



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம், சென்னை
Tamil Nadu Open University, Chennai
577, Anna Salai, Saidapet, Chennai - 600 015
Tamil Nadu

TNOU RESEARCH REGULATIONS – 2021 Ph.D., & POST DOCTORAL DEGREES

[With effect from
July 2021 onwards]

*A Revised Ph.D. Regulations based
on University Grants Commission
(Minimum Standards and Procedure
for Award of Ph.D., Degrees)
Regulations, 2016, approved by the
TNOU's 16th Academic Council on
20/09/2021 and 53rd Syndicate
on 24/11/2021*



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Tamil Nadu Open University

[A State Open University established by Government of Tamil Nadu, Recognized by UGC-DEB,
Member in Asian Association of Open Universities and Association of Commonwealth Universities]

No- 577, Anna Salai, Saidapet, Chennai - 600015, Tamil Nadu, India

Prof. K.Parthasarathy
Vice Chancellor

27.01.2022

Dear Researchers,

Greetings! I am with great pleasure to present you this revised and common TNOU Research Regulations- 2021 which addresses the needs of both the Research Supervisors and the Research Scholars of Tamil Nadu Open University. This revised regulation supersedes the existing TNOU Ph.D. Regulations-2019 that was designed by adopting the UGC (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degree) Regulations, 2016 and its subsequent amendments.

The foremost tenet of this TNOU Research Regulations- 2021 is to show the right way from admission to award of degree to those, who are dealing with research work in the University. It includes all the proceedings of a research work leading to the highest doctoral and post doctoral degrees such as Doctor of Philosophy (Ph.D.), Doctor of Science (D.Sc.), and Doctor of Letters (D.Litt.). This present overhauled Regulations is in conjunction with more clarity, upright directions and adoption of latest UGC's research regulations. It also sheds light on preparation of rank list for selection, re-registration, responsibilities of Co-Supervisor, implementation of mandatory Course work on Research and Publication Ethics, constitution of Research Advisory Committee and earmarking its functions and refurbished guidelines for Examiners, who are going to be involved in evaluation of theses.

Here, I am very much proud to record that TNOU is the first Open University in pan India in terms of launching Post-Doctoral Degrees such as Doctor of Science (D.Sc.) in the Faculties of Sciences, and Doctor of Letters (D.Litt.) in the Faculties of Arts, Social Sciences, Humanities, Literature and Languages.

In this context, I immensely appreciate the Committee on Revision of Research Regulations, comprising Prof. M. Manivannan (Convener), Prof. S. Balasubramanian, Prof. S. Subramanian, Dr. T. Ravimanickam, Dr. P. Shanmugavelan, Dr. C. Barathi, Dr. G. Saravanan, CSIR-NEERI, Chennai, Dr. M. Thamilarasan, Associate Professor, University of Madras, and Dr. M. Ponnusamy, Dean, Institute of Cost Accountants of India, Chennai, for having significantly contributed for bringing out it on time.

The French philosopher Rene Descartes says, "Doubt is the origin of wisdom". So, the researchers should develop themselves the spirit of enquiry, scientific temper and humanism that are the most essential tenets to unearth the hidden objects or concepts. Let's have rational enquiry in our research!

With good wishes,

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Chapter – 1

**Ph.D.,
Regulations
- 2021**



Ph.D., Regulations - 2021

1. INTRODUCTION

Tamil Nadu Open University (TNOU) was established by an Act No. 27 of the Legislative Assembly of the Government of Tamil Nadu in 2002. As per this Act, the University with its Head-Quarters at Chennai may carry out its academic activities. The TNOU was recognised under 2f and accorded with 12-B status by the University Grants Commission (UGC), Government of India and also accorded permission to offer both Ph.D. and M.Phil. [both Full-time and Part-time] under regular mode only *vide* UGC approval letter F.No. 2-1/2017 (DEB-III/DEB-IV) dated May, 2017.

Also both the degrees viz. Ph.D. and M.Phil. [Both Full-time and Part-time] are approved by the Govt of Tamil Nadu for employment purpose *vides* G.O. No.355, K2, Higher Education Dept. dated 12-12-2017.

2. PREAMBLE

The Degree of **Doctor of Philosophy** (Ph.D.) is awarded to a Candidate, who has passed prescribed Course work and submitted a Thesis on the basis of original and independent research work that makes a contribution to the advancement of knowledge in the specific field, which is approved by the Board of Examiners as required.

3. ELIGIBILITY FOR Ph.D. PROGRAMME

- 3.1** Candidate willing to register for Ph.D. should have passed a Master Degree or a Professional Degree declared equivalent to the Master Degree in the relevant discipline with not less than 55% of marks. Also the Candidate should have gone through the pattern of study in 10+2+3+2 pattern or equivalent in that order. These degrees should have been obtained from this University or any other recognized University as equivalent thereto.

- 3.2** A relaxation of 5% of marks from 55% to 50%, or an equivalent relaxation of grade, 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 TNOU based on the orders of the UGC and the Government of Tamil Nadu from time to time, or for those who had obtained their Master Degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent Grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying exact marks without including the grace mark procedures. The applicants/Candidates shall produce necessary documents in support of their claim.
- 3.3** If the applicants/Candidates have passed their Master's Degree in grading system, they shall produce the equivalent marks or classification for the same from the University concerned and the same may be submitted with the application.
- 3.4** The conditions for admission prescribed under the regulations in respect of the Ph.D. Programme should be strictly followed. All Candidates should have passed their PG Degree course as per UGC / AICTE / NCTE / Any other Regulating Authority regulations.
- 3.5** Junior/Senior Research Fellows working in research projects funded by various external agencies of National and State level organizations and executed by the Schools of University / Recognized Research Centres of the affiliated Colleges/ Recognized Research Institutions and those who are working as stipendiary/ non-stipendiary research Scholars are also eligible to register for Ph.D.
- 3.6** Foreign students from abroad may be permitted for admission in either Full-time or Part-time category, if they possess the equivalent eligibility requirements as mentioned in 3.1 and 3.2. They should provide all the pertaining documents whenever/whichever needed by the University. The Candidate should have a prior valid visa for their stay period. The University shall not be responsible for their visa obtaining / extension / change or normal residence. Such Candidates are governed by the rules and regulations of Govt. of India.
- 3.7** The individual applicants shall be solely responsible for the genuinity and authenticity of the all the certificates and informations submitted by them.

4. CATEGORIES OF REGISTRATION

There are two categories of Registration;

- 1) Full-Time
- 2) Part-Time

4.1 Full-time

A Candidate admitted in Full-time shall not be employed in any institution, must dedicate his or her prescribed time to research in the School in which he/she was admitted.

4.2 Part-time

4.2.1 A teacher working in the University / Recognized Research Institution / Higher Education Institution / College / School / Polytechnic College is eligible to apply.

Teachers from University / Recognized Research Institution / Higher Education Institution / College / with two years of total teaching experience and teachers from Schools and Polytechnic Colleges with four years of total teaching experience after the qualifying degree, be allowed to register for Ph.D. Programme under Part-Time mode.

4.2.2 A Candidate employed other than as a teacher in a permanent job in a registered firm / Institution with a minimum of four years of total working experience, after the qualifying degree is also eligible to apply for Ph.D. Programme under Part-Time mode.

4.2.3 Research Assistant / Technical Assistant appointed on a permanent basis in TNOU or from any Research Institute are eligible to register for Ph.D. Programme on Part-time basis after confirmation of service.

4.2.4 The applicants should submit the No Objection Certificate (NOC) for applying for the Research Programme and experience certificate issued by the Head of the Institution concerned at the time of submitting the application.

5. DURATION OF RESEARCH

5.1 A Ph.D. programme shall be for a minimum duration of **THREE** years and a maximum of **SIX** years for Full-time.

5.2 For the Part-time Candidates, the minimum duration is **FOUR** years and a maximum of **SIX** years.

5.3 The above are the minimum and maximum period of requirements as fixed by the UGC for the Ph.D. Programme which may be amended from time to time.

5.4 Relaxation in Minimum Duration for M.Phil. Degree Holders

A one year relaxation from the minimum duration shall be given to the candidates, who have acquired their M.Phil Degree in the same discipline/subject through Regular Mode. Those who have been given the relaxation in the minimum duration may be permitted to submit their Thesis after completion of two years for Full-Time and three years for Part-Time subject to (i) recommendations of the Research Advisory Committee (RAC), (ii) having earned necessary attendance, and (iii) other mandatory requirements for the submission of Thesis.

6. SUBJECT OF RESEARCH

6.1 Disciplines of Study: Ph.D. Programmes under full-time and part-time in the subjects are offered through the following Schools of Study of the University as amended from time to time.

- (i) School of Social Sciences [SOSS]
- (ii) School of Management Studies [SOMS]
- (iii) School of Education [SOE]
- (iv) School of Humanities [SOH]
- (v) School of Continuing Education [SOCE]
- (vi) School of Science [SOS]
- (vii) School of Computer Science [SOCS]
- (viii) School of Tamil and Cultural Studies [SOTCS]
- (ix) School of Journalism and New Media Studies [SOJNMS]
- (x) School of Politics and Public Administration [SOPPA]
- (xi) School of Criminology and Criminal Justice Administration [SOCCJA]
- (xii) School of History and Tourism Studies [SOHTS]
- (xiii) School of Special Education and Rehabilitation [SOSER]
- (xiv) School of Library and Information Science [SOLIS]

6.2 The Candidate shall register in the chosen subject (at the time of application) which shall be the same as the main branch of knowledge of the Master Degree.

6.3 The Candidate with a Master Degree in a particular discipline may register for Ph.D. in any other related discipline also, if the topic of research is relevant to

- the discipline of the Master degree, as certified by the Research Supervisor and the degree shall be awarded as Ph.D. (Inter-disciplinary) only.
- 6.4** In the case of candidates chosen inter-disciplinary research, the Research Supervisor shall certify with a detailed justification as submitted by the Candidate (in the prescribed format) to this effect that the subject for research is inter-disciplinary in nature and this certificate shall be produced along with the application for provisional registration. The inter disciplinary research shall be permitted on the specific recommendation of the Research Supervisor concerned with a Co- Supervisor from the relevant discipline who shall also be a recognised Research Supervisor in any University.
- 6.5** The Candidates who have qualified the Master Degree (with required percentage of marks as mentioned in 3.1) can register in the disciplines of study as mentioned in 6.1 of this regulation.

7. ADMISSION

As per the UGC regulations, the University will normally admit Ph.D. candidates through an Entrance Test conducted twice in a year for January and July sessions and respective admissions will be made accordingly. However, the announcement for the admissions will be given for each subject based on the vacancy position only. The admission shall be made purely on merit basis with the weightage of 40% for PG Degree, 42% for Entrance test (5% relaxation for SC/ST and Differently-abled candidates) and 18% for interview. The Candidate should take the entrance examination only in the subject for which he/she has applied for admission into the Ph.D. programme. The University reserves the rights to advertise/admit or cancel due to administrative reasons.

7.1 Notification

The University shall notify in advance the information about admission to Ph.D. programme in University's Website and/or in any daily Newspaper. The admission shall be completed according to the schedule of notification advertised.

7.2 Entrance test

For admission into the Ph.D. Programme, the University shall conduct an Entrance test and an interview for all the eligible applicants through online or offline at the Headquarters. The Entrance test will comprise totally 50 Objective type questions. Each question carries one mark. The weightage of 42% is given for entrance test in the admission selection.

