

Draft Regulation
BILASPUR VISHWAVIDYALAYA, BILASPUR (C.G.)

REGULATION
FOR

THE ADMISSION, EVALUATION AND AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY (Ph. D.)

(As per the provisions of Ph. D. Ordinance No. 42 of Bilaspur Vishwavidyalaya, Bilaspur)

CONTENTS

Clause No.	Particular	Page No.
	Preamble	1
	Definition	2
1	General Instruction	3
2	Classification	4
3	Eligibility Criteria	4
4	Doctoral Entrance Test (DET)	5
5	Departmental Research Committee (DRC)	6
6	Course Work	7
7	Research degree committee (RDC)	8
8	Supervisor/Co-Supervisor	9
9	Change of Supervisor and appointment of care taker supervisor	11
10	Research Centre	12
11	Tenure of Ph.D. work	12
12	Six monthly progress Report	13
13	Submission of Summary of Thesis	13
14	Submission of Thesis	14
15	Thesis Evaluation	15
16	Resubmission	16
17	Viva-Voce and Award of Ph. D. Degree:	17
18	University Fellowship	17
19	Leave and Attendance	18
20	Interpretation	19
	Appendix – I	20
	Appendix –II	26
	Appendix –III	29
	Appendix –IV	32

BILASPUR VISHWAVIDYALAYA, BILASPUR (C.G.)

**Draft Regulation
Doctor of Philosophy**

**REGULATION
FOR
THE ADMISSION, EVALUATION AND AWARD OF DEGREE OF DOCTOR OF
PHILOSOPHY (Ph. D.)**

(As per the provisions of Ph. D. Ordinance No. 42 of Bilaspur Vishwavidyalaya, Bilaspur)

PREAMBLE

Bilaspur Vishwavidyalaya [here after Bilaspur University (BU)] offers direct Ph. D. program as per UGC M.Phil/Ph.D. Regulation-2009, leading to the award of Ph. D. degree through its Departments / Research Centers. The award of Ph. D. degree is in recognition of high academic achievements, independent research and application of knowledge to the solution of problems in Applied Sciences/ Arts/ Humanities/ Social Sciences or other interdisciplinary subjects as prescribed by the University from time to time.

The University undertakes sponsored research and development projects from industrial and other organizations in the public as well as private sector.

The degree of Doctor of Philosophy shall be abbreviated as Ph. D. The degree of Doctor of Philosophy is granted for research work in areas recognized by the Academic council of the University, subject to the conditions and regulations contained hereinafter.

The degree of Doctor of Philosophy (Ph.D.) of Bilaspur University, Bilaspur shall be conferred on a candidate who fulfills all the requirements specified in the relevant Ordinance. The degree of Doctor of Philosophy will be awarded on the research work carried out by the candidate as per the evaluation process described in this regulation.

DEFINITIONS

- i. **"Applicant"** shall mean an individual who applies for admission to the Ph. D. program of the Bilaspur University, Bilaspur on a prescribed Application Form and get admitted through the process prescribed hereinafter.
- ii. **"Student"** shall mean an individual who has been admitted for pre Ph.D. course work as approved by DRC.
- iii. **"Candidate"** shall mean a person registered for the Ph.D. degree and who has successfully completed the course requirement or equivalence.

- iv. **"Caretaker Supervisor"** shall mean a recognized supervisor of the University to look after the candidate's research interests in the absence of the Supervisor.
 - v. **"Centre"** shall mean Research Centre approved / recognized by the University, where research work is permitted to be pursued.
 - vi. **"Course Work"** shall mean courses of study prescribed by Bilaspur University, Bilaspur to be undertaken by a student registered for the Ph.D. Degree.
 - vii. **"DRC"** shall mean Department Research Committee.
 - viii. **"RDC"** shall mean Research Degree Committee.
 - ix. **"DET"** shall mean Doctoral Entrance Test, conducted by the University/DRC.
 - x. **"Degree"** shall mean the Degree of Doctor of Philosophy (Ph.D.) of the Bilaspur University, Bilaspur.
 - xi. **"Registration Period"** shall mean the length of time span commencing with the date of initial registration at the University / Research Centre.
 - xii. **"Supervisor"** shall mean a member of the academic staff of the University / affiliated College fulfilling requirement as per clause 8 of this regulation.
 - xiii. **"Co-supervisor"** shall mean an additional supervisor approved by the Research Degree committee to help in the accomplishment of the research work of the candidate, as per clause 8 of this regulation.
 - xiv. **"University"** shall mean the Bilaspur Vishwavidyalaya, Bilaspur.
 - xv. **"Category"** shall mean category of applicant/student/Candidate as UR/ST/SC/OBC etc.
 - xvi. **"Admission Category"** shall mean category of admission through DET or DET exempted.
- Note:** 'He' & 'His' imply 'he/' 'she' and 'his/' 'her', respectively hereinafter.

1. GENERAL

- a. The degree of Doctor of Philosophy (Ph. D.) may be granted in any discipline; belonging to any faculty of the Bilaspur University in which post- graduate studies and/or research is available at the university or at its affiliated colleges that are recognized as research center by the University.
- b. Candidate shall not join any other course/study or appear at any other examination conducted by any University leading to a degree (Except Certificate/Diploma course of Languages, Research Methodology, Statistics, Computer courses **etc.**) till the submission of Ph.D. thesis.
- c. The University shall annually decide well in advance the number of seats available for Ph.D. Program in each subject. The number of seats, so decided, shall be notified by the university on its website and/or through advertisement in the beginning of every academic year.

- d. University shall decide to open a fixed percentage/ **number** of seats or all available seats out of total available seats for a particular DET, which shall be notified well in advance.
- e. On detection of any irregularity, the University shall take suitable steps to withdraw the degree as per provisions of section 6 (12) of the Adhiniyam.
- f. A person applied for DET, shall not be the member of any of the committee mentioned in this regulation.
- g. Regular principal of any affiliated college shall be treated as professor.**

2. CLASSIFICATION

- a. The applicant shall be classified under any one of the following categories for admission (Admission category) process –
DET: Those who have to appear in entrance examination.
DET Exempted: Those who need not to appear in entrance examination.
- b. As far as possible 50% seats for each category i.e. DET and DET exempted shall be available.
- c. In case DET category applicants are not available seats may be filled from DET exempted category similarly if DET exempted category applicants are not available, seats may be filled from DET category.
- d. Seat generated as 0.5 will be round off to one and shall be allocated to either DET or DET exempted category.

