

GUIDELINES
FOR
DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)
2014-19



**JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL
EDUCATION & RESEARCH (JIPMER),**

PUDUCHERRY-605 006

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DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

REGULATIONS EFFECTIVE FROM THE ACADEMIC YEAR 2014

1. ELIGIBILITY FOR ADMISSION:

1.1. Educational qualifications

A candidate seeking admission to the course of study leading to the award of Degree of Doctor of Philosophy must possess at least one of the following qualifications. The degree should be awarded by this Institute or any other University/Institute recognized by this Institute and established by law.

- (a) Doctor of Medicine (D.M.) or Master of Chirurgie (M.Ch.) or Doctor of Medicine (M.D.) or Master of Surgery (M.S.) or Diplomate of the National Board of Examinations or equivalent degree.
- (b) Master of Science in a subject allied to Life Sciences/Bio-Medical Sciences with at least 55% of the aggregate marks (50 % in case of SC/ST/OBC/OPH candidates) in the qualifying examinations.
- (c) A degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) with a minimum of 55% (50% in case of SC/ST/OBC/OPH candidates) of the aggregate marks in the professional examinations.

1.2. Common provisions for admission to Full time PhD course:

1.2.1. Direct Admission to full time course of Ph.D.

The candidate who fulfils one of the following requirements may be considered for direct admission to the Ph. D. after an interview held by a Committee nominated by the Director/Dean of the Institute. They should submit an outline proposal of the research to be conducted, giving sufficient background material and the proposed line of research, and obtain the consent of a guide and Head of the Department. They will not be provided any stipend by the Institute.

- (i) A candidate who is a recipient of fellowships from government/semi-government organizations such as Indian Council of Medical Research (ICMR), Council of Scientific and Industrial Research (CSIR), Department of Science and Technology (DST), Department of Biotechnology (DBT), Department of AYUSH (Ayurveda, Yoga, Unani, Siddha and Homeopathy), University Grants Commission (UGC), All India Council for Technical Education (AICTE), Defense Research and Development Organization (DRDO), Department of Atomic Energy (DAE) and similar national-level organizations.
- (ii) A candidate who is employed as Research Fellow in extramural research projects in this Institute provided he/she possesses the required educational qualifications.
- (iii) A candidate who is already registered as a Ph.D. scholar in some other Institute/University and whose supervisor joins this Institute as a Faculty.
- (iv) A teacher of the Institute holding a substantive post who is relieved on study leave with salary for a period of not less than two years for pursuing Ph.D. program.
- (v) A candidate who is sponsored as a full-time candidate by any other Central or State Universities / public sector undertaking/ R & D organization, who is relieved on

study leave with salary for a period of not less than two years for pursuing Ph. D. program.

Note:

1. For candidates in category (i) to (iii) the selection interview will be held throughout the year.
2. The applications of the candidates belonging to the categories (iv) and (v) shall be routed through proper channel. Their selection interview will be held twice a year.
3. They need to score a minimum of 50% marks in the selection interview for admission.

1.2.2. Admission to full time course of Ph.D. by entrance examination

All other Candidates who do not fulfill the requirement for direct admission but possess the required educational qualifications shall undergo a written test & selection interview conducted by the Institute twice a year as per the details given in section 3.

1.2.2.1. Institute PhD Fellowship (IPF): Candidates with JRF / SRF will be preferred for admission to Ph.D. Programme. If any candidate does not have financial assistance / fellowship for pursuing his / her Ph.D. programme, stipend will be paid at the rate of Rs.15000/-,16000/- and 18000/- per month for the first, second and third year of their studies respectively. At the end of each year, the candidate should submit annual progress report of their research work duly certified by the guide to the Dean's office. If the report is not submitted or found unsatisfactory, the stipend is liable to be withdrawn.

1.2.2.2 Mid-stream departure: If the candidate is availing IPF and wishes to discontinue the course for any reason(s), he /she will be levied a fine as mentioned hereunder:

Before 12 months: Rs.25,000

Between 12-24 months;Rs.50,000

Between 24-36 months:Rs.75,000.

1.3. Admission to Part time PhD course

1.3.1. Internal candidates

(a) Teacher candidates working in this Institute with more than five years of teaching experience at degree and / or post-graduate level.

