

Shree Somnath Sanskrit University
(Established by Government of Gujarat on 4th November, 2004)
Rajendra Bhuvan Road, Near Birla Temple, VERAVAL – 362 266
Dist. Gir Somnath, Gujarat, India

Ph.D. Ordinances

(Rules & Regulations governing Ph.D. Programme of Shree Somnath Sanskrit University – Veraval as per the U.G.C.'s Minimum Standards and Procedures for Award of Ph.D. Degree Regulations 2009 notified vide **Gazette of India** No. 28 dated 11.07.2009 (*Ashadha 20, 1931*), amendments made as per the University Grants Commission Minimum Standards and Procedures for Award of Ph.D. Degree Regulations, 2016 notified vide **Gazette of India** No. 278 dated 05.07.2016 (*Ashadha 14, 1938*) & pp. 4049-4056 and U.G.C.'s letter No.F.No.1-1 (2002) (PS) Pt file III, dated 20.08.2009 to amend the concerned regulations accordingly)

O. Ph. D. 01

General

- 1.1 This Ordinance will come into force with immediate effect.
- 1.2 There shall be Ph.D. Entrance Test (known as P.E.T.) for admission in the Ph.D. Programme of the University every year. The Entrance Test will be held after June every year by the University. The student who qualifies in this test will be eligible for admission to Ph.D. Programme of the University.
- 1.3 The Entrance Test Committee shall be constituted by the Vice-Chancellor. The Committee shall have one Chairperson, four members and a Member Secretary (Research Officer). Mandate of the Entrance Test Committee shall be as follows:
 - (i) to conduct the Entrance Test,
 - (ii) to prepare the result,
 - (iii) to submit the result of Ph.D. Entrance Test for declaration
 - (iv) to announce time table for the Entrance Test
- 1.4 The Registrar (finalized by Examination Section) will declare the result of Ph.D. Entrance Test through notification by keeping the reservation policy of the State/Central Government in consideration.
- 1.5 The number of seats available subject-wise shall be notified in an advertisement / on the University website as per UGC guidelines.
- 1.6 While admitting students for the Ph. D. programme the reservation policy of the State / Centre Government shall be followed by the University.
- 1.7 The Ph.D. programme shall be of minimum **six** semesters (i.e. 3 years) and maximum of **twelve** semesters (i.e. 6 years).
(Old: The Ph.D. programme shall be of minimum **five** semesters (i.e. 2.5 years) and maximum of **ten** semesters (i.e. 5 years).)

O. Ph. D. 02

Eligibility, Admission Procedure and Allocation of Students

- 2.1 A candidate intending to enrol himself/herself for the Ph.D. Degree must be a post graduate degree-holder with 55% or B+ and must have passed the Ph.D. Entrance Test (P.E.T.). Candidates belonging to SC/ST category shall be given relaxation of 5%. Relaxation of 5% marks shall also be given to Physically Challenged/Disabled candidates.
- 2.2 Candidates appearing in the final examination of the Acharya/M.A./Post Graduate Degree shall also be eligible to apply for the Ph.D. Entrance Test but their Entrance Test result will be validated only after their final Post Graduate Degree Examination Result in the same **cycle-year** which shall not be later than the date of registration.

- 2.3 Allocation of research supervisor/guide to a candidate shall be decided by the University in a formal manner depending upon the number of students per faculty, available specialization among faculty supervisors, and the research interest of the student as indicated by the student in his/her application. The allocation of supervisor shall not be left to the individual student or teacher.
- 2.4 The candidate shall submit his/her Ph.D. Research Proposal in five (5) copies to the Research Section within stipulated time for the consideration of the Research Development Committee (RDC) to enrol for the Ph.D. Programme.
- 2.5 All research supervisors / guides shall be members of the RDC.
- 2.6 **Candidates shall make presentation before the RDC.**
- 2.7 Candidates who have qualified UGC-NET / UGC-NET-JRF / SLET shall be exempted from the Ph.D. Entrance Test (PET). However, they would be required to fill up the Ph.D. Entrance Form as well as to go through RDC.
- 2.8 M. Phil. Degree holders who had got admission in their M.Phil. Programme through Common Entrance Test shall be exempted from the Ph.D. Entrance Test (PET). However, they would be required to fill up the Ph.D. Entrance Form as well as to go through RDC.
- 2.9 The Registration of Ph.D. candidates shall be done after the successful completion of his/her Course Work followed by the R.D.C.
- 2.10 After the last date of registration if there are more than 15% of total seats of Ph. D. Degree in any subject vacant or not filled due to any reason, the Ph.D. Entrance Test admission procedure laid down above will be followed again before February of next year or as per the decision of the Vice-Chancellor.
- 2.11 Change in the Title of the thesis shall be possible with the approval of the Vice-Chancellor after recommendations from the R.D.C.
- 2.12 Ph.D. candidate shall submit to the Registrar of this University his/her **Six Monthly Progress Report (Annexure-I)** at the end of every semester duly approved by the research supervisor / guide. Only after the guide's approval regarding the satisfactory progress of the work, the candidate would be allowed to continue his/her research in the next semester.
- 2.13 Regular Ph.D. Candidates who are awarded any scholarship/fellowship/freeship by the U.G.C./State Government/Central Government/or any Governmental Body shall submit to the Registrar of this University his/her **Quarterly (Three Monthly) Continuance Certificate (Annexure-II)** at the end of every three months duly approved by the research supervisor / guide for the further step of fellowship disbursement from the concerned body.
- 2.14 In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

O. Ph. D. 03

Entrance Test

- 3.1 The Entrance Test shall have the following **four** components:
 - a) Research Methodology (weightage 30%)
 - b) Functional English Language (weightage 15%)
 - c) Functional Knowledge of Computer (weightage 15%)
 - d) Respective Subject Content (weightage 40%)
- 3.2 The nature of the Test shall be MCQ type as well as Subjective (Essay) type.
- 3.3 The component (a) shall have questions on testing containing (i) analytical ability, (ii) reasoning ability (iii) research aptitude and (iv) research related information. Each sub-component shall have equal weightage.

