

Updated SFC - regulation after special PG Board meeting held on 06.07.2010 and after amendment through vide item no. 04. (AS ON 10<sup>th</sup> JULY-2010)

## **Institute of PG Teaching and Research in Ayurveda** **Gujarat Ayurved University, Jamnagar**

**(Regulations for PGT-Self-finance based courses)**

The following shall be the Regulations for conducting Self finance based PG courses and Ph.D., in Ayurvedic Pharmaceutical sciences and Ayurvedic Medicinal Plant sciences. The regulations will be termed- Self-finance course regulations-SFC is the abbreviated form.

### **SFC –regulation: 01**

IPGT and RA shall conduct M.Pharm (Ayu) and M.Sc. (Ayurvedic Medicinal Plants) and Ph.D., courses **on self-finance basis** for promoting teaching, training and research activities in Ayurvedic Pharmaceutical Sciences and Ayurvedic Medicinal Plant related sciences for both Indian and Foreign students.

### **SFC- regulation: 02**

All the Self Finance Course- related activities Shall be regulated by the Board through a PGT-SFC-cell with the following composition:

1. Director- IPGT and RA Shall be the ex-officio- Chairperson
2. Head of the Department - Department of RSBK- Member
2. Head of the Department - Department of Dravyaguna- Member
3. Senior most Head among Pharmacognosy, Pharmaceutical Chemistry and Pharmacology Laboratories of IPGT and RA.- Member

One of the members shall function as the co-ordinator.

The cell will be responsible for all the activities – administration including admission procedure, academic, technical 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.

### **SFC- regulation: 03**

**PG- BOARD WOULD FUNCTION AS THE GOVERNING BODY TO:**

- I- To supervise and guide the functioning of PGT-SFC- Cell

- II. To approve budget proposals of PGT-SFC- Cell and regulate their financial control.
- III. To approve its annual progress report.
- IV. To constitute following committees:
  - a) PGT-SFC- Cell Staff Selection Committee.
  - b) PGT-SFC- Cell Admission Committee where necessary.
  - c) Such other Committees as may be necessary.
- V. To decide fee structure for different courses.
- VI. To create posts and frame service rules and recruitment criteria for different posts in the PGT-SFC- Cell

**SFC- regulation: 04 FINANCIAL MANAGEMENT:**

All financial management responsibilities will rest with the PG-Board, 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 sundry bills up to the limit on par with the Director of IPGT and RA. He will also be empowered to incur expenses on purchases of items approved by the Board as per norms fixed by it.

**SFC- regulation: 05 STAFFING PATTERN AND SELECTION CRITERIA**

The staffing pattern of different departments and sections attached to PGT-SFC- Cell will be decided by the Board. All appointments to the different approved posts will be made as per the recommendation of the Staff Selection Committee. All appointments will be made on specific contract agreement basis or on deputation from the institutions/ organizations. 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.

**SFC- regulation: 06 COURSES, NOMENCLATURE AND DURATION :**

- 1) Master of Pharmacy (Ayurveda), M. Pharm (Ayurveda) of 2 years duration.

- 2) Master of Science in Ayurvedic Medicinal Plants- M.Sc (Ayu. Medicinal Plants) of 2 years duration
- 3) Doctor of Philosophy in Ayurvedic Pharmaceutical Sciences -Ph.D., (Ayurved Pharmaceutical Sciences )- minimum of 2 years duration.
- 4). Doctor of Philosophy in Ayurvedic Medicinal Plants- Ph.D., (Ayu. Medicinal Plants) – minimum of 2 years duration.

**SFC- regulation :07 ELIGIBILITY CRITERIA FOR ADMISSION TO THE COURSES**

**1- M.Sc. (Ayu Medicinal Plants) :**

Graduate in any of the following disciplines: Science (Botany as one of the subject of study), Pharmacy, Ayurveda (including Siddha) or Agriculture.

**2- M.Pharm (Ayu)**

B.Pharm (Ayu) from recognized University. B.Pharm for certain percentage of seats.

**AGE**

Minimum 20 years for both the courses

**SFC- regulation :08 MEDIUM OF INSTRUCTION**

Medium of instruction will be English

**SFC- regulation : 09 NUMBER OF SEATS, FEE STRUCTURE MODE OF ADMISSION**

The number of seats will be as approved by the PG Board from time to time. It will include the seats reserved for candidates domicile of Gujarat state, Indian National candidates passing B.Pharm (Ayu) domicile of states other than Gujarat and foreigners.

