SAI NATH UNIVERSITY

RANCHI, JHARKHAND, INDIA

Ph.D. RESEARCH POLICY (2026)

Registrar
Sai Nath University
Ranchi Jharkhand

1. Preamble

This policy is framed in accordance with the University Grant Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulation 2022 and NEP 2020. The purpose is to promote quality research, academic integrity and innovation

2. Vision

To create a robust- research ecosystem producing high qualify, ethical and socially relevant research

3. Objectives

(i) To develop researchers with critical thinking and innovation

(ii) To promote interdisciplinary and allied research

(iii) To ensure research ethics, originality and zero tolerance for plagiarism

4. Eligibility criteria for admission to the Ph.D. Programme:-

The following are eligible to seek admission to the Ph.D. programme:

(1) Candidates who have completed:

i. A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed

or equivalent qualification 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 to assess, accredit or assure quality and standards of the educational institution.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer) / Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission and State Government from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

(2) Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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 to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission and State Government from time to time.

5. Duration of the Programme:-

(1) Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme.

(2) A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the University; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admissionin the Ph.D. programme.

(3) Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

6. Procedure for admission:-

(1) The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

(2) Admission to the Ph.D. programme shall be made using the following methods:

i. University may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview.

And/or

ii. University may admit students through an Entrance Test conducted at the University level. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject-specific.

iii. Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.

iv. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.

v. University may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.

vi. Provided that for the selection of candidates based on the entrance test conducted by the University, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.

(3) University intends to conduct Ph.D. programmes, shall:

i. Notify a prospectus well in advance on the University's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;

ii. Adhere to the National/State-level reservation policy, as applicable.

(4) University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the University and update this list every academic year.

7. **Allocation of Research Supervisor:-** Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

(1) Regular faculty members working as Professor/Associate Professor/ Assistant Professor of the University with a Ph.D. and at least two research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the University.

Co-Supervisors from within the same department or other departments of the University may be permitted with the approval of the competent authority.

(2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from inside/outside the Department/School/Centre/College/University may be appointed.

(3) An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.

(4) In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution/ University to which the scholar intends to relocate, provided all the other conditions in this policy are followed, and the research work does not pertain to a project sanctioned to the parent University /Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent University and the supervisor for the part of research already undertaken.

8. Admission of International students in Ph.D. programme:-

(1) Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.3 above.

(2) The University may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

9. Course Work-Credit requirements, number, duration, syllabus, minimum standards forcompletion, etc.

(1) The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a "Research and Publication Ethics" course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee/DRC can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

(2) All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

(3) A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

10. The Research Council / Doctoral Research Committee:-

The Research Council will be also known as Doctoral Research committee.

The Research Council shall consist of the following namely:

i. The Vice Chancellor – Chair Person

ii. The Dean of Research - Secretary

iii. Deans or Senior member from all Faculties – Members

(Nominated by Academic Council)

The Research Council / Doctoral Research Committee and its function

1) As per Sai Nath University Act, The Research Council shall be the Principal research committee of the University and shall provide larger holistic vision of the kind of research to be undertaken by the University including prioritization of the research areas.

2) The Research Council shall coordinate and exercise general supervision over Research policies of the University.

3) The Research Council will meet as often as required and the quorum for meeting will be three persons.

4) The Research Council shall lay down the policy and procedure for research program.

5) The Research Council shall select/approve/authorize research supervisor within or outside the University.

6) The Research Council shall select/approve/authorize any University/ institution / organization/ College etc. As work place for research and course work for various research programs etc. conducted by the University.

11. Research Advisory Committee and its Functions:-

Research Advisory Committee will be also known Departmental Research committee.

(1) There shall be a separate Research Advisory Committee or DRC for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:

i. To review the research proposal and finalize the topic of research.

ii. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.

iii. To periodically review and assist in the progress of the

research work of the Ph.D. scholar.

(2) Constitution of Research Advisory Committee: The Research Advisory Committee shall consist of the following namely:

1) Dean of concerned Faculty- Chairman
2) HOD of concerned Department
3) Research Supervisor- Convener
4) One member of concern department nominated by vice-chancellor
5) One outside R & D expert/ Industry Expert/ expert of different department of University – nominated by Vice- Chancellor

(3) Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee / DRC to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the department of the University. A copy of such recommendations shall also be provided to the Ph.D. scholar.

(4) In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

12. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.-

1) Upon satisfactory completion of course work and obtaining the marks/grade, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.

2) Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the department concerned, which shall also be open to all faculty members and other research scholars/students.

3) University shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.

4) A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and

(b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.

5) The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the University. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside state. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students. As per policy framed by Research Council.

6) The Viva-Voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.

7) University shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

13. Academic, research, administrative, and infrastructure requirements to be fulfilled by Departments for getting recognition for offering Ph.D. programmes.-

(1) Department offering 4-year Undergraduate Programmes and/or Post- graduate Programmes, may offer Ph.D. programmes, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities.

14. Ph.D. through Part-time Mode-

(i)Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in this policy are fulfilled.

(ii) University shall obtain a "No Objection Certificate" through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:

i. The candidate is permitted to pursue studies on a part-time basis.
ii. His/her official duties permit him/her to devote sufficient time for research.
iii. If required, he/she will be relieved from the duty to complete the course work.

15. Issuing a Provisional certificate:-

Prior to the actual award of the Ph.D. degree, the University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of UGC Regulations.

16. Award of Ph.D. degrees prior to Notification of UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations 2016-

Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of UGC regulation 2016 shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by UGC (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degree) Regulations, 2016.

17. Depository with INFLIBNET:-

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET / Shodhganga, for hosting the same so as to make it accessible to all other Higher Educational Institution, University and research institutions.

18. Ethical uses of AI in Research:-

AI will be used in following research related activities

(i) Literature Review and Reading

It can useful in review literature and identifying research gaps.

(ii) Research design & Methodology

Help to frame research questions, Hypothesis, selection of statistical tool, designs questionnaire/ interview schedule

(iii) Data collection and Data Analysis

Helps in removing duplicate, wrong thesis, quantitative and quantitative analysis.

(iv) Academic writing and language

Helps in removing grammatical mistakes, reference formatting in APA, MLA automatically, converting rough draft into academic paragraphs, helps in writing progress report, preparing of PPTs for the presentation.

(v) Publication and Plagiarism check

Checks Plagiarism which is AI generated, suggest suitable Journal for paper publication, checking of predatory Journals.

19. Grievance and Cancellation:-

(i) Grievance and Redressal Cell will address the concerns or complaints of Ph.D. students related to admissions, Course work examinations, evaluations, results or Degree Awards and provide quick time bound of resolution.

(ii) If GRC finds student guilty of gross misconduct then GRC shall recommend for the warning, fine, suspension or cancellation of registration of student.

20. Institution of best Ph.D. Thesis Award:-

The University is pleased to offer award "Best Ph.D. Thesis Award" on the basis of original research, contribution to the society, standard publications, patent, innovation and creativity.

The prize money is fixed as Rs.5000/- + Gold Medal + Certificate to the best research scholar.