- 3.4 Questions in components (b) and (c) shall pertain to functional skills aiming at testing the basic knowledge of the candidate.
- 3.5 Component (d) shall be based on the syllabi of ‘core’ courses /papers studied at Masters Level in the concerned subject.

O. Ph. D. 04

Course Work

- 4.1 All PET passed/NET-JRF/NET/SLET/SET/M.Phil. candidates shall undergo the University Level Course Work of **one semester/60 hours** in the University campus/outside. They shall have to fill up the **Ph.D. Course Work Application Form (Annexure-II.2)** and shall pay the prescribed fee to the University.
- 4.2 The Course Work shall be treated as pre Ph.D. preparation and must include a course on research methodology which may include quantitative methods, Computer Applications and reviewing of the literature in the relevant field.
- 4.3 The Research Section of the University shall prepare the time table for the Course Work, teaching, continuous evaluation and internal tests, and shall conduct the same.
- 4.4 The Semester End Examination of the Course Work shall be conducted by the University. Minimum passing standard of the Course Work shall be 50%.
- 4.5 After successful completion of the Course Work, the University shall issue Ph.D. Course Work Certificate indicating that the Ph.D. candidate has completed the Course Work and he/she is qualified for writing the thesis.

O. Ph. D. 05

Eligibility for Ph.D. Guideship/ Research Supervisorship:

- 5.1 The prospective regular teachers of the University/affiliated Mahavidyalayas/Colleges/Research Centres only shall apply to the University for Recognition as Ph.D. Guides subject to the approval of the Concerned Committee. The candidate for the Guideship shall be eligible for application as per the following requirements:

(a) he/she be a P.G. recognised teacher of the University with a Ph.D. Degree.

(b) No teaching/research experience for the teachers of the P.G. Level after PG Recognition recruited through direct recruitment. Three years of teaching/research experience for the teachers of the U.G. Level.

(Old: he/she has at least five years of teaching/research experience at the P.G. Level after PG Recognition or eight years of U.G. experience)

[**Note:** One who is directly recruited in this University through a duly constituted Selection Committee shall be deemed to be a recognized Post Graduate Teacher],

(c) he/she has at least five research publications in indexed/ISBN/ISSN numbered and reviewed research journals of national/international level in relevant subject.

- 5.2 The Guideship shall be approved by the Concerned Committee who would be appointed by the Vice-Chancellor from the list of Subject Experts. The subject expert based on his/her evaluation of the five research papers (mentioned in 5.1-(c)) and other research output submitted by the candidate for showing his/her perpetual engagement in research activities shall recommend eligibility for Guideship. Regarding the research publications and other research output by the candidate, the opinion of the Concerned Committee shall be considered as final in deciding the Guideship. The research publications shall be sent to the Members of the Concerned Committee for his/her written opinion in advance and it shall be placed before the E.C./A.C. of the University and the Vice-Chancellor for their approval.
- 5.3 The number of seats for Ph.D. shall be decided well in advance and notified on the University website or in the advertisement.

5.4 E.C./A.C. of the University, at any time on the recommendation of the Research Section, shall be empowered to withdraw the Guideship of a recognised teacher. The Research Section can make such a recommendation on the ground of: (a) moral turpitude, and / or (b) plagiarism, and / or (c) any act harming the interest of the University.

5.5 A recognized Guide shall not be allowed to register a candidate for Ph.D., if the researcher is blood related/closely related to him/her.

5.6 The maximum number of candidates to be enrolled for Ph.D. programme under the supervising teachers at a given point of time for different cadres shall be as follows:

Professor	: 08 students
Reader/Associate Professor	: 06 students
Lecturer/Assistant Professor	: 04 students

*However, for the Principals who are recognized guides working in the scale of Professor shall be able to enrol eight (08) students and those Principals who are recognized guides working in the UGC pay scale of Assistant Professor (15,600-39,100 with AGP/GP of Rs. 6,000 /- & above from time to time) shall be able to enrol five (05) students.

(Old: The maximum number of candidates to be enrolled for Ph.D. programme under the supervising teachers at a given point of time for different cadres shall be as follows:

Professor	: 08 students
Reader/Associate Professor	: 07 students
Lecturer/Assistant Professor	: 05 students

*However, for the Principals who are recognized guides working in the scale of Professor shall be able to enrol eight (08) students and those Principals who are recognized guides working in the UGC pay scale of Assistant Professor (15,600-39,100 with AGP/GP of Rs. 6,000 /- & above from time to time) shall be able to enrol five (05) students.)

5.7 Teachers (who are research supervisors/guides) of the University/affiliated Mahavidyalayas/ Colleges/Research Centres shall submit the **Ph.D. Guide's Undertaking (Annexure-III)** to the University that they are/will no longer remain research supervisors/guides of any other University/Institution of India or abroad than this University as per the UGC's regulations 2009.

