

**Al Falah University,
Faridabad**



**THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)
Ph.D. REGULATIONS 2015**

The Regulations of Ph.D. Programme of the University

These Regulations for Ph.D. Programme are prepared keeping in view the Regulation (2009) of UGC (Minimum Standards and Procedure for Award of M.Phil. / Ph.D. Degree) and are applicable to all the Research Scholars who will register for Ph.D. Programme.

Ph.D. Regulations

DEFINITIONS:

In these Regulations made herein under, unless the context otherwise required;

1. **University** means Al-Falah University
2. **AFU** means Al Falah University , Faridabad. Haryana
3. **Applicant** shall mean an individual who applies for admission to the Ph.D. programme
4. **Supervisor** means the major research guide of a Ph. D. Student from AFU.
5. **Co-Supervisor** means an additional research guide of a Ph.D. student.
6. **BOM** shall mean the Board of Management of AFU
7. **BORS shall** mean the Board of Research Studies of AFU as defined in the ordinance.
8. **COE** shall means the Controller of Examination of AFU
9. **Candidate** shall mean a person registered for the Ph.D. Degree and who has successfully completed the course requirement, the comprehensive examination and submitted an approved research plan; as per of the Regulations.
10. **Course Advisor shall** mean a faculty member nominated by the Department/ School to chalk-out the programme of study of a student registered for the Ph.D. and to advise him on the courses to be taken by him. If a Supervisor(s) has already been appointed, he shall be the Course Advisor for that student.
11. **Course Work shall** mean courses of study prescribed by the Department/ School through the Course Advisor to be undertaken by a student registered for the Ph.D. Degree.
12. **Degree shall** mean the Degree of Doctor of Philosophy (Ph.D.) of Al Falah University, Faridabad.
13. **Minimum Registration Period shall** mean the minimum period for which a candidate must be registered, including the time spent as student before becoming a candidate, prior to submission of the thesis.
14. **Part-time Research Student/Candidate shall** mean a person who is registered for the Ph.D. degree and will devote part of his time towards this pursuit and devote part of his time towards the discharge of his official obligations.
15. **Registration Period** shall mean the length of time span commencing with the date of initial registration at the Institute till the completion of the programme.
16. **Sponsored Research Student/Candidate** shall mean a full time research student/ candidate except that he receives complete financial support from the sponsoring organization/ his employer.
17. **Student shall** mean a person registered for the Ph.D. degree prior to becoming a candidate.

Note : 'He' & 'His' imply 'he'/'she' and 'his'/'her' respectively

1. Eligibility Criterion for Admission

A candidate shall be eligible for admission to the programme of study leading to the degree of Doctor of Philosophy if he/she has obtained M.Phil. or Master's degree of the university or a degree recognized by the university for this purpose as its equivalent in the relevant field or allied subject with at least 55% of marks (with a minimum Cumulative Grade Point Average (CGPA) of 6.0 on a 10 point scale). Candidates belonging to Minority/differently able persons shall be eligible for relaxation up to 5% of minimum eligible marks.

Provided however, that the cases of students who have passed the examination outside the Indian universities and who may not have obtained a Master's or M. Phil. Degree may be considered for admission to the course, subject to their equivalence as adjudged by the AIU foreign university degree equivalence list.

2. Admission Procedure

The University shall issue notification for admission to Ph.D. degree programme once or twice in a year depending on the availability of vacancies. The candidates should apply in the prescribed form (**Annexure- I**), through proper channel wherever applicable, before the due date as indicated in the notification issued. The application form may be obtained from the Office of the admission cell of the University by paying a requisite fee.

Every application for admission shall be submitted to the Ph.D. admission coordinator.

The list of candidates found eligible to appear for **an Entrance Test** along with the admission schedule shall be notified on the Notice Boards and the website of the university.

3 (a) Entrance Test:

- i. The Entrance Test will be for short-listing the applicants for purposes of consideration by the BORS.
- ii. The admission of the students shall be made strictly on the basis of merit adjudged through entrance test aimed at assessing knowledge, comprehension and aptitude of the student to peruse research through written test/ viva/ group discussion / personal

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interview or combination of these. The merit list shall be prepared in the following manner giving weightage to all examinations and entrance tests.

Provided however that the candidate will have to secure a minimum of 50% marks in the entrance test so as to be ranked in the order of merit.

