

# **Doctor of Philosophy (Ph.D.)**

## **1.0 Introduction**

The Tamil Nadu Open University (TNOU) was established by an Act (Act No.27) of the Legislative Assembly of the Government of Tamil Nadu in 2002. As per this Act the University with its headquarters at Chennai may carry out its academic activities in any State/Union Territory of the Indian Union as well as in any Country.

## **1.1 Preamble**

The Degree of Doctor of Philosophy (Ph.D.) is awarded to a candidate who has passed prescribed course work and submitted a thesis on the basis of original and independent research that makes a contribution to the advancement of knowledge, which is approved by Board of Examiners as required.

## **1.2 Objectives**

- To foster, promote and sustain research in all aspects
- To ensure to provide research of high quality.
- To recognize the research as an important component of the development of the Nation.
- To disseminate the discovery of Knowledge.

## **2. Ph.D. Programme under full-time and part-time will be offered through the following Schools of Study**

- ❖ School of Social Sciences [SOSS]
- ❖ School of Management Studies [SOMS]
- ❖ School of Education [SOE]
- ❖ School of Humanities [SOH]
- ❖ School of Continuing Education [SOCE]
- ❖ School of Science [SOS]
- ❖ School of Computer Science [SOCS]
- ❖ School of Tamil and Cultural Studies [SOTCS]
- ❖ School of Journalism and New Media Studies [SOJNMS]
- ❖ School of Politics and Public Administration [SOPPA]
- ❖ School of Criminology and Criminal Justice Administration [SOCCJA]
- ❖ School of History and Tourism Studies [SOHTS]
- ❖ School of Special Education and Rehabilitation [SOSER]

### 3. Eligibility

- (a) Candidates who have studied under 10+2+3 pattern of education and qualified for the Master's Degree or candidate with Master's Degree under 10+2+5 pattern of education of any recognized University in India or abroad, or any other qualification recognized as equivalent thereto in such fields of study as notified for the purpose from time to time by the University, with at least 55% marks (50% in the case of SC/ST candidates)
- (b) Candidates for admission to the Ph.D. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

- (c) Candidates who have cleared the M.Phil. Course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

- (d) A person who's M.Phil. Dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the same Institution.
- (e) Qualified in an entrance examination conducted by the Tamil Nadu Open University.
- (f) Further, candidates having qualified UGC/CSIR (JRF)/NET/SET/GATE Examination/Teacher fellowship/M.Phil. (those who have completed an entrance examination at the time of enrollment to M.Phil. course and they must submit the proof for completion of entrance examination) shall be exempted from appearing in the entrance test.

#### **4.0 Registration for the Ph.D. Programme**

The candidates can register for the Ph.D. Programme as Full-time scholar [or] Part-time scholar

##### **4.1 Full-time**

A candidate, possessing any one of the qualifications as specified in the eligibility norms and falling under any of the following categories is eligible to conduct research on a Full-time basis.

- a) ACA, FCA, AICWAI, ACSI qualifications of the Institute of Chartered Accountants of India, Institute of Cost and Works Accountants of India and Institute of Company Secretaries of India. Provided the candidates have secured:
  - i) One of the above qualifications after the lapse of at least two years after obtaining a University UG degree from any recognized University and ii) 55% of marks in the aggregate in the qualifying degree examination.

##### **4.2 Part-time**

A candidate, possessing any one of the qualifications as specified in the eligibility norms and falling under any of the following categories is eligible to conduct research on a Part-time basis

- (a) A teacher working in the University / Recognized Research Institution / Higher Education Institution / College / Higher Secondary School / High School / Polytechnic College within Tamil Nadu and Puduchery.
- (b) A candidate employed in a permanent job in a registered firm / institution / State or Central Government Departments / Public Sector Undertaking within Tamil Nadu and Puduchery with a minimum of TWO YEARS of total working experience, after the qualifying degree.
- (c) A candidate has to submit the application through proper channel.