Out of the available seats, 50% seats for Gujarat State domicile candidates and 50% for other state domicile candidates. The reservation for SC, ST, OBC and other category candidates will be as per the prevailing rules of Govt. of India.

- 1- M.Sc. (Ayu Medicinal Plants) – Total fifteen seats with reservation for different categories as per the Govt of India rules
- 2- M.Pharm (Ayu)- Total Twenty seats (including 01 seat for non Ayurved B.Pharma graduates) and one seat for foreign nationals.

**Seats distribution:**

- 09 - Seats for the Indian National candidates who are domicile of Gujarat state.
- 09 - Seats for the Indian National candidates who are domicile of states other than Gujarat.
- 01 - Seat for Indian National candidates passing B.Pharm (non-Ayurved)
- 01 - Seat for foreign nationals having B.Pharma or equivalent degree.

Reservation of seats for different categories for Indian National candidates will be as per the existing Govt of India rules.

In case of vacant seats- the vacant seats would be distributed in the following manner:

- (i) If any vacancy arises out of reserved quota of Gujarat State, it will be filled from the open merit list of Gujarat candidates.
- (ii) In case any vacancy arises out of reserved quota of other states, it will be filled from the open merit list of other state candidates
- (iii) In case vacancy arises among Gujarat state / out of Gujarat state quota it will be transferred to other category where candidates are available.
- (iv) Vacant seats in B.Pharm (Non-Ayurved) category to be filled up from among the candidates with B.Pharm (Ayu)

**Mode of admission:**

Admission on Ayurvedic B.Pharma graduate seats will be based on a written Entrance Examination of 100 marks Multiple Choice Question (MCQ) based on syllabus of B.Pharma Ayurved, Gujarat Ayurved University.

Minimum 50% qualifying marks will be required for General & OBC category candidates and 40% for SC & ST category candidates.

The admission to one seat for non Ayurved B.Pharm will be on merit basis of the qualifying examination.

The admission to one seat for foreign candidate is on first come and first serve basis.

Every year Entrance Examination will be conducted in the month of July.

In case of any dispute the decision of Chairman, SFI will be final and binding to all.

**B- Fee Structure:**

For Indian nationals

M.Pharm ( Ayu) – Rs 40,000 per year

M.Sc., (Ay.Medicinal Platns) Rs 35,000 per year

For Foreign candidates:

200 US \$ per month for both the courses. Fifty percent concession can be given to candidates from neighboring countries.

The above fee structure covers only tuition fee. Other fee as applicable.

Minimum 20 years for both the courses

**SFC- regulation :10 SYLLABUS**

The syllabus for both the courses will be laid down by respective Board of Studies to be constituted as per prescribed Statutes and Ordinances and will be approved by the appropriate authorities of the University.

**SFC- regulation: 11 ATTENDANCE**

- 1). The candidate shall have minimum 75% attendance per year in each subject to qualify for appearing in the examination.
- 2). The Chairperson of the PGT-SFC- Cell shall be competent authority for condoning the deficiency up to 5 percent in a year if the deficiency is of more than 5 percent but not exceeding 10 percent, such cases shall be referred by the Chairperson of the PGT-SFC-cell to the University for necessary decision by the Vice Chancellor.

## **SFC- regulation: 12          VACATION**

The period of vacation for both the courses would be 15days - twice a year.  
The vacation time would be decided by the Chairperson PGT-SFC-Cell.

## **SFC- regulation : 13      EXAMINATION AND ASSESSMENT**

- 1). Gujarat Ayurved University will conduct annual examination for both the courses at the end of each year
- 2). First year examination will be held at the end of first year and second year examination will be held at the end of second year. A student failing in not more than one subject in the first year examination will be allowed to keep terms in the second year but he will not be allowed to appear in the second year examination unless he has passed in all subjects of the first year. It shall be necessary for a second year student to submit a dissertation in one of the subjects of his studies in partial fulfilment of requirement for his post graduate degree. He will prepare the dissertation under the guidance of a recognized guide for that subject. The guide shall be of the status of Professor/Reader/Asst.Professor/ Lecturer/ Head of the Laboratories/ or persons recognized as PG teachers for this purpose with minimum of five years of experience in concerned or related subject. The dissertation work shall commence only after the completion of the first year examination. There can be Co-Guide(s), if necessary, if the study is multi-disciplinary in nature. The examination of failed students will be held at the end of each term.
- 3). The dissertation of a PG student will carry following two certificates:

### **A). Student's Submission**

" The work presented in the dissertation is carried out by me at the place recognized by the University and is original in nature and has not been carried out or reported by any other person. Authentic references are given wherever necessary. The work carried out by me adds to the existing knowledge on the subject towards the advancement of the Science."