3. ELIGIBILITY CRITERIA

- a. A person shall ordinarily be permitted to work for Ph.D. degree in the subject in which he/she has obtained his/her master's degree.
- b. Provided that research work leading to Ph.D. degree may be allowed in allied subject of inter disciplinary nature of the same faculty or of allied faculties. In such cases, candidates may be permitted to work under one or two co-supervisors along with the supervisor.
- c. An applicant for the degree of Doctor of Philosophy in a subject must, at the time of application, hold Master's degree in that subject with at least 55% marks or an equivalent grade (CGPA) from University incorporated by any law for the time being in force and recognized by the University.
- d. Provided that for SC/ST/Differently abled candidates, at least 50% marks or equivalent grade (CGPA) are required instead of 55%.
- e. Provided further that an applicant, who has at least 7 years of experience of research/teaching **as regular teacher** with at least 5 papers published in standard peer reviewed Indexed research journals having ISSN No., or obtained post graduate degree before September 1991 may be permitted to get registered for Ph.D. degree, up to minimum 50% marks or equivalent grade (CGPA) of the Master's degree.

4. DOCTORAL ENTERANCE TEST (DET)

- a. Candidates shall be generally admitted to the Ph.D. through Doctoral Entrance Test (DET) followed by an interview which shall be conducted for each subject separately at the research centre. The colleges which are approved research centers, shall be allowed to conduct the DET for the subjects not available in the University Teaching Department provided that the Kulpati has assigned to the allied or to any Teaching Department to conduct the DET for the subjects available only in the colleges.
- b. Date and place of DET shall be announced in the notification by the University.
- c. The modalities of the test shall be decided by the University FROM time to time.
- d. Only the list of qualified applicants shall be declared by the University/ DRC. There shall not be any merit list of DET.
- e. The qualifying marks of DET shall be 55% (50% in case of ST/SC/Differently abled) or as decided by the university from time to time.
- f. Syllabus of DET would be similar to what has been prescribed by the CSIR/UGC or any other body for National eligibility Test (NET) in the subject concerned or may be decided from time to time by the university.
- g. In response to the advertisement or notification of the University, applicant desirous of seeking admission to Ph.D. program shall be required to submit applications form (**Appendix -I, Form A**) to the university along with prescribed fee. The duly filled in application forms along with supportive documents and the entrance test fee should be submitted /sent to the office of the Registrar within the given period.
- h. Applicants who will clear DET shall be eligible till the next DET examination, a certificate for the same will be provided for this purpose (**Appendix -I, Form C**).
- i. As per 2 (a), applicants belonging to following categories and possessing a Master's Degree shall be exempted from appearing at the entrance test (DET) and they may be treated as DET exempted category and may be admitted directly to the program on the recommendation of the DRC:
 - i. Applicants, who qualify UGC-CSIR (JRF) examination, including NET lectureship / SET/SLET or any other JRF examination, conducted by national agencies, such as ICAR, ICSSR etc.
 - ii. Applicants possessing M.Phil degrees from recognized University.
 - iii. Teacher Fellowship holder and University/College teachers holding a regular position (regular appointment) and having completed two year of service as teacher in a department or affiliated colleges of the University.
 - iv. Scientist of any recognized national (e.g. DST-CSIR-funded etc.) and international institutions (for example; WHO- funded etc) having acquired two years experience.
 - v. Persons having Master's degree in the relevant or allied subjects and at least seven years experiences of administration management and specialized knowledge in the proposed field of research to the satisfaction of the DRC.

- j. Further an applicant having M. Phil degree (As per 3 (c)) will be exempted from the course work, provided they studied Research Methodology as one of the paper in their curriculum.

5. DEPARTMENTAL RESEARCH COMMITTEE (DRC)

- a. The Kulpati shall constitute a Departmental Research committee (DRC) to conduct DET or as decided by Kulpati time to time. All the academic matters related to Ph.D. degree shall be processed by DRC. The committee will comprise of the following members :-
 - i. Head of the Department (Chair), for UTD or Principal (Chair), for affiliated colleges of the University.
 - ii. All teachers of the Department of affiliated colleges of the University who are recognized by the University as Ph.D. supervisors.
- b. There should be at least three members, including the chairman of the DRC.
- c. The Kulpati shall nominate members from other / related departments in case the number of recognized Ph.D. supervisor is less than two in any department/approved research centers of the affiliated colleges of the University.
- d. The functions of DRC shall be as follows:
 - i. To scrutinize the applications.
 - ii. To conduct DET.
 - iii. To submit the final list of eligible applicants for DET.
 - iv. To conduct interview.
 - v. To recommend category wise provisional list of student along with waiting list for admission in the pre Ph.D. course work to Kulpati for final approval.
 - vi. Any other concerned work assigned by the Kulpati from time to time.
- e. While granting provisional admission to the applicants for Ph.D. Program, the DRC must pay due attention to the reservation policy of C.G. Govt.
- f. Special DRC may be conducted with prior permission of Kulpati for seats vacant due to any reasons, new seats generated with an existing or newly recognized supervisor/co-supervisor or for any other purposes.
- g. Seats vacant shall be filled from the same category and same admitted category.
- h. DRC shall not be conducted for admission of new students, if admission notification for **next** DET has been published.
- i. A candidate who is successfully cleared course work or already registered as a Ph.D. scholar in some other university and whose supervisor joins university teaching department/Affiliated college of this university, can continue his/her research work with the same supervisor, subject to approval by DRC and the other eligibility conditions.
- j. In such cases candidate must apply in prescribed format (**Appendix -I, Form B**) to DRC and has to pay prescribed fee.
- k. Unit of reservation shall be applicable as per the total available seats of individual supervisor.
- l. DRC shall allot seats to the supervisor irrespective to the category of the applicants and seats belonging to remaining categories shall be allotted in the succeeding DRC.

