



RESEARCH & DEVELOPMENT CELL
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR
ANANTAPURAMU – 515 002, (A.P.) INDIA
ACADEMIC REGULATIONS AND GUIDELINES FOR THE CANDIDATES OF RESEARCH PROGRAMMES
(Effective from Academic Year 2008-2009)*

The Research and Development Cell is established to promote research activities. The cell will monitor and administer Research programs of M.Phil /M.S. by research/Ph.D. offered by the University. Research and Development cell will initiate the following specific activities for monitoring and Evaluation of Candidates admitted for M.Phil/M.S/Ph.D. by Research Programmes in all Faculties of the University.

The Academic Regulations and guidelines mentioned for performing the activities for monitoring and Evaluation of the candidates cover the following aspects:

- 1.0 Eligibility and Admission of candidates.
- 2.0 Constitution of the Department Research Committee and Issues relating to Change of Title/Topic/ Supervisor(s) and Research.
- 3.0 Course work and Pre - Ph.D. Examination.
- 4.0 Department Research Committee (DRC) for Review of Progress of Research Work.
- 5.0 Fee particulars
- 6.0 Duration of the research program.
- 7.0 Compulsory Seminar prior to Thesis submission
- 8.0 Preparation of the Thesis/Dissertation
- 9.0 Evaluation of the Thesis.
- 10.0 Revision and Resubmission of Thesis
- 11.0 Viva –Vocé Examination.
- 12.0 General Information (Eligibility of a Research Supervisor, etc)
- 13.0 Annexures (Annex –A, -B, -C, -D)

***Effective for the Academic Year 2009-2010 also.**

- 1.5 Candidates admitted under Research Fellowship Programme of JNTUA or National Research Fellowships shall be deemed as Full-Time Research Scholars. The category of students working full-time on research projects funded by Govt. agencies for duration of two/three years (ratified by the University) will be considered as partially funded full time students. The full time research scholars are required to work Full-Time in any Constituent Units of JNTUA for the stipulated duration on the research topic and they shall not be permitted to undertake any employment during that period. Full-time JNTUA funded research scholars are eligible for monthly scholarship of Rs. 8000/- for the first two years. After the end of second year, the performance of the candidate shall be evaluated by an expert committee referred to as Department Research Committee (DRC). If the research progress is assessed to be satisfactory, the candidate will be given the third year fellowship of Rs. 10,000/-. A contingency grant may be awarded depending on the merit and progress of the doctoral work as decided by the DRC and Director, R&D. The R & D Cell shall disburse the scholarship amount after scrutinizing the monthly attendance, performance reports and tangible research outcomes such as papers published or in process, conferences attended, etc. of the scholars.
- 1.6 A candidate seeking admission as part-time scholar will have to declare and register as such and produce the following at the time of registration (i) a letter from the employer permitting the candidate to pursue the course (ii) a commitment from the candidate and sanction from the employer that he/she would take leave at least for six months in not more than two installments during the the tenure of registration to attend to examinations/thesis compilation.
- 1.7 All the fee payments shall be made at the office of Director, R & D Cell, in the form of bank draft drawn in favour of Registrar, JNTU Anantapuramu. The R & D Cell will maintain Receipt books, cash book, details of financial transactions etc., The original certificates and admission folio of the candidate shall be maintained by the office of the Research & Development cell, till the completion of the research program of the respective candidates.
- 1.8 A Student Admission Number, which will also be the Hall Ticket number, will be assigned to the candidate. An Identity Card for the exclusive use of Library facilities will be given to each candidate, by the Research & Development cell. Borrowing of books from library is permitted only for Full-Time research scholars.
- 1.9 Candidates selected under Research Fellowship Programme must execute a bond stating that they would refund the Fellowship amount received, in full, till that time in case they discontinue the research work on their own.
- 1.10 The University reserves the right to terminate the Fellowship of any candidate if the progress of research work is not satisfactory.

- 1.11 University may permit conversion of Full Time Fellowship programme to Part-Time Research Programme without Fellowship on the request of the candidate, provided the candidate repays the full amount of Fellowship received by him/her till that date.

