

University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022 issued through Gazette notification dated 7th November, 2022, and its adoption by Assam Skill University, Assam by the Resolution no.04 of Skill Council meeting held on 26th April, 2024: – Brief Summary:

| UGC Regulations, 2022 will be applicable to the Scholars admitted from the academic year 2022-23 | | |
|---|---|---|
| S l. No | Content Items | As per UGC Regulations 2022 |
| 1 | Eligibility Criteria for admission | <p>The following are eligible to seek admission to the Ph.D programme:</p> <ol style="list-style-type: none"> Candidates who have completed: <ul style="list-style-type: none"> A) 1-year/2-semester master's degree programme after a 4- year/8-semester bachelor's degree programme or a 2-year/4- semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed Or equivalent qualification 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 to assess, accredit or assure quality and standards of the educational institution. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time. Provided that a candidate seeking admission after a 4-year/8- semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. Candidates who have completed the M.Phil. programme with atleast 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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 to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer) / Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time. |
| 2 | Duration of the Programme | <ol style="list-style-type: none"> Ph.D. Programme shall be for a minimum duration of three years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme. Extension of maximum of an additional two (2) years can be given through a process of re-registration; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme. Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional extension of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. |

| | | |
|---|--|--|
| | | <p>programme.</p> <p>4. No academic extension beyond the duration mentioned in (1) and (2) above will be allowed under any circumstances.</p> |
| 3 | Procedure for admission | <p>1. The admission shall be based on the criteria notified by the institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.</p> <p>2. Admission to the Ph.D. programme shall be made using the following methods:</p> <p>(a) HEIs may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview.</p> <p>(b) HEIs may admit students through an Entrance Test conducted at the level of the individual HEI. The Entrance Test syllabus shall consist of 50% of research methodology and 50% shall be subject-specific.</p> <p>(c) Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.</p> <p>(d) A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.</p> <p>(e) HEIs may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.</p> <p>(f) Provided that for the selection of candidates based on the entrance test conducted by the HEI, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.</p> <p>3. Universities and Colleges which are eligible to conduct Ph.D programmes, shall:</p> <p>(a) Notify a prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;</p> <p>(b) Adhere to the National/State-level reservation policy, as applicable.</p> <p>4. The Higher Educational Institution shall maintain a list of Ph.D supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the institution and update this list every academic year.</p> |
| 4 | Allocation of Research Supervisor | <p>Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.</p> <p>1. Permanent faculty members working as Professor/Associate Professor of the Higher Educational institution with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-Graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post- Graduate Colleges/institutes would be in violation of these Regulations.</p> <p>For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Higher Educational Institutions, the scientists in such research institutions who are equivalent to</p> |

| | | |
|---|---|--|
| | | <p>Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements.</p> <p>Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the Higher Educational Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.</p> <p>Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.</p> <p>Adjunct Faculty members shall not act a Research Supervisors and can only act as co-supervisors.</p> <ol style="list-style-type: none"> In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/ School/ Centre/ College/ University may be appointed. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time. In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken. Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years. |
| 5 | Admission of International students in Ph.D. programme | <ol style="list-style-type: none"> Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.3 above. The HEIs may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time. |
| 6 | Course work | <ol style="list-style-type: none"> The Credit requirement for the Ph.D. coursework is a minimum of 12-14 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1- 1/2018(Jouma1/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme. All Ph.D. scholars, irrespective of discipline, shall be required to train teaching /education/pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations. A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the course work to be eligible to continue in the Ph.D. program and to submit the thesis. All Ph.D. scholars admitted from 2022 batch onwards have to complete the mandatory course work in the first 4 semesters to stay in the Ph.D. program. The Ph.D. course work is mandatory for all students. Coursework exemption will not be granted under any circumstances. If a student fails to complete the coursework in first 4 semesters will have to leave the program. The Deans/Heads of the respective Academic Units Should immediately inform Controller of Examinations Office of any student fails to complete the coursework within 4 semesters. |

| | | |
|---|--|--|
| | | <p>There is no provision for Improvement or Special Supplementary exam to be conducted. Academic Units may offer coursework in all Semesters and conduct regular & supplementary exams to enable them to avail opportunity to clear the coursework in 2 years. Failure to complete the course work within two year means that the students have to leave the programme.</p> <p>In course work for Ph.D., (i) required attendance is 75% and (ii) the pass percentage is 55% or a CGPA of 6.0.</p> <p>In the Ph.D. coursework, the Results and Grade sheets will only carry Pass/Fail results.</p> <p>Grading for Ph.D courses is as follows :</p> <p>80 < 100 A+</p> <p>75 < 80 A</p> <p>65 < 75 B+</p> <p>60 < 65 B</p> <p>55 < 60 C</p> <p>A grade sheet will be issued for the course work done.</p> |
| 7 | Research-Advisory Committee and its function | <ol style="list-style-type: none"> 1. There shall be a Research Advisory Committee or an equivalent body as defined in the Statutes/ Ordinances of the Higher Educational Institution concerned for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, HoD will be the Chairperson and two members will be there from outside of the department, and this committee shall have the following responsibilities: <ol style="list-style-type: none"> (a) To review the research proposal and finalize the topic of research. (b) To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do. (c) To periodically review and assist in the progress of the research work of the Ph.D. scholar. 2. Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance to the maximum of 6* year. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Higher Educational Institution concerned. A copy of such recommendations shall also be provided to the Ph.D. scholar. <p>In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.</p> |
| 8 | Evaluation and Assessment Methods, minimum standards/credits for award of the degree Presentations & Publications | <ol style="list-style-type: none"> 1. Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Regulation 9 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis. 2. Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the Higher Educational Institution concerned, which shall also be open to all faculty members and other research scholars/students. 3. The Higher Educational Institution concerned shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree. 4. A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution. 5. The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners at a level of Associate Professor and above who are experts in the field and not in employment of the Higher Educational Institution concerned. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the |

| | | |
|----|---|--|
| | | <p>two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty member's/research scholars, and students. Higher Educational Institutions may formulate appropriate rules/ordinances to affect the provisions of this Regulations.</p> <p>6. The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the Higher Educational Institution concerned shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.</p> <p>7. The Higher Educational Institution concerned shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.</p> |
| 9 | Ph.D. through part time | ASU will permit both full time/ part time PhD |
| 10 | Grant of M.Phil. Degree | Higher Educational Institutions shall not offer the M.Phil. (Master of Philosophy) programme. |
| 11 | Issuing a Provisional Certificate | Prior to the actual award of the Ph.D. degree, the degree- awarding Higher Educational Institution shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations. |
| 12 | Award of Ph.D degrees before Notification of these Regulations, or degrees awarded by foreign Universities | Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in these Regulations shall impact the M.Phil. degree programmes commencing prior to the enactment of these Regulations. |
| 13 | Depository with INFLIBNET | Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Higher Educational Institution concerned shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions. |


 Academic Head,
 Assam Skill University
 Assam - 781008

Academic Head
Assam Skill University
 (A Government of Assam University)
 Gauhati-781010, Assam