Date\_\_\_\_\_

Signature of Candidate

### **B). Guide's Submission**

"The work presented in the dissertation has been carried out by the candidate under my/our guidance and adds materially to the existing knowledge on the subject. I/we recommend the thesis for submission to the adjudicators."

Signature of co-guide (if appointed)

Signature of Guide

Date\_\_\_\_\_

- 4). The PG dissertation should be written in English neatly typed (computer copy) on one side with suitable spacing on a quarter size bond paper. The Guide will forward four copies of the dissertation to the Chairperson (PGT-SFC-cell) who in turn will submit it to the examination section at least 3 weeks before the examination date.
- 5). A certificate of merit declaring first and second rank holders at the final year University examination will be issued by the examination section of the University taking into consideration the aggregate marks of both the years.

**SFC- regulation :14                      EXAMINATION FEE:**

Following examination fees will be charged for various courses.

Sl.No		Exam. Fee	Mark sheet Fee
1.	M.Pharm (Ayu) M.Sc.(Medicinal plants) both the years	Rs.1000/-	Rs.50/-
2.	Dissertation fee for M.Sc. and M.Pharm including viva-voce	Rs.500/-	

Final degree certificates will be issued by the University on payment of fee as per University rules.

**SFC- regulation: 15 : Eligibility, Registration and award of Ph.D. (Ayurved Pharmacy) and Ph.D (Medicinal plants) will be governed by the following regulations:**

**(a) ELIGIBILITY FOR REGISTRATION (MINIMUM QUALIFICATION FOR ENROLMENT )**

15. (a) 1. A candidate holding Masters Degree in Ayurvedic Pharmaceutical Sciences or Ayurvedic Medicinal Plant Sciences or equivalent qualifications or M.D (Ayu) in Dravyaguna/Rasashastra and Bhaishajya Kalpana will be eligible for registration for Ph.D. degree. If a candidate having above qualification is serving in an educational, research or industrial institution recognised by the University for the purpose will also be eligible for registration while working at the said institution.

(a) i. In the case of registration of foreign student as Ph.D. Research scholar, the equivalence of the concerned degree shall be 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 in his/her own university.

(a) ii. The Teachers of the University campus colleges, Self Finance Institutes 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 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 Scholarship.

**(b) REGISTRATION AND TENURE FOR THE Ph.D. DEGREE**

The candidate shall be required to prosecute a regular Research project in the respective department of the P.G.T. SFC cell for a minimum period of 2 years.

(b) (i) In case of Research project is not completed within stipulated period mentioned under 3(a), or the recommendation of the concerned supervisor /guide, the Director shall grant extension in the term for a period not exceeding one year, moreover the DRC may grant further extension upto a total period of two years provided the progress is found satisfactory and is duly recommended by the guide / supervisor. In no case the registration will stand for more than five years.

(b)(ii) 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.

(b)(iii) The registration shall be treated as cancelled automatically after the expiry of seven years.

(b)(iv). Full fees shall be payable for all such extended periods.

(b)(v). No hostel accommodation shall be given to the Research scholars after three years from the date of their registration.

(b)(vi). Any Research scholars not continuing Research work in the Department and absent continuously for more than 03 months without any valid reason. His registration to Ph.D. course will be cancelled by the Director on the recommendation of DRC.

(b)(vii). Teachers of SFI and other candidates registered as Ph D scholar at I P G T & R A will have to attend the dept daily and have to sign the Dept and Institute attendance register. All the clinical work is to be conducted at Institute for Post Graduate Teaching & Research in Ayurveda

**c. PROCEDURE FOR THE ADMISSION**

(c)(i) A candidate who fulfils the eligibility conditions shall apply in the prescribed form on payment of prescribed fee to the Chairperson (PGT-SFC-Cell).



The process of admission will be started in the month of June. A list of qualified available guides along with vacancies under them will be put on website of the University. Candidates will have to apply in prescribed format along with fee of Rs 500 and synopsis of research project approved by the guide with his counter signature to the Director, I.P.G.T. & R.A.