5.8 In the light of the UGC's letter no. D.O. No. F. 10-6/2011 (PS) Misc. dated 06-07-2015 and subsequent letter no. D.O. No. F. 10-6/2011 (PS) Misc. dated 04-09-2015 as well as in the light of the Higher Education Commissioner's Office letter no. CHE/ISC-7/யு.நி./2014/11923-119208 dated 24-09-2015 and subsequent letter no. ISC-7-U.G.C.-2016-1126-2286 dated 05-01-2016; the following regulation shall remain abiding to the Research Supervisors/Guides:

*"Universities shall allocate the supervisor from amongst the **regular** faculty members (not Adjunct Faculty) in a department or its affiliated PG Colleges/Institutes depending on the number of students per faculty member, the available specialization among the faculty supervisors and the research interest of the student. It is further clarified that any Ph.D./M.Phil. Degree awarded by a University under the supervision of a supervisor who is not a faculty member of the University or its affiliated PG Colleges/Institutes would be in violation of UGC (Minimum Standards and Procedures for Award of M.Phil./Ph.D.) Regulations, 2009."*

O. Ph. D. 06

Duration, Submission, Evaluation and Assessment Methods for Ph.D. Thesis:

6.1 Upon successful completion of **the Course Work** of one semester, the Ph. D. Candidate shall undertake research work for at least **five** semesters before submitting the synopsis (i.e., one semester of Course Work plus four semesters of Ph.D. research work). Ph. D. Candidate shall submit the (abstracted) synopsis in five (5) copies to the University along with the required Ph.D. Synopsis Submission Fee. A research candidate, who has submitted synopsis of his /her thesis, shall have to submit his/her Final Ph.D. Thesis within one year. If he/she fails to submit thesis within the

aforesaid period, he/she shall have to pay fresh Ph.D. Synopsis Submission Fee along with synopsis in five (5) copies again.

- 6.2 Prior to submission of the final thesis, Ph.D. Candidate shall make a **Pre - Ph.D. Presentation** in the University that shall be open to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice and guidance of the supervisor. A single copy of thesis shall be produced (by Ph.D. Candidate) in spiral binding for **Pre - Ph.D. Presentation** so that the changes if any can be incorporated after the completion of open defence. The Research Supervisor / Guide shall ask for the permission from the Registrar of this University before three months of final Ph.D. thesis submission to conduct his/her Ph.D. candidate's **Pre - Ph.D. Presentation** in the University as per **Permission Form for Pre - Ph.D. Presentation (Annexure-IV)**. The Research Supervisor / Guide shall make his/her Ph.D. candidate to incorporate the changes and suggestions given in the open defence. The candidate shall then submit final copies (hard bound) of his/her thesis to the University along with a soft copy of the thesis (*.pdf (CD)). Along with the thesis, summary (abstract) should also be submitted.
- 6.3 The Ph. D. Candidates shall have to publish **two** research papers in a referred journal having ISSN or in a book having ISBN before the submission of the thesis for adjudication, and produce the evidence for the same in the form of acceptance letter or the reprint.
- 6.4 The candidate shall submit the thesis in **four (4)** copies and **four (4)** CDs in PDF format (with all files saved separately) along with the five (5) copies of the summary (abstract) of the thesis separately written in about 600 words describing the salient features of his/her investigation. Ph.D. Candidate is advised to write his/her name, title of thesis and registration number with date on CD. The thesis submission will be made with the prescribed **Ph.D. Thesis Submission Form (Annexure-V)** that contains "No Dues Certificate" from the University Library/Department Library, P. G. Section, Hostel Administration, Canteen Administration must be submitted.
- 6.5 The minimum time limit for submission shall be five (5) semesters (i.e. 2.5 years) from the date of registration and maximum ten (10) semesters (i.e. 5 years) from the date of registration. The candidate shall have to pay fees for all the semesters of his/her tenure of research till the date he/she submits his/her final thesis on himself/herself. In no way, University shall make any correspondence pertaining to the payment of semester fees to any Ph.D. Candidate nor shall the University remind the same.
- 6.6.1 After five years of stipulated registration, if a candidate applies for extension of time-limit through his/her research supervisor/guide for submission of thesis (before the last date of tenth semester only), the Vice-Chancellor shall consider such applications as special cases and take decision accordingly. Maximum extension time-limit is two (2) years i.e. four (4) semesters.
- 6.6.2 A candidate while applying for extension must specify within which time-limit he/she would be able to submit his/her thesis. He/she shall have to pay late fees decided by the University for the extended period along with regular semester fees till the date he/she submits his/her final thesis.
- 6.6.3 In a case, if Ph.D. Candidate does not submit his/her Ph.D. thesis within ten (10) semesters/five years from the date of registration and does not apply for extension in time (i.e. (before the last date of his/her tenth semester), his/her registration shall stand automatically cancelled.
- 6.6.4 In a case, if Ph.D. Candidate does not submit his/her Ph.D. thesis within the extended period, his/her registration shall stand automatically cancelled.
- 6.7 The thesis, produced by the Ph. D. student and submitted to the University, shall be evaluated by at least two external referees, out of which at least one shall be from outside the State. The research supervisor / guide will also evaluate his/her candidate's Ph.D. thesis and will submit the evaluation report to the University confidentially.
- 6.8 Each candidate shall state with certificate by the supervisor that the work is based on the discovery of new facts by the candidate or of new relations of facts observed by others and that the work contributes to the general advancement of knowledge and it is his/her original research work.
- 6.9 In cases where in, the Ph.D. candidate has completed five semesters after his/her registration under a recognized teacher who leaves the University or is unavailable for this purpose, another internal