- 7.2.1** The syllabus of the Entrance test shall cover 30% in Research Methodology and 70% in the specific subject at PG level/standard. The Ph.D. applicants must secure at least 50% (21 Marks) in the Entrance test to become eligible for interview.
- 7.2.2** The candidates should obtain 50% (9 marks out of 18) in the interview for qualifying into admission.
- 7.2.3** To become eligible for admission, in addition to the clause 3.1 and 3.2 mentioned above, the candidate should also fulfill the clause 7.2.1 and 7.2.2
- 7.2.4** The rank list will be prepared based on the PG marks, Entrance test and Interview marks.
- 7.2.5** During the interview the School Selection Committee shall also consider the following aspects, viz. whether:
- the candidate possesses the competence for the proposed research;
 - the research work can be suitably undertaken at the University; and
 - the proposed area of research can contribute to new/additional knowledge.

7.3 Exemption for Entrance Test

The following Candidates are exempted from the entrance test:

- 7.3.1** Candidates who have passed UGC - NET (including JRF)/UGC-CSIR NET (including JRF)/SET/GATE/Teacher Fellowship, National Fellowship and / or passed M.Phil. programme (discipline specific) shall be exempted from the Entrance test for the Ph.D. Full-Time/ Part-Time programme.
- 7.3.2** The exemption is permissible only for the subject in which the Candidate has cleared/passed the NET/SET/ and M.Phil. through regular mode only in discipline concerned. However, these Candidates should appear for the interview. The full marks for Entrance test will be given for those who are exempted from the Entrance Test.
- 7.3.3** Candidates with Junior/Senior Research Fellowship sanctioned by National/State Level Research Funding Agencies who have been admitted by following the recommended admission procedure after

proper notification and selection process as well as appointed in Research Projects shall be admitted into Ph.D. programme directly as and when the vacancy arises with the Principal Investigator.

- 7.3.4** Candidates who are claiming exemption from the Entrance test shall submit all the relevant certificates, which form the basis, along with their application itself. If certificates are not submitted along with the application, No Exemption will be given.

7.4 Interview

Following the Entrance test, based on ranking, the qualified Candidates shall be short listed and called for an interview by the Research Section of the University and the interview will be conducted by the School Selection Committee at the School concerned. The interview shall carry 18 marks.

7.5 Rank List

The rank list will be prepared based on the following scheme: (40% weightage to the qualifying PG examination, 42% weightage to the entrance test, and 18% weightage to the Interview).

| S.No | Candidate Name | PG Marks (Converted into 40%) (A) | Entrance Mark (Max. 42%) (B) | Interview Mark (Max. 18%) (C) | Total 100% (A+B+C) | Rank |
|------|----------------|-----------------------------------|------------------------------|-------------------------------|--------------------|------|
| | | | | | | |

7.6 Selection Committee

- 7.6.1** The School Selection Committee should comprise the Director Faculty Chairperson of the School concerned as Convener and two faculty members from the same or allied discipline as the members. Both the Convener and the members of the Committee should be the recognised guides.
- 7.6.2** If only one guide is available in any School, two more faculty members, who are recognised guides, shall be nominated by the Vice Chancellor from the other Schools/other Higher Education Institutions from the same or allied discipline.
- 7.6.3** At the time of interview, the School Selection Committee shall interact with the Candidate and assess his/her Subject Knowledge, Research Interest/Aptitude and Communication Skills. The ultimate responsibility of admission rests only with the School Selection Committee.

7.7 Allocation of Candidates

The School Selection Committee shall allot the Candidates to the guides, on the basis of the specific area of research preferred by the Candidate and the vacancy available with the guide.

8. ADMISSION AND PROVISIONAL REGISTRATION

- 8.1 The Candidates selected by the School Selection Committee will be informed to get admission and the Provisional Registration into Ph.D. [Full-time/Part-time]. At the time of admission, the candidates have to submit the Provisional Registration form along with the photocopies of the original certificates in the prescribed format with prescribed fee by the University. All the original certificates will be verified by the School and confirmed by the Admission Section.
- 8.2 Every applicant who satisfies all the conditions and procedures prescribed shall, after approval by the University, be provisionally registered for the Ph.D. programme.
- 8.3 For inter-disciplinary research, the proposal under inter-disciplinary research should be submitted in the prescribed format duly approved by the Supervisor and forwarded by the Director Faculty chairperson of the School concerned to the Research programmes Section / Division.
- 8.4 The University shall maintain the list of all the Ph.D. registered students on its website (www.tnou.ac.in) on year-wise basis. The list shall include the name of the registered Candidate, topic of his / her research, name of his / her Supervisor/Co-Supervisor, and date of enrolment / registration.
- 8.5 A Scholar provisionally registered for the Ph.D. programme should not register for any UG/PG/M.Phil. / Ph.D. Degree programme in any University either through Regular mode or Distance mode during the period of research. Simultaneous registration in two or more Programmes of Study will lead to cancellation of the Ph.D. registration at this University summarily. However, the Scholar can register for Certificate/Diploma programmes of one year duration through Distance mode of any University.
- 8.6 All the admitted research Scholars shall pay due research fee after completion of every year of research period to avoid penalty for Late payment as prescribed by the University.

9. TNOU RESEARCH FELLOWSHIP (TNOURF)

The University provides the fellowship to the eligible F-time Ph.D. scholars after completion of first year of research period, as per the norms. This fellowship is given for the second and third year of study. The eligible full-

time Ph.D. scholars shall apply for the fellowship, when the application is invited. The selection for University Research Fellowship shall be made adhering to the University norms.

10. ATTENDANCE

10.1. Full-time

A Candidate registered on a Full-time basis shall work under continuous supervision of the Supervisor from the date of joining in the Ph.D., Programme until submission of thesis to the University.

10.1.1 A minimum attendance of 80% is required in every year of research duration for Full-time without which a Candidate will not be allowed to appear for course work examinations and submission of Synopsis/ Thesis. Around 5% shortage of attendance is permissible subject to the recommendation of the Research Supervisor with penalty fee.

10.1.2 Those who could not earn the minimum attendance will be permitted to appear for their Course Work Examinations in the subsequent semester, only after acquiring the required attendance.

10.1.3 Candidates shall avail Twelve days of Annual Permissible Leave (APL) per annum. The APL shall be sanctioned by the respective Research Supervisor with an intimation to the Director/Faculty chairperson of the School concerned.

10.1.4 There is no vacation break for Full-time Scholars.

10.1.5 On Other Duty (OOD) leave will be sanctioned by the Director / Faculty chairperson of the School concerned based on the recommendation of the research Supervisor for attending conferences, workshops and seminars and to undertake data collection.

10.1.6 After availing OOD, the Scholars shall submit their visit report/ presentation certificates and other relevant certificates to the School through the Supervisor. The Scholars are individually responsible for their travel, safety and comforts.

10.1.7 Scholars who wish to undertake academic research related foreign visits should submit application 15 days in advance after duly forwarded by the Director/Faculty chairperson of the School concerned based on the recommendation of the research Supervisor, to obtain permission and No objection Certificate (NOC) from the Registrar, TNOU.

- 10.1.8** Extra ordinary leave on medical grounds shall be considered and permitted by the Vice Chancellor when it is recommended and forwarded by the Research Supervisor and Director/Faculty chairperson of the School concerned. In such circumstances, this period of leave shall not be exempted from the minimum period of requirement.
- 10.1.9** Beyond the minimum period, Ph.D. Full-time Scholars may be permitted to take leave of absence and allowed to submit the thesis before the expiry of maximum period as prescribed in these regulations. The Candidates shall pay all the applicable fee including Tuition fees for the Ph.D. programme and shall apply for the extended period.
- 10.1.10** Eligible maternity leave will be granted as per the norms of the UGC and / or Government of Tamilnadu.

10.2 Part-time

A Candidate registered on a Part-time mode irrespective of the subject have to earn attendance for at least TWO MONTHS in every year of study. The required attendance shall be earned in different spells in a year. The Supervisor has to forward the attendance through the Director/Faculty chairperson of the School concerned to the Controller of Examinations and Research programmes Section/Division.

10.3 Conversion of Full-time Registration into Part-time and Vice-Versa

- 10.3.1** Notwithstanding anything prescribed in these regulations, the University may permit conversion from Full-time into Part-time research in respect of Candidates registered, for valid reasons and subject to satisfying the regulations, rules and conditions in force after completion of both course work examinations and one year under Full-time research.
- 10.3.2** Conversion from Part-time to Full-time research is permitted at any point of time for Part-time Scholars.
- 10.3.3** The conversion formula for calculating the minimum period required for the submission of the thesis after conversion from FULL-TIME to PART-TIME and vice versa is as follows;
- (i) From FULL-TIME to PART-TIME: actual period spent as FULL-TIME Scholar shall be taken as period of research in full.

- (ii) From PART-TIME to FULL-TIME: 50% of the period out of total period spent as PART-TIME Scholar shall be taken as period of research for FULL-TIME.

10.4 Withdrawal/Cancellation of Admission/Registration

- 10.4.1** At any stage of the research period, if it is observed that the admission given by the University is incorrect, the same will be cancelled by the University at any stage of the Ph.D. Programme.
- 10.4.2** The provisional registration of the scholar shall not be confirmed, if the scholar has not appeared for the Course Work examination in the first year of the Programme in both Full-time and Part-time or has not passed the Course Work examinations. The respective Research Advisory Committee may grant one more chance for them based on merits of the reason. If they do not succeed even in the second chance, their provisional registration stands cancelled.
- 10.4.3** In case of recommendation for cancellation of the registration by the Supervisor due to shortage of attendance, poor progress of research, proved misconduct etc., the Candidate shall be informed about the grounds on which the registration is being proposed for cancellation.
- 10.4.4** On request, the student may be permitted to withdraw his/her Provisional Registration at any time.
- 10.4.5** Those scholars, who obtain the TNOURF, have to repay the entire amount received with applicable interest as per norms at the time of withdrawal or cancellation.

11. RE-REGISTRATION IN RESEARCH

If the Research Scholar is unable to submit the thesis within maximum period i.e., Six years from the date of joining in Ph.D., then the Research Scholar shall apply for re-registration with the approval of Research Advisory Committee (RAC) for another one year under the same Research Supervisor with the same topic. The re-registration under a new Research Supervisor is feasible only with the No Objection Certificate from the existing Research Supervisor.

Application for re-registration shall be submitted to the University before one month from the date of completion of maximum period i.e., six years. Applications received later than 30 days will not be considered. The application shall be considered subject to the approval and the payment of prescribed fee.

The Research Scholar shall submit the thesis as early as possible before completion of the re-registration period. Re-registration for the second time is not permitted.

12. GUIDELINES FOR RESEARCH SUPERVISOR

All Full-time and Part-time Candidates registered for Ph.D. shall work under the supervision of a recognised Research Supervisor of this University.

12.1. Qualifications of a Research Supervisor

- 12.1.1** The Research Supervisor shall be a permanent Full - Time faculty member in the cadre of Assistant Professor, Associate Professor and Professor working in various Schools of TNOU and its Regional Centres with two years of service experience as a faculty member in this University. The University reserves the right to award the Guideship.
- 12.1.2** A Research Supervisor shall be an active researcher with a Ph.D. Degree as evidenced by at least two publications of their original research work in quality refereed journals or refereed publications.
- 12.1.3** A Research Supervisor should have a minimum of one year of service before retirement while a Candidate registers under a Supervisor.
- 12.1.4** Those faculty members who have obtained research guideship from a recognised University earlier may also be considered on a case by case basis by a duly constituted Guideship Scrutiny Committee.

12.2 Procedure for Recognition of Research Supervisor

- 12.2.1** A faculty member shall be permitted to apply for Guideship in only one discipline in which he/she has been awarded post graduation. He/she is permitted to guide only in the discipline provided with guideship except in case of inter-disciplinary research.
- 12.2.2** If the guide-applicant has obtained his/her Doctorate Degree through an inter-disciplinary research, the subject of guideship shall be considered/decided by the Guideship Scrutiny Committee of the University.
- 12.2.3** The prescribed application for recognition as guide by an individual shall be submitted through proper channel along with the Curriculum Vitae, and list of research publications in quality refereed journals or refereed publications with photocopies of such publications.

