.
  - (iii) He/she may also submit as subsidiary matter in support of his/her candidature any printed or typewritten contribution or contributions to the advancement of knowledge which he/she may have published independently or conjointly.
  - (iv) The dissertation by the candidate shall be written in Sanskrit/Hindi/English.
  - (v) He/ she shall submit an abstract of the work done in about 600 words giving the salient points of his/her investigation for publication in the abstracts of the dissertation accepted for the Ph.D. degree of this University.
- (e) (i) The candidate shall indicate in the introduction of his/her dissertation how far it embodies the result of his/her own Research or

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observations and in what respects his investigations appears to him/her to advance the knowledge of the subject.

- (ii) The dissertation shall include a certificate by the candidate that the work reported in the dissertation has been carried out by the candidate himself / herself and that the material from other sources, if any, is duly acknowledged. The dissertation shall be accompanied by declaration signed by the candidate to the effect that “the dissertation is his/her original and independent work”. It shall also be authenticated by the Guide.
- (iii) He/she shall not submit as his/her dissertation work which has been accepted or rejected for a degree or any other distinction in this or in any other University, but he may incorporate in his/her dissertation the contents of any work which he/she may have previously done on the subject, provided that in such a case he/she shall indicate in his/her application and in the introduction of his/her dissertation, the extent to which such work previously done has been incorporated.
- (iv) Four copies of the Printed dissertation shall be presented in accordance with the following specifications.
- a) The paper used for printing shall be A4 size.
  - b) Printing shall be in a standardized form on both side of the paper, and in one and half spacing.
  - c) A margin of 1.25 inches shall be left on the left hand side and right also.
  - d) Times New roman Font size 12 for English and Devnagarifor any Unicode font of size 14 should be used.
  - e) The cover page of the dissertation should display
    - i) The Title of the dissertation
    - ii) Name of the University
    - iii) Degree, its specialty and department
    - iv) Full name of the Candidate
    - v) Name of the Guide and Co-Guide (if any)
    - vi) Month and year of the submission
    - vii) Registration number
- (Annexure-2)
- f) The scholar will initially submit four Spiral bound copies of the dissertation for the evaluation of examiners. Once the dissertation approved by all the examiners,the scholar will be informed about the approval and will be asked to incorporate, the suggestions made by the examiners, DRC and RDC (at the time of viva voce) if any in the dissertation and submit two hard bound copies and one soft copy in CD/DVDformat to the University after approval of RDC. The scholar will issue a declaration countersigned by the supervisor to the effect that suggestions of the examiners are duly incorporated in the dissertation.

### Ph.D. REGULATION NO. 11

### EXAMINATION :

- (a) A teacher with a Ph.D. Degree in concerned or allied subjects having five years post doctoral PG teaching experience or ten years post doctoralUG teaching experience or 10 years P.G./U.G. combine teaching experience in concerned subject can be appointed as Examiner for the Ph.D. examinations of dissertation and viva-voce.

There shall be four adjudicators to be appointed by the University for adjudication of the dissertation. At the time of submission of the dissertation the concerned DRC shall ordinarily recommend a panel of six examiners with complete bio-data of each of the examiners to the University. The Vice-Chancellor shall appoint three examiners from the panel submitted by the DRC. The guide of the candidate shall be the internal examiner.

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- (b) The examiners shall ordinarily accept appointment offered by the University within the time indicated by the Registrar in the appointment letter. If the examiner does not accept the invitation within thirty days from the date of dispatch of the invitation letter, invitation will be sent to another examiner on the panel.
- (c) The examiners shall ordinarily submit their individual reports within one month of the receipt of the dissertation. In special cases on the request of the examiners the time of submission of the reports may be further extended maximum up to one month by the University. If the examiner concerned fails to submit the report in extended period, another examiner shall be appointed from the panel to evaluate the dissertation.
- (d) Ordinarily the copy of the dissertation shall be returned with the submission of the report. In submitting the report, the examiner shall state whether the dissertation complies with the following conditions to merit the award of the degree.
- (i) It must be a piece of Research work, characterized either by the discovery of new facts or by fresh approach towards interpretation of facts and theories.
  - (ii) It should evidence the candidate's capacity for critical examination and judgment.
  - (iii) It shall also be satisfactory so far as its literary presentation is concerned.
- (e) After the examiners have evaluated the dissertation, they may recommend:
- (i) That the dissertation be accepted for the award of the Ph.D. degree.
  - (ii) That the dissertation be represented in a revised form.
  - (iii) That the dissertation be rejected.

The examiners should give their detailed evaluating comments. Final recommendation of the examiner should be in line with and commensuration with his evaluating comments.

- (f)(i) The report shall be specific and shall state the grounds on which the recommendation is based. In case three examiners recommend the award of the Ph.D. degree and the fourth examiner differs, the reports of the examiners with the recommendations and the dissertation shall be referred to a fifth examiner without mentioning the names of the examiners who may make a recommendation in the manner specified above; and his recommendation shall be final i.e. if he disapproves the dissertation the dissertation will be rejected. Non approval of the dissertation by two or more examiners will lead to rejection of the dissertation. In such circumstances no Viva Voce will be held and candidate will be declared as failed.

If the dissertation is approved by all the examiners and viva voce is to be held in such circumstances the reports shall be made available to the candidate, the research guide and the chairperson without mentioning the name of examiners at least 15 days before the viva voce.

**(g) Viva voce and open defence of the dissertation**

- i. After receiving the reports from the examination branch through the office of Director/Dean, DRC will discuss the reports and will inform the candidate regarding suggestions of the examiners. Candidate shall submit the report about revision/modification as suggested by the examiners OR should submit answer of all such queries which are raised by the examiners in their reports. DRC will evaluate the submitted matter, and if found satisfactory, will recommend for viva voce.
- ii. On approval of the dissertation by all the examiners, DRC will recommend for viva voce. Viva Voce and open defense shall be held at the University preferably at IPGT&RA. Viva-voce will be conducted by the DRC. The RDC under the Chairmanship of Vice Chancellor or his nominee (Director/Dean) will conduct the open defense of the dissertation.
- iii. The date, time and the place for the viva voce and open defense of dissertation shall be notified by the Examination Section, in consultation with the internal examiner, at least fifteen days in advance.

