



HINDUSTAN
INSTITUTE OF TECHNOLOGY & SCIENCE
(DEEMED TO BE UNIVERSITY)

Ph.D. Regulations 2021

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1.0 Definitions and Nomenclature

- 1.1 "HITS" means Hindustan Institute of Technology and Science (Deemed to be University)
- 1.2 "Programme" means Doctoral Programmes leading to award of Ph.D. in Engineering / Humanities and Sciences / Architecture and Planning / Management/ Law both Full Time and Part Time modes.
- 1.3 "Scholar" means any candidate admitted by the University either under Full Time mode or Part Time mode for pursuing Doctoral Programme for the award of Ph.D. degree of the University.
- 1.4 "Supervisor" means any full time faculty member of HITS who has been recognized by HITS to supervise the research scholars.
- 1.5 "DC" means a Doctoral Committee constituted by HITS for each Scholar to monitor the progress of his/her research work.
- 1.6 "Course" means a theory subject of PG programme/directed study/ Advanced Courses prescribed by the DC for the scholar to undergo as part of the Ph.D. Programme
- 1.7 "UGC" means University Grants Commission
- 1.8 "VC" means Vice Chancellor
- 1.9 "PG" means post graduate
- 1.10 "WOS" means Web of Science
- 1.11 "HOD" means Head of Department
- 1.12 "SCI" means Science Citation Index
- 1.13 "SCIE" means Science Citation Index Expanded
- 1.14 "SSCI" means Social Sciences Citation Index
- 1.15 "AHCI" means Arts & Humanities Citation Index

2.0 Program Objective

The objective of the Ph.D. program is to provide a congenial academic environment and infrastructure facilities to talented and suitably qualified candidates enabling them to undertake a substantial programme of individual research, involving the sustained exercise of independent critical powers, including the ability to use research outcomes to guide the development of the research programme and leading to a significant original contribution to knowledge in areas of current national and international importance at peer acceptance standard.

3.0 Categories of Admission

Candidates shall be admitted to the Ph.D. programme of the Institute under one of the following categories:

- 3.1 Full time scholars with or without Institute fellowship or with project support.
- 3.2 Research scholars who are staff/ Faculty members of HITS can register on part time basis (Part time – Internal).
- 3.3 Research scholars who are employed in Educational institutions, R & D organizations, National laboratories, Industry having R&D facilities, with minimum one year of experience can register on part time basis (Part time – External)

4.0 Eligibility

4.1. Minimum Educational Qualifications for Full Time / Part Time Research Scholars

For all research programmes, it is mandatory that the candidate should have completed regular, fulltime and formal education in their previous degree programmes (UG and PG). However, those candidates who have obtained their master's degree through distance mode which are recognized by UGC-Directorate of distance education/AICTE as applicable are eligible. The minimum educational qualifications for admission to the Ph.D. programme of the Institute are as follows:

4.1.1 Ph.D. in Engineering

- a) Master's degree in Engineering/Technology in relevant discipline with a minimum of 55% marks /CGPA 5.7 on ten-point scale.
- b) Relaxation of marks/grades may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the UGC from time to time.
- c) M.Sc. (Computer science), M.Sc.(IT) and MCA degree holders are not eligible to apply for Ph.D. in Engineering.

4.1.2 Ph.D. in Humanities and Sciences and Physical Education

- a) Master's degree in relevant discipline of science, Humanities, Physical education, Library and Computer application with a minimum of 55% marks /CGPA 5.7 on ten-point scale.
- b) Relaxation of marks/grades may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the UGC from time to time.

4.1.3 Ph.D. in Architecture, Planning and Design

- a) Master's degree in relevant discipline with a minimum of 55% marks /CGPA 5.7 on ten-point scale.
- b) Relaxation of marks/grades may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the UGC from time to time.

4.1.4 Ph.D. in Management

- a) Master's degree in relevant discipline from any recognized University/Institution in relevant field with a minimum of 55% marks /CGPA 5.7 on ten-point scale.

Or

Associateship of CA/ICWA/ACS/ICMA and a Bachelor's degree with a minimum of 60 % marks /CGPA 6.2 on ten-point scale.

- b) Relaxation of marks/grades may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the University Grants Commission from time to time.

4.1.5 Ph.D. in LAW

- a) Master's degree in law (L.L.M/M.L.) from any recognized University/Institution in relevant field with a minimum of 55% marks/CGPA 5.7 on ten-point scale.
- b) Relaxation of marks/grades may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the UGC from time to time.

