NIMS UNIVERSITY RAJASTHAN, JAIPUR

(*As per the Ph.D. regulations of the NIMS University Rajasthan, Jaipur under the UGC guidelines, 2009*)

Ph.D. Programme Rules & Regulations

NIMS UNIVERSITY RAJASTHAN, JAIPUR

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1. PREAMBLE

One of the highest academic degrees granted by a university is the Doctor of Philosophy (Ph.D.), which necessitates substantial research and intellectual effort. It is given to a candidate who, in accordance with these regulations, has submitted a thesis or dissertation that is the result of original, independent research in one or more disciplines (inter-disciplinary) and that advances knowledge in the humanities, social sciences, and sciences of science and technology.

2. DIRECTORATE OF Ph.D. RESEARCH CELL

The University's Ph.D. program and research activities are governed by the DoR.

- *Objectives:*

  - To coordinate the administration of the entrance exam for admission to the Ph.D. program (twice a year) with the Admissions and Exam Cell.

  - To post the rules for the Ph.D. program, information about the subjects provided, job openings in the relevant departments, and information about qualified Ph.D. supervisors on the university website.

  - To coordinate all departments' research efforts, including the recruitment of research scholars.

  - To provide research researchers with advice regarding the NIMS-Ph.D. program.

  - To schedule a meeting of the University Research Committee (URC).

  - To provide research assistants, supervisors, co-supervisors, and external co-supervisors with registration letters or office orders.

- **University Research Committee (URC):** For the entirety of the University, there shall be a single URC. This committee generally talks about current Ph.D. research scholar issues, policy changes, and implementation recommendations in accordance with the most recent regulatory body requirements. The Academic Council (AC) is presented with all suggestions for approval.

- *Constitution*

Vice Chancellor	Chairman
All Deans of Faculty	Member(s)
Provost	Member
Dean Student Welfare	Member
Registrar	Member
Deputy Registrar (Academics)	Member
Controller of Examinations (CoE)	Member
Director - Academics	Member
Director - Q&C	Member
Director Research	Member Secretary
Deputy Directors- Research	Co-Convener

- *Objectives*:

  - To advance, encourage, and aid in the Ph.D. program and research

  - To create and put into effect policies that will facilitate high-end research and its results.

  - To identify research deficit areas and formulate policy for research in interesting technologies and areas of national importance. To improve the research quality output and university reputation as a research-driven enterprise.

  - To give general instructions for the Ph.D. program and any applicable laws

- *Functions:*

  - To create and update the Ph.D. program's policies and make sure that all rules and guidelines relevant to the program are carefully adhered to.

  - To periodically examine the rules, guidelines, and instructions relating to the Ph.D. program and to recommend any changes to the Academic Council.

  - Accept applications for admission to the degree in accordance with DoR guidelines.

  - On the advice of the DoR, make decisions on the confirmation of termination of candidature, withdrawals, and degree completion times.

  - Track the progress of Ph.D. applicants and suggest appropriate action when progress is not sufficient

  - If necessary and as soon as possible, approve the employment of an external supervisor or co-supervisor.

- **Department Research Committee (DRC):** There shall be one DRC for every department running Ph.D. *programme*

- *Constitution*

Head of Department	Chairman
Deputy Directors- Research	Member
All Professors*	Members
1 Associate Professor*	Member
1 Assistant Professor*	Member
Department Ph.D. Coordinator*	Member Secretary

  Recognized as research supervisors

- *Functions:*

  - To organize the department's research initiatives.

  - To choose applicants for admission to the Ph.D. program and assign supervisors in the pertinent field.

  - Should keep an eye on how each Ph.D. program that is now being offered is being conducted.

  - To keep track of and assess the department's research output.

- To implement the suggestions made by the Academic Council, URC.

- To take into account anything pertaining to the department's research program

- Must hold at least two meetings per semester and report the minutes to DoR.

3. ELIGIBILITY CRITERIA FOR ADMISSION TO Ph.D. PROGRAM

- The following individuals are qualified to apply for admission to the Ph.D. program, subject to the conditions outlined in these Regulations:

- Candidates are eligible for admission to the Ph.D. program at NIMS if they have earned a Post Graduate degree or any equivalent professional degree from a reputable academic institution (with at least 55% of the possible points, or a CGPA of 5.5 and higher on a scale of 1 to 10).

- Prior to approving a candidate's registration for a Ph.D. at NIMS, the Directorate of Ph.D. Research Cell (DORC) will decide if the candidate's qualifying degree from a foreign university or institution is equal.

4. DURATION OF THE PROGRAM

- For the two types of scholars, the length of the Ph.D. program, including coursework, is as follows:

S. No.	Candidature	Duration	
		Minimum (Years)	Maximum (Years)
1	Full-Time Scholars	3	6
2	Part-Time Scholars	4	6

- Under the provisions of applicable statutes and rules, extensions beyond the maximum duration shall be taken into consideration on a case-by-case basis.

- Women academics and people with disabilities (greater than 40% disability) may receive a two-year reduction of the maximum Ph.D. duration. Additionally, women researchers are eligible for one 240-day Maternity/Child Care Leave during the course of their Ph.D. program.

- If a scholar doesn't submit his or her final research proposal or six-month progress report within the allotted time, the minimum time period will be extended appropriately, but not more than six years.

5. PROCEDURE FOR ADMISSION

- Candidates who meet the requirements and wish to enroll in the Ph.D. program at NIMS must submit an application online at https://admission.nimsuniversity.org.

- Before submitting the application in its entirety, the candidate must make sure that it is fully filled out and that all required papers have been uploaded. Applications that are incomplete won't be accepted. Interim correspondence won't be taken into consideration. The application fee for the Ph.D. entrance exam is Rs. 2000 (non-refundable).

- The candidates will typically be qualified for admission to the Ph.D. program in the field/discipline in which they earned the PG degree. A applicant may, however, seek for admission in a field that is linked to the one in which he or she earned a graduate degree.

- At the time of admission or registration in NIMS, the applicant requesting admission as a part-time scholar must provide a NOC from his or her current employer.

- Transfer Case to Nims University Rajasthan, Jaipur from Another University

- A candidate who is already registered for a Ph.D. at another university and wants to register for a Ph.D. at NIMS will often be handled as a new Ph.D. candidate. He or she must reapply and complete the registration process as necessary.

- The work completed during the previous registration will not be granted credit. The URC may, however, allow a candidate registered with the supervisor in his or her earlier University to transfer earned credits and register at NIMS in exceptional circumstances, such as the supervisor joining NIMS.

- Such candidates will register for Ph.D. through a protocol presentation to the URC that includes all case specifics and already completed work. If the URC is satisfied with the case's merits, it may suggest that the person register with NIMS.

- The URC may permit the transfer of credits for the coursework finished during the earlier registration if it is satisfied. While determining whether the research completed for the award of a Ph.D. is sufficient, URC may also permit work completed during an earlier registration that was not previously published for the award of another degree or diploma in another university.

- Such applicants will have to submit a letter explaining their decision to cancel their Ph.D. registration with the prior University.

- If a Ph.D. woman scholar moves because of a marriage or for another reason, the research data may be transferred to the university where she plans to enroll, provided that all other requirements of these Regulations are met in full and the research work is independent of any funding agency projects that the parent institution or supervisor may have received funding for. However, the student will properly credit the university and the parent mentor for the portion of the research that has already been completed.

6. SELECTION PROCEDURE

- In a given academic year, there will be two sessions for research scholar selection and provisional registration as follows:

  January – June

  July - December

- The announcement for Ph.D. admissions must be posted on the NIMS website

- Both the entrance exam and the personal interview will be used to select applicants for admission.

  Entrance Examination:

- The entrance examination will consist of 100 multiple choice questions of equal marks containing 50 questions each form research methodology and subject specialization.

- There is No Negative marking for incorrect answers.

- Candidates who have passed MPhil/NET/JRF/SLET/GATE examinations are exempted from the

written examination.

- Candidates will be selected as per the number of vacancies in the department.

Personal Interview: All the candidates have to appear before the interview board duly constituted by the URC. Constitution of the Interview Board is as follows

- All DRC members

- Prospective supervisors

- One expert from outside the department

- One URC nominee

The interview board will prepare the merit list as per the following marking scheme:

WRITTEN EXAMINATION – MARKING SCHEME		
Part A Research Methodology Marks	**Part B** Subject Marks	**Qualifying Marks** (Written exam marks)
50	50	50 (in written exam)

After written examination only the candidates scoring marks ≥50 will be called for interview.

FINAL MERIT LIST – MARKING SCHEME		
Qualifying marks	**Interview Marks**	**Total**
70	30	100

- At the time of the interview, no supervisors will be assigned to the candidates.

7. CANDIDATURE OF Ph.D. SCHOLARS

- Full-time research researchers are individuals who enroll in a Ph.D. program at Nims University Rajasthan, Jaipur (NIMS) on a full-time basis and are not employed elsewhere..

- PART-TIME Research Scholars: Part-time research scholars are individuals who are registered for a Ph.D. at NIMS and are currently employed in any college, school, institute, or enterprise.

- Part-time – External: A scholar employed outside NIMS.

- Part-time – Internal: A scholar who is NIMS employee.

Change in Candidature

- With the consent of the SDC/DRC and DoR, the University may allow a student to change their

enrollment status from part-time to full-time if there are good grounds for it.

- A registered scholar who is working full-time is not permitted to switch to a part-time schedule for at least three years after registering (the minimum period required for a Ph.D. program). The minimum and maximum research periods for these scholars will be determined pro rata, based on the time already accomplished in full-time or part-time mode.