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- iv. The open defense of the dissertation shall take place in the presence of RDC. The internal examiner, external examiner and the chairperson shall jointly evaluate the performance of the candidate considering the report of DRC and performance of the candidate during the defense.
- v. If neither of the external referees is able to be present at the time of the defense, the Vice Chancellor, on the recommendation of the Director shall appoint a senior research guide in the subject to act as an examiner for the defense of the dissertation. If the internal examiner is not available, the Vice Chancellor shall appoint one of the senior research guides in the subject concerned.
- vi. The DRC will submit the report of Viva-voce to the Examination section following which open defense will be held by RDC. The Chairman, Internal Examiners and External Examiner will submit the report immediately after completion of the open defense to the University. In case of difference of opinions, the Chairman's decision will be final.  
The overall result shall be officially declared by the Examination Section within seven working days from the date of the defense of dissertation. Provisional degree certificate may be issued by the examination branch of the University after the declaration of result.
- vii. In case the defense is not satisfactory, the RDC may recommend a fresh viva-voce and the defense of dissertation be organized after a certain period of time, within one year, for such fresh viva-voce, fresh fee of Rs. 1000/- or as required to meet the expenses for the viva voce which ever is higher shall be charged. Candidate will be given maximum one chance to re-appear for the open defense.
- viii. The recommendation of the Research Degree Committee shall be placed before the Board of PGT & R A for approval of the degree.

### Ph.D. REGULATION NO. 12

The revised dissertation must be submitted within one year from the date of receiving information from the Registrar regarding resubmission.

In case two or more than two examiners call for major revision and rewriting of the dissertation, dissertation shall be so revised, rewritten and resubmitted within a period of one calendar year from the date the referees' comments are communicated to the candidate. In such a case tuition fee for the year and 75% of examination fee shall be paid for resubmission. If more than one years' time is required but total time required is less than five years from initial registration, the candidate shall be granted extension of time to that extent. In such a case yearly tuition fees and full examination fee shall be paid by the candidate for resubmission. In case the total time required or taken exceeds seven years from the date of initial registration, the candidate shall have to re-register for Ph.D.

### Ph.D. REGULATION NO. 13 AWARD OF THE DEGREE

The successful scholar shall be awarded the Degree of Ayurvedyavaridhi- Doctor of Philosophy (Ph.D. Ayurveda) with the mention of specific subject.

### Ph.D. REGULATION NO. 14 PUBLICATION OF DISSERTATION WORK

The Ph.D. dissertation of the successful scholar will be the property of IPGT & RA – Gujarat Ayurved University. The candidate should avail prior permission from the authority for publication of the dissertation in book form. The candidate shall, on publication of the dissertation, state on the title page that it was a dissertation approved for the Ph.D. Degree of this University, or based upon that dissertation.

**Ph.D. REGULATION NO. 15** Board of IPGT & RA shall be the competent authority to make amendments in the above Regulations, as required from time to time.

**Ph.D. REGULATION NO. 16** In case of any dispute arising out of the application of the above Regulations, Vice-Chancellor's decision shall be final and binding.

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### Ph.D. REGULATION NO. 17 TIME FRAME SCHEDULE FOR PH.D. RESEARCH WORK

1. The process of admission will be started in the month of Sep-Oct for stipendiary seats. A list of qualified available guides along with vacancies under them will be put on website of the University.
2. Candidate has to download the application form from the website and submit the duly filled form along with application fee in favour of office of the Director, I.P.G.T. & R.A., Jamnagar within stipulated period.
3. For the admission in Ph.D. course an eligibility test will be conducted in the month of October. Qualified candidates will be allotted the guide within one week of the declaration of eligibility test.
4. Candidates will submit the synopsis of research project under the guide and will submit the same with the approval of the DRC through Head of the Department to the Dean, I.P.G.T. & R.A. within one month of the allotment of guide.
5. Office of the Director, I.P.G.T. & R.A. will call Ethics Committee meeting within 15 days of receiving the synopsis from all DRC.
6. Minutes of the Ethics Committee containing approval of the synopsis (with or without suggestion for necessary modification) will be circulated within 7 working days of meeting.
7. Candidate will submit the revised synopsis as per the suggestion made by Ethics Committee along with the application in this regard.
8. Office of the Dean, I.P.G.T. & R.A. will forward these applications with synopsis through Director, to the examination branch of University for registration, within 15 days of receipt of recommendation of DRC and comments.
9. Examination branch will issue registration No. of the eligible candidates for admission along with the title of the work within 15 days.
10. Candidates seeking admission to Ph.D. has to submit prescribed admission fees in the institute within the stipulated time after receiving of letter in this regard from university.
11. Candidates will join the concern dept. after submission of admission fees. The departmental heads should verify the facts in this regard before allowing, the candidates to join.
12. A copy of joining letter from the candidate counter signed by HOD will be given to the office of the Dean PGT and the university.
13. The date of joining along with submission of Admission fees by the Ph.D. scholar shall be counted as beginning of Ph.D. term.
14. Within 7 days of joining the scholar will submit his/her requirement of drug to the pharmacy/ through an indent or purchase the drugs following prescribed purchase procedure.
15. The drugs will be prepared within 2 months after receiving the raw material and CTRI registration should be done.
16. After completion of the term, Six Monthly Reports will be submitted by scholar to concerned DRC within 7 working days of completion of term. DRC will consider the reports within 15 days following such receipt.
17. If the candidate fails to complete the research work within two years, after registration he will make a request to DRC for extension of the period. Extension of the terms will be as per Ph.D. Regulation No. 3(b), 3(c), 3(d) and 3(e).
18. Pre-submission Permission or any other direction will be communicated to the Scholar after receipt of application within 15 days.
19. Dissertation will be submitted to the office of The Dean, I.P.G.T. & R.A. after approval of DRC within 6 months of pre submission seminar.
20. Out station candidates will be given minimum notice of 15 days for appearing in DRC.
21. After submission of Dissertation, DRC will forward the Dissertation along with Examiner Panel to Exam Branch within 15 days

# GUJARAT AYURVED UNIVERSITY

## Ph.D. REGULATIONS

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22. Exam Branch will finalize the Examiner List and will send the letter to the Examiners for acceptance within 15 days of receiving the panel.
23. Examiners will be given 7days time to convey their acceptance after which next Examiner will be appointed within 7 days. Examiners can send their acceptance by email or by telephonic conversation.
24. Examiners will be given one month time for submitting Report.
25. (i) The examination branch will forward all the four reports to the office of Director/Dean within 15 days after the receipt of all the four reports. The reports shall be made available to the candidate, the research guide and DRC members immediately without mentioning the name of examiner.  
(ii) The DRC will submit its recommendation to the examination branch within 15 days of receiving the reports.  
(iii)The examination branch will take action to conduct viva-voce and open defense if proposed within 30 days of DRC recommendation.
24. The overall result shall be officially declared by the Examination Section within seven working days from the date of the defense of dissertation and submission of report. Provisional degree certificate may be issued by the examination branch of the University after the declaration of result.
25. After declaration of result, Examination Branch will submit the report to the Board of Post Graduate Teaching & Research for approval of Ph.D. Degree.

