



VINAYAKA MISSIONS SIKKIM UNIVERSITY

NH - 31A, Tadong, Gangtok, East Sikkim 737102

www.vmsu.edu.in/ e.mail: vmsu.gangtok@gmail.com

Phone : +91-93323-67555 / (03592)-232588/232417

Centre for Continuing Education & Research (CCER)

Date 20.08.2014

09.10.2014

Guidelines for Ph.D. Registration and Submission / Evaluation of Thesis

- a) There may be two types of the registration for candidates – Full time or Part time registration. If a candidate is employed, he/she has to produce “No Objection” from the employer. Along with the Ph.D. topic he/she has to select a Research Guide from the University, and if required, another Joint Guide from outside University.
- b) The Ph.D. Research topic is selected in consultation with the Guide(s) and approval by CRC & BPGS of a suitable synopsis of the thesis when submitted to the University at the time of his/her Ph.D. registration.
- c) The date of submission of the application form in University will be taken as the date of Registration.
- d) Attending classes in the University for part time registered candidates is not compulsory. The candidate has to go through 4 (four) courses related to Ph.D. topic (as recommended by CRC/BPGS) in maximum 2 (two) semesters scoring minimum 3 out of 5 GPA. The courses are self-study type. However, for Full Time candidates, 75% of attendance is called for.
- e) The candidate may carry out literature survey along with the course work.
- f) The candidate has to appear in a comprehensive examination usually between 18 to 24 months and pass the same. If one does not succeed, another chance in next 6 months for re-appearing and clearing may be given to him/her.
- g) After passing the comprehensive examination, the candidate may be allowed to submit the thesis as per the recommendation of CRC/BPGS. However, before submission of thesis, the candidate has to present the findings of his research work in a Pre-Ph.D. Seminar. A candidate is normally expected to submit thesis after 3 years but before 5 years from the date of registration. However, one may be allowed to submit before 3 years with the approval of CRC.
- h) The Ph.D. thesis will be sent for examination to three examiners – one Research Guide and two will be from outside the State (one may be preferably out of India, if so warranted). After thesis evaluation, at least two examiners must recommend for award of the degree. In case any one of the examiner(s) does not recommend for award of degree, the Ph.D. thesis shall be sent to another external examiner whose decision on thesis shall be binding on the University.
- i) The revision, if any, suggested by the experts shall be carried out by the candidate in stipulated time frame before Ph.D. Thesis is accepted for evaluation / final submission.
- j) After recommendation of all the examiners for award of degree, the candidate has to defend the thesis in an open seminar in the university and face a Vive-Voce before Examination Board where the Expert Examiner, members of CRC and BPGS and faculty members from all

college/departments and students may be present and ask questions on the findings of the research work. After successful defence of the thesis, the candidate will be recommended for award of Ph.D. Degree.

k) The format of Synopsis and Thesis

The thesis and synopsis should consist of the following items in different chapters:

Chapter 1	: Scope of the problem
Chapter 2	: Literature survey
Chapter 3	: Formulation of problem, objective and goal
Chapter 4	: Approach and methodology of the solution
Chapter 5	: Analysis of the solution and findings of the research
Chapter 6	: Conclusion and Future Scope of Work

However, references of approximately 100 to 150 in number should be included after the last chapter. Also before the first chapter, there should be an index page for contents including list of symbols, figures and tables included in the thesis. The thesis must contain at least two publications of the candidate in a referred/reputed journal.

l) Terminology

AC	: Academic Council
BoS	: Board of Studies
BPGS	: Board of Postgraduate Studies
CRC	: College / Centre Research Committee
DTH	: Doctoral Thesis
IPR	: Intellectual Property Right
VC	: Vice Chancellor & Chairman, AC

Key Points & Tuition Fee Structure (2014-15)

- I. In 2014-15 session, Ph. D. admissions shall be allowed in Arts / Commerce & Management / IT & Management / Science.
- II. The rules and regulation for the Ph. D. Programme at VMSU Sikkim has already been framed vide the decision on the Agenda Item AC 4.9 during 2012-13, and the University shall abide by the same until further orders.
- III. The registration fee for submission along with the prescribed application form is Rs. 2,000/- for general candidates and Rs. 1,000/- for SC/ST candidates. Application Form costs Rs. 600/- for all.
- IV. The Annual Tuition Fee during the period of Ph.D. registration is Rs. 30,000/-. However, for internal candidates (the employees of VMSU and their dependents), it is Rs. 15,000/- per annum.
- V. If the Annual Fee is paid in two instalments, then in each semester it will be Rs. 15,000/-. However, for internal candidates (the employees of VMSU or dependent), it is Rs. 9,000/- per semester.
- VI. For Sikkim Govt. quota candidates, the Annual Tuition Fee is Rs. 16,500/- only. If paid in two instalments, then it is Rs. 10,000/- per semester.
- VII. **The other miscellaneous fee(s) to be charged are as follows :**
 - (a) Examination fee per course - Rs.1500/- by 05.12.2014
 - (b) Caution deposit (refundable) - Rs.5000/- by 31.01.2015
 - (c) Computational charges (for regular research scholars) per year - Rs.2000/- by 31.01.2015
 - (d) VMSU Alumni Association Fee (one time) – Rs.1000/- (at the time of Ph.D. Thesis submission)

- VIII. The fee should be deposited through demand draft drawn in favour of "Vinayaka Missions Sikkim University" payable at Gangtok on any Nationalised Bank.
- IX. The other miscellaneous charges, thesis examination & evaluation fee, caution deposits, etc shall be in accordance with the University norms.
- X. The grading system will be as follows:

(a) The 5-Point grading system (as proposed in agenda) for each course/subject is accepted.

(b) The Overall GPA has to be calculated by the following formula

$$\text{GPA} = \frac{\sum(\text{Grade} \times \text{Credit})}{\sum \text{Credit}}$$

The overall GPA range may be Grade E : 4.5 – 5.0; Grade A : 3.75 – Grade B : 3.0 – 3.74. E –Excellent, A – Very Good, B – Good.

(c) Course Weightage : (i) Internal Assessment 20%
(ii) End Semester Examination 80%
