



SANT BABA BHAG SINGH UNIVERSITY
(Established vide Sant Baba Bhag Singh University Act, 2014)

Ph.D. ORDINANCE FOR ELIGIBILITY CRITERIA, PROCEDURE FOR REGISTRATION OF CANDIDATES, ALLOTMENT OF SUPERVISOR AND SUBMISSION OF THESIS AND ITS EVALUATION FOR THE AWARD OF DEGREE.

The Rules and Regulations have been prepared keeping in view the “University Grants Commission (minimum standards and procedure for the award of Ph.D. degree), Regulation, 2016”

To streamline the Ph.D. programme, the regulations are framed aiming to produce quality research work in SBBSU.

Research Degree Committee (RDC) shall be constituted for every Ph.D. student to review and monitor the various research activities. It shall perform the functions defined as per Ph.D. Regulations and comply with UGC regulations as amended from time to time.

1. ELIGIBILITY CRITERIA FOR ADMISSION TO THE Ph.D. PROGRAMME:

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

- (i) Candidates seeking admission to the Ph.D programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational Institutions. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed to those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time, or for those who have obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.
- (ii) Candidates who have cleared the M.Phil. Course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading



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system is followed) and successfully completed the M.Phil. Degree shall be eligible to do research work leading to the Ph. D. Degree in the same institution in an integrated programme (Course work will be exempted). A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed to those belonging to SC/ST/OBC(non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

- (iii) A candidate whose M.Phil. Dissertation is evaluated and the viva voce is pending may be considered for Ph.D. programme in SBBSU.
- (iv) Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.
- (v) A candidate is not eligible to register for the Ph.D. programme in SBBSU if he / she is already registered for any full time programme of study in any other University / Institution.

2. DURATION OF Ph.D. PROGRAMME:.

Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute/Ordinance of the individual Institution concerned.

The women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

3. CATEGORIES OF Ph.D. CANDIDATES

There shall be two categories of Ph.D. candidates:

- (i). Full-time Ph.D. candidates (Annexure-III to be filled)
- (ii). Part-time Ph.D. candidates (Annexure-II to be filled)

4. PROCEDURE FOR ADMISSION IN Ph.D.

A. Application For Registration



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- (i) A candidate wishing to register himself/herself as Full Time/Part Time for the Ph.D. degree shall fill up the prescribed application form and submit the same along with the fee as per the norms of SBBSU University. Research candidate working as a regular employee in any Government Department or Research Development Organization or Public Sector Undertaking or Registered Industry/ Company and also the faculty of a reputed educational institution will be eligible for admission to part-time Ph.D. Programme after providing a No Objection Certificate from the employer stating that
- a) He / she is on the regular payroll of the organization,
 - b) He/ she is permitted to pursue studies on a part-time basis, and
 - c) His/ her official duties should permit sufficient time for research (**Annexure-II**).
- (ii) Research student working full time (JRF/ SRF/ RA) in a sponsored R&D project at SBBSU can be admitted to the Ph.D. programme within six months after joining the project provided his/her Ph.D. topic is related to the project as certified by the Research Degree Committee (RDC). To be accepted as a Ph.D. student, such a student will have to undergo the same admission procedure as applicable in general.

B. ENTRANCE TEST FOR ENROLMENT

- (i) All the candidates to Ph.D. Regular programme (Full Time/Part Time) shall be admitted through an entrance test conducted as per the orders of competent authority. The exact date/s of the examination will be notified through SBBSU website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in regional language.
- (ii) The question paper will be of MCQ type and of two hours duration. The candidate who secures 50% marks (minimum) will be called for interview. A relaxation of 5% of marks, from 50% to 45%, or an equivalent relaxation of grade, may be allowed to those belonging to SC/ST/OBC(non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.
- (iii) Course contents for the test will be based on the Research methodology and his/her concerned discipline.
- (iv) Candidates who have already passed NET/SLET/GATE/JRF/M.Phil. degree [obtained through regular mode and not through distance education] will be exempted from the entrance test.
- (v) Joining Report (Annexure-I) has to be filled by the student at the time of joining the course work.



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C. SELECTION CRITERIA FOR ENROLMENT

- (i) The candidates appearing in test will be selected on the basis of merit calculated as per the following criteria:

Criteria	Weightage	Weightage for candidates exempted from entrance test
Marks in Masters programme	10%	10%
Marks in Entrance Test	40%	-
Interview	50%	90%

- (ii) At the time of interview, candidates are expected to present their research interest / area with interview panel. Only the predetermined number of students, based upon the available recognized research supervisors (with concerned specialization/research interest) will be selected for admission to Ph.D.
- (iii) Preference will be given for admission to candidates having JRF/any other fellowship from UGC/CSIR/other Govt. agencies.

D. APPOINTMENT OF SUPERVISOR

- (i) Any regular Professor of the University with at least five research publications in refereed journals and any Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals may be recognized as research supervisor.
- (ii) The maximum number of candidates, being registered for enrolment to Ph.D. Degree under a Supervisor/Co-supervisor is as follows; **Assistant Professor (4)** , **Associate Professor (6)** and **Professor (8)**.
- (iii) The selected candidates are required to contact the available recognized research supervisors (with concerned specialization/research interest) from SBBS University.
- (iv) Subsequently, the allocation of supervisor shall be approved by the University, based upon the written request (Annexure-IV) of the candidate endorsed by the supervisor. If necessary, Co-supervisor may be appointed from within the same department or of a different department of the university. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments/centres of the same



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institute or from other related institutions that has signed MOU with SBBSU or with the approval of the Competent Authority recommended through Research Degree Committee.

- (v) Provided further that no relative of the candidate such as wife, husband, son, daughter, sister, brother, wife's or husband's brother and sister, brother's son and daughter, sister's son and daughter, first cousin, nephew, grand-son, grand-daughter, or such other person as may be deemed a close relation by the Vice-Chancellor, shall be appointed as Supervisor/Co-Supervisor. An undertaking to this effect will be given by the Supervisor/Co-supervisor along with the application for enrolment.

E. REQUEST FOR CHANGE OF THE SUPERVISOR

The change of Supervisor shall only be allowed during the first two years after registration. No change will be allowed after that period. The request for change of the supervisor can be entertained only in following cases:

- (i) In case of extreme hardship, where it becomes almost impossible for a candidate to work with the existing Supervisor. In that case the matter may be placed before the Committee constituted by Director Research; subject to the final approval by the Vice Chancellor.
- (ii) If the supervisor proceeds on long leave for three or more than three years, he/she may not be allowed to act as Supervisor. However, Ph.D. scholars, who are already registered prior to proceeding on long leave, may be allowed to continue provided an administrative supervisor is appointed to facilitate the work of the candidate.
- (iii) In exceptional circumstances, by the speaking orders of the competent authority.
- (iv) The supervisor superannuates and is no more an employee of the university even on extension on regular basis.

