**ST.THOMAS COLLEGE (AUTONOMOUS), THRISSUR**

**(*AFFILIATED TO UNIVERSITY OF CALICUT*)**

**Research Regulations 2016**

**Preamble**

Regulations for Research leading to Ph.D. Degree are framed based on Calicut University Research Regulation-2016 (U.O.No. 1313/2017/Admn) and in accordance with the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulations 2016 notified in The Gazette of India [No. 278, Part III- Section 4] Extra Ordinary on July 5th 2016 vide No.F.1-2/2009(EC/PS)V(I) Vol. II - in exercise of the powers conferred by clauses (f) and (g) of sub-section(1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956). The St. Thomas College (Autonomous), Thrissur offers research programmes in 9 different subjects, English, Zoology, Chemistry, Botany, Physics, Statistics, Mathematics, Economics and Commerce leading to the Degree of Doctor of Philosophy. The Standards and Procedures for Award of Ph.D. Degree of the University of Calicut,shall be as per this Regulations and Calicut University Research Regulations.

**1. Short title, Application and Commencement:**

1.1 These Regulations may be called ‘**St. Thomas College (Autonomous), Thrissur Research Regulations-2016’**.

1.2 These Regulations shall be made applicable to candidates seeking registration for Ph.D. Degree.

1.3 All cases registered and pending for processing before the date effectiveness of this rules and regulations will be governed by earlier relevant rules and regulations of St. Thomas College (Autonomous), Thrissur and University of Calicut. However, the mandatory requirements laid down by the UGC shall be fulfilled for obtaining the required endorsements in the Degree.

1.4 These Regulations shall come into force from the date of its approval by the Academic Council of the college.

**2. Eligibility criteria for admission to the Ph.D. programme:**

2.1 Candidates for admission to the Ph.D. programme shall have a Masters degree or a professional degree recognized as equivalent to the Masters degree of the University of Calicut, with at least grade ‘B’ in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or at least 55% marks in aggregate in the mark system or an equivalent degree from a foreign educational institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

2.2 A relaxation of 10% of marks, from 55% to 45%, or an equivalent relaxation of grade, shall be allowed to candidates belonging to SC/ST category. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed to those belonging to OBC (non-creamy layer)/ differently-abled and other categories of candidates as per the decisions of the College /State Government from time to time, or for those who had obtained their Master’s degree prior to 19th September, 1991.

2.3 Eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of marks/grades of the categories as mentioned in Clause 2.2 in these Regulations are permissible based only on the qualifying marks exclusive of the grace mark procedures.

2.4 Candidates who have passed the M.Phil. Degree programme with a minimum of grade ‘B’ in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) with at least 55% marks in aggregate or its equivalent shall be eligible to proceed to do research work leading to the Ph.D. Degree. A relaxation of 10% of marks, from 55% to 45%, or an equivalent relaxation of grade, shall be allowed to candidates belonging to SC/ST category. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed to those belonging to OBC (non-creamy layer)/ differently-abled and other categories of candidates, as decided by the State government/College from time to time.

2.5 Candidates possessing a Degree considered equivalent to M.Phil. degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

2.6 Persons working in National Laboratories- Institutes/Universities/Government Organization nominated/ sponsored by the respective employer; Teachers of the College / Government or Aided Colleges affiliated to the University of Calicut / Govt. or Aided Secondary and Higher Secondary School within the geographical jurisdiction of the University of Calicut and holding a permanent position there shall be eligible for admission to Ph.D. programme, provided they satisfy the conditions of Clause (2.1).

 2.7 Full-time / Part-time Research:

2.7.1. Registration may be granted to all resident scholars on full time basis and to employed persons on part-time basis.

2.7.2. Teachers of the College / Government or Aided Colleges affiliated to the College / Govt. or Aided Secondary and Higher Secondary School within the geographical jurisdiction of the University of Calicut /Employees of the College and holding a permanent position there and are eligible for admission to Ph.D. programme satisfying the conditions of Clause (2.1) may be granted part-time registration.

2.7.3. A full-time registration may be converted to part-time, after the completion of one year, or when the candidate declared successfully completed the course work.