The application will be scrutinized by the Guideship Scrutiny Committee constituted for this purpose comprising Controller of Examinations, Director/Faculty Chairperson of the School concerned and two subject experts nominated by the Vice Chancellor. In case of conflict the same may be referred to and the decision of the Research Council of the University shall be final. The report of the committee will be placed before the Syndicate for approval.

- 12.2.4** If the research topic is inter-disciplinary in nature, the Research Supervisor shall seek for the requirement of the Co-Supervisor from inside or outside the University. The identified Co-Supervisor should be the recognised Research Supervisor of any University. The Vice Chancellor shall approve the Co-Supervisor based on the recommendation of the Research Supervisor and the Director/Faculty Chairperson of the School concerned.

The Co-Supervisor from outside the School/Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges. Retired Professor, Emeritus or re-employed persons may not be considered as a Co-Supervisor.

- 12.2.5** Those Research Supervisors who got the recognition for guiding candidates leading to Ph.D Degree shall be deemed to be eligible to guide M.Phil. Students in the same discipline in this University.

12.3 Tenure of Research Supervisors

- 12.3.1** The recognition given to a faculty member as Research Supervisor shall be valid till his/her retirement. Nonetheless, a research Supervisor should have at least minimum one year of service before retirement while registering a Candidate under him/her. However, such Research Supervisor shall be permitted to complete their commitments to the students already registered. If any issue arises in guiding after the retirement of the Supervisor, the Vice Chancellor may take the decision to transfer the Scholars to other Supervisors.

- 12.3.2** In any extraordinary situation, if a Research Supervisor takes voluntary retirement from service or leaves the service or moves away from the jurisdiction of the University, the scholars under his/her supervision may be allotted to other Research Supervisor in the University with the approval of the Vice Chancellor.

12.4 Number of Ph.D. Scholars under a Supervisor

Number of Research Scholars to be allotted to the Research Guides/ Supervisors is based on the UGC Ph.D. Regulations - 2016.

- 12.4.1** A Research Supervisor/Co-Supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil., and Eight (8) Ph.D. Scholars.
- 12.4.2** An Associate Professor as a Research Supervisor can guide up to a maximum of two (2) M.Phil., and six (6) Ph.D. Scholars.
- 12.4.3** An Assistant Professor as a Research Supervisor can guide up to a maximum of one (1) M.Phil., and four (4) Ph.D. Scholars.
- 12.4.4** A Research Supervisor/Co-Supervisor shall not act as a Supervisor for any of his/her close blood relatives. A declaration to this effect has to be submitted while forwarding the selection list for admission into Ph.D. programme. The number of allotted students is subject to the UGC Regulations as amended from time to time.

12.5 Responsibilities of Supervisors

The Supervisor carries the major responsibility of guiding the academic progress of the Candidate through the period of study.

- i) He/she counsels the Scholar in academic matters, provides guidance on the nature of course work and research, standards required, progress of research and quality of work by devoting exclusive time for them.
- ii) Maintaining the copies of all records of the reports/minutes of the Research Advisory Committee meetings.
- iii) To ensure the periodical conduct of the mandatory Research Advisory Committee meetings.
- iv) To ensure successful and timely completion of the programme.

12.6 Responsibilities of Co- Supervisors

- i) To be a member in the Research Advisory Committee;
- ii) To advise the Scholar in academic matters, provides guidance on the nature of course work and research, standards required, progress of research and quality of work by devoting exclusive time for them; and
- iii) To ensure and certify the successful and timely completion of the Ph.D. programme.

12.7 Withdrawal of Guideship Recognition

If a Research Supervisor is found to involve in plagiarism, moral turpitude with fraudulent academic accomplishments and other activities prejudicial to the reputation of the University etc., his/her recognition of guideship will be summarily withdrawn without assigning any reason thereof.

12.8 Change of Supervisors and Transfer of Scholars

Normally, the request for change of Research Supervisor shall not be permitted as a routine. However, in deserving cases it may be considered as follows:

- 12.8.1** Transfer of Ph.D. Scholars from one Supervisor to another Supervisor can be effected, with mutual willingness given by both the present and proposed Supervisors.
- 12.8.2** The Director/Faculty Chairperson of the School concerned shall consider the complaints of a Scholar against Research Supervisor, the request for transfer of Supervisor, and to resolve the issue amicably. If the matter is not resolved, this may be referred to the Vice Chancellor. If required, the Vice Chancellor may refer it to the Research Council.
- 12.8.3** In the case of change of Supervisor or transfer of Candidates is proposed without the consent of any one of the parties (either Candidate or Supervisor) concerned, or complaints against the Supervisor, the matter shall be referred to the Vice Chancellor. If required, the Vice Chancellor may refer it to the Research Council.
- 12.8.4** The Supervisors who wish to avail leave/lien/deputation beyond a period of SIX MONTHS shall nominate a Supervisor in the School by the Director /Faculty Chairperson of the School concerned based on the subject concerned of the scholars for the period of his/her absence with the approval of the Vice Chancellor.
- 12.8.5** In exceptional cases, the request of the Scholar for the change of Supervisor without No Objection Certificate from the Supervisor can be considered by the Research Council for the same.

13. COURSE WORK EXAMINATION & EVALUATION

- 13.1** Every Candidate provisionally registered for the Ph.D. programme shall undergo course work examinations in the first year for confirmation of provisional registration. The course work consists of the following:

| Course | Course Title | Credit |
|--------------|--|-----------|
| I | Research and Publication Ethics | 2 |
| II | Research Methodology | 4 |
| III | An advanced paper in the subject concerned | 6 |
| IV | Background Paper related to the Candidate's Ph.D. work | 6 |
| Total | | 18 |

- 13.2** The Course-I: Research and Publication Ethics is mandatory for all the Research Scholars in accordance with the UGC's guidelines which was adopted by the University.
- 13.3** The Research Advisory Committee shall approve the syllabus prepared by the Research Supervisor/Co-Supervisor for the Course-II: Research Methodology, Course-III: An advanced paper in the subject concerned, and the Course-IV: Background Paper related to the Candidate's Ph.D.
- 13.4** The Research Advisory Committee may permit the Scholar to pursue a 4 credit Course on Research Methodology conducted through the Massive Open Online Course (MOOC)/any other recognised Online Platform. If the scholar produces the course completion certificate, he/she may be exempted from Course-II: Research Methodology.
- 13.5** All the course work examinations shall be conducted by the Controller of Examinations. The course work examinations should be conducted only during January and July every year. The examination for each of the courses shall be for 3 hours and for 100 marks. The pattern of Question Paper is as shown below:

| Part | No. of Questions | Marks (Total Marks 100) |
|------|-------------------|-------------------------|
| A | Five out of Eight | 5 x 5 = 25 |
| B | Three out of Five | 3 x 10 = 30 |
| C | Three out of Five | 3 x 15 = 45 |

- 13.6** While the Controller of Examinations will arrange for the Question Paper pertaining to Course - I commonly, and the Research Supervisor shall arrange for the Question Papers for the Courses II, III & IV.

13.8 Result of Course Work Examinations

- 13.8.1** A Ph.D. Scholar (except the exempted category) has to obtain a minimum of 55% marks (or an equivalent grade in the UGC 7 point scale or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the

course work in order to become eligible to continue in the programme and submit the Ph.D. thesis.

- 13.8.2** The Controller of Examinations shall communicate the final result/grades of the course work completion to the Scholar with a copy to the School concerned.

13.9 Confirmation of Provisional Registration

Results/Grades in the course work, shall be considered by the Research Advisory Committee for recommending the confirmation of provisional registration and continue with the research work.

13.10 Exemption and non-exemption from Course work

13.10.1 The candidates who completed the course work examination in M.Phil., before admission into Ph.D. in the same subject are exempted from taking Courses II and III.

13.10.2 The candidates who completed the course work examination in M.Phil., before admission into Ph.D. and admitted to related (inter-disciplinary) subjects are exempted from Course II alone.

13.10.3 The candidates who opt for Inter-disciplinary research work should take all the Courses I, II, III & IV in the School/Department where they are admitted for Ph.D. even if they completed the Course work examination in M.Phil., in a related subject before admission into Ph.D.

13.10.4 Candidates who are claiming any exemption shall submit all the relevant certificates, which form the basis, along with their application itself. If certificates are not submitted along with the application, No Exemption will be given.

14. RESEARCH ADVISORY COMMITTEE (RAC) & ITS FUNCTIONS

14.1 There shall be a Research Advisory Committee (RAC) consisting of three subject experts for each Ph.D. Scholar. All the RAC members shall be recognised Research Supervisors in any University and shall be in active service.

14.2 The Research Supervisor shall be the Convener and other two subject experts shall be the members of the RAC. Of two subject experts, one may be the Director/Faculty Chairperson of the School concerned if in same discipline, and another may be the Co-Supervisor (if applicable) or a Subject Expert from outside.

- 14.3** In case any Director/Faculty Chairperson of the School concerned belongs to different subject, one more subject expert from outside shall be made as member of the RAC. Nevertheless, the Director of the School /Faculty Chairperson may act as the ex-officio member.
- 14.4** When two subject experts, including the Research Supervisor are available in the University/School, only one subject expert from outside may be included in the RAC.
- 14.5** The Convener and the members of RAC shall be nominated by the Vice Chancellor
- 14.6** Retired Professors, Emeritus, or re-employed persons may not be considered for the nomination to RAC.

This Committee shall have the following responsibilities:

- 14.7** i) To review the research proposal and finalize the topic of research; ii) To guide the Research Scholar to develop the study design and methodology of research; iii) To identify the course works that he/she may have to do; iv) To periodically review and assist in the progress of the research work of the Research Scholar; and v) To permit re-registration extension for the period of research in deserving cases without deviating the appropriate clauses in the regulations.
- 14.8** **The first RAC meeting**, which may be conducted within six months from the provisional registration, will finalise the broad area of research and prescribe the course work for the Scholar.
- 14.9** **The second RAC meeting** will approve the results for course work examinations and the topic of research as well as recommend for Confirmation of Provisional Registration.
- 14.10** **The third RAC meeting** shall review the research work done by the Scholar including presentations in seminars and conferences, publications in UGC CARE List/SCOPUS/WOS/Pub Med/SCJ journal and quantum of work. In this meeting, the RAC will permit for submission of synopsis.
- 14.11** **The fourth RAC** meeting is meant for reviewing the overall research progress and publication and Pre Ph.D. presentation.
- 14.12** In addition to four RAC Meetings, the RAC may decide for the requirement of further meetings, if needed, for which the Research Supervisor shall obtain prior approval of the Vice Chancellor. For each additional meeting, the Scholar concerned should pay prescribed fee fixed by the University.

14.13 Change of Title

Change of title shall be permitted only one time, when the required change is of a minor nature as recommended by the Research Advisory Committee. In such cases the research work shall be in the same area of the research. Requisition for a change of title shall be submitted at least 3 months prior to the submission of the Synopsis.

15. PROGRESS REPORT

15.1 Every Ph.D. Scholar shall submit a progress report for every six months through the Supervisor in the prescribed format to the Research programmes Section/Division.

The Ph.D. Scholar shall submit a consolidated progress report in every RAC meeting for its approval.

In the case of deficiency of attendance of the Research Scholar and or unsatisfactory progress of the research Scholar, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research Scholar fails to implement these corrective measures, the research Supervisor shall recommend to the University with specific reasons for cancellation of the registration of the research Scholar.

16. PRE Ph.D. PRESENTATION

After the successful submission of the synopsis, the Ph.D. Scholar shall present the draft of the thesis and make Pre Ph.D. presentation in the School, during the 4th RAC meeting. The notification for Pre Ph.D. presentation shall be issued by the Research Supervisor concerned. The minutes of the Pre Ph.D. Presentation approved by the RAC shall be forwarded to the Research programmes Section/Division through the Director/Faculty Chairperson of the School concerned.