## **5. Admission and Provisional Registration**

- a) Candidates desirous of admission and registration into the Ph.D. research programme shall obtain the prescribed “Application form for Admission and Provisional Registration” from the University and submit the application form along with a brief research proposal of 500 words, experience certificate, to the SR&E Division of the University.
- b) The Head of School will follow the selection process and forward the application with its recommendations to the Student Registration and Evaluation Division (SR&ED) of the University for necessary action. The SR&ED will inform the candidates about their provisional admission and registration.
- c) The candidate must ensure that the application is complete and all the necessary documents enclosed before submitting the application.
- d) Incomplete applications submitted without enclosing any necessary documents will not be accepted.

## **6. Selection Procedure**

The selection of candidates for provisional admission and registration shall be based on the following procedure

- i) For admission into the Ph.D. Programme, an entrance test and interview will be conducted for all the eligible applicants and the performance in the entrance test and interview will be taken into account along with the marks scored in the PG Programme. The entrance test will comprise of Objective type questions for 40% marks and 10 % marks for the interview. The marks secured in written test and interview will be added to the marks obtained in the PG Degree Examinations or qualifying examination by giving 50% weightage and the rank list will be prepared accordingly. The respective Schools will conduct the entrance examination for the admission of Ph.D. candidate.
- ii) An Abstract of the Research Proposal of the Candidate should be submitted to the concerned School of Study.
- iii) The allocation of the Supervisor for a selected student will be decided by the Research Committee of the concerned School, depending upon the vacancy based on the number of candidates per faculty member, permitted by the University, the available specializations among the faculty Supervisors and the chosen topic of research by the student.
- iv) The “List of selected Candidates” should indicate the chosen guide and the subject / discipline.

- v) The Supervisor should certify to the effect that the selected topic for research is not a repetition of the earlier research works based on earlier Ph.D. research works of the guide.

## 7. Doctoral Committee

For every candidate (Full-Time/Part-Time) registered for the Ph.D. Programme, a Doctoral Committee of not less than THREE members of the faculty who are recognized Supervisors, shall be constituted with the approval of the University as follows:

For every candidate (Full-Time/Part-Time) registered for the degree under a Supervisor, the Doctoral Committee shall consist of the Supervisor as its Convener, the Head of the School concerned and one external member who is an expert in the field nominated by the Vice-Chancellor on the recommendation of Supervisor. In case, Head of the School is the Supervisor two external members who are experts in the field may be nominated by the Vice-Chancellor on the recommendation of the Supervisor.

In respect of inter-disciplinary research, the Co-Supervisor shall also be included as a member.

## 8. Duration of Research

S.No	Qualification	Full-Time/ Part-Time	Minimum Years	Maximum Years
1.	M.A/M.Sc./M.Com./M.Ed./CA/CFA/ M.C.A	Full-Time	3	4
		Part-Time	4	6
2	M.A/M.Sc. with M.Phil./M.Tech.	Full-Time	2	4
		Part-Time	3	6

## 9. Conversion of full-time registration into part- time and vice-versa

The University may permit conversion from Full-time research to Part-time research and vice-versa in respect of candidates registered, for valid reasons and subject to satisfying the regulations, rules and conditions in force.

## 10. Attendance Requirements

- (a) A candidate registered on a full-time basis shall work under continuous supervision for the minimum period of research prescribed after the date of provisional registration and before submission of the thesis in the University.
- (b) A candidate registered on a part-time basis in all the subjects except in those involving laboratory work shall work at least for 60 days in different spells every academic year during the course of research at the institution where the Supervisor is attached. The Supervisor has to issue the attendance certificate

through the Heads of Schools of the University to the Controller of Examinations.

- (c) A candidate, who has been permitted to register on a part-time basis in subjects involving laboratory work in an institution other than where they are working, shall be required to work for a minimum total period of 80 days.

### **11.0 Guideship**

Every scholar registered for the Ph.D. Programme shall work under the continuous supervision of a recognized Supervisor. For inter-lingual/inter-disciplinary research, a scholar shall have a co-Supervisor/ Guide.

A Supervisor shall not guide his/her immediate or close relative and to this effect he/she shall furnish a declaration. A Supervisor shall not be permitted to register candidates for Ph.D programme in the last one year of his/her service.

### **11.1 Eligibility for Guideship**

- a) Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals, any regular Associate Professor of the University/Institution Deemed to be a University/College with a Ph.D. degree and at least two research publications in refereed journals and any regular Assistant Professor of the University/Institution Deemed to be a University/College with a Ph.D. degree and at least two research publications in refereed journals with at least two years of Tamil Nadu Open University's teaching experience may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

- b) Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.
- c) The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.
- d) In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from

outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

### **11.2 Number of candidates under a Guide**

A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.