4.1.6 Research scholars registering on part time basis (Part Time Internal/ External)

- a) The minimum educational qualifications are the same as prescribed for full time research Scholars in 4.1.1 to 4.1.5 for admission to the Ph.D. programme in the respective categories.
- b) Candidates working in other Universities/ Organizations with a minimum of one-year experience may be admitted to the Ph.D. programme of all disciplines under the part time category.
- c) HITS will not conduct Ph.D. Programmes through distance education mode.
- d) Candidates who obtained their PG or M.Phil. Degree from foreign Universities should produce equivalency certificate.
- e) Candidates should submit No objection certificate from the employer.
- f) Self-employed candidates must provide the official proof of employment with a self-declaration.

5.0 International Students

Foreign nationals with valid passport and visa may be admitted for the Ph.D. program subject to the following conditions

- a) Candidates with degrees from Indian Universities should have the same educational qualifications as mentioned in 4.0 for Indian students.
- b) Candidates with foreign degrees shall possess the minimum educational requirements equivalent to the qualifications mentioned in 4.1.1 to 4.1.5.
- c) After admission, they should apply, through HITS, for necessary clearance from the Government of India for study in India.
- d) The fee for such candidates is payable only in USD

6.0 Selection Procedure

- 6.1 Eligible candidates possessing the minimum educational qualifications mentioned in 4.0 should apply in the prescribed application form (through proper channel wherever applicable) before the due date mentioned in the relevant notification issued by the University.
- 6.2 The applications by the candidates shall be processed by committees constituted by the Director/Dean (Research), HITS.
- 6.3 Such committees will scrutinize the applications for eligibility norms. They will also conduct test and interview for the eligible candidates as per UGC norms. Based on the performance in the test and interview, successful candidates shall be shortlisted by the committees for the purpose of admission.
- 6.4 For the shortlisted candidates, the committees shall nominate research supervisors, taking into account the area of research of the candidate (preference of the supervisor by the candidate may be considered) and the field of expertise of the supervisors. The recommendations of the committees will be forwarded to the Director (Research) for placing before the Vice-Chancellor.

7.0 Admission

- 7.1 After consent of the Vice-Chancellor, the Registrar's Office will inform the candidate about his/her provisional selection for the Ph.D. program and ask him/her to pay the prescribed fees.
- 7.2 Ph.D. Research scholars are bound to remit their prescribed annual fees as per the instructions of HITS before admission.
- 7.3 After candidate pays the prescribed fees, the candidate is provisionally admitted and registered for the program effective from the first fee payment date.
- 7.4 The candidate shall submit joining report along with the copy of fee receipt to the Dean (Research) through concerned HOD, Supervisor(s) and the sponsoring institution, if any.

8.0 Supervisor Recognition

- 8.1 Recognition of Supervisor for guiding research work will be accorded by the Vice Chancellor, on application to the Director (Research) through

proper channel in the prescribed format with the recommendation of HOD and Registrar.

- 8.2 The applications will be scrutinized by the Supervisor Recognition committee constituted by the VC. The committee shall submit its recommendations to VC for approval
- 8.3 Only a full time regular faculty of the HITS can act as a supervisor. External Supervisors are not allowed. Co- Supervisors can be allowed in inter-disciplinary areas from within the university or from other related institutions with the approval of the VC.
- 8.4 Any regular Professor of HITS with a Ph.D. degree and with at least five research publications in indexed journals (Scopus/ SCI databases) and any regular Associate/Assistant Professor of HITS with a Ph.D. degree and at least two research publications in indexed journals (Scopus / SCI databases) may be recognized as Research Supervisor
- 8.5 Areas/disciplines where there are no or only a limited number of refereed journals, the supervisor recognition committee may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- 8.6 Faculty with Ph.D. degree working in other educational institutions and who get themselves recognized by the Supervisor Recognition committee of the HITS can act as Co-supervisors.
- 8.7 Scientists working in public sector R&D organizations such as state and central government recognized institutes and private sector R&D organizations can act as co-supervisors after due recognition by the Supervisor Recognition committee of the HITS.
- 8.8 When a faculty member, who has supervised a candidate retires at the age of 65 as per UGC norms, he/she can continue to be a supervisor of his/her existing candidates. In such a case, a faculty who is in service shall be appointed as a co-supervisor. The supervisor will be invited for all meetings in which the candidate's work is reviewed.
- 8.9 In case a faculty member supervising a candidate goes on leave exceeding 6 months, another faculty member will be appointed as co-supervisor of the candidate.
- 8.10 The allocation of Research Supervisor for a selected research scholar shall be decided by the selection committee depending on the number of scholars per Research Supervisor, the available specialization among the

Supervisors and research interests of the scholars as indicated by them at the time of interview.

