Doctoral Research Programme

REGULATIONS

GM University

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REGULATIONS GOVERNING THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

1. **Designation of the Course: Doctor of Philosophy (Ph.D.)**

The Doctor of Philosophy program aims to cultivate proficient researchers capable of independently conducting research in their chosen field. The Ph.D. degree, abbreviated as Doctor of Philosophy and conferred by GM University (GMU), is granted to candidates who have successfully fulfilled the prescribed course of study and satisfied other conditions specified by GM University.

2. **Short Title and Commencement**

- The regulations specified under the following section are applicable to all doctoral programs at the University that lead to Ph.D. degrees.
- The University's Research and Innovation Council (RIC), in consideration of proposals from the Board of Management (BOM), reserves the right to periodically modify the regulations described below. The RIC will determine the batches of candidates, including those presently enrolled, affected by the revisions, with changes taking effect on the specified date.

3. **Definitions**

a) "Commission" means University Grants Commission (UGC);

b) "University" means the GM University (GMU);

c) "Statutes" mean the GMU Statutes;

d) "Faculty or Faculties" means a Faculty of the University or the Faculties, collectively, of the University;

e) "Adjunct Faculty" means a part time or contingent instructor, but not full-time faculty member hired to teach by Higher Educational Institutions;

f) "Department" means an academic unit under the relevant Faculty offering the Ph.D. degree programme;

g) "Programme" in these regulations means the Doctoral programme in a Faculty leading to the award of the Ph.D. degree of the University;

h) "Supervisor" means the research supervisor who supervises and/or guides the Research Scholar;

i) "Co-supervisor" means the additional research supervisor who supervises and/or guides the Research Scholar along with the supervisor;

j) "Course" means a set of modules a Research Scholar is required to successfully complete to

become eligible for the award of the Ph.D. degree;

k) "Module" means a part of the course, either theory or practical or both, listed under the programme;

l) "Full-Time Scholar" means Research Scholars who are spending their Full-Time on campus for a research programme;

m) "Part-Time Scholar" means Research Scholars who are employed and are spending a part of their time on campus for a research programme.

4. Expected outcome of Doctoral Research Thesis

The doctoral research thesis must showcase significant and innovative progress in the chosen topic. The selected solution methodologies and the interpretation/critical analysis of findings should exemplify advanced technical and research capabilities.

5. Committees:

5.1 *Research and Innovation Council (RIC)*

The RIC of the University is responsible for administering the Ph.D. programme. The Dean of Research will manage the Ph.D. programme of the University.

S. No.	Affiliation	Designation
1	Vice Chancellor	Chairperson
2	Pro Vice Chancellor	Member
3	Dean of Research	Member-Secretary
4	Director/Head – Innovation and Entrepreneurship Cell	Member
5	Dean-1: GMU	Member
6	Dean-2: GMU	Member
7	Dean-3: GMU	Member
8	Dean-4: GMU	Member
9	Dean-5: GMU	Member
10	Professor –IISc/IIT	Member
11	Professor- Other University	Member
12	Professor – Davanagere University	Member
13	Scientist- ISRO Labs	Member
14	Scientist-DRDO Labs	Member
15	Scientist-CSIR Labs	Member
16	Industry/DST	Member

5.2 *Research Progress Review Committee (RPRC)*

The Research Program Review Committee (RPRC) is established for each Research Scholar and is structured as follows:

• An independent Chair approved by the Vice-Chancellor, possessing knowledge of the rules and regulations of the University's Ph.D. program.

• An Examiner approved by the Vice-Chancellor, well-versed in the research area of the Scholar.

• Supervisor(s) of the Research Scholar, with one designated as the Main Supervisor.

A quorum consists of the Main Supervisor, Examiner, and the independent Chair. The Main Supervisor is responsible for convening the RPRC for the review. Once the review is concluded, the Main Supervisor will submit the RPRC report to the Research and Innovation Council (RIC) Office.

5.3 *Moral and Ethics Committee*

All research scholars are required to submit the completed ethics declaration form during the initial RPRC meeting. Depending on the nature of the research study, proposed methodologies, and the associated level of risk, the RPRC may require full ethical approval from the ethics committee. In such instances, obtaining and submitting the full ethical approval from the ethics committee to the RPRC is mandatory.
The Ethics Committee will be composed of:

• The Vice-Chancellor.