### **12. Change of Guide and Transfer of Scholars:**

- a) Transfer of Ph.D. scholars from one Supervisor to another Supervisor can be effected, only with mutual willingness given by both the present and proposed Supervisors.
- b) In the case of change of Supervisor or transfer of candidates is proposed without the consent of any one of the parties concerned, the matter shall be referred to the Research Council / Academic Committee whose decision shall be final.
- c) The Supervisors who wish to avail leave/lien/deputation beyond a period of SIX MONTHS may nominate Co-Supervisor in the concerned subject for the candidates registered with them if needed and the fact may be intimated to the University well in advance.

### **13. Withdrawal of Guideship**

If a Supervisor is found to have involved in plagiarism, moral turpitude with fraudulent academic accomplishments and other activities prejudicial to the reputation of the University, etc., his/her Guideship will be withdrawn.

### **14. Cancellation of the Ph.D. Registration**

- a) In case of candidates who do not possess an M.Phil. degree, who have not taken Part I course work and examination and the minutes of the meeting of the Doctoral Committee for them are not forwarded to the University for confirmation of provisional registration on completion of ONE year of provisional registration, their registration shall be cancelled by the University on completion of 3 years from the date of provisional registration.
- b) In case of any representation from the candidate/Supervisor for cancellation the Supervisor and the candidate shall submit the matter to the Chairman Research

Council which may either suggest cancellation or change of Supervisor depending on the merit of the case. The decision of the Research Council shall be final.

- c) If a Research Scholar is found to have involved in fraudulent academic activities prejudicial to the reputation of the University his/her Registration will be summarily cancelled.

### **15.0 Course Work**

Every candidate provisionally registered for the Ph.D. Programme shall undergo three course works *viz*: a. Research Methodology, b. Core area of Chosen Topic, c. Related field of chosen topic in the first year. The syllabus for the course work will be framed by the respective School.

A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

### **15.1 Scheme of Examination & Evaluation**

The COE will conduct the Course work examinations getting question papers from the supervisors for all the three courses, each of three hours duration carrying 100 marks each. The results will be communicated by the Supervisor to the Controller of Examinations with the answer scripts and question paper along with the Minutes of the Meeting of the Doctoral Committee.

On the basis of these examinations, provisional registration of the candidate will be confirmed by the University. He/She shall be permitted to proceed with his/her research work and submit the Thesis at the expiry of minimum total period of research prescribed after provisional registration. The Doctoral Committee have to monitor the progress of the work of the scholar and the report may be sent to the University without fail once in six months.

Full-Time & Part- Time Candidates who possess M.Phil. Qualifications through Full-time or Part-time basis in the same discipline/field of research will be exempted from undergoing the course work. Their research work will be periodically monitored by the Doctoral Committee, as in the case of other candidates. No exemption will be given to the candidates those who have qualified M.Phil. Degree through Distance Education.

### **16.0 Submission of Synopsis and Thesis**

#### **16.1 Submission of Synopsis for Ph.D.**

Not less than THREE months before the submission of the Thesis, every candidate shall submit to the University, through the Supervisor, a Synopsis (SIX

COPIES) of the proposed Thesis together with the certificate of the doctoral committee and stating the title of the Thesis to be presented in the prescribed application form along with the prescribed fee. The Synopsis shall be submitted both in the form of hard copy and soft copy in CD. The hard copy should not exceed 20 printed pages (one side only of A4 size).

Before the submission of the synopsis, the candidate should present a pre- Synopsis seminar before the Doctoral Committee, faculty, scholars and students. The Doctoral Committee should send a suitability report of the same while forwarding the synopsis.

Not later than SIX MONTHS after the submission of the Synopsis and after the completion of the minimum period of research prescribed, every scholar shall submit application and FIVE COPIES of Thesis embodying the results of the research carried out by him/her with necessary fee. In addition, the Thesis shall also be submitted in the form of soft copy in CD.