- 1.12 The University may permit modification in the title/topic of area of research provided it is done in the early stages of the doctoral work. If the resubmitted area of work is different from the original proposed work it constitutes a change of area/topic and represents a major change. For such cases, the thesis submission date will be one calendar year after the change is affected. Alternatively, if the resubmitted work is within the ambit of the original proposed work with a minor change in title/caption it constitutes a minor change. Such cases will not involve any delay in submission of thesis.
- 1.13 Declaration by the candidate that he/she has not registered for any other course leading to the award of a degree. In case of any such ambiguity he/she will forfeit the admission.
- 1.14 Candidate seeking admission to register their name for research programme (M.Phil/ M.S. by Research / Ph.D.) in Part-Time mode at JNTUA should submit his/her application duly signed by supervisor and along with the signature of the Head of the Institution/Organization where candidate is employed

1.0 . CONSTITUTION OF THE DEPARTMENT RESEARCH COMMITTEE (DRC)

The Department Research Committee (DRC) for each Faculty shall be chaired by the Chairperson, Board of Studies (BOS) of the faculty of University, Head of the Department or Coordinator of Centre, two senior research faculty members in the field and supervisor/co-supervisor of the candidate. The DRC will be formed by the Director, R & D Cell with the approval of the Vice-Chancellor.

2.1. Issues relating to Change of Supervisor / Change of Topic/ Change of Title:

If a candidate wants to change the topic, title or supervisor/s it should be done with the approval of the Chairperson-BOS. For this purpose the candidate should apply in the prescribed format and submit to Director, R&D Cell. The application from the candidate for change of title/ topic / supervisor/s shall be endorsed by the supervisor/s. If the application is for change of supervisor, the letters of No Objection from both, old and proposed supervisor/s should be submitted. Bio-data of the new supervisor(s) also should be attached with the application, with relevant documents as prescribed at the time of application. For major research related issues, the DRC will examine on a case by case basis and give its recommendations. **(For Change of Supervisor(s) see Annex-A; for Change of Title/Topic see Annex-B).**

3.0 COURSE WORK AND PRE - Ph.D. EXAMINATION

The Ph.D. Programme is aimed at giving a broad based training in the concerned field in addition to specialization in a particular area.

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A minimum of two courses shall be prescribed in the relevant field of research for the Pre-Ph.D. examination from the approved list of Pre-Ph.D.subjects as recommended by the Supervisor/s and to be communicated to the Director, R & D which will be forwarded to the Director of Evaluation. The two subjects selected for Pre-PhD exam once selected cannot be changed. The Pre-PhD exam dates and time schedule will be intimated by Director of Evaluation in JNTUA website. No individual letters will be sent to research scholars.

- 3.1 The candidates are required to pass in these two courses; the minimum marks required for a pass in each course shall be 50%. In case a candidate fails to pass in **three** attempts his admission shall be cancelled. Payment of exam fees for writing pre-Ph.D. exam and inability to write the exam is also deemed as an attempt. Pre-PhD exam fees is same whether the candidate is appearing for two papers or one paper at a time (at present the fees is Rs. 2000/-). **The Pre-Ph.D. exam hall ticket will be issued by R&D cell one day before the scheduled exam, subject to the condition that research scholar fees payments are up to date.**
- 3.2 The Pre-Ph.D. examination shall be held after six months and before twelve months from the date of admission.
- 3.4 The subjects offered for Pre-Ph.D. examinations in various faculties including syllabi is available on the university website (**For Pre-Ph.D. subjects and syllabi see Annex-C**).
- 3.5 Candidates possessing an M.Phil degree in the subject concerned will be exempted from the Ph.D. entrance examination but such candidates should however appear for interview for selection for full-time/part-time Ph.D. programme. Candidates admitted in this category will have to write the JNTUA Pre-Ph.D. exams.