• The Dean of any Faculty, nominated by the Vice-Chancellor.

• Coordinators of the Ph.D. program selected from each Faculty of the University.

• Two members chosen from any of the University's Faculties, nominated by the Vice-Chancellor.

• Two external members from outside the University.

Additionally, the RIC reserves the right to refer individual cases to any other competent ethics committee as it deems appropriate.

5.4 Constitution of Viva-Voce Examiners

The panel of examiners responsible for conducting the Viva-Voce consists of:

• An Independent Chair knowledgeable about the University's rules and regulations.

• Two out of the three approved thesis examiners.

All members are required to constitute the quorum. The Viva-Voce will take place at the University campus, and the scholar must be physically present at the host institution on the day of the Viva-Voce. Additionally, for the Viva-Voce, the presence of at least one examiner and an independent chair alongside the scholar is mandatory. However, if the examiners indicate their inability to attend the Viva-Voce, the option of video conferencing may be considered, subject to prior written agreement from the responsible authority.

5.5 Constitution of Ph.D. Selection – Admission Committee

Vice chancellors' nominee, Deans of the Faculty and members of RIC constitute selection committee for selection of candidates for Doctoral Research Programme.

6 Research Programme

6.1 Nomenclature of the Programme

The University's Doctoral Degree Program will employ the following nomenclature and abbreviation:

Doctor of Philosophy in <Faculty title>

Furthermore, the name of the faculty and the descriptive letters Ph.D. must be written in brackets. A doctorate from the Faculty of Engineering and Technology, for instance, will be shortened to:

Ph.D. (Faculty of Engineering and Technology)

6.2 Medium of Instruction

The language of instruction, presentation, and the doctoral thesis for the Doctoral Programme is 'English'.

6.3 Research Themes

The information relating to the Research Themes of various Faculties of the University will be available on the University website.

6.4 Programme Duration

The normal duration of the Doctoral Programme leading to the Ph.D. Degree is:

- 3 to 6 years for Full-Time
- 4 to 6 years for Part-Time

7 Admission of Research Scholars

7.1 Ph.D. Application Form

Prospective candidates meeting the eligibility criteria are invited to apply for the University's Ph.D. programs. The application form, along with eligibility details, is accessible for download at www.gmu.ac.in or can be acquired directly from the GMU office. The completed application form must be submitted to the office by the specified deadline. It is important to note that submitting the application form does not automatically ensure admission to the Ph.D. programme.

7.2 Eligibility Criteria for the Admission of Ph.D. Programme in GMU

a) *For Indian Students:*

An applicant desiring admission to the Ph.D. program must hold a minimum aggregate of 55% or an equivalent grade in any of the qualifying degrees listed below, pursued in full time/part time mode:
Master's Degree with a duration of at least two years or its equivalent, obtained from an institution or University recognized by UGC/respective regulatory body.
A relaxation of 5% marks or its equivalent grade may be considered for candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS), and other specified categories, as per the Commission's decisions from time to time.

b) *Integrated Ph.D:*

In the case of candidates applying for admission following a 4-year/8-semester bachelor's degree program, a minimum of 75% marks in aggregate or its equivalent grade on a point scale (wherever a grading system is employed) is required. A concession of 5% marks or its equivalent grade may be granted for individuals falling under the categories of SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS), and other specified groups, subject to decisions made by the Commission from time to time.

c) *For Foreign Students:*

Applicants holding Master's degrees or their equivalents from foreign Universities are required to present a certificate of recognition/equivalency issued by the Association of Indian Universities (AIU). This certificate

establishes the equivalence of the foreign degrees to the corresponding Indian degrees for the intended purpose.

8 Admission Criteria

8.1 Candidates with National Fellowships

Applicants who have successfully cleared any of the UGC-recognized national or state-level eligibility tests and possess a valid fellowship at the time of admission (including GATE, JEST, UGC-CSIR-NET-JRF, DBT-JRF (BET), INSPIRE, and QIP) are eligible to apply for full-time positions. These candidates are exempt from the GMU-SET-PhD and will be selected through an interview conducted by a panel of experts.