## **16.2 Submission of Thesis**

Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

The title page of the Thesis, cover, format, etc., should strictly confirm to the format of presentation as prescribed and the Thesis (all copies) should carry a declaration by the candidate and certificate duly signed and issued by the Supervisor. **The Thesis should NOT be hard bound and it should have a thin and flexible cover.**

No candidate shall ordinarily be permitted to submit the **Thesis after a period of FIVE YEARS** in the case of Full-time research scholars and **SIX YEARS** in the case of Part-time research scholars; provided that the University may for valid reasons and on the recommendations of his/her Supervisor, grant extension of time for not more than **TWO YEARS** in all, to the candidates. The registration of a candidate, who is not able to submit his/her Thesis even after the grant of extension of **TWO YEARS**, stands cancelled, if not re-registered.

The Ph.D. Thesis may generally be written in English (for subjects other than languages). However, the Thesis may also be written in Tamil in mutual consultation with the Research Supervisor.

## **17.0 Adjudicating of the Ph.D. Thesis**

### **17.1 Panel of Examiners**

After the submission of Synopsis, the Supervisor is advised to submit a panel of Examiners for the candidate in a sealed cover to the Controller of Examinations in the prescribed format.

A panel of **Nine** names

- 1. Three from North India or Overseas/abroad**
- 2. Three from South India excluding Tamil Nadu**
- 3. Three from within Tamil Nadu (for Vivo-voce purpose)**

have to be named as examiners to evaluate the Thesis and for public viva-voce examination. The persons suggested for appointment as examiners should hold Ph.D. Degree with 10 years of teaching experience at the Post-Graduate level with research publications in standard National and International journals.

### **17.2. Board of Examiners**

The Vice - Chancellor may appoint a Board of Examiners for evaluation of the Thesis consisting of the Supervisor as Convener and two other External Examiners i.e. one from North India or Overseas/abroad and one from South India excluding Tamil Nadu from the panel suggested by the Supervisor forwarded and recommended through respective school's head. However, the external examiner for the Vivo-voce examination may be from Tamil Nadu with the approval of Vice-Chancellor.

Provided, further that no close or immediate relative of the Candidate / Supervisor be appointed to act as an examiner.

### **17.3 Evaluation of the Thesis**

The Board of Examiners so appointed shall evaluate the Thesis and report on the merit of the Thesis for the award of the Ph.D. Degree. Each examiner is expected to give a detailed report on the Thesis apart from a duly filled in proforma for adjudication in the format prescribed.

The Board of Examiners shall report on the merit of the candidate as

1. "Commended",
2. "Highly commended",
3. "To be resubmitted".
4. "Rejected"

The two external examiners shall send the individual reports together with the duly filled in proforma to the Controller of Examinations. Together with his/her individual report and the duly filled in proforma, the Supervisor / Convener will prepare a consolidated report, bringing out the salient points made in individual reports. The consolidated report shall be prepared and submitted by the Supervisor on a date prescribed by the Controller of Examinations.

If all the three examiners unanimously recommend the award of the degree, the candidate will be asked to appear for a public Viva-Voce Examination.

If any examiner has in his/her report made some comments and suggested corrections/modifications/alterations and asking the candidate to carry out the same in the Thesis, then the candidate will be informed accordingly through the Supervisor.

The candidate should carry out the corrections suggested by the examiners, before the public viva-voce examination. The Supervisor shall furnish a certificate to this effect, together with the list of corrections, to the University before the public viva-voce examination.

If one of the external examiners recommends the award of the degree and other does not recommend the award of the degree, the Vice-Chancellor may refer the Thesis to a fourth examiner so appointed shall belong to the same category (i.e., from Tamil Nadu or outside Tamil Nadu) as the original examiner who evaluated the Thesis and has not recommended.

The fourth examiner will not be provided with the report of the other examiners. If the fourth examiner recommends the award of the degree, the candidate will be asked to appear for a public viva-voce examination prescribed earlier. If the fourth examiner also does not recommend the award of the degree, the degree will not be awarded to the candidate.

#### **17.4 Resubmission of the Thesis**

The public *viva-voce* of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If one of the evaluation reports of the external examiner is unsatisfactory and does not recommend *viva-voce*, the Institution shall send the dissertation/thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the

dissertation/thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

### **18.0 Public viva-voce Examination**

**18.1** A candidate whose thesis has been recommended for the award of the degree by the Board of Examiners who evaluated the thesis shall submit himself/herself to a public viva-voce examination conducted by the Supervisor and one external examiner appointed by the Vice-Chancellor in the School where the research work was conducted. The examiner from Tamil Nadu, who evaluated the Thesis, will be appointed as external examiner to conduct the public viva-voce examination for the candidate.

