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**BERHAMPUR UNIVERSITY**  
**BHANJA BIHAR, BERHAMPUR-760007, GANJAM (ODISHA)**

No 7839/Acad-I/BU/20

Date 16/11/2020

**NOTIFICATION**

It is for information of all concerned that in accordance with approval of the Academic Council in its meeting held on 8.10.2020, approval of the Syndicate in its meeting held on 12.10.2020 and in pursuance of the orders of the Vice-Chancellor on dated 12.11.2020, the Regulation governing the award of the Degrees of Doctor of Literature (D.Litt.), Doctor of Science (D.Sc.) and Doctor of Law (LL.D.) is hereby notified and shall come into force from the Academic Session 2021-22 i.e. from 01.6.2021 onwards.

Memo No 7840 (26)/Acad-I/BU/20

By Order  
*[Signature]*  
Registrar 13.11.2020  
Date 16/11/2020

Copy to:

1. The Deputy Registrar, Officer-in-Charge, Academic-I I Section along with copy of the Regulation for publication in the extraordinary gazette of Berhampur University.
2. The Chairperson, P.G. Council, Berhampur University for information and necessary action.
3. The Heads of all the P.G. Departments, Berhampur University for information and necessary action.
4. The Controller of Examination, Berhampur University for information and necessary action.
5. The Web Administrator, Berhampur University to upload the Notification in the University Website forthwith in the download Section.
6. The Section Officer, Examination Confidential M.Phil/Ph.D. Section, Berhampur University for information and necessary action.

N.B: The soft copy of the Regulation shall be available in the University website in the download Section.

*o/c*

*[Signature]*  
Registrar 13.11.2020



## BERHAMPUR UNIVERSITY

### REGULATIONS GOVERNING THE AWARD OF THE DEGREES OF DOCTOR OF LITERATURE (D.Litt.), DOCTOR OF SCIENCE (D.Sc.) AND DOCTOR OF LAW (LL.D.).

#### