



TILAK MAHARASHTRA VIDYAPEETH

Gultekdi, Pune 411 037.

DOCTOR OF PHILOSOPHY (Ph.D.)

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Doctor of Philosophy

DOCTOR OF PHILOSOPHY (Ph.D.)

Ph. D. (Vidyavachaspati) - Revised Rules After 11th July 2009

Subjects offered and Medium

1) Faculty of Arts and Fine Arts -

- | | |
|---|---|
| (i) Sanskrit- English, Marathi, Sanskrit | (ii) Indology - English, Marathi |
| (iii) Performing Arts - English, Marathi | (iv) Classical Music - English, Marathi |
| (v) Classical Dance (Bharat Natyam, Kathak)
- English, Marathi | (vi) Hindi - Hindi |
| (vii) Marathi - Marathi | (viii) English - English |

2) Faculty of Ayurveda -

- (i) Ayurveda - English, Marathi, Sanskrit

3) Faculty of Moral and Social Sciences -

- | | |
|--|---|
| (i) Economics - English, Marathi | (ii) Political Science - English, Marathi |
| (iii) Sociology - English, Marathi | (iv) History - English, Marathi |
| (v) Philosophy - English, Marathi | (vi) Geography - English, Marathi |
| (vii) Library Science - English, Marathi | |

4) Faculty of Modern Sciences and Professional Skills -

- | | |
|-------------------------------------|-------------------------------------|
| (i) Management - English, Marathi | (ii) Journalism - English, Marathi |
| (iii) Mass Media - English, Marathi | (iv) Social Work - English, Marathi |

5) Faculty of Health Sciences -

- (i) Nursing - English, Marathi

6) Faculty of Education

- (i) Education - English, Marathi

7) Interdisciplinary Study -

English, Hindi, Marathi

General Rules for Ph.D.

Rules / Guidelines for admission to Ph.D. Programme

{Framed as per the UGC's Minimum Standard and Procedure for Award of Ph.D. Degree Regulations 2009}

[For only those registered on or after 11th July 2009. It is further clarified that any candidate, whose application has been accepted by the Head of the Vidyapeeth Department before 11th July 2009, will be covered under the old rules.

Tilak Maharashtra Vidyapeeth offers research programmes in different subjects listed in Annexure I for the degree of Doctor of Philosophy. The rules regarding eligibility, entrance examination, interview, registration, course work, supervision, submission of thesis, shall be as follows:

1) Eligibility

a) Candidates having passed post-graduate degree examination from recognized university with minimum 55% marks or equivalent grade point average (GPA) in relevant subject/field are eligible. Candidates belonging to reserved category as well as physically challenged/disabled candidates shall be given relaxation of 5%.

b) Admission percentage for foreign candidates (those who have not obtained Master's Degree from Indian Universities) will be 50% or equivalent GPA.

c) Candidates having experience in research of more than 15 years in the respective subject area and have passed graduation with 55% marks may be considered eligible, if recommended by expert committee appointed by the Vidyapeeth as a special case.

d) A citizen of age of 55 years and above with post graduate degree with 50% marks, in exceptional cases will be eligible at the discretion of Vidyapeeth's Board of Management.

e) Applicants for interdisciplinary areas in which the research is proposed to be done shall be considered on the basis of sufficient work experience,

General Rules for Ph.D.

proven ability and aptitude for research of the candidate. Such proposal shall be examined by the RRC. The candidature for entrance exam will be confirmed only after the Research and Recognition Committee's approval.

- f) In case of international candidates who have not obtained Master's degree from Indian Universities, the decision regarding admission will be taken by RRC on the basis of the criteria as mentioned above (e).
- g) As per the provision in Ordinance No. 116 of UGC Guidelines, registered candidates shall not be allowed to register simultaneously for any other degree course.

2) Conduct of Entrance Examination (Written & Interview)

- a) The entrance examination will be conducted in the month of June (Subject to public holidays). The result of the successful candidates will be declared by the Vidyapeeth through respective departments within 20 days and the same will be displayed on Vidyapeeth's website. This procedure will be completed before end of July.
- b) The advertisement of entrance examination will be published in Marathi and English newspapers and the same will be displayed on Vidyapeeth's website.
- c) The course-wise intake for every academic year will be displayed on Vidyapeeth's website. Admission for vacant seats will be as per UGC Guidelines issued from time to time.

3) Exemption from Entrance Examination (Written)

The candidates fulfilling one of the following conditions will be exempted from the written entrance examination:

- a) Qualified in GET/SET/NET/JRF examination of the apex bodies as CSIR/UGC/ICAR/ICMR/DBT only.
- b) M. Phil. degree completed from any recognized university whose admission at M. Phil. was confirmed on the basis of entrance examination. However such candidates will have to apply in the prescribed format with requisite fee for appearing for interview.

General Rules for Ph.D.

c) Candidates who have completed M. Phil from such Universities where in “no entrance test was conducted or necessary”. In such cases a candidate should obtain a letter from that University to this effect and should submit in the Ph.D. section of the Vidyapeeth.

4) Structure of Entrance Examination

The structure of such examination would be as follows:

Written Test	-	100 marks
Interview	-	50 marks

● The Entrance Test shall have the following four components:

- Research Methodology (Weightage 40%)
- Respective Subject Content (Weightage 30%)
- Functional English Language (Weightage 15%)
- Functional Knowledge of Computer (Weightage 15%)

● The nature of the Test shall be MCQ type.