Exam	Mark /Grades obtained	Grade Equivalent marks	Weight age	calculation	Weighted Marks	Extra Marks for Position Holders 1 st , 2 nd and 3 rd as 50, 30 and 20
High school 10 th board			100	Marks%		
10+2 board Intermediate			100	Marks%		
Graduation degree B.Tech., BSc, BA etc			200	Marks% X 2		
Post Graduation degree M.Tech., MSc, MA etc			300	Marks% X 3		
Entrance test		70% for NET	300	Marks% X 3		
Total			1000			

- iii. The university shall call such number of candidates in ratio 1:3 for personal interview / viva/ group discussion.
- iv. The entrance exams shall be held in a place as decided by the university and on the date and time fixed by the university.
- v. The university reserved the rights to offer admission for the course in an academic year. The same may be withheld in a particular year for want of vacancy / eligible candidate/ or other circumstances.

3 (b) Entrance Test papers:

- i. Entrance Test shall be of 200 marks and a candidate must secure 50% marks to qualify the same.
- ii. The Entrance Test shall be of two hours duration, consist of two parts, Part-A and Part-B of 60 minutes each.
- iii. The Paper 'A'(of 100 Marks) shall include 50 multiple choice (objective type) questions of two marks each on teaching and research aptitude, reasoning, comprehension, language, writing and analytical skills, and contemporary issues relevant to research and higher education. It shall be common to all applicants for

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admission to the Ph. D. It is mandatory to pass this part of the paper with minimum of 50% marks.

- iv. The Question Paper 'B' of the shall be devoted to knowledge of the subject in general in the area concerned, such as Engineering and Technology/ Pure Science /Life Science / Management / Education and the advanced knowledge of subject concerned and that of the specialization, if any. It will be of 100 marks out of which 50 marks will be assigned to 25 multiple choice (objective type) questions of two marks each and a set of subjective types of questions having a weightage of another 50 marks.
- v. The Vice-Chancellor shall appoint examiner (s) for setting of the question papers.

4 Interview :

In case, more number of qualified applicants than the seat available, a merit list will be made as above and only thrice the number of applicants (of number of vacancy in PhD in each Department/School) will be called.

- i. The candidates who qualify the Entrance Test, along with the candidates exempted from appearing in Entrance Test under the provisions, shall be required to submit a preliminary Research Proposal to the university.
- ii. The Research Proposal shall include the broad subject of research, references/ bibliography on the subject, and any other relevant information the researcher would like to furnish in support of his/her proposal.
- iii. The candidates, who submit the Research Proposal, as per the schedule notified, shall be called for Interview /personal interaction.
- iv. These candidates will be required to give a presentation in PPT and defend the research proposal before the Board of Research Studies.
- v. The BORS based on the performance of the candidates, shall recommend or reject the names of the candidates, in order of merit as stated above and on the basis of available vacant seats, for provisional admission/ enrolment to Ph. D. Programme, along with the name(s) of Supervisor and Co- Supervisor (s), if any, for each candidate to the Vice Chancellor to be later reported to the Academic Council.
- vi. It is further clarified that wait-listed candidates may be adjusted against future vacancies being available till the holding of the next Entrance Test or within one year, whichever is earlier.

5 (a) Course Work :

- i. All candidates provisionally admitted to Ph.D. programme shall have to undergo pre-Ph.D. course or 'Course Work' of at least one semester.
- ii. All candidates shall have to meet the minimum requirement of attendance as per existing university ordinance.
- iii. If a candidate fails to successfully complete the prescribed course work within the given period, he may be given one more chance to successfully complete the course work.
- iv. The course work may consist of the following:
 - a) A specially designed course on a specific subject related to the topic of the Ph.D. of at least one semester duration.
 - b) Course work should include at least two papers of 100 marks each (4 credits each), one of which shall be a paper on research methodology, which may include quantitative methods and computer application.
 - c) Developing annotated bibliography on and around the theme of research/ literature survey covering latest books and reviewing latest research papers in the relevant field as guided by supervisor or co-supervisor.
- v. The maximum duration to successfully complete the prescribed course work shall be limited to maximum three semesters.

The details and the modalities of above shall be decided by the BORS from time to time.

5.(b) Evaluation of Course Work :

- i. The course work as above shall comprise of an internal assessment of 35 marks and semester end examination of 65 marks for each paper.
- ii. A candidate having obtained a minimum of 50 % of marks in aggregate of internal assessment and semester end examination in each paper shall be declared to have successfully qualified the course work.
- iii. The maximum marks for developing annotated bibliography/ reviewing of research papers will be 100 and the candidates will be required to secure at least 50 % of marks in this component separately in order to become successful in the examination.
- iv. The modalities of evaluation of these components of the course work shall, however, be decided by the concerned departments / BORS.

Provided further that if a candidate fails to qualify the course work in the stipulated period as given in 5(a)v, his admission shall be cancelled.