5. GUIDELINES FOR CANDIDATES SELECTED FOR ADMISSION

A. Course Work

- (i) After having been admitted, each Ph.D. student shall be required to undertake course work. The duration of the course shall be one semester. The maximum duration to pass all the courses of coursework is one year from the date of enrolment. However, a candidate having M.Phil. from SBBS University is exempted from Ph.D. course work.



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(ii) The course work shall be treated as a prerequisite for Ph.D. programme. A minimum of four credits shall be assigned to one or more courses on Research Methodology.

(iii) Curriculum for Ph.D.

The coursework will be comprised of five courses. The composition of the Course is given as under:

- a. One paper on "Research Methodology" (Compulsory to all candidates, 4 credits)
- b. Two papers on advanced level course of relevant subject (Total 8 credits)
- c. Review of literature (4 credits)
- d. Research & Publication Ethics (2 Credits)
- e. The total credits will be 18.

(iv) A candidate admitted to Ph.D. Course Work must fulfil the following requirements:

- a. Has been on the rolls of the department throughout the semester preceding the examination.
- b. Every candidate has attended a minimum of 75% of the delivered number of lectures in each course.
- c. Candidate shall complete the prescribed course work at SBBS University for a minimum period of one semester as per the scheme of examination of Ph.D. programme.
- d. The candidate must obtain minimum 55% marks in each subject allotted in course work in order to be eligible to continue in the programme and submit the Thesis.
- e. All those who are admitted for Ph.D. shall have to pay a semester fee till the final Thesis submission. Late fee will be charged as per University norms (Annexure-XVII).

B. Synopsis

- (i) After successful completion of Pre-Ph.D. course work mentioned above, the candidate shall be eligible to submit a synopsis (Annexure-V, VI) of his proposed research work along with the title of thesis duly forwarded by the supervisor and Dean/Head of the department. The candidate has to submit five copies of synopsis, with signature of candidate, supervisor (s) and Dean/Head of the department on every of the copy. The candidate has to clear synopsis within two years of enrolment.
- (ii) After the approval of the Synopsis, the candidate has to submit the Registration Fee (Registration letter will be issued only after the clearance of dues).



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(iii) To evaluate the synopsis of candidate, Research Degree Committee (RDC) will comprise of the following members:

1. Vice Chancellor or Nominee
2. Director Research (Chairman)
3. Dean Academics
4. Dean/HoD
5. Supervisor/Co-Supervisor
6. One External Subject Expert
7. CoE

For choosing one external subject expert in RDC, a list of minimum four external experts with complete address, contact numbers and e-mail IDs, brief resumes needs to be submitted by the Supervisor to Director Research through the Head of the department, out of which, the Vice Chancellor shall appoint one examiner.

- (iv) It is understood that all the deficiencies/improvements to be made in the synopsis will be settled in the meetings of RDC. The quorum of minimum five members for holding the synopsis evaluation from RDC is required.
- (v) The candidate shall be required to present a seminar on the topic of his/her study in the presence of RDC.
- (vi) The RDC, while recommending registration of the candidate for consideration shall provide a detailed note about the suitability of the research topic as well as the methodology proposed by the candidate.
- (vii) A provisional registration will be considered as confirmed and a registration letter will be issued by the Director (R & D) of the University to the candidate, if the RDC approves the synopsis for registration to the Ph.D.
- (viii) In case the RDC does not approve the topic, the case will be referred to Director Research along with reasons and justifications. In such case the candidate may avail one more opportunity with the prior permission of Director Research to resubmit the synopsis, after duly incorporating the suggestions made by the RDC, within three months. In case the synopsis is rejected second time, the candidate will have the option to apply for a fresh registration on a new topic.



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C. PROGRESS REPORT

- (i) Every enrolled candidate shall submit the progress report of his/her Ph.D. research work every six months in the prescribed form (Annexure- VII).
- (ii) The report will include all the progress aspects, such as surveys, tours, publications, conferences, research work, etc. The supervisor of the candidate shall endorse the progress of the candidate.
- (iii) Each candidate will be required to make a presentation of the six month progress before the Research Degree Committee (RDC).
- (iv) If a candidate fails to submit two consecutive reports and two semester fee, the name of such candidate will be automatically struck off. If a candidate fails to submit two consecutive progress reports but paid the semester fee, the matter shall be put before Research Degree Committee (RDC) through Director R & D for cancellation of the registration on the recommendation of the supervisor.
- (v) A Research Degree Committee (RDC) consisting of the following will evaluate the presentation of progress report of the candidate and give constructive suggestions for the improvement in the research work and to complete other formalities related to the research work of the candidate till the completion of the project.
 1. Director Research (Chairman) / Nominee
 2. Dean/Head of the Department / Coordinator of the Department
 3. Supervisor/Co-supervisors
 4. Doctorate faculty of the Department
- (vi) Minimum 5 recommended progress reports are mandatory before Thesis submission.

6. TITLE MODIFICATION

Change or modification of title of research by the candidate is permitted in exceptional cases. The candidate has to submit the applicable fee (Annexure XVII) to change or modify the title. A candidate may within one year of his/her registration (After Synopsis) can modify the scheme of his/her research with approval of the RDC provided that the RDC allows modifications to be made such that the modifications proposed did not involve any major change in the original scope of the subject.



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7. SUBMISSION OF THESIS

(i) Pre-Submission

- a. If a candidate wants to submit Ph.D. pre-thesis, he/she should inform the office of Director Research through a letter forwarded by his/her supervisor mentioning that he/she intends to submit his/her pre-thesis. For that he/she will also **submit five copies of** draft thesis for pre-submission evaluation.
- b. **Ph.D. scholars** shall present at least **two (2) research papers in conferences/seminars and** publish at least **one (1) research papers in UGC referred journal** before the submission of the Thesis for adjudication and produce evidence for the same in the form of presentation certificates and/or reprints.
- c. The candidate will give a pre-submission open house **seminar before submission of thesis** (As per **Annexure-V, VIII**). Further, no more six monthly progress report is required, once the candidate successfully accomplished his/her pre-submission seminar. However, he/she shall produce rough draft of thesis at the time of pre-submission presentation. The presentation shall be carried out by the Research Advisory Committee (RAC). A report including the copy of the presentation and recommendation of the RAC will be sent to the Director Research for further action.