8. ALLOCATION OF RESEARCH SUPERVISOR:

- The DRC in question will decide how to assign a research supervisor to a chosen research scholar based on the DoR's decision regarding the number of scholars per supervisor, the supervisors' areas of expertise, and the research interests of the scholars as expressed during the interview.

- When choosing a Ph.D. supervisor, the potential supervisor and scholar's consent should be properly taken into account. Full-time Ph.D. candidates will be given preference for admission.

- If necessary, a co-supervisor may be present at the employer (University, College, or Institution) for external part-time candidates.

- The DRC will make sure that the research topics chosen by the respective supervisors are original and not a rehash of past work by the supervisor.

- Candidates must pass an admission exam and an interview in their field of study in order to be considered.

- After passing, he or she can often register in the faculty of their postgraduate concentration. One supervisor or co-supervisor from the Department is allowed for the candidate.

- A co-supervisor from a different Department may be assigned in accordance with the research needs and DRC's proposal.

9. ELIGIBILITY AS RESEARCH SUPERVISOR

- In order to serve as a supervisor or co-supervisor, all faculty members (Professor, Associate Professor, and Assistant Professor) employed regularly in the Departments, Schools, and Faculty of NIMS must hold a Ph.D. from an accredited university.

- Any regular Professor of the University with at least five research publications and any regular Associate/Assistant Professor with at least 3 research publications in refereed journals (SCOPUS/SCI/SSCI/WoS/ESCI/SCIE/ABDC/AHCI) may be recognized as Research Supervisor.

- To be recognized as a research co-supervisor, you must have published a minimum of three papers in peer-reviewed journals listed in SCOPUS, SCI, SSCI, WoS, ESCI, SCIE, ABCI, and other comparable databases.

NOTE: A Ph.D. registration as principal supervisor may not exceed 62 years of age.

- In accordance with UGC Regulations, 2016, scientists/researchers who are employed regularly in a variety of regional and national institutions/research laboratories/ organizations/industries (recognized as research centers by NIMS) are also qualified to supervise research as external co-

supervisors at NIMS.

- A research supervisor or co-supervisor who is a professor is not permitted to supervise more than 8 Ph.D. students at one time. Counting one for each Ph.D. student supervised alone and half for co-supervising a student, associate professors and assistant professors can supervise a maximum of six and four Ph.D. students, respectively. If any, they will also include Ph.D. applicants enrolled at other universities or institutions on a part-time basis.

- In addition, a research supervisor may only accept two new research scholars during a given academic year (July through June). However, the choice to raise the number of research scholars working under esteemed academicians and scientists is left to the President's discretion, based on each case's merit.

- **Additional Co-Supervisor:** An additional faculty member or perhaps a subject-matter authority from outside the Department/University may be taken into consideration as a co-supervisor for a research scholar, subject to DoR/URC clearance. This depends on the research requirements. A research scholar may have no more than three co-supervisors.

  - Guidelines for outside academicians/researchers to register as Ph.D. co-supervisor at NIMS

  - Application for appointment as an external co-supervisor will be sent through the supervisor of the research scholar at NIMS, based on his/her requirement.

  - The eligibility of the proposed external co-supervisor will be ascertained by the DRC and approved by the DoR.

  - The approved person will then be registered as external co-supervisor till the completion of the Ph.D. of the research scholar at NIMS.

  - Direct applications from any person desirous of becoming external co-supervisor atNIMS will not be entertained.

- **Change of Supervisor:** In exceptional cases, applications from a research scholar for change of research supervisor (s) shall be permitted, on recommendation of the DRC after obtaining the consent of the present and proposed supervisor(s).

- Supervisor leaving NIMS/resigning/passing away:

  - The SDC will designate a replacement supervisor from the Department, subject to DRC and DoR approval, if the research supervisor is absent for more than a year or passes away.

  - If a Ph.D. applicant had delivered the pre-submission report prior to the supervising faculty member's departure from NIMS, the supervisor could remain for a maximum of six months.