- referee shall be appointed for this purpose by the Vice-Chancellor. If such an appointment is not possible, then candidate shall be at liberty to submit his/her thesis independently.
- 6.10 Every thesis shall be examined by three referees (one internal i.e. by the Guide himself/herself and two external referees, out of which one shall be from outside the State) Referees shall be appointed in the manner indicated below:
- (a) The Guide and the concerned Faculty Dean shall suggest to the Research Section a panel of six (6) referees, preferably three (3) from outside the State. However, no referee shall be from the Shree Somnath Sanskrit University area. The referees should be Ph.D. and recognized research supervisors/guides of the concerned University/Institution above the rank of Associate Professor. The Vice-Chancellor shall select two external referees from the panel submitted to him. The Vice-Chancellor shall also appoint the External Referee for the Viva-Voce Examination in the same case. In case of refusal by any External Referee, the Vice-Chancellor shall appoint another Referee.
 - (b) In the event of the difference of opinion in evaluation between the two external referees, one positive report of any external referee and that of research supervisor/guide's positive report will be considered on majority basis and shall be recommended for the award of the Ph.D. degree but not for the publication approval of the Ph.D. thesis of the University. In this case, the Vice-Chancellor may appoint a third external referee for this purpose.
 - (c) If, majority of the reports are negative, then the candidate shall be rejected for the award of the Ph. D. Degree. In case of revision, the candidate shall re-submit his/her Ph.D. thesis work after incorporating revisions suggested. External referee shall examine the revision at the time of Viva-Voce Examination. The candidate shall not be declared eligible for the degree unless all the examiners unanimously declare him/her eligible for the degree.
- 6.11 Every external referee as well as internal referee shall submit his/her two **Ph.D. Thesis Evaluation Reports** as per **Annexure-VI and Annexure-VII**.
- 6.12 On receipt of the satisfactory evaluation reports from external and internal referees, the Ph.D. students shall undergo a Viva-Voce Examination. One external referee and concerned guide/research supervisor shall conduct the Viva-Voce Examination. The venue of the Viva-Voce Examination shall be at the University campus only. The University shall inform the research supervisor/guide of the receipt of two external examiners satisfactory reports of his/her research student. On receipt of positive feedback from the University, the research supervisor/guide shall write to the University seeking permission to conduct the Viva-Voce Examination of his/her research student as per **Permission Form for Viva-Voce Examination (Annexure-VIII)**.
- 6.13 Ph.D. Candidate shall make a presentation and face an **open defence** of his/her work where all interested can participate. The **open defence** shall be notified by the concerned supervisor in advance. It shall take place in the University campus only. The purpose of open Viva-Voce Examination namely open defence shall be extortive for forth coming scholars.
- 6.14 Prior to the award of Ph.D. Degree, the University shall issue Ph.D. Notification bearing notification no. stating the fact to the effect that the Ph.D. Degree has been awarded in accordance with the provisions of the UGC's Minimum Standards and Procedures for award of Ph.D. Degree Regulations 2009 at the end of every month.
- 6.15 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. 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.

O.Ph.D. 07:

A candidate shall not be permitted to submit a thesis for which a Degree has been already conferred in this or in any other University.

O.Ph.D. 08:

For specialized and technical subjects, if there is an eminent scholar working in a Research Institute, he/she may be recognized by the Vice-Chancellor in the same and interdisciplinary subject as a Ph.D. supervisor/guide.

O. Ph.D. 09:

Ph.D. thesis that has been rejected earlier may be resubmitted after revision, subject to the payment of the synopsis fee and concerned semester fees. A thesis required to be revised should be resubmitted within not more than twelve (12) months, failing in which the candidate shall be required to go in for re-registration. The revised thesis shall be sent to the same referee. However, in the event of refusal by the original referee, another referee shall be appointed.

O. Ph.D. 10:

Limit on Number of Research Students for Guidance

A Research Supervisor/Guide for Ph. D. Degree shall not at any one time guide more than Eight (8) Ph.D. students or the limits stipulated in O.Ph.D. 5.6 above. Provided that the number of candidates registered with the co-supervisor shall not be counted for the number of candidates under a supervisor. Provided further that a person shall not be allowed to supervise more than eight students at a given point of time although he/she is registered in more than one subject/discipline

O.Ph.D. 11:

Submission of Ph.D. Thesis to UGC

Following the successful completion of the evaluation process and announcement of the award of Ph.D. Degree, the University shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in IFLIBNET, accessible to all Institutions/ Universities. The University may also display the thesis on its website.

O. Ph.D. 12:

Definitions

- 12.1 **University** means Shree Somnath Sanskrit University - Veraval.
- 12.2 **Ph.D. Candidate** means a candidate, who has obtained a Master Degree in any discipline of Sanskrit and has submitted his candidature for the purpose to enrol and pursue Ph.D. study.
- 12.3 **Course Work** means the course or the study programme conducted by the University after the successful completion of Ph.D. Entrance Test and before the registration of the candidate for Ph.D. Course to teach and guide the basics of relevant subject and specialization required for the purpose to conduct research.
- 12.4 **Registration** means registration of a research scholar with the purpose to conduct research study for the Ph.D. Degree programme after fulfilment of relevant statutory requisites. The research scholar will submit registration form (filled) and final Ph.D. research proposal duly signed by his/her Guide in five (5) copies.
- 12.5 **Ph.D. Ordinances (O.Ph.D.)** means the rules & regulations governing Ph.D. Programme of Shree Somnath Sanskrit University.
- 12.6 **Vidyavaridhi / Ph.D. Degree** means the degree of Doctor of Philosophy in English and Vidyavaridhi in Sanskrit as provided under the Act of Shree Somnath Sanskrit University - Veraval. Both are abbreviated as Ph.D. and V.V.
- 12.7 **Research Supervisor / Research Guide** means a Ph.D. Supervisor who supervises or guides Ph. D. scholars.
- 12.8 **R.D.C.** means the 'Research Discussion Committee' constituted for the different branches of Sanskrit by the University to conduct interview and other Ph.D. related procedures.

- 12.9 **Research Scholar** means a scholar that has satisfied all the mandatory requisites for the purpose to register as a Ph.D. scholar in any discipline of Sanskrit and has been registered as a Ph.D. scholar.
- 12.10 **Fee** means the fee prescribed by the University for the Ph.D. programme.
- 12.11 **Ph.D. Research Proposal** means a brief write-up in the form of Ph.D. Research Proposal on the proposed research work which shall be submitted by the candidate along with the registration form for his/her registration in the Ph.D. programme.
- 12.12 **Synopsis** means the final synopsis of the completed research work which shall be submitted by the candidate before the Pre-Ph.D. Presentation and final Ph.D. Thesis Submission.
- 12.13 **Active service** means the period of active service spent on pursuing Research Degree i.e. for acquiring Ph.D. Degree simultaneously as a Regular (Full Time) Ph.D. Candidate without taking any kind of leave in the University/Institution.