(b) Non-teaching staff employed in a time scale of pay in this Institute with more than five years of continuous service provided that (i) the candidates possess required Post-graduate degree as prescribed by the Department concerned and obtained 55% marks (or equivalent grade); (ii) the candidates has at least 5 years of work experience of which at least two years should be relevant to the field of research, proof of which to be evidenced through two research papers published in peer reviewed standard journals

1.3.2. Common provisions for admission to part time course

All the part-time internal as well as, external, candidates applying for admission to the Ph.D. program should submit an outline proposal of the research to be conducted, giving sufficient background material and the proposed line of

research, and obtain the consent of a guide duly recognized by the Institute. In case of part time external candidates working outside the Institute area, a local co-guide duly appointed by the Institute may be permitted in addition to the Institute guide. They need to undergo a selection interview conducted by the Institute twice a year. They need to score a minimum of 50% marks for admission.

1.4. Requirements for Admission of Foreign Nationals

- (a) Foreign Nationals should have passed the equivalent Qualifying Examination from an Indian or Foreign University / Institution and they should have adequate knowledge of English
- (b) They are required to fill in the prescribed application form indicating the choice of subject for admission to Ph.D. course.
- (c) The foreign nationals are required to send their applications through Diplomatic Channel.
- (d) Foreign students coming under bilateral agreement between the Government of India and any other nation or with their national or Indian Government fellowships may be given provisional direct admission, followed by confirmation through due process as per Govt. of India rules. All others should qualify in the entrance examination conducted by the institute.

1.5. The Split Ph.D programme : Under this program, a candidate may carry out part of his/her Ph.D work in a recognized foreign university/ research institution or a recognized Indian university/ research institution with which JIPMER has signed an academic MoU. The PhD candidates will be co-supervised by staff from the collaborating Institute/ University. No financial support will be provided by the Institute. The candidate should provide evidence of having financial support for their work in Indian laboratories and /or international Fellowships/scholarship for foreign split fellowship program. The maximum period of stay in the collaborating Institute/University will be one year, which can be availed in single or multiple visits of not less than 3 months each.

2. DURATION OF THE PROGRAM :

2.1. Full Time

The candidates registered for the Degree of Doctor of Philosophy (Ph.D.) as full time research scholars shall undergo research work for a minimum period of 3 years from the date of provisional registration. However candidates with MD/ MS/ DNB/ M.Phil or higher qualifications, the period of research work and training would be a minimum of 2 years.

He/she shall attend the department for research on all working days, except for periods when he/she is allowed to visit other institutions/laboratories for activities connected with research for a period permitted by the concerned guide.

2.2. Part-Time

Part-Time candidates (internal as well as external) shall have to put in one year more than that prescribed for full-time research.

2.3. Maximum duration

The duration of the course and certification of research experience will be the time period from provisional registration to submission of the thesis. The maximum period of the course shall not exceed five years for full time candidates and six years for part time candidates from the date of provisional registration. During this period, it is mandatory for the candidate to work in the department. The stipend paid by the Institute to the candidate will be only for the minimum period of the course. In exceptional circumstances the duration of the course may be extended by a maximum of 1 year on the basis of recommendation by the Doctoral Committee. The registration of the candidates who could not complete their course within the above stipulated period will stand cancelled automatically. They will not be eligible for any Ph.D. course in this Institute.

3. MODE OF SELECTION

The candidates desirous of registering for the Ph.D. degree full time program should apply in the prescribed application form through proper channel wherever applicable before the due date as indicated in the notification issued from time to time. Normally, the Institute will issue notification for Ph.D. admission once in a year.

The application of the candidates shall be processed by “Ph.D Admission committee” constituted by the Director/Dean research the purpose of selection. The composition of the committee shall be decided taking into account of the number and nature of the applications received.

The committee shall screen the applications as per the eligibility norms. The candidates belonging to direct admission need to appear only for the selection interview as per the details given in clause 1.2.1.

The committee may conduct the written test and selection interview for those candidates who are not fulfilling the criteria for direct admission (see clause 1.2.1). Based on the performance in the written test the candidates shall be short listed for the selection interview. The marks for the written test and selection interview will be 100 and 20 respectively (Total 120 marks). The written test shall consist of 2 papers and of objective type. The syllabus for paper I are research methodology, basic biomedical statistics, ethical issues in research and general aptitude. This paper will be common for all candidates. The paper II will be from the subject concerned. The marks for paper I and II are 20 and 80 respectively. Only the candidates who qualify with 50% marks in the written test will be called for the interview. The selection of the candidates will be done based on the combined marks of written test and selection interview. The total number of Institute stipendiary seats available in each Department will be notified by the Institute every year.

4. PROVISIONAL REGISTRATION FOR Ph.D. PROGRAM (FULL-TIME AND PART-TIME)

- (i) A Candidate, certified as eligible for Ph.D. program by the Ph.D. Admission Committee, shall be provisionally registered for the Ph.D. Degree subject to approval by the Director and on payment of prescribed fee.
- (ii) A candidate applying for provisional registration shall do so, specifying the broad-field or an inter disciplinary field in which he / she intends to pursue research, the subject of research being wholly or partly related to the main branch of knowledge chosen for the Post-graduate degree in which the candidate has qualified and the name of the recognized guide under whom he / she proposed to do research.
- (iii) Registration of the candidates to Ph.D. program will take effect from the date of joining the Institute.
- (iv) The maximum number of Ph.D. candidates per guide shall be five.

- (v) Candidates who propose to carry out research work in interdisciplinary area will be permitted to have, on the recommendations of the guide/supervisor, a co-guide who will be a specialist in the related subject.

5. DOCTORAL COMMITTEE

(a) When the candidate is accepted for provisional registration, a doctoral committee will be constituted in each case. The doctoral committee shall consist of 3 members normally, consisting of guide / supervisor (as Coordinator he/she would initiate steps for the formation of the Committee), another faculty member from the same department / institute working in the same field and one faculty member from outside the institute specialized in a related field shall be included in the committee. The maximum number of the members of the committee shall be four. All members of the Doctoral Committee must be recognized as research guides. The Committee will be formed from the panel of names (maximum 6) submitted by the Supervisor and nominated by the Director/Dean.

(b) The Committee shall meet once in six months, to review the work of the candidate, make suggestions for the future work, and submit reports on the progress to the Dean .

(c) The first meeting of the Committee shall be within six-months after provisional registration and in this meeting the Committee shall prescribe the courses that the candidate needs to take as requirement for the part I examination.

(d) Part I examinations shall be conducted by the Supervisor/HOD/Dean research in consultation with the Doctoral Committee. The Doctoral Committee shall meet after the conduct of the examination to finalize the result. The Supervisor will communicate the result to the Dean.

(e) The Committee shall conduct in the Department a seminar in which the candidate makes a public presentation of his/her synopsis before its submission on a working day and approve the research work for finalization in the form of thesis.

(f) The Committee after examining the progress made by the candidate shall recommend the submission of the synopsis and the thesis within the due date stipulated by the Institute. The Doctoral Committee shall endorse changes in the title of the thesis, if any.

(g) The Committee shall suggest names of the panel of examiners for the evaluation of the thesis to the Ph.D. monitoring Committee. The Committee shall ensure that all the examiners are of high standing in the field of the research of the candidate.

(h) If the Ph.D. monitoring Committee is not satisfied with the panel, it may ask for additions/deletions or ask for a fresh panel from the Doctoral Committee.

- (i) The Doctoral Committee members will be each paid honorarium of Rs.1000/-(one thousand only) for every notified meeting and draw TA/DA as per their eligibility.

6. COURSE OF STUDY

The course of study for the Ph.D. Program shall consist of training programmes (internal and external), three written papers under part-I and thesis and public viva voce under part-II.

6.1. Training Program

6.1.1 Institutional Training: Candidates will have to participate regularly in the research oriented teaching programs, post-graduate lectures, journal clubs and seminars of the department during the minimum registration period. They may not attend any teaching activity which is purely clinical.

6.1.2 External Training: The candidate may be permitted to undergo external training up to six months duration at a recognized national or international research institute in the entire tenure for learning techniques/research work related to the project on the recommendations of the guide and approval of the Director/Dean research.

6.2. Approval of Research Council and Ethics Committee

The candidate should get the approval of his/her research proposal by the Institute Research Committee and Ethics Committee (Human/Animal) within six months of his/her provisional registration.

6.3. Examination under Part I of the Ph.D. Program

(i) A Ph.D. candidate within six months of registration, shall appear for an examination consisting of three written papers of 3 hrs duration each. Each paper carries a maximum mark of 100. The written examination will be conducted by the Supervisor. This will be a centralized examination wherein the Paper I will be common to all candidates and Paper II and Paper III will have to be sent by the supervisor to the office of the Dean research in a sealed envelope before the examination.