Ph.D Programme (Non- Medical Part Time)	
Enrolment Fee	Rs. 5000
Course Work Fee	Rs. 25000/-
Annual Tuition Fee 1st Year	Rs. 100000
Annual Tuition Fee 2nd Year	Rs. 100000
Annual Tuition Fee 3rd Year	Rs. 100000
Viva-Voce Examination Fee(Rs.)	Rs 30000
Ph.D Programme (Non Medical Full Time)	
Enrolment Fee	Rs. 5000
Course Work Fee	Rs. 25000/-
Annual Tuition Fee 1st Year	Rs. 30000
Annual Tuition Fee 2nd Year	Rs. 30000
Annual Tuition Fee 3rd Year	Rs. 30000
Viva-Voce Examination Fee(Rs.)	Rs 30000
Ph.D Programme (Medical Part Time)	
Enrolment Fee	Rs. 5000
Course Work Fee	Rs. 25000/-
Annual Tuition Fee 1st Year	Rs. 100000
Annual Tuition Fee 2nd Year	Rs. 100000
Annual Tuition Fee 3rd Year	Rs. 100000
Scientific Clearance	Rs. 10000
Ethical Clearance	Rs. 15000
Viva-Voce Examination Fee(Rs.)	Rs 30000
Ph.D Programme (Medical Full Time)	
Enrolment Fee	Rs. 5000
Course Work Fee	Rs. 25000/-
Annual Tuition Fee 1st Year	Rs. 30000
Annual Tuition Fee 2nd Year	Rs. 30000
Annual Tuition Fee 3rd Year	Rs. 30000
Scientific Clearance	Rs. 10000
Ethical Clearance	Rs. 15000
Viva-Voce Examination Fee(Rs.)	Rs 30000

10. PROGRAMME FEE STRUCTURE

- **Provisional Registration**

  - On selection, the research scholars will have to fill a registration form.

  - The date of first DRC meeting of the research scholar shall be the date of his/her provisional registration.

  - **The research scholar needs to pay the tuition fees and prescribed fee regularly every year till submission of the thesis otherwise the NIMS University has the right**

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to revoke **the admission of any student who fails to submit the fees on time.**

- **Ph.D. Course Work**

  - The coursework will be considered a requirement for the Ph.D.. In the first year of registration, all research scholars are required to complete the course work for one semester following their provisional registration as a part of the Ph.D. program.

  - Earning a minimum of 12 total credits (and a maximum of 16) is required. The credits are distributed as follows:

Course Name	Max. Credits per course	Nature of Course
Research Methodology	4	Compulsory
Research and Publication Ethics	2	Compulsory
Subject Specific Paper	2	Compulsory
Review of Literature	4	Compulsory

  - Candidates who already hold an M. Phil. degree and have been accepted into the Ph.D. program, or those who have finished their M.Phil. coursework and have been given permission to continue on to the Ph.D. in an integrated course, may be exempted from the Ph.D. course requirements by the Department. All additional applicants accepted into the Ph.D. program must complete the Ph.D. coursework required by the Department.

  - The NIMS's biometric attendance rules will be applied to all full-time research scholars. For the duration of their coursework, part-time research researchers must, nevertheless, adhere to the same rules.

  - **The course work must be completed within one year of provisional registration with a minimum CGPA of 6.0 Ph.D. admission will be automatically canceled if the required course work is not completed with a minimum CGPA of 6.0 within the allotted time. If the course work is not finished within a year and the scholar will not be entitled to claim the refund.**

  - Full-time students will be treated like normal students and must be present in the department during business hours.

  - The biometric system of NIMS will track the attendance of all students (full-time).

- *Research Progress:* Every six months, research scholars must submit a progress report in prescribed format *(Annexure -1)* to indicate satisfactory progress to the DRC, until pre-submission of the thesis. The DRC will evaluate the progress through an open seminar and submit the evaluation report in prescribed format to the DORC.

  NOTE: **Failure to submit half yearly reports shall lead to automatic cancellation of registration.**

- **Research Proposal and final registration:**

  - Within the six months following the date of provisional registration, research scholars shall submit a research proposal in the format specified and present their broad topic of research, along with the title of the thesis, to the DRC.

  - Scholars are required to present twice in front of DRC in order to prepare a research proposal. which one ought to be in the middle of the year.

  - The DRC will evaluate the proposal during an open seminar and recommend to the DORC whether or not to accept the scholar's registration.

  - The candidate will finally be regarded as a registered research scholar of NIMS after submitting the research proposal accepted by the DRC to the DORC, and from that point on, every year, he or she must complete academic registration; otherwise, their admission may be revoked.

  - Research scholars who had their Ph.D. registrations canceled may re-register by paying a re-admission fee of Rs. 5000.

- **Registration Confirmation/Cancellation**

  - The research scholar's registration will be automatically canceled if he or she does not present the study proposal before the DRC within the time frame specified above.

  - If a research scholar is not recommended by the DRC for confirmation of registration at the conclusion of the presentation of his or her progress report, he or she must continue to conduct research for a further six months, at the conclusion of which time he or she must present a progress report for the DRC's reevaluation. The DRC will verify the registration and, if satisfied, allow the candidate to carry on with their research.

  - If a research scholar is not recommended by the DRC even once more, their provisional registration will be revoked and they will not be allowed to continue their research.

  - Changes to the Ph.D. thesis's title or research area are generally not allowed. However, requests for changing the focus of research (within the authorized broad area) must be submitted to DRC

with the DRC's recommendations and the required price. Such requests can only be granted once. The DRC will make sure that the scholar's coursework relates to the subject or field that has been asked to be changed.