2.7.4 After three years in full-time, if the candidate wishes to convert the registration into part-time, the period of registration shall be reckoned with that of full-time registration.

**3. Duration of the Programme:**

3.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

3.2 Extension beyond the above limits, in exceptional circumstances, may be permitted by St. Thomas College (Autonomous), Thrissur and University of Calicut for the completion of the research work and submission of thesis

3.3 Women candidates and candidates with disability of more than 40% may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for a period up to 240 days.

**4. Procedure for Admission:**

4.1 Candidates for Ph.D. programme shall be granted registration through an entrance test conducted by the University of Calicut.

4.2 The following categories of candidates are exempted from the entrance test for registration to Ph.D. Degree:

4.2.1 Candidates who qualify UGC-NET/JRF, UGC-CSIR-NET/JRF, SLET, GATE and research fellowships of central and state Government departments/ agencies as approved by the University of Calicut, as the case may be

4.2.2 Full time regular teachers of the College/Govt. or Aided Colleges affiliated to the University of Calicut and teachers with FDP/QIP or similar fellowships.

4.2.3 Foreign nationals who are otherwise eligible for admission.

4.2.4 Full-time fellows, who have been selected on the basis of a written Test and interview, working in a research project under the investigation of a research guide of the College.

4.2.5 M.Phil. Degree (successfully completed from any statutory institutions, recognized by University of Calicut in the relevant subject) holders.

4.2.6 The candidates mentioned in clauses 4.2.1 to 4.2.4 can apply for Ph.D. registration at any time during the academic year depending on the willingness/availability of guides.

4.3 The number of Ph.D. scholars, to be admitted to each subject of study at the various Research Centres of the College shall be decided based on number of available research supervisors and other academic as well as physical facilities available, in accordance with the norms regarding the scholar-teacher ratio, laboratory, library and such other facilities.

4.4 Notifications shall be available in the College/University websites regarding the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, date(s) of entrance test(s) and all other relevant information for the benefit of candidates.

4.5 Admission shall be based on the criteria notified by the St. Thomas College (Autonomous), Thrissur and University of Calicut, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the State Government/University of Calicut, applicable to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates, as decided by the State Government/University of Calicut from time to time.

4.6 Candidates eligible for registration to Ph.D. shall be decided by a two stage process – Entrance Test and Interview/Viva-Voce.

4.7 Entrance test shall be conducted at the Centre(s) on the dates notified in advance and changes of centers/dates, if any, shall be notified sufficiently earlier. Syllabus of the Entrance test shall consist of questions based on research methodology (50%) and the subject of study concerned (50%).

4.8 All the candidates getting a minimum of 50% marks and in the case of SC/ST categories of candidates a minimum of 40% marks and in the case of OBC(non-creamy layer) / differently-abled and other categories of candidates a minimum of 45% marks, as the case may be, in the entrance test are qualified to apply for registration to Ph.D. Programme.

4.9 Interview/Viva-Voce shall be conducted by a duly constituted ‘Department Research Committee’ in such a way that the candidates would be required to discuss their research interest/area through a presentation.

4.10 It shall be assessed at the Interview/Viva-Voce whether:

1. The candidate possesses the competence for the proposed research;

2. The research can be suitably undertaken at the research center; and

3. The proposed research can contribute to new/additional knowledge.

4.11 The College shall maintain the list of all Ph.D. registered students on its website on year-wise basis with the details, such as the name of registered candidate, topic of research, name of supervisor/co- supervisor, and date of enrolment/registration.

**5. Allocation of Research Supervisor:**

5.1 Any regular Associate /Assistant Professor of a particular subject of the approved research center with a Ph.D. degree and at least two research publications in referred journals, approved by the UGC/ University of Calicut, may be recognized as Research Supervisor in that particular subject. Provided that in areas/disciplines where there is no/only a limited number of referred journals available, the College may relax the above conditions for recognition of a teacher/scientist as Research Supervisor with reasons recorded in writing.

5.2 A Professor as Research Supervisor/Co-supervisor, at any given point of time, shall guide not more than 8(eight) Ph.D. scholars. An Associate Professor as Research Supervisor shall guide up to a maximum of 6(six) Ph.D. scholars and an Assistant Professor as Research Supervisor shall guide up to a maximum of 4(four) Ph.D. scholars.