● The component (a) shall have questions on testing containing (i) analytical ability, (ii) reasoning ability (iii) research aptitude and (iv) research related information. Each sub-component shall have equal weightage.

● Component (b) shall be based on the syllabi of ‘core’ courses / papers studied at Masters Level in the concerned subject.

● Questions in components (c) and (d) shall pertain to functional skills aiming at testing the basic knowledge of the candidate.

The entrance examination will be conducted at the Vidyapeeth main campus or the venue finalized by the Vidyapeeth.

5) Interview (In case of candidates exempted from Written Entrance Examination)

The candidates who are exempted from the written entrance examination are eligible to appear for the interview before the interview committee. The candidate

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will be judged on the parameters like – Analytical Ability, Research Aptitude, Communication skills etc.

6) **Provisional admission**

The successful candidates in entrance exam and interview will have to take provisional admission by paying the requisite fees in the admission department of the Vidyapeeth within 15 days from declaration of the result.

7) **Course Work -**

- a) After seeking the provisional admission the candidates will have to undergo a course work for one semester in their respective subject.
- b) However, the Candidates who are exempted from clearing the entrance examination (those candidates who have already passed M. Phil examination through entrance test from any recognized university) are also exempted from doing such Course work.
- c) The said course work shall be treated as Pre- Ph.D. preparation and will include a course on Research Methodology, Computer Applications, Quantitative Techniques and Reviewing of the Literature in the relevant field.
- d) At the end of the Semester, candidate will have to appear for course work examination and the passing criteria for such examination will be 50%.
- e) On successful passing of the course work examination, Ph.D. Section of the Vidyapeeth will issue a Certificate.

8) **Allotment of Guide and Presentation**

- a) The concerned Department of Vidyapeeth will allot Guide according to their proposed research area.
- b) After allotment of the Guide the candidate must submit a brief outline about his/her research work through his/her Guide within one month to the Head of Department.

General Rules for Ph.D.

- c) Candidate will be called for presentation with his / her Guide before the Expert Committee, to finalize the title of the Ph.D. thesis. Subsequently the candidate will receive a letter about confirmation of the title of his/her Ph.D. thesis, from the concerned department.

9) **Ph.D. Registration**

On successful completion of Ph.D. course work the candidate will seek admission for Ph.D. course. At this stage the candidate will be allotted Permanent Registration Number (PRN).

10) **Duration for Ph.D. Programme**

- a) The total duration of the Ph.D. Programme will be of Five Years. This period will be considered from the date of the allotment of Permanent Registration Number.
- b) The extension beyond 5 years may be given up to maximum period of two years subject to successful completion of the considerable research work done by the candidate, which will be decided by the Research Recognition Committee.
- c) The application for such an extension will have to be made by the candidate through his/her Guide and Head of the Department, three months before the expiry of the registration period (i.e. Five Years.)

11) **Six Monthly Progress Report**

- a) All the registered candidates shall be required to submit through their respective Guide & HOD an elaborate progress report after every six months. Failure to submit three consecutive reports by the candidates, in such a case his/her registration may be treated as cancelled.
- b) The Ph.D. candidate shall publish one Research paper in the standard refereed Research Journal before the submission of thesis for adjudication , and produce the necessary evidence for the same in the form of acceptance letter or copy of the said Journal wherein the Research paper is published.

12) **Pre – Ph.D. Viva**

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- a) Before appearing for the Pre- Ph.D. viva (Presentation) a candidate has to submit a spiral bound copy of his / her draft thesis to the department before eight days.
- b) Three months before the submission of thesis, a candidate will have to make a Pre – Ph.D. Presentation in the concerned department. This will be open to all Faculty members and research students. The feedback and comments from the audience may be suitably incorporated in the draft thesis under the instructions of Guide and also duly approved by the Dean, of the faculty concerned.

However if a candidate fails to submit his/her thesis within the period of three months from the date of Pre – Ph.D. Viva then in such a case he / she has to again appear for a Pre – Ph.D. Viva for which requisite fee is to be paid by the candidate.

13) Submission of Ph.D. Thesis

- a) No candidate can submit his/her Ph.D. thesis before the expiry of two years from the allotment date of Permanent Registration Number.
- b) Specifications relating to printing of the thesis etc. will be according to the UGC Guidelines-2009 .(Please refer our prospectus)
- c) The candidate shall submit the thesis in 4 copies & 2 CDs in PDF format along with the abstract and synopsis with 25 copies each.
- d) The thesis shall be written in English language. However, the candidate can submit his / her thesis in the languages like Marathi / Hindi/ Sanskrit but in such case he / she has to submit a gist/abstract of thesis in English language having the mention of Hypothesis, Research Methodology, Findings and Conclusions for the convenience of the referees for evaluation purpose.

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Guideline for Ph.D. Research Plan

Research Plan to be submitted along with the application should consist of the following points -
(खालील मुद्दे विचारात घेऊन संशोधनाचा आराखडा अर्जासोबत सादर करणे आवश्यक आहे.)