- **Pre-submission Presentation**

  - DRC should conduct a thorough internal evaluation of the scholar's research work before the thesis is submitted. This evaluation will take the form of a pre-submission presentation.

  - All faculty members and other research scholars are welcome to attend the pre-submission presentation.

  - Along with the DRC members, the Vice Chancellor, and Registrar should also receive a pre-submission presentation notification letter (along with a soft copy of the pre-submission report in the required format).

  - The research scholar must publish at least two papers in peer-reviewed journals with an index of SCOPUS, SCI, SSCI, WoS, ESCI, SCIE, ABDC, AHCI, and present at least two papers at conferences or seminars before giving the pre-submission presentation.

  - Before the pre-submission seminar, the scholar must turn in a draft of their thesis to DRC.

- **Pre-submission report***:*

  - The research scholar may only submit the pre-submission report if DRC are satisfied that all requirements—including course work, publications published in journals, presentations at conferences, and the caliber of the work for submission as a Ph.D. thesis—have been met.

  - A registered research scholar must submit two copies of the pre-submission report of the proposed thesis, as well as a soft copy in PDF format (on CD), to the Controller of Examination through DoR, forwarded by the research supervisor DRC. This must be done after the registered research scholar has finished his or her research work and is confident that he or she can compile the results into a thesis within three months prior to the completion of the minimum required duration of research.

  - The pre-submission report should be no more than 15 pages long, containing:
    - Title of the thesisIntroduction
    - Brief literature review
    - Objectives and scope of research workMethodology
    - Original contributions Papers/Patents published
    - Conclusion
    - References

NOTE: The pre-submission report will not be accepted if any of the above sections is missing.

- The research scholar must present the following credentials with the pre-submission report (soft copies of the certificates are not required):

- A DORC certificate stating that the pre-submission report seminar was successfully completed.

- Information on the courses taken (for all categories of research scholars), as well as certificates from the supervisor and the head of the department in question attesting to the successful completion of the residential requirement (for external candidates only).

- **Panel of Examiners (Examiners List)**

- The supervisor, and DRC shall submit/recommend for approval to the URC a panel of ten external examiners (ideally from outside Rajasthan) for the purpose of evaluating the thesis. When creating the list of examiners, the following rules must be adhered to:

- The examiners must have a Ph.D. degree.

- One state may only appoint a maximum of two examiners.

- They ought to have enough academic papers published in the area where the scholar's study is being conducted.

- They shouldn't have participated, directly or indirectly, in any of the scholar's research projects, such as co-authoring or content validation.

- They ought to have no connection to either the student or the supervisor.

- The study supervisor should also supply all of the examiners' contact information, including their email address, phone number, fax number, and cell number.

- A brief CV of the panel of examiners, in the format specified, must be provided with the list of recent publications in the field relevant to the scholar's research activity.

- There should be no name overlap on the lists if a supervisor is submitting the lists simultaneously for more than one scholar.

- The supervisor, members of the DRC must all sign the list. The list must also include information on the thesis, such as the author's name, registration number, and thesis title.

- The list of examiners must be created in confidence without the scholar's participation.

- The University retains the right to choose qualified examiners who might not be on the list that

was supplied.

- In order for the University to carry out the review procedure effectively and quickly, the supervisor should make sure the list is full in all aspects when submitting it.

- **Ph.D. Thesis Submission & Assessment**

  - Before submitting their thesis for review, Ph.D. candidates must publish at least two (2) research papers in Peer-Reviewed journals or UGC Care Journals that are indexed by SCOPUS, SCI, SSCI, WoS, ESCI, SCIE, ABCI, or AHCI, as well as present at least two papers at national or international conferences or seminars. They must also provide proof of these accomplishments in the form of presentation certificates and/or reprints.

  - After completing the minimal amount of research, a scholar may submit the thesis to the Controller of Examinations through the DORC within three months after the presentation date of the pre-submission report after having the research supervisor sign it and having the DRC forward it.

  - The thesis should be examined for plagiarism using software that complies with policy (Turnitin, accessible at NIMS), and the accompanying certificates should be submitted with the thesis.

  - The thesis must follow the University's format requirements and be written in English, with the exception of language subjects, where it must be written in that language.

  - If the submission is not made within three months following the pre-submission presentation, the University may take the appropriate measures on the advice of DRC.

  - After the pre-submission by the URC, the scholar may be offered an extension to submit the thesis for justifiable reasons, in blocks of six months each. The student must pay the required cost for these extensions.

- **Check list for thesis submission:**

  - Soft bound copies (6 Nos) of the thesis

  - 6 CDs (with soft copy of thesis and additional supplementary material in PDF, if any).

  - Authorization from the supervisor/co-supervisor(s) for submission of the thesis

  - Details of research publications and conference presentations

  - No dues certificate from as per NIMS policy.

- A certificate in prescribed format, form the scholar and supervisor(s) that the thesis submitted is a record of research work done by the scholar during the period of study under the supervisor and that has it not been submitted for the award of any other degree anywhere.

- The thesis will be sent to the examiners by CoE. The supervisor will also be examiner of the thesis.

- Modifications/minor revisions/corrections, if any, as recommended by the examiners, would be incorporated by the scholar, and reported in the viva voce examination if the candidate accepts. However, if the candidate desires to contest, he/she will have to do so in the viva-voce examination. All the queries of the examiners have to be addressed by the research scholar in the Viva-Voce examination.

- **Adjudication of the Thesis**

  - The URC shall finalize the board of examiners consisting of three experts as soon as the pre-submission and panel of examiners are received, without waiting for the thesis, and after due verification of the fulfillment of the required requirement.

  - The CoE shall send the thesis to the three examiners chosen by the URC and the Research Supervisor (as examiner) for evaluation.

  - The CoE will need to receive each examiner's report within two months of the thesis' reception date.

  - If the first panel's acceptance is not obtained by the URC within 45 days, the DRC will be asked to submit another panel of six names.

  - The viva-voce can be held if two Indian examiners provide recommendations for the award of a Ph.D. degree.

    - The examiner's report will be in the prescribed format.

    - The research supervisor will be given access to the examiners' reports in a secret manner, and she will then forward her remarks to the controller of examinations for review.

    - The CoE will decide whether to accept the thesis for the viva-voce examination, reject it, or send it to another examiner based on the examiners' reports.

    - The thesis won't be processed further for the viva-voce exam until at least two of the three examiners have recommended the thesis for the award.

- The scholar will be required to revise and/or resubmit their thesis if any examiner requests it. Within a window of three to twelve months, the thesis may be resubmitted after taking into account the examiner's suggestions. Preferably, the same examiner will review the revised thesis. The thesis will be disapproved if two examiners recommend against the degree being granted.

- A thesis that has been disapproved by two examiners may be resubmitted following revision, taking into account any necessary modifications, additions, or deletions in light of the examiners' recommendations. This submission must be done in three to twelve months. The same examiner or a different examiner may review the revised thesis.

- If the resubmitted thesis is rejected, the candidate will no longer be eligible to be awarded a Ph.D. in the area of research he has chosen.

- **VIVA-VOCE**

  - In the presence of the supervisor and one of the examiners, the open viva-voce examination will be performed by the DRC at the location where the research scholar conducted his or her Ph.D. research. The supervisor will also be on the panel for the viva-voce test.

  - The viva-voce is to evaluate the candidate's knowledge of the thesis's subject and broad knowledge of the field of study. All of the questions posed by the audience and examiners must be addressed during the scholar's brief presentation before the panel.

  - Within one month after the conclusion of the viva-voce examination, the DRC must send its report to the Controller of Examinations in the appropriate form. Before forwarding the DRC report to the Controller of Examinations, the research supervisor must ensure that all required revisions are included in the thesis' final edition.

  - A passing score on the viva-voce exam is required. The URC Chairman will permit the scholar to reappear before a panel created for this purpose after three months have passed since the initial viva-voce if the student fails the exam. If the student fails once more, his or her application for the degree will be dismissed.

  - Following a successful viva-voce defense, the scholar must turn in three hardbound updated copies of their thesis along with a CD to the CoE office. One copy of the final bound versions would be stored in each of the department, library, and CoE office.

- **Award of the Degree/ Provisional Certificate**

  - The report of the viva-voce examination will be submitted to the office of CoE by the responsible department for approval by the Chairman, URC, after the viva-voce examination

has been successfully completed.

- A provisional certificate will be granted upon request and payment of the required cost.

- The provisional certificate is good until the university's subsequent convocation.

- The date of Chairman of URC approval will be the date of award of the Provisional Certificate.

11. RE-REGISTRATION

- Scholars who fail to complete the Ph.D. work within the prescribed maximum time limit will be given only one chance to re-register for Ph.D., provided they continue the same topic under the same supervisor. They must apply for re-registration prior to the expiry of the prescribed maximum period.

- The re-registered scholars are permitted to submit the pre-submission report and thesis after one year but not later than two years after re-registration.

- Re-registered scholars will continue to be governed by the same regulations under which they have been previously registered. However, the fees must be paid as per the regulations in force.

12. CANCELLATION OF REGISTRATION

- Requests for cancellation of the Ph.D. registration may be submitted either by the research supervisor or by the scholar. However, the final decision rests with the URC.

- The cancellation may be revoked upon request within three months to maximum of 1 years after the date of cancellation by paying the prescribed cancellation revoke fee, along with the fees due to the University. After this period, the registration shall be cancelled once for all.

13. FINANCIAL ASSISTANCE

- The Nims Univeristy Rajasthan awards Scholarship for Ph.D. Scholars: Limited financial assistance in the form of Scholarship of Rs.25,000/- for the first year and Rs.25000/- per month for next two years for selected full-time Ph.D. students is available.