# GUJARAT AYURVED UNIVERSITY

## Ph.D. REGULATIONS

Annexure-1

To be filled in on the Court adhesive Stamp of Rs. 50/- (Fifty Rupees) only.
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BOND TO BE EXECUTED BY A SCHOLAR OF THE  
DOCTOR OF PHILOSOPHY Ph.D. AYURVEDA (Sub. Con.)

Fellowship of the Gujarat Ayurved University for monthly fellowship to be received by her/him.

.....

This Bond made on the \_\_\_ day of \_\_\_200\_\_\_ at Jamnagar by \_\_\_\_\_ scholar of the Ph.D. Ayurveda sub. con. of the Gujarat Ayurved University here in after called the scholar of first part and \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ Adult, resident of \_\_\_\_\_ (first Surety) here in after called collectively referred to as the sureties of the second part on favour of the Gujarat Ayurved University, Jamnagar.

Whereas the scholar when admitted to the Doctor of Philosophy in Ayurveda will be getting a fellowship of Rs. \_\_\_\_/- per month of his/her training in this institution, and whereas the Gujarat Ayurved University has agreed to award the same on terms here in after security for due performance by the student for the said terms.

Now this bond witnesses as follows :-

1. In pursuance of the said agreement and in consideration of Gujarat Ayurved University giving to the Research fellow, fellowship during the course of the training as aforesaid, the scholar hereby convenience with the Gujarat Ayurved University that he/she shall carry on with his/her Research work in Ph.D. course in Ayurveda and complete the course after appearing at all the examinations as required under the rules.
2. After commencement of the said course for a period of two years (successfully) that, I hereby agree and abide by that I will serve the institution or any other institutions ordered and directed to me by Gujarat Ayurved University for a period of two years and if I breach of this condition on committing default in serving the institution that I hereby agree and undertake that in case of a default on my part I shall be liable to refund in total emoluments of the said Ph.D. course drawn by me for a period of two years and I shall liable to pay all the expenses incurred for me by the institution.
3. In the pursuance of the said agreement, that if the said scholar while in Institution shall duly and faithfully devote to and execute, perform and discharge all the duties without causing any inquiry loss or damage by reason of any act, default, negligence, or error in judgement to the Institution.
4. Within a period of 10 days from the date of his/her completing the period of the said course he/she give to a notice University by Registered post, in writing intimation for the completion his/her period of the said course.
5. In pursuance of the said agreement, and for consideration aforesaid the scholar and sureties hereby agree that if the scholar would fail to complete the course in accordance with the covenant in that behalf contain or in clause (1) above or shall discontinue his/her Research work for any reason what so ever the scholar and sureties shall jointly and separately liable to pay to the Gujarat Ayurved University, the total amount of fellowship paid by the Gujarat Ayurved University and received by the scholar as aforesaid.

# GUJARAT AYURVED UNIVERSITY

## Ph.D. REGULATIONS

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In witness whereof this bond has been signed by the student and sureties on the day, month of year here in above mentioned.

Signed by the student \_\_\_\_\_

Address \_\_\_\_\_

Witness :

Witness :

Signed by the First-Surety :

Address :

Witness :

Witness :

Signed by the Second-Surety:

Address

Date :

Witness :

Witness :

Before me \_\_\_\_\_  
Rubber Stamp of the  
Judicial Magistrate



# Gujarat Ayurved University, Jamnagar

## Ph.D.-SFC-Regulation

### Ph.D.-SFC REGULATION NO. 1

Notwithstanding anything contained in general Ordinances of the University, the admission, examination etc. for the award of- Ph.D. (Ayurved Pharmacy) and Ph.D. (Medicinal Plants) degree by the University shall be governed by these Regulations. This shall be the Regulations for conducting Self finance based Ph.D. courses of IPGT&RA under PGT-SFC-Cell. The regulations will be termed as- Ph.D.-SFC (Doctor of Philosophy-Self Finance courses) regulation. The Ph.D. degree awarded in concerned specialty as mentioned in PG-SFC Regulation No. 05.

### Ph.D.-SFC REGULATION NO. 2

PGT-SFC-cell is an integral self-finance segment of IPGT and RA. All the Ph.D.-SFC related activities shall be regulated by the Board of PGT&R under PGT-SFC-cell, IPGT&RA with the following composition of core committee,

- Director- IPGT and RA Shall be the ex-officio- Chairperson
- Head of the Department - Department of RS&BK- Member
- Head of the Department - Department of Dravyaguna- Member
- Head of Pharmacognosy, Pharmaceutical Chemistry and Pharmacology Laboratories of IPGT and RA - Members

One of the members shall function as the Coordinator. The PGT-SFC-cell will be responsible for all the activities- administration including admission procedure, academic, technical, recruitment and other related activities, which are involved in conducting the above courses. The Chairperson will have all the academic, technical and financial powers on par with the Director of IPGT and RA, Gujarat Ayurved University, Jamnagar.

### Ph.D.-SFC REGULATION NO. 3:

All management responsibilities shall be governed by Board of PGT&R, which will frame rules and regulations for this purpose. All accounts shall be maintained as per University rules and will be audited by the University auditors. The auditors will be paid remuneration as may be decided by the University. All accounts shall be separately maintained in the name of PGT-SFC-Cell. The Chairperson of the PGT-SFC-Cell will be drawing and disbursing officer with respect to pay-bills, telephone and electricity bills etc. The Chairperson will be empowered to draw and disburse of Sundry bills up to the limit on par with the power of Director of IPGT and RA. He will also be empowered to incur expenses on purchases of items approved by the Board of PGT&R as per norms fixed by it.