5.3 If a research student under a Research Supervisor submits his/her Ph.D thesis for adjudication, the date of submission of Ph.D. thesis will be considered as date of occurrence of vacancy under that Research Supervisor in order to avoid the delay in granting registration for new research scholar.

5.4 The Department, in case of topics which are of inter-disciplinary nature and where the expertise in the Department has to be supplemented from outside, may nominate a Supervisor from the Department itself as the Research Supervisor, and a Co-supervisor from outside the Department/ Faculty/College/University or other Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges and duly approved by the College/University.

5.5 Allocation of research supervisor for a selected research scholar shall be decided by the Department Research Committee concerned depending on the number of scholars per research supervisor, available specialization among the research supervisors and research interests of the scholars as indicated by them at the time of interview and willingness of the research supervisor. Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.

**6. Course Work:**

6.1 The course work for Ph.D. shall be of a minimum of 08 credits and a maximum of 16 credits.

6.2 A minimum of four credits shall be assigned to one or more courses on Research Methodology which shall cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, and field work and other areas found relevant to the discipline concerned. Other courses shall be advanced level areas in the subjects concerned for enabling the students to acquire deep knowledge in the preparation for Ph.D. degree.

6.3 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirements and shall specify content, instructional and assessment methods duly approved by the concerned Board of Studies of the College .

6.4 The Department where the scholar pursues research shall prescribe the course(s), based on the recommendations of the Research Advisory Committee, as stipulated under sub-clause 7.1 below, of the Research Scholar.

6.5 Scholars admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one or two years.

6.6 Scholars already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. course by the research advisory committee, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

6.7 Grades in the course work, including research methodology courses, shall be finalized after a combined assessment by the Research Advisory Committee and at least one external examiner, and the final grades shall be communicated through DoR, University of Calicut.

6.8 The Ph.D. Scholar has to obtain a minimum of ‘B’ Grade in the UGC 7-point scale in the course work with a minimum of 55% marks in order to be eligible to continue in the Ph.D. programme and submit the thesis/dissertation.

**7. Research Advisory Committee and its functions:**

7.1 There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the rule and regulations of St. Thomas College (Autonomous), Thrissur and Statutes/Ordinances of the University of Calicut, for each Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

7.1.1 To review the research proposal and finalize the topic of research;

7.1.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.

7.1.3 To periodically review and assist in the progress of the research work of the research scholar.

7.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the College /College with a copy to the research scholar.

7.3 In case the progress of the research scholar is unsatisfactory, 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 Advisory Committee may recommend to the Institution/College with specific reasons for cancellation of the registration of the research scholar.

**8. Evaluation and Assessment Methods, minimum standards/credits for award of the degree:**

8.1 The Ph.D. Scholar shall, upon satisfactory completion of course work and obtaining the grade prescribed in sub-clause 6.8 above, be required to undertake the research work and produce a draft thesis within a reasonable time, as stipulated by the College based on these Regulations.

8.2 The scholar shall make a pre-submission presentation of the thesis in the Department, before a Board consisting of Research Advisory Committee, an external expert and Dean of the Faculty concerned.

8.3 Pre-submission presentation shall be open to all faculty members and research scholars/students, and the feedback and comments obtained from the participants may be suitably incorporated into the draft thesis, as advised by the Board.

8.4 Ph.D. scholars shall publish at least one research paper in refereed journal, duly approved by the UGC/University of Calicut, and make two paper presentations in conferences/seminars, recognized by the Department Council concerned, before the submission of the thesis for adjudication and produce evidence for the same in the form of presentation certificates and reprints.

 8.5 The thesis submitted for adjudication shall contain an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism using the software approved by the UGC/University of Calicut and College and that the work has not been submitted for the award of any other degree/diploma of the University/College or to any other Institution. However for subjects where plagiarism check software is not available, manual check may be done.

8.6 The thesis for Ph.D., submitted for adjudication, shall be evaluated by the respective Research Supervisor and two External Examiners, who are not in employment of the College/University, of whom one examiner may be from outside the state/country. However, for the subject of Malayalam the condition that one examiner may be from outside the state/country may not be insisted.