**18.2** A copy of the thesis of the candidate appearing for the public viva-voce examination shall be deposited in the library for perusal of those interested in the Thesis before the conduct of the public viva-voce examination, together with appropriate public notice issued by the Supervisor for the purpose. A format for the Public viva-voce will be prepared and the Public viva-voce needs to be conducted within the university premises and the proceedings of the viva-voce need to be sent to the Office of the Controller of Examinations.

**18.3** The Supervisor shall convey to the university, the result of such public viva-voce examination duly endorsed by the external examiner, together with a list of participants in the examination with their signature, designation and address. A candidate who is also successful at the public viva-voce examination shall be declared to have qualified for the Ph.D. degree by the Syndicate.

**18.4** If for any reason, the Supervisor is unable to conduct the public viva-voce examination, even two months after the approval of the consolidated report on the Ph.D. Thesis by the university and after appointment of the viva-voce examiner, the Syndicate may make alternative arrangements for the viva-voce examination. If a candidate fails in the viva-voce examination he /she will be allowed to reappear for the viva-voce examination on a second occasion, after the expiry of THREE months. If he/she is not successful even on the second occasion at the public viva-voce examination, the degree will not be awarded to him/her.

**18.5** No candidate shall be permitted to submit a Thesis or to appear for the public viva-voce examination on more than two occasions.

### **19. Publication of the Ph.D. Thesis**

After the award of the Ph.D thesis, whether approved or not, shall not be published in full or parts without the permission of the University

However, following the successful completion of the evaluation and announcement of the award of Ph.D. degree, the University shall submit a soft copy of the

Ph.D. Thesis to the UGC within a period of thirty days for hosting the same in INFLIBENT, accessible to all Institutions.

## **20. Refund of Fees**

The Programme fees once paid shall not be refunded. However, if on scrutiny, the Applicant is found not eligible for admission to his/her Programme of choice, Registration fee of Rs.1,000/- shall be retained by the University and the balance amount shall be refunded to the Applicant.

## **21. Tuition Fee Exemption**

As per G.O.Ms.No.429, Higher Education Department, dated 16.10.2008, differently abled persons are exempted from payment of tuition fee.

## **22. Scholarship**

The eligible Scheduled Caste and Scheduled Tribe Full time Research Scholars of Tamil Nadu Open University who belongs to Tamil Nadu, subject to rules, may apply for Scholarship in the prescribed application form on or before the stipulated last date, to the Director, Adi-Dravidar Welfare Department, Chepauk, Chennai-5, with the permission of the Head of the School and recommendation of the Registrar.

## **23. Fee Particulars**

<b>S.No.</b>	<b>Fee Head</b>	<b>Amount Rs.</b>
1.	Application Fee	500
2.	Registration Fee	1000
3.	Recognition Fee	500
4.	Tuition Fee (per year)	10000

Other fee will be prescribed time - to - time.

**Note:** Any condition prescribed throughout this regulation regarding any issue, may be given suitable relaxation / modification by the Vice-chancellor, on the recommendation of the Head of the School based on the merit of the individual case, if it is justified with relevant documents.

**APPENDIX -I**

**FORMAT FOR INTER-DISCIPLINARY RESEARCH PROPOSAL**

(This proforma duly filled in should be forwarded along with  
The Minutes of the School)

Name	
Academic qualification	
Age & Date of Birth	
Occupation (if any)/Designation	
Duration of Employment	
The subject in which the candidate has qualified for the Master's Degree	
The proposed discipline in which the candidate intends to work for Ph.D.	
The proposed department (with address) where the candidate intends to work for Ph.D.	
The theme of proposed research (in not more than 500 words)	
Whether the proposed Ph.D. theme is partly, directly or indirectly related to the branch of knowledge in which the candidate has qualified for his Master's Degree?	
If so, briefly describe (in not more than 500 words) the input from the two disciplines to the proposed area of research for Ph.D.	
Details of publications, if any, bearing on inter-disciplinary research, pertaining to the topic. If yes, furnish the details	
Comments of the supervisor under whom inter-disciplinary research is proposed	