In case of any suggestions for corrections/ modifications, it may be recommended for the conduct of fifth RAC meeting to final approval for the submission of thesis.

17. PLIARISM CHECK

As per UGC mandatory requirements, every thesis needs to undergo Plagiarism Check with the facility provided in the University Library, and a certificate from the Librarian/ Asst.Librarian countersigned by the Supervisor, needs to be produced to the effect that there is Plagiarism within

permissible limits in the thesis. It shall be done before the submission of thesis and the same may be attached with the thesis.

The Candidates shall submit soft copies (two) which shall be exact replica of the printed version of the thesis in portable document format (**pdf**) and **Word Format** along with the required fonts in Compact Disc (CD)/Pen drive.

17.1 Level of Plagiarism in Thesis

Plagiarism check for the content of the chapters may be done as per the UGC Notification i.e., University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, Dated 23rd July, 2018 and as applicable from time to time.

| | |
|----------------------|---|
| 10% and below | : Thesis accepted subject to correction of plagiarism except for technical and accepted terms |
| Above 10%- below 40% | : Thesis can be re-submitted within 6 months from date of Plagiarism check, after correction. |
| Above 40% to 60% | : Thesis rejected. To be resubmitted after extensive revision after one year from date of plagiarism check. |
| Above 60% | : The registration for the programme shall be cancelled. |

18. SYNOPSIS SUBMISSION

- 18.1** After completion of the minimum period of research duration, a Scholar with confirmation of Provisional Registration is eligible to submit his/her Ph.D.synopsis.
- 18.2** The Scholar should present at least TWO papers in relevant Regional/National/International seminars and conferences during the period of research. The relevancy shall be certified by the Supervisor.
- 18.3** The Scholar should publish at least ONE paper in reputed Peer-reviewed/ Referred journal/UGC CARE List/SCOPUS/WOS/Pub Med/SCJ journal to become eligible to submit the synopsis. With regard to the subjects relating to Indian Languages, the Scholar should publish at least ONE paper in a reputed journal. The relevancy of publication shall be certified by the supervisor.
- 18.4** The Synopsis shall be in **10 to 20 pages of A4 size paper** typed in **1.5 line** spacing on one side of the paper using a legible font such as "**Times New**

Roman style - 13 points (for English) and Unicode style – 13 points (for Tamil)".

Figures and tables may be included if considered absolutely necessary.

- 18.5** The components of the synopsis shall be as follows:
- (i) Title of the thesis
 - (ii) Introduction of the research topic
 - (iii) Problem, objectives and scope of research work
 - (iv) Sample of the study, tools, data collection methods, materials and methods
 - (v) Results and discussion
 - (vi) Conclusion and references
 - (vii) Evidence of publications
- 18.6** Six hard copies of the synopsis of the thesis, duly signed by the Candidate and forwarded by the guide through proper channel, along with an electronic copy in portable document format (*pdf*) written in a CD with due label, shall be submitted to the office of the Controller of Examinations with panel members for adjudication.
- 18.7** The following documents shall be enclosed with the Synopsis submission Form:
- a) A Copy of letter of confirmation of registration.
 - b) The original certificates of evidence for the presentation of papers in seminars/Conferences and publication details in Journals as well as minutes of Pre Ph.D-submission presentation.
 - c) All other certificates mentioned in the Checklist as prescribed by the University from time to time.
- 18.8** The Scholar shall submit his/her thesis only after expiry of Three months from the date of submission of synopsis but before Six months of the synopsis submission.
- 18.9** If the Scholar is unable to submit the thesis within six months from the date of submission of the synopsis, then he/she shall apply for extension of time to submit the thesis for another six months or completion of maximum period i.e., six years whichever is earlier. In other words, submission of thesis beyond six year period is not allowed. However Scholar may go for re-registration as per norms.
- 18.10** Along with the synopsis, the Supervisor shall submit a panel of examiners. In the prescribed format in a sealed cover.

18.11 Cover page of synopsis is as like in the form attached

18.12 PANEL OF EXAMINERS

18.12.1 The Research Supervisor shall submit a panel of Nine Adjudicators containing Three from the Outside the Country (excluding the experts who are on short term employment in Abroad), Three from Outside the State of Tamilnadu in India, and Three from Within the State of Tamilnadu including Puducherry (preferably from Chennai to conduct viva-voce examination).

18.12.2 There shall be Three Adjudicators for adjudicating the thesis, of which one will be the Research Supervisor, while the remaining will be the External Examiners i.e., One from Abroad, and another from Outside the State of Tamilnadu. The Panel of Examiners shall be experts in the respective discipline.

18.12.3 The Supervisor Shall submit short Curriculum Vitae including recent publications of all the pnaelists.

18.12.4 The Panel suggested for appointment as Examiners should hold a Ph.D. degree in respective discipline with 10 years of research/teaching experience at the Post-Graduate level in recognized research institutions/ Universities/Colleges with research publications in standard National and International refereed research journalls with ISSN to their credit and also a recognized Ph.D. Supervisor and having guided Ph.D. Scholars.

18.12.5 The Research Supervisor shall submit the Examiner Panel with the complete address including designation, E-mail ID., mobile and office numbers. He/She is responsible for any mistakes found in Examiners' address details.

18.12.6 Close or immediate relative of the Research Scholar/Research Supervisor shall NOT be appointed as examiners.

18.12.7 The Vice Chancellor shall nominate the Adjudicators for evaluation of thesis, and one examiner for conducting viva-voce examination.

19. THESIS SUBMISSION

- a) Five hard copies of thesis, along with the soft copy, shall be submitted after Pre-Ph.D Presentation and Synopsis submission. The hard copy shall be in **A4 size on A4 executive bond paper**.
- b) The thesis may be printed in **1.5 line** spacing on one side of the paper, using "**Times New Roman style - 13 points (for English) and Unicode** style

- **13 points (for Tamil)**". The APA reference style shall be used.

- c) The thesis shall not exceed 250 pages excluding Appendices and Reference. The soft copy shall be exact replica of the printed version of the thesis in portable document format (**pdf**) and also in Word Format along with the required fonts for other than English language. The thesis shall be soft binded one.
- d) The Ph.D. thesis in all subjects shall be submitted in English, except Tamil and other Indian language subjects, where the thesis shall be in that language only.
- e) The Candidates submitting Ph.D. thesis in subjects other than English languages, if desirous of submitting in Tamil, with the approval of the Supervisor should obtain prior permission well in advance from the authorities and submit the synopsis in English version also in addition to the Tamil version.
- f) An abstract of the thesis along with a Glossary (Technical Terms) prepared in Tamil in 500 words should be submitted to the Tamil Virtual Academy, Chennai through the University and accordingly obtain a certificate to this effect from the Tamil Virtual Academy for enclosing in thesis during submission (As per G.O.5, dated 07.01.2022 of Higher Education (K2) Department, Government of Tamilnadu).
உயர்கல்வித் துறையின் கீழுள்ள அனைத்து பல்கலைக்கழகங்களும் முனைவர் பட்ட ஆய்வாளர்கள் தங்களது ஆய்வேடுகளுக்கான ஆய்வுச்சுருக்கத்தையும், அவ்வாய்வில் இடம்பெற்றுள்ள கலைச்சொற்களின் பட்டியலையும் தமிழ் இணையக் கல்விக் கழகத்திற்கு அளித்து, அதற்கான தமிழ் இணையக் கல்விக் கழகத்தால் அளிக்கப்படும் சான்றினை பெற்று இணைக்கப்பட வேண்டும் (உயர்கல்வித் துறை(கே2) துறை - அரசாணை (நிலை) எண்.5, நாள்:07.01.2022).
- g) Cover page of Thesis is as like in the form attached.

20.ADJUDICATION OF THE THESIS

- 20.1** The thesis shall be referred by the University for Evaluation to a Board of Examiners, consisting of 3 experts; One from Abroad; Second from Outside the State of Tamilnadu in India; Third as Research Supervisor.
- 20.2** As soon as the synopsis and panel of examiners are received, after due verification of the fulfillment of research papers published and conferences attended as per the provisions in the TNOU Ph.D. Regulations 2021 by the Research Section, the Vice Chancellor shall nominate one external examiner from Abroad; and one Examiner from Outside the State of Tamilnadu in India for evaluation of Thesis,

- 20.3** After receiving the all three evaluation reports, the Research Section shall submit the same to the Vice Chancellor for nominating an external examiner from Tamilnadu and Puducherry (Preferably in Chennai) for conducting the public Viva-Voce examination.
- 20.4** Each examiner appointed by the University to adjudicate the thesis shall be requested to send his / her report within 30 days from the date of receipt of thesis to The Controller of Examinations.
- 20.5** The report of the examiner should include:
- A critical assessment highlighting objectives, merits and demerits of the thesis.
 - A definite recommendation for the thesis attains the standard for Ph.D. degree or not.
 - Questions/clarifications to be raised at the viva-voce examination.
 - "CHECK - SHEET" provided by the University duly completed and signed.
- 20.6** If all three examiners have recommended for the award of Ph.D. Degree, the candidate shall be permitted to take the Viva-Voce Examination.
- 20.7** External examiners and the Research Supervisor will receive the Honorarium as per University norms.
- 20.8** Close or immediate relative of the Candidate/Supervisor shall NOT be appointed as examiners.
- 20.9** The soft copy of the synopsis and or the thesis shall be sent to the nominated Adjudicators for evaluations. If any adjudicator wants of the hard copy of the synopsis and/ or thesis, that will also be sent to them.
- 20.10** Every adjudicator is expected to give a detailed report on the Thesis apart from the duly filled in proforma for adjudication in the prescribed format, shall declare the results in the following format:
- Recommended – **Highly Commended;**
 - Recommended – **Commended;**
 - Recommended – **Minor Revision** | before *Viva-Voce*;
 - Resubmission – **Major Revision** ;
 - Not Recommended – **Rejected**

In the case of 'a' and 'b' verdict, Viva-Voce shall be conducted.

- 20.11** In case of minor revision, the same shall be executed and certified by the Supervisor before the conduct of Viva-Voce. The Viva-Voce examiner shall also certify the corrections carried out.

- 20.12** In case of major revision, the Candidate shall resubmit the thesis on the basis of comments and the resubmitted thesis has to be certified by the Supervisor and sent to the same adjudicator for re-evaluation. Final adjudication result shall be declared as per the above norms.
- 20.13** In case the expression of inability by the adjudicator who suggested major revision, the thesis shall be referred to fourth adjudicator of the same category from among the panellist submitted earlier.
- 20.14** In case of one adjudicator not recommending the thesis for the award of the degree, a Fourth examiner of the same category shall be nominated for adjudication and the final result shall be declared accordingly. The decision of the fourth examiner shall be final.
- 20.15** In case of both the adjudicators not recommending the thesis, the Ph.D. thesis submitted is rejected and the registration stands cancelled.
- 20.16** Upon completion of the adjudication process, the University shall declare the same. Once the declaration is positive, the conduct of Viva-Voce examination shall be notified by the School concerned with the approval of the authorities of the TNOU.
- 20.17** Supervisor shall not correspond with the examiners under any circumstances while the thesis is in the evaluation process. Any violation will lead to debarring the faculty member from guiding Ph.D. Candidates and face disciplinary action. Similarly, any attempt by the student to contact the examiners will lead to withholding/withdrawal of Degree.

21. THE PUBLIC VIVA-VOCE

- 21.1** The public Viva-Voce examination shall be conducted by a board consisting of the Supervisor [who will also be the convenor of the Viva-Voce board] and the external examiner. The Co-Supervisor shall be the part of Viva-Voce board.
- 21.2** In case the external examiner expresses his/her inability, the Vice Chancellor shall nominate another External Examiner for Viva-Voce examination from the panellists. In case of the Supervisor being unavailable in case of exigency, the Vice Chancellor may nominate a faculty member (who is a recognised Supervisor) from the School of Study in the place of the Supervisor to conduct the Viva-Voce proceedings.
- 21.3** If a Candidate could not successfully defend the thesis in the Viva-Voce examination, the Candidate is permitted to reappear once for the public Viva-Voce examination to be re-conducted after three months and within six months. No Candidate shall be permitted to appear for the Viva-Voce examinations for more than TWO occasions.

- 21.4** A Candidate who fails to satisfy the Viva-Voce board for the second time will have his/her thesis finally rejected. [The Viva-Voce examination shall be conducted only on a working day (including the vacation period) and during the working hours].
- 21.5** The Supervisor in consultation with the Director/Faculty Chairperson of the School concerned and the External Examiner shall fix the date and time for the Viva-Voce examination and issue a public notice.
- 21.6** The Viva-Voce shall be conducted either through face to face or virtual mode based on the situation subject to the approval of the Vice Chancellor.
- 21.7** The copy of the notice shall also be displayed in the School and Library notice board 15 days in advance of the date of the Viva-Voce examination. A copy of the thesis shall be made available to the public at the School/Library for perusal, at least 15 working days prior to the date of the Viva-Voce examination.
- 21.8** During the Viva-Voce examination, the student shall present the thesis within a limited period of time, indicating its relevance/importance, methodology, limitations and the findings/ discoveries /inventions etc. After the presentation by the Candidate, the External Examiner shall raise his/her questions or the clarifications needed. Then the Examiner shall raise the questions raised by the other examiners seeking the responses from the Candidate. Then the audience may also be permitted to participate seeking clarifications. After the defences by the Candidate, the report to this effect with recommendation may be forwarded.
- 21.9** During the public Viva-Voce examination, the attendance of participants is compulsory. Not less 25 participants are required during Viva-Voce examination.
- 21.10** After the Viva-Voce examination, the Evaluation reports including recommendation of the Examiners shall be consolidated and submitted to the Controller of Examinations with the list of attendees with their name, designation, address and signatures.
- 21.11** After successful completion of the Viva-Voce examination, the University shall declare the results after obtaining approval from the Vice Chancellor, and it shall be approved / ratified in the Syndicate. The date of Viva-Voce shall be reckoned as the date of award of Ph.D. Degree.
- 21.12** Prior to the actual award of the Degree, the University will issue a Provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations - 2016.

22. RE-SUBMISSION OF THE THESIS

22.1 A Candidate whose thesis is Not-Recommended, the Scholar may be permitted to re-submit it on a second occasion after a period of one year from the date of declaration of the first result with a specific statement from the Candidate and the Supervisor about the additional research work conducted and the revision done in the thesis.

Before re-submission of the thesis, the suitability for the same shall be decided by a three member committee including School Director/ Faculty Chairperson, the Supervisor and one external member nominated by the Vice Chancellor. Based on the recommendation of the committee the re-submitted thesis shall be construed as fresh thesis for evaluation. The re-submitted thesis may be sent to the same Adjudicator for evaluation.

22.2 No Candidate shall be permitted to re-submit the thesis more than once.

22.3 The Candidate while re-submitting the thesis, has to pay Re-Submission Thesis Fee.

23. Depository with INFLIBNET

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. Degree(s), the University shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Affiliated Colleges.

24. Format of the Degree

- 1) Ph.D. for the Candidate will be awarded in the same subject of post-graduation which formed the basis for his/her admission to the Ph.D. programme.
- 2) In case of multiple discipline eligibility for a particular subject, the Degree will be issued in the **"Subject in PG Degree - Subject of Doctoral research (Interdisciplinary)"**.
- 3) The degree to be issued in the convocation shall contain the following details.
 - (i) Name of the Faculty i.e., Faculty of Arts, Science, Social Science, Indian and Foreign Language, Extension Education, Education, and Management [in which the subject of study comes under based on eligible PG degree]
 - (ii) Subject of Doctoral Research (as quoted in 1, & 2 above)
 - (iii) Name of the Candidate
 - (iv) Title of the thesis
 - (v) Grade
 - (vi) Any other updations as applicable from time to time.

25. Publication of the Thesis

- 25.1** A thesis, after the Viva-Voce approval, can be published in full only with the permission of the University and the Vice Chancellor may grant permission for the publication under such conditions as it may impose.
- 25.2** Provided that a Candidate during the course of his/her research, may publish papers in standard research journals, as advised by his/her Supervisor, but the thesis as a whole shall not be published without obtaining permission from the Authorities.
- 25.3** Permission for publication of the thesis should be obtained from the authorities after the award of the Degree.
- 25.4** After the publication of thesis in the form of a book, 10 copies of the book have to be given to the University.

26. Miscellaneous Instructions to the Scholars

- 26.1** With regard to a Candidate proposing to work on the contribution of living author(s), a brief research proposal for conducting Ph.D. and a self declaration duly certified by the Supervisor should be forwarded along with necessary permission obtained from the concerned author(s).
- 26.2** With regard to a Candidate proposing to work on public issue/Government policy/functioning, it is mandatory that the Candidate shall obtain necessary permission from the authorities of the concerned Department/Institution on which the research was intended, before provisional registration.
- 26.3** The Proposals of Faculty Members/Scholars for getting research grants are subject to the approval of the Vice Chancellor.
- 26.4** Any legal dispute is to fall within the legal jurisdiction of Chennai only.
- 26.5** All the arbitration/disputes will be finalized by the Vice Chancellor only.

Annexure-I



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம், சென்னை

TAMIL NADU OPEN UNIVERSITY, Chennai - 600 015

APPLICATION FOR ADMISSION TO Ph.D. PROGRAMME

Full - time/Part - time [January / July Session]

SUBJECT -

Application Number

Affix latest
passport size
photograph
with attestation

1. Name of the Applicant (Capital Letters): _____
(as entered in the Degree Certificate)
2. பெயர் (தமிழில்) _____
3. Father's/Husband's Name: _____
4. Age and Date of Birth: AGE DD MM YYYY
5. Address for Correspondence (Capital Letters)

Taluk _____
District _____ State _____

Pin Aadhar number _____

Ph / Mobile No. _____ e-mail ID _____

6. Classification of arca Urban Rural
7. Nationality: Indian Others
8. Gender: Male Female Transgender
9. Marital Status: Married Unmarried Widowed
10. Religion: Hindu Muslim Christian Others
11. a. Community for Applicant from Tamil Nadu: SC-Arunthathiyar SC-Others ST MBC BC Others
b. Community for Applicant from Puducherry: SC ST OBC Others
12. Special Category: Differently Abled Not Applicable 13. Employment Status: Employed Unemployed
13. Employed in: Government Service Public Sector Quasi Government Self Employed
14. Educational Qualification:

| Examination Passed | Name of the School/ College / Institution / Board / University | Subject | Month & Year of Passing | Class/Grade/ Percentage of Marks |
|----------------------|--|---------|-------------------------|----------------------------------|
| 10th/11th | | | | |
| P.U.C./#2 | | | | |
| Bachelor's Degree | | | | |
| Master's Degree (1) | | | | |
| Master's Degree (2)* | | | | |
| M.Phil. | | | | |

15. Professional / Teaching Experience

| No | Designation | Institution | Duration | |
|----|-------------|-------------|----------|----|
| | | | From | To |
| I | | | | |
| II | | | | |

*for the fields of Education & Special Education

16. Do you have Research Experience as JRF/SRF/URF/TRF/Others, if yes, please specify

| No | Type of Experience | Funding Agency | Duration | | Theme of Research |
|----|--------------------|----------------|----------|----|-------------------|
| | | | From | To | |
| | | | | | |

| | | |
|-----|---|--|
| 17. | Whether the applicant has published articles / research papers/books? If so, enclose Xerox copies of them with the application. | |
| 18. | Awards, Medals, Prizes and Honours achieved by the Applicant. | |
| 19. | Broad Theme / Title of the proposed Research Topic (In block letters) | |
| 20. | Any other particulars the applicant would like to present for the consideration of the authorities in regard to admission. | |

21. Part time candidates shall submit the application through proper channel. This portion shall be filled by the employer

| |
|--|
| <p>The applicant _____ who has submitted application for admission to Ph.D. Programme in the Tamil Nadu Open University has been working in this organisation viz. _____ in the post of _____ on temporary / permanent basis with effect from _____. There is no objection in doing Ph.D. Programme in Tamil Nadu Open University.</p> <p>Date: _____</p> <p style="text-align: right;">Signature of the forwarding Officer with seal.</p> |
|--|

22. List of attested copies of documents enclosed : (Pl. tick)

- i. Community Certificate : Yes No ii. Special Category Proof: Yes No
- iii. Proof of Educational Qualification: Yes No iv. Proof for date of birth: Yes No
- v. Proof of Experience : Yes No

23. List of original documents enclosed :

- i. Work experience certificate (where applicable) : Yes No

24. DECLARATION BY THE APPLICANT

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. I fulfill the minimum eligibility criteria and have provided necessary information in this regard. In the event of any information being found incorrect or misleading after admission, my candidature shall be liable to cancellation by the University at any time and I shall not be entitled to claim refund of any fee paid by me to the University. I declare that I will abide by the rules and regulations of Ph.D.

Date: _____

Signature of the Applicant

Annexure-II
FORMAT FOR INTER-DISCIPLINARY RESEARCH PROPOSAL

[This filled-in proforma should be submitted with the Registration Form]

| | |
|---|--|
| Name | |
| Academic qualification | |
| Age & Date of Birth | |
| Occupation (if any)/Designation | |
| Duration of Employment | |
| The subject in which the candidate has qualified the Master's Degree | |
| The proposed discipline in which the candidate intends to work for Ph.D. | |
| The proposed Department/School where the candidate intends to work for Ph.D. | |
| The theme of proposed research (in not more than 500 words) | |
| Whether the proposed Ph.D. theme is partly, directly or indirectly related to the branch of knowledge in which the candidate has qualified his Master's Degree? | |
| If so, briefly describe (in not more than 500 words) the input from the two disciplines to the proposed area of research for Ph.D. | |
| Details of publications, if any, bearing on inter-disciplinary research, pertaining to the topic. If yes, furnish the details | |
| Comments of the Research supervisor under whom inter-disciplinary research is proposed | |

Signature of the Applicant

Signature of the Research Supervisor
(with Date & Seal)

Signature of the Co-Supervisor
(with Date & Seal)

Signature of the Director of the
School/Faculty Chairperson
(with Date & Seal)

Annexure-III



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்
TAMIL NADU OPEN UNIVERSITY
 [Established by Act No.27/2002 of the Government of Tamil Nadu]
 No.577, Anna Salai, Saidapet, Chennai – 600 015.
 Phone: (91-44) 2430 6626/58

Affix Recent Color
Pass-port size Photo

Ph.D. Registration form

To be filled by the Scholar

| | |
|---------------------------|--|
| Amount in Rs. | |
| Date of Payment | |
| DD / Challan No. | |
| Name of the Bank / Branch | |