8.2 GMU Selection Entrance Test (GMU-SET-PhD) Qualified Student

Announcements inviting applications for GMU-SET-PhD will be published in leading newspapers and on the University website. Applicants are obligated to participate in GMU-SET-PhD, an examination administered by GMU, and successful candidates will undergo a University-level interview. Those who pass the GMU-SET-PhD are eligible to enroll in the Ph.D. program.

i. *Written Test Procedure*

The GMU-SET-PhD Written Test will encompass fundamental concepts within the respective faculties, aiming to evaluate candidates' depth of knowledge and their capability to undertake research. This assessment will be structured around Logical and Analytical abilities, Reasoning abilities, General Knowledge, Language, and Core Subject knowledge components. The test questions may vary in format, incorporating multiple-choice, fill in the blanks, one-two line answers, and short answers.

ii. *Interview Procedure*

The eligible and shortlisted candidates must deliver a presentation outlining their skills and areas of interest, utilizing the downloadable presentation format accessible at www.gmu.ac.in. Following the presentation, there will be an approximately ten-minute question and answer session. Each applicant will be assessed on their presentation skills, ability to articulate complex concepts, and responses to hypothetical questions, among other relevant criteria aimed at evaluating the applicant's research and analytical aptitude.

iii. *Merit List*

A final merit list will be drawn based on the;

- Performance in the written test (50%)

- Interview (50%)

8.3 Project Fellows

Applicants employed as Junior Research Fellows (JRF) in projects funded to their respective guides by various funding agencies are excused from the GMU-SET-PhD qualifying written exam. Instead, they will be chosen through an interview conducted by a panel of experts. This exemption is contingent upon the candidate's registration for a full-time Ph.D. program at GMU.

8.4 Allocation of Research Scholar

The research supervisors and the research scholars have the freedom to select their field of research/topic of research. The research supervisors have the freedom to opt for the research scholar among the candidates appeared for selection interview. The research scholars have the freedom to opt for the research supervisor from the research center. However, the Chairman of the selection committee will have the discretion of allotting their research scholar for a supervisor depending upon the compatibility of research area and topic.

9 Duration of the Programme

9.1 Full Time Ph.D. Programme

The Ph.D. programme is set for a minimum duration of three years, inclusive of coursework, and a maximum duration of six years from the date of admission to the Ph.D. programme. An additional two years may be granted through a re-registration process, in accordance with GMU's statutes/regulations and upon the recommendation of the RPRC. It is essential to note that the overall completion period for the Ph.D. programme should not surpass eight years from the admission date.

For female Ph.D. scholars, Maternity Leave/Child Care Leave of up to 240 days may be provided during the entire Ph.D. programme, with an additional relaxation of two years permitted. However, the total timeframe for Ph.D. programme completion in such cases should not exceed ten years from the admission date.

Individuals with Disabilities, certified with over 40% disability by CMO/Medical Authority, may be granted an extra relaxation of two years. Nevertheless, the total period for completing the Ph.D. programme in such instances should not extend beyond ten years from the admission date in the Ph.D. programme.

9.2 Part Time Ph.D. Programme

The Ph.D. program is open for enrollment through the part-time mode, provided that all conditions outlined in these regulations are met. The minimum duration for part-time Ph.D. candidates is four years from the date of admission, with a maximum program duration of six years. An additional two years may be granted through a re-registration process. Any extension beyond this maximum period necessitates a recommendation from the RPRC. However, it is crucial to ensure that the overall completion period for the Ph.D. program does not exceed eight years from the date of admission.

9.3 In-Service Candidates

In-service candidates with a minimum of one year of professional experience after obtaining their PG degree, and working in engineering colleges, polytechnics, Universities, deemed Universities, or as research staff in corporate organizations, are eligible for Ph.D. admission. Candidates pursuing Ph.D. admission through the full-time/part-time mode must submit a 'No Objection Certificate' from the relevant authorities in their employing organization.

10 Allocation of Research Supervisor

Criteria for eligibility as a Research Supervisor, Co-Supervisor, the permissible number of Ph.D. scholars per supervisor, etc., are as follows:

Permanent faculty members, holding a Ph.D. and employed as Professor/Associate Professor/Assistant Professor at GMU, may be recognized as Research Supervisors in their respective fields.

