

University of Calcutta

(Minimum Standards and Procedures for Award of
Degree of Doctor of Philosophy)

Ph.D. Regulations, 2025



University of Calcutta Ph.D. Regulations, 2025

In exercise of the powers conferred by Regulation-54 of the Calcutta University Act, 1979 and The West Bengal Universities Laws (Amendment) Act 2011, the University of Calcutta hereby makes the following Regulations, namely: -

1. Short Title, Application and Commencement

These regulations may be called the University of Calcutta Ph.D. Regulations, 2025.

They shall apply to every candidate applying for admission, subsequent registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.) of the University of Calcutta.

They shall come into force from 12.02.2026 which is the date of confirmation of their approval by the Syndicate of the University.

Notwithstanding anything contained in any other Rules or Regulations for the time being in force, all admissions, registrations, course work, progress monitoring mechanisms, submissions, evaluation, and award of Ph.D. degrees on or after the date of notification of these Regulations shall be governed exclusively by these Regulations, framed in conformity with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022 (Gazette of India, Extraordinary, Part III – Regulation 4, No. 544, dated 7 November 2022) and vide UGC Notification No. F.4-1(UGC-NET Review Committee)/2024(NET)/140648 dated 27 March 2024 and all subsequent amendments/notifications issued by the UGC till the date of notification of these Regulations.

2. Definitions

In these Regulations, unless the context otherwise requires:

- a) “University” means the University of Calcutta.
- b) “Departmental Committee (DC)” means the statutory committee of every post-graduate academic department formed following the Calcutta University First Statutes 1979 and its amendments published in 2018 vide No. 34.D. under Part VI. It consists of all whole-time teachers of the department with the Head of the Department as its chairman.
- c) “Ph.D. Administration Office (PAO)” means the central administrative office, for processing of Ph.D. formalities (see Regulation 7).

- d) “Departmental Ph.D. Advisory Committee (DPAC)” means the committee constituted under Regulation 8.1.
- e) “Student Research Advisory Committee (SRAC)” means the committee constituted under Regulation 8.2.
- f) “NET Category-1” means candidates eligible for admission to Ph.D. and awarded Junior Research Fellowship (JRF) through UGC-NET/CSIR-NET.
- g) “NET Category-2” means candidates eligible for admission to Ph.D. without JRF and eligible for appointment as Assistant Professor having qualified in UGC-NET/CSIR-NET.
- h) “NET Category-3” means candidates qualified in UGC-NET/CSIR-NET (without JRF) but not eligible as Assistant Professor, as per UGC Notification No. F.4-1(UGC-NET Review Committee)/2024(NET)/140648 dated 27 March 2024.
- i) “SCOPUS/Web-of-Science indexed journal” means a journal listed in SCOPUS (Elsevier) or Web of Science (Clarivate) databases at the time of publication.
- j) “Peer-reviewed or refereed journal” means a journal following single/ double-blind peer review process and recognised by the University.
- k) “Pre-submission seminar” means the open defence of research work before submission of thesis.
- l) “Viva-Voce” means the oral examination of the Ph.D. thesis.
- m) “UGC Regulations, 2022” means University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022 (Gazette of India, Extraordinary, Part III – Regulation 4, No. 544, dated 7 November 2022) as amended vide UGC Notification No. F.4-1(UGC-NET Review Committee)/2024(NET)/140648 dated 27 March 2024 and all subsequent amendments/notifications issued by the UGC till the date of notification of these Regulations.
- n) Words and expressions used but not defined herein shall have the same meaning as assigned in the UGC Regulations, 2022 as amended.

3. Eligibility Criteria / Qualifications for Admission to Ph.D. Program

The following candidates shall be eligible to apply for admission to the Ph.D. program of the University:

3.1 Candidates who have completed:

- a) A 1-year/2-semester Master's degree program after a 4-year/8-semester Bachelor's degree program,
OR
- b) A 2-year/4-semester Master's degree program after a 3-year/6-semester Bachelor's degree program,
OR
- c) Qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body (e.g. M.D.),

with at least 55% marks aggregate or its equivalent grade on the UGC 10-point scale (or an equivalent grade in a point scale wherever grading system is followed) in Master's degree in the concerned subject/discipline from any university/institution recognised by the UGC or the University of Calcutta.

OR

d) A 4-year/8-semester Bachelor's degree program,
with at least 75% marks in aggregate or its equivalent grade on the UGC 10-point scale (or an equivalent grade in a point scale wherever grading system is followed) in the concerned subject/discipline from any university/institution recognised by the UGC or the University of Calcutta.

3.2 Candidates possessing a degree considered equivalent to the Master's degree or a 4-year Bachelor's degree with research from a foreign educational institution accredited by an Assessment and Accreditation Agency which is approved, recognised or authorised 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.

3.3 Candidates who have completed the M.Phil. degree with at least 55% marks in aggregate or its equivalent grade from any university/institution recognised by the UGC or the University of Calcutta.

3.4 A relaxation of 5% of marks (from 55% to 50%, or an equivalent relaxation of grade) shall be granted to candidates belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled/Economically Weaker Regulation (EWS) and other categories as decided by the UGC from time to time. The same relaxation shall apply to the minimum 75% marks requirement for candidates with a 4-year Bachelor's degree with research.