For D.D./Challan Section Use

| | | | |
|------|--|-------------------------------------|---------------|
| 1 | Name of the Scholar [as entered in the degree certificate] (in capital letters) | In English | |
| | | In Tamil | |
| 2 | Name of the Subject | | |
| 3 | Mode [Full Time or Part Time] | | |
| 4 | Enrolment Number | | |
| 5 | Name of Parents | Father | |
| | | Mother | |
| 6 | Date of Birth | Sex | Male / Female |
| 7 | Community GT / BC / MBC / SC / SC-A / ST / Others | Nationality | Indian/Others |
| 8 | Religion | Hindu / Muslim / Christian / Others | |
| 9 | Address for Communication: | Phone : | |
| | | Email : | |
| | | Mobile : | |
| | | Aadhaar No: | |
| 10 | If Part-time, furnish Designation with Office Address of the College/Office Wherein applicant is working | | |
| 11 | Qualification Particulars | Post Graduation | M.Phil. |
| i. | Subject | | |
| ii. | Register No. | | |
| iii. | Month & Year of Passing | | |
| IV | College / University | | |

| | | |
|-------|---|------------------------------|
| 12 | Whether the Scholar is undergoing any other course in Tamilnadu Open University or any other University? | |
| 13 | Whether the Scholar has obtained an intimation letter to do Research in Tamilnadu Open University | |
| 14 | Whether the Scholar has obtained any sponsorship from funding agencies? | |
| 15 | Date of Joining in the School of Tamil Nadu Open University | |
| 16 | Topic of the Research (Broad field) | |
| 17 | a) Name and Designation of the Supervisor b) Subject c) Date of communication in which Supervisor has been recognized as Ph.D. Supervisor | |
| 18 | If the applicant is working, Signature of the Head of the Institution with Seal or attach NOC | |
| 19 | Scholars who are currently pursuing research under the Supervisor: | |
| S.No. | Name of the Scholar | Full-time or Part-time |
| | | Month & Year of Registration |
| | | Fellowship Availing (if any) |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| 20 | Signature of the Scholar | |
| 21 | Signature of the Co-supervisor [Inter disciplinary] with Seal (with Phone No./Mobile No.) <i>[If applicable]</i> | |
| 22 | Signature of the Supervisor with Date & Seal (with Phone No./Mobile No.) | |

| | | |
|----|---|--|
| | | |
| 23 | Signature of the Director of the School/Faculty Chairperson (with date and seal) where Research will be carried out | |

The following enclosures must be attached:

- 1) Demand Draft/Challan for Rs.1000/- in favour of 'The Registrar, Tamilnadu Open University payable at Chennai.
- 2) Copies of PG Degree/Marks Certificates, M.Phil. Degree/Marks Certificates, Transfer Certificate and Community Certificate.
- 3) Copy of the Selection Intimation Letter received from Tamil Nadu Open University to
- 4) Copy of Joining Report.
- 5) If Part-Time, Copy of No Objection Certificate (NOC) from the Employer.

Annexure-IV

TAMILNADU OPEN UNIVERSITY

PROGRESS REPORT OF THE Ph.D. PROGRAMME

[To be submitted once in **SIX MONTHS** by both full-time candidates and part-time candidates]

1. The progress reports shall be submitted by the candidate in quadruplicate, to the Supervisor accompanied by a report by the candidate about the work carried out during the period of this report (in about 300 words) duly signed by the candidate and countersigned by the Supervisor.
2. The Supervisor shall fill his/her part, sign it and get it countersigned by the Head of the School of this Supervisor.
3. The first copy to be retained by the Supervisor for placing before the Doctoral Committee and subsequent office record, second copy shall be sent to the Research section through the HOS, the third copy shall be sent to the parent institution wherever applicable and the fourth copy to the scholar.

i. particulars about the candidate

- (a) Name :
- (b) Designation
(where applicable) :
- (c) Institution where employed
(if applicable) :
- (d) Period of the Report :

2. Registration Details

- (a) category of registration : Full-time / Part-time (Internal)/
Part-time (External)
- (b) Date of provisional registration
with University reference
- (c) Whether the provisional registration
has been confirmed
(If yes, give reference) : Yes / No

3. Particulars of the Supervisor(s)

[i] Supervisor

- (a) Name :
- (b) Designation :
- (c) Institution where employed :

[ii] Co-Supervisor

- (a) Name :
- (b) Designation :
- (c) Institution where employed :

4. Name of School
Where research is conducted :
5. Area of work and tentative title of
6. Details of the progress :
- (a) Whether the candidate's report
in triplicate is enclosed? : Yes / No
- (b) Whether any papers have been
Published? : Yes / No
(if yes, furnish details)
- (c) Whether seminars/conferences
Attended? : Yes / No
- (d) Whether the prescribed
Course work has been completed? : Yes / No
If yes, courses completed.
7. Whether the tuition fee is being paid : Yes / No

Date:

Signature of the Candidate

8. Remarks of the Supervisor

- (a) Attendance : Satisfactory/Not Satisfactory
- (b) Progress : Satisfactory/Not Satisfactory
- (c) Expected time of completion :

9. Whether the Supervisor agrees with the
Scholar's report? If yes, give details) :

Signature of Co-Supervisor
(with Date & Seal)
(if applicable)

Signature of the Supervisor
(with Date & Seal)

Date:

Place:

Signature of the Director of the
School/Faculty Chairperson
(with Date & Seal)

Aunexure-V

Ph.D. SYNOPSIS SUBMISSION FORM

To be filled in by the candidate

| |
|-----------------------------------|
| Name & Place of Bank |
| Demand Draft No./Challan No |
| Amount |
| Date of Payment..... |

Application Fee: Rs.100/-
Synopsis Submission Fee: Rs.

For Full-time/Part-time candidates



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்
TAMIL NADU OPEN UNIVERSITY
 No.577, Anna Salai, Saidapet, Chennai - 600 015.

Paste Passport Size
Color Photo

| | | |
|----|---|--|
| 1. | Name of the Candidate | In English: (In block letters) In Tamil: |
| 2. | Sex | <input type="checkbox"/> Male <input type="checkbox"/> Female |
| 3. | Age and Date of Birth | |
| 4. | Name of Father or Guardian | In English: In Tamil: |
| 5. | Nationality <input type="checkbox"/> Religion <input type="checkbox"/> | Community <input type="checkbox"/> SC/ST <input type="checkbox"/> MBC <input type="checkbox"/> BC <input type="checkbox"/> OC <input type="checkbox"/> |
| 6. | Address with Phone Numbers (in block letters to which communications should be sent) | Mobile: _____ Landline: _____ |
| 7. | Register number, month and year of passing the PG / M.Phil Degree Examination and name of the institution | |
| 8. | Date, Month and Year of the convocation at which the degree was taken | |
| 9. | The Month and Year in which the candidate was provisionally registered for the Ph.D. Degree and quote the number and date of this office communication registering for the Ph.D. Degree | |

| | | |
|-----|--|---|
| 10. | The Number and date of this office communication confirming the provisional Registration for the Ph.D. Degree | |
| 11. | Enrolment No. & Mode (Part-time or Full-time) | |
| 12. | Subject | |
| 13. | Title of the Thesis (in block letters) | |
| 14. | Name of the School in which the candidate is working for Ph.D. Degree and the name of the supervisor who supervises and directs his/her Research work. | School: Supervisor: |
| 15. | Signature of the Candidate | |
| 16. | Signature of the Supervisor with Designation (with Date and Seal) | Mobile: E.Mail: Landline: |
| 17. | Signature of the Co-Guide with Date and Seal (if applicable) | |
| 18. | Signature of the Director of the School/Faculty Chairman (with Date and Seal) where the candidate is working for the Ph.D. Degree | |
| 19. | Signature of the Head of the Institution /Registrar/ Director with Seal, where the candidate is working for the Ph.D. Degree | |
| 20. | Date: Station: | |

Annexure-VI

CHECK LIST WHILE SUBMITTING PH.D. SYNOPSIS

| Name of the Scholar | Subject/School | Enrollment No. & Mode (FT / PT) | Date |
|---------------------|----------------|---------------------------------|------|
| | | | |

| S.No | Particulars (to be enclosed) | YES/NO | Pg.No. |
|------|--|--------|--------|
| 1 | A covering letter duly signed by the Supervisor and forwarded through Director of the School/Faculty Chairman | | |
| 2 | Filled-in Application form for the submission of Synopsis along with details of Fee paid. | | |
| 3 | 6 copies of Synopsis as per TNOU Ph.D. Regulations | | |
| 4 | Soft copy of the Synopsis in CD – 1 No. as per TNOU Ph.D. Regulations | | |
| 5 | A Panel of Examiners (with correct postal address, e-mail, Mobile No. & Brief Bio-data) for evaluation / adjudication of Synopsis / Thesis in the prescribed format as per TNOU Ph.D. Regulations - To be submitted at the time of Synopsis submission in a sealed cover (strictly confidential) | | |
| 6 | Copy of Provisional Registration (student copy) | | |
| 7 | Copy of Minutes of the 1 st Research Advisory Committee Meeting - Fixation of Broad area of Research and Prescribed the Syllabus for Course work | | |
| 8 | Copy of Minutes of the 2 nd Research Advisory Committee Meeting - Approval of results of Course Work, Confirmation of Topic of Research and Provisional Registration | | |
| 9 | Copy of Confirmation of Provisional Registration (student copy) | | |
| 10 | Copy of Minutes of the 4 th Research Advisory Committee Meeting - Approval for submitting Ph.D. Synopsis/Thesis | | |
| 11 | Minutes of any other Doctoral Committee Meetings (if any) | | |
| 12 | Details of the Research Articles published (National/International reputed journals) | | |

| | | | |
|----|---|--|--|
| 13 | Details of the Papers presented (National / International Conference, Seminar, etc.,) | | |
| 14 | Copies of all Six month Progress Reports of the scholar during the research period | | |
| 15 | Whether Synopsis submitted within the prescribed research duration (Yes/No) | | |
| 16 | If No, enclose the order of Extension of research duration obtained (if applicable) | | |
| 17 | RAC recommendation for change of Topic/Title of Research - Copy of approval is to be enclosed (if applicable) | | |
| 18 | Copy of order of conversion from Full-time to Part-time and Vice-versa (if applicable) | | |
| 19 | Copy of approval to submit the Synopsis/Thesis in TAMIL from Supervisor/Authorities (if applicable) | | |
| 20 | Attendance (certified by the Supervisor & Director of the School/Faculty Chairman) of the Scholar during the Research period | | |
| 21 | Proof for payment of Tuition fee for prescribed research duration, Extension duration and Synopsis submission fee | | |
| 22 | No-Due Certificate from the concerned School, Controller of Examinations, Finance Officer and Library | | |
| 23 | NOC/Permission of the Research Scheme sponsorer of Govt./Private sector utilise the datas selected for the dissertation work (if any) | | |
| 24 | Any other relevant particulars | | |

Signature of the
Co-Supervisor
(with Date & Seal)
(if applicable)

(Checked and found correct)
Signature of the Supervisor
(with Date & Seal)

Signature of Director of the
School/Faculty Chairperson
(with Date & Seal)

Annexure-VII

(Wrapper Format for Synopsis / Thesis of the Ph.D.)

Title of the Synopsis / Thesis

**Synopsis / Thesis submitted to Tamil Nadu Open Univesity in Partial
Fulfilment for the award of the Degree of
DOCTOR OF PHILOSOPHY**

In

(Name of the Discipline)

By

(Name of the Candidate)

Enrollment No: _____

Under the Supervision of

(Name of the Research Supervisor)



(Name of the School)

TAMIL NADU OPEN UNIVERSITY

No. 577, Anna Salai, Saidapet

Chennai – 600 015

Tamil Nadu, INDIA.

(Month and Year)

[Note: The items in Italics as such are not to be scripted, but only the appropriate details pertaining to them need to be in the space provided]

Ph.D. THESIS SUBMISSION FORM

To be filled in by the candidate

| |
|-----------------------------------|
| Name & Place of Bank |
| Demand Draft No./Challan No |
| Amount |
| Date of Payment..... |

Application Fee: Rs.100/-
Thesis Submission Fee: Rs.

For Full-time/Part-time candidates



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMIL NADU OPEN UNIVERSITY

No.577, Anna Salai, Saidapet, Chennai - 600 015.