Persons holding a Ph.D. degree employed in Central government/State government research institutions, whose degrees are conferred by Higher Educational Institutions, and scientists in such research institutions equivalent to Professor/Associate Professor/Assistant Professor, may be acknowledged as supervisors, provided they meet the stipulated requirements.

Co-Supervisors from the same department or other departments within the same institution or from external institutions may be allowed with approval from the competent authority. Adjunct Faculty members are ineligible to act as Research Supervisors and can only serve as co-supervisors. In cases of interdisciplinary/multidisciplinary research, an external Co-Supervisor may be considered from outside the Department/School/Centre/College/University, if necessary.

An 'Advisor' for the research scholar may be an experienced individual working in academia, research organizations, or industries. Publications resulting from the program and thesis should appropriately acknowledge this individual.

A supervisor is restricted from guiding more than six research scholars concurrently at GMU, whether as the Main Supervisor or Co-Supervisor.

Call for Guides/Research Supervisors from other Institutes/Research Organizations: Every year GMU will notify for Guides/Research Supervisor from other Institutes/Research centers. The contracting terms to avail their services at the research centers of GMU are decided by RIC. The RIC will have the discretion of deciding the compatibility of research area of the supervisor and the candidate.

11. Registration for Ph.D. Programme

Research scholars must enroll in the necessary courses to acquire the specified minimum credits, undergo a comprehensive Viva-Voce, publish papers, and successfully participate in a pre-submission colloquium. Following these requirements, they are authorized to submit the synopsis and the final thesis. The regulations governing the confirmation of registration and the aforementioned procedures are detailed below.

11.1 Research Facilities and Scholar's Care

A Research Scholar will be provided with:

a) Research Supervisory team

b) A cubicle with the necessary computing facility

c) Access to internet

d) Access to Library, Journals, Laboratories and Workshop

e) Space to set up his/her experimental facility

f) Access to Reprographic facilities

g) Help to access other libraries, professors, advisors and organizations

h) Any other facilities that are essential and within the reach of the University

i) Accommodation in the University Campus on payment of the requisite fee (if requested and subject to availability).

11.2 Programme Fee

The program fee will consist of components outlined in the program prospectus and on the University website. The Board of Management (BOM), with the approval of the Board of Governors (BOG), will determine the fee in line with recommendations from the Fee Fixation Committee of GMU. Once paid, the fees are non-refundable under any circumstances. The scholar's continued registration in subsequent academic years is contingent upon the payment of the stipulated fee and registration for each of those years.

11.3 Free-ships and Scholarships

The Board of Management (BOM), in consultation with the Board of Governors (BOG), may contemplate offering free-ships/scholarships to meritorious scholars who maintain a minimum level of performance annually. Research scholars will receive guidance and encouragement to utilize scholarships available from various government and other agencies specifically designated for their benefit. In managing such scholarship funds, the University will strictly adhere to the norms specified by the scholarship funding agency.

The University will actively strive to provide teaching/research assistantships for deserving research scholars for a stipulated time period. Additionally, the University may establish an endowment fund to extend scholarships to deserving research scholars. Scholars can also engage in sponsored (funded) research projects for their Ph.D. and may avail any related assistantships.

12. **Formation of Research Progress Review Committee (RPRC)**

As stipulated by the Statutes/Regulations of GMU, there shall be a Research Program Review Committee (RPRC) for each Ph.D. scholar. The research supervisor of each scholar will serve as the convener of the committee, and this committee will bear the following responsibilities:

• Reviewing the research proposal and finalizing the research topic.

• Assisting the Ph.D. scholar in formulating the study design and research methodology, as well as identifying any necessary courses.

• Periodically reviewing and providing guidance on the progress of the research work undertaken by the Ph.D. scholar.

13. **Schedule of Events after Ph.D. Registration**

The pre-synopsis for RPRC should be submitted by the scholar for the evaluation. The provisional admission will be given by the RPRC on successful defending of the pre-synopsis.

After provisional registration, the Research Scholar shall complete the following four parts in sequence, namely,

13.1 *Coursework Programme*

The coursework serves as a prerequisite, preparing Research Scholars to continue on their research journey towards a Ph.D. degree in their respective fields. All prescribed coursework must be completed within four consecutive coursework examinations conducted by GMU, starting from the date of provisional registration of the Research Scholar.