3.5 Candidates who are in the final semester/year of the qualifying degree may apply provisionally, subject to submission of the final mark-sheet/degree certificate before the date of interview/admission. Failure to produce the required proof shall lead to cancellation of candidature.

4. Procedure for Admission

4.1 The University may admit Ph.D. students, once in every semester preferably after the results of UGC-NET/CSIR-NET are declared, through a two-stage process:

- (i) Through UGC-NET/CSIR-NET (as per categories notified by UGC No. F.4-1(UGC-NET Review Committee)/2024(NET)/140648 dated 27 March 2024)/SET/GATE/GPAT/other national level examinations, followed by
- (ii) An interview wherein candidates shall present their research interest/area before the DC.

4.2 Procedure for selection through UGC-NET/CSIR-NET (vide UGC letter No. F.4-1 (UGC-NET Review Committee)/2024(NET)/140648 dated 28.03.2024)/SET/GATE/GPAT/other national level examinations:

- (i) NET Category-1: Admission based on Interview.
- (ii) NET Category-2: 70% weightage to NET score + 30% to interview performance.
- (iii) NET Category-3: 70% weightage to NET score + 30% to interview performance.

The marks obtained in the UGC NET/CSIR NET by the applicants will be valid for a period of one year for admission to Ph.D.

Applicants who have qualified other national level examinations such as GATE/GPAT etc. or state level examination SET with valid score (or percentage marks) provided in the passing certificate will be treated as 4.2. (ii) or 4.2.(iii) above.

Applicants with valid UGC NET/CSIR NET/SET award letter but without having any score may be selected based on interview, however, candidates having UGC NET/CSIR NET JRF or candidates under NET Category 1 as mentioned in 4.2. (i) above, will have a priority in case of seat allotment. For Engineering/Technology subjects, candidates having M. Tech. with at least one original research paper in peer-reviewed or refereed journal (SCOPUS/Web-of-Science indexed) (accepted/published)/ one granted patent (candidate as inventor/co-inventor) may be selected based on

interview, however candidates with a GATE/UGC NET JRF/CSIR NET JRF/CSIR-Direct Fellowship or any other National level research fellowship will have priority in case of seat allotment.

In this case the subject in which the applicant has qualified UGC-NET/ CSIR-NET/ SET/ GATE/ GPAT, should be matching with the subject in which the Department is offering Ph.D. degree. The DC should check and take a decision regarding interdisciplinary research.

- 4.3 The interview shall carry 100 marks and shall assess research aptitude, subject knowledge, and feasibility of proposed research. The DC may decide the number of eligible students to be called for an interview based on number of Ph.D. seats decided to be filled. The final selection of successful eligible applicants by the DC should be done by taking into consideration the reservation roster and the number of available seats under the respective Supervisors of the department, preferably matching the research interest/area.
- 4.4 The University shall notify, at least 15 days before conducting the selection interview, subject/discipline-wise distribution of available seats, the number of available seats under each Supervisor, criteria for admission, procedure for admission and all other relevant information for the candidates on the PAO website on the basis of recommendations of the concerned DC. Reservation policy of the Government of West Bengal shall be strictly followed.
- 4.5 The PAO website should maintain a list of Ph.D. Supervisors specifying the name of the Supervisor, her or his designation and the department/centre/school along with the details of Ph.D. scholars (name, topic of research, date of admission) admitted under them and this should be updated during notification for admission.
- 4.6 The DC shall conduct the interview and recommend the final merit list (along with the allocated Supervisor to each of the selected candidates) to the PAO. The final merit list must take into account the reservation roster before being submitted to the PAO. The PAO shall issue letters offering admission after approval of the Vice-Chancellor. Such letters will be signed by the Registrar of the University. The date of admission will be the date of joining of the candidate in the Department/Centre/School.
- 4.7 The candidate must join the Ph.D. program in the respective Department/Centre/School within three months from the issue of offer letter for admission in Ph.D. The joining letter must be forwarded to the PAO. The PAO shall generate a unique Student Identity

Number (SIN) for the respective student which will be used for all official records including marksheets, results, clearance certificates, etc. issued to the student. All admissions shall remain provisional until formal registration and approval of research synopsis by the SRAC. The student will be issued a certificate of admission duly signed by the Registrar.

4.8 **Procedure for Admission of International Students in Ph.D.:**

The university departments may admit international students or students with foreign nationality in their Ph.D. programs. In such cases, the CSR Notification No. CSR/45/2024 Dated 24.07.2024 of the university or its amendments from time to time will be applicable. Such amendments will be made in view of the guidelines/norms in this regard issued by the statutory/regulatory bodies concerned, from time to time.

As per the CSR notification mentioned above, for the Ph.D. program, foreign nationals are exempted from entrance tests (NET, GATE etc.). Admission decisions are primarily based on their research proposal, provided they meet the minimum eligibility criteria. The decision of the Departmental Committee (DC) regarding eligibility will be final. The DC may conduct the interview of the eligible applicant to assign a suitable Supervisor.