Paste Passport Size
Photo

| | | | | | | | |
|-----|---|-----------------------------------|-----------|--------|-----|----|----|
| 1. | Name of the Candidate | In English: (In block letters) | | | | | |
| | | In Tamil: | | | | | |
| 2. | Sex | Male | | Female | | | |
| 3. | Age and Date of Birth | | | | | | |
| 4. | Name of Father or Guardian | In English: | | | | | |
| | | In Tamil: | | | | | |
| 5. | Nationality | Religion | Community | SC/ST | MBC | BC | OC |
| 6. | Address with Phone Numbers (in block letters to which communications should be sent) | | | | | | |
| | | Mobile: | Landline: | | | | |
| 7. | Register number, month and year of passing the PG / M.Phil Degree Examination and name of the institution | | | | | | |
| 8. | Date, Month and Year of the convocation at which the degree was taken | | | | | | |
| 9. | The Month and Year in which the candidate was provisionally registered for the Ph.D. Degree and quote the number and date of this office communication registering for the Ph.D. Degree | | | | | | |
| 10. | The Number and date of this office communication confirming the provisional Registration for the Ph.D. Degree | | | | | | |

| | | |
|-----|---|---|
| 11. | Enroiment No. & Mode (Part-time or Full-time) | |
| 12. | Subject | |
| 13. | Title of the Thesis (in block letters) | |
| 14. | Date of Submission of Synopsis | |
| 15. | Name of the School in which the candidate is working for Ph.D. Degree and the name of the supervisor who supervises and directs his/her Research work. | School: Supervisor: |
| 16. | Signature of the Candidate | |
| 17. | Signature of the Supervisor with Designation and Seal | Mohile: E.Mail: Landline: |
| 18. | Signature of the Co-Guide with Seal (if applicahle) | |
| 19. | Signature of the Head of the Department with Seal where the candidate is working for the Ph.D. Degree | |
| 20. | Signature of the Head of the Institution /Registrar/ Director with Seal, where the candidate is working for the Ph.D. Degree | |
| 21. | Date: Station: | |

CHECK LIST WHILE SUBMITTING PH.D. THESIS

| Name of the Scholar | Subject/School | Enrollment No. | Mode (FT / PT) | Date of submission |
|---------------------|----------------|----------------|----------------|--------------------|
| | | | | |

| S.No | Particulars (to be enclosed) | YES/NO | Pg.No. |
|------|--|--------|--------|
| 1 | A covering letter duly signed by the Supervisor and forwarded through Director of the School/Faculty Chairman | | |
| 2 | Filled-in Application form for the submission of Thesis | | |
| 3 | Five hard copies of Thesis as per TNOU Ph.D. Regulations | | |
| 4 | Soft copy of the Thesis in CD – 1 No. as per Ph.D. TNOU Regulations | | |
| 5 | Plagiarism Check Certificate by Librarian/Asst. Librarian | | |
| 6 | Declaration by the Candidate for Plagiarism | | |
| 7 | Certificate by the Supervisor for Plagiarism | | |
| 8 | Certificate of Genuineness of the Publication | | |
| 9 | Certificate of Genuineness of the Presentation | | |
| 10 | Whether Thesis submitted within the prescribed research duration | | |
| 11 | If No, Extension for the duration of research obtained (copy of Extension order is to be enclosed) – (if applicable) | | |
| 12 | Proof for payment of Thesis submission fee | | |
| 13 | If resubmission of Thesis - Details should be enclosed along with prescribed fee paid (if applicable) | | |
| 14 | Any other relevant particulars | | |

Signature of the
Co-Supervisor
(with Date & Seal)
(if applicable)

(Checked and found correct)
Signature of the Supervisor
(with Date & Seal)

Signature of Director of the
School/Faculty Chairperson
(with Date & Seal)

Annexure-X

DECLARATION

I declare that the thesis entitled _____
_____ submitted
by me for the degree of Doctor of Philosophy (Ph.D.) is the record of work carried out by
me during the period from _____ to _____ under the guidance of
_____ and has not formed the basis for the award of any Degree,
Diploma, Associateship and Fellowship, Titles in this University or any other University or
other similar institution of Higher Learning.

Signature of the Candidate
(with Date)

CERTIFICATE OF THE RESEARCH SUPERVISOR

I certify that the thesis entitled submitted for the degree of Doctor of Philosophy (Ph.D.) by Mr./Ms..... is the record of research work carried out by him/her during the period from tounder my guidance and supervision, and that this work has not formed the basis for the award of any Degree, Diploma, Associateship and Fellowship or other Titles in this University or any other University or institution of Higher Learning.

Signature of the Research Supervisor
(With Date & Seal)

Aunexnre-XII



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்
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PLAGIARISM CHECK CERTIFICATE

It is certified that the Ph.D. Thesis entitled
..... submitted by the
candidate Mr./Ms..... from the School of.....
.....in the subject.....
under the supervision of Dr. School
of is verified for Plagiarism through the
software and the percentage of Plagiarism is found to be%. Hence, the Thesis is
within/Not within the permissible limits of Plagiarism rules.

Signature of the Librarian / Asst. Librarian
(with Date & Seal)

தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்



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DECLARATION BY THE CANDIDATE FOR PLAGIARISM

I hereby declare that the Thesis entitled
.....submitted by me for the award
of Ph.D. degree in is not plagiarized or copied from any
thesis/books/ any other copy right materials. I am aware that, any deviation if found later also,
I am liable for punishment under the UGC Rules and Regulations.

Signature of the Candidate
(with date)

Annexure-XIV



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்
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[Established by Act No.27/2002 of the Government of Tamil Nadu]
No.577, Anna Salai, Saidapet, Chennai – 600 015.

CERTIFICATE OF THE RESEARCH SUPERVISOR FOR PLAGIARISM

I hereby declare that the candidate Mr/Ms has carried out the Ph.D. programme under my supervision during the period from to and the Thesis entitled submitted by him/her is verified and it is not plagiarized or copied from any other Thesis/Books/any other copy right materials.

Signature of the Supervisor
(with Date & Seal)



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMILNADU OPEN UNIVERSITY

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No.577, Anna Salai, Saidapet, Chennai – 600 015.

CERTIFICATE OF GENUINENESS OF THE PRESENTATION

This is to certify that the Ph.D. candidate Mr./Ms.....
working under my supervision has presented/published his/her research paper entitled
.....in a National/International Conference/Seminar
named..... held at(Institution).....on(date)..... The contents of
the presentation incorporate part of the results presented in his/her Thesis.

Signature of the Candidate

Signature of the Research Supervisor
(With Date & Seal)

Annexure-XVI



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMILNADU OPEN UNIVERSITY

[Established by Act No.27/2002 of the Government of Tamil Nadu]

No.577, Anna Salai, Saidapet, Chennai – 600 015.

CERTIFICATE OF GENUINENESS OF THE PUBLICATION

This is to certify that the Ph.D. candidate Mr./Ms.....
working under my supervision has published a research article in the refereed journal named
..... with Vol. No. Page
Nos..... and year of publication published by
..... The contents of the publication incorporate part of the results
presented in his/her Thesis.

Signature of the Candidate

Signature of the Research Supervisor
(With Date & Seal)



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMILNADU OPEN UNIVERSITY

[Established by Act No.27/2002 of the Government of Tamil Nadu]

No.577, Anna Salai, Saidapet, Chennai – 600 015.

NO DUE CERTIFICATE

| | | | |
|-----------------------------|-------|----------------|--|
| Name of the Candidate | | Enrollment No. | |
| Programme | Ph.D. | | |
| Mode (Full-time/ Part-time) | | | |
| Subject | | | |
| School | | | |
| Remarks (if any) | | | |

Since the above said Ph.D. Scholar has cleared all dues, he/she is eligible to submit the Synopsis/Thesis and further action may be taken.

Signature of the Librarian/Asst. Librarian
Supervisor

Signature of the Research

Signature of the Head of the School/
Faculty Chairperson

Signature of the Finance
Officer

Signature of the Controller of Examinations



Chapter – 2

Post - Doctoral Degrees

**Regulations
Relating to
Admission, Evaluation
of Thesis & Award of
Post-Doctoral Degrees**

Regulations Relating to Admission, Evaluation of Thesis and Award of Post-Doctoral Degrees

1.Preamble

The Degree of Doctor of Science / Letters is awarded to a candidate, who had already obtained Ph.D. and as per these regulations, has submitted a thesis on the basis of original and independent research in any particular discipline or involving more than one discipline (inter-disciplinary) as that of his / her Ph.D. and that makes a contribution to the advancement of knowledge, which is approved by Board of Examiners as required. It should not be just a compendium of research works of the candidate in a subject or discipline. Rather it should be a narrative of all the research publications tied through a theme. The post-doctoral thesis is not a fresh research work, but a cumulative presentation of decade(s) of research work that is guided by a common theme or research orientation, with a vision to substantially contribute to the academic literature with fervour to advance the knowledge in the subject / research field.

D.Sc. : Doctor of Science in Faculties of Sciences,

**D.Litt.: Doctor of Letters in Faculties of Arts, Social Sciences, Humanities,
Managements, Literature and Languages.**

2. Eligibility

- 2.1** A candidate seeking admission into D.Sc./D.Litt. programme of the University, must have pursued outstanding post-doctoral research in the concerned discipline and obtained the minimum qualifications required for admission as detailed below.
- 2.2** The candidate must have obtained a Ph.D. or an equivalent Degree from this University or from any Indian University recognised by the UGC or Foreign

University in the world ranking (QS, Times Higher Education, Shanghai) recognised by the UGC/AIU.

- 2.3** The candidate shall have 10 years of Teaching / Research experience after obtaining Ph.D. Degree.
- 2.4** A minimum of 30 research papers for D.Sc. and 20 papers for D.Litt. in the UGC listed research journals with high impact factor or highly reputed journals in the area of his/her research. In subjects like Indian Languages, candidate shall have 10 journal articles in the UGC CARE list / SCOPUS / WOS/ Pub Med/SCI journals and 10 books published by reputed publishers. Further, the candidate shall be the first author/corresponding author in these publications.

3. Admission and Registration

- 3.1** Candidates who are eligible for admission into D.Sc. or D.Litt. Degree as per section 2 above shall apply to the University in the prescribed application form in the month of June (1st - 31st June) every year with required documents along with application and required fee.
- 3.2** The candidate shall submit five copies of a research note in about 1500 to 3000 words on the proposed theme as per the format given in the application form describing how the already completed research work is original and contributes to the advancement of knowledge, and its applicability to solve societal problem.
- 3.3** A Research Committee constituted by the Vice Chancellor consisting of the following members shall scrutinize the applications of the candidates and recommend for admission before end of July every year:
 - (a)** Chairperson, Faculty of Study
 - (b)** Senior Faculty member in the relevant subject
 - (c)** A Subject Expert in the concerned subject
- 3.4** The committee will evaluate the quality of the publications at the time of scrutiny.
- 3.5** The candidates whose application is recommended by the Research Committee for admission will be intimated. The admission cum registration shall be completed by August,
- 3.6** The Candidate shall submit the thesis after one year and before two years from the date of admission. If extension is required, an application with progress report of research work shall be submitted for seeking one time

extension for one year only. Under any circumstance further extension will not be granted

- 3.7** The candidate shall (a) establish that the broad theme of the post- doctoral thesis is a continuation of his/her Ph.D. thesis, (b) however, the contents of the Ph.D. thesis shall not form a part of the post-doctoral thesis, (c) the chapters in the post-doctoral thesis shall be interconnected and not a collection of isolated research papers, (d) the post-doctoral thesis shall not contain any creative writing of the candidate, and (e) the post-doctoral thesis should be a narrative of all the research publications tied through a theme and not a fresh research work, but a cumulative presentation of decade(s) of research work that is guided by a common theme or research orientation, with a vision to substantially contribute to the academic literature with favour to advance the knowledge in the subject / research field.