O. Ph.D. 13:

Fee structure decided by the University and any changes in fee structure from time to time shall be applicable. With effect of these amended ordinances, previous Ph.D. ordinances stand repealed.

O. Ph.D. 14:

Types of Ph.D.

- 14.1 There shall be two types of candidates in Ph.D.: (1.) Regular (Full Time) & (2.) Part Time
- 14.2 The Regular (Full Time) Ph.D. Candidates are expected to work full time for their Ph.D.
- 14.3 In addition, the Candidates who are receiving any assistantship/scholarship/fellowship/freeship from the U.G.C./State Government/Central Government/or any Governmental Body/ any other agency/projects shall be Regular (Full Time) Candidates of the University.
- 14.4 A full time Ph.D. Candidate shall be present in the University for a minimum of 75% working days and other course requirements.
- 14.5 A full time Ph.D. Candidate shall be eligible for 12 days of casual leave and 30 days of medical leave per year recommended by the registered medical practitioner not below the rank of a civil surgeon.
- 14.6 University has the right to assign the duty of taking classes (minimum 4 & maximum 8 classes per week in U.G. as well as minimum 4 & maximum 8 classes per week in P.G.), examination duties and other related duties of University. University rules, regulations and timings will be applicable to the Regular (Full Time) Ph.D. Candidate.
- 14.7 For UGC-JRFs/SRFs/other fellowship holders, the rules framed by the UGC will be applicable in the matter of leave, attendance, drawing of scholarship, contingency grants, travelling for research work etc.
- 14.8 Employed persons who are admitted to the Ph.D. programme of the University are Part Time Ph.D. Candidates. **No Objection Certificate** from the head of the institution where the person is employed should be submitted along with the registration form. No any assistantship/scholarship/fellowship/freeship shall be awarded to Part Time Ph.D. Candidates.
- 14.9 Ph.D. Candidates who are awarded any assistantship/scholarship/fellowship/freeship from the U.G.C./State Government/Central Government/or any Governmental Body/ any other agency/projects shall join the University/Institution by filling up the **Joining Report (Annexure - IX)** in the prescribed format of the University.
- 14.10 In the light of the UGC's letter no. D.O. No. F. 17-8/2013 (PS) dated 01-03-2016, the following regulation shall remain abiding to the regular research scholar/student:

*"the period of active service spent on pursuing Research Degree i.e. for acquiring Ph.D. Degree simultaneously without taking any kind of leave may be counted as **teaching experience** for the purpose of direct recruitment to the post of Associate Professor or above."*

O. Ph.D. 15:

Publication of Ph.D. Thesis

- 15.1 After the award of Ph.D. Degree, the entire thesis or any part of the thesis may be published by the candidate on his/her own account with the written permission of the University, giving due credit to the Research Supervisor. He can seek the permission by submitting an application to the University. If any Ph.D. candidate wants to translate it into any vernacular language and then publish it on his/her own account, the Vice-Chancellor may permit him/her to do so after taking into consideration remarks, if any, in the matter of publication of the thesis in the reports of the referees concerned. Ph.D. candidate shall write to the University seeking permission for publication of his/her Ph.D. Thesis as per **Permission Form for Publication of Ph.D. Thesis (Annexure-X)**. While granting such permission, following conditions may be prescribed.
- 15.2 The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was approved for the award of the Ph.D./*Vidyavaridhi* Degree of this University.
- 15.3 Two complimentary copies of the published work are to be sent to the University Library immediately after publication is out in the market.

O. Ph.D. 16:

Withdrawal of Ph.D. Degree

If a thesis is proved to be a copy/plagiarism/academic misrepresentation, the University has powers to rescind/withdraw the Degree even after the award of Ph.D. Degree.

O. Ph.D. 17

Change of Supervisor

Only under special circumstances, the candidate may be allowed to change the supervisor by the Vice-Chancellor on the recommendation of the Dean of the concerned Faculty.

SPECIFICATIONS of Ph.D. Thesis

Candidates submitting thesis to the University for the Award of Ph.D. Degree are required to follow the rules noted below regarding the size, style and binding of the thesis.

1. Every candidate shall submit **four** copies of his/her thesis along with **four** soft copies in PDF format. All the PDF files should be saved separately with fonts in CDs. Guide's Certificate and Declarations by Ph.D. Candidate pages should be scanned after signatures only and to be saved in all CD's before submission to the University.
2. The copies shall be bound in accordance with the following specifications.
 1. Save thesis in MS Word (6.0 version or more) format and in PDF format
 2. Save thesis using a file name in the pattern "Author.doc" where author is the surname of the author.
 3. A4 size paper (210 by 297 mm.) for the thesis, select A4 size page set up for the PDF also.
 4. Provide title in True Type Font (TTF)/ Unicode Mangal/Arial Unicode MS, 18 points along with author's name and required details in 16 pints.
 5. Use True Type Font (TTF)/ Unicode Mangal/Arial Unicode MS font, 14 points for Arial Unicode MS, 12 points for True Type Font (TTF)/ Unicode Mangal/ or as per the font for **the main text**, in single column and 1.5 line spacing. Paragraph heading and subheadings have to be displayed properly (in bold).
 6. Set the margins as follows.