- ❑ Rationale and significance of the study. (संशोधन विषयाचे महत्त्व आणि तर्कशास्त्रीय/तार्किक बैठक)
- ❑ A Survey of previous work done in the research area and the need for further research (Review of literature) (सदर विषयांत या पूर्वी संशोधन झाले असल्यास त्याचा आढावा आणि अधिक संशोधन करण्याची गरज)
- ❑ Research problem (संशोधन समस्या)
- ❑ Aims and objectives (ध्येये आणि उद्दिष्टे)
- ❑ Research questions (संशोधनाचे प्रश्न)
- ❑ Hypothesis (सिद्धांत कल्पना / अभ्युपमग)
- ❑ Research Design - i.e. the nature of approach to the problem (संशोधन रूपरेषा-कोणत्या भूमिकेतून समस्येचा मागोवा घेणार)
- ❑ Research Methodology and techniques to be used (अवलंबविण्यात येणारी संशोधन पद्धती आणि तंत्रप्रणाली)
- ❑ Contribution of Research work (सदर संशोधनाचे योगदान)
- ❑ Chapter-wise Research Plan (नियोजित संशोधनाचा प्रकरणानुसार आराखडा)
- ❑ Bibliography - For Primary data & Secondary data (संशोधनासाठी वापरण्यात येणारी प्राथमिक व दुय्यम साधनांची संदर्भ सूची)
- ❑ Copy of questionnaire used (संशोधनासाठी वापरण्यात येणारी प्रश्नावली)

Orientation Course in Research Methodology

A) Lectures on Research Methodology

- 1) **Importance of Research** - Research Design. A multi-disciplinary activity-types of research.
- 2) **Data for research** - Secondary and primary data collection and tabular analysis of data - Questionnaires & interview. - Review of literature on previous research on the problem under investigation.
- 3) **Sampling** - Types of sample.
- 4) **Scientific Method of analysis and hypothesis to be tested** - Analysis and synthesis, variance analysis - Correlation - Measurement of Tendency (term & analysis) - Averaging testing of hypothesis - Inferences - Limitations.
- 5) **Problems of Research** - Scientific method, Social science and research, Format of research thesis. - Limitations.

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6) Use of Computers in Research - Mathematical and statistical techniques in quantitative analysis.

One lecture of 3 hours' duration on 5 days

One lecture of 2 hours' duration tailored by question - answer method.

B) Presentation of research paper on the topic selected by the student

- a) Importance of the problem
- b) Specific method of research

Research Methodology Curriculum

1) Meaning of Research

- a) A careful, critical, scientific enquiry into and examination of a problem for finding solutions. (Webster's Dictionary).
- b) Cause and effect relationship. Discovery by scientific method (Logic & Mathematics).
- c) Observation of facts.
- d) Social science research-discovery of new facts (Prof. P. V. Young).
- e) Verifying follow up and feed back.
- f) Explanation of causes and symptoms of problem and natural laws (Redman & Morey).
- g) Systematized effort to gain knowledge.
 - Knowledge from book
 - knowledge from experience by observation on the spot
- h) Detaining and re-detaining a problem. (Clifford Moody)

Significance of Research (Function of Research)

Where we cannot invent (शोध आणि बोध), we may at least improve (going away from superstition (अंधश्रद्धा) and reach to objective (वस्तुनिष्ठ) conclusions (निष्कर्ष).

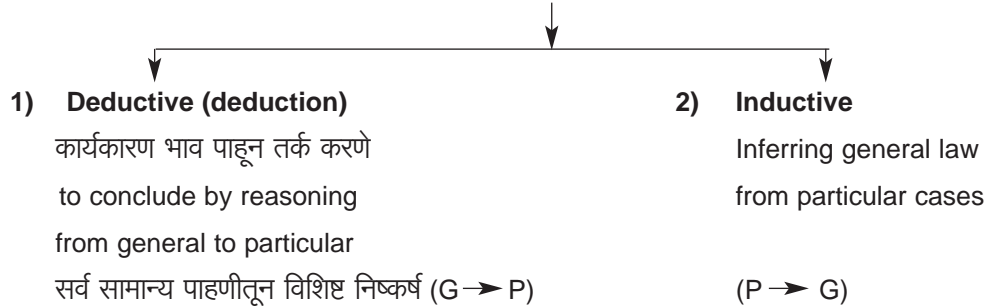
We may give some sort of novelty (नाविन्य, निराळेपण) to which was old (प्राचीन, पारंपरिक).

We may give condensation (संक्षिप्त, सुसूत्र विचार) to that which was diffuse (विस्कळित) perspicuity easy understanding (सोप्या पद्धतीने समज किंवा समजून उमज) to that which was obscure (गूढ, रहस्यमय) and currency (प्रचलितपणा, स्पष्टपणा, समाज मान्यता) to that which was recondite (दुर्बोध, समजण्यास कठिण), Obstruse.

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Development of generalization - conclusion gist (सार, निष्कर्ष, सैद्धांतिक विधान), tentative (गौण, चाचणीवजा अंदाज), hypothesis tested (तपासून पहाणे त्यासाठी संशोधन), Language, Logic and Mathematics (LLM) (Three 'R's - reading, writing, arithmetic)

Generalization Method (Logical)



2) Principles, Methods and Concepts used in Research

Research Thesis (Ph.D) must investigate the problem and provide concrete solutions, recommendations and inferences or conclusions (निष्कर्ष) Last Chapter.

Conclusions should not be hypothetical or imaginary (काल्पनिक).

Thesis must state how the hypothesis is proved or disproved.

Conclusions must be supported by tabular analysis and trend analysis mathematical formula (tables, graphs, equations), use of statistical methods (measures of central tendency - averages, (mean) median, mode, correlation, coefficient. etc.)

Thesis must prove that the researcher has made original contribution to knowledge.

Thesis should contain reference to previous research of the problem. (Historical chapter.)

Thesis must explain theoretical framework for analysis.

Importance of the problem under research must be explained (Introductory chapter).

Research Thesis must state assumptions and limitations. Research must be based on primary data (data collected by the research student) and secondary data (information collected from other published material - articles, magazines, books, other research thesis, reports of various committees. etc.)

Computer analysis, if any, must be given in support of arguments made.

Thesis should explain research design (आराखडा) format, plan, structure and sample size chosen from population. Thesis must state how primary Data and secondary Data are collected e.g. primary Data collected from questionnaire and interviews.

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Photographs, if any, may be included in the Thesis. At the end of the thesis a mention must be made of abbreviations (short forms) used and bibliography (List of references, used-books, magazines, articles, reports etc). It should mention - the name of the book, the author, the year of publication - in the list as well as in the foot notes in the Thesis. Xerox copies of original documents must be attached, if any.

Research is multidisciplinary if it covers related sciences.

Research is empirical when it is based on experience : -

Research should make future predictions (भविष्यकालीन अंदाज), if any. Research should be supported by expertise (knowledge in specific field or specialized knowledge) : -

Statements in the thesis should be objective and logical. As far as possible the use of the first person (e.g. I did it, I know, etc) and literary style (used in poetry and novels) should be strictly avoided. Statements should be concrete (स्पष्ट), objective (वस्तुनिष्ठ), logical (तर्कनिष्ठ), scientific (शास्त्रीय) and transparent (पारदर्शिक) throwing light on the truth. Subjective (व्यक्तिनिष्ठ, विधाने, मते, अनुमाने, impressions) statements should be strictly avoided. Thesis is different from a textbook or a novel.

3) Types of research

Descriptive v/s analytical

Applied v/s fundamental (Theoretical)

Quantitative v/s qualitative

Conceptual / empirical (based on observation and experience)

One time research - Surveys a reporting Laboratory research

Library research

1. **Approach to Research** - descriptive, qualitative, quantitative, simulation (model), inferential, experimental.
2. **Scientific Method** - empirical evidence means utilisation of previous research, utilisation of relevant facts and concepts-objective inferences about relationships on the basis of language, logic, mathematics and statistics (measurement and calculations) Ethical neutrality- (Research is not normative) probabilistic prediction about trends or central tendencies - and deviations - critical scrutiny and tabulation of primary data and commentary on tables and answers to questions in the given questionnaire and interviews i.e. formulations of generalisations ($G \rightarrow P$ or $P \rightarrow G$)
3. **Research Design** - Nature of study (investigation into a problem), Importance of the Problem (reason for research), coverage of research -i.e. place and time (period) of research. Nature of data required - population size - design of sample (adequacy and relevance) - techniques of data collection-scientific method of analysis and interpretation of data, style and language of reporting - problems encountered and limitations.

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4. **Sample Design** - Sampling procedure and type of sample used - probability sampling - simple random sampling , cluster sampling, systematic sampling, stratified sampling, convenience (haphazard or chance lottery sampling and purposive sampling - (quota sampling and guide general sampling)

Statistical & mathematical techniques (Quantitative Techniques used) - measures of central tendency (mean, median, mode), measures of dispersion (deviation), correlation coefficient, probability parametric or standard tests of hypothesis variance (chi-square test). Test of proportions, frequency distribution, analysis of behavior (variables multivariable analysis) - factor analysis - (tables and diagrams)

5. **Interpretation and Report Writing** - Linkages between chapters-draft of report and trial - outline (Bibliography - layout and main text - conclusion or hypothesis testing - recommendations and proposals for policy.)

MAJOR REQUIREMENTS OF THE THESIS :

- 1) Sample size should be adequate and methods of sampling should be stated.
- 2) A copy of questionnaire used by posting and for interviewing people should be appended at the end of the thesis.
- 3) Question-wise analysis (a kind of opinion survey) could be made.
- 4) Place and period of research must be mentioned in the title of the thesis.
- 5) Research design- Plan, structure, coverage (spatial) must be mentioned.
- 6) In tabular analysis commentary on each table at the foot of the table is necessary.
- 7) In trend analysis (with the help of graph) changes in the variables and their trends must be described.
- 8) Linkages in the various chapters (introduction of the problem, history of the problem, theoretical analysis, hypothesis, primary data and secondary data analysis, statistical tabular analysis and conclusions) must be established in order to make the thesis cohesive (समन्वयात्मक), logical and impressive.
- 9) If the thesis leads to controversy, it is important to show its originality and therefore its commendability.

- 4) **Supervision** - to be registered with an authorized guide

A. GUIDE

- 1) The applicants for the Ph. D. course shall work under the supervision of the Research Guides appointed by TMV. The concerned department will finalise the names of the Guides under whom the applicant will have to work .

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- 2) Normally, a candidate shall be required to complete his doctoral research under the supervision of the Guide. However the Ph. D. Committee concerned may allow change of the Guide, if necessary, on production of 'No Objection Certificate' / letter from the first Guide and an acceptance letter from the new Guide. In case of such a change, the candidate shall work for a minimum period of one calendar semester under the new Guide before submitting the thesis. A 'No Objection Certificate' will not be required if the student justifies the non-availability of his Guide. The justification will have to be endorsed by the Dean of the Faculty. In case of problem / dispute, non-availability of the Guide will be approved by the Dean of the concerned Faculty.
- 3) At any time the Guide shall not have more than eight registered Ph.D. students. On the recommendation of the Ph. D. Committee, the concerned BOA may increase this number to 10 under special circumstances.
- 4) As a very special case, the BOA concerned, on the recommendation of the Ph. D. committee, may allow a candidate to register for Ph. D. independently, i.e. without having to work under the supervision of a guide, provided that the candidate is eligible and has demonstrated ability to undertake independent research work. Research place of such a candidate should be approved by the Dean of the concerned faculty.
- 5) In case of dispute between a candidate and his Guide, the committee consisting of the following shall examine the matter and report to the Vice-Chancellor, whose decision shall be final.
 - Nominee of BOA concerned appointed by the Vice-Chancellor (Convener)
 - Dean of the concerned faculty
 - The Head, place of research (If the complaint is against the Head, he shall not participate in the proceedings of the meeting)

The report shall include, among other things, specific recommendations. The report shall be submitted to the Vice-Chancellor.

B. PROGRESS REPORT

1. All the registered candidates shall be required to submit to the Head, place of research and through their research Guides elaborate progress reports after the first six months and then after every quarter. (Form D)
2. If a candidate fails to submit three consecutive reports, then the registration shall be treated as cancelled. The Head, after the completion of the given period (one and a half year) shall send to the Vidyapeeth office a report on the noncompliance of the condition stated in B.I. The copy of the progress report should be submitted through the Head, place of research to the Ph.D. Section, Tilak Maharashtra Vidyapeeth, Pune immediately.

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3. The progress reports submitted shall be placed by the Head before the Progress Monitoring Committee consisting of (a) the Head, Place of research (b) the research Guide, and (c) a research Guide recommended by the Dean of the concerned Faculty and Head, Place of research from amongst the recognized research Guides of the Tilak Maharashtra Vidyapeeth, Pune. The committee shall scrutinize the progress reports and prepare a brief statement of the progress of the candidate. The Head shall maintain the record of reports and statements.

- a) Period between pre-Ph. D. acceptance & Thesis submission should be maximum 6 months.
- b) Instruction for student / Dept / Ph. D. dept / Exam Dept

The examiner's copy of the Thesis should be sealed - student name, Guide name, acknowledgement not to be visualized.

In case of case paper attachment, the first page of the case paper containing name and other information not to be visualized.

5) Submission and Evaluation of Thesis -

A) Submission of Thesis

The candidates shall submit to the Registrar four copies of the Thesis and also produce an acknowledgement of the receipt of the copy of the Thesis by the Research Guide.

The Thesis shall be submitted in accordance with the following specifications.

Annexure - 1 : Specifications for Thesis

Candidates submitting thesis for the University degree are required to follow the rules noted below regarding the size, style and binding of the thesis. Only in special cases in which the Head of the Institution is satisfied, there may be relaxation in compliance.

1. Every candidate shall submit four copies of his / her thesis along with two soft copies in PDF format.
2. The copies shall be bound in accordance with the following specifications.
 1. Save thesis in MS Word (6.0 version or more) format and / or in PDF copy
 2. Save thesis using a file name in the pattern "Author. doc" where author is the surname of the author.
 3. A4 size paper (210 by 297 mm.) for the thesis, select A4 size page set up for the PDF also.
 4. Provide title in Times New Roman, 14 point along with author's name and required details.

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5. Use Times New Roman font, 12 size for the main text, in single column and 1.5 line spacing. Paragraph heading and subheadings have to be displayed properly (in bold).
6. Set the margins as follows.

Top	:	1 inch
Bottom	:	1 inch
Left	:	1: 5 inch
Right	:	1 inch
7. Page numbers at the bottom of each page, centered on the width.
8. Set everything justified.
9. Print figures and tables interspersed with text and place them as near the point of mention as possible. Add descriptors to tables and figures.
10. Use International SI (System of Units). If other units are used, provide approximate conversion, factors for SI units.
11. If the thesis is in Gujarati or any other language other than English, use True Type Font (TTF).
12. No ornamental bordering of the sides is permitted.
13. No dedication page in dissertation is permitted.

RULES GOVERNING THE PRESENTATION OF THE THESIS

1. **BINDING** : The Copies of the thesis shall be bound in cloth/card boards with leaves permanently secured. The front cover shall bear the title of the thesis, the name of the candidate, the name of the degree (Ph.D.) for which the thesis is submitted, and the year of submission. If possible it may also bear the subtitle of the thesis. All this shall normally be printed along the spine in such a way that it is readable when the volume is lying flat with the front cover and the spine shall also bear the number of each volume. Thesis with spiral binding will not be accepted.
2. **PAPER & TYPE** : All copies of the thesis shall be presented in a permanent and legible form in typescript or in print. Copies produced by Photocopying or by similar permanent process will be acceptable. Drawings and diagrams should be in black ink. Paper of good quality (i.e. bond paper) for normal reading should be used. The sheets used should normally be in A4 size (i.e. 28.3 cms x 22cms. approx.) Margins at the binding edge shall be not less than 4 cms. and other margins not less than 2 cms. double or one and a half spacing should be used in typescript, except for indented quotations or footnotes where single spacing may be used.

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3. THE TITLE PAGE AND THE TEXT ETC. :

- A) The title page of the thesis shall give the information contained in Form A.
- B) Certificate of the Guide in Form 'C', except for those who have been permitted to work independently, should follow the title page.
- C) 'Acknowledgements', if any, will be given immediately after Form 'C'.
- D) A 'Table of contents' will immediately follow the page of 'Acknowledgements'.
- E) The list of tables and illustrations will be given after the 'Table of contents' in the order in which they occur in the text.
- F) If the thesis contains any material which the candidate has used before, this fact shall be indicated in a 'Declaration' immediately following the 'Acknowledgements'.
- G) There shall be an abstract of the thesis. The abstract shall follow the acknowledgements and Declaration, if any.
- H) For 'Abbreviations', 'References' cited, 'Appendices' and 'Indices' if any, and for the 'Bibliography', the standard method should be adopted.

4. ILLUSTRATIVE MATERIAL :

- A) Practical diagrams, maps, illustrations, published papers and tables shall have a binding margin of at least 4cms. and should, if possible, be bound in the thesis near the relevant text.
- B) Material which cannot be conveniently bound in the text (maps etc.) shall be packaged in such a way that it can be readily linked with the thesis and it shall contain appropriate instructions for use.

B) Appointment of Examiners

1. The procedure for appointment of examiners shall be undertaken soon after the candidate SUBMITS HIS / HER SYNOPSIS.
2. The thesis shall be evaluated by 3 examiners [referees], (two external referees and the Guide is the internal referee). Among two external referees one should be from Maharashtra and another from out of Maharashtra. If necessary, the decision by the Dean of the Respective Faculty & the Vice-Chancellor shall be final in this respect.

A pool of examiners will be prepared by the Guide & the Dean which shall be updated and approved by the Recognition Committee concerned. The Dean shall appoint two examiners as mentioned above from the pool of examiners.

3. The Chairman for the Viva-Voce and the Open Defence of the thesis shall be appointed by the Head, Place of research or by the Dean concerned when the Head is the Guide.

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4. The Guide of the candidate shall be the internal examiner. In case of a candidate working independently, the Ph.D Committee concerned shall recommend to the BOE the name of a recognized research guide who shall be the internal examiner.

C) Evaluation -

1. After BOE has approved the panel of the examiners, the Controller of Examinations (COE) shall invite the first three examiners (four in case of an independent candidate) on the approved panel to examine the thesis. When the examiners accept the invitation and the candidate has submitted the thesis, the COE shall forward the thesis to the examiners within a week from the date of the receipt of the acceptance letter or the submission of the thesis, whichever is later. If an examiner does not accept the invitation within thirty days from the date of dispatch of the letter, invitation shall be sent to the next examiner on the panel.
2. The external examiners shall independently send their reports to the COE within 2 months from the date of receipt of the thesis (The reports sent by fax or e-mail by using the 'postscript' package will be accepted). If the examiner concerned fails to do, the COE shall send him/her a reminder immediately after the expiry of the said period and request him/her to submit the report within thirty days. If the examiner concerned fails to comply even within the extended period COE shall cancel his appointment forthwith and invite the next examiner on the approved panel to evaluate the thesis. In the event of request for the late submission of the report, receipt of the report after the appointment has been cancelled or the loss of report, postal delay, etc. the Dean concerned shall take an appropriate decision in the interest of the candidate concerned.
3. The two (three in case of an independent candidate) positive reports received from the external examiner shall be immediately forwarded to the Head, Place of research who, after ascertaining that the reports are favorable, shall arrange for the viva and the defence of the thesis on the earliest date suitable to the internal examiner, the nearest external examiner and the chairperson. The Vice-Chancellor will, on the recommendation of the Ph.D Committee, appoint a senior research guide as an internal examiner for the independent candidate. The Head shall make the reports available to the candidate, the research Guide and the chairperson at least a day before the date of the viva. In case of any problem the Dean of the concerned faculty will take the decision in the interest of the candidate.
4. In case two out of three external examiners (three out of four in case of independent candidate) give unfavorable reports then COE shall get the thesis examined by an additional examiner from the panel of examiners approved by the BOE, if the additional examiner also gives an unfavorable report the candidate will be declared as ineligible.

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D. Viva-Voce and Open Defence of the Thesis

1. The invitation to attend Viva-Voce and Open Defence of the thesis shall be notified and the Defence of the Thesis shall be notified by the Head of the Place of research at least eight days in advance. Normally the Viva-Voce and the Defence of the Thesis shall be arranged in the University. In exceptional cases, the Vice-Chancellor may allow the Viva to be conducted at a place of research outside the University. In such a case the procedure and norms for the conduct of Viva, payments, etc. shall be as laid down by the University.
2. The Defence of the Thesis shall take place in the presence of the internal examiner, one external examiner and the chairperson, who shall jointly evaluate the performance of the candidate. In case of dispute, Dean of the concerned faculty shall take the decision. The Head of the Department / Professor in-charge of a Department / Dean shall nominate the chairman for the Defence from a panel of three senior research Guides to be suggested by the internal referee.
3. If a member of the external referees is unable to be present at the time of the Defence, the Vice-Chancellor, on the recommendation of the Guide and the Dean concerned shall appoint a senior research Guide to act as an examiner for the Defence of the Thesis. In case the internal examiner is not available, the Vice-Chancellor shall appoint one of the relevant senior research Guides on the recommendation of the Dean of the concerned faculty & Head of the Place of research.
4. The examiner present for the Viva-Voce and the Defence of the Thesis shall submit to the COE their final consolidated report about the award of the Ph.D. degree immediately after the Defence is over.

The overall result shall be officially declared by the COE within eight days from the date of the receipt of the favorable report of the defence of the thesis.

(I) Depository with UGC:

Rule 19 : Following the successful completion of the evaluation process and announcements of the award of Ph.D., 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 on INFLIBNET, accessible to all Institutions/ Universities.

Rule 20 : Along with the Degree, the Degree awarding Universities, Institutions, Deemed to be Universities, Colleges/ Institutions of National Importance, as the case may be, shall issue a provisional certificate certifying to the effect that the Degree has been awarded in accordance with the provisions to these Regulations of the UGC.

Award of Honorary Ph.D. Degree

Honorary Ph.D. Degree in recognition of outstanding research work may be awarded to a senior person above 60 years of age who has been contributing, for over 20 years scholarly research work in his / her field of research in the pursuit of knowledge. The evaluation of the previous research conducted shall be made by an expert committee by Tilak Maharashtra Vidyapeeth.

Annexure - 2 : Course contents for the Eligibility Test

(A) COURSE CONTENT OF RESEARCH METHODOLOGY COMPONENT

The main objective is to assess the research capabilities of the candidates. Therefore the test is aimed at assessing the research aptitude. They are expected to possess and exhibit cognitive abilities. Cognitive abilities include comprehension, analysis, evaluation, understanding the structure of arguments and deductive reasoning. Candidates are expected to possess general awareness and knowledge regarding sources of information and basic quantitative techniques employed in research. Following are the broad components to be tested :

I. Research Aptitude

- i. Research : meaning, characteristics and types
- ii. Steps of research
- iii. Method of research
- iv. Research Ethics
- v. Paper, article, workshop, seminar, conference and symposium
- vi. Thesis writing : its characteristics and format.
- vii. Nature of research problem : theoretical research, experimental research, case study, survey

II. Reading Comprehension

A passage to be set with questions to be answered

III. Library Resources and Communication

- i. Different types of data and their sources
- ii. Survey of literature
- iii. Sources of information
- iv. Bibliography
- v. Communication : Nature, characteristics, types, barriers and effective report writing and communication.

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IV. Reasoning (Including Mathematical)

- i. Number series; letter series; codes
- ii. Relationships; classification

V. Logical Reasoning

- i. Understanding the structure of arguments
- ii. Evaluating and distinguishing deductive and inductive reasoning
- iii. Verbal analogies : Word analogy - Applied analogy
- iv. Verbal classification
- v. Reasoning Logical Diagrams : Simple diagrammatic relationship, multi-diagrammatic Relationship
- vi. Venn diagram; Analytical Reasoning

VI. Data Interpretation

- i. Sources, acquisition and interpretation of data
- ii. Quantitative and qualitative data
- iii. Graphical representation and mapping of data

VII. Information and Communication Technology (ICT)

- i. ICT : meaning, advantages, disadvantages and uses
- ii. General abbreviations and terminology
- iii. Basics of internet and e-mailing

VIII. Basic Statistical Techniques

- i. Uni-variate Analysis : Mean, Mode, Median, Standard Deviation
- ii. Bivariate / Multivariate analysis : Correlation, Regression
- iii. Probability and Probability distributions

IX. Higher Education System : Governance, Polity and Administration

- i. Structure of the institution of higher learning and research in India

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- ii. Formal and distance education
- iii. State and Private domain of higher education
- iv. Professional / technical and general education
- v. Governance, polity and administration
- vi. Educational commissions and higher education policy

X. Educational Methodology

- i. Teaching : Nature, objectives, characteristics and basic requirements
- ii. Learner's characteristics
- iii. Factors affecting teaching
- iv. Method of teaching
- v. Teaching aids
- vi. Evaluation systems

(B) COURSE CONTENT OF FUNCTIONAL ENGLISH LANGUAGE

(There shall be 5 MCQs to test Vocabulary (5 marks) and 10 MCQs to test Grammar Skills (10 marks))

• **Parts of Speech and their Usages**

- | | |
|--------------------|-------------------|
| i. Nouns | ii. Verbs |
| iii. Adjectives | iv. Adverbs |
| v. Prepositions | vi. Conjunctions |
| vii. Interjections | viii. Pronouns |
| IX. Articles | x. Demonstratives |

• **Words and Word-formation Processes**

- | | |
|--|-----------------|
| I. Prefixes | ii. Suffixes |
| iii. Infixes | IV. Inflections |
| v. Derivation processes (from one category to another) | |

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- **Elements of Sentence (SVOCA)**

- i. Subject
- ii. Verb
- iii. Object
- iv. Complement
- v. Adverbial

- **Types of Sentence and its Structure**

- i. Declarative sentences
- ii. Interrogative sentences
- iii. Imperative sentences
- iv. Exclamatory sentences; also,
- v. Simple sentence
- vi. Compound sentence
- vii. Complex sentence

- **Usages of Tenses in English**

- i. Present tense (Simple, Progressive and Perfective aspects)
- ii. Past tense (Simple, Progressive and Perfective aspects)
- iii. Expression of futurity

- **Active and Passive Voice**

- **Direct and Indirect Speech**

(C) COURSE CONTENT FOR FUNCTIONAL KNOWLEDGE OF COMPUTER

(All three components shall have equal weightage)

1. Computer Fundamentals

- i. **Basics of Computer** : Block structure of a computer, characteristics of computers, generation of computers, classification of computers
- ii. **Types of Computers** : Mainframe computer, Mini and Desktop computers, Laptop, Personal Digital Assistant, Networked computers in terms of capacity, speed, cost and end user's utility
- iii. **Computer Performance** : Parameters that affect computer's performance - CPU execution speed, Clock speed, RAM size, Cache, Disc capacity etc.
- iv. **Character Codes** : ASCII, EBCDIC

2. Elements of a Computer Processing System

- i. **Processor** : Understanding some of the functions of the CPU in terms of calculations, logical control and immediate access memory
- ii. **Storage Devices and Media** : Compare the main types of memory storage devices in terms of speed, cost and capacity such as : diskette, zip disk, data cartridge, CD Rom, internal - external hard disk, Magnetic Tape, Magnetic Disk
- iii. **Input- devices** : Various input devices : Mouse, Keyboard, Trackball, Scanner, Touch Pad, Light Pen, Joy Stick, Digital Camera and Microphone, etc.
- iv. **Output - devices** : Printers, Plotter and Speaker, VDU etc.
- v. Input - Output Devices : Touch Screens
- vi. Memory : Understand different types of memory (RAM, ROM, EPROM, EEPROM, Flash RAM etc.), Measuring computer memory (Bit, Byte, KB etc.)

3. Software

- i. **Types of Software** : System software, Application software
- ii. **Operating System Software** : Functions of OS and brief introduction of some OS. Batch, multi-programming, time sharing, multiprocessing, PC operating system, network operating system, on-line and real time operating system
- iii. **Application Software** : Common Application software such as : Word processing, Spreadsheet, Database, Web browsing, Desktop publishing
- iv. **Programming paradigms and Languages** : classification, machine code, assembly language, programming paradigms and higher level languages

FEE STRUCTURE 2011-2012 FOR INDIAN STUDENTS

No.	Course Name	Prospectus	Eligibility	Processing Fee / Entrance Exam	Registration / Admission	1st Year (Academic Fee)	2nd Year (Academic Fee)	Examination Fee	Total	3rd Year (Academic Fee)	4th Year (Academic Fee)	5th Year (Academic Fee)	Extension Fee (Six months)
1.	Management / Mass Media	1,500	500	5,000	15,000	25,000	25,000	15,000	87,000	30,000	30,000	30,000	20,000
2.	Journalism, Education, Social Work, Library Science, Economics, Political Sciences, Sociology, History, Geography, Marathi, Hindi, English, Philosophy	1,500	500	5,000	15,000	15,000	15,000	15,000	67,000	20,000	20,000	20,000	15,000
4.	Ayurveda	1,500	500	5,000	15,000	25,000	25,000	15,000	87,000	30,000	30,000	30,000	20,000
5.	Sanskrit / Indology	1,500	500	5,000	15,000	15,000	15,000	15,000	67,000	20,000	20,000	20,000	15,000
6.	Music & Dance	1,500	500	5,000	15,000	15,000	15,000	15,000	67,000	20,000	20,000	20,000	15,000

Note : 1) The extension fee is applicable to those students who fail to complete the research work within the maximum period of 5 years from the date of registration. In this case, 6 months of extension period will be granted. Such extension can be considered only for 2 years.

Fee for: i) Out of Maharashtra Students - 3 times Eligibility
ii) Foreign Students - 3 times of the Total Fees.

Formats

FORM 'A'

Format for Front page and cover of the thesis

Title in Block Letters

A thesis submitted to

Tilak Maharashtra Vidyapeeth, Pune

For the Degree of Doctor of Philosophy (Ph. D.)

Subject : _____

Under the Faculty of _____

Name of the Candidate : _____

Under the Guidance of

Name of the Guide : _____

Name of the Department : _____

Month and Year : _____

FORM 'B'

I hereby declare that the thesis entitled " _____

_____ " completed

and written by me has not previously formed the basis for the award of any Degree or other similar title upon me of this or any other Vidyapeeth or examining body.

Sd/-

Research Student

Place :

Date :

Formats

FORM 'C' CERTIFICATE

This is to certify that the thesis entitled “ _____
_____” which is being submitted herewith for the
award of the Degree of Vidyavachaspati (Ph.D.) in _____
of Tilak Maharashtra Vidyapeeth, Pune is the result of original research work com-
pleted by Shri / Smt. _____ under my
supervision and guidance. To the best of my knowledge and belief the work incor-
porated in this thesis has not formed the basis for the award of any Degree or sim-
ilar title of this or any other University or examining body upon him / her.

Sd/-

Research Guide :

Place :

Date :

FORM 'D' Form for Progress Report

1. Name of the Researcher : _____
2. Date of registration : _____ P. R. No. : _____
3. Name of the Subject : _____
4. Name of the guide : _____
5. Title of the Research work : _____
6. Period of report : Date _____ To Date _____
7. Details of the work done : _____
8. Date of the progress report : _____

Sd/-

Signature of the student

Sd/-

Signature of the guide

Location Map of Vidyapeeth