(c)(ii) Director will forward applications to concerned DRC which will be again forwarded to the Director with their recommendations. Director will forward these applications to the University for registration after due clearance from Ethics Committee where applicable

(c)(iii). If, in the opinion of the DRC, the subject offered by the candidate is one which can be pursued in the University and the candidate is, by habits, character and qualifications, a fit and proper person to be admitted to the course, it shall grant the application for Admission.

(c)(iv). The students appearing in the Final Year examination of their PG degree mentioned above (15(a) can also apply for registration. However their registration will be subject to their passing the prescribed qualifying examinations.

(c) (v). Term of Ph.D. stipend will be two years from the date of joining the Ph.D.course. (where applicable). Departments will accept the joining of the scholars after the depositing of the admission fees only.

(c)(vi). No student will be allowed to continue to draw stipend after the completion of his two years term as Ph.D. scholar from the date of joining the Ph.D. course.

There shall be two Ph.D. terms; first from October to March (October term) and second from April to September (April term).

#### **d. FEE STRUCTURE :**

d.(i). Candidates approved by the DRC on being admitted to the Institute shall pay the following fees to the University at the time of Admission:

1. Registration fee	Rs.	100/-
2. Library Caution Money	Rs.	400/-
3. Research fee (for six month term)	Rs.	600/-
4. Laboratory fee per 6 month term	Rs.	1000/-
5. Enrolment fee	Rs.	200/-
(Payable if the candidate is graduate of another University and it not enrolled at this University).		
6. Admission fee	Rs.	50/-
7. Examination fee	Rs.	5000/-
(Payable at the time of submission of Thesis).		

#### **(e) RESEARCH COMMITTEES:**

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

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

1. Vice Chancellor Chairman
2. Director- Board of PGT & R 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 if conducted Viva-voce Member Examination (for that particular candidate)
7. The Registrar Secretary and Convener of the RDC

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

The DRC shall consist of the following:

1. The Head of the Department (Head of Dravyaguna for Ayu Medicinal plant sciences and Head of RSBK for Ayu Pharmaceutical Sciences) - Chairman
2. All Professors in the Department ( Dravyaguna for Ayu Medicinal plant sciences and RSBK for Ayu Pharmaceutical Sciences) – Member
3. One Reader (Senior most) -( Dravyaguna for Ayu Medicinal plant sciences and RSBK for Ayu Pharmaceutical Sciences) –Member
4. Head of Laboratories ( Pharmacology, Pharmaceutical Chemistry and Pharmacognosy) –Member
5. Supervisor of the concerned Ph.D. Scholar Member

The DRC shall appoint one of its members as Secretary and Convener. At the time of Viva Voce Examination Dean will be the member of all the DRC's.

Where there are less than three teachers in a Dept., the Dean will be the member of the concerned DRC. If still the number of members is less than three the Director will nominate one teacher of I.P.G.T & R.A. from the allied specialty as member of the concerned DRC.

The DRC shall have power to co-opt such members of the staff of the concerned Dept. as may be helpful to them in their deliberation.

**(iii) 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 supervision 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. A copy of the minutes of the DRC shall be sent to the Registrar's office for record. The applications of candidates shall invariably accompany such minutes.

5. The DRC may change the supervisor if it becomes necessary. The period of Research to be subsequently put in by the candidate may be extended as may be fixed by the DRC in such individual case.

**(f) SUPERVISORSHIP ( Eligibility criteria for Guide and Co-guide ship)**

(i). Each and every teachers or deemed teachers of I.P.G.T. & R.A. have to apply on prescribed PROFORMA for recognition as Ph.D. supervisor along with Rs. 100/- fee. A teacher having five years teaching experiences as Lecturer or higher post and 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. Teachers other than the 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 Committee constituted by Scientific Advisory Committee of I.P.G.T.& R.A. After the scrutiny of the qualification of all such applicants by the Academic Committee Vice Chancellor will approve the persons as Ph.D. supervisor.

(ii). Ordinarily there should not be more than four candidates under a Professor, three candidates under a Reader and two under a Lecturer in a department, (whereas serving teachers of the constituent sections of IPGT and RA may not be considered with in the quota prescribed). Above prescribed quota shall automatically be considered vacated at the end of two years from the date of registration.