(ii). Thesis Submission

- a. A candidate must submit the Ph.D. thesis within three months from the date of presentation of pre-submission seminar. Thesis submission/evaluation charges shall be as per SBBS university norms and to be paid at the time of thesis submission. In case of non-submission of thesis within the stipulated period, the candidate can seek extension of further three months from the Vice Chancellor (through proper channel) with a late fee decided by SBBS University norms. No further extension will be permitted.
- b. Five copies of the thesis shall be submitted in compact bound form along with a soft copy (CD) duly signed and forwarded by the supervisor.
- c. The final thesis shall be presented in accordance with the specifications mentioned in Annexure V, VII.
- d. The candidate will not be permitted to submit the Thesis for the degree unless the supervisor is satisfied that the Thesis presented is worth of consideration for the award of the Ph.D. degree.
- e. The thesis shall include a certificate of the supervisor (Annexure-IX) and a Declaration by the candidate (Annexure-X) that the work reported in the thesis has been carried out by the candidate himself and that the material from other sources, if any, is duly acknowledged. Thesis presented by the candidate must be a part of original research work characterized either by the discovery of new facts or by fresh interpretation of facts or theories or should consist of applied work, such as developing and fabricating special



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instruments or apparatus and should show the candidate's capacity for critical examination and judgment and for lucid presentation.

- f The candidate may incorporate in his/her thesis, the contents of any work, which he/she may have published on the subject and shall inform the examiners, if he/she has done so; but he/she shall not submit his/her thesis on any work, for which a degree has already been conferred on him/her by this or any other University. The candidate may, however, incorporate in his Ph.D. thesis, any work from his/her M.Phil. dissertation with due reference to it and acknowledgement to the Supervisor, provided the work has been carried out at this University.
- g Provided that in case the work done through collaboration, a certificate duly signed by all collaborators and counter-signed by the supervisor concerned, to the effect that none of the collaborators has made or will make use of the joint work (published/unpublished) incorporated in this thesis for the award of any degree/diploma of any University/Institution, shall be furnished along with the thesis. Also, he/she has to submit No Objection Certificate (NOC) from the collaborating organization.
- h At the time of submission of thesis, the candidate will give a certificate on the prescribed form that there is no plagiarism in the submitted thesis. Plagiarism is the unacknowledged use of another person's work as one's own work. Plagiarism involves copying of Phrases, clauses, sentences, paragraphs, or longer extracts from published or unpublished work including from internet without acknowledgement of the source.

8. Methods of Plagiarism:

- (i) Quoting directly another person's language, data, illustration, tables, etc. acknowledgement of the source.
- (ii) Copying a section of book/article/report/monograph/Dissertation/Thesis without proper citation.
- (iii) Buying, stealing or borrowing assignments, experiments/results.
- (iv) Paragraphing the work of others without due acknowledgements.
- (v) Using ideas of someone else without crediting the originator.
- (vi) Copying, cutting and pasting from the internet or online source and submitting as one's own work without giving proper reference/citation.

A. Golden Rule to avoid the Plagiarism:



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- (i) Always give the due credit to the original author (s) and give the proper citation and proper reference.
- (ii) Place the sentence in inverted commas, if you quote text verbatim.

B. Detection of Plagiarism:

- (i) Candidate shall submit the report generated on the plagiarism checking software Turnitin or URKUND (as suggested by UGC) of his draft thesis along with a soft copy (In MS Word format) of the draft thesis for the consideration of Research Degree committee.
- (ii) He/She shall also submit the full plagiarism report obtained from the software.
- (iii) The exclusion at the time of performing the check should be limited to the following:
- (iv) (a) Quotes (b) Bibliography (c) Phrases (d) Small similarity less than 1% (e) Mathematical Formula
- (v) Name of Institutions, Departments etc.

C. Procedure for reconciliation of plagiarism reports:

- (i) If a draft thesis is found plagiarized and is reported to Departmental Research Committee then the Departmental Research Committee shall call the candidate to hear the candidate's view. On hearing the candidate, the Departmental Research Committee shall submit its recommendations keeping in view of the following guidelines:
 - a. The similarity between documents is within the limit (less than 10%) for putting some original results in proper context and all original sources are correctly cited. The similarity is not of such nature which directly affects the original findings of research. No further action is required. Candidate may be permitted to submit the thesis.
 - b. Self-plagiarism: Copying/reproducing, in part or whole one's own published work without giving proper reference of that work.

“Regarding self-plagiarism or cases where published work of the student is shown Plagiarism in the check, a certificate (Self Plagiarism Exclusion Certificate (**Annexure-XI**)) has to be issued by the supervisor specifying and attaching the articles that:

- a. have been published by the student from the Thesis work. Only these articles should be excluded from the check, no other article of student or supervisor should be excluded from the check.



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- b. similarity contents are from candidate's previous published work without proper citation.
Candidate will be required to resubmit the work with proper citations.
 - c. the published work is co-authored by the others, the researcher shall submit a consent letter from co-author(s) and publisher permitting him to use the work in his Thesis.
 - a) Low-level plagiarism: When the plagiarism is a result of negligence or without intent to cheat and the similarity between documents marginally outside the limit, the candidate may be allowed to resubmit the work with proper citations.
 - b) Mid-level Plagiarism: Failure to cite proper citations, copying few paragraphs only. Intent to cheat is very low and may be due to lack of knowledge. The similarity between documents is outside the limit. The candidate may be allowed to resubmit the work with proper citation and with a warning not to repeat the mistake again otherwise registration in the programme will be cancelled.
 - c) High-level plagiarism: Deliberate and planned attempt to copy the work done by someone else. Large amount of data taken from someone else's work, art work copying, source code copying etc. Intention to cheat is very clear. The candidate's registration may be cancelled.
- (ii) The thesis resubmitted as recommended by the Departmental Research Committee in view of clauses (1)(a) to (c), will be again placed before Departmental Research Committee and the candidate will also be required to be present to substantiate the necessary improvements made by him in the thesis.

D. Plagiarism reported after the of Award of Degree

- a) In case, any plagiarism is reported to the University when a Ph.D. degree has already been awarded, the Vice-Chancellor may constitute an expert committee to enquire into charges of plagiarism and the committee will submit its report with recommendations.
- b) The expert committee may give the opportunity of hearing to the concerned parties as it deems fit.
- c) The Vice-Chancellor will place the report along with recommendations of the committee before the Academic Council for its consideration and action.

9. EVALUATION OF THESIS



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The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor(s) and at least two external examiners, who are not in employment of the University/Institution/College, of whom one examiner may be from outside the country. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Degree Committee, all faculty members of the Department, other research scholars and other interested experts/researchers. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research degree Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.