### Ph.D.-SFC REGULATION NO. 4:

PGT-SFC-Cell shall utilize the all basic resources and manpower of IPGT&RA for teaching and research. If needed, after approval of Director, they engage different personnel on specific contract agreement basis or on deputation from the institutions/ organizations for specific period of time through core committee. The specific expenses are liability of PGT-SFC-Cell from their account. Services of eminent scientist in related fields may be availed as visiting faculty on suitable honorarium basis. The contract may be renewed from time to time. IPGT and RA or Gujarat Ayurved University will have no liability of providing permanent or temporary employment to any staff member of the PGT-SFC-Cell.

### Ph.D.-SFC REGULATION NO. 5: MINIMUM QUALIFICATION FOR ENROLMENT

- Eligibility for Ph.D. (Ayurved Pharmacy): Master Degree in Ayurved / Master Degree in Pharmacy or equivalent qualifications in concerned specialty from a recognized University.
- Eligibility for Ph.D. (Medicinal Plants): Master Degree in Medicinal Plants/ M.Sc. or equivalent qualifications in concerned specialty from a recognized University.
- In the case of registration of students having equivalent qualification and foreign student, the equivalence of the concerned degree shall be considered by the Departmental Research Committee (DRC) individually and if the degree is found equivalent, in that case the concerned candidate may be enrolled as Ph.D. scholar.

# Gujarat Ayurved University, Jamnagar

## Ph.D.-SFC-Regulation

- (d) The Teachers of the University campus colleges, Self Finance Institutes located in university campus or any scholar engaged in PGT-SFC-Cell or the researchers working in the various departments of the University under different Research schemes may be permitted to enroll themselves as Ph.D. Research scholars in the same subject, while continuing to hold their posts, if otherwise qualified. These Candidates will be over and above the regular quota fixed for the guides and these candidates will be non-stipendiary. If these employees / researchers leave the job of the University they may have to complete the minimum two years tenure as full time Research Scholar and they will not be entitled for stipend/monetary benefits.

### Ph.D.-SFC REGULATION NO. 6: TENURE FOR THE Ph.D. DEGREE

- (a) The candidate shall be required to prosecute a regular Research project in the respective department of the I.P.G.T. & R.A. in concern research Centre/Institute for a minimum period of 2 years.
- (b) In case of Research project is not completed within stipulated period mentioned under 3(a), on the recommendation of the concerned supervisor / guide, the DRC may grant extension up to a total period of two years. Further, the Director is empowered for extension of the term not exceeding one year. In no case the registration will stand for more than five years.
- (c) However, the DRC reserves the right to re-register the candidate for the same title and under the same supervisor / guide for a period not exceeding two years.
- (d) If the research work is completed within stipulated time and DRC approves the completion and recommend pre submission seminar after the completion of stipulated period of two years and if date of pre submission seminar is within seven working days of last date of completion of two years tenure, extension of term is not required.
- (e) The registration shall be treated as cancelled automatically after the expiry of five years.
- (f) Full fees shall be payable for all such extended periods.
- (g) No hostel accommodation shall be given to the Research scholars after two years from the date of their registration, however by the recommendation of DRC hostel accommodation for further two terms (one year) may be permitted by Director-IPGT&RA.
- (h) Any Research scholars not continuing Research work in the Department and absent continuously for more than 03 months without any valid reason, his/her registration to Ph.D. course will be cancelled by the Director on the recommendation of DRC.
- (i) All the registered Ph.D. scholars of PGT-SFC-Cell, IPGT&RA including Teachers and Researcher of Institutes located at University campus will have to attend the concerned department daily and have to sign the Departmental and Institute attendance register.
- (j) If the scholar gets selected for a permanent appointment in any government body during the tenure of course, he/she may be allowed to join the services after completion of minimum one year tenure on recommendation of DRC. He/She may continue the study after getting due permission from the employer within two years from the date of reliving. If the scholar fails to resume his/her study within two years of reliving, scholar's registration will automatically be cancelled.

### Ph.D.-SFC REGULATION NO. 7: RESEARCH COMMITTEES

All matters connected with the Ph.D. Programme of the University shall be dealt with in accordance with these regulations by the following committees subject to the general supervision of the Board of Post Graduate Teaching and Research,

**(a) The RDC shall consist of the following:**

- |                                                                                         |                        |
|-----------------------------------------------------------------------------------------|------------------------|
| 1. Vice Chancellor- Gujarat Ayurved University                                          | Chairman               |
| 2. Director- IPGT & RA                                                                  | Member                 |
| 3. Dean – IPGT & RA                                                                     | Member                 |
| 4. Members of the concerned DRC                                                         | Members                |
| 5. Supervisor of the concerned Ph.D. Scholar                                            | Member                 |
| 6. External Examiner of conducted Viva-voce Examination (for that particular candidate) | Member                 |
| 7. The Registrar                                                                        | Secretary and Convener |

**(b) The Departmental Research Committee (DRC)**

# Gujarat Ayurved University, Jamnagar

## Ph.D.-SFC-Regulation

Ph.D. degree is essential for membership of the DRC and will be eligible for DRC membership only after the award of Ph.D. Degree. The DRC shall consist of the following:

1. The Head of the Department- Head of Dravyaguna for Ph.D. (Medicinal Plants) and Head of RS&BK for Ph.D. (Ayurved Pharmacy) - Chairman
2. All Professors in the Department- Dravyaguna for Ph.D. (Medicinal Plant) and RS&BK for Ph.D. (Ayurved Pharmacy) - Members
3. One Associate Professor- Dravyaguna for Ph.D. (Medicinal Plant Sciences) and RS&BK for Ph.D. (Ayurved Pharmacy) - Members
4. Head of Laboratories (Pharmacology, Pharmaceutical Chemistry and Pharmacognosy) - Member
5. Supervisor of the concerned Ph.D. Scholar – Special Invitee, if require
6. The DRC shall appoint one of its members as Secretary /Convener.
7. At the time of Viva Voce Examination, Dean will be the member of all the DRC's.
8. Where there are less than three members, the Dean will be the member of the concerned DRC.
9. If still the number of members is less than three the Director will nominate one member from I.P.G.T & R.A. preferably from the allied specialty as member of the concerned DRC.
10. The DRC shall have power to co-opt such members of the staff of the Institute as may be helpful to them in their deliberation.

**(c) The DRC shall have the following functions and powers.**

1. To scrutinize the applications of the candidates for determining the eligibility or otherwise for the registration and make necessary recommendation.
2. To approve the field of Research in which the candidate will be recommended to carry on Research and shall assign supervisor to guide the Research project.
3. While, making the recommendations the DRC shall see that the recommendations are made in conformity with the regulations governing Ph.D. degree
4. DRC should meet minimum once in each term preferably at the end of term
  - To evaluate the progress reports of the research works.
  - To discuss other important issues.