Top	: 1 inch
Bottom	: 1 inch
Left	: 1.5 inch
Right	: 1 inch
 7. Page numbers at the bottom of each page, centred on the width.
 8. Set the main text in the alignment of justified.
 9. Print figures and tables interspersed with text and place them as near the point of mention as possible. Add descriptors to tables and figures.
 10. Printing of thesis should be on one side only per page.
 11. No ornamental bordering of the sides is permitted.
 12. No dedication page in Ph.D. thesis is permitted.
 13. Format of Ph.D. Thesis for submission to this University shall be as follows:
 1. Cover Page (ANNEXURE – XI)
 2. Title Page (ANNEXURE – XII)
 3. Certificate of Guide (ANNEXURE – XIII)
 4. Declarations by Ph.D. Candidate/*Pratijñāpatram* (ANNEXURE – XIV)
 5. Registration Certificate
 6. Course Work Certificate
 7. Acknowledgements
 8. Index / Table of Contents
 9. List of Figures, Tables or Illustrations (if any)
 10. List of Abbreviations (if any)
 11. Synopsis (ANNEXURE – XV)
 12. Main Text along with Introduction & all Chapters
 13. Summary / Conclusion
 14. Bibliography
 15. Annexures if any
 16. Copies of **two (2)** Seminar/Workshop/Conference (at least National Level) Certificates
 17. Copies of **two (2)** research papers / articles published in a referred journal having ISSN or in a book having ISBN.

Shree Somnath Sanskrit University

(In compliance of the Ph.D. Ordinance 2.12 of Shree Somnath Sanskrit University)

(Six Monthly Progress Report in prescribed format to be submitted by Ph.D. candidate to the University at the end of his/her semester regularly duly signed by the Guide)

Six Monthly Progress Report (Ph.D.)

Note: Only after the Guide's approval regarding the satisfactory progress of the work, the candidate would be allowed to continue his/her research in the next semester.

1.	Name of Candidate	
2.	Registration No. & Date	
3.	Title of Thesis	
4.	Award Letter No. & Date (if any)	
5.	No. of books referred by candidate	
6.	Name of the books referred	
7.	No. of chapters prepared	
8.	No. of chapters proposed for preparation in the next semester	
9.	No. of pages progressed	
10.	Guide's remarks (Whether research work is satisfactory or not)	
11.	No. of days the fellow remained present in the University/Institution from.....to..... as per the record	
12.	No. of days the fellow remained absent in the University/Institution from.....to..... as per the record	
13.	No. of periods taken per week in U.G. & P.G. in the University/Institution from.....to..... as per the record	

Candidate's Signature
(Candidate's Name)

Guide's Signature
(Guide's Name & Seal)

Director's Signature
(Stamp & Seal)

Place:

Date:

Shree Somnath Sanskrit University

(In compliance of the Ph.D. Ordinance 2.13 of Shree Somnath Sanskrit University)

(Regular Ph.D. Candidates who are awarded any scholarship/fellowship/freeship by the U.G.C./State Government/Central Government/or any Governmental Body shall submit to the Registrar of this University his/her **Quarterly (Three Monthly) Continuance Certificate** at the end of every three months duly approved by the research supervisor / guide for the further step of fellowship disbursement from the concerned body.)

Quarterly (Three Monthly) Continuance Certificate (Ph.D.)

Note: It is mandatory (compulsory) for Regular Ph.D. Candidates to submit **Quarterly (Three Monthly) Continuance Certificate** at the end of every three months duly approved by the research supervisor / guide to this University for the further step of fellowship disbursement from the concerned body.

1.	Name of Candidate	
2.	Registration No. & Date	
3.	Title of Thesis	
4.	Award Letter No. & Date	

This is to certify that above mentioned Ph.D. Candidate is a regular and full time research scholar of this University/Institution. He/she has taken number of classes per week in U.G. level and number of classes per week in P.G. level from to He/she has remained present for number of days from to He/she remained absent for number of days from to

Candidate's Signature
(Candidate's Name)

Guide's Signature
(Guide's Name & Seal)

Director's Signature
(Stamp & Seal)

Place:

Date:

Shree Somnath Sanskrit University

(In compliance of the Ph.D. Ordinance 4.1 of Shree Somnath Sanskrit University)

Ph.D. Course Work Application Form

1. Candidate's Name:
2. Present Address :
- PIN
3. Telephone No. with STD code:
4. Mobile No./s :
5. E-Mail :
6. Gender : Male / Female
7. Month and Year of passing Ph.D. Entrance Test:
8. Name of Guide :
9. List of documents enclosed: (Tick mark)
 - (i) Ph.D. Course Work Fee Bank Challan
 - (ii) Copy of NET/SLET/ /JRF/M.Phil./PET/SET Certificate

I solemnly affirm that the particulars and information furnished by me in this application form are true and correct to the best of my knowledge and belief. In the event of suppression or distortion of any fact, I understand that my admission to Ph.D. course work is liable for cancellation. I shall abide myself to all the rules & regulations of the University.

Place:

Candidate's Signature

Date:

(Ph.D. Candidate's Name)

Guide's Signature
(Guide's Name & Seal)

Director's Signature
(Stamp & Seal)

Instructions:

1. All PET passed/NET-JRF/NET/SLET/SET/M.Phil. candidates shall undergo the University Level Ph.D. Course Work.
2. The Ph.D. Course Work will be held at the University campus.
3. Eighty percentage attendances are compulsory.
4. Ph.D. Course Work Fee is Rs. 2,000 /-.

Shree Somnath Sanskrit University

(In compliance of the Ph.D. Ordinance 5.7 of Shree Somnath Sanskrit University)

Ph.D. Guide's Undertaking

1.	Name of Research Supervisor/Guide	
2.	Recognition Letter No. & Date	
3.	Are you a Research Supervisor/Guide of other Universities /Institutions other than this University?	Yes/No
4.	If yes, then inform us in how many Universities/Institutions you are serving as a Research Supervisor/Guide	
5.	Name of other Universities/Institutions you are serving as a Research Supervisor/Guide	
6.	Have you informed other Universities/ Institutions that you will no longer be a Research Supervisor/Guide of other Universities/ Institutions than this University	Yes/No
7.	If yes, enclose the copy of letter	
8.	Whether other Universities/ Institutions have informed you that you will no longer be a Research Supervisor/Guide of other Universities/ Institutions as per UGC Regulations, 2009	Yes/No
9.	If yes, enclose the copy of letter	
10.	No. of students allotted to you by other Universities/Institutions as on date	
11.	No. of students allotted to you by this University as on date	
12.	Total no. of students allotted to you & doing Ph.D. as on date	
13.	No. of students whose theses have been submitted as on date	
14.	No. of seats vacant under your supervision as on date	

I here with confirm you that the information furnished by me in above format is true to the best of my knowledge. I further declare that by signing this undertaking I shall no longer accept any Ph.D. student of any University/Institution other than this University as per the UGC's Regulations, 2009 from this date.