Signature of the Supervisor

Signature of the Applicant

Signature of the Co-Supervisor

Signature of the Head of the School

## APPENDIX -II

### FUNCTIONS OF THE DOCTORAL COMMITTEE

1. To discuss, advise and recommend on all matters connected with the candidate's research from provisional registration till the submission of the thesis. Before the doctoral committee, the candidate has to make a presentation for about an hour and the doctoral committee would give detailed comments and guidelines.
2. To suggest courses to be undertaken by the candidate during the first year of his/her provisional registration, in the light of his/her attainment and with a view to fulfilling the requirements of the research.

Such courses of instruction may be given as short-term courses lasting from three to four months in such subjects as may be chosen by the Doctoral Committee and through seminars, discussions, occasional lecturers, laboratory techniques, field work, etc.

3. To conduct the Part I course work and examination for the candidate by written and oral examinations, on the completion of such courses, at the end of the first year of provisional registration and to report to the University on the fitness or otherwise of the candidate to proceed with his/her research work for the Ph.D. and recommending the confirmation of the provisional registration.

In case where a candidate is not approved at the end of the FIRST year by the Doctoral Committee / University, it may recommend that the candidate should undertake additional course work / examination after a further period of not exceeding SIX MONTHS at the end of which he/she shall be examined again; and if found fit, his/her provisional registration will be confirmed and he/she will be permitted to proceed with his/her research work. A candidate who is not found fit even after the additional course and re-examination, shall not be permitted to continue research and his/her provisional registration shall be cancelled.

4. To monitor the candidate's work periodically directing him/her [a] to give periodical seminars on his/her work; [b] to submit reports once in six months positively both in the case of full time and part-time candidates to the University on the candidates progress in research work in the prescribed format to conduct and supervise and presentation by the candidate of the final draft of his/her proposed thesis for approval before the submission of synopsis of the thesis to the University and to give a certificate to this effect to be submitted along with the synopsis.

## APPENDIX - III

### PROGRESS REPORT OF THE Ph.D. PROGRAMME

[To be submitted once in six months by both full-time candidates and part-time candidates]

1. The progress reports shall be submitted by the candidate in quadruplicate, to the Supervisor accompanied by a report by the candidate about the work carried out during the period of this report (in about 300 words) duly signed by the candidate and countersigned by the Supervisor.
2. The Supervisor shall fill his/her part, sign it and get it countersigned by the Head of the School of this Supervisor.
3. The first copy to be retained by the Supervisor for placing before the Doctoral Committee and subsequent office record, second copy shall be sent to the Research section through the HOS, the third copy shall be sent to the parent institution wherever applicable and the fourth copy to the scholar.

i. particulars about the candidate

- (a) Name :
- (b) Designation  
(where applicable) :
- (c) Institution where employed  
(if applicable)
- (d) Period of the Report :
2. Registration Details
  - (a) category of registration : Full-time / Part-time (Internal)/  
Part-time (External)
  - (b) Date of provisional registration  
with University reference
  - (c) Whether the provisional registration  
has been confirmed  
(If yes, give reference) : Yes / No

3. Particulars of the Supervisor(s)

**[i] Supervisor**

- (a) Name :
- (b) Designation :
- (c) Institution where employed :

**[ii] Co-Supervisor**

- (a) Name :
- (b) Designation :
- (c) Institution where employed :

4. Name of School  
Where research is conducted :

5. Area of work and tentative title of

- The proposed thesis :  
 6. Details of the progress :  
 (a) Whether the candidate's report in triplicate is enclosed? : Yes / No  
 (b) Whether any papers have been Published? : Yes / No  
 (if yes, furnish details)  
 (c) Whether seminars/conferences Attended? : Yes / No  
 (d) Whether the prescribed Course work has been completed? : Yes / No  
 If yes, courses completed.  
 7. Whether the tuition fee is being paid : Yes / No

Date:

Signature of the Candidate

8. Remarks of the supervisor

- (a) Attendance : Satisfactory/Not Satisfactory  
 (b) Progress : Satisfactory/Not Satisfactory  
 (c) Expected time of completion :