To fulfill the Ph.D. coursework requirements, a minimum of 12 credits from four domain-specific courses and 18 credits for six domain courses, including 'Research and Publication Ethics' and 'Research Methodology,' is necessary. Research Scholars are required to complete the GMU prescribed domain-specific courses. 'Research and Publication Ethics' and 'Research Methodology' courses may be fulfilled through NPTEL/Coursera/other recognized online courses, and certificates for the same should be submitted to the University.

Failure to register for consecutive coursework examinations or absence from an examination after registering for a course/s will be considered an attempt. To remain eligible for the program and submit the thesis, a Ph.D. scholar must achieve a minimum of 55% marks or its equivalent grade on the UGC 10-point scale in the coursework.

13.2 *Comprehensive Viva-Voce*

Six months following the completion of all coursework, full-time and part-time scholars must undergo comprehensive Viva-Voce examinations, respectively.

In the event that the comprehensive Viva-Voce is not conducted for full-time research scholars within three years from the date of provisional registration, or for part-time research scholars within four years from the date of provisional registration, their admission will be automatically deemed canceled for whatever reason(s).

Comprehensive Viva-Voce Scheduling: On receipt of a formal request from the Research Supervisor for the conduction of a comprehensive Viva-Voce, the Research Center shall write to the Registrar (Evaluation) requesting approval.

Conduct of Comprehensive Viva-Voce: The complete Viva-Voce will be an oral test administered behind closed doors to the Research Scholar, the members of the RPRC acting as examiners. If necessary, the RPRC is free to request the assistance of extra examiners for the Viva-Voce. The RPRC Chairperson will select the additional examiner(s) from a group of two or more experts who have been suggested by the Research Supervisor(s).

Content and Form of Comprehensive Viva-Voce: The Research Scholar will present his or her area of research, in addition to the work completed so far and future work to be carried out during the Comprehensive Viva-Voce.

Performance Standards at Comprehensive Viva-Voce: The RPRC will identify particular knowledge shortages that the Research Scholar needs to fill and will recommend. The RPRC may suggest for a change in the research area, topic, or title, which must be made in accordance with the applicable sections.

13.3 *Pre-Submission Colloquium*

Upon qualifying successfully in the Coursework, Comprehensive Viva-Voce, on satisfactory research progress and publications in Indexed Journals, the Research Scholar shall submit to the RPRC a Synopsis in English language and conforming to the standard format prescribed by the University, at least three months prior to the submission of the Thesis and request for Pre-Submission Colloquium. The synopsis shall summarize the original research work and findings of the Research Scholar, including the publications resulting from the Research work.

On satisfactory performance at the Pre-Submission Colloquium, the RPRC shall permit the Research Scholar to submit the Synopsis covering all the chapters of the Thesis and followed by Ph.D. Thesis. The Synopsis shall be attached with the plagiarism report obtained at the University/Research Center.

If the performance of the Research Scholar in the Pre-Submission Colloquium is not satisfactory, the RPRC may point out the deficiencies, and instruct to repeat the Colloquium within three months.

Publications: *Each Research Scholar shall publish a minimum of two research paper in Scopus/Web of Science Indexed Journals based on their research work for the Ph.D.* Degree prior to the Pre-Submission colloquium and produce proof for the same, to the RPRC, in the form of reprint or acceptance letter/s from the Publisher(s) of the Journal.

Each paper published should have, Research Scholar (as first author) and Research Supervisor (as second author and corresponding author) names, this is to satisfy the above clause and to be considered as eligible for submission of thesis.

13.4 *Submission of Synopsis and Related Documents*

On satisfactory performance at the Pre-Submission Colloquium, the RPRC shall first submit one hard copy as per checklist. The synopsis shall also be accompanied with the documents specified.

The Research Supervisor associated with RPRC is required to submit a list of five examiners selected from Institutes of National Importance (such as IIT/IISc/IIM/IIIT/NIT), National research laboratories (such as ISRO/DRDO/CSIR/DST/DBT Labs), and renowned industries. Additionally, five examiners should be chosen from any other Indian University or reputable Foreign Universities. The Ph.D. thesis submitted by the doctoral candidate will be evaluated by a member of RPRC and at least two external examiners who are experts in the field. The Viva-Voce examination will include a member of RPRC and at least one examiner from the two external examiners. The Viva-Voce will be open to faculty members, research scholars, students, and invitees.