After each DRC meeting, coordinator/secretary of the DRC should prepare the minutes of the meeting, which will be signed by the Chairman of the DRC and should be circulated.

5. A copy of the minutes shall be communicated to the examination branch of the University for record.
6. The DRC may change the supervisor, if necessary and justified.
7. The DRC may grant extension of term as per Ph.D. Regulation No.3.

### **Ph.D.-SFC REGULATION NO. 8: PROCEDURE FOR THE ADMISSION**

- a) The admission in Ph.D. course should be done only once in a year.
- b) The process of admission should be started from the month of Aug to Oct. A list of qualified available guides along with vacancies under them will be put on website of the University every year. Candidates will have to apply in prescribed format along with fee decided by the authority time to time.
- c) The students appearing in the Final Year examination for Master degree can also apply for examination. However their registration will be subject to their passing in Master degree examinations.
- d) For the admission in Ph.D. course, an eligibility test will be conducted generally in the month of August-October for internal and external candidates both. The eligibility test will be based on General Knowledge, Subjects of Pharmaceutical Science, Medicinal plants, Ayurveda and Research Methodology as per course specialty. A common MCQ Question Paper containing the subjects mentioned above of 100 marks of 60 minutes duration will be given out of which minimum 50% qualifying marks will be required for General / OBC category and 40% for SC/ST category.

# Gujarat Ayurved University, Jamnagar

## Ph.D.-SFC-Regulation

- e) The seats and guides will be allotted to the candidates strictly on the basis of their merit in eligibility test, their choice for the guide and availability of the seats under the guides and the acceptance by the guide.
- f) If two candidates get equal marks in entrance test, their total marks of final year Master degree will be considered for merit place. In case where the total of final year master degree marks are also found equal, total marks of the Bachelor degree will be considered to decide merit.
- g) Candidates will submit their synopsis of research project under the guide after approval of the DRC of concerned department through Head of the Department to the Director/Chairperson, PGT-SFC-Cell, IPGT&RA within one month of the allotment of guide.
- h) Director/Chairperson will forward these synopses to the University for Registration.
- i) Title of the Ph.D. research project can be changed with approval and recommendation of concerned DRC within six months of the registration of the candidate
- j) Departments will accept the joining of the scholars after the depositing of the admission fees only.
- k) There shall be two Ph.D. terms in a year; first from November to April (First term) and second from May to October (Second term).
- l) Candidates approved by the DRC on being admitted to the Institute shall pay the following fees to the University at the time of Admission:

Sr. No	Name of item	Ph.D.
1	Registration Fee*	As decided from University
2	Enrolment fee* (payable if the candidate is graduate of another university and it not enrolled at this university)	
3	Board of sport fee*	
4	Library Caution Money (including laboratory or other caution money)	Rs. 5,000/-
5	Research fee per year (Academic Fee)	Rs. 30,000/-
6	Laboratory fee per term	Nil
7	Admission fee	Rs. 1000/-
8	Examination fees. (Payable at the time of submission of Dissertation)	Rs. 5000/-

**NOTE: Above mentioned fees are non-refundable and non-transferable.**

### Ph.D.-SFC REGULATION NO. 9: SUPERVISORSHIP

- a) Each and every teacher of I.P.G.T. & R.A. has to apply on prescribed PROFORMA for recognition as Ph.D. supervisor along with fees as decided by the authority time to time. A PG teacher having total five years PG teaching experience with Ph.D. degree in concerned or allied subject or persons holding equivalent posts in the Research Laboratories of the Institute can be approved as Ph.D. supervisor of the University.
- b) Ordinarily there should not be more than Five candidates under a Professor, Four candidates under an Associate Professor/ Head of laboratories and two under an Assistant Professor in a concerned department, (whereas staffs as per no. 2(c) may not be considered within the quota prescribed). Above prescribed quota shall automatically be considered vacant at the end of two years from the date of registration.

#### Stipendiary Seats

- |    |                     |    |
|----|---------------------|----|
| a) | Professor           | 05 |
| b) | Associate Professor | 04 |
| c) | Assistant Professor | 02 |

# Gujarat Ayurved University, Jamnagar

## Ph.D.-SFC-Regulation

### Non-Stipendiary Seats

- |                        |    |
|------------------------|----|
| a) Professor           | 03 |
| b) Associate Professor | 02 |
| c) Assistant Professor | 01 |

N.B. : In a year maximum seats including stipendiary and non-stipendiary may be allotted under supervisor as follows,

- |                        |    |
|------------------------|----|
| a) Professor           | 05 |
| b) Associate Professor | 04 |
| c) Assistant Professor | 02 |

- a) A teacher will not be allowed to register the Ph.D. candidate two years prior to his/her retirement. In case the Supervisor appointed by the University to guide the Research work of the candidate, retires/ leaves the job and if the scholar has already completed two years period/completed the work under supervision, the student should be allowed to continue in the name of his/her original supervisor/ Guide in his/her dissertation and even after retirement, the Guide will be chairman of DRC as defined in Ph.D. Regulation No. 11(g) for Viva Voce examination. In case the Supervisor appointed by the University to guide the research work of the candidate ceases to be the Supervisor by virtue of retirement or otherwise before the completion of two years tenure of the scholar, if co-guide is qualified for the guide-ship, he/she may automatically be the guide of the scholar. If co-guide is not eligible for guide-ship, the assignment of the next supervisor shall be made by the DRC after giving due consideration to the views of the original Supervisor and the concerned candidate in this regard.

### Ph.D.-SFC REGULATION NO. 10: RESEARCH PROJECT

- a) The candidate enrolled for the Ph.D. will be required to be present in the University for at least 2 years. Field work for Research investigations shall be taken as a part of Ph.D. work for the purpose of attendance. The field work will include the practical / survey work etc. conducted at places other than the University premises approved by the DRC at the recommendations of Guide / Supervisor. Such period should not exceed 3 months during the total tenure of Ph.D. work.
- b) As a part of the academic duties, the Ph.D. scholar shall be required to take lectures in P.G. classes as and when asked by the concerned Guide / Supervisor.
- c) During the tenure of Research, scholar will not be allowed to pursue any paid or unpaid government or private assignment outside campus.
- d) Research scholar should not be permitted to take any other full time degree course but may be permitted to attend diploma or certificate course only at University campus after permission of Director on recommendation of DRC during Ph.D. tenure.