(ii) The Part-I Examination shall consist of the following:

Paper I: Research Methodology including biostatistics

Paper II: An advanced paper in the subject concerned including the involved instrumentation

Paper III: Background paper relating design and conduct of his/her Ph.D. work

Total marks: 300

(iii) The syllabus for Part I examination will be framed by the Doctoral Committee. Valuation in respect of paper-I & II will be done by External examiners recommended by the Doctoral Committee and evaluation of Paper III

will be done by the guide/supervisor. The passing minimum is 50% of aggregate marks.

(iv) A candidate who fails in the written examination may be permitted to reappear in the examination on two more occasions. All the candidates shall have to clear the part-I examination within 18 months from the date of registration.

(v) A candidate who fails in the third attempt shall not be permitted to continue and the provisional registration shall be cancelled.

6.4. Confirmation of Provisional Registration and Thesis under Part – II

- (a) The Provisional Registration of a candidate for the Ph.D. Degree shall be confirmed on receipt of the report of the result of the Ph.D. Part-I examination conducted under the supervision of the Doctoral Committee and the candidate will be registered under part-II of the Ph.D. Program, namely thesis and viva-voce. Every such candidate shall be required to choose a research topic and submit a thesis incorporating the results of his/her investigations carried out under the guidance of a recognized Supervisor.
- (b) Part-time (internal) candidates registered under guides not working in the same department shall be required to spend the last six months of their tenure directly under the supervisor who will have a close scrutiny of the final stages of research.
- (c) Candidates admitted to Ph.D. program under Part-time (External) are expected to work in the concerned department at JIPMER for at least 1 year and for the remaining period they should be in constant touch with the Supervisor till submission of the Ph.D. thesis.
- (d) Conversion of Ph.D. research from full-time to part-time and vice-versa will be allowed only in special circumstances and on payment of the “prescribed status changes fee” by the Institute.
- (e) The following formula will be adopted for conversion of Ph.D. Program from full-time to part-time and vice-versa: The residual period that the candidate has to complete, at the time of his / her submission for conversion (from full-time to part-time or part time to full time as the case may be), for fulfilling the requirement of the minimum duration of submitting the thesis under the existing category will be taken note of and the equivalent period of the corresponding shall be determined and intimated to the candidate, without exceeding the maximum duration.

7. CANCELLATION OF REGISTRATION

(a) Registration may be cancelled on the recommendations of the Doctoral Committee based on the lack of progress as reported by the Guide and also after giving due opportunity to the candidate for defending his case.

(b) Registration may be cancelled on the candidate’s own request and duly endorsed by the Doctoral Committee.

(c) Registration of the candidate will be automatically cancelled if he / she fails to submit Ph.D. thesis within six years from the date of provisional registration in the case of full-time candidates and seven years from the date of provisional registration in the case of part-time candidates.

(d) If the candidate desires to pursue the Ph.D. program after cancellation of registration, he/she may do so after going through admission procedure as a fresh applicant.

8. SUPERVISORS

(a) The Supervisor carries the chief responsibility for guiding the academic progress of the candidate through the period of study. He / she counsels the student in academic matters and provides guidance on the nature of course work and research, the standards expected the adequacy of progress and the quality of work. The Supervisor shall offer feedback on all matters pertaining to the completion of a successful dissertation namely content, cohesiveness, originality, research standards, structure, documentation and writing style. The Supervisor will not allow the dissertation to be submitted for approval unless it is completed to his or her satisfaction.

(b) In the Faculty of Medicine, a person holding post-graduate qualifications with five years of postgraduate teaching and research experience after acquiring the post-graduate qualification, should be an Associate professor and should have five original research publications in reputed peer reviewed indexed journals as first author or corresponding author, shall be eligible for recognition to be a supervisor for Ph.D. work. The three publications shall be from the work carried out after completion of the post- graduate qualification.

(c) Teachers holding a Ph.D. degree having more than three years of teaching / Postdoctoral research with at least three original research publications in peer reviewed journals and working at least as an lecturer/assistant professor in this Institute or other recognized University/postgraduate Institute are eligible to be a supervisor. The three publications shall be from the work carried out after completion of the Ph.D. The PhD RMC will examine the eligibility of the person for recognition as a Ph.D. supervisor and recommend for approval by the Director/Dean research.

(d) Scientists of a rank at least equivalent to that of Assistant Professor employed in approved research centers / institutions can be recognized by this Institute as Supervisors for Ph.D. work provided they fulfill all other conditions prescribed in 8 (b) or (c).

(e) A Supervisor may not guide more than five students at any given time and this maximum number includes full-time, part-time (internal) and part-time (external) students. The Director is empowered to decide on enrollment of additional candidate on case-to-case basis and subject to the availability of facilities, up to a maximum of ten candidates per guide. This number shall not include the candidates registered under a co-guide.

- (f) Change of supervisor/guide shall be permitted within two years of the provisional registration with the approval of the Ph.D. Monitoring Committee and the Director/Dean on valid grounds.
- (g) To ensure the successful and timely completion of the program, it is essential that supervisors and their students maintain regular contact. Supervisors must give their students advance notice if they plan to be absent from the Institute for an extended period of time of at least six months and make suitable arrangements with the student and the Director/Dean for the continued supervision of the student. If it is not feasible for the Supervisor and the student to maintain regular contact during the Supervisor's extended absence, one of the Department Members of the Doctoral Committee should be asked to take on the Supervisor's responsibilities during the given period. In case of the supervisor leaving the Institute permanently or on deputation elsewhere or otherwise for a period of more than one year, the candidate may be permitted to change the topic of research, if necessary, with the change of the guide. The duration of research will be the same if the topic of research remains the same. If there is a change in the topic, the minimum duration of research will be decided by the Doctoral Committee and the Ph.D. Monitoring Committee.
- (h) To accommodate interdisciplinary aspects of research, a supervisor from a related department can act as a co-guide with the permission of the Director/Dean. The number of candidates registered under co-guide shall not be taken into consideration while counting permissible number of candidates registered under a particular guide / supervisor. The main supervisor / guide not the co-guide, shall be responsible for the successful completion of the Ph.D. Program of a candidate.

9. INSTITUTIONS WHERE RESEARCH CAN BE DONE

A candidate may be permitted to pursue research for the Ph.D. degree in any of the following institutions:

(a) All departments of the Institute having necessary facilities to carry out Ph.D. research and duly recognized for doctoral research based on the recommendation of an expert committee.

(b) Any other central or state Institutes/Universities, all India research institutes under ICMR, CSIR, DST, DBT etc even if they are located outside Pondicherry

(c) With regard to the Ph.D. Program under external registrations, candidates may be permitted to conduct their research at their institute recognized by this institute even if they are located outside Pondicherry

10. SYNOPSIS

(a) Not less than three months before the submission of the thesis, every candidate shall submit to the Institute, through the supervisor and HOD six copies of the synopsis of the thesis, together with the title of the thesis and prescribed examination fee. The candidate shall prepare the synopsis carefully in consultation with the supervisor. The synopsis should bring out in abridged form, the aims for conducting research, work done, results, and conclusions drawn. The candidate shall make a presentation of the synopsis before the doctoral committee at a seminar in the department prior to the submission of the synopsis.

(b) The Synopsis of the thesis shall not be less than six pages or exceed ten pages, typed on A4 size paper with one and half space. The Institute shall prescribe a format for the synopsis from time to time. The candidate shall also submit two copies of the electronic version (read only format) of the synopsis.

(c) In case of requirement, the candidate shall submit additional copies of the synopsis on demand from the Institute.

(d) After the submission of the synopsis and on the recommendation of the Director/Dean, the Institute shall contact the examiners by electronic and / or regular mail to seek consent.

11. SUBMISSION OF THESIS

(a) The Ph.D. Program culminates with the submission of a thesis of a substantial work of original research carried out by the candidate under the guidance of the supervisor.

(b) The candidate should have at least two original research papers published/accepted for publication (evidence to be submitted along with the thesis) in peer reviewed journals before submission of the thesis. The reprint/preprint should be included in the appendix of the thesis.

(c) Normally the length of the thesis shall be of not more than 250 pages typed on A4 size paper with one and half space (excluding end-notes, appendices and bibliography). The Institute shall prescribe a detailed format for the thesis from time to time. It is recommended that the references in the thesis are written in the Vancouver format. The thesis is expected to undergo an extensive revision process before it is ready to be submitted as a finished piece of work.