- (i) The examiner will be free to seek clarifications on any matter from candidate's supervisor or the co-supervisor through Director Research. The Director Research will ensure the secrecy of examiner's identity and the reports submitted by the examiners. The examiner will state in his/her report:
- a) Whether he/she recommends the award of the degree to the candidate without any changes.
 - b) Whether thesis is acceptable, subject to the satisfactory answer to the queries raised by the examiner during the final *viva-voce* examination.
 - c) Whether he/she recommends re-submission of the thesis after revision. In case an examiner recommends revision of the thesis, he/she will also indicate the nature of changes.
 - d) Whether he/she recommends rejection of the thesis.
- (ii) In the event of an examiner making recommendations for revision/modification of the thesis, the candidate shall be free to defend his/her point of view through the Director Research. However, if the examiner is not satisfied with the candidate's defense, the candidate shall be required to carry out necessary revision/modification as finally suggested by the examiner, before his/her case is processed further. It may be added that one examiner can recommend revision of thesis only once. If a second revision is recommended by the same external examiner, it will be treated as rejection of thesis.
- (iii) The candidate, who is required to resubmit the thesis, must do so within one year from the date of receipt of comments of the examiner to him/her by the University, irrespective of his/her submission of defense, unless extension is specially given by the Vice-Chancellor. A resubmitted thesis will be examined by the examiner, who has recommended re-submission unless he/she himself fails to do so or declines to do so.



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- (iv) In the event of one of the examiners recommending the award of the degree and the second examiner recommending rejection of the thesis; on the recommendation of the Vice-Chancellor, the thesis shall be referred to a third examiner to be appointed by the Vice-Chancellor from out of the original panel of examiners. The third examiner shall not be informed of the recommendations of the two examiners. The recommendations of those two examiners who submit similar recommendations shall be final. This procedure shall also be followed if the examiner, who has suggested modification, rejects the revised thesis.
- (v) Each examiner shall be given three months' time for evaluation of the thesis. In case report from him/her is not received, he/she may be reminded through e-mail. After the period of three months, if no report is received, the next examiner may be appointed. The first examiner will be requested to send the thesis back to the University. If in due course, the report is received from the first examiner, the report will not be considered.

10. VIVA-VOCE EXAMINATION

- (i) The candidate is required to appear in an open house viva-voce examination, which shall be compulsory for all the candidates. This will normally be conducted at SBBSU by one of the two external examiners, who have evaluated the thesis.
- (ii) The Director Research/Nominee and the Supervisor of the candidate will be associated with the conduct of the viva-voce to be arranged by the university. There will be a presentation by the candidate before the following Committee:
- a) Vice Chancellor or Nominee
 - b) Director Research(Chairman)
 - c) Dean/Head of the Department
 - d) Dean Academics
 - e) Supervisor/Co-supervisors
 - f) One External Subject Expert who had evaluated the thesis.
 - g) CoE

The quorum for holding the viva-voce examination will be at least any five members.

- (iii) In case an external examiner communicates that he/she is unable to conduct a viva-voce, the Vice-Chancellor will appoint an examiner and a copy of the thesis will be sent to the 3rd Examiner.



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- (iv) In case, a candidate could not defend his/her thesis successfully in the Viva-voce board in the first appearance, the board may recommend for reappearance within 30 days.
- (v) A candidate who is not successful in the second viva-voce also, his/her thesis will be rejected.
- (vi) The report about the performance of the candidate in the viva-voce examination shall be recorded by the external examiner(s) only.

11. AWARD OF DEGREE

- (i) If the two examiners of the thesis have recommended the award of the degree, and the viva-voce examiner is satisfied on the basis of performance of the candidate in the oral examination, he/she may recommend the award of the degree.
- (ii) The result of Ph.D. degree of a candidate be deemed to have been notified by Dean Academics and Controller of Examination shall publish the result.
- (iii) Following the successful completion of the evaluation process and announcement of the award of Ph.D., the University shall submit a soft copy of the Ph.D. thesis to UGC within a period of 30 days, for hoisting the same in INFLIBNET, accessible to all Institutions/Universities.

12. MIGRATION FEE

Candidates wishing to migrate to some other university will be allowed to migrate with payment of Rs 20,000 as migration fee (Only if the Course work is cleared and before the Pre submission Viva). For those candidates who wish to migrate from other university to SBBSU will only be allowed if the slot of the Supervisor is vacant and after the presentation in front of RDC Committee. Migration fee from some other university to SBBS University from other university is Rs 10,000.

13. CANCELLATION OF REGISTRATION

- a. The registration of a candidate for the Ph.D. programme may be cancelled on the recommendation of supervisor.
- b. The candidate can opt for voluntary cancellation of his/her Ph.D. registration. In such event the application duly signed by the candidate and duly endorsed by the Supervisor and Head of Department shall be submitted to the Director Research Committee. The candidate shall personally appear before



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the Director Research and shall submit a declaration of cancellation under his/her signature. The Director Research shall then endorse the declaration of the candidate contained in his application and forward it to the relevant Research Degree Committee. The registration shall stand cancelled from the date of acceptance of the application by the Research Degree Committee.

- c. If a candidate after registration, or during the course work, is found to be guilty of commissions and omissions amounting to misconduct like indiscipline, dereliction of duties, unbecoming behavior, insubordination etc., the registration shall be cancelled by the relevant Research Committee by way of punishment on the receipt of report from the Guide and the Head of Department. Before submitting this report to the University shall grant an opportunity to the candidate for submitting his explanation and shall conduct such enquiry as deemed necessary. Provided also that the involvement of the candidate in a criminal offence involving moral turpitude shall be treated to be misconduct and registration shall be cancelled with immediate effect on his/her conviction by the Competent Court. In such case there shall be no requirement of offering opportunity of being heard before cancellation of the registration.
- d. Registration of candidates, who fail to submit their thesis within the stipulated period as mentioned in Clause 2 or who fail to apply for grant of extension, would automatically stand cancelled.

A. Re-registration:

- a. If a candidate withdraws from Ph.D. program
- b. Registration is terminated on account of un-satisfactory progress report by Research Degree committee
- c. Non-submission of his/her Ph.D. thesis in stipulated time. Such candidate shall be given one opportunity to re-register for Ph.D. program and be exempted from appearing in the Ph.D. entrance test and credits earned by him/her during previous registration may be transferred on the recommendation of RDC.
- d. If candidate's registration has been terminated on account of disciplinary action, he/she will not be allowed for re-registration. However, such students may apply for Re-registration as described in Clause 7(c).