5(c) Synopsis of Proposed Research for Registration for PhD:

After successful completion of pre-Ph.D. Course Work, the candidate shall be required to register to Ph.D programme, for which, he has to prepare a Synopsis of the proposed research work in consultation with his Research Supervisor.

The Synopsis will include:

- (1) Topic of research,
- (2) Objectives
- (3) Current state of the literature related to the proposed topic,
- (4) Proposed Research Work,
- (5) Proposed Methodology,
- (6) References and
- (7) Any other relevant information the researcher would like to submit in support of the proposed research.

6. Registration for PhD:

- i. Only after successful completion of pre-Ph.D. Course Work from university and from other well known university, the applicant shall be considered for registration for PhD in the university.
- ii. The candidate from other university shall be required to prepare a Synopsis as above (given in 5(c)) of the proposed research work.
- iii. The candidate will submit the Synopsis to the concerned Department for consideration/ approval of the Board of Research Studies.
- iv. The candidate will be formally registered to Ph.D. programme after his Synopsis of Proposed Research has been approved by BORS.
- v. The candidate shall pay required fees.
- vi. BORS will submit a report on the admission and registration of all Ph.D. to the Academic council and to BOM

7. Appointment of Supervisors and Co-Supervisors

- a) The BORS shall appoint a Ph. D. Supervisor of a candidate from amongst the teachers of the departments or other academic staff in equivalent grade including those who are appointed in project mode to guide the candidate in his research work.
- b) While appointing a Supervisor, the Board of Research Studies shall ensure that a teacher appointed as a Supervisor possesses a Ph. D. degree.
- c) In case of Associate /Assistant Professor, to be qualified as supervisor, he must possess a Doctoral Degree with at least five years of teaching experience of Post

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Graduate Classes or at least three years experience of Post Doctoral Research on regular basis. Or a person must be equivalent to that of a Associate Professor in a Research Institute (scientist D and above) may be appointed Research Supervisor for Ph.D. Provided that after getting his PhD degree, he/she has published at least three research papers in refereed journals bearing ISSN.

- d) The BORS may appoint Adjunct Professors of the university with Ph.D. and ten years of Teaching and Research experience with at least 10 research papers. as a Ph. D. Supervisor
- e) Provided that the Board of Research Studies may appoint a Professor without a Ph.D. Degree as Supervisor of a candidate if he possesses at least 10 years of PG teaching/ research experience and has published books of Post graduation level or at least 10 research papers of which at least 5 are in referred Journal with high impact factor published in US /UK /Europe etc.
- f) The upper age for the recognition of supervisor is 70 years.
- g) If the proposed topic of the research, so warrants, the BORS may also appoint Co-supervisor (s), either from within or outside the University.
- h) If a candidate is to carry the part of his/her Ph. D. work in a foreign country, the BORS may recommend the appointment of a co-supervisor from the foreign institution concerned having International collaborative research agreement as per UGC guidelines.
- i) If a teacher is on a long leave of one year or more duration, the Board of Research Studies may not consider him as Supervisor/ Co-supervisor.
- j) If the period of the retirement of a teacher is not more than two years, the BORS may recommend his name as Supervisor of a candidate to undertake his research work. However, in all such cases a Co-supervisor shall also be appointed from within the Department.

Provided that after the retirement of the supervisor, the co-supervisor shall become the supervisor of the concerned candidate and the supervisor, if so agrees, shall be made co – supervisor.

8. Ph.D. Supervision in Special Circumstances or Change of supervisor

BORS may appoint a Supervisor in special circumstances on merit of the case or may recommend the change of the Supervisor with the approval of BOM.

- a. If a Supervisor resigns or proceeds on long leave after two years of registration of a candidate.

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- b. In case of death of a Supervisor appoints a new Supervisor of the said Ph.D. student.
- c. In case of the Supervisor, by reason of illness, absence or any other causes, is unable to supervise the scholar.

9. General Guidelines for Ph.D. Students

- i. A candidate shall not be allowed for any major change in the subject of research after a period of one year of the registration. However, on the recommendation of the Supervisor, he may be allowed by the BORS, to incorporate minor changes in his research topic and consequential changes in the objectives of research within one year of the submission of the thesis.
- ii. Every Ph. D. student shall have to submit 'Detailed Progress Report' through the respective Supervisor(s) twice a year, the format for which is given at **Annexure-II**.
- iii. Every Ph. D. student shall have to give oral presentation of their work once a year on a date decided by the concerned department/ Board of Research Studies. Provided that the candidates submit a proof of his oral presentation of a paper in any conferences in India during that period of time.
- iv. In case two consecutive six monthly reports are unsatisfactory, Supervisor may recommend to the BORS for cancellation of the registration.

10. Cancellation of Registration in the Ph.D. Course

The admission of a Ph.D. student shall be cancelled on recommendation of BORS

- (1) if he has not submitted his Thesis within the time limit, including extensions.
- (2) if he having taken admission in any undergraduate/post-graduate course in any University/ Institution.
- (3) if he fails to deposit the dues within the period of three months after the due date of payment including fine on delay of payment as per University regulations.
- (4) if found guilty of misconduct of any nature as defined for students in university statutes and ordinance.
- (5) However, before sending its recommendation to BORS, the conduct committee or constituted enquiry board shall give an opportunity to the candidate to explain in writing as to why his registration should not be cancelled. If the Board is not satisfied with the reply given by the candidate, it shall recommend to the BORS for cancelling his registration.
- (6) Cancellation of any Ph.D. Registration on any ground has to be recommended by BORS in its meeting at the earliest and send it to BOM for final approval.

11 THESIS

Ph.D. Thesis and its submission

1. A candidate shall submit to the Controller of Examinations, six copies of the thesis along with six copies of the “Abstract” of the thesis, neatly typed or printed and bound in a manner notified separately. Besides, He may be asked to submit a soft copy (on a CD) of the thesis and the “Abstract” of the thesis in PDF format.
2. The language of a Ph.D. Thesis shall generally be English. However, a candidate enrolled in languages may write the Thesis in the concerned language with the prior approval of the BORS. Hindi language may be accepted the language of a Ph.D. Thesis if it is decided by BORS at the time of registration in case of non technical subjects such as Education, History, Political Science etc.
3. The Abstract of the Thesis shall be in English, in addition to the language in which the Thesis has been written, and it will be submitted in the format.
4. The thesis, must contain, besides the text and common matters like bibliography/references and summary/ conclusions:
 - (i) a preface/introduction in which the candidate shall state whether the thesis is based on discovery of new facts or new interpretation of established facts by others, or based on exhaustive study and critical analysis of published work of others, or design, or development work undertaken;
 - (ii) At the end of the Thesis and at the end of the Abstract of the Thesis, the candidate shall give his/her brief profile mentioning date and place of birth, nationality, email address, and academic qualifications research experience, professional experience, if any, and permanent home address
 - (iii) an abstract of the thesis (about 500 words) with key words (about 20);
 - (iv) certificates (in standard format given at Annexures) from the supervisor(s) that
 - a) the work has been carried out under his/her/their supervision,
 - b) the candidate has fulfilled all prescribed requirements and
 - c) the thesis which is based on candidate’s own work has not been submitted elsewhere for a degree/diploma.
5. A candidate shall be required to submit a “No Dues Certificate” from various offices concerned of the University along with his/her thesis.

12. Appointment of Ph.D. Examiners

- (i) On successful completion of the seminar the BORS within a week of signing the Thesis by the Head of the concerned Department will recommend to the Vice

Chancellor a panel of experts, to examine the thesis. Such panel of experts shall be prepared by supervisor on a prescribed proforma (**Annexure-III**), must have name of at least six members.

- (ii) Two experts from the panel shall be appointed as 'external' examiners by Vice Chancellor.
- (iii) Controller of Examination of university shall forward the thesis to both the examiners who shall report separately on the thesis and forward their recommendation/ report on a format sent by COE within given time period.

13. Reports /recommendations

Controller of Examination will examine the reports of the thesis examiners and send it to the Vice Chancellor as Chairman, BORS.

There may be four – possible situations arising out of the nature of the reports, and the steps to be taken appropriate to the circumstances shall be as laid down below:

- a) The examiners are unanimous in recommending the award of the degree on the basis of the thesis without any modification. This is a clear case for going in for the final requirement of viva voce.
- b) The external examiners are unanimous in recommending the award of the degree but have suggested modification and/or have asked for clarifications. The candidate in that case shall make modifications and provide the clarifications as suggested within a time to be fixed by the BORS which in no case shall exceed six months from the date the communication is sent to the candidate. These may be sent to the examiners, if so desired by them, otherwise internal Examiner will confirm the acceptance of the modification suggested by External Examiners.
- c) One of the external examiners recommends the award while the other external examiner does not recommend the award of the degree and rejects the thesis with suggestion and modifications. The BORS in such a case may ask the candidate to modify the thesis as suggested within a given time not exceeding six months and send the modified thesis to the same examiner again. But in a case where one of the external examiners does not recommend the award of the degree and rejects the thesis outright, The BORS in such a case may ask COE for the appointment of another external examiner with the approval of the Vice Chancellor and send the thesis to him in its original form. The recommendation of this 'third' examiner, at this stage, shall be taken as final.
- d) Both the external examiners reject the thesis.

14. Evaluation of the Ph.D. Thesis and Examiners' Report

- i. In the event of a thesis being rejected by both the external examiners the BORS may permit the candidate submission of a revised thesis on an additional payment of the prescribed fees including examination fee, after one year time, but not later than the time which is the maximum limit of the PhD course.
- ii. The observations and comments of the examiners, if any, may be copied and given to the candidate on request. In no case should a resubmission of the thesis without modification along the lines of criticism made by the earlier examiners be allowed. The revised thesis shall be referred for assessment to two external examiners selected from the panel of experts recommended by the BORS.
- iii. In the case, when both the experts reject the revised thesis again the thesis will stand rejected and registration will stand cancelled.
- iv. Once the reports of the examiners have been accepted as satisfactory the candidate will have to defend his/her thesis before a viva voce board consisting of 'external' examiner and supervisor.
- v. In case of either of 'external' examiners are not available to conduct the viva voce the VC at his discretion, may appoint another examiner from the original panel of thesis examiners to conduct the viva voce.

15. Ph.D. Viva-Voce Examination

- i. The Viva-Voce Examination shall be conducted under the supervision of the Head of the Department/Dean of the school arranged by COE. In case, the Supervisor is on leave, one of the Co-Supervisor(s), if any, shall act as one of the examiners. In case, none of the Supervisor(s) is available, the Head of the Department concerned shall act as one of the Examiners in place of the Supervisor.
- ii. After the candidate fulfils all the requirements for Ph.D. degree, the Controller of Examination will provide him copies of the Reports of the Examiners on the Ph.D. thesis.
- iii. The Viva-Voce Examiners shall report (i) whether the candidate is acquainted with the literature on the subject; (ii) whether the thesis is genuinely the work of the candidate, and (iii) whether the candidate possesses capacity for critical examination and judgment. Such report will be submitted in the prescribed format as given at **Annexure-IX**.

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- iv. If the viva voce board is not satisfied, the candidate has to appear again before the board within the time fixed by COE. COE will coordinate all the examination process.
- v. After the Viva Voce Examination of the candidate he/she has been recommended for the award of Ph.D. degree, two hard-bound copies and two softcopies of the corrected Ph.D. Thesis along with two softcopies of the Abstract of the Thesis will be submitted by the concerned department to the Controller of Examinations together with the Report of the Examiner who conducted the Viva Voce Examination.
- vi. The on getting formal satisfactory result of PhD viva voce from COE, BORS shall recommend to the BOM the award of the Ph.D. degree if all other requirements have been fulfilled.
- vii. On the basis of acceptance reports from BOM for award of Ph.D. Degree, the Controller of Examinations may announce the result.
- viii. One of the softcopies of the Thesis and the Abstract will be submitted by the Controller of Examinations to Inlibnet digital depository and another for posting on the University's portal.
- ix. After the recommendations of the BORS either for acceptance of the thesis for the Ph.D. degree or for its rejection have been accepted by the BOM, a copy of the reports of the examiners may be issued to the candidate at his request. However, the names of the examiners are not to be disclosed.

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16. Fees

i.	Application fee for admission and Entrance test	`1,000.
ii.	PhD enrolment fee/admission fee	`10,000
iii.	PhD Course Fee is taken in instalments as follows	
	For Mathematics/Education/ Management PhD course total Fee	` . 100000/-
a)	First instalment at the time of enrolment	` . 30,000
b)	PhD registration charges	` . 10,000
c)	Second instalment at the time of Registration	` . 25,000
d)	Third instalment after six months after date of registration of PhD	` . 25,000
e)	Last instalment after 12 months after date of registration of PhD	` . 20,000
	For Science and Engineering PhD course total Fee	` . 180000/-
a)	First instalment at the time of enrolment	` . 40,000
b)	PhD registration charges	` . 10,000
c)	Second instalment at the time of Registration	` . 40,000
d)	Third instalment after six months after date of registration of PhD	` . 40,000
e)	Fourth instalment after 12 months after date of registration of PhD	` . 30,000
f)	Last instalment after 18 months after date of registration of PhD	` . 30,000
iv.	Annual fee after three years of registration till Result is declared	` . 10,000
v.	Exam fee for PhD evaluation (After the approval of synopsis of the Thesis)	` . 10,000
vi.	Re exam of course work fee	` . 5,000
vii.	Reappear Exam fee (for resubmission of revised thesis)	` . 10,000
viii.	Re exam of Viva voce fee	` . 5,000



Annexure-I
Al-Falah University
DHAUJ, FARIDABAD – 121004 (HARYANA)

**APPLICATION FOR ADMISSION TO THE
DOCTOR OF PHILOSOPHY (Ph.D.) PROGRAMME**

The Admission Coordinator,
Ph.D. Programme
Al-Falah University
DHAUJ, FARIDABAD – 121004 (HARYANA)

Affix here a
Recent Self-
Attested
Photograph

Sir,

I request you to consider my application for admission as research student to the Ph.D. Programme in the Department of and I submit the following particulars in support of my application along with a crossed Demand Draft / Cheque for Rs 1,000/- vide No. Dated issued by (Name of the Bank)

Yours faithfully

(Signature of the Candidate)

Name:.....

Full postal Address

.....

Contact No

Dated:

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(PARTICULARS TO BE FILLED BY THE CANDIDATE)

(Please do leave any column blank wherever is necessary)

Name of the Candidate (in capital):.....

Gender: Male/ Female

Father's Name:

Mother's Name:

Date of Birth (as given in the Matriculation / School Certificate):

Nationality:

AFU Registration No. (if any):

Category: General / Muslim Minority

Permanent Address:

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

Mobile No. :

Telephone No. with STD Code:

Local Address with Proof of Residence:

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

E-mail:

Details of Previous Examinations:

Exam Passed	Name of the University	Year of Passing	Division & Rank	Grade/Percentage	Main Subjects
High School/ 10th					
Intermediate/10+2					
U.G. Course BTech, BSc,BA					
P.G. Course MTech, MSc,MA					
M.Phil					

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Proposed Topic of Research:

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

Details of Research experience, if any (attach separate sheet, if necessary)

If employed, write the name of the Institution along with current designation hold:

.....

(Signature of the Candidate)

Dated:

(RECOMMENDATION OF THE BORS)

The meeting of Board of Research Studies held onand recommended
Shri /Smt. /Km. for admission to the Ph.D.
Programme in..... on the topic
.....
..... under the supervision of
.....

Coordinator

Ph.D. Programme

APPROVAL OF THE CHAIRMAN, BORS (AFU)

Approved the admission (provisionally) of Shri /Smt/Km
in Ph.D. Programme in

Signature

Chairman, BORS

COORDINATOR Ph.D. PROGRAMME OFFICE

Admission letter issued to Shri/Smt/Km for
admission to Ph.D. Programme in on
the topic
w.e.f. under the supervision of
.....

Coordinator

Ph.D. Programme

Note: The following documents will have to be submitted at the time of submitting the application form:

1. Self-Attested copies of all Mark Sheets and Degrees of Graduation and Post Graduation Examinations.
2. Proof of Date of Birth
3. Character Certificate in original issued from the Institution last attended.
4. No Objection Certificate (NOC) from the employer (if employed).
5. If the candidate is unemployed, an undertaking on Non-Judicial Stamp Paper of Rs 10/- duly attested by Notary Public / Oath Commissioner.
6. A consent letter from the Co-Supervisor(s) with complete correspondence address (if any).
7. All foreign students are required to submit a certificate for HIV Test.
8. Proof of residence (Permanent and Local).
9. Certificate with regard to category of the candidate.

Write a separate application with justification to get permission from BORS if you donot want to give entrance test in English but in Hindi. You have to pay addition charges of Rs 500/-. The permission will be given only in case of PhD in language subject or non technical subject with PG degree in Hindi.

DECLARATION

I SOLEMNLY UNDERTAKE to accept and abide by the rules and the Al-Falah University and all the decisions of the appropriate bodies of the AFU in regard to my admission.

I SOLEMNLY UNDERTAKE that I have never been convicted by a Court of Law nor restricted /expelled from any educational institution nor disqualified / debarred from any examination.

I will accept the cancellation/forfeiture of my candidature in case any information supplied by me in this form is found to be incorrect at the time of admission or thereafter.

Signature of the Applicant

Dated:

Declaration by the candidate
(to be included in the Ph.D. Thesis)

Declaration

I,, student of Ph.D. hereby declare that the thesis titled
.....
.....” which
is submitted by me to the Al Falah University Faridabad Haryana, in partial fulfilment of the
requirement for the award of the degree of Doctor of Philosophy has not previously formed
the basis for the award of any Degree, Diploma Associate-ship, Fellowship or other similar
title or recognition of this University or any other University in the world. This is to declare
further that I have also fulfilled the requirements of Para 9 of the Ph.D. Ordinance.

Place & Date: (Signature and name of the Applicant)

Annexure-IV

**Format of the Certificate by the Ph.D. Supervisor(s) to be included in the Ph.D. Thesis
of the Candidate**

CERTIFICATE

On the basis of declaration submitted by,
student of Ph.D., and of my own assessment of the work, I hereby certify that the thesis titled
“.....”
.....”

which is submitted to Al Falah University Faridabad Haryana in partial fulfilment of the
requirement for the award of the degree of Doctor of Philosophy, is an original contribution
with existing knowledge and faithful record of research carried out by him/her under my
guidance and supervision.

To the best of my knowledge this work has not been submitted in part or full for any Degree
or Diploma to this University or elsewhere.

Place & Date

Signature and name(s) of the Supervisor(s)

Signature of Head of the Department/ /Dean of the School

Format for submitting the ‘ABSTRACT’ of the Ph.D. Thesis

Cover page

(Title of the Ph.D. Thesis)

**ABSTRACT.....
of the Ph.D. Thesis.....**

Submitted to

Al Falah University Faridabad Haryana

for the award of the Degree of Doctor of Philosophy

Submitted by

(Name of the Ph.D. Scholar)

(Name of the Supervisor

with Affiliation)

(Name of the Co-Supervisor

with Affiliation)

(Name and full address of the Department/ Centre/ Faculty)

(Month and Year of Submission)

Ph.D. Regulations

Inner Pages of the Abstract of the Ph.D. Thesis

(Title of the Abstract)

Five Keywords: ..., ..., ..., ..., ...

(Content of the Abstract)

Last page

Brief Profile of the Ph.D. scholar

(Not exceeding 200 words)

*Include list of Publications**

And

List of Conference attended

And

papers presented in the conferences

***attached reprints of all papers published in print Journals**

**Proforma for the Proposed List of Ph.D. Examiners
for Approval of the Vice-Chancellor**

Name of the Ph.D. student:

Name of the Department/Faculty/Centre:

Name(s) of the Ph.D. Supervisor/Co-Supervisor(s)

.....

.....

Title of Ph.D. Thesis:

.....

.....

Broad Area of Specialization:

.....

Proposed List of Ph.D. Examiners:

With Name of Examiner with full Postal and e-Mail Address, Telephone No. and Fax No.

Approval for Thesis Evaluation and or Approval for Viva-Examination

1. Name:

Address:

.....

.....

E-Mail:

Telephone: Fax:.....

Mobile:

2. Name:

Address:

.....

.....

E-Mail:

Telephone: Fax:.....

Mobile:

3. Name:

Address:

Ph.D. Regulations

.....

E-Mail:

Telephone: Fax:.....

Mobile:

4. Name:

Address:

.....

.....

E-Mail:

Telephone: Fax:.....

Mobile:

5. Name:

Address:

.....

.....

E-Mail:

Telephone: Fax:.....

Mobile:

6. Name:

Address:

.....

.....

E-Mail:

Telephone: Fax:.....

Mobile:

7. The Vice-Chancellor may kindly select **three** examiners for evaluating the Ph.D. Thesis and **one** out of this three, one examiner should be indicated for conducting Viva-Voce Examination.

Signature & Name of the Ph.D. Supervisor
(Office Seal)

Signature & Name of the Head of the Department
(Office Seal)

Signature & Name of the Dean of the School



Annexure-VII

Al-Falah University
DHAUJ, FARIDABAD – 121004 (HARYANA)

Proforma for Examiner’s Consent to evaluate the Ph.D. Thesis

Dated:

To
The Controller of Examinations
Al Falah University
Faridabad
121004

Sir,

With reference to your letter No. dated....., I hereby
give my consent to evaluate the Ph.D. Thesis of

Mr./Ms and submit my Report within two months
from the date of receipt of the Thesis.

Yours faithfully,

(.....)

(Name and Signature)

Address:



Al-Falah University

DHAUJ, FARIDABAD – 121004 (HARYANA)

Proforma for Examiner's Report on Ph.D. Thesis

Dated:/...../2015

Examiner's Report on the Ph.D. Thesis

Title of Thesis:

Name of the Candidate:

Subject/Field of Research:

Department/Faculty/Centre:

1. The thesis be accepted, (*YES / No*)

2. The thesis be revised and submitted again in the revised form. (*YES / No*)

(Please clearly specify the grounds on which the Thesis is to be revised).

3. The Thesis be rejected **(Please clearly specify the reason for rejection).** (*YES / No*)

(1) In case the examiner makes the recommendation (1) stated above:

The Examiner will give a detailed report on separate sheet(s) on the following points:

(a) It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and second judgment.

(b) It must be satisfactory from the point of language and presentation of the subject matter. However, if the Examiner feels that some minor corrections in the Thesis are needed, which should be incorporated therein before the Viva Voce Examination is held, he/she should attach a separate sheet, giving his suggestions/ details of corrections to be made in the Thesis.

(c) The questions to be asked will be based on the evaluation of the Thesis.

The Examiner may also indicate in the enclosed proforma [Annexure-VIII (A)] the questions which he/she would like the candidate to answer at the time of the vivavoce examination.

(2) In case the examiner makes recommendations (2) stated above:

Ph.D. Regulations

He/she may kindly state reasons and suggest the lines on which the thesis is to be revised. These comments will be conveyed to the candidate through his/her supervisor to enable him/her to revise the thesis **[Please attach separate sheet(s)]**.

(3) In case the examiner recommends rejection of the thesis:

He/she may kindly state the reasons for doing so **[Please attach separate sheet(s)]**.

Note: Additional sheet(s) may be attached, if necessary.

Date:

Place:

(Signature of the Examiner)

Full Name & Address:

.....

Telephone No:.....Mobile No:

E-Mail:.....

Questions for the Viva-Voce Examination

(to be submitted by the Examiners on a separate sheet)

Title of the Thesis:

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

Submitted

by:.....

Department/School:.....

QUESTIONS

[if the space is not sufficient, please attach extra sheet(s)]

- 1.
- 2.
- 3.
- 4.
- 5.

Date:

(Signature of the Examiner)

Name of the Examiner:

Address:

.....



Al-Falah University
DHAUJ, FARIDABAD – 121004 (HARYANA)

Proforma for Examiner’s Report on Viva-Voce Examination of the Candidate

Dated: .../...../2014

Examiner’s Report on Viva-Voce Examination

Title of Thesis:

Name of the Candidate:

Subject/Field of Research:

Department/Faculty/Centre:

(i) Whether the candidate is acquainted with the literature on the subject?

Yes No

(ii) Whether the thesis is genuinely the work of the candidate?

Yes..... No

(iii) Whether the candidate possesses capacity for critical examination and judgment?

Yes No

Specific Recommendation:

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

(Signature and Name of the Supervisor)

(Signature and Name of the Examiner)

.....

.....

(Signature of the Head of the Department/chairman of the BORS)

(Office Seal of the university)

Format of Ph.D. Degree

Enrolment No.



Al-Falah University

DHAUJ, FARIDABAD – 121004 (HARYANA)

DOCTOR OF PHILOSOPHY

This is to certify that after approval of his/her Thesis on
..... has been admitted to the Degree of Doctor of Philosophy in this University
in the Year

Format of the cover page of the Hard Bound Ph.D. Thesis

Ph.D. Thesis

(Name of the candidate)

Year

(Title of the Ph.D. Thesis)

Ph.D. Thesis

by

(Name of the Ph.D. student)

(Name of the Department/School)



Al-Falah University

DHAUJ, FARIDABAD – 121004 (HARYANA)

(Month and Year of submission)

Ph.D. Regulations

Annexure R-II

Format for the first inner page of the Ph.D. Thesis

Title of the Ph.D. Thesis

Thesis

submitted to

Al-Falah University

in partial fulfillment of the requirements of the award of the
Degree of Doctor of Philosophy

.....

(subject)

by

.....

(Name of the Ph.D. student)

under the supervision of

.....

Name of Supervisor

.....

Name of Co-Supervisor

.....

Name of Co-Supervisor

(Name of the Department and
Name of the School)



Al-Falah University

DHAUJ, FARIDABAD – 121004 (HARYANA)

(Month & Year of submission)

Annexure R-III

**Format for Maintenance of the Record of a Ph.D. Student by the Offices
of the Department and the Faculty/ Centre/ Controller of Examinations**

1. Name of the Candidate :
2. Student's Enrollment No. After registration to Ph.D.
3. Name(s) of Supervisors:
4. Title of Ph.D. Thesis :
5. Approval by the Board of Research Studies/ Name of the School:
6. Change in the name(s) of supervisor (s) as approval by the Board of Research Studies/
7. Change in the Scheme of the Subject:

8. Application from the Candidate requesting for change regarding exact Title of
the Ph.D. Thesis.

Letter received in the Office of the Department. Date:

9. Approval by the Board of Research Studies /Name of the School:

Name of the Department: Resolution No. & Date:

10. Progress report received on dates:

- 11 Pre Ph.D. Viva before submitting Thesis; date

12. Date of submission of Ph.D. Thesis by the Candidate for obtaining Signature of
the Head of the Department. Date:

Approval by the Board of Research Studies /Name of the School

13. Date of submission of Ph.D. Thesis in the Office of the Controller of
Examinations