14. Thesis Submission

The minimum duration of Full-Time Ph.D. programme, shall be three (03) years, including the coursework, subject to fulfillment of all the prescribed requirements of the programme and maximum period for submission of the Ph.D. Thesis shall be six (06) years from the date of admission.

The minimum duration of Part-Time Ph.D. programme shall be four (04) years, including the coursework, subject to fulfillment of all the prescribed requirements of the programme. Part-Time Research Scholars shall be eligible for submission of Thesis after a minimum period of four (04) years and the maximum period for submission of Thesis shall be six (06) years from the date of admission.

Extension of Maximum Period for Submission of Thesis and other provisions (Common to both Full-Time and Part-Time Scholars)

The Vice Chancellor shall have the powers to extend the maximum period for submission of the Ph.D. Thesis for research scholars who have made substantial progress but cannot meet the stipulated

deadline. The extension, recommended by the RIC, may be granted for a period of two years. However, there are additional penalties in accordance with University norms for applying for this extension.

In case, Research Scholar unable to submit the thesis by the end of the extended period, the registration shall be cancelled without the issuance of notice.

On verification that the Research Scholar has satisfied all the requirements of the Ph.D. programme, produced all relevant documents and no due certificates, the Registrar (Evaluation) shall permit submission of the Thesis for Adjudication.

Anti-Plagiarism Check Report

The University shall check for plagiarism through Turnitin software. Plagiarism will be done for the Thesis and should be within acceptable limit below 25%.

The Research Scholar shall have a maximum of three instances to submit and resubmit the thesis after which the thesis shall be rejected, and fees shall be charged for Anti-Plagiarism Check Report by the University for each Plagiarism check conducted.

The Research Scholar is required to submit four hard copies to the University for the Adjudication Process. In instances where the Research Scholar is guided by co-supervisor/s, additional hard copies must be submitted accordingly.

Adjudication of Ph.D. Thesis

The Vice Chancellor shall choose **two Adjudicator** each from the panel of examiners. For adjudication of the thesis, and the Registrar (Evaluation) shall send invitation letters to them along with a copy of the Synopsis.

The Adjudicator's acceptance shall preferably be obtained within 15 days from the date of invitation, before proceeding further on the subject.

Receipt of Thesis Reports at the University

a. All the adjudicators shall evaluate the Thesis and send their reports independently to the Registrar (Evaluation). However, it shall be possible to submit a combined Report in the case of Research Supervisor and Research Co-Supervisor adjudicating a Thesis.

b. Major, minor corrections or any queries needs to be addressed before or during Final Viva-Voce and it is recommended for the award of Ph.D. Degree.

The Research Supervisor, in coordination with the members of the Board of Examiners for the Final Viva-Voce Examination, will allot the date and time for the event. This should be done in consultation with the Research Scholar, and prior permission from the University office is required. Following the Viva-Voce, the proceedings must be endorsed by the examination authorities and then submitted to the University office.

Upon the successful completion of the final Viva-Voce, the University will electronically submit the final Ph.D. thesis to INFLIBNET. Additionally, the University will maintain a repository of these Ph.D. theses in its library.

15. Academic Calendar

The Academic Calendar of the Ph.D. programme will be coordinated with the admission notification and selection of Ph.D. Scholars scheduled for the months of March and September of each year.

16. Award of Ph.D. Degree

The University will award the Ph.D. Degree to the Research scholar in the first available Convocation of the University. Nevertheless, within fifteen days of successful completion of the Viva-Voce, the Registrar/RIC will issue a Provisional Certificate to the Research scholar.

17. Degree Certificate

The Degree certificate, issued under the University seal, will have the Research scholar's name, the name of the degree awarded, the name of the concerned Faculty and the title of the thesis. The degree certificate will bear the signature of the Vice-Chancellor of the University.

17.1 *Convocation*

A Convocation ceremony will be held once every year. The Research scholar will be awarded the Ph.D. Degree Certificate by the Vice Chancellor or his/her nominee (Normally – a Pro Vice Chancellor) during the convocation ceremony. The degree will be awarded in the presence of the University's Mace.
Graduating Research scholars who are unable to attend the convocation can apply for award of the degree in absentia after paying the prescribed fee.