Place:

Date:

Signature

(Guide's Name & Seal)

Permission Form for Pre-Ph.D. Presentation

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Sub.: Permission for Pre-Ph.D. Presentation of my research student

Respected Sir,

With reference to above mentioned subject, this is to inform you that my research student (Ph.D. Candidate's name).....
has submitted his/her synopsis in five (5) copies along with synopsis submission fee. I request you to permit me for Pre-Ph.D. Presentation of my research student in the University during office hours. I further request you to arrange his/her Pre-Ph.D. Presentation in the University by way of intimating me the day, date and time for the same.

Thanking you,

Yours truly,

Date:

Place:

Signature
(Name of Research Supervisor/Guide)

Enclosed: 1. Copy of Ph.D. Synopsis Submission Fee Chalan

ANNEXURE – V

Ph.D. Thesis Submission Form

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Date:

Sub.: Submission of Final Ph.D. Thesis

Respected Sir,

Ihere with submit final copies of my Ph.D. thesis in **four (4)** hard copies and **four (4)** CDs in PDF format along with the five (5) copies of the summary (abstract) of the thesis separately as per the rules of the University. Kindly accept them and oblige me.

Thanking you,

Yours truly,

Place:

Signature
(Name of Ph.D. Candidate)

Note: Ph.D. Candidate has to write his/her name, title of thesis and his/her registration no. with date on all four CDs before he/she submits to the University.

No Dues Certificate

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Date:

Sub.: No Dues Certificate from University Library

Respected Sir,

This is to certify that Mr./Miss/Mrs. has no outstanding due or pending any book/s or resources of the University Library in his/her name. I have no objection if he/she submits his/her Final Ph.D. Thesis to the University.

Place:

Stamp & Signature

No Dues Certificate

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Date:

Sub.: No Dues Certificate from P.G. Section

Respected Sir,

This is to certify that Mr./Miss/Mrs. has no outstanding due or pending any fees/fine in his/her name to pay towards hostel, canteen, departmental library (if any) and/or academic office of this University. I have no objection if he/she submits his/her Final Ph.D. Thesis to the University.

1. Hostel :
2. Canteen :
3. Department Library :
4. College Office :

Stamp & Signature
(Director, P.G. Section)

- Enclosures:
1. Copy of Ph.D. Registration Fee Chalan
 2. Copies of all Ph.D. Semester Fees Chalans
 3. Copy of Ph.D. Synopsis Submission Fee Chalan

Shree Somnath Sanskrit University

(In compliance of the Ph.D. Ordinance 6.11 of Shree Somnath Sanskrit University)
(Recommendation in prescribed format to be submitted by the External Examiner along with the detailed report on separate sheet/s for the Award of Ph.D. Degree)

Ph.D. Thesis Evaluation Report

1.	Name of Candidate	
2.	Registration No. & Date	
3.	Title of Thesis	
4.	Reference No. of Office Letter	
5.	Name of External Examiner	
6.	Designation of Examiner	
7.	Office Address of Examiner	

Please give your specific recommendation by ticking (√) in any one of the following, with signature underneath. Kindly enclose your detailed report on separate sheet/s with Name of Candidate & Title of Thesis in the beginning and your signature, name & address with date & seal (if any) at the end.

1.	Thesis is recommended in its present form and be accepted for the Award of Ph.D. Degree	Yes / No
2.	Thesis be accepted for the Award of Ph.D. Degree subject to the modification/clarification/revisions of certain points at the time of Viva-Voce Examination.	Yes / No
3.	Thesis be accepted for the Award of Ph.D. Degree subject to the major modification/clarification/revisions of certain points / chapters incorporating additional work. After modification, the thesis should be referred back to me for Final Evaluation.	Yes / No
4.	Thesis is not recommended and cannot be accepted in its present form for the Award of Ph.D. Degree, but may be accepted after rewriting the thesis after further research	Yes / No
Recommendation for the Publication of Ph.D. Thesis		
1.	Thesis is recommended for publication	Yes/No

Date:
Place:

Signature
Name & Seal of Examiner

Shree Somnath Sanskrit University

(In compliance of the Ph.D. Ordinance 6.11 of Shree Somnath Sanskrit University)
(Detailed Report on separate sheet/s for the Award of Ph.D. Degree)

Detailed Evaluation Report of Ph.D. Thesis

1.	Name of Candidate	
2.	Title of Thesis	
3.	Reference No. of Office Letter	

Detailed Report:

Date:
Place:

Signature
Name & Seal of Examiner

Permission Form for Viva-Voce Examination

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Sub.: Permission for Viva-Voce Examination of my research student

Respected Sir,

With reference to above mentioned subject, this is to inform you that my research student (Ph.D. Candidate's name) has submitted his/her Final Ph.D. Thesis entitled..... on

I have received the telephonic/face-to-face news from the Research Section of the University that both the reports of external examiners of my research student are positive. Therefore, I request you to permit me for Viva-Voce Examination of my research student in the University during office hours. I have talked to the nearest Ph.D. Examiner of my research student and confirmed the date for conduction of Ph.D. Viva-Voce Examination. I further request you to arrange his/her Viva-Voce Examination in the University by way of intimating me the above mentioned day, date and time for the same.