- Selection of the scholars for Scholarship shall be evaluation based after the scholarship interview.

- Publication and Research Award Incentive for Students to Excel (PRAISE): To inculcate and promote research perception guidelines on research incentives for students of NIMS has been formulated.

- Satisfactory defense of thesis during viva-voce Examination.

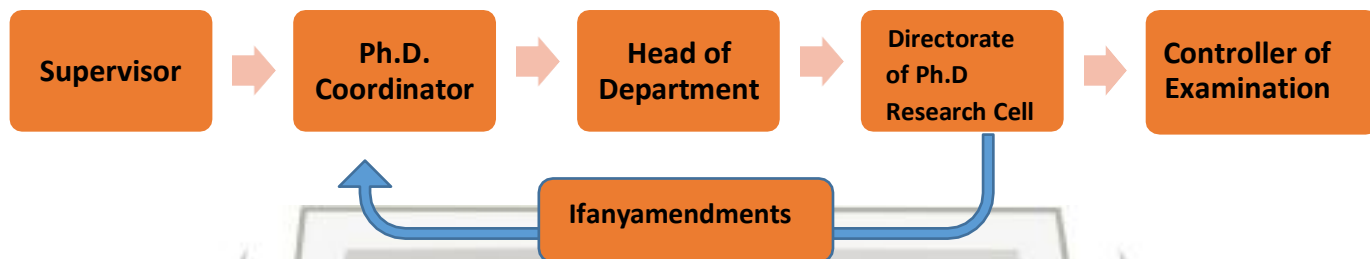## SUPPORTINGIN FORMATION/DOCUMENTS:

14. DETAILSOFTHECOURSEWORK

- Research Methodology–100 Marks.

- Research and Publication Ethics–50 Marks

- Subject Specific Paper – 50 Marks
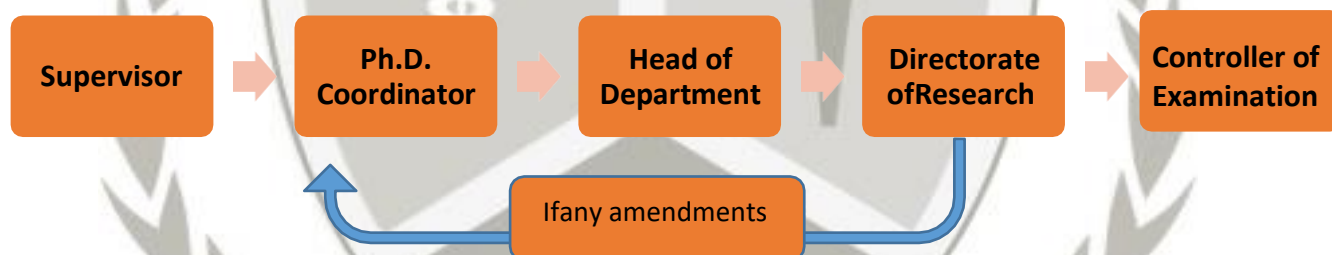
- Review of Literature – 50 marks

15. GUIDELINES FOR PRE-SUBMISSION

- The procedure for pre-submission will be as follows:

Supervisor → Ph.D. Coordinator → Head of Department → Directorate of Ph.D Research Cell → Controller of Examination

Ifanyamendments

16. GUIDELINES FOR VERIFICATION OF THE THESIS

The verification of the THESIS will be as follows:

Supervisor → Ph.D. Coordinator → Head of Department → Directorate ofResearch → Controller of Examination

Ifany amendments

17. GUIDELINES FOR THE PRE PARATION OF THE THESIS

The research scholar should follow the guidelines for the preparation of the thesis:

- The thesis should be printed on both sides of decent quarto-size or A-4-size paper (Bondpaper75 GSM/100 GSM) with suitable margins and a light-green cover page. The font should be Times New Roman, line spacing should be 1.5, and the font size should be 12px.

- The Indian-link diagram should be accurately reproduced. Photos should be properly mounted on paper of the same grade as the thesis.

- References should be provided in the text in a manner that is compatible with an industry standard journal.

- The proper number of additional copies must be submitted if a student has more than one supervisor.

- The following should be printed in block letters on the cover.:

    - The title at the top

    - Author's name in the middle

- Name of the Supervisor

- Name of the Department/Centre and Nims University Rajasthan, Jaipur.