(iii). Teachers of the University who have been registered for Ph.D. degree shall neither be assigned DRC membership nor Supervisor-ship.

(iv) 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 and if the scholar has already completed two years period under his supervision, then student should be allowed to continue the name of his original Supervisor / Guide in his/her thesis and even after retirement. 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, if co-supervisor is qualified for the guide-ship, he may automatically be the guide of the scholar otherwise 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

#### **(g) RESEARCH PROJECT**

- (i). 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. As a part of the academic duties the Ph.D. scholar shall be required to take lectures in the U.G. and P.G. classes as and when asked by the concerned Guide / Supervisor.
- (ii). 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. This period should not exceed 3 months during the total tenure of Ph.D. work.
- (iii) No Research scholar shall during the period of Research accept any paid assignment unless in the opinion of the DRC such an assignment will not interfere with his Research work.
- (iv) Research scholar shall not be permitted to take any other degree course during the period of registration but may pursue diploma or certificate course which would be helpful in his Research programme. Permission to attend diploma or certificate classes shall be given by the DRC

#### **(h) PROJECT REPORT**

- (i). The Supervisor shall keep a record of the progress of the candidate and shall forward it with his/her remarks to the Director at six monthly intervals. The DRC of the Institute shall consider and approve the progress reports. The first progress report shall be submitted within a month of the date of which the six monthly interval elapses indicating the broad field of research synopsis on which the candidate has been directed to work. The subsequent six monthly reports shall be sent to the Director in a similar manner.
- (ii). Registration of a Research scholar shall be liable to be cancelled by the DRC at any time if his/her consecutive six monthly reports are not satisfactory. The registration may also be cancelled if in the opinion of the DRC the candidate has not done satisfactory progress in his work.

#### **(i). LEAVE**

- (i) 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 shall be considered as holidays.
- (ii) The scholars will also be allowed 15 days Sick Leave in a year on submission of medical certificate of a registered medical practitioner.
- (iii) Duty / 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.
- (iv) Any unreasonable leave enjoyed without the previous approval of the Director or in excess of limit mentioned above as per clause (a) to (c) shall be treated as willful absence and may be liable for further disciplinary action which may include suspension of the candidate from the course.
- (v) 40 days maternity leave will be given to the Ph.D. female scholars only once during the course of study.

#### **(j) SUBMISSION AND EVALUATION OF THE THESIS**

- (i). Every Research Scholar shall submit ten copies of the summary of his/her completed thesis with the specific title through the Guide minimum two months before submitting the thesis. On examination of the summary, the DRC Committee shall permit pre-submission. Prior to the submission of the thesis the candidate shall be required to present a summary of his / her thesis in a 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 SFC- Cell of the Institute about his work so as to finalize the work of his / her thesis 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 thesis within 6 months from the date of pre-submission seminar.
- (ii). Every Research scholar will publish at least one research paper based on his / her current doctoral research work in a peer reviewed research journal before actual submission of his/ her thesis. Copies of such published research paper or a letter of acceptance for publication of such a paper along with accepted copy of the research paper will have to be submitted to the University along with the copy of the completed thesis. No scholar will be allowed to submit his / her thesis if he / she fails to do so.
- (iii) Before a candidate submits his / her thesis for the Ph.D. he / she shall submit a certificate from the supervisor and the Head of the Department that :

(a). He/she has completed the Research work for the full period prescribed under PGT-SFC Regulation-15., and that the thesis embodied the result of his/her investigation conducted during the period he/she worked as a Ph.D. Research scholar.

(b). He/she has returned all equipments issued to him / her during the above period.

(c). He / she has published a research paper based on his / her current doctoral research work or his / her research paper has been accepted in a peer reviewed research journal.

(iv) 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 :

(a) Four copies of the printed thesis along with full thesis in the form of CD

(b) The prescribed examination and other fees.

(c) 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.

(d) The thesis by the candidate shall be written in Sanskrit/Hindi/English.

(e) 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 thesis accepted for the Ph.D. degree of this University.

(v) (a) The candidate shall indicate in the preface of his/her thesis how far it embodies the result of his/her own Research or observations and in what respects his investigations appears to him to advance the knowledge of the subject.

(b) The thesis shall include a certificate by the candidate that the work reported in the thesis has been carried out by the candidate himself /herself and that the material from other sources, if any, is duly acknowledged. The thesis shall be accompanied by declaration signed by the candidate to the effect that "the thesis is his/her original and independent work". It shall also be authenticated by the Guide.