4. Thesis Format

- 4.1** The format of the thesis is same as the one prescribed for the Ph.D. thesis. A Supervisor is however, not required for post-doctoral thesis, the certification is required from the Head of Institution.
- 4.2** The thesis shall be accompanied by a declaration in the prescribed format signed by the candidate. The candidate shall certify that the thesis is based on the author's original research work and has not previously formed the basis for the award of any Degree such as Masters Degree or Ph.D. Degree, Diploma, Associateship, Fellowship or other similar title. No part of the thesis shall be based on the author's published or unpublished PG, M.Phil. and Ph.D. or any other degree thesis or dissertation or project report and the contents of the thesis.
- 4.3** The candidate shall indicate in the preface of the thesis (a) the gap in the literature and major contemporary contributions in the chosen field of research, (b) explain how this research study is an important addition to the literature in his/her chosen field of research, (c) that all the prescribed research ethics, guidelines and regulations have been followed in the conduct of research, and (d) the list of publications that has to be sent for screening.

5. Submission of Post-Doctoral Thesis

- 5.1** Six hard copies of the thesis along with a soft copy as prescribed in the application for submission of D.Sc. and D.Litt. thesis, shall be submitted along with a prescribed fee.
- 5.2** The post-doctoral thesis shall be submitted along with a hard copy and a soft copy of Ph.D. thesis.

The candidate shall submit one volume containing:

- (i) Copies of the author's published papers/ copies of the books which form the basis of the D.Sc., and D.Litt. thesis, and
- (ii) Other papers published by the author independently or jointly in the UGC listed journals.

5.3 A certificate of Plagiarism check from the University shall be attached with the thesis.

6. Screening and Evaluation of Post-Doctoral Thesis

6.1 Screening is carried out before the evaluation of the post-doctoral thesis.

6.2 The Vice Chancellor shall ask the Chairperson of Faculty of Study to give a list of nine experts to screen the post-doctoral thesis and such experts shall satisfy the following criteria:

(a) For D.Litt,

- (i) three Professors from National Level Research Institutes established by the Union Government,
- (ii) three Professors from Institution of Eminence among Universities, and
- (iii) three Professors from Central/State Universities with highest grades in NAAC.

(b) For D.Sc:

- (i) three Professors from National Level Research Institutes established by the Union Government,
- (ii) three Professors from Institution of Eminence among Universities, and
- (iii) three Professors from Central/State Universities with highest grades in NAAC.

6.3 The copies of the Ph.D. thesis and post-doctoral thesis shall be sent to two experts selected by the Vice Chancellor from the panel of nine experts suggested by the Chairperson, Faculty of Study, such that the two are not selected from the same category. The screening committee may be asked to screen the post-doctoral thesis and report that the thesis satisfies the following criteria:

(a) The theme of the post-doctoral thesis is a continuation or broad theme of the Ph.D. research work submitted by the candidate.

(b) The contents of the post-doctoral thesis form a coherent volume of research work and not a collection of isolated chapters and creative writing.

- (c) The research publications after obtaining Ph.D. Degree are of the standards that could form the basis of the Post-doctoral thesis..
- 6.4** Only if both the experts in the screening panel certify that the post-doctoral thesis and the publications satisfy all the criteria stipulated is deemed to be qualified for further adjudication process.
- 6.5** The two experts who were in the screening panel will also be asked to suggest a panel of three foreign professors/researchers and three Indian professors/researchers whose academic credentials reflect their expertise in the specific field of research and suitable to adjudicate the post-doctoral thesis. The experts may justify their choices with a brief note on each of them.
- 6.6** In the absence of submission of the expert panel by screening committee members, the Vice Chancellor is authorized to directly write to the Head of renowned Institutions in India and Overseas or the chairperson, Faculty of Study seeking a panel to evaluate the post-doctoral thesis, specifying the broad theme of the post- doctoral thesis.
- 6.7** The thesis, together with any other contributions and papers submitted, shall be referred to the Board of three Examiners -Two foreign examiners and one Indian examiner from the panel received. The foreign examiners shall not be from the same country and the Indian examiner shall be from outside Tamil Nadu.
- 6.8** The Examiners will be requested to evaluate the thesis and to either "commended" or "not commended" it for the award of the Degree with a detailed evaluation report. The reports of the thesis shall be sent to the Vice Chancellor.
- 6.9** The Chairperson of Faculty of Study will be appointed by the Vice Chancellor as the Convener for consolidating the reports of the three experts which will be placed before the Syndicate. There shall be no Viva Voce examination.
- 6.10** If all the three experts place the post-doctoral thesis in the category "Commended" and recommended for the award of the post-doctoral Degree, then the Syndicate may recommend for the award of the Degree based on the consolidated report of the Chairperson, Faculty of Study.

- 6.11** Even if one of the experts does not recommend for the award of the post- doctoral Degree for the thesis, then the thesis will be rejected and informed to the candidate. The Registrar with the approval of the Vice Chancellor shall inform the Syndicate once in a year about the list of thesis rejected for the award of post-doctoral degree and the reasons therefor.
- 6.12** The decisions of the experts in the screening panel and the evaluation panel are final. Review of such decisions is not feasible.

Annexure-I



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMILNADU OPEN UNIVERSITY

[Established by Act No.27/2002 of the Government of Tamil Nadu]

No.577, Anna Salai, Saidapet, Chennai – 600 015.

APPLICATION FORM FOR THE PRE REGISTRATION OF DOCTOR OF SCIENCE

(D.Sc.) / DOCTOR OF LETTERS (D.Litt.)

To be filled in by the candidate

| DETAILS OF REMITTANCE OF FEE | |
|---|--|
| a) Name of the Bank/ Branch | |
| b) Amount Remitted (in Rs.) | |
| c) Demand Draft Number & date / E-Payment detail | |

| | | |
|--|--|----------------------------|
| Name of the Applicant (Block Letters) as in the Ph.D. Degree | | |
| Date of Birth & Age | | Male / Female/Transgender |
| Nationality | | OC/ BC/ MBC/ SC/ ST/Others |
| Present designation and address of Institution where candidate is now working as full time teacher or full time research scholar with Telephone or Mobile number | | |
| Residential address with Telephone/Mobile number and E.mail. | | |
| Number of Research/Postdoctoral Publications in accredited journals or books | | |
| Was Author/Co-author/Editor of any Book publications? Give details | | |

| | |
|--|--|
| The month and year of qualifying for the Ph.D. Degree (Enclose the notification letter declaring the Ph.D. Degree) and Ph.D. Degree (originally awarded). | |
| Name of the University which awarded the Ph.D. Degree | |
| The Department and Institution in which the Research work for the award of Ph.D. was carried out (with full address) | |
| Title of the Ph.D. Thesis | |
| DETAILS OF PROPOSED THESIS FOR D.Sc. / D. Litt. | |
| Has the proposed D.Sc. / D.Litt. Thesis been published partly/fully, give details | |
| Proposed Title of the D.Sc. / D.Litt. Thesis and subject | |
| Name of School of Study in Tamil Nadu Open University or any approved institution where the candidates has been working for ten years or more after obtaining the Ph.D. Degree during which he/she has published papers or books | |
| Whether the candidate has published papers or books on his/her research work other than the proposed D.Sc./ D.Litt. thesis if yes, copies of the same be attached. | |

NOTE: Required copies of document evidences shall be annexed with index.

Signature of Candidate

Name

Place:

Date:

Check list:

1. Duly filled-in application for registration
2. Prescribed fee in the form of demand draft drawn in favour of **“The Registrar, Tamil Nadu Open University, Chennai”**
3. Ph.D. Degree Certificate (Photocopy)
4. List of his / her Research Publications
5. Citation Index for his best publications
6. Impact factor of the journal publications which he / she would like to enclose as part of D.Sc. / D.Litt. thesis
7. No Objection Certificate from the Present Employer.



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMILNADU OPEN UNIVERSITY

[Established by Act No.27/2002 of the Government of Tamil Nadu]

No.577, Anna Salai, Saidapet, Chennai – 600 015.

**THESIS SUBMISSION FORM FOR THE DEGREE OF DOCTOR OF SCIENCE (D.Sc.) /
DOCTOR OF LETTERS (D.Litt.)**

To be filled in by the candidate

| DETAILS OF REMITTANCE OF FEE | |
|---|--|
| a) Name of the Bank/ Branch | |
| b) Amount Remitted (in Rs.) | |
| c) Demand Draft Number & date / E-Payment detail | |

FIVE COPIES of Thesis and prescribed fee in the form of Demand Draft drawn in favour of “The Registrar, Tamil Nadu Open University, Chennai”, shall be submitted to the Research Programmes Section / Division of the University on any date after a period of one year and before two years from the date of admission.

| | |
|---|----------------------------|
| Name of the Applicant (Block Letters) as in the Ph.D. Degree | |
| Date of Birth & Age | Male / Female |
| Nationality | OC/ BC/ MBC/ SC/ ST/Others |
| Present designation and address of Institution where candidate is now working with Telephone or Mobile number | |

| | |
|---|--|
| Residential address with Telephone or Mobile number | |
| D.Sc. / D. Litt. Registration confirmation details with date | |
| DETAILS OF THE THESIS FOR D.Se. / D. Litt. | |
| Title of the D.Sc. / D.Litt. Thesis and subject | |
| Whether the present thesis submitting D.Sc. / D.Litt. has been published partly or fully. | |
| Whether the present thesis contributes new knowledge to the field of study. | |
| The outcome of the thesis is applicable to whom? | |
| Whether the present thesis paves the way for advanced research in the field? | |
| Whether you take up this thesis for publication? | |
| Date of thesis submission | |
| Signature of the candidate with date | |
| Signature of the Head, Research Programmes Section with date & seal | |
| Signature of the Head of the Institution with date & seal | |

Check list:

1. Five copies of the D.Sc./D.Litt. thesis
2. D.Sc./D.Litt. Registration Order copy
3. Prescribed fee in the form of demand draft drawn in favour of “**The Registrar, Tamil Nadu Open University, Chennai**”
4. Declaration as per Appendix-I duly signed by the candidate
5. Certificate as per Appendix-II duly signed by the Head of Institution with Office seal affixed
6. Ph.D. Thesis copy
7. Ph.D. Degree Certificate copy

Annexure III

DECLARATION (At the time of thesis submission)

I Mr./Ms. hereby declare that the D.Sc./D.Litt.,
entitled “.....”
submitted to the Tamil Nadu Open University is a record of original and independent post-
doctoral research work done by me and the thesis has not previously formed the basis for the
award of any degree such as Masters Degree or Ph.D. degree, Diploma, Associateship,
Fellowship or other similar title to any candidate of any University.

Date:

Signature of the Candidate

Annexure IV

CERTIFICATE

(At the time of thesis submission)

This to certify that Dr. has carried out the work of Post-Doctoral Research independently on the Title: for the award of D.Sc./D.Litt. He / She is a full-time Faculty Member / Research Scholar of the institution namely, He / She submitted the thesis on

Date:

Signature & Seal of Head of the Institution



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம் Tamil Nadu Open University

(மாநில திறந்தநிலைப் பல்கலைக்கழகம், தமிழ்நாடு அரசால் நிறுவப்பட்டது.
பல்கலைக்கழக நிதிநல்கைக் குழு & தொலைநிலைக் கல்வி மன்றத்தின் அங்கீகாரம் பெற்றது.

ஆசிய திறந்தநிலைப் பல்கலைக்கழகங்களின் கூட்டமைப்பு &
காமன்வெல்த் பல்கலைக்கழகங்களின் கூட்டமைப்பின் இணைவு பெற்றது.

எண். 577, அண்ணாசாலை, சைதாப்பேட்டை, சென்னை - 600 015