9. Whether the Supervisor agrees with the Scholar's report? If yes, give details)

:

Signature of Co-Supervisor  
 (if applicable)

Signature of the Supervisor

Date:

Place:

Signature of the Head of the School

Seal

**APPENDIX - IV**  
**Model for Cover and Title of the Ph.D. Thesis**

**TITLE OF THE THESIS**

**Thesis submitted in  
Partial Fulfillment of the  
Degree of Doctor of Philosophy (Ph.D.)**

**By**

---

**(Name of the Candidate)**

---

**(Name of the School)**

---

**(Name of the University)**

---

**(Name of the Place)**

---

**(Month and Year)**

**APPENDIX - V**

**DECLARATION**

I declare that the thesis entitled \_\_\_\_\_  
\_\_\_\_\_ submitted  
by me for the degree of Doctor of Philosophy (Ph.D.) is the record of work carried out by  
me during the period from \_\_\_\_\_ to \_\_\_\_\_ under the guidance of  
\_\_\_\_\_ and has not formed the basis for the award of any Degree,  
Diploma, Associateship and Fellowship, Titles in this University or any other University  
or other similar institution of Higher Learning.

Signature of the Candidate

**APPENDIX - VI**  
**CERTIFICATE FROM THE SUPERVISOR**

I certify that the thesis entitled \_\_\_\_\_ submitted for the degree of Doctor of Philosophy (Ph.D.) by Mr./Ms. \_\_\_\_\_ is the record of research work carried out by him/her during the period from \_\_\_\_\_ to \_\_\_\_\_ under my guidance and supervision, and that this work has not formed the basis for the award of any Degree, Diploma, Associateship and Fellowship or other Titles in this University or any other University or institution of Higher Learning.

Signature of the Supervisor  
with designation

## APPENDIX - VII

### PROFORMA FOR ADJUDICATION OF THE Ph.D. THESIS

1. Name of the Candidate :
2. Title of the Thesis :
3. Discipline and Subject :
4. Name and Address of the Examiner :
5. Recommendations of the Examiner  
(Please strike out whichever are not applicable) :
  - a) Thesis is highly commended :  
or
  - b) Thesis is commended  
or
  - c) Thesis is commended and the degree may be awarded subject to the candidate's furnishing satisfactory clarification to my queries during the Public Viva Voce examination.  
or
  - d) Thesis is commended and the degree may be awarded subject to the condition that the corrections / modifications suggested by me are carried out in the thesis and duly certified by the supervisor – convener before the public viva-voce examination.  
or
  - e) Thesis needs to be resubmitted after revision for revaluation.  
or
  - f) Thesis is not commended and the degree may not be awarded.

**Note:** Please enclose your detailed report on the thesis. Please also enclose a list of questions, if any, to be asked at the public viva-voce examination.

6. Any other remarks

Place:

Date:

-----

(Signature of the Examiner with Designation)

Address:

**APPENDIX - VIII**

**TAMIL NADU OPEN UNVIERSITY**

Faculty of \_\_\_\_\_

The Syndicate of Tamil Nadu Open University hereby makes known that (Name of the Candidate) has been admitted to the degree of Doctor of Philosophy, he/she having been certified by duly appointed examiners to be qualified to receive the same in the year \_\_\_\_\_ for the thesis entitled \_\_\_\_\_.

(Title of the Thesis)

(Name of the Discipline)

Given under the seal of the Tamil Nadu Open University this \_\_\_\_\_ day of \_\_\_\_\_.

Registrar

Vice-Chancellor

**APPENDIX - IX**  
**TAMIL NADU OPEN UNVIERSITY**

Faculty of \_\_\_\_\_

\_\_\_\_\_

The Syndicate of Tamil Nadu Open University hereby makes known that (Name of the candidate) has been admitted to the degree of Doctor of Philosophy, he/she having been certified by duly appointed examiners to be qualified to receive the same in the year \_\_\_\_\_ for the thesis entitled \_\_\_\_\_

(Title of the Thesis)

(Names of the Disciplines) (Inter disciplinary)

Given under the seal of the Tamil Nadu Open University this \_\_\_\_\_  
\_\_\_\_\_ day of \_\_\_\_\_.

Registrar

Vice-Chancellor