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Annexures

Annexure I	Joining Report of the Candidate
Annexure II	No Objection Certificate for Part-Time Ph.D. Candidates
Annexure III	Affidavit for the Full-Time Ph.D. Candidate duly signed by the Magistrate
Annexure IV	Application form for recognition of supervisor /co-supervisor for Ph.D. Degree
Annexure V	Thesis/Synopsis Front Page
Annexure VI	Synopsis Pattern of Ph.D.
Annexure VII	Student Progress Report
Annexure VII	Pre-submission certificate
Annexure VIII	<u>Pre-thesis/</u> Thesis pattern
Annexure IX	Certificate
Annexure X	Declaration/undertaking
Annexure XI	Self-plagiarism exclusion certificate
Annexure XII	Approval Performa of synopsis by research degree committee
Annexure XIII	Approval Performa of synopsis/thesis by departmental research committee
Annexure XIV	Approval Performa of pre-thesis by research advisory committee
Annexure XV	Approval Performa of thesis by research degree committee
Annexure XVI	External evaluation
Annexure XVII	Ph.D. Fee Detail



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ANNEXURE I

Joining Report of the Candidate

I hereby join for research work leading to the Ph.D. Degree in
Department of....., under University Institute of
Sant Baba Bhag Singh University, Jalandhar, India on the date as a Full-time/Part-time
scholar under the supervision of

Signature of the Candidate with Date

Signature of the Supervisor/Co-Supervisor

Director R & D



SANT BABA BHAG SINGH UNIVERSITY
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ANNEXURE II

Ref no.....

Date.....

No Objection Certificate for Part-Time Ph.D. Candidates
(Should be typed on the letter head of the sponsoring organization)

To

The Vice Chancellor
Sant Baba Bhag Singh University
Jalandhar

Subject: No Objection Certificate

Dear Sir,

We have no objection if Mr./Ms..... designation..... is on Regularrolls of the organization. He/She may be admitted to the Ph.D. Program in the department of..... at Sant Baba Bhag Singh University as a part-time student for the session..... His/ her official duties will permit sufficient time for the research.

Signature and Seal of the Sponsoring Authority



SANT BABA BHAG SINGH UNIVERSITY
(Established vide Sant Baba Bhag Singh University Act, 2014)

ANNEXURE III

Ref no.....

Date.....

Affidavit for the Full-Time Ph.D. candidate duly signed by the Magistrate
(Duly Attested by Magistrate/ Tehsildar on Stamp paper of Rs 10/-)

To whom it may Concern

It is certified that Mr./ Ms..... S/o/D/o/W/o..... resident of..... Date of Birth Aadhar No (Copy of Aadhar to be attached)is pursuing his/her PhD in department.....in Sant Baba Bhag Singh University, Jalandhar, Punjab, India for the session..... It is further certified that:

- a) I will do Ph.D. (Full Time) degree from SBBSU and will not join any job on Regular or Part-time basis for a minimum of 3 years (from the admission date)
- b) I will fulfil the 75 % attendance criterion in each semester for a minimum duration of 6 semesters.
- c) I am not indulged in any kind of criminal activities and there is no court case/police case associated with me.
- d) I will govern all the Ph.D. rules and regulations of the Sant Baba Bhag Singh University in true sprits.
- e) In case of any misleading/wrong information my candidature for the Ph.D. may be cancelled.

I certify that I have given correct information and have read all the above terms .

Signature of Candidate



SANT BABA BHAG SINGH UNIVERSITY
(Established vide Sant Baba Bhag Singh University Act, 2014)

Annexure IV

**APPLICATION FORM FOR RECOGNITION OF SUPERVISOR /CO-SUPERVISOR FOR
 Ph.D. DEGREE**

Faculty of	Subject:
APPLICATION FOR (Please Tick)	
ALLOCATION OF SUPERVISOR <input type="checkbox"/>	CHANGE OF SUPERVISOR <input type="checkbox"/>
INCLUSION OF CO-SUPERVISOR <input type="checkbox"/>	DELETION OF CO-SUPERVISOR <input type="checkbox"/>
1. Name of the Candidate (in Capitals)	
2. Father's Name	
3. Registration Number	
4. Department	
5. Candidate's Address of Communication	
6. Contact Number	
7. Email Id	
8. Photo Copy of Admission (Letter should be enclosed)	
9. Photo Copy of Tuition Fee paid receipts (along with admission receipt) to be enclosed	
10. Synopsis submitted status	
11. Name of the Present Supervisor/Co-supervisor (to be changed), Designation, Address	12. Name of the New (Proposed) Supervisor/Co-supervisor, Designation, Address
Contact number	Contact number
Email Id	Email Id



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13. Specialization of New Supervisor/Co-supervisor	
14. Reasons for Change of Supervisor/Co-supervision (by candidate)	Reasons and Comments from Supervisor/Co-supervisor duly signed, with Seal & Date.
I hereby accept to work under the New Supervisor/Co-supervisor and I understand that any further request for change of Supervisor/Co-supervisor will not be permitted by the University.	
Date:	Signature of the Research Scholar
I have No Objection for change/Inclusion/Deletion of Co-supervisor	
(Signature of Present Supervisor with seal)	(Signature of New Co-Supervisor with seal)
Note: List of Enclosures: 1. Application letter. 2. Admission Letter. 3. Previous Fee Receipts. <i>All the above mentioned list of enclosures should be submitted in duplicate.</i>	



ANNEXURE V: Thesis/Synopsis Front Page

TITLE ← 22-24pt Bold CAP

SYNOPSIS/THESIS/PRE THESIS ← 14Pt Bold CAP

→ SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENT FOR
THE AWARD OF

DOCTOR OF PHILOSOPHY ←

IN

COMPUTER SCIENCE & APPLICATIONS ←

SUBMITTED BY ←


Student Name —

Registration No. – 11121114

SUPERVISED BY ←

Dr. Supervisor Name —

Designation, Department of Computer Science & Applications —



SANT BABA BHAG SINGH UNIVERSITY, ←
Village: Khiala, PO: Padhiana, Distt: Jalandhar

July 2019 ←



ANNEXURE VI

Synopsis Pattern of Ph.D.

Candidate has to prepare the synopsis as per below mentioned guidelines. Also, he/she has to submit **5 copies** of the same at the time of presentation.