- m. Further if an applicant under a particular reserve category is not found in succeeding DRC then seats shall be converted as per reservation policy of C.G. Govt.
- n. Records related to allocated seats to the applicants as per reservation rules must be maintained in the research centre and the same shall be provided to the University.
- o. An applicant employed must produce No Objection certificate (NOC) issued from the competent authority at the time of DRC, without which seats to the applicant can't be allotted.
- p. Each applicant shall be assigned a Research Supervisor by the DRC, for this purpose, a form (**Appendix – I, Form B**) shall be duly filled and must be submitted by the applicant during DRC.
- q. The allocation of the supervisor for a selected applicant shall be decided by the DRC at the time of admission in a formal manner depending on the number of seats per faculty member, the available specialization among the faculty supervisors and the research interest of the student as indicated during the interview. The allotment / allocation of supervisors shall not be left to the individual **applicant** or supervisor. However DRC should allocate the supervisor with the mutual consent of the applicant and supervisor as per **Form B of Appendix I**.
- r. Priority shall be given to the applicant those who have cleared junior research fellowship (JRF).

6. COURSE WORK

- a. Course comprises of three papers as recommended by BOS (or revised from time to time) concerned are as follows:

PAPER	Title of the Paper	Nature of the Paper	Marks
CW 01	Research Methodology and Computing	Inter Departmental level (Compulsory for all subjects)	100
CW 02	Tools and Techniques	Departmental level (Based on subject concerned)	100
CW 03	Review of literature and presentation	Research proposal level (Based on supervisor concerned)	100

- b. Syllabus of course work may be revised from time to time by BOS concerned.
- c. Each paper will have two parts: Internal 20% and External 80%.
- d. There shall be 50% pass marks separately in each subject.
- e. All eligible candidates except the candidates possessing M. Phil. degree from the recognized University shall be required to undertake course work for a minimum period of one semester.
- f. On the recommendation of the supervisor the course work may be carried out by the candidates in the recognized research centre either in UTD or in its affiliated colleges.
- g. The candidates may be allowed to change the research centre in exceptional cases for this DRC shall take the decision.

- h. Teaching in the course work will be the collective responsibility of all the supervisors associated at the research centre.
- i. The teachers of the research centre involved in the teaching program of the course work shall not be entitled for any remuneration/honorarium. However remuneration/honorarium may be paid to the guest faculty as per university rules.
- j. 75% attendance is mandatory in the course work. However 15% relaxation shall be given on medical ground or as per university/C.G. govt. rules by the Head/Principal.
- k. The candidates shall be evaluated at the end of the semester. The candidate shall be declared to have successfully completed the course if he/she obtains minimum 50% marks in each subject. The respective DRC will conduct the evaluation at the institutional / departmental level or as decided by the university from time to time.
- l. If a candidate fails to obtain the minimum passing marks in any paper of the course, he/she should be given one more chance to appear in the course work exam with all papers, in this case he/she has to pay the examination fee as decided by the University.
- m. If he/she fails again to obtain the minimum passing marks, he/ she should be out of the Ph.D. program.
- n. The candidate shall have to pay course work fees as decided by the University from time to time.

7. RESEARCH DEGREE COMMITTEE (RDC)

- a. RDC will comprise of the following members:
 - i. Kulapati or his/her nominee
 - ii. Dean of the Faculty
 - iii. Head of the University Teaching Department/ School of Studies in the subject
 - iv. Chairman, Board of Studies in the Subject
 - v. An external subject expert of the rank of a University Professor/ Director of recognized Institutes to be appointed by the Kulapati, out of a panel of 5 experts given by the Chairman, Board of Studies concerned. The term of the subject expert shall be coterminous with the tenure of the Board of Studies.
 - vi. External expert and two other members shall form the quorum.
- b. The candidate shall be eligible to submit synopsis as per **Appendix II, Form -E** of his/her proposed research work, after successful completion of the Ph. D. course work, along with the title of the thesis (In six copies) duly forwarded by his/her Research Supervisor and the Chairman of the relevant BOS/DRC. He/She shall be required to make an oral presentation of the proposed work before the Research Degree Committee
- c. The supervisor/co-supervisor is entitled to be present during the oral presentation of his/her candidate.
- d. No T.A. and D.A. shall be payable to the candidate and the supervisor/co-supervisor for attending RDC meeting.
- e. The committee shall recommend the suitability of the topic of research and the registration of the candidate for the Ph. D. Degree. On approval by the RDC, the candidate shall be

- registered and enrolled as a student from the date of the RDC. He will also be required to pay regular tuition, library and laboratory fees (Six monthly) during his research tenure.
- f. If the RDC approves the topic and suggests a minor change, the candidate shall be allowed to submit the revised synopsis (in six copies) through the Chairman of the relevant BOS / DRC after duration of at least 6 months.
 - g. If the RDC does not approve / recommend a candidate for registration to Ph.D. degree, the candidate shall be allowed to make oral presentation in the next RDC after duration of at least 6 months.
 - h. The meeting of the RDC shall be held in the university office twice in a year preferably in a gap of six months.
 - i. Provided that, if he/she fails to be present or satisfy the RDC for second time, his / her case will be rejected / cancelled. In such cases, the caution money deposited by the candidate shall be refunded.
 - j. A candidate shall pursue his / her research work at the Institution from where his / her application of registration has been forwarded.
 - k. Supervisor/Co-supervisor should be from the university department/affiliated college, where he/she is a regular (permanent) teacher.
 - l. In case of any dispute in the RDC regarding allied subjects (as per the approval of the Academic Council) of the interdisciplinary nature, the case should be referred to the Academic Council. The Kulapati may constitute a committee in this regard and the report of the committee shall be placed before the Academic Council / Standing Committee.
 - m. Provided that a candidate permitted to work in a research establishment recognized by the University shall be required to take at least one co-supervisor along-with the supervisor, one of them should be the regular (Permanent) teacher of the University/ affiliated college and the other a Teacher / Scientist / Scholar/ Director of the institution where the candidate is actually working.
 - n. Provided also that the candidate may be permitted to carry out his practical work in a Research institution / Research laboratory / Laboratory of a University recognized by the University for the purpose, under the supervision of a Scientist / Director / Teacher of the institution who may or may not be the co-supervisor of the candidate.
 - o. RDC shall recommend the eligibility for the appointment of Supervisor/Co-supervisor and prepare a list accordingly. This list shall be available with the Registrar and shall be published on the web site of the university.