17.2 *Corrections in Grade Cards and Certificate*

A Research Scholar can apply for correction in any transcript and/or degree certificate issued by the University within six months from the date of issue.

17.3 *Issue of Reprint Transcripts, Degree Certificate*

In the event of a Research Scholar losing the original transcripts or degree certificate, he/she can apply for issue of re-printed documents. Re-printed transcripts will be issued against payment of the prescribed fee. The reprints will carry the caption "Duplicate"

17.4 *Inter University Transfer of Research Scholars*

Inter-University transfer of Research Scholars is not permitted.

18. Other Academic Matters

18.1 *Guidelines for Change of Research Supervisor by the Research scholar*

A Research Scholar, during their research period, may find it necessary to change the Supervisor(s) for various reasons such as superannuation, resignation, death, incompatibility, etc. In such circumstances, the Research Scholar can submit a request to the Research and Innovation Council (RIC) to assign a new Research Supervisor. The RIC will make a decision considering the recommendations of the other members of the supervisory team. The application format for requesting a change of supervisor is available in the office of the Dean. Typically, a decision on the change of supervisor will be finalized within 30 days of receiving the written request.

If the scheduled progress of the research scholar falls within the duration of stated 30 days, that RPRC of the research scholar will be deferred till decision is arrived about the change of supervisor. If the change in supervision results in an extension of the research program's duration, the research scholar will be responsible for the fees associated with the extended period. However, if the change of supervision is as a consequence of unforeseen circumstances (death, resignation, termination of supervisor or suggestion for change of topic by the supervisor) which are beyond the control of research scholar, University shall decide the fee for extended duration if any.

18.2 *Guidelines for Change of Research Topic/Title by the Research Scholar*

A Research Scholar may encounter difficulties with the current research topic, previously approved by the Research Program Review Committee (RPRC), and may wish to initiate a new topic. In such a scenario, the Research Scholar is required to submit a written request to the Research and Innovation Council (RIC) within 18 months from the day of registration. It is important to note that the topic can only be changed once in the Ph.D. program cycle.

In certain instances where the main topic and objectives remain unchanged but a minor deviation is necessary, it is referred to as a 'Title Change'. The Research Scholar, along with the supervisory team, should bring this matter to the attention of RIC through the RPRC report and seek ratification. However, a request for a title change will not be permitted more than twice during the Research Scholar's Ph.D. program.

The format for requesting a change in topic or title can be obtained from the office of the Dean. In such cases, the time period not accounted for in the duration of the Ph.D. program will be recommended by the respective RPRC and approved by the Dean in consultation with RIC.

18.3 *Guidelines for Research Scholar for Withdrawing from the Ph.D. programme*

For unforeseen reason(s) if the Research scholar wishes to withdraw from the Ph.D. programme, he/she is

expected to submit a request letter along with the 'No Dues Certificate' in the format specified by the office of the Dean. Only an un-conditional request letter will be entertained. Final settlements, if any, will be considered only after the approval of the request by RIC. Those who withdraw from the Ph.D. programme cannot make any claims with respect to any subsequent publication, patent or any such Research scholarly benefits. Upon the request by the research scholar the University can issue a certificate stating the academic record of completed modules along with credits after the payment of stipulated fee.

18.4 Guideline on IPR Generated by the Ph.D. Research Scholar

The provision governing Intellectual Property that is generated by a member of the University should follow GMU Statutes.

18.5 Guideline for Obtaining Clearances from Ethics Committee

If a Research Scholar's work needs clearance from an Ethics Committee (for the constitution of the Ethics Committee refer to the subsection on 'Committees'), the Research Scholar and the supervisory team are expected to prepare the necessary documents for obtaining clearance with the guidance of the Dean. Research involving animal or human participants, animal or human materials, personal information, or involving clinical trials, or combinations of such studies, require Ethics Committee approval. The Ethics Committee may choose to take recommendations from a concerned expert.

<u>Note</u> -

Prescribed formats can be downloaded from the GMU website.
Any other issues not covered in this document will be referred to Research and Innovation Council. The decision of the Research and Innovation Council in such matters shall be final.
These Regulations may be amended from time to time by the Research and Innovation Council and approved by Board of Management.
* Failure to read and understand the regulations is not an excuse.*