A. Format/Layout of Synopsis

Title Page

Table of Contents *

1. Introduction

2. Review of Literature

3. Proposed Research Methodology

4. Proposed flow of work

References

List of paper presented/published

***Table of Contents**

CHAPTER-1: INTRODUCTION	1-20
1.1 HEADING 1	2
1.2 HEADING 2	7
CHAPTER 2: REVIEW OF LITERATURE	21-45
2.1 HEADING 1	21
CHAPTER 3: PROPOSED RESEARCH METHODOLOGY	46-55
3.1 HEADING 1	47
HARDWARE & SOFTWARE REQUIREMENTS	48
TOOLS TO BE USED	49
PROPOSED FLOW OF WORK(IN FLOWCHART FORMAT)	50
REFERENCES	51-53
FULL PUBLISHED PAPER	54-57

******(The title of all entries in the Table of Contents must be in ALL CAPS.)

B. Formatting Guidelines

1. Size of paper	A4 size white paper
2. Binding specifications	Spiral Binding
3. Layout of script	Typescript should be black printing appear on one side only with 1.5 lines spacing
4. Type style	Times New Roman



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5. Font size	Chapter title	16pt (bold & capital letter)
	Headings	14pt(bold)
	Subheadings	12pt (bold)
	Text	12pt
6. Title of Synopsis	ALL CAPS	
7. Margins	<p>Top: 1” Right: 1”</p> <p>Bottom: 1”. Left: 1.5”</p> <p>Header: 1.3” Footer: 1.1”</p> <p>The position for the page number is at bottom-Right on the Page.</p> <p>Pages must be numbered in sequence. There must be no missing, blank, or duplicate pages. Specific page number formats, where applicable, are indicated below. Minimum font size is 10 point and must be consistent throughout the text. Chapter 1 must start on page 1.</p> <p>Insert logo of university at top-left on the page (In Header), Write “SANT BABA BHAG SINGH UNIVERSITY, DISTT: JALANDHAR” at Top-Centre on the page (In Header).</p> <p>All manuscript materials must fit within these margin requirements (including tables, headers and footers, figures, graphs and page numbers). When full page prints of photographs are desired, the image area of the print must conform to the same margins as the text.</p>	
8. Numbering of sections and sub-sections	<p>The numbering of Sections and Sub-sections should be done as per the following For example</p> <p>1.1 (It belongs to chapter 1 having 1st section)</p> <p>1.2 (It belongs to chapter 1 having 2nd section)</p> <p>1.2.1(It belongs to chapter 1 having 2nd section and having 1st sub-section)</p> <p>3.1 (It belongs to chapter 3 having 1st section)</p> <p>3.2 (It belongs to chapter 3 having 2nd section)</p> <p>3.2.3(It belongs to chapter 3 having 2nd section and having 3rd sub-section)</p>	
9. Numbering of Tables, Figures and Equations		



Table, Figures and Equations should be captioned in sequence followed by Chapter number.

For Example

Tables of Chapter 2 will be captioned as **Table 2.1, Table 2.2, Table 2.3** and so on. Similarly, Tables of Chapter 3 will be labelled as Table 3.1, Table 3.2, Table 3.3 and so on.

***Table captions should be placed above the table (Bold)**

Figures of Chapter 2 will be captioned as Figure 2.1, Figure 2.2, Figure 2.3 and so on. Similarly, Figure of Chapter 3 will be labelled as ***Figure 3.1, Figure 3.2, Figure 3.3*** and so on.

****Table captions should be placed below the Figure (Bold and Italic)***

If there are five Equations in chapter 2 then it will be marked as Eq. 2.1, Eq. 2.2, Eq. 2.3, Eq. 2.4 and Eq. 2.5 respectively. If there are three Equations in chapter 3 then it will be marked as Eq. 3.1, Eq. 3.2, and Eq. 3.3 respectively.

10. Referencing Guidelines

There are literally hundreds of different referencing styles from which to choose when you are citing the sources of your research material. Different academic disciplines have differing priorities of what is important to the subsequent reader of an academic paper, and different publishing houses have differing rules about the citation of sources.

S.NO	DEPARTMENT	Referencing Style	Link of reference
1	Commerce & Management	American Psychological Association (APA)	https://apastyle.apa.org/style-grammar-guidelines/references/examples/
2	Sciences, Engineering and Computer Applications	IEEE	IEEE Citation Reference Guide
3	Social Sciences	American Psychological Association (APA)	https://apastyle.apa.org/style-grammar-guidelines/references/examples/
4	Law	ILI	http://ili.ac.in/cstyle.pdf

Note:

1. The thesis template provided by INFLIBNET is attached with these guidelines. For further reference please check link mentioned below <http://shodhganga.inflibnet.ac.in/>



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Annexure -VII
STUDENT PROGRESS REPORT
(To be submitted twice in a year)

Date.....

Name of Candidate	
Registration Number	
Institute/Department	
Programme	
Batch	
Title of Thesis/Dissertation	

List of Work Completed in last 6 months (Extra sheet as Appendix "I" may be attached)

.....

.....

.....

.....

.....

.....

Signature of Candidate

Comments by the Supervisor/Co-Supervisor.....

.....

.....

Name & Signature of Supervisor/ Co-Supervisor

Comments by the CoD/HoD

.....

.....

Name & Signature of CoD/HoD

Comments by the Dean.....

.....

.....

Name & Signature of Dean

Dy. Director (R&D Secrecy)

Dy. Director (R&D Conduct)

Director (R & D)



Annexure VIII
Pre-Submission Certificate

Ref no.....

Date.....

This is to certify the Mr./Ms _____, Registration number _____ of department _____, Sant Baba Bhag Singh University, Jalandhar, Punjab, India has presented his/her pre-submission seminar before the RAC on the topic _____

_____ for the requirement of submission of final Ph.D. thesis as per UGC 2016 regulation.

Date:

Place:

(Seal and Signature of Supervisor)



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ANNEXURE VIII

Pre-thesis/Thesis Pattern of Ph.D.

Candidate has to prepare the synopsis as per below mentioned guidelines. Also, he/she has to submit **5 copies** of the same at the time of presentation.

For Ph.D. Thesis

Preliminary Pages (numbered with lower case Roman numerals):

Title Page (Should not contain any Page number)

Certificates

Abstract : This part of the thesis will be the most widely published and most read because it will be published in Dissertation Abstracts International. It is best written towards the end, but not at the very last minute because you will probably need several drafts. It should be a distillation of the thesis: a concise description of the problem(s) addressed and your method of solving it/them, your results and conclusions. An abstract must be self-contained. Usually they do not contain references. When a reference is necessary, its details should be included in the text of the abstract. The number of words may be limited to 2000 not exceeding four pages of spacing 1.5 and font type Times New Roman with size 12.

Dedication Page (optional)

Acknowledgements

Table of Contents

List of Figures

List of Tables

List of publications from the Thesis/Dissertation

List of Abbreviations and Symbols Used (optional)

Glossary (optional)

CHAPTER-1: INTRODUCTION

1.1 HEADING 1

1.2 HEADING 2

CHAPTER 2: REVIEW OF LITERATURE

2.1 HEADING 1

CHAPTER 3: RESEARCH METHODOLOGY 3.1 HEADING 1

CHAPTER 4: RESULT & DISCUSSION 4.1 HEADING 1

CHAPTER 5: CONCLUSION & FUTURE SCOPE

REFERENCES

ANNEXURE -1 (IF REQUIRED) USE ROMAN

For Pre -Thesis

1. INTRODUCTION

1.1 HEADING 1



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(Established vide Sant Baba Bhag Singh University Act, 2014)

1.2 HEADING 2

2. REVIEW OF LITERATURE

2.1 HEADING 1

3. PROBLEM FORMULATION & OBJECTIVES

4. RESEARCH METHODOLOGY

5. RESULT & DISCUSSION

6. CONCLUSION & FUTURE SCOPE

REFERENCES.