8. SUPERVISOR/CO-SUPERVISOR

- a. The person recommended as Supervisor/Co-supervisor to guide the Research Scholar must be:
 - i. A Professor in a University Teaching Department/School of Studies possessing a Doctorate Degree and has published five research papers in the concerned subject in standard peer reviewed Indexed research journals having ISSN No.

OR

An Associate professor of the University / a Professor in a College affiliated to the University possessing a Doctorate Degree and has published five research papers in the standard Indexed Peer reviewed Journal having ISSN/ISBN No.

OR

An Assistant Professor of the University Teaching Department/Colleges affiliated to the University who has obtained a Doctorate Degree in the subject and has published at least five Research papers after award of Ph.D. degree in the concerned subject in standard Indexed Peer reviewed Journal having ISSN/ISBN No. and having at least five years P.G. or 10 years U.G. teaching experience out of which 2 years experience should be after the award of Ph.D. degree.

- ii. However, in order to encourage research interest among teachers of this category exemption from five years P.G. teaching or 10 years U.G. teaching shall be granted to those who have been awarded with research projects from the State (for example, CGOST)/ National (for example, DST, CSIR, UGC etc.)/ International (for example, WHO, Ford Foundation etc.) Sponsoring Agencies or those who have already published at least five papers in SCI/ SSCI/ A&HCI journals (as listed and revised by Thomson Reuters or any other agency from time to time).
- b. Provided that a recognized supervisor who fails to publish any research paper/ publication over a duration of five years shall not be eligible to enroll any new candidate under his/her supervision.
- c. Provided that the persons who have been recognized as Supervisors / Co- supervisors shall be eligible to supervise even after their superannuation. However, in this case the superannuated faculty, with the permission of the Chairman, RDC, shall have to co-opt an additional Co-supervisor, who is in service, from the research centre approved by the university.
- d. Provided also a recognized Supervisor/Co-supervisor under the repealed ordinance shall continue to be recognized as Supervisor/Co-supervisor.
- e. Provided further that a person who is himself/herself registered for Ph.D. degree of the University in the subject shall not be eligible to act as Supervisor/Co-supervisor in the concerned subject or member of the RDC related to the concerned subject mentioned in this regulation.
- f. A person who wants to get himself/herself recognized as a Supervisor/Co-supervisors shall apply in the prescribed form (**Appendix I, Form-D**) duly forwarded by Head / Principal / Director of his/her institution. The case will be put up before the RDC which will decide about the recognition.
- g. A faculty member who is due to retire within the next three years can be appointed as a co-supervisor and can continue to be the co- supervisor even after his retirement provided the DRC is convinced of his availability / continued guidance to the student.

- h. No person will be normally allowed to guide his close relations. If somebody wants to do so, prior permission of the Academic Council will be necessary. If such permission is granted, the supervisor will not act as one of the examiners, when the thesis is submitted. All the three examiners will be external. The supervisor will also not suggest names of the examiners to evaluate the thesis.
- i. The term close relation includes wife, husband, son, daughter, sister, brother, nephew, niece, grand niece, grand nephew, uncle, aunt, first cousin, son-in-law, daughter-in-law and nephew, niece, grand niece and nephew of supervisor's brother's & sister's spouse
- j. Supervisor/Co-supervisor shall be appointed either from UTD or from its affiliated colleges only.
- k. Maximum number of research candidates that can be registered and allowed to pursue research work under a supervisor at any particular time shall be **SIX** for Assistant professor/Associate professor and **EIGHT** for Professor. The submission of a thesis shall create a vacancy for the admission of a new candidate for Ph.D. degree under the concerned supervisor as per the reservation rules.
- l. A candidate if supervised by two or more than two supervisors shall be counted as 0.5 for each supervisor.
- m. The maximum number of candidates, which can be supervised by any supervisor/Co-supervisor may however be relaxed by **Kulpati** in exceptional cases on the recommendation of DRC.

9. CHANGE OF SUPERVISOR AND APPOINTMENT OF CARE TAKER SUPERVISOR /CO-SUPERVISOR

A faculty member appointed as a supervisor is normally expected to be available to a research student /candidate in the research Center till the thesis is submitted. However, under unavoidable circumstances as mentioned below new supervisor or care taker supervisor shall be appointed.

- a. **If a Supervisor is proceeding on leave for less than 6 months, a care taker supervisor shall be appointed by DRC with consent of supervisor and Kulpati.**
- b. Supervisor - proceeding on long leave of more than 6 months
 - (i) Where more than one supervisor exists, the supervisor proceeding on long leave for more than 6 months can continue to be a supervisor, **provided a co-supervisor shall be appointed by DRC with consent of supervisor and Kulpati.** If only one supervisor exists at the research centre, appropriate decision may be taken by the Kulpati.
 - (ii) If the summary of the thesis has been submitted before the supervisor proceeds on leave, he will continue to be the supervisor and only a caretaker supervisor (If required) shall be appointed by DRC.
 - (iii) If the thesis has been submitted before the supervisor proceeds on leave, he will continue to be the supervisor and only a caretaker supervisor (If required) shall be appointed by DRC.

- (iv) Further, if a major revision becomes necessary, and the sole supervisor is on leave, he should be asked to specifically state whether he would effectively help the candidate carrying out the major revisions within a reasonable period. In case the sole supervisor expresses his inability due to one reason or the other, the caretaker supervisor/Co-supervisor, if he provides the required help in carrying out the major revision, will automatically be treated as a supervisor of that candidate.
- (v) If a supervisor proceeds on leave for a period less than 6 months initially, but later extends his leave beyond 6 months, the above procedure will be followed.
- c. A Supervisor retires:
Faculty member on retirement may continue as a supervisor/co supervisor, if candidate has fulfilled the minimum requirement of attendance in the research centre and if the synopsis of the thesis has been submitted or his/her candidate (s) has been approved/recommended by DRC/RDC.
- d. A supervisor Transfers/Resigns
A new Supervisor shall be appointed, if necessary, as per clause - 8 (a) or a caretaker supervisor/Co-supervisor shall be appointed as per clause - 9 (b) ii and iii, subject to the recommendation of DRC.
- e. A Supervisor dies:
A new Supervisor shall be appointed to carry on further work as per clause - 8 (a).
- f. In all such cases number of seats of the supervisor shall be as per clause - 8 (m) or may be relaxed by the Kulpati.
- g. The candidate may be allowed to change the Supervisor, if permitted by the Kulpati or on the recommendation of the committee constituted by the Kulpati for this purpose under special circumstances. No major change in the topic of research shall be permitted due to change of supervisor.