- 8.11 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Supervisor/Co-supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Supervisor/Co-supervisor can guide up to a maximum of four (4) Ph.D. scholars.
- 8.12 If a supervisor resigns from the job, the transfer of his/her candidate to new supervisor must be ensured by the person resigning and such transfer must be approved by the Vice chancellor through Dean(Research) However, an extension of 3 months' may be granted to the supervisor by VC before the transfer of the candidate. Relieving order will not be issued until and unless the transfer of candidates is complete.
- 8.13 If a candidate desires for a change of supervisor, a request must be submitted by the candidate to Dean (Research) with valid reasons. This request shall be discussed and approved by the DC (in the absence of present supervisor) and submitted to the VC for final approval.

9.0 Doctoral Committee and its functions

- 9.1 There shall be a DC for each Ph.D. scholar to monitor the progress of the scholar. The Supervisor will submit a panel of names with a brief research profile of each person, indicating the specialization, to Dean (Research), forwarded by HOD, for the constitution of the DC, within two weeks of registration of the candidate.
- 9.2 The following will be the composition of the DC:

1	Head of the concerned Department / Dean (Research)*	:	Chairman
2	Supervisor	:	Convener
3	Co-supervisor if any	:	Member
4	One faculty expert member of HITS nominated by Dean (Research) (from a panel of 3 names provided by Supervisor through HOD)	:	Member
5	One external expert member nominated by Dean (Research) (from a panel of 3 names provided by Supervisor through HOD)	:	Member

* In case, the Head of the Department is the supervisor, a Senior Professor will be nominated by the Dean (Research) to be the Chairman of the DC. Further, the Dean (Research) shall be the Chairman of the DC in case the period of research of the scholar exceeds 48 months from the date of registration.

- 9.3 In case any member goes on leave exceeding 6 months or resigns or retires from the University, Dean (Research) will nominate another member.
- 9.4 The chairman and convener should ensure that the minutes of the DC meeting is submitted to the Research office on the same day.
- 9.5 The DC is responsible for all research matters connected with the research scholar, including prescribing the course-work, monitoring research progress and conducting appropriate examinations.
- 9.6 The DC meetings will normally be conducted during the regular working days and working hours of the University.
- 9.7 The DC of each scholar must be held once in six months, at the beginning of each semester, to evaluate the progress of the scholar.
- 9.8 The DC meeting can be conducted through online mode, under special circumstances, with prior approval from the VC.
- 9.9 The DC of the scholar shall meet within two weeks from the date of its constitution, where the research scholar will make a presentation on the proposed topic of research. The DC will consider the proposed research topic and prescribe/approve the courses of study in this meeting.
- 9.10 DC shall have the following responsibilities:
 - 9.10.1 To review the research proposal and finalize the topic of research.
 - 9.10.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
 - 9.10.3 To periodically review and assist in the progress of the research work of the research scholar.

10.0 Course Work

- 10.1 A minimum of four courses, relevant to the area of research shall be prescribed by the DC. One of the courses should compulsorily be on

Research Methodology, provided the scholars have not undergone such course work in their PG programme.

- 10.2 The credits assigned to the Ph.D. course work shall be a minimum of 8 credits and a maximum of 16 credits in total.
- 10.3 Out of the four courses prescribed to the research scholar, two courses may be chosen from existing PG programmes of HITS, the remaining may be newly designed by the DC and duly approved by Board of studies. One among the four can be in directed self-study / elective mode/ MOOC approved by the DC.
- 10.4 All candidates admitted to the Ph.D. Programmes shall be required to complete the course work prescribed by the department during the initial one or two semesters.
- 10.5 One semester Residency is mandatory for Ph.D. Part time external scholars.
- 10.6 The Ph.D. scholar shall obtain a minimum CGPA of 6.5 in the courses prescribed for him/her subject to a minimum Grade of “C” in individual subject.
- 10.7 The DC may give credit to courses already undergone by a research scholar in this Institute or other Institutions, provided they are the same or equivalent to those prescribed, and the performance level of the scholar in them meets the minimum requirements. The DC may prescribe additional courses for research scholars wherever found necessary.