Candidates holding a qualifying degree from a foreign university, must produce an equivalence certificate issued by AIU/UGC authorized to issue such a certificate in India.

- 4.9 In case of candidates holding a qualifying degree from other universities of India, admission for the Ph.D. will proceed after determination of equivalence by the relevant university office.

4.10 **Admission of Ph.D. students by Affiliated Autonomous Colleges and Recognized Institutes** that do not give degrees independently:

- a) Affiliated Autonomous Colleges offering 4-year Undergraduate Programs with research and/or Post-graduate Programs in a subject, may offer Ph.D. programs in that subject, provided they satisfy the availability of at least two eligible Research Supervisors in that subject, required infrastructure, and supporting administrative and research facilities as per these Regulations.
- b) Recognized research institutions established by the central government or a state government whose degrees are to be awarded by University of Calcutta may offer Ph.D. programs in specific subjects provided they have:
 - i. Signed an MoU with the University for this purpose. The MoU must effectively make it mandatory for the recognized institute to follow these Regulations and

conform to the UGC Ph.D. Regulations, 2022. Such MoU should be generally valid for a duration of 6 years or till these Regulations remain in force, whichever is earlier.

- ii. At least two Ph.D.-qualified scientists meeting the publication criteria prescribed in UGC Regulations 2022 Clause 6.1.
- iii. Adequate infrastructure, administrative support, research facilities and library resources as specified by the University of Calcutta. The university may conduct periodic inspection of such facilities and resources once every year or as deemed fit by the Vice-Chancellor.

4.11 In case of affiliated autonomous colleges or recognized institutes that have been authorized to admit research scholars independently, the admission of Ph.D. students will be done by that college/institute following the broad outline of these regulations, which are based on the corresponding UGC regulations 2022 and subsequent amendments. At least one faculty member of the corresponding department of the University of Calcutta, to be nominated by the Vice-Chancellor on recommendation of the Departmental Committee, should be a member of the relevant committee for selection of the candidates for admission. The student-specific research advisory committee in such colleges or recognized institutes should invite faculty members from the corresponding department of this university during the pre-submission seminar and Ph.D. Viva-Voce. In all such cases, the college/institute that admits the students will be handling the various scholarships/fellowships/stipends of the Ph.D. students admitted by them.

5. Duration of the Ph.D. Program

- 5.1 The Ph.D. program shall be for a minimum duration of three (03) years (36 months), including course work, from the date of admission.
- 5.2 The maximum duration shall be six (06) years (72 months) from the date of admission.
- 5.3 A candidate whose registration has lapsed due to non-submission of thesis within the prescribed period may be permitted re-registration under the same Supervisor on the same topic for a maximum period of two (02) years, subject to payment of requisite fees and approval of the Vice-Chancellor on recommendation of the SRAC, provided, however, that the total period for completion of a Ph.D. program should not exceed eight (8) years (96 months) from the date of admission in the Ph.D. program.

5.4 Women candidates and Persons with Disability (more than 40% disability) may be allowed an additional relaxation of two (2) years, however, the total period for completion of a Ph.D. program in such cases should not exceed ten (10) years (120 months) from the date of admission in the Ph.D. program.

5.5 Leave Provisions:

- a) Women candidates may be granted maternity leave/child care leave once in the entire duration for up to 240 days.
- b) Candidates working as a JRF/SRF or a project fellow should be following the leave rules as per the funding agencies concerned.
- c) Generally, the Head of the Department should maintain an attendance record of all Ph.D. students. In case the attendance record is kept and updated by the laboratory where the Ph.D. student works regularly, it should be endorsed by the research Supervisor and forwarded to the Head of the Department on a regular basis or whenever required by the Head of the Department. In case the Ph.D. student works in the field / library / archive / laboratory outside the department as required for study or research, it may be considered 'on duty' provided the Supervisor endorses it in the attendance record.
- d) On recommendation of the Supervisor and SRAC, the Head of the Department may permit the research scholar to be away from the University to pursue research related to Ph.D. work for not more than two semesters after completion of the coursework.
- e) The Supervisor must report an absence from research work by a research scholar due to illness, maternity/paternity or other circumstances to the DC. Negligence of research work or any other acts of indiscipline must be recorded and reported to the DC. On receipt of a complaint, the DC may take appropriate action against the research scholar, including a recommendation to cancel the registration to the Vice-Chancellor through the PAO after hearing the research scholar.

6. Allocation of Research Supervisor

6.1 Every Ph.D. student shall be allocated a research Supervisor by the DC during interview. In the case of inter-disciplinary/multidisciplinary research, a co-Supervisor may also be appointed as per UGC Regulations 2022. Such allocations shall be approved by the Vice Chancellor.