10. RESEARCH CENTRE

- a. For recognizing the research centre the University teaching department/ Affiliated colleges should have post graduate department with at least one supervisor.
- b. Should have at least two hundred reference books of the concerned subject and
- c. Must possess research laboratory of the concerned subject as well as five research journals should have been subscribed by the department in the respective subject.
- d. Seventy percent (70%) of the tuition fees collected from the Ph.D. students by research centers located outside the university campus, shall be deposited in the university. The remaining 30% shall remain at the disposal of the research centre.

11. TENURE OF Ph.D. WORK

- a. The candidate shall pursue his/her research at the approved research center under the Supervisor/Co-supervisors in the approved subject. The candidate shall be permitted to

submit his/her thesis not earlier than 24 months and not later than four calendar years from the date of registration.

- b. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration and does not apply for extension on time his/her registration shall stand automatically cancelled. Provided that the period for submission of thesis can be extended by one year by the permission of Kulpati, if he/she applies for extension within one month before the expiry of registration period together with the prescribed fee.
- c. In case, the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled.
- d. Provided also that Kulpati may permit a candidate to get re-registered on the same topic on payment of the prescribed re-registration fee. The minimum period of 24 months and attendance shall not apply to such re-registered candidate.
- e. The candidate possessing M. Phil. degree or a regular teacher with 2 years teaching experience at the time of registration (RDC) can submit his/her thesis after 18 months instead of 24 months as provided in clause 11(a)(b) and (c) of this regulation.
- f. The candidate shall put in at least 200 days attendance, including actual attendance he/she will earn during the course work in the Institution concerned or with the Supervisor.

12. SIX MONTHLY PROGRESS REPORT

The candidate shall submit in every six months a record of attendance, receipt of fees paid and progress report of the work through his/her supervisor as per **Appendix-II, Form F**. If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year and the candidate fails to deposit the prescribed fees, the Kulpati may order the removal of the name of the candidate from the list of those registered for the Ph.D. degree.

13. SUBMISSION OF SUMMARY OF THESIS

- a. Prior to submission of the thesis, the candidate shall make a summary presentation before the DRC that may be opened to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis as per the advice of the supervisor.
- b. Summary presented by the candidate shall be evaluated as per proforma given in **Appendix II, Form-G** by DRC and recommended for submission of thesis.
- c. The candidate shall submit six copies of the summary of the thesis together with a list of publication, at least two research papers published or accepted for publication in a standard indexed peer reviewed Journal having ISSN/ISBN No., through his/her Supervisor to the Registrar/Controller of Examination about three months prior to the anticipated date of submission of thesis.
- d. The supervisor shall submit a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Associate Professor or College Professor in a sealed envelope to the Registrar/COE. The proposed panel should consist of

50% name from out of the state. Provided that the panel of examiners shall be obtained from the Chairman, Board of Studies of the Subject concerned, in case the candidate is related to the supervisor.

- e. On the receipt of the panel of examiners from the supervisor and summary from the candidate, the Registrar/COE shall call a meeting of Examination Committee of the subject constituted U/S 44 of the Adhinyam. The Committee considering the panel submitted by the Supervisor /Chairman, Board of Studies, will prepare a panel of six names to act as examiners.
- f. The Kulpati shall appoint out of the panel submitted by the Supervisor and Examination Committee, two external examiners and supervisor as internal examiner as per provisions of section 44 of the Adhinyam. Out of which at least one shall be from outside the state. The consent of the examiners shall be obtained by sending them the summary and list of publications if any.

14. SUBMISSION OF THESIS

- a. A candidate is entitled to submit thesis within three months after submission of the summary.
- b. The language of the thesis shall be Hindi/English or as approved by Academic council from time to time.
- c. The candidate shall submit three hard bound copies of his / her thesis as per the format given in **Appendix IV** along with the following to the Controller of Examination.
 - i. The candidate shall have to produce evidence of publication of minimum two research papers (or evidence of acceptance for publication) based on his/her thesis work in standard peer reviewed indexed Journal having ISSN/ISBN No. and such evidence (reprints of publications or acceptance letter for publication) has to be appended at the end of the thesis and also a copy of the pre submission of Ph. D. thesis report.
 - ii. The thesis must be accompanied by a declaration from the candidate that the thesis embodies his/her own work and he/she has worked under the Supervisor at the approved place of work for the required period as per provisions of clause 11 of this regulation (**Appendix III, Form H**).
 - iii. The certificate from the Supervisor together with Co-supervisor, if any, that the thesis fulfills the requirements of the ordinance relating to the Ph.D. degree of the University (**Appendix III, Form I**).
- d. The candidate shall also remit with the thesis the prescribed examination fee.
- e. Submission of Electronic copy of the Thesis / Dissertation is mandatory at the time of submission of the Ph.D. thesis. The University shall submit a softcopy to the UGC within a period of 30 days after the award of the degree, for hosting the same in INFLIBNET, accessible to all Institutions / University.

- f. On receipt of the thesis along with the necessary documents/certificate and required fee; the thesis shall be sent to the two external examiners who have already consented as per ordinance.

15. THESIS EVALUATION

- a. The thesis to be accepted for the award of the Ph. D. must satisfy that it is a piece of original research work characterized either by discovery of new facts or by fresh interpretation of fact or theories. In either case it should evince the candidate's capacity for critical examination and judgment. It shall also be satisfactory so far as its literary presentation is concerned.
- b. The examiners shall categorically recommend in the prescribed Performa (**Appendix-III, Form J**) acceptance, revision or rejection of the thesis together with detailed comments on the points spelled out in clause 15(a) of this regulation. The examiner must also give a list of the questions he/she wishes to ask at the viva-voce examination.
- c. The examiners may seek clarification of the subject matter of the thesis from the Supervisor. The provision shall be incorporated in the letter to be sent to the examiners while sending the thesis.
- d. The Kulpati can recall the thesis from an examiner who fails to sent the report within three months of the date of dispatch of the thesis and appoint another examiner.
- e. In case, both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision, the thesis shall be rejected.
- f. If both the examiners recommend for the revision of the thesis the candidate shall be called upon to revise and to resubmit the thesis in the light of the observations of the examiners.
- g. If one examiner approves the thesis and the other rejects it or recommends for revision the thesis shall be sent to the third examiner drawn from the panel of the examiners by the Kulpati with both the reports of earlier examiners. The names of earlier two examiners shall not be disclosed to the third examiner. The third examiner shall be asked to give his/her opinion on the points, raised by the earlier examiners while rejecting or recommending revision of the thesis. The opinion of the third examiner shall be final.
- h. In case, both the original examiners accept the thesis for the award of the Ph. D. Degree or in the event of it being referred to the third examiner, the third examiner accepts the thesis for the award of the Ph. D. degree, the candidate shall be called. upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co-Supervisor (if any) and one of the two external examiners selected by the Kulpati who have accepted the thesis for the award of the Ph. D. Degree. Provided that the Kulpati shall appoint the Chairman, DRC or Chairman, Board of Studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor in case the candidate is related (**Clause 8(i)**) the Supervisor.
- i. The Supervisor / Chairman, DRC or Chairman, Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiners.