ANNEXURE -1 (IF REQUIRED) USE ROMAN

Formatting Guidelines

1. Size of paper	A4 size white paper	
2. Binding specifications	<p>THESIS: Submit (5 copies) in hard binding in Mahroon colour with golden alphabets printed on it. The side/face of thickness of thesis should have the Name of students (at the top edge of side face), Year of submission (at the centre) and Ph.D Thesis (at the bottom of the side face).</p> <p>PRE-THESIS: Submit (5 copies) in spiral binding.</p>	
3. Layout of script	Typescript should be black printing appear on one side only with 1.5 lines spacing	
4. Type style	Times New Roman	
5. Font size	Chapter title	16pt (bold & capital letter)
	Headings	14pt(bold)
	Subheadings	12pt (bold)
	Text	12pt
6. Title of Synopsis	ALL CAPS	
7. Margins	<p>Top: 1” Right: 1”</p> <p>Bottom: 1”. Left: 1.5”</p> <p>Header: 1.3” Footer: 1.1”</p> <p>The position for the page number is at bottom-Right on the Page.</p> <p>Pages must be numbered in sequence. There must be no</p>	



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	<p>missing, blank, or duplicate pages. Specific page number formats, where applicable, are indicated below. Minimum font size is 10 point and must be consistent throughout the text. Chapter 1 must start on page 1.</p> <p>Insert logo of university at top-left on the page (In Header), Write “SANT BABA BHAG SINGH UNIVERSITY, DISTT: JALANDHAR” at Top-Centre on the page (In Header).</p> <p>All manuscript materials must fit within these margin requirements (including tables, headers and footers, figures, graphs and page numbers). When full page prints of photographs are desired, the image area of the print must conform to the same margins as the text.</p>
<p>8. Numbering of sections and sub-sections</p>	<p>The numbering of Sections and Sub-sections should be done as per the following For example</p> <p>1.1 (It belongs to chapter 1 having 1st section)</p> <p>1.2 (It belongs to chapter 1 having 2nd section)</p> <p>1.2.1(It belongs to chapter 1 having 2nd section and having 1st sub-section)</p> <p>3.1 (It belongs to chapter 3 having 1st section)</p> <p>3.2 (It belongs to chapter 3 having 2nd section)</p> <p>3.2.3(It belongs to chapter 3 having 2nd section and having 3rd sub-section)</p>
<p>9. Numbering of Tables, Figures and Equations</p> <p>Table, Figures and Equations should be captioned in sequence followed by Chapter number.</p> <p>For Example</p> <p>Tables of Chapter 2 will be captioned as Table 2.1, Table 2.2, Table 2.3 and so on. Similarly, Tables of Chapter 3 will be labelled as Table 3.1, Table 3.2, Table 3.3 and so on.</p> <p>*Table captions should be placed above the table (Bold)</p> <p>Figures of Chapter 2 will be captioned as Figure 2.1, Figure 2.2, Figure 2.3 and so on. Similarly, Figure of Chapter 3 will be labelled as Figure 3.1, Figure 3.2, Figure 3.3 and so on.</p>	



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****Table captions should be placed below the Figure (Bold and Italic)***

If there are five Equations in chapter 2 then it will be marked as Eq. 2.1, Eq. 2.2, Eq. 2.3, Eq. 2.4 and Eq. 2.5 respectively. If there are three Equations in chapter 3 then it will be marked as Eq. 3.1, Eq. 3.2, and Eq. 3.3 respectively.

10. Referencing Guidelines

There are literally hundreds of different referencing styles from which to choose when you are citing the sources of your research material. Different academic disciplines have differing priorities of what is important to the subsequent reader of an academic paper, and different publishing houses have differing rules about the citation of sources.

S.NO	DEPARTMENT	Referencing Style	Link of reference
1	Commerce & Management	American Psychological Association (APA)	https://apastyle.apa.org/style-grammar-guidelines/references/examples/
2	Sciences, Engineering and Computer Applications	IEEE	IEEE Citation Reference Guide
3	Social Sciences	American Psychological Association (APA)	https://apastyle.apa.org/style-grammar-guidelines/references/examples/
4	Law	ILI	http://ili.ac.in/cstyle.pdf

11. Attach Published Papers at the end of the PRE-THESIS, THESIS.

12. Plagiarism Report (from Turnitin/URKUND) must be attached at the end of the THESIS.

Note:

(ii).The thesis template provided by INFLIBNET is attached with these guidelines. For further reference please check link mentioned below <http://shodhganga.inflibnet.ac.in/>



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Annexure IX
CERTIFICATE

This is to certify that the work presented in Thesis entitled “_____” is the own work of Mr./Ms._____, registration number_____and this work has been conducted in the Department of_____, Sant Baba Bhag Singh University, Jalandhar, Punjab, India under my supervision and not been submitted earlier to any University/Institution for any research degree to the best of my knowledge.

Date:

Place:

Signature of Co-Supervisor (if any)

Signature of Supervisor

Name, Designation

Name, Designation





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(Established vide Sant Baba Bhag Singh University Act, 2014)

Annexure X
DECLARATION/UNDERTAKING

I hereby declare that the research work embodied in the Thesis/Dissertation entitled “.....” is my own contribution and results of investigations carried out under the supervision of, in Department of....., Sant Baba Bhag Singh University from..... to..... This research work is original and has not been submitted earlier to any University/ Institution for the award of any diploma or degree.

Date:

Place:



(Name and Signature of Candidate)



SANT BABA BHAG SINGH UNIVERSITY
(Established vide Sant Baba Bhag Singh University Act, 2014)

Annexure-XI

Self-Plagiarism Exclusion Certificate

In the thesis submitted by.....Regd. No... ..for the award of Ph.D., the content have
been published in

Chapter 1

Chapter 2

Chapter 3

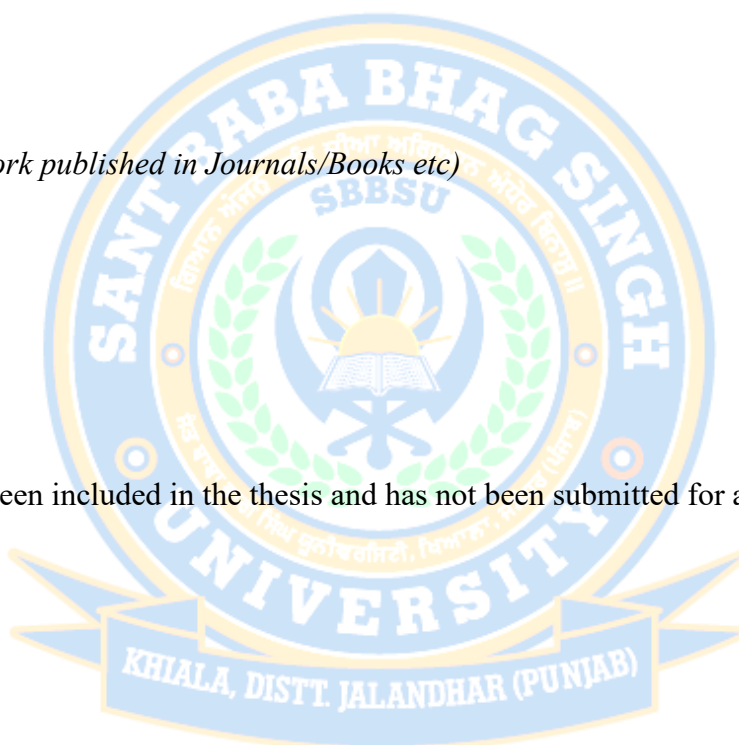
Chapter 4

Chapter 5

(Give the details of the work published in Journals/Books etc)

- 1.
- 2.
- 3.
- 4.

The published work has been included in the thesis and has not been submitted for any degree to any
University/Institute



(Signature of Candidate)

(Signature of Supervisor(s))



SANT BABA BHAG SINGH UNIVERSITY
(Established vide Sant Baba Bhag Singh University Act, 2014)

Annexure –XII
APPROVAL PERFORMA OF SYNOPSIS BY RESEARCH DEGREE COMMITTEE

Ref. No.....

Date.....

Name of Candidate		
Registration Number		
Institute/Department		
Programme		
Batch		
Name of Supervisor (in Capital)		
Name of co-supervisor (In Capital) If any		
Approved Title of Thesis/Dissertation.....		
Approved	Yes	No
Approved Objectives		
Remarks, if any		
Name & Signatures of RESEARCH DEGREE COMMITTEE		
Vice Chancellor/Nominee of VC		
External Expert		
Dean Academics		
Dean/HoD/CoD		
Supervisor/Co-Supervisor		
CoE		

Dy. Director (R&D Secrecy)

Dy. Director (R&D Conduct)

Director (R & D)



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Annexure –XIII

APPROVAL PERFORMA SYNOPSIS/THESIS BY DEPARTMENTAL RESEARCH COMMITTEE

Ref. No.....

Date.....

Name of Candidate	
Registration Number	
Institute/Department	
Programme	
Batch	
Title of Thesis/Dissertation	
Name of Supervisor (in Capital)	
Name of co-supervisor(In Capital) If any	

Please tick your response

Thesis is as per the format of SBBSU	Yes	No
All the Dues are cleared (Attach fee paid details)	Yes	No
Completed the Course Work (Attach the copy of Result)	Yes	No
Approved /SynopsisThesis	Approved Without any Change Approved With Minor Changes Approved With Major Changes Not Approved	
Remarks (Suggestions to improve the work)		

Name & Signatures of Departmental Research Committee

Supervisor/Co-supervisor	
HoD/CoD	
Dean	
Doctorate Faculty of Department	
Director R & D/ Nominee	



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(Established vide Sant Baba Bhag Singh University Act, 2014)

Annexure –XIV

APPROVAL PERFORMA OF PRE-THESIS BY RESEARCH ADVISORY COMMITTEE

Ref. No.....

Date.....

Name of Candidate	
Registration Number	
Institute/Department	
Programme	
Batch	
Name of Supervisor (in Capital)	
Name of co-supervisor (In Capital) If any	
Title of Thesis	
Pre-Thesis	Approved Without any Change Approved With Minor Changes Approved With Major Changes Not Approved
Remarks, if any	

Name & signatures of Research Advisory Committee

Vice Chancellor/Nominee of VC	
Dean Academics	
Dean/HoD/CoD	
Supervisor/Co-Supervisor	
CoE	
Doctorate Faculty of Concerned Department	

Dy. Director (R&D Secrecy)

Dy. Director (R&D Conduct)

Director (R & D)



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Annexure -XV

APPROVAL PERFORMA OF THESIS BY RESEARCH DEGREE COMMITTEE

Ref. No.....

Date.....

Name of Candidate	
Registration Number	
Institute/Department	
Programme	
Batch	
Title of Thesis	
Name of Supervisor (In Capital)	
Name of Co-Supervisor (In Capital),if any	
Thesis	a. Approved Without any Change b. Approved With Minor Changes c. Approved With Major Changes d. Not Approved
Remarks	

Name & Signatures of members of Research Degree Committee

Vice Chancellor/Nominee of VC	
External Expert	
Dean Academics	
Dean/HoD/CoD	
Supervisor/Co-Supervisor	
CoE	

Dy. Director (R&D Secrecy)

Dy. Director (R&D Conduct)

Director (R & D)



SANT BABA BHAG SINGH UNIVERSITY
(Established vide Sant Baba Bhag Singh University Act, 2014)

Annexure -XV
EVALUATION REPORT BY EXPERT

Ref.no.

Date:

Name of the candidate	
Regd.No.	
Program/Batch	
Title of the thesis	
Name of Expert(In capital)& Address	
Thesis	Approved without changes Approved with minor changes Approved with major changes Not approved
Remarks, if any	
Chapter 1	
Chapter 2	
Chapter 3	
Chapter 4	
Chapter 5	

Signature of expert



SANT BABA BHAG SINGH UNIVERSITY
(Established vide Sant Baba Bhag Singh University Act, 2014)

Annexure-XVII
Ph.D. Fee (w.e.f July 2019)

All candidates will have to pay fees as prescribed by the SBBS University for Ph.D. degree

S.NO.	Purpose	Fee (In Rs)
1	Enrolment/Enrolment-cum-Admission Form Fee	2500
2	Registration Fee(After defending the Synopsis)	15,000
3	Course work Fee	40,000
4	Course work Examination Fee	2000
5	Per Semester Fee	25,000
6	Extension fee for one year (Seventh year)	35,000
7	Topic Modification Fee	10,000
8	Late fees for paying semester fee	2000 per month
9	Late submission of six monthly progress report	1000 per month
10	Thesis submission/ evaluation fees	25,000
11	Thesis submission Late Fee (after due date)	10,000
12	Pre-thesis submission fee	8,000
13	Security Amount (Applicable from 2018 onwards) Refundable	2000/-