### Ph.D.-SFC. REGULATION NO. 11: PROJECT REPORT

- a) The Supervisor should keep a record of the progress of the candidate and should forward it with his/her remarks to the DRC. The DRC will consider and approve the progress reports every six month.
- b) Registration of a Research scholar shall be liable to be cancelled by the DRC at any time if his/her consecutive three six monthly progress reports are not satisfactory. The registration may also be cancelled if the candidate has not done satisfactory progress in the opinion of the DRC.

### Ph.D.-SFC REGULATION NO. 12: LEAVE

- a) The scholars will be allowed causal leave up to 15 days each year. This leave can be joined with holidays / Sundays and the scholars can enjoy such leave maximum up to 10 days at a time including holidays. In between, holidays

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## Ph.D.-SFC-Regulation

shall be considered as holidays. The casual leave cannot be joined with vacation and sick leave, only Saturday will be allowed for half CL with sufficient justifications and approval of guide and HOD of the concerned department.

- b) The scholars will also be allowed 15 days Sick Leave in a year on submission of medical certificate of a registered medical practitioner.
- c) Duty leave / Special leave shall be granted to the scholars who are deputed or allowed by the authority to take part in the sports, seminar etc. Such leave shall not exceed 15 days in a year. However, the Director shall have power to extend this leave maximum by 15 days in special case.
- d) 60 days maternity leave will be allowed to the Ph.D. female scholars only once during the course of study on the recommendation of DRC. No other leave can be attached with maternity leave, however Director is empowered to sanction such leave in extra ordinary circumstances.
- e) In extra ordinary circumstances if a student requires leave with justification which is not covered under above clause, he/she may be sanctioned extra ordinary leave by the Director, maximum up to 60 days. However, this period will have to be compensated to fulfill the minimum required two year period.

### **Ph.D.-SFC REGULATION NO. 13: SUBMISSION AND EVALUATION OF THE DISSERTATION**

- a) Every Research Scholar shall submit three copies of the summary of his/her completed dissertation with the specific title through the Guide minimum one month before submitting the dissertation. On examination of the summary, the DRC shall permit pre-submission seminar of dissertation.

Prior to the submission of the dissertation, the candidate shall be required to present a summary of his / her dissertation research work in a pre-submission seminar to be conducted by the Director on the recommendations of the DRC. The candidate will have to apprise all the teachers and other Research workers of the Institute of his/her work so as to finalize the work of his / her dissertation and to receive suggestions. After approval, the candidate shall have to submit his / her dissertation within 6 months from the date of pre-submission seminar. In extra ordinary circumstances if a student cannot submit the dissertation within above mentioned time limit, DRC is empowered to extend the time period maximum up to one term with proper justification. If the candidate fails to submit of dissertation even in extended time period, his/her registration will be treated as cancelled.

- b) Every Research scholar will publish at least two research papers based on his / her current doctoral research work in a peer reviewed research journal. Among this, one paper must be published before the pre submission seminar while, second paper must be accepted for publication. Scholar shall submit the acceptance latter at the time of pre submission seminar. The second paper also must be published before actual submission of his/ her dissertation. Among two papers, one paper should be published/accepted in UGC listed/Pubmed indexed/Scopus/having impact factor (as per JCR). Copies of such published research papers will have to be submitted to the university along with the copy of the completed dissertation. No scholar will be allowed to submit his / her dissertation if he / she fails to do so. Scholar should submit following with dissertation.
  - Institutional Animal Ethics Committee (IAEC) approval number
  - Aadhar Card photocopy
- c) Before a candidate submits his / her dissertation for the Ph.D., he / she shall submit a certificate from the supervisor and the Head of the Department:
  - (i) He/she has completed the Research work for the full period prescribed under Regulation No. 3 and that, the dissertation embodied the result of his/her investigations conducted during the period he/she worked as a Ph.D. Research scholar.

# Gujarat Ayurved University, Jamnagar

## Ph.D.-SFC-Regulation

- (ii) He/she has returned all the equipments issued to him / her during the above period.
- d) On completing his/her course of study, the candidate who intends to supplicate for the Degree shall apply in writing to the Director/Chairperson, PGT-SFC-Cell through Supervisor and Head of the department. The Director shall forward to Registrar therewith –
- (i) Four copies of the printed dissertation along with soft copy of full dissertation in the form of CD.
- (ii) The prescribed examination and other fees.
- (iii) He/she may also submit as subsidiary matter in support of his/her candidature any printed or typewritten contribution or contributions to the advancement of knowledge which he/she may have published independently or conjointly.
- (iv) The dissertation by the candidate shall be written in Sanskrit/Hindi/English.
- (v) He/ she shall submit an abstract of the work done in about 600 words giving the salient points of his/her investigation for publication in the abstracts of the dissertation accepted for the Ph.D. degree of this University.
- e) (i) The candidate shall indicate in the introduction of his/her dissertation how far it embodies the result of his/her own Research or observations and in what respects his investigations appears to him/her to advance the knowledge of the subject.
- (ii) The dissertation shall include a certificate by the candidate that the work reported in the dissertation has been carried out by the candidate himself / herself and that the material from other sources, if any, is duly acknowledged. The dissertation shall be accompanied by declaration signed by the candidate to the effect that “The dissertation is his/her original and independent work”. It shall also be authenticated by the Guide.
- (iii) He/she shall not submit as his/her dissertation work which has been accepted or rejected for a degree or any other distinction in this or in any other University, but he may incorporate in his/her dissertation the contents of any work which he/she may have previously done on the subject, provided that in such a case he/she shall indicate in his/her application and in the introduction of his/her dissertation, the extent to which such work previously done has been incorporated.
- (iv) Four copies of the Printed dissertation shall be presented in accordance with the following specifications,
- (a) The paper used for printing shall be A4 size.
- (b) Printing shall be in a standardized form on both side of the paper, and in one and half spacing.
- (c) A margin of 1.25 inches shall be left on the left hand side and right also.
- (d) Times New roman Font size 12 for English and Devnagari for any Unicode font of size 14 should be used.
- (e) The cover page of the dissertation should display
- The Title of the dissertation
  - Name of the University
  - Degree, its specialty and department
  - Full name of the Candidate
  - Name of the Guide and Co-Guide, if any
  - Month and year of the submission
  - Registration number
- (For sample page see Appendix—)
- f) The scholar will initially submit four Spiral bound copies of the dissertation for the evaluation of examiners. On the recommendation of DRC along with

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exam panel, The Director/Chairperson will forward the same to Exam branch, Gujarat Ayurved University.