- Contents of the thesis should have the following section

    The hard bound copies of the thesis must contain the following copyright notice in the beginning of the thesis (left side of the inner cover page):

    - Inner cover page (Same as front cover page)

    - Certificate of the Supervisor (on Bond Paper)

    - Acknowledgements

    - Preface

    - Table of Contents

    - List of figures

    - Main Text of the thesis

    - References

    - Appendices
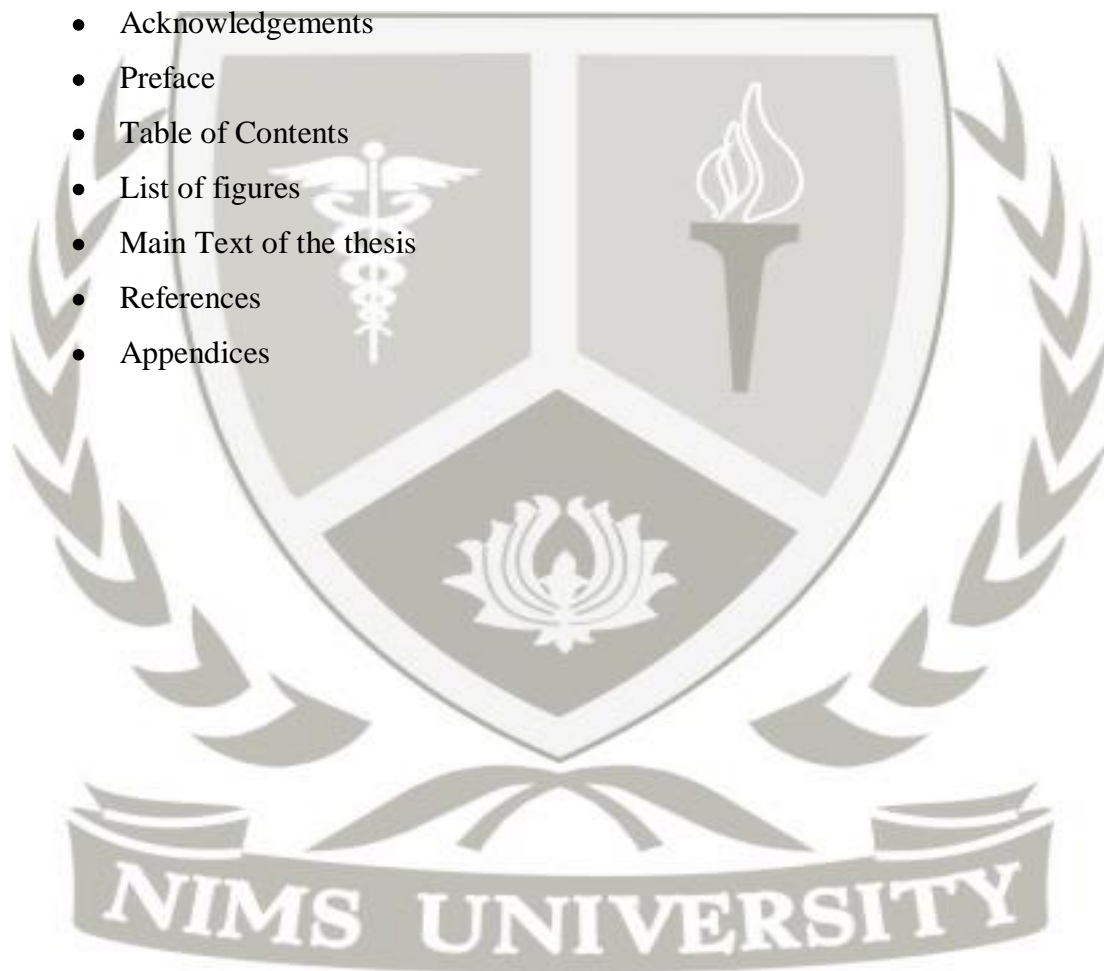
Thesis Format

COLOUR SCHEME FOR THESIS COVER IN DIFFERENT FACULTIES

1. **Medical & Allied Sciences (Nursing, Paramedical, Physiotherapy)**   **- Brown**
2. **Pharmacy**   **- Dark Green**
3. **Faculty of Social Science & Humanities/ Education/ Commerce**   **- Light Green**
4. **Faculty of Management& Computer Science Studies**   **- Yellow**
5. **Faculty of Science & Engineering**   **- Dark Blue**
6. **Faculty of Law**   **- Black**

The thesis should include the followings in order:

1. Title: Cover Page
2. First Page
3. Undertaking by the Scholar
4. Supervisor's Certificate
5. Co-supervisor's Certificate
6. Abstract (Keywords must be put in end of the abstract)
7. Acknowledgement
8. Contents with Page Number
9. List of Tables
10. List of Diagrammes & Figures
11. Abbreviations & Acronyms
12. List of Annexure
13. List of Appendices
14. Chapter Scheme:

i)   Introduction
      (Aims & Objectives must be put end of the Introduction)
ii)   Review of Literature
iii) Material & Methods
iv)   Results
v)   Discussion
vi)   Summary & Conclusion
vii) Bibliography
viii) Appendix/ Annexure (Published Papers& Conferences Certificates and their papers and any other relevant documents/certificates)

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