(c) He/she shall not submit as his/her thesis any 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 thesis 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 preface of his/her thesis, the extent to which such work previously done has been incorporated.

(d). Four copies of the Printed thesis shall be presented in accordance with the following specifications:  
The paper used for printing shall be A4 size.  
Printing shall be in a standardized form on one side of the paper and in one and half spacing.  
A margin of one and half inches shall be left on the left hand side.  
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 thesis should display :  
The Title of the thesis  
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  
The card of the cover of hard bound thesis shall not be more than 330g.  
(For sample page see Appendix—)

(f) The scholar will initially submit four spiral bound copies of the thesis for the evaluation of examiners. Once the thesis approved by all the examiners, the scholar will be informed about the approval and will be asked to incorporate, the suggestions of the examiners if any in the thesis and submit four hard bound copies of the thesis to the University before his / her oral examination. The scholar will issue a declaration countersigned by the supervisor to the effect that suggestions of the examiners are duly incorporated in the thesis.

#### **(k) EXAMINATION :**

(i) A teacher with a Ph.D. Degree in concerned or allied subjects having five years PG teaching experience or ten years UG teaching experience minimum as Lecturer in concerned subject can be appointed as Examiner for the Ph.D. examinations of thesis and viva-voce.

There shall be four adjudicators to be appointed by the University for adjudication of the thesis. At the time of the submission of the thesis 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 four examiners (One internal and three external)

from the panel submitted by the DRC. The guide of the candidate shall be the internal examiner.

(ii) 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.

(iii) The examiners shall ordinarily submit their individual reports within 2 months of the receipt of the thesis. In special cases on the request of the examiners the time of submission of the reports may be further extended by the University. If the examiner concerned fails to submit the report in extended period also another examiner shall be appointed from the panel to evaluate the thesis.

(iv) Ordinarily the copy of the thesis shall be returned with the submission of the report. In submitting the report, the examiner shall state whether the thesis complies with the following conditions to merit the award of the degree :

(A) 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.

(B) It should evidence the candidates capacity for critical examination and judgment.

(C) It shall also be satisfactory so far as its literary presentation is concerned.

(v) After the examiners have evaluated the thesis, they may recommend:

(A) That the thesis be accepted for the award of the Ph.D. degree.

(B) That the thesis be represented in a revised form.

(C) That the thesis be rejected.

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

(vi) 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 thesis 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 thesis the thesis will be rejected. Non approval of the thesis by two or more examiners will lead to rejection of the thesis. In such circumstances no Viva Voce will be held and candidate will be declared as failed.



(vi) If the thesis 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.

#### **(I) VIVA VOCE AND OPEN DEFENCE OF THE THESIS**

(i). On approval of the thesis by all the examiners Viva Voce and defense shall be held at the University preferably in 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 thesis.

(ii) The day, date, time and the place for the viva voce and the defense of thesis shall be notified by the Examination Section, in consultation with the internal examiner, at least fifteen days in advance.

(iii) The defense of the thesis 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.

(iv). 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 thesis. If the internal examiner is not available, the Vice-Chancellor shall appoint one of the senior research guides in the subject concerned.

(v). 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 Examiner 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.

(vi). The overall result shall be officially declared by the Examination Section within seven clear days from the date of the defense of thesis. 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 that a fresh viva-voce and the defense of thesis be organized after a certain period of time, but in any case within one year. For such fresh viva-voce, fresh fee of Rs. 1000/- or the amount 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.

(viii). The recommendation of the Research Degree Committee shall be placed before the Board of PGT & R for approval of the degree.

### **(m) REVISION AND RESUBMISSION**

If directed by the examiners, the revised thesis must be submitted within five years of the formal date of registration or within one year of the date of receipt of the information from the Registrar regarding resubmission, whichever is later.

In case two or more than two examiners call for major revision and rewriting of the thesis, thesis 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 so required is less than seven 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.

### **(n) AWARD OF THE DEGREE**

The successful scholar shall be awarded the Degree of Ayurvedyavaridhi Doctor of Philosophy Ph.D. in ( Medicinal plants) or Ph.D (Ayurved pharmacy). with the mention of specific subject.

The candidate shall, on publication of the thesis, state on the title page that it was a thesis approved for the Ph.D. Degree of this University, or based upon that thesis.