6.2 Eligibility to act as research Supervisor / co-Supervisor:

Only whole-time Professors, Associate Professors, or Assistant Professors of the University (or affiliated colleges with PG Program or 4-year UG program with research in the subject concerned) having a Ph.D. or equivalent degree and fulfilling strictly the publication criteria prescribed in Regulation 6.1 of UGC Regulations 2022 shall be eligible. Such recognized research Supervisors cannot supervise research scholars in other institutions, where they can only act as co-Supervisors. Scientists and eminent experts from recognised research institutions having formal MoU with the University (see Regulation 4.10. b) i.) may also be recognised as Supervisors provided, they satisfy the publication criteria prescribed in Regulation 6.1 of UGC Regulations 2022. Adjunct Faculty members shall not act as Research Supervisors and can only act as co-Supervisors provided, they have a Ph.D. degree and at least five research publications in peer-reviewed or refereed journals.

In case a whole-time faculty member of an affiliated college with PG Program or 4-year UG program with research in the subject concerned wants to get enlisted as a Supervisor, the DC must check and confirm that such a person is a permanent faculty member and has adequate research facilities in his/her Department (of the college) for carrying out the research work and that the college has agreed to facilitate the research work of the student. The college must give an undertaking and declaration that it has adequate research facilities which will be allocated for the Ph.D. research if it is supervised by the permanent faculty member of an academic department of that college who wants to get enlisted as a Supervisor. The university may, at the discretion of its authorities, inspect such Department and required facilities of the affiliated college as and when required. The Inspector of Colleges, the concerned Dean of the faculty council for PG studies and at least two members of DC (not below the rank of Professor) shall constitute the inspection team.

6.3 Maximum number of Ph.D. scholars (UGC Regulations 2022 Clause 6.3) to be admitted under a Supervisor's guidance:

- Professor: Eight (8)
- Associate Professor: Six (6)
- Assistant Professor: Four (4)

The above limits shall include faculty members acting as Supervisor and/or co-Supervisor across all institutions. Exceptions under Regulations 6.4., 6.5., 6.6. and 6.9. are treated as supernumerary, subject to a global maximum of 2.

6.4 In inter-disciplinary/multidisciplinary research requiring expertise not available within the Department, one co-Supervisor from another Department / University / recognised research institution may be appointed.

6.5 Each Supervisor can guide up to two international research scholars.

6.6 Ordinarily, faculty members within three years of superannuation shall not be allocated new Ph.D. scholars. A Supervisor who has superannuated may continue to supervise already registered scholars only as co-Supervisor up to the age of 70 years. In case a Supervisor has superannuated, a new in-service Supervisor shall be appointed immediately by the DC. If no eligible Supervisor is available within the Department on the same subject/ topic/ specialization, the DC may follow the process as in Regulation 6.9.b.

6.7 Change of Supervisor / Co-Supervisor

The Vice-Chancellor may permit the change of Supervisor/ Co-Supervisor on the recommendation of the DPAC on valid grounds (long leave, resignation, etc.). A student shall not have more than one Supervisor and one co-Supervisor at any point of time.

6.8 In case of relocation of a Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the University of Calcutta/Department of this University/Supervisor by any funding agency. Such scholar shall, however, give due credit to University of Calcutta and the Supervisor for the part of research already undertaken.

6.9 Death, incapacitation, or long absence of Supervisor

- a. The DC shall recommend a new Supervisor from the existing panel within one month for approval of the Vice-Chancellor through the PAO.
- b. If no eligible Supervisor is available within the Department on the same subject/topic/ specialization, the DC shall:
 - (i) recommend an external expert (from another university or recognised research centre or affiliated college offering a P.G. program on the same subject) as co-Supervisor on honorary basis, provided that the expert has a Ph.D. degree and meets the publication criteria prescribed in UGC Regulations 2022 Clause 6.1, who shall function as the expert guide, AND
 - (ii) recommend transfer of the scholar to a related Department/Centre of the University with the consent of the convenor of DPAC and Head/Director/Coordinator of the other

Department/Centre for being formally supervised by a permanent teacher of that Department/Centre and with the approval of the Vice-Chancellor. The admission document/registration records should be updated and changed accordingly by the PAO. The process should be completed preferably within one month.

The research work, data, and intellectual property shall continue to belong to the scholar without any disruption.

7. Ph.D. Administration Office (PAO)

7.1. Ph.D. Administration Office (PAO) will function under the direct supervision of the Vice-Chancellor for centralised administration of all Ph.D. programs. The Vice-Chancellor may delegate day-to-day responsibility to Pro Vice-Chancellor (Academic)/Registrar possessing a Ph.D. degree.

7.2. The PAO shall be the single-window office responsible for:

- (a) Publication of admission notifications (subject to consent of concerned DC), vacancy positions under each Supervisor (updated during notification for admission), merit lists, and all circulars;
- (b) Receipt and verification of admission/registration documents;
- (c) Maintenance of a dedicated webpage displaying real-time vacancy status, progress dashboards (department-wise and student-wise), and timelines;
- (d) Processing of registration certificates after DPAC approval;
- (e) Coordination of thesis submission, examiner appointment, evaluation reports, and Viva-Voce scheduling;
- (f) Ensuring the entire evaluation process (submission to Viva-Voce result) is completed within six months except in cases where a third examiner is appointed under Regulation 11.11.;
- (g) Facilitate the uploading of accepted theses to Shodhganga within 30 days of award;
- (h) Issuing provisional Ph.D. certificates and final degree certificates.

7.3. The University shall provide adequate infrastructure, manpower, budget and digital facilities to the PAO for smooth functioning.

8. Departmental Ph.D. Advisory Committee (DPAC) and Student Research Advisory Committee (SRAC)

8.1 Departmental Ph.D. Advisory Committee (DPAC)

8.1.1. The Vice-Chancellor shall constitute a DPAC for each subject/ specialisation/ inter-disciplinary area in consultation with the concerned Departmental Committee, not necessarily on the basis of seniority.

8.1.2. Composition (minimum five (5) members):

- (i) Convener – One whole-time teacher of the Department/Centre/School;
- (ii) One/two external subject expert (from outside the University);
- (iii) Three/two whole-time teachers of the Department/Centre/School or experts from within the University.

The Head of the Department (if not a member) shall be a permanent invitee.

All members of this committee must have a Ph.D. degree and preferably have experience of successfully supervising Ph.D. research as Supervisor.

8.1.3. Tenure: Four (4) years.

8.1.4. Functions of the DPAC shall be to:

- (a) Constitute SRAC for each admitted student within one month of selection and send the details to PAO for final approval of the Vice Chancellor;
- (b) Evaluate the Pre-registration and Pre-submission seminars given by the Ph.D. students;
- (c) Clear thesis for submission and to issue a clearance certificate thereof.
- (d) Consider the recommendations of SRAC for cancellation of registration on academic grounds and forward to the Vice-Chancellor through PAO.
- (e) Approve the panel of examiners obtained from SRAC and to forward to PAO for final selection of the Vice-Chancellor.

8.2 Student Research Advisory Committee (SRAC)

8.2.1 Composition:

- (i) Research Supervisor – Convener;
- (ii) Co-Supervisor(s) (if any) – Member(s);
- (iii) One external subject expert;

- (iv) One internal subject expert based on research expertise, not necessarily on the basis of seniority.

For inter-disciplinary research, one/two additional expert may be co-opted. All internal or external experts of this committee should have a Ph.D. degree and at least five research publications in peer-reviewed or refereed journals (preferably in SCOPUS/Web-of-Science indexed).

8.2.2 Functions of the SRAC shall be to:

- a) Review research proposal and finalise research title;
- b) Guide the Ph.D. scholar in developing the study design and methodology of research;
- c) Recommend course work;
- d) Conduct yearly progress reviews: The Ph.D. student may appear before the SRAC to make a presentation and mandatorily submit a brief report on the progress of her/his work for evaluation and further guidance. The SRAC shall submit its recommendations along with a copy of Ph.D. student's progress report to the PAO through DPAC.
- e) Conduct pre-submission seminar through the Head of Department and recommend to clear thesis for submission;
- f) Recommend panel of examiners for the Ph.D. thesis and Viva-Voce (see Regulation 11.7.);
- g) Recommend cancellation of registration after two consecutive unsatisfactory progress reports (see Regulation 8.2.4.).

8.2.3 All SRAC meetings shall be documented and uploaded to the PAO portal within seven days. The convener of SRAC will be responsible to communicate with PAO and DPAC.

8.2.4 In case the progress of the Ph.D. student is unsatisfactory, the SRAC shall record the reasons for the same and suggest corrective measures. If the Ph.D. student fails to implement these corrective measures, the SRAC may recommend, with specific reasons, the cancellation of the registration of the Ph.D. student from the Ph.D. program.

9. Course Work

9.1 Every admitted Ph.D. student shall be required to complete the course work within the first two (02) years after admission. The credit requirement for the Ph.D. course work is a minimum of 12 credits, including a "Research and Publication Ethics" course as

notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course. The SRAC can also recommend UGC recognized online courses, up to a maximum of 6 credits, as part of the credit requirements for the Ph.D. program.

9.2 The course work may comprise:

- (a) Research Methodology (including quantitative methods, qualitative methods, computer applications, research software tools, and review of literature);
- (b) Research and Publication Ethics (RPE);
- (c) Subject-specific advanced level course(s);
- (d) Research Communication, IPR and innovation and Project writing skills;

9.3 The syllabus shall be framed by the DC and approved by the Dean (or the V.C., if the Dean is not available) of the concerned faculty. The Dean (or the V.C., if the Dean is not available) may also consider merging of courses originally and independently designed by more than one department having overlapping and common syllabi, and approve such course to be offered by one or a select few departments (preferably one in each academic campus of the university) for the benefit of Ph.D. students for the sake of optimizing resources. The department shall notify the final syllabus before the commencement of each semester.

9.4 A candidate who has already completed equivalent course work (minimum 12 credits including RPE) during M.Phil. or as part of any other program from a UGC-recognised university/institution with at least 55% marks (50% for reserved categories) or its equivalent grade in the UGC 10-point scale may be exempted fully or partially by the SRAC on production of original certificates and grade cards.

9.5 Evaluation shall be done internally (continuous assessment 40% + end-semester examination 60%). Minimum passing grade: 55% (50% for reserved categories) marks or its equivalent grade in the UGC 10-point scale in each course. A candidate failing to secure the minimum grade shall be given one more chance in the immediate next semester.

9.6 The department/centre/school offering a course for Ph.D. students shall communicate to the Controller of Examinations regarding the evaluation and issuance of marksheets or equivalent grade cards. The Controller of Examinations is to issue a marksheet or equivalent grade card to the Ph.D. student after the internal evaluation of the course. The student shall be issued a 'Course Work Completion Certificate' signed by the Head of the Department where the Ph.D. student is admitted once the Head is satisfied that

the Ph.D. student has completed the course work with the requisite credits as mentioned in Regulation 9.1.

9.7 All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching / education/ pedagogy / writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching / research assistantship for conducting tutorial, practical or laboratory work and evaluations. Assignment of such duties may be approved in the DC in consultation with the respective Supervisor.

10. Progress Monitoring and Pre-submission Seminar

- 10.1 Every Ph.D. student shall appear before the SRAC once every year and present a progress report along with supporting documents (chapters drafted, experiments conducted, papers published, etc.).
- 10.2 The SRAC shall record the progress as Satisfactory or Unsatisfactory. In case of unsatisfactory progress, the SRAC shall give written recommendations and suggestions for improvement to the student and the student may be called for appearing before the SRAC, ordinarily within six months, for a follow-up progress review. Two consecutive Unsatisfactory reports shall lead to recommendation for cancellation of admission/registration by the SRAC through the DPAC and PAO to the Vice-Chancellor.
- 10.3 Application for registration from a Ph.D. candidate will be considered by the respective DPAC at its meeting following submission of a synopsis of research within 1000 words by the applicant through the convener of SRAC. Based on the synopsis and accompanying presentation given by the applicant, the DPAC may recommend the application for registration to the Vice-Chancellor/any other person authorised for registration (see Regulation 7.1) through PAO. The date of registration will be deemed to be the date of approval by the Vice-Chancellor/person authorised by the Vice-Chancellor (vide Regulation 7.1) for registration. The registration of a candidate will remain valid for a period of six years from the date of admission.
- 10.4 The Ph.D. candidate may modify the title of the thesis, if necessary, till pre-submission seminar provided it is accepted by the concerned SRAC. The DPAC must use the modified title in its recommendation submitted to the Vice-Chancellor through the PAO after the presentation by the candidate. No further change or modification will ordinarily be allowed.

- 10.5 The registration of a Ph.D. student must be completed within two (2) years from the date of admission of the student. It will be the Supervisor's responsibility to convene SRAC meetings to monitor and facilitate the timely progress of a Ph.D. student.
- 10.6 A candidate shall not be registered simultaneously for any other degree program at this University or any other university/institution, except in the case of joint doctorate programs formally approved by the University.
- 10.7 Before submission of the thesis, the candidate shall deliver a pre-submission seminar (in presence of members of DPAC, members of SRAC, other faculty members, research scholars) on the entire research work. The convener of SRAC shall circulate the research summary (not exceeding 5000 words) submitted by the Ph.D. candidate to the members of SRAC, members of DPAC and the Head of the Department at least fifteen days before holding the pre-submission seminar. A notice of this seminar shall be circulated by the Head of the Department amongst the teachers of the department and the Heads of related departments and the same should be put up on the official notice board of the department.
- 10.8 During the Pre-submission Seminar, all invited persons may interact with the candidate for clarification and suggestions and the candidate should answer the queries and note the suggestions received. The DPAC shall evaluate the seminar and, if satisfied, issue a clearance certificate for thesis submission. If modifications are required, the candidate shall reappear within three months. No thesis shall be submitted without this clearance.
- 10.9 Seminar proceedings and the clearance certificate for thesis submission (as issued by DPAC) shall be submitted by the Convener, SRAC, to the PAO within seven days of the meeting. The PAO shall update the student's progress dashboard accordingly.

11. Submission and Evaluation of Thesis

- 11.1 A registered Ph.D. student shall be eligible to submit the thesis only after:
- a) Obtaining the clearance certificate for thesis submission from the DPAC through the pre-submission seminar;
 - b) Completing the minimum duration of three (03) years (36 months) from admission;
 - c) Fulfilling the publication requirements specified in Regulation 11.8.
- 11.2 The thesis shall ordinarily be written in English. Submission in Bengali or any other language, or in bilingual form, may be permitted by the Vice-Chancellor on the recommendation of the SRAC on academic grounds.

- 11.3 The candidate shall submit the thesis in prescribed format given in the PAO website and also deposit a fee, as decided by the university from time to time, along with a prescribed form duly filled and signed by the candidate.
- 11.4 The university shall have a mechanism using UGC/University approved software applications to detect plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree. The research scholars and their Supervisors are to be provided with the facilities to make use of plagiarism detection software through the Central Library or any other designated office.
- 11.5 The thesis shall be submitted in both hard copy and soft copy (in .pdf file) along with:
- a) A 350-word abstract;
 - b) Academic biodata of the candidate;
 - c) An undertaking by the candidate that there are no plagiarism and that the contents generated, if any, by Artificial Intelligence or any other computer program or application generating texts and/or images, visualizations or audio-visuals, are clearly disclosed and marked in the thesis and certificate by the Supervisor and co-Supervisor attesting to the originality of the thesis and that the thesis or its part has not been submitted for the award of any other degree/diploma to any other university of higher educational institution and that the thesis has not already been published as a book or monogram; The hardcopy of the thesis must bear the original certificate from the Supervisor and co-Supervisor.
 - d) Plagiarism verification report (using UGC/University-approved software, similarity index not exceeding 10% excluding items as stipulated under Regulation 7 of UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations 2018); In case the similarity index exceeds 10% due to specific reasons that the SRAC may consider justifiable, the Supervisor must certify giving clear justification for considering acceptance of the plagiarism verification report and get it endorsed by the members of SRAC before submitting it to PAO. The Supervisor must ensure that the thesis submitted and the thesis plagiarism-verified are one and the same.
 - e) Copies of published/accepted papers (first page showing journal name, volume, date, and author list);
 - f) Certificates of conference presentations/patents (if applicable);
 - g) Consent for uploading to Shodhganga and University repository.

11.6 The candidate may also submit in support of the thesis the contents of any work which may have been done previously by her/him, but the candidate shall not submit any work for which a degree or distinction has been conferred on the candidate by this or by any other university. The candidate will not, however, be precluded from incorporating any such work in a thesis covering a wider field, provided a clear statement of the work so incorporated is given.

11.7 The SRAC shall submit to the DPAC, a panel of six examiners (at least three from outside India/West Bengal) at least one month prior to thesis submission. Examiners must be academics with a Ph.D. and proven research record in the field, preferably a professor or equivalent, and not in employment of this University or its affiliated institutions.

11.8 Mandatory Pre-submission Publications:

(a) For Science, Agriculture, Engineering & Technology:

– At least one original research paper in peer-reviewed or refereed journal (SCOPUS/Web-of-Science indexed) (accepted/published)/ one granted patent (candidate as inventor/co-inventor), content of which is the part of the Ph.D. thesis (certified by the Supervisor). However, DC can raise the minimum requirement for each department and communicate to the PAO.

(b) For all other disciplines:

– At least one original research paper in a peer-reviewed or refereed journal (preferably SCOPUS-indexed journals, however, DC may decide whether SCOPUS-indexed journals are mandatory or not and inform the PAO accordingly), content of which is the part of the Ph.D. thesis (certified by the Supervisor).

(c) All Ph.D. scholars irrespective of any discipline must make one oral presentation in an international (preferably peer-reviewed) conference (either physical, online or hybrid mode) or two oral presentations in national conferences.

11.9 The Vice-Chancellor shall appoint three examiners to evaluate the thesis: the Supervisor and two external examiners from the panel. Wherever possible, one of the external examiners should be chosen from outside India/West Bengal.

11.10 Each examiner shall submit a detailed report with one of the following recommendations:

(i) Accepted without changes;

(ii) Accepted with minor modifications (the incorporation of the modifications is to be certified by Supervisor);

(iii) Major revision and resubmission to same examiner;

(iv) Rejected.

11.11 In case of contradictory reports, the Vice-Chancellor may appoint a third external examiner. If two examiners reject the thesis, it shall stand rejected.

11.12 The entire evaluation process (from submission to Viva-Voce result) shall be completed within six months except in cases where a third examiner is appointed under Regulation 11.11. The Ph.D. candidate should be able to check the status of progress, submission and evaluation on the PAO website.

12. Ph.D. Viva-Voce Examination

12.1 The Viva-Voce shall be conducted only after unanimous acceptance of the thesis by both external examiners and after incorporating any corrections or minor modifications suggested by them.

12.2 The Viva-Voce Board shall comprise:

(i) Research Supervisor (Convener);

(ii) At least one of the two external examiners appointed by the Vice-Chancellor;

12.3 The Viva-Voce shall be open to the members of SRAC, members of DPAC, research scholars, students, and interested persons. It may be conducted in hybrid/online mode.

12.4 Copies of the examiners' full reports (excluding the names of examiners and their affiliations) shall be shared with the Viva-Voce Board and the candidate at least seven days before the Viva-Voce.

12.5 The Viva-Voce Board shall jointly submit a comprehensive report to the PAO clearly stating that the candidate's defence is satisfactory and recommending the award of the degree.

12.6 If the defence is unsatisfactory, the candidate may be given one more opportunity after three months.

12.7 The PAO shall notify the Viva-Voce result on the portal and forward the report to the Vice-Chancellor for her/his approval.

13. Award of Degree and Depository

13.1 The Degree of Doctor of Philosophy (Ph.D.) will be awarded to a candidate on the basis of original research work of merit incorporated in a thesis, recommended by a board of examiners and successfully defended by the candidate during a Viva-Voce examination.

The thesis shall demonstrate that the candidate has technical mastery of the chosen field of investigation and is capable of doing scholarly work. The result of research embodied in the thesis shall be a contribution to existing knowledge, either by a discovery of new facts or by a discovery of some new relations between facts already known, or by a critical survey of facts/issues leading to a new interpretation.

13.2 Upon receipt of the satisfactory Viva-Voce report, the Vice-Chancellor shall approve the admittance to the award of the Degree of Doctor of Philosophy (Ph.D.). The date of Ph.D. award should be the date the Vice-Chancellor gives this approval.

13.3 The degree shall be awarded in the following format under the seal of this University and signed by the Vice-Chancellor:

“This is to certify that [Full Name of the Candidate] was admitted to the Degree of Doctor of Philosophy (Ph.D.) in [Subject/Discipline] (Specialisation, if any, within parentheses) under the faculty of [Name of Faculty] of the University of Calcutta in the year [Year of Award, Date].

The title of the thesis is [Exact Title of the Thesis as approved].

The degree has been awarded in strict conformity with the provisions of the University of Calcutta Ph.D. Regulations, 2025 framed under the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022.”

13.4 The degree shall be conferred at the next Annual Convocation. The admittance to the award of the Degree of Doctor of Philosophy (Ph.D.) which is approved by the Vice-Chancellor shall be reported to the Syndicate in one of its meetings before conferring the Degree in the Annual Convocation.

13.5 A Provisional Ph.D. Degree Certificate may be issued by the PAO, duly signed by the Vice-Chancellor, on payment of a prescribed fee, if requested before the Convocation. The certificate should mention that the Degree has been awarded in accordance with the provisions of these Regulations framed under the guidelines of the University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022.

13.6 One hard-bound copy and corresponding soft copy (in .pdf files) of the final thesis (incorporating all corrections, if any) shall be deposited with the University Central Library through the PAO.

13.7 The University, through the University Central Library or any other responsible office, shall upload the full text of the thesis to Shodhganga@INFLIBNET and the University’s institutional repository within 30 days of the award of the degree.

14. Ph.D. through Part-time Mode

14.1 Ph.D. programs through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.

14.2 The candidate must obtain a “No Objection Certificate” (NOC) from the appropriate authority in the organization where the candidate is employed and produce it during appearing before the DC for the selection interview or before admission. The NOC should clearly state that:

- a) The candidate is permitted to pursue studies on a part-time basis.
- b) Her/His official duties permit her/him to devote sufficient time for research.
- c) If required, she/he will be relieved from the duty to complete the course work.

14.3 The University or its affiliated colleges or recognized institutes having a MoU with the University for admitting Ph.D. students whose degrees are to be given by the University, shall not be conducting Ph.D. programs through distance and/or online mode.

15. Transitional Provisions

15.1 Candidates admitted/registered under the University of Calcutta Ph.D. Regulations, 2016 (notified on 28th November 2016) or any earlier regulations shall continue to be governed by the respective regulations until completion of their programs.

15.2 Candidates who have already completed course work, pre-submission seminar, or submitted theses under the 2016 Regulations shall not be required to fulfil additional requirements introduced in these Regulations, provided they complete all formalities within the timelines originally prescribed.

15.3 Candidates whose validity of registration has expired under the University of Calcutta (Regulation for the Degree of Doctor of Philosophy, Ph.D.), Regulations 2016, may apply for re-registration under these Regulations with the approval of the Vice-Chancellor.

15.4 All pending cases of evaluation, Viva-Voce, or award as on the date of notification of these Regulations shall be processed as per the regulations under which the candidate was originally registered.

16. Grievance Redressal and Removal of Difficulties

- 16.1 Any grievance relating to admission, registration, supervision, evaluation, or award of degree shall be addressed to the Ph.D. Grievance Redressal Committee constituted by the Vice-Chancellor comprising:
- (i) Pro-Vice-Chancellor (Academic Affairs) (Chairperson),
 - (ii) Dean of the concerned Faculty,
 - (iii) One external expert (nominated by the Vice-Chancellor),
 - (iv) Registrar (Member-Secretary).
- 16.2 The Committee shall dispose of grievances within 30 days from the date of lodging the complaint. Appeal against its decision shall lie with the Vice-Chancellor, whose decision shall be final.
- 16.3 Research scholars with scholarships/fellowships granted by national or state funding agencies should be facilitated as per the guidelines and requirements of the respective scholarships/fellowships. The convenor of concerned SRAC must cooperate to ensure that the progress of the student is maintained, including the timelines, in tune with the requirements and spirits of the respective scholarship/fellowship. Such scholar/fellow may submit grievance to the Grievance Redressal Committee in case the progress of research or the timelines defined by the respective funding agency are not being followed by the concerned department/DPAC/SRAC even after a written request given by the scholar/fellow to the respective Head of the Department and Convenor of DPAC.
- 16.4 Issues relating to sexual harassment involving research scholars shall be governed by the University's Policy in conformity with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and UGC Regulations, 2015 or subsequent amendments, if any.
- 16.5 In case of any ambiguity or difficulty in implementation of these Regulations, the Vice-Chancellor shall have the power to issue clarifications or remove difficulties, which shall be reported to the Syndicate at its next meeting.
- 16.6 The Vice-Chancellor is authorised to make minor modifications in procedural matters without altering the spirit of these Regulations.

REPEAL

All previous Regulations or Rules on the Ph.D. program do hereby stand repealed except in cases mentioned in these Regulations.

End of Regulations