11.0 Comprehensive Examination

- 11.1 On successful completion of the course work, the Comprehensive Examination Committee constituted by the Dean (Research) will conduct a comprehensive examination (written-cum-oral) for the scholar. This will test the knowledge of the scholar in the fundamentals of the broad area of specialization and the course work undergone by him.
- 11.2 The Comprehensive Examination Committee will consist of five members nominated by the Dean (Research). The committee will include the candidate’s supervisor and members of DC as members. The result of the examination will be conveyed by the Chairman of the comprehensive examination committee to the Dean (Research) either as satisfactory or not satisfactory.

- 11.3 The Ph.D. research scholars are expected to complete the Comprehensive Examination successfully within three semesters after their registration. However, for Part-time candidates, the Comprehensive Examination should be successfully completed not later than four semesters after their registration.
- 11.4 If the performance of the scholar in the comprehensive examination in the first attempt is not satisfactory, he will be given one more opportunity to appear for the comprehensive examination within six months of the first attempt. The registration of the candidate who fails in both the attempts will be cancelled.

12.0 Semester Registration

- 12.1 All Research scholars whose registration is in force, are required to report in person to the Supervisor at the beginning of each semester, on the stipulated date, till the submission of their thesis.
- 12.2 The prescribed registration form, copy of annual fee receipt for every year and minutes of the DC meeting shall be forwarded to the Dean (Research) through the HOD.
- 12.3 The process of semester registration will be completed only after the completion of the progress review by the DC and submission of the minutes of the meeting.

13.0 Progress Report

- 13.1 The research scholar should submit the progress report every six months duly verified by the Supervisor(s) and counter checked by the HOD, after review by DC. This will be submitted by the research coordinator of the department to the Research office.
- 13.2 The progress made by a research scholar shall be reviewed by the DC once in every six months.
- 13.3 Continuance of registration and award/continuance of scholarship/Research Assistantship will be based on the recommendation of the DC.
- 13.4 In the case of research scholars working on part time basis, the DC will pay particular attention to the quantum of effort put in by the scholar towards doctoral studies and progress.

13.5 Inadequacy of effort/progress can be a reason for cancellation of registration.

14.0 Conversion from Full Time to Part Time

Full Time Ph.D. Scholars who get job offer in an Industry/Institute will be allowed to convert from Full Time to Part Time registration on their request, based on the recommendations of the DC, if they have completed the following:

- (a) Course work
- (b) Comprehensive examination.

The scholar has to pay the fees as applicable to current Part time scholars. The renewal of their registration for every year/semester however, will be considered only if the DC finds his/her progress to be satisfactory and recommends continuance of registration.

15.0 Duration of Program

- 15.1 The minimum duration for the Ph.D. programme will be three years from the date of registration and maximum duration will be six years for both full time and part time scholars. If the scholar has completed M. Phil, the minimum duration will be 2 years for both the categories.
- 15.2 Women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years in the maximum duration. In addition, women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D.
- 15.3 In exceptional cases, on the recommendation of the DC and a committee constituted by VC, the minimum duration may be reduced by one year with the approval of the VC and the matter will be reported to Board of Management.

16.0 Extension of Maximum Duration

- 16.1 A maximum period of one year beyond the maximum stipulated time may be granted by the VC, six months at a time, to enable the research scholar to complete the work, conduct the synopsis meeting and submit the thesis.

- 16.2 If the research scholar fails to submit the thesis within the extended period of one year beyond the maximum, the registration of the candidate shall be cancelled.
- 16.3 The scholar has to pay the current fees and fees for extension period as applicable.

17.0 Cancellation of Registration

The registration is liable for cancellation with one-week prior notice to the Research Scholar for the following reasons:

- 17.1 The scholar has not paid the prescribed annual fees within the stipulated time.
- 17.2 Two consecutive six monthly progress reports are not submitted or found to be unsatisfactory by the DC.
- 17.3 The scholar submits an application for withdrawal from the program.

In all the above cases, the fees paid by the scholar shall not be refunded.

18.0 Requirements for the conduct of synopsis meeting

Upon satisfactory completion of the research work the scholar can conduct the synopsis meeting if they have completed the following

- 18.1 Course work.
- 18.2 Comprehensive examination.
- 18.3 Pre synopsis Seminar presentation which should be open to all faculty members and research scholars for receiving feedback and comments.

18.4 Publications

18.4.1 For Engineering & Technology, Science, Architecture, Management

18.4.1.1 Proof of publishing at least two papers in peer reviewed journals which should be Indexed in Scopus/ SCI/WOS (SCIE, SSCI, AHCI) databases.

18.4.1.2 In addition, scholars must submit the proof of presenting the research findings in two international conferences, the proceedings should be indexed in Scopus/ SCI / WOS (SCIE, SSCI, AHCI) databases

or

Two more publications in peer reviewed journals which should be Indexed in Scopus/ SCI / WOS (SCIE, SSCI, AHCI) databases

or

One Indian Patent under publication stage will be also considered as publication in lieu of conference proceedings.

18.4.2 For Liberal arts, Physical Education, Languages, Law, Library Science, Fashion Design

18.4.2.1 Proof of publishing at least two papers in peer reviewed refereed journals. The refereed journal list will be decided by a committee constituted by VC.

18.4.2.2 In addition, scholars must submit the proof of presenting the research findings in two international conferences of repute.

or

Two more publications in peer reviewed refereed journals.

18.4.3 Publications with affiliation “Hindustan Institute of Technology and Science (Deemed to be University)” only will be considered as meeting the requirement.

18.4.4 Publications should necessarily have the research scholar as the first author and the supervisor as the corresponding author.

18.4.5 If any of the published papers are blacklisted from Scopus, WOS due to poor quality at any time during the duration of the Ph.D., no credit for blacklisted papers or journals will be provided. Sufficient precaution should be taken to evaluate quality of journals prior to submission.

18.5 The synopsis meeting could be conducted after two years and nine months from the date of registration except under clause 15.3.

19.0 Submission of Synopsis

19.1 If the DC approves the research work reported in the synopsis, it shall forward one copy of the approved synopsis to the Research Office

19.2 Along with the synopsis the following shall be submitted:

19.2.1 Digital copy of synopsis.

19.2.2 The Supervisor shall submit a panel of ten examiners, forwarded by the HOD, which should include:

19.2.2.1 Three foreign examiners from reputed Institutes/University

19.2.2.2 Seven Indian examiners out of which three should be from Universities/Institutes of national importance.

19.2.2.3 Only one examiner can be proposed from one University/Institution.

- 19.2.2.4 The panel should consist of examiners at the level of Assistant Professor (Grade II) and above / equivalent Scientist grade with good publication record and relevant research area.
- 19.2.3 Copy of the PhD candidacy confirmation certificate.
- 19.2.4 Photocopies of UG and PG Degree Certificates.
- 19.2.5 Synopsis fee receipt.
- 19.2.6 NOC from accounts for the fee payment and progress reports for all the previous semesters till the submission of Synopsis.
- 19.2.7 Copy of Extension order if applicable.
- 19.2.8 Plagiarism Report certificate issued by the Research office.
- 19.3 VC shall select two examiners from the panel, one from abroad and one from within the country, based on the Competency and publication history of the examiner.
- 19.4 Synopsis will be accepted for scrutiny only if the plagiarism is within 10%, excluding self-plagiarism and bibliography, as prescribed by UGC. The Plagiarism check will be done by the Research office using software recognized by HITS.

20.0 Submission of Thesis

- 20.1 The research scholar shall submit three copies of the thesis along with a digital copy, prepared in accordance with the format and specification prescribed by HITS, within three months of acceptance of the synopsis.
- 20.2 Along with the thesis copies, three copies of the abstract of the thesis, in about 600 words, shall also be submitted.
- 20.3 Thesis will be accepted for scrutiny only if the plagiarism is certified to be within 10%, excluding self-plagiarism and bibliography, as prescribed by UGC. The Plagiarism check will be done by Research office using software recognized by HITS.
- 20.4 The scholar is permitted to submit the thesis after the completion of a minimum of 36 months from the date of registration, except under clause 15.3.
- 20.5 In extraordinary circumstances, an extension of three months for the submission of thesis may be permissible with the recommendation of the DC and approval of the VC.
- 20.6 If the thesis is not submitted within the maximum duration which includes the extension period of six months, the scholar has to reregister and

conduct the synopsis meeting and submit the synopsis and thesis immediately

21.0 Thesis Evaluation

- 21.1 The Ph.D. thesis submitted by the research scholar shall be evaluated by the Research Supervisor and at least two external examiners, who are not in employment of HITS. One examiner may be from any of the Government recognized Universities / research Institutes with high standards of academic research and excellence within the country and another one examiner may be from universities par excellence outside the country (Refer 19.2.2).
- 21.2 Dean Research is to take such steps as necessary to receive the reports from the examiners as quickly as possible, preferably within six months.
- 21.3 The examiners will be requested to send in the prescribed form their reports within three months from the date of receipt of the thesis.
- 21.4 The examiner shall include in his report an overall assessment of the thesis and state his recommendation in one of the following categories:
 - a. Recommended for the award of the degree of Doctor of Philosophy: Highly commended / commended.
 - b. Recommended for the award of the degree of Doctor of Philosophy subject to revision being incorporated in the thesis as mentioned in the report which may be verified by the Viva-voce committee.
 - c. Revision required as mentioned in the report and the revised thesis to be sent to him for final recommendation.
 - d. Rejected.
- 21.5 The examiner in his report of 200 to 300 words shall indicate the standard attained in case of category 21.4 (a), the nature of revision required in case of categories 21.4(b) and 21.4(c) and the reasons for rejection in case of category 21.4(d).
- 21.6 If both the examiners recommend the award of the degree, the thesis shall be provisionally accepted.
- 21.7 If both the examiners recommend rejection, the scholar will be given a chance to revise and resubmit the synopsis and thesis after review and approval by the DC. If this resubmitted thesis is also rejected, then the registration of the scholar will stand cancelled.

- 21.8 If one examiner recommends the award of the degree while the other recommends rejection, then the thesis shall be referred to a third examiner to be nominated by the VC from the original list submitted (19.2.2). If two of the three examiners recommend the award, the thesis shall be provisionally accepted. If two of the examiners recommend rejection, the thesis shall be rejected and the registration of the scholar will stand cancelled.
- 21.9 If the recommendation from any examiner is as per category 21.4(c), then the scholar will be asked to revise the thesis as required and resubmit the thesis within 6 months. The revised thesis will be referred to the same examiner for his final recommendation.
- 21.10 Individual cases not covered by any of the above clauses shall be referred to the Vice- Chancellor for his final decision.

22.0 Viva - Voce Examination

- 22.1 Vice-Chancellor shall constitute the Viva-Voce Examination Board as follows:
- a) Supervisor of the Candidate : Convener
 - b) Indian Examiner of the thesis : Member
 - c) Foreign Examiner if available online/ an expert from the panel in (19.2.2) : Member
- The DC members of the Research Scholar will be invitees to the Viva-Voce examination.
- 22.2 The Viva-Voce examination will normally be conducted during the regular working days and working hours of the University.
- 22.3 The Viva-Voce examination can be conducted through online mode under special circumstances, with prior approval of the VC.
- 22.4 The Viva-Voce Board will ensure that the candidate has carried out the revisions, if any, pointed out by the thesis examiners. They will examine the scholar on his thesis work, in particular, on the questions if any raised in the thesis evaluation reports. The Viva-Voce Board will evaluate the candidate's performance as either satisfactory or otherwise.

22.5 If the Viva-Voce Board declares the performance of the scholar as not satisfactory, he may be asked to reappear for viva-voce examination at a later date (not later than 3 months from the date of the first viva-voce examination).

22.6 If the performance of the candidate in the second Viva-Voce examination also is not satisfactory, the Vice-Chancellor, if he deems it necessary, shall refer the report of the Viva-Voce Examination Board, along with the thesis and the Thesis Examiner's Reports to a committee constituted for the purpose. The decision of the Vice-Chancellor shall be final.

22.7 On satisfactory completion of Viva-Voce examination, the candidate shall submit the thesis in the following form with a certificate by the supervisor that all the revisions, if any, as suggested by the examiners, have been carried out.

- a) Soft bound hardcopy of the thesis in A5 format - 5 copies.
- b) Digital copy of the thesis.

23.0 Depository with INFLIBNET:

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree the HITS shall submit an electronic copy of the Ph. D. thesis to the UGC directed INFLIBNET.

24.0 Award of Ph.D. Degree

If the report of the viva-voce Examination Board is satisfactory, the candidate will be awarded the Ph.D. Degree with the approval of the Academic Council and the Board of Management.

25.0 Items not covered under the Regulations

Items not covered under the above-said regulations will be dealt with by the Vice-Chancellor or a committee duly appointed by the Vice-Chancellor.

26.0 Power to Modify

The Academic council has the right to modify any of the above regulations from time to time.