(d) The candidate shall submit four copies of the thesis in a soft bound form and two copies in the electronic form (read-only format) to the Examination section for evaluation by the examiners. Once the thesis gets approved the candidate shall incorporate all the corrections / suggestions, if any , and resubmit two copies of the final version of the thesis in hard bound form and two copies in the electronic form (read-only format). The supervisor and the

doctoral committee shall certify that the corrections / suggestions (if any) were incorporated.

- (e) The thesis should be submitted to the Institute for evaluation not later than six months after the submission of the synopsis, through the supervisor, and through the Head of the Department and Head of the Institution, along with his/her application for the Ph.D. degree.
- (f) If the Candidate fails to submit the thesis within six months from the date of submission of synopsis one extension of three months may be given with approval from the Director/Dean after which the process gets cancelled. Then, he/she shall submit the synopsis again based on the recommendations of the Doctoral Committee. The Guide / Supervisor, with the approval of the Doctoral Committee shall submit a fresh list of examiners.
- (g) One copy of the thesis shall be placed in the Library of the Institution and one copy will be sent to National Library, One copy of the thesis shall be placed in the Internet server after the award of the Ph.D. degree.
- (h) Supplementary papers to the thesis, printed copies of any contributions to the knowledge of the subject or of any cognate branch of science that may have been published in journals or periodicals may also be included along with the thesis or given as bibliography.
- (i) The thesis shall ordinarily be submitted not later than five years from the date of registration in the case of full-time candidates and six years in the case of part-time candidates. A maximum of two extensions of six months each shall be given at the discretion of the Director/Dean on the recommendations of the Guide / Doctoral Committee after the expiry of which the registration will stand automatically cancelled. Every candidates shall submit with his/her thesis a certificate from the Supervisor under whom he / she worked, that the thesis submitted is a record of original research work done by the candidate during the period of study under his/her supervision and that the thesis has not previously formed the basis for the award to the candidate of any Degree, Diploma, Associate ship, Fellowship or other similar titles and that the thesis represents independent work on the part of the candidate.

12. VALUATION OF THESIS

- (a) Three examiners of high eminence (Board of Examiners) shall carry out evaluation of the thesis.
- (b) A panel of ten examiners both in India (outside the Institute; at least six numbers) and abroad (at least four numbers) shall be recommended by the Doctoral Committee for evaluating the thesis and for conducting the public viva-voce examination to be held later, when a candidate submits his/her thesis synopsis. The supervisor may contact either electronically or by regular mail each member in the panel of examiners to seek their consent to be placed in the panel.

- (c) The thesis shall be referred to a Board of Examiners as per the Ph.D regulations of the Institute. Once all the reports reach Dean's office, it will be evaluated and if approved, the examiner's reports will be forwarded to the Guide/Supervisor for preparing a consolidated report.
- (d) The Board of Examiners who value the thesis shall report on the merit of the candidate for the Ph.D. degree as follows:
 - i.) The thesis to be accepted for the award of Ph.D. degree in the present form
 - ii) The thesis to be accepted for the award of Ph.D. degree after minor corrections/revisions.
 - iii) The thesis be revised and resubmitted for evaluation
 - iv) The thesis be rejected
- (e) If the thesis is approved, each examiner shall submit in a sealed cover questions, if any, to be asked at the time of viva-voce.
- (f) When experts differ in their opinion while evaluating the thesis:

In case, all the three examiners or two out of three examiners have not commended, the thesis shall be rejected and the registration cancelled. In case, one of the three examiners has not commended and then the thesis shall be again referred to a fourth examiner either Indian or Foreign as the case may be. If the fourth examiner commends the thesis, the candidate shall be allowed for the viva-voce examination. If the fourth examiner does not commend the thesis, it shall be rejected and registration cancelled.

(g) If the examiner / examiners insist on any correction / revision to be made in the thesis, the same shall be made by the candidate before the public viva-voce examination and certified by the Supervisor, Doctoral Committee.

(h) If the Examiner / Examiners explicitly suggests requirement of the revision and re-submission for further examination, then the revised thesis duly certified by the Guide, Doctoral Committee and the Dean shall be sent to the same examiner for further evaluation. In the absence of such a statement or if the examiner concerned specifically instructs that the revised thesis need not be sent back to him / her, the revised thesis duly certified by the Guide, Doctoral Committee and the Dean shall be accepted and the candidate shall be allowed for viva-voce.