- j. If the examiners recommend that the candidate be asked to revise/improve his/her thesis, the Kulpati shall permit the candidate to resubmit his/her thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of order to the candidate. The candidate shall be provided examiner (s) reports without disclosing the names of the examiners to enable him/her to improve the thesis. All the copies of the thesis shall also be returned to the candidate.
- k. In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission, but it shall not be necessary for him to reproduce any certificate of further attendance at the Institution at which he/she carried out the work.
- l. The resubmitted three copies of the thesis must mark clear mention that it is a revised version.
- m. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.
- n. In case both the examiner of revised thesis accept the thesis for the award then the candidate shall be awarded with the Ph. D. degree on successful viva-voce examination as per clause 17 of this regulation.
- o. In case a candidate is asked to revise the thesis under clause -15 (f) and one of the examiners recommends again for revision and the other accepts the thesis for award then the thesis shall be sent to the third examiner. If the third examiner rejects or recommends for revision the thesis shall stand rejected. If, he accepts for the award then the candidate shall be awarded with the Ph. D. Degree on successful viva-voce examination as per clause 17 of this regulation.
- p. In case a candidate who has been asked to revise the thesis under clause 15 (g) and one of the examiners recommends again for revision and the other accepts the thesis for award then the candidate shall be awarded with the Ph. D. Degree on successful viva- voce examination as per clause 17 of this regulation.
- q. If the revised thesis is required to be revised for a second time it shall automatically stand reject.
- r. The candidate, if so desires, is allowed to publish his/her thesis. However, such publication shall state on the title page itself that this was a thesis approved for the award of the Ph. D. Degree of the University.
- s. The University agrees that a Ph. D. student is the owner of the copyright in his/her thesis.

16. RESUBMISSION

- a. In case of resubmission of the thesis, a fresh fee for the examination shall be paid by the candidate.
- b. The revised thesis may be submitted normally within 2 years from the date of such intimation.
- c. No candidate shall be allowed to resubmit the same thesis more than once.

17. VIVA-VOCE AND AWARD OF Ph. D. DEGREE

- a. Examiner shall be appointed by the Kulapati to conduct the viva-voce examination. The date for viva-voce examination shall be fixed after getting consent of external examiner by collaborating efforts of Supervisors (as an internal examiner) and COE. The date fixed for the viva-voce be informed to the candidate and the Registrar/COE. Provided that in special circumstances Kulpati may appoint alternate viva-voce examiners if both the examiners are not in a position to conduct the viva-voce examination.
- b. The open viva-voce examination shall be conducted at the University or at any place fixed by the University for the purpose. The date, time and place of viva-voce examination shall be notified by the Registrar/COE on the University Notice Board/Web site about a week in advance and it should also be informed to the persons concerned. At the time of viva-voce examination the board of examiners shall be provided with the reports of the examiners which shall be returned along with the report of viva-voce examination to the Registrar/COE.
- c. The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested persons. After the presentation of the research work the Board shall ask question with the permission of Chairman those questions which have been given along with examiners reports. Others in the audience can also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.
- d. In case the recommendation of the viva-voce examiner differs from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall re-appear at a second viva-voce examination within six months. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected. Such candidate would be required to pay the additional fee for the second viva-voce. The external examiner for second viva-voce shall be appointed by the Kulpati.
- e. After the viva-voce, the recommendation of the examiners shall be reported to the Executive Council for the award of Ph.D. Degree to the candidate. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Institution where the research work was carried out; the third will be returned to the Supervisor.
- f. After the declaration of the result the successful candidates may be provided with the copies of reports of examiners who recommended for the award of the degree on payment of the prescribed fee. The reports will not disclose the identity of the examiners.

18. UNIVERSITY FELLOWSHIP

- a. University may take decision to provide fellowship to the candidates.
- b. University fellowship shall be provided to the candidates from the date of registration.
- c. University fellowships are available for those candidates who are not admitted as teacher category or JRF category and shall be considered on request, for the award of University

fellowship of the amount as decided by the University and directed by the Government from time to time. The student getting University Fellowship shall remain in research centre in all working days in the office hour and shall provide eight hours of teaching assistance per week or as modified from time to time by the University.

- d. The maximum duration for which fellowship can be awarded to any Ph.D. student shall be two years or till the end of the semester in which the thesis is submitted, whichever is earlier.
- e. Continuation of the fellowship is contingent on satisfactory academic and research performance and satisfactory performance in the discharge of responsibilities assigned under the scheme.
- f. If candidate is getting fellowship from any other agency then university fellowship shall not be provided.
- g. For getting university fellowship 75% attendance in each month is mandatory. In case his attendance falls below 75% in any course during a month he will not be paid fellowship for that month.
- h. The number of fellowship should be within the sanctioned limit of a particular Department. In such cases DRC should examine each case on merit before making recommendations to the competent authority/Kulpati for the award of University Fellowship.