Once the dissertation approved by all the examiners, the scholar will be informed about the approval and will be asked to incorporate, the suggestions made by the examiners, DRC and RDC (at the time of viva voce), if any in the final dissertation and submit two hard bound copies and one soft copy in CD/DVD format to the University after approval of RDC. The scholar will issue a declaration countersigned by the supervisor to the effect that, suggestions of the examiners are duly incorporated in the dissertation.

### **Ph.D.-SFCREGULATION NO. 14: EXAMINATION:**

- a) A teacher with a Ph.D. Degree in concerned or allied subjects having five years post-doctoral PG teaching/research experience or ten years post-doctoral UG teaching experience or 10 years P.G./U.G. combine teaching experience in concerned subject can be appointed as Examiner for the Ph.D. examinations of dissertation and viva-voce.

There shall be four adjudicators to be appointed by the University for adjudication of the dissertation. At the time of submission of the dissertation the concerned DRC shall ordinarily recommend a panel of six examiners to the University. The Vice-Chancellor shall appoint three examiners from the panel submitted by the DRC. The guide of the candidate shall be the internal examiner and Chairman of DRC during Viva-voce.

- b) The examiners shall ordinarily accept appointment offered by the University within the time indicated by the Registrar in the appointment letter. If the examiner does not accept the invitation within seven days from the date of dispatch of the invitation letter, invitation will be sent to another examiner on the panel.
- c) The examiners shall ordinarily submit their individual reports within one month of the receipt of the dissertation. In special cases on the request of the examiners the time of submission of the reports may be further extended maximum up to one month by the University. If the examiner concerned fails to submit the report in extended period, another examiner shall be appointed from the panel to evaluate the dissertation.
- d) Ordinarily the copy of the dissertation shall be returned with the submission of the report. In submitting the report, the examiner shall state whether the dissertation complies with the following conditions to merit the award of the degree.
- (i) It must be a piece of Research work, characterized either by the discovery of new facts or by fresh approach towards interpretation of facts and theories.
  - (ii) It should evidence the candidate's capacity for critical examination and judgment.
  - (iii) It shall also be satisfactory so far as its literary presentation is concerned.
- e) After the examiners have evaluated the dissertation, they may recommend:
- (i) That the dissertation be accepted for the award of the Ph.D. degree.
  - (ii) That the dissertation be represented in a revised form.
  - (iii) That the dissertation be rejected.

The examiners should give their detailed evaluating comments. Final recommendation of the examiner should be in line with and commensuration with his evaluating comments.

- f) The report shall be specific and shall state the grounds on which the recommendation is based. In case three examiners recommend the award of the Ph.D. degree and the fourth examiner differs, the reports of the examiner with the recommendations and the dissertation shall be referred to a fifth examiner without mentioning the name of the examiner who may make a

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recommendation in the manner specified above; and his recommendation shall be final i.e. if he disapproves the dissertation the dissertation will be rejected. Non approval of the dissertation by two or more examiners will lead to rejection of the dissertation. In such circumstances, no Viva Voce will be held and candidate will be declared as failed.

### **g) Viva voce and open defense of the dissertation**

1. If the dissertation is approved by all the examiners, DRC will recommended for arrangement of viva voce and in such circumstances, the evaluation reports shall be made available to the candidate, research guide and the Chairman of DRC without mentioning the name of examiners at least 15 days before the viva voce.
2. After receiving the reports from the examination branch through the office of Director, if major query raised by examiners then, DRC will discuss the reports and will inform the candidate regarding suggestions of the examiners. Candidate shall submit the report about revision/modification as suggested by the examiners OR should submit answer of all such queries which are raised by the examiners in their reports. DRC will evaluate the submitted matter, and if found satisfactory, will recommend for viva voce.
3. On approval of the dissertation by all the examiners and on recommendation of DRC, the date, time and the place for the viva voce and open defense of dissertation shall be notified by the Examination Section, in consultation with the internal examiner, at least fifteen days in advance.
4. Viva Voce shall be held preferably at IPGT&RA and will be conducted by the DRC and external examiner nominated by Hon. Vice Chancellor. The DRC will submit the report of Viva-voce to the Examination section following which open defense will be held by RDC.
5. The RDC under the Chairmanship of Vice Chancellor or his nominee (Director/ Dean) will conduct the open defense of the dissertation. The examiners, members and the Chairperson of RDC shall jointly evaluate the performance of the candidate considering the report of DRC. RDC should submit the report immediately after completion of the open defense to the University. In case of difference of opinions, the decision of Chairman of RDC will be final.
6. If neither of the external referees is able to be present at the time of the defense, the Vice Chancellor, on the recommendation of the Director shall appoint a Senior research guide in the subject to act as an examiner for the defense of the dissertation. If the internal examiner is not available, the Vice Chancellor shall appoint one of the senior research guides in the subject concerned.
7. The result shall be officially declared by the Examination Section within seven working days from the date of the open defense of dissertation. Provisional degree certificate will be issued by the examination branch of the University after the declaration of result.
8. In case the defense is not satisfactory, the RDC may recommend a fresh viva-voce and the open defense of dissertation be organized within one year, for such fresh viva-voce, fresh examination fee or as required to meet the expenses for the viva voce whichever is higher shall be charged. Candidate will be given maximum one chance to re-appear for the open defense.
9. The recommendation of the Research Degree Committee shall be placed before the Board of PGT & R for approval of the degree.

### **Ph.D.-SFC REGULATION NO. 15**

The revised dissertation must be submitted within one year from the date of receiving information from the Registrar regarding resubmission.

In case two or more than two examiners call for major revision and rewriting of the dissertation, dissertation shall be so revised, rewritten and resubmitted within a period of one calendar year from the date the referees' comments are communicated

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to the candidate. In such a case tuition fee for the year and 75% of examination fee shall be paid for resubmission. If more than one years' time is required but total time required is less than five years from initial registration, the candidate shall be granted extension of time to that extent. In such a case yearly tuition fees and full examination fee shall be paid by the candidate for resubmission. In case the total time required or taken exceeds seven years from the date of initial registration, the candidate shall have to re-register for Ph.D.