(i) The candidate should revise and re-submit the thesis within the shortest possible period in any case not later than one year from the date of the communication of the notice from the Institute.

- (j) In case the candidate fails to submit the revised form of the thesis within one year, the process of thesis evaluation gets cancelled. Then, the candidate shall submit the synopsis again to start the process of thesis evaluation.

13. PUBLIC VIVA-VOCE (ORAL EXAMINATION)

(a) In cases where the thesis has been approved, and on receipt of communication from the Institute, the guide / supervisor shall coordinate the conduct of public viva-voce for the candidate.

(b) One external Indian examiner of the thesis, and the Doctoral Committee shall conduct the public viva-voce examination in the presence of interested members of the public. In case where the Indian examiner of the thesis is not available, the Institute may appoint an alternative eminent person, preferably from the panel previously submitted, for conducting the viva.

(c) The Supervisor shall fix the date & time of the viva-voce in consultation with the external examiner appointed by the Institute for conducting the viva-voce examination. The Guide / Supervisor shall give wide publicity and at least 10 working days notice for scheduling of the examination. The maximum time limit for conducting viva-voce shall be six months from the date of consolidation of reports. If the candidate fails to take viva-voce within six months on valid grounds, the Director/Dean can permit one six-month extension on specific request from the supervisor through Doctoral Committee and HOD. If the candidate fails to take the viva-voce even after the extension, the Ph.D. registration gets cancelled.

(d) The Viva-Voce can be held on any working day of the Institute. However, no viva-voce shall be held until the final version of the thesis is made available to the Institute.

(e) In case the Viva Examiner is not in a position to travel to the Institute, the Guide / Supervisor can arrange the viva-voce with the participation of the external examiner through video-conferencing.

(f) In the viva-voce the Guide / Convener will introduce the External examiner who will then conduct the examination. The candidate shall make a 30 minutes presentation of the thesis. The candidate is expected to explain how he / she embarked on their project, what were the issues set out to investigate, what was achieved, the methodology adopted, and significant contributions to the existing scholarship in the field. After the presentation, the external examiner shall begin the questioning followed by the faculty present and public.

(g) After conducting the Viva-Voce examination, the Guide / Convener shall convey to the Dean, through the HOD, the result of such examination endorsed by the external examiner. A candidate who is successful in the public viva-voce examination shall be declared to have qualified for the Ph.D. Degree.

(h) A candidate, who is not successful at the public viva-voce examination, may be permitted to undergo the viva-voce examination a second time, within a period of four months. In the even of he / she failing again, his / her candidature for the degree will be rejected.

(i) If the candidate passes the viva-voce examination, the viva-voce examiner and the Guide / Supervisor shall consolidate the recommendation and submit to the Dean for the award of the degree based on

1. The reports of the examiners who adjudicated the thesis and
2. The evaluation of the candidate's performance in the viva-voce examination.

14. AWARD OF DEGREE

(a) The Institute shall consider the reports and decide whether the candidate is worthy of the degree of Doctor of Philosophy and may take action in accordance with such decision.

(b) The Ph.D degree awarded by the Institute shall be designated as Doctor of Philosophy of the "Jawaharlal Institute of Postgraduate Medical Education and Research, Puducherry". The certificate shall not indicate the subject or specialty. The title of the thesis shall be indicated in the certificate

15. THE INSTITUTE Ph.D STUDIES COMMITTEE

The Ph.D studies committee comprising of 4 teaching faculty members of the institute will be nominated by the Director / Dean for a period of 3 years. It consists of a chairman of the rank of Professor and a member secretary.

The responsibilities of the committee include the following:

1. Monitoring the functioning of the Ph.D programme of the institute and to provide suggestions from time to time for improvement.
2. Scrutinization and approval of Ph.D registration forms submitted by the Ph.D scholars after getting the approval of Research and Ethics committees
3. Selection and recommendation of the following:
 - (a) Members of the doctoral committee
 - (b) Members of the panel of examiners for the Ph.D thesis evaluation
 - (c) Selection of eligible guides
4. Any other issues related to the Ph.D programme

16. PUBLICATION OF THESIS

The candidate should have at least two original research papers published/accepted for publication (evidence to be submitted along with the thesis) in peer reviewed journals before submission of the thesis. They are further encouraged to publish their remaining unpublished data in reputed journals.