8.7 The two External Examiners for evaluation of Ph.D. thesis shall be appointed by the Vice Chancellor of University of Calicut from among the panel of ten experts prepared and submitted by the supervising teacher, giving the consideration to the specialization in the topic of study.

**9. Public Viva Voce:**

9.1 Public viva voce, based on the observations given in the evaluation report, shall be conducted by a Board consisting of one of the External Examiners, in the duly approved panel nominated by the Vice Chancellor, as Chairperson, and the Research Supervisor and Head of the Research Centre as members.

9.2 Public viva voce shall be open to all faculty members of the Department, research scholars and interested experts/researchers/students.

9.3 Public viva voce of the research scholar to defend the thesis shall be conducted only if the recommendations in the evaluation report(s) of the External Examiner(s) on the thesis, submitted in the format specified by the College/University for the purpose, is/are satisfactory and specific recommendation for conduct of the public viva-voce is made.

9.4 The thesis shall be sent to another External Examiner, contained in the approved panel of examiners, in case the evaluation report of one of the External Examiners is unsatisfactory and does not recommend for conduct of the public viva-voce.

9.5 Public viva-voce examination, in respect of scholars referred to in Clause 9.4 of these Regulations, shall be held only if the recommendation in the report of the third External Examiner is satisfactory.

9.6 The thesis shall be rejected, in case the recommendation in the report of the third External Examiner is unsatisfactory and the research scholar concerned shall be made ineligible for the award of the degree, based on the thesis already submitted.

9.7 The College and University of Calicut shall formulate appropriate methods, so as to complete the entire process of evaluation of the thesis for Ph.D. within a period of six months from the date of submission of the thesis/dissertation.

**10. Academic, administrative and infrastructure requirement for offering Ph.D. programmes:**

10.1 All Aided PG departments of the College are deemed to be research centers of University of Calicut.

10.2 Research centers, granted approval by the University of Calicut prior to the date of effect of this regulation, shall be permitted to remain as the research centre and to retain the research scholars who have applied for their registration prior to date of commencement of these Regulations in force and continue their registration.

**11. Treatment of Ph.D. through Distance Mode / Part time:**

11.1 Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, the College shall not conduct Ph.D. Programmes through distance education mode.

11.2 Part-time research for Ph.D. shall be allowed provided all the conditions mentioned in the extent Ph.D. Regulations are met. A minimum attendance of 3 days per month and atleast sixty day attendance in an year at the research centre is mandatory for part-time research scholars.

**12. Award of Ph.D. degrees prior to Notification of these Regulations:**

12.1 Award of degrees to candidates registered /waiting for registration for research leading to Ph.D. on or after July 11, 2009 till the date of effect of this regulation shall be governed by the provisions of the Calicut University Research Regulation-2012,2016 and subsequent Regulations and guidelines thereof adopted by the University of Calicut.

12.2 Recognition of Ph.D. degree awarded by the Foreign University shall be decided based on the recommendations of the Academic Council.

**13. Depository with INFLIBNET**

13.1 The College shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET, following the successful completion of the evaluation process and before the announcement of the award of Ph.D. degree, for hosting the same accessible to all.

13.2 The University of Calicut shall issue a Provisional Certificate to each scholar, prior to the actual award of the Degree, to the effect that the Degree has been awarded in accordance with the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil./Ph.D. Degree) Regulations 2016.

**14. Rules and procedures:**

The rules and procedures for admission / registration / conduct of coursework / pre-submission presentation/ evaluation of thesis/public viva-voce within the frame work of these regulations shall be framed by the College, giving due consideration to the Research Regulations of University of Calicut.

 **15. Repeal and Saving:**

15.1 All directives and orders issued, before the commencement of these regulations, by the College under the then existing regulations and guidelines of University of Calicut shall continue to apply for the period for which such orders/ directions were issued. All guidelines issued shall continue to have effect until such rules are rescinded or modified, as the case may be, and save, as otherwise provided in these regulations are hereby repealed.

15.2 In case of disputes, the Research Council and Principal of the College, together with Director of Research and Vice-Chancellor, University of Calicut may examine the cases individually and take an appropriate decision.

**Coordinator, Research Council Principal**

**St. Thomas College, Thrissur St. Thomas College, Thrissur**