Thanking you,

Yours truly,

Date:
Place:

Signature
(Name of Research Supervisor/Guide)

Shree Somnath Sanskrit University

(In compliance of the Ph.D. Ordinance 14.8 of Shree Somnath Sanskrit University)

Joining Report (Ph.D.)

Date:

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Sub.: Joining Report

Respected Sir,

I here with join the University/
Institution as on* before noon
with reference to the award letter number dated.....

I am married/unmarried and have sons and daughters. I belong to
..... (mention the category).

I also abide myself to the University that I shall not accept/hold any emoluments paid/
otherwise/receive emoluments, salary, stipend etc. from any other source during the tenure of my
joining in this University/Institution as

I have read the Ph.D. Ordinances of this University and I hereby agree to abide by the same
and also those as may be prescribed by the University from time to time. I am not an employee of
any organization (private or government) and do not receive any salary or pension.

Thanking you,

Yours sincerely,

Signature
(Name of Ph.D. Candidate)

Submitted through:

Guide's Signature
(Guide's Name & Seal)

Director's Signature
(Stamp & Seal)

Place:

Date:

* Fill up joining date or Ph.D. registration date, whichever is earlier

(Note: Enclose the copy of an Award Letter/Appointment Letter)

ANNEXURE – X

Permission Form for Publication of Ph.D. Thesis

Date:

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Sub.: Permission for Publication of my Ph.D. Thesis

Respected Sir,

With reference to above mentioned subject, this is to inform you that I have done Ph.D. from this University under the guidance of Prof./Dr..... My Ph.D. Registration and date are..... I have received the Ph.D. Degree vide Ph.D. Notification No. dated

I request you to grant me the permission to publish my Ph.D. Thesis entirely/some part of my Ph.D. Thesis/want to translate it into any other vernacular language/English and then publish it on my own.

I agree to abide myself to the University ordinances as follow:

O. Ph.D. 15:

Publication of Ph.D. Thesis

- 15.2 The candidate shall undertake to set right, with the help and to the satisfaction of his/her research supervisor/guide the points made in the reports of the referees.
- 15.3 The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was approved for the award of the Ph.D./Vidyavaridhi Degree of this University.
- 15.4 Two complimentary copies of the published work are to be sent to the University Library immediately after publication is out in the market.

Thanking you,

Yours truly,

Place:

Signature
(Name of Ph.D. Candidate)

Layout of Ph.D. Thesis's Cover Page

TITLE OF THESIS
(Containing Research Title in Sanskrit & English both)

A Thesis Submitted
To
Shree Somnath Sanskrit University
For the Award of
Degree of Doctor of Philosophy (Ph.D.) / *Vidyāvāridhi*
(Both in Sanskrit & English and with 1.5 line spacing)

Guide's Name
(on left side)

(Both in 16 points font size with single line spacing)

Ph.D. Candidate's Name
(on right side)



Shree Somnath Sanskrit University
(Established by Government of Gujarat on 4th November, 2004)
Rajendra Bhuvan Road, Near Birla Temple, VERAVAL – 362 266
Dist. Gir Somnath, Gujarat, India

Month & Year (of Ph.D. Thesis Submission)

Registration No. & Date

(Note: On the spine of Ph.D. Thesis, there should be written on top - **Ph.D. Thesis**, in middle - **Ph.D. Candidate's Name** & in the bottom - **Month and Year**)

Layout of Ph.D. Thesis's Title Page

TITLE OF THESIS

(Containing Research Title in Sanskrit & English both in 18 points font size)

A Thesis Submitted

To

Shree Somnath Sanskrit University

For the Award of

Degree of Doctor of Philosophy (Ph.D.) / *Vidyāvāridhi*

(Both in Sanskrit & English and in 16 points font size with 1.5 line spacing)

Guide's Name
(on left side)

(Both in 16 points font size with single line spacing)

Ph.D. Candidate's Name
(on right side)



Shree Somnath Sanskrit University

Month & Year (of Ph.D. Thesis Submission)

Layout of Certificate of Guide

Certificate of Guide

(Both in Sanskrit and English)

This is to certify that Mr./Miss/Mrs..... of Shree Somnath Sanskrit University - Veraval has carried out his/her research work under my guidance and supervision. The title of his/her thesis is.....

The thesis submitted is a record of original research work done by the student and it represents independent research work on the part of the student.

No part of the thesis was submitted for the award of any degree or diploma prior to this date.

Date:

Place:

Stamp & Signature

(Name of Research Supervisor/Guide)

Layout of Declarations by Ph.D. Candidate/*Pratijñāpatram*

Declarations by Ph.D. Candidate/*Pratijñāpatram* (Both in Sanskrit and English)

I here with declare that the research work presented in the thesis entitled as

.....
has been carried out by me under the guidance of Prof./Dr.....
.....of

I agree to allow the University to upload the electronic version of my Ph.D. thesis on a public access website.

The thesis being submitted by me is a record of original research work and it represents independent research work on my part. No part of the thesis was submitted by me for the award of any degree or diploma prior to this date.

Date:
Place:

Signature
(Name of Ph.D. Candidate)

Layout of Synopsis

TITLE OF SYNOPSIS
(Containing Research Title in Sanskrit & English both)

A Synopsis Submitted

To

Shree Somnath Sanskrit University

**As a Brief Essence of the Thesis Proposed For the Award of
Degree of Doctor of Philosophy (Ph.D.) / *Vidyāvāridhi***

(Both in Sanskrit & English and with 1.5 line spacing)

Signature
(Guide's Name)

Signature
(Ph.D. Candidate's Name)

(Both in 16 points font size with single line spacing)



Shree Somnath Sanskrit University

(Established by Government of Gujarat on 4th November, 2004)
Rajendra Bhuvan Road, Near Birla Temple, VERAVAL – 362 266
Dist. Gir Somnath, Gujarat, India

Date of Synopsis Submission

Registration No. & Date