19. LEAVE AND ATTENDANCE

- a. A candidate getting university fellowship or other fellowship, shall be eligible to avail 30 days leave including leave on medical grounds, per academic year. He /She shall not be entitled to mid-semester breaks, summer and winter vacation at the end of the first semester.
- b. Leave beyond 30 days in an academic year may be granted to a candidate in exceptional case, by the Head of the Department concerned, subject to the following conditions:
 - i. The leave beyond 30 days will be without Assistantship/Scholarship; and such an extension of leave up to additional 30 days or a part thereof shall be granted only once during the program of the scholar.
 - ii. The leave may be subject to the approval of the Head of Department concerned on the recommendation of the Supervisor; and a proper leave account of each student/candidate shall be maintained by the Department concerned.
- c. A Ph. D. student irrespective of the source of research assistantship including self financing student not drawing any fellowship and sponsored student, while pursuing course work, must have at least 75% attendance in each course in which he is registered.
- d. In case his attendance falls below 75% in any course during a month he will not be paid fellowship for that month.
- e. Leave rules may be revised from time to time.

20. INTERPRETATION

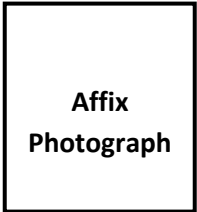
- a. Any doubt or dispute about the interpretation of this Regulations shall be referred to the Academic Council/Executive council whose decisions shall be final and acceptable to all.
- b. Eligibility for admission to Ph. D. program may be reviewed from time to time by the University and approved by the Academic Council.
- c. Rules mentioned in this regulation may be automatically changed if any guidelines or criteria will be changed by UGC/University/C.G. Govt.

APPENDIX-1

Form – A


Bilaspur University, Bilaspur

Application Form for Doctoral Entrance Test (DET)



- 1. Subject :
- Faculty :
- 2. Specialization :
.....
- 3. Name of the Candidate in full (in capital Letter) :
.....
- 4. Father'sName.....
- 5. Date of Birth
- 6. Gender:.....
- 7. Nationality:
- 8. PermanentAddress:.....
.....
.....
- 9. Address for Correspondence :
.....
.....
.....
- 10. Are you NET/SET/SLET qualified. Yes/No
- 11. Whether you are working as a regular teacher in any affiliated colleges/UTD Yes/No
- 12. MobileNo.....
- 13. LandlineNo.(withSTDCode):.....
- 14. E-mail-ID:
- 15. Whetherbelonging to SC/ST OBC/Differently able Categories :
(Strike out whichever is not applicable)
- 16. Details of fee Payment : D.D.
D.D. No. Amount in Rs. Date of Issue
- Name of the Bank :

17. Educational Background (attach attested copies of marks statement and certificates)					
Degree	Board/University	Year of passing	Specialization	Class/Grade	Percentage/Grade Points/Average
High School					
Higher Sec. School					
Bachelor Degree					
Master Degree					
M.Phil					
Any Other					
18. Particular of Publications in peer reviewed/Indexed National/International Journal (Add separate sheet if required)					
Sr.	Title of the Paper/Book	Name of the journal	Details of Publication		
			Volume	Issue	Year
1					
2					
3					
4					
19. Details of Teaching Experience					
Sr.	Name of the College	Subject (s) Taught	Period		
			Form	To	
20. Details of Work Experience					
Sr.	Name of the Organization	Designation	Period		
			Form	Form	
21. Present Employment Details					
Name of the Employer :					
Address :					
22. Declaration :					
a) I hereby declare that the above information is true and complete to the best of my knowledge. I am aware that if any information here in is found to be incorrect or incomplete, my application form will be rejected/admission will be cancelled.					
b) If admitted to Bilaspur University, Bilaspur, I shall abide by its Rules and Regulations.					
c) I have read and understood all the provisions contained in the brochure and hereby agree to abide by these provisions.					
Place :			Signature of the Candidate		
Date :					

Bilaspur University, Bilaspur		Form – B				
		Application Form for Admission in Ph.D. Course work				
		Photo				
Enrolment No. (For office use only)						
Complete information of the Applicant						
1.	Subject in which Ph.D. Course work/registration is desired:					
	(a) Name of the applicant (in Roman Block Letter):					
	(b) Name of the applicant in Hindi :					
2.	Father's/Husband's Name :		Caste (SC/ST/OBC/Differently abled) :			
3.	Date of Birth :	Age :	Gender : M/F			
4.	(a) Permanent Address with Phone No. :					
	(b) Address for correspondence with phone No. & E-mail ID :					
5.	Occupation and name of the post (if employed) : (If in service, attach No objection Certificate of the employee)					
6.	Details of Educational Qualifications : (Attach self attested copies of mark sheets)					
	Name of Examinations	Year	Board/University	Subject	%	Division
	HSS					
	UG					
	PG					
	M. Phil.					
	NET/SLET/SET/JRF etc.					
	Any other					
7. Detail of research paper in peer reviewed National or International journal / Book Publication (If any) (Attach separate sheet with title, name of authors, year, name of journal, volume, issue, ISSN/ISBN No. etc.)						
8. Consent of the supervisor/Co-supervisor						
Signature of the supervisor						
Note : If Consent of the supervisor has not been taken then, candidate will have to mention the name of three supervisor in order of preference:						

9. Mention the name of three supervisors in order of preference:	
Candidate preference order for supervisor.	Name of the supervisor and address
1.	
2.	
3.	
10. Recommendation of the DRC for admission in Ph.D. Course Work :	
(Chairman, DRC)	(Other members of DRC)
11. Exemption Status from the Course Work: Exempted due to -----/Not Exempted	
12.	(i) Allotment of the supervisor by the DRC (Name of the Supervisor recognized by the RDC of BU) : Address with telephone number & Email ID..... List of papers published in the last five years. (Enclosed reprint of at least one research paper).
	(ii) Name of research centre
<p>Certificate by the Chairman, DRC</p> <p>This is to certify that Mr./Mrs./Ms./ is allowed to register for pre Ph.D. course work/registration form Ph.D. (in case of exemption from course work) in the University teaching department/College and will be provided with the available research facilities.</p>	
Signature with seal	

Bilaspur University, Bilaspur

Eligibility Certificate

This is to certify that applicant (Name) -----
Father's Name -----has qualified in
DET 2015 in the subject (Subject Name)-----under the
admission category : DET Exempted/ DET and is eligible to appear in the DRC. Eligibility of
his/her candidature will be valid till the next DET.

Registrar/Controller of Examination (COE)/Chairman DRC

Form – D

BILASPUR VISHWAVIDYALYA, BILASPUR (C.G.)

Proforma for Registration as Supervisor /Co-supervisor to guide the Research Scholar for the degree of Ph.D.