### **Ph.D.-SFC REGULATION NO. 16: AWARD OF THE DEGREE**

The successful scholar shall be awarded the Degree of Ph.D. (Ayurved Pharmacy) and Ph.D. (Medicinal Plants) as the case may be with the mention of specific specialty.

### **Ph.D.-SFC REGULATION NO. 17: PUBLICATION OF DISSERTATION WORK**

The Ph.D. dissertation of the successful scholar will be the property of IPGT & RA, Gujarat Ayurved University. The candidate should avail prior permission from the concerned authority for publication of the dissertation in book form. The candidate shall, on publication of the dissertation, state on the title page that it was a dissertation approved for the Ph.D. Degree of Gujarat Ayurved University, Jamnagar.

**Ph.D.-SFC REGULATION NO. 18:** Board of PGT & R shall be the competent authority to make amendments in the above Regulations, as required from time to time.

**Ph.D.-SFC REGULATION NO. 19:** In case of any dispute arising out of the application of the above Regulations, Vice-Chancellor's decision shall be final and binding.

### **Ph.D.-SFC REGULATION NO. 20: TIME FRAME SCHEDULE FOR PH.D. RESEARCH WORK**

- a) The process of admission will be started in the month of Aug-Oct every year. A list of qualified available guides along with vacancies under them will be put on website of the University.
- b) Candidate has to download the application form from the website and submit the duly filled form along with application fee in favor of Director/Chairperson, PGT-SFC-Cell, I.P.G.T. & R.A., Jamnagar within stipulated period.
- c) For the admission in Ph.D. course an eligibility test will be conducted in the month of September-October. Qualified candidates will be allotted the guide one week.
- d) Candidates will submit the synopsis of research project under the Guide and will submit the same with the approval of the DRC through Head of the Department to the Director/Chairperson, PGT-SFC-Cell, I.P.G.T. & R.A. within one month of the allotment of guide.
- e) Director/Chairperson will forward the synopsis, to the examination branch of University for registration, within 15 days of receipt of recommendation of DRC and comments.
- f) Examination branch will issue registration No. of the eligible candidates for admission along with the title of the work within 15 days.
- g) Candidates seeking admission to Ph.D. has to submit prescribed admission fees in the institute within the stipulated time after receiving of letter in this regard from university.
- h) Candidates will join the concern department after submission of admission fees. The departmental heads should verify the facts in this regard before allowing, the candidates to join.
- i) A copy of joining letter from the candidate counter signed by HOD will be given to the office of the Director PGT and the university.
- j) The date of joining along with submission of Admission fees by the Ph.D. scholar shall be counted as beginning of Ph.D. term.

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- k) After completion of the term, Six Monthly progress Reports will be submitted by scholar to concerned DRC.
- l) If the candidate fails to complete the research work within two years, after registration he will make a request to DRC for extension of the term. Extension of the terms will be as per Ph.D. Regulation No. 3(b), 3(c) and 3(d).
- m) Out station candidates will be given minimum notice of 15 days for appearing in DRC.
- n) After submission of Dissertation, DRC will forward the Dissertation along with Examiner Panel to Exam Branch within 15 days.
- o) Exam Branch will finalize the Examiner List and will send the letter to the Examiners for acceptance within 15 days.
- p) Examiners will be given 7day time to convey their acceptance after which next Examiner will be appointed within 7 days. Examiners can send their acceptance by email or by telephonic conversation.
- q) Examiners will be given one month time for submitting Report.
- r) (i) The examination branch will forward all the four evaluation reports to the office of Director/Chairperson within 15 days after the receipt of all the four reports. The reports shall be made available to the candidate, the research guide and DRC members immediately without mentioning the name of examiner.  
(ii) The DRC will submit its recommendation to the examination branch within 15 days.  
(iii)The examination branch will take action to conduct viva-voce and open defense if proposed within 30 days of DRC recommendation.
- s) The overall result shall be officially declared by the Examination Section within seven working days from the date of the defense of dissertation and submission of report. Provisional degree certificate may be issued by the examination branch of the University after the declaration of result.
- t) After declaration of result, Examination Branch will submit the report to the Board of Post Graduate Teaching & Research for approval of Ph.D. Degree.



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### NORMS FOR SUBMISSION OF Ph.D. THESIS

#### (Ph.D.-SFC REGULATION NO. 13)

Name of Scholar:

Department :

Registration No.:

Year :

SR.NO	DESCRIPTION	REMARKS
1.	Submission of three copies of the summary of completed dissertation, minimum one months before submitting the dissertation	YES/NO
2.	Has DRC given permission for pre submission of dissertation (attach the minutes of concerned meeting of DRC)	YES/NO
3.	Research scholar has presented a summary of his/her dissertation in a pre-submission seminar conducted by the Director	YES/NO
4.	The Research scholar has submitted his / her dissertation within 6 months from the date of pre-submission seminar.	YES/NO
5.	Research scholar has published at least two research papers of his/her dissertation as per regulation Ph.D.-SFC Regulation No. 13(b)	YES/NO
6.	N.O.C by H.O.D & Institution. He/She has returned all equipments issued to him/ her during the research work period.	YES/NO
7.	Payment of the prescribed examination fees/ other fees	YES/NO
8.	Full dissertation in the form of CD/DVD (softcopy)	YES/NO
9.	The dissertation by the candidate has been written in Sanskrit/Hindi/English	YES/NO
10.	Submission of Four copies of the printed dissertation (In the prescribed format) with ➤ Institutional Animal Ethics Committee (IAEC) approval ➤ Aadhar Card photocopy	YES/NO
11.	Format a) The paper used for printing shall be A4 size. b) Printing shall be in a standardized form on both side of the paper and in one and half spacing. c) A margin of 1.25 inches shall be left on the left hand side and right also. d) Times New Roman or Arial Font of size 12 for English and for Devnagari Post script fonts of size 14 should be used. e) The cover page of the dissertation should display i) The Title of the dissertation ii) Name of the University iii) Degree, its specialty and department iv) Full name of the Candidate v) Name of the Guide and Co-Guide, if any vi) Month and year of the submission vii) Registration number	YES/NO
12.	The dissertation shall include a certificate by the candidate that the work reported in the dissertation has been carried out by the candidate himself/herself and that the material from other sources, if any, is duly acknowledged. The dissertation shall be accompanied by declaration signed by the candidate to the effect that-the dissertation is his/her original and independent work. It shall also be authenticated by the Guide.	YES/NO

Date:

Signature of D.R.C. Chairman