### **(o) AMENDMENTS TO THE REGULATIONS**

Board of PGT & R shall be the competent authority to make amendments in the above Regulations, as required from time to time.

In case of any dispute arising out of the application of the above Regulations, Vice-Chancellor's decision shall be final and binding.

### **(p) TIME FRAME SCHEDULE FOR PH.D. RESEARCH WORK**

- (i) Application form for the Ph.D. to be made available on University website in the month of June with the panel for concern subject guides with availability of seats under them.
- (ii) Candidate has to down load the application form from the website and submit the form completed in all respects with synopsis approved and counter signed by the guide along with application fee to the office of the Director, I.P.G.T. &R.A., Jamnagar within the date stipulated.

- (iii) Office of the Director, I.P.G.T. & R.A. will call Ethical Committee meeting (wherever necessary) within 15 days of receiving the synopsis from DRC.
- (iv) At the same time one copy of each synopsis will be sent to the members of concerned subject of Scientific Advisory Committee for their suggestions if no comments are received within 21 days, it will be considered as the honorable member does not have any comments.
- (v) Office of the Director, I.P.G.T. & R.A. will forward these applications with synopsis to the examination branch of University for registration, within 30 days of receipt of recommendation of DRC and comments of SAC members.
- (vi) Examination branch will issue registration letter of the eligible candidate for admission along with the title of the work within the 15 days.
- (vii). Candidates seeking admission to Ph.D. has to submit prescribed admission fees in the institute within the stipulated time after receipt of letter in this regard from university.
- (viii) 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.
- (ix) 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.
- (x) The date of joining along with submission of Admission fees by the Ph.D. scholar shall be counted as beginning of Ph.D. term.
- (xi) Within 7 days of joining the scholar will submit his requirement of drug to the pharmacy/ through an indent or purchase the drugs following prescribed purchase procedure or he can procure it on his own but must get it authenticated .
- (xii) The drugs will be prepared within 2 months after receiving the raw material.
- (xiii) After completion of the term, Six Monthly Reports will be submitted by scholar to concerned DRC. DRC will consider the reports within 15 days following such receipt.
- (xiv) 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 up to three years after admission, DRC may recommend extension of the terms with proper justification for extension.

- (xv). On written request from the candidate after three year SAC will further extend the terms on recommendation of DRC and Director after considering justification for extension. However, SAC will permit extension of one year on first application. If necessary one more year can be extended by SAC on necessary recommendation after complete of 4 years after admission.
- (xvi) Pre-submission Permission or any other direction will be communicated to the Scholar after receipt of application within 15 days.
- (xvii). Thesis will be submitted to the office of The Director I.P.G.T. & R.A. after approval of DRC for submission within 6 months
- (xviii) Out station candidates will be given minimum notice of 15 days for appearing in DRC.
- (xix) After submission of Thesis, DRC will forward the Thesis along with Examiner Panel to Exam Branch within 15 days
- (xx) Exam Branch will finalize the Examiner List and will send the letter to the Examiner for acceptance within 21 days
- (xxi) Examiners will be given 30 days time to convey their acceptance after which next Examiner will be appointed within 1 month
- (xxii) Examiners will be given two months time for submitting Report.
- (xxiii) The examination branch will forward all the four reports to the office of Director 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.
- (xxiv) The DRC will submit its recommendation to the examination branch within 21 days.
- (xxv) The examination branch will take action to conduct viva-voce and open defense if proposed within 45 days of DRC recommendation.
- (xxvi) The overall result shall be officially declared by the Examination Section within seven clear days from the date of the defense of thesis and submission of report. Provisional degree certificate may be issued by the examination branch of the University after the declaration of result.
- (xxviii) 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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# Appendix-1

**TITLE**XX  
XX  
XXXXXXXXXXXX

Thesis submitted to Gujarat Ayurved University for the degree of

[Doctor of Philosophy (Med plant) or ( Ayu Pharma)]

(Name of specialty)

## **Scholar**

XXXXXXXXXXXXXXXXXXXX

## **Under the supervision of**

Guide

XXXXXXXXXXXXXXXXXXXX

XXX Ph.D.

Co – guide

XXXXXXXXXXXXXXXXXXXX

XXX Ph.D.

Department of XXXXXXXXXXXXXXX  
Institute for Post Graduate Teaching & Research in Ayurveda  
**Gujarat Ayurved University**  
Jamnagar – 361 008 (India)

March – 2007

Reg. No. .