1. Name of Applicant :
2. Address, Email-ID and Mobile No. :
:
:
3. Designation :
4. Name of Institution/College :
5. Subject (with specialization) :
in which applicant wants to :
get registered as supervisor :
6. Teaching Experience
U.G. :
P.G. :
7. Research Experience (if any) :
:
:
8. Number of Research papers published in standard peer reviewed Indexed journals having ISSN No. (Give details in separate sheet)
i. Total :
ii. After Ph.D. :
iii. During last 05 years :
9. If already registered as Supervisor/Co-supervisor in any other university, mention the name/names of university/universities and number of candidates registered there :
Name of University No. of candidate registered
10. Any other details :

Signature of Head/Principal of the Institution

Signature of Applicant

Recommendation of RDC

Applicant is eligible/not eligible to get registered as Supervisor/Co-supervisor in the subject

Signatures of Members of RDC

1	2	3
4	5	6

APPENDIX-I

Form - E

PROFORMA FOR SYNOPSIS

1. Proposed title of the Thesis
2. Introduction status of research problem (in about 200 words) :
3. Objectives :
4. Review of literature (in the field of proposed work) :
5. Plan of research work :
6. Proposed methodology :
7. Hypothesis (Expected outcome of the proposed work.) :
8. Bibliography / References in APA format :
9. List of published papers of the candidate if any:

Signature of the Supervisor

Signature of the Candidate

Department:

Department:

Forwarded

Chairman, DRC

CONFIDENTIAL

Six monthly Progress Report of the Research work done for the period

form to of the research Scholar.

1. Name of the Research Scholar :

2. Subject :

3. Topic registered for Ph.D. Degree :

4. Name of the Supervisor :

5.

Statement on the Research Activity Carried Out by the Candidate : Period with dates the candidates has been with the guide for research work. (Indicate the date of leave availed by the candidate during the above period).

Fees paid vide receipt No. Date

Signature of the Candidate

Remarks of supervisor on the work done by the candidate on the topic:

.....
.....
.....
.....

Signature of the Chairman, DRC

Signature of the Supervisor

Form- G

PROFORMA FOR EVALUATION COMMITTEE REPORT ON PRE SUBMISSION SEMINAR

1. Name of Candidate :
2. Degree :
3. Department :
4. Name of the Supervisor :
5. Date of the Pre-Submission Seminar :
6. Title of the Dissertation :
7. Scope & Methodology of the study : Satisfactory/Not Satisfactory
8. Quality of data used and its analysis : Satisfactory/Not Satisfactory
9. Comprehension of the central theme and its appreciation in the larger from of the discipline : Adequate/Inadequate
10. Methodological innovation if any. (use a separate sheet if necessary) :
11. Suggestions for modification, if any (use a separate sheet if necessary) :
12. Recommendation (tick mark one) : 1. Recommended
For submission : 2 . Recommended for submission with suggestions for modification.
13. Signature of the Members of the Evaluation Committee :

**(Convener)
Name**

**(Member)
Name**

**(Member)
Name**

APPENDIX – III

Form - H

DECLARATION BY CANDIDATE

I declare that the thesis entitled

.....
.....

is my own work conducted under the supervision of Dr.

.....

(Supervisor/Co-supervisor) at (Centre)

..... approved by the Research Degree Committee. I
have put in more than 200 days of attendance with the supervisor at the center.

I further declare that to the best of my knowledge the thesis does not contain any part of any work, which has been submitted for the award of any degree either in this University or in any other University/Deemed university without proper citation.

Signature of the Supervisor

Signature of the Candidate

Signature of the Chairman, DRC

Form- I

CERTIFICATE BY THE SUPERVISOR/CO-SUPERVISORS

This is to certify that the work entitled
..... is a piece of research work done
by Shri/Smt./ Ku ----- under my
(our) guidance and supervision for the degree of Doctor of Philosophy of
.....

Bilaspur Vishwavidyalaya, Bilaspur Chhattisgarh, India. That the candidate has put in an attendance of more than 200 days with me.

To the best of my knowledge and belief this thesis

- I. Embodies the work of the candidate himself/herself.
- II. Has duly been completed.
- III. Fulfills the requirements of the Ordinance relating to the Ph.D. degree of the University;
and
- IV. Is up to the standard both in respect of contents and language for being referred to the examiner.

Signature of the Co-Supervisor(s)

Signature of the Supervisor

Forwarded

Signature of the Chairman, DRC

CONFIDENTIAL

PROFORMA FOR THESIS EVALUATION REPORT

(Report must be sent to COE in the sealed envelope)

1. Name of Candidate :
2. Name of the Supervisor :
3. Title of the Thesis :
4. Scope & Methodology of the study : Satisfactory/Not Satisfactory
5. Quality of data used and its analysis : Satisfactory/Not Satisfactory
6. Comprehension of the central theme and its appreciation in the larger form of the discipline : Adequate/Inadequate
7. Methodological innovation if any. (use a separate sheet if necessary) :
8. Recommendation (tick mark one) :
 - i. Accepted
 - ii. Accepted with modification.
 - iii Rejected

9.Detail comments on thesis

Signature and Name of Examiner

APPENDIX – IV

GUIDELINES FOR PREPARATION OF Ph.D. THESIS

1. Thesis should be type-written on one side of good quality quarto size paper in double space with 4 cms margin on the left side of the page and top of the page and 2.5 cms margin on the right side of the page and bottom of the page.
2. Suitable reproduction of India-ink diagrams should be used. Photographs/computer output should be suitably mounted on the same quality paper as the thesis.
3. References made in the text should be indicated at the bottom or at the end of the same page in single space or at the end of each chapter or at the end of the dissertation.
4. Tables with running numbers should be inserted in the text followed.
5. Standard noting, footnoting, bibliography styles should be followed.
6. Three copies of the thesis in hard cover, preferably black, be submitted.
7. Three copies of the Abstract of the thesis should also be submitted separately.
8. The cover should have the following printed on it in block letters:
 - a. Thesis title at the top.
 - b. Candidate's name in the middle and
 - c. Name of the department and Bilaspur University, Bilaspur at the bottom.
9. The following should be printed on the spine of the thesis:
 - a. The year of submission at the top.
 - b. The candidate's last name in the middle and
 - c. Ph.D. at the bottom.