4.0 DEPARTMENT RESEARCH COMMITTEE (DRC) FOR REVIEW OF PROGRESS OF RESEARCH WORK:

- 4.1 For the purpose of monitoring the progress, all the Research candidates including those who are on the current rolls of JNTUA for M.Phil /M.S/Ph.D. are required to attend Research Review Meetings (RRM's) and make power point presentations to the DRC once every six months. At the time of RRM, research scholars should submit hard copies of their research progress in duplicate in prescribed format with supervisor(s) signatures. Additionally, tangible output, if any, such as: Journal Publications/Presentations in a Conference/ Poster Presentation in a Seminar/ Conference or a Patent, etc. should be submitted. The intimation of RRM will be in the JNTUA website/by email/ by SMS whichever is convenient. Candidates are requested to see JNTUA website periodically. No individual letters will be sent to research scholars. **If the research scholar does not attend two consecutive meetings or if the reports are not satisfactory in two consequent meetings, the admission is liable to be cancelled.**

- 4.2 The Research & Development Cell will put results of RRM on the website indicating the performance of the research scholar to ensure transparency. If the progress is not satisfactory, the research scholar should show an improvement in the research progress by the next RRM.

5.0 FEE PARTICULARS:

On selection for admission, candidates shall be required to pay the prescribed fee as per the following criteria and deposits. The fee and deposits have to be paid on stipulated dates regularly every year, till the successful completion of the programme and submission of thesis or cancellation of the admission as the case may be. If the fee is not paid by the stipulated due date, a late fee will be levied. Non-payment of the prescribed fee beyond the extended due date will lead to the cancellation of admission without any prior notice to the candidate.

Full-Time Research Scholars:

(Fees structure valid from AY 2009-10 for all full-time research scholars on rolls)

Category 1: JNTUA Funded; **Fees Rs. 10,000/Year**

Category 2: CSIR/UGC/ICAR/ICMR/AP-NL/DBT/DST/GATE Direct JRF & SRF and those JRF/SRF in projects who have qualified CSIR/UGC-NET or GATE; **Fees Rs. 5000/Year**

Category 3: Scholars working as Project Fellows with GOI/other agency funded research projects with two/three years duration (appointment ratified by University) ; Fees Rs. 10,000/Year

Category 4: Registered as Full Time Research Scholars but with no financial assistance; Fees Rs. 10,000/Year

Category 5: JNTUA internal faculty Registered for Ph.D.; Fees Rs. 1000/Year

Part-Time Research Scholars: Fees Rs. 20,000/Year

Category 1: JNTUA academic assistants Registered for Ph.D;
Fees Rs. 10, 000/Year

Note: Mode of Fee Payment for Full-Time as well as Part-Time candidates is year-wise.

6.0 DURATION OF THE RESEARCH PROGRAMME

6.1 Research Scholars registered for Ph.D. (Full-Time/Part-Time) can submit* the thesis after completion of a minimum of three years from the date of admission, subject to passing of the pre-Ph.D. Examination.

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* For the candidate to submit the thesis for Ph.D., he/she shall publish **three** research papers with at least one paper published/accepted for publication in a peer-reviewed refereed national or international journal and others in refereed national/international conferences, which has to be enclosed to the thesis. The candidate can also submit the thesis, if he/she has at least one recognized patent rights, whose details are to be enclosed.

6.2 **Early Submission:** If a research scholar desires to submit a thesis prior to the completion of three years, he/she should have

- i) completed two years/two and half years (for FT/PT scholars respectively)
 - ii) published at least four (4) international journal papers
 - iii) have recommendation of DRC
 - iv) have an outstanding contribution
 - v) have valid reason thereof for early submission
- and he/she should have passed the pre-Ph.D. Examination.**

6.3 **Full-Time/Part-Time Candidates should complete the research work within a maximum period of 4/5 years respectively. They should pay tuition fee until the end**

of the year in which the thesis is submitted. If the Tuition Fee is not paid as per rules, penalty may be levied by the Director, R and D Cell. If Tuition Fee is not paid continuously for two years the registration will be cancelled. It is clarified that Full-Time research Scholars of JNTUA will receive a stipend for a maximum duration not exceeding three years.

- 6.4 **Late Submission:** A grace period of one year will be given for completing the work subject to recommendation of the supervisor and DRC and approval by university competent authority.

If the candidate fails to submit thesis within stipulated period, his/her registration will be cancelled. However, depending on the progress of the work and as per the recommendation of the DRC, re-registration may be considered with a penalty of Rs. 10, 000/-. Such candidates are required to submit their thesis within two years from the date of extension.

- 6.5 For M.Phil. and M.S. candidates, the maximum duration of the program will be four years. After passing the pre-M.Phil / M.S. examination and completion of at least two years from the date of admission, and having one peer-reviewed national/international conference paper, M.Phil and M.S. candidates are eligible for submission of the thesis.

7.0 **COMPULSORY SEMINAR PRIOR TO THESIS SUBMISSION:**

Each candidate shall present one seminar. The seminar should be at least one month before submission of thesis in the concerned Department on the research work, carried out by him/her. **The scholar should submit five copies of synopsis to DRC highlighting original/significant contributions made in the research.**

from NIT's or equivalent and three (3) from other reputed Universities, must also be approved by the Department Research Committee (DRC). The Board of Studies (BOS) thereafter shall add three (3) more names to the panel. The Chairperson, Board of Studies, will then forward the approved panel of the examiners for further action to the Director of Evaluation within a fortnight.

- 8.6 Out of the panel of twelve names of examiners submitted, at least nine shall be outside the state of Andhra Pradesh and not more than one from the same university/organization. Necessary care to be taken to avoid the names of the faculty from JNTUA and its affiliated colleges. Panel of the names is to be submitted with all particulars, like complete address, designation, telephone numbers/fax/email.

NOTE: (i) Ph.D. supervisors of JNTUA, Anantapuramu and persons related to candidate shall not be included in the panel of Examiners.

(ii) In case the candidate does not submit the thesis within three months from the date of submission of the synopsis, the panel lapses and a new panel has to be suggested.

9.0 EVALUATION OF THE THESIS:

9.1 The thesis shall be evaluated independently by three examiners, external to the University, one of whom shall be from outside the State and preferably from I.I.T's/ IISc / Institute of High Reputation where Ph.D. programmes are offered.

9.2 The examiners external to the University shall be selected by the Vice-Chancellor from amongst a panel of twelve names, submitted by the Supervisor(s) through the Director / Principal concerned, which may include Three Names from outside the state as per 9.1

9.3 The examiners are required to:

(a) Outline the main features of the thesis.

(b) Critically evaluate the thesis and send a report on the thesis in not less than 500 words.

(c) Evaluation of the thesis on a scale of 100 points

(d) Make one of the four following definite recommendations.

(i) The thesis attains the standard required for the award of the Ph.D. degree

(ii) The thesis requires revision and re-submission to DRC

(iii) The thesis requires revision and re-submission for re-evaluation by the same examiner

(iv) The thesis is rejected

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announcement of the award of the provisional Ph.D. Degree to the candidate. The award of the Degree shall be confirmed by the Executive Council of the University.

12.0 GENERAL INFORMATION:

12.1 The academic regulations should be read as a whole for purposes of any interpretation.

- 12.2 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.
- 12.3 The University reserves the right to alter the regulations from time to time as and when necessary.
- 12.4 **Eligibility of a Research Supervisor:**
A Supervisor or Co-supervisor should have a Ph.D. degree from a reputed university with a minimum of five years teaching/research experience having publications in two refereed national /international journals and also presented two refereed national/international conference papers for eligibility. A cap of six (6) members can be allotted for a single guidance (part-time/full-time) and four (4) additional scholars for joint guidance (part-time/full-time) totaling only ten (10) candidates. Director, R&D and Director, Admissions shall monitor and limit the maximum number of students that a supervisor can serve as a guide or co-guide. **A research scholar will have only one main supervisor and one co-supervisor.**
- 12.5 A supervisor who retires or leaves the University/Institution, as the case may be, shall normally be permitted to guide candidate(s) already registered with him/her.
- 12.6 A research supervisor in service can have, at any given time a maximum of ten (10) registered candidates working under him/her for the Ph.D. degree. A vacancy with the supervisor may be considered to have occurred only when a candidate working under him/her submits the thesis, or his/her registration is cancelled. During any one academic year, not more than three scholars may be permitted to register under the guidance of the same supervisor.
- 12.7 The registration of a Ph.D. scholar may be cancelled by the Director, R&D Cell within the stipulated period, if the candidate fails to satisfy the conditions stipulated in the admission order or violates the rules and regulations of Ph.D. after giving notice to the concerned candidate.
- 12.8 Director, R&D Cell may cancel the registration of a Ph.D. scholar on the recommendation of the supervisor and/or doctoral committee under the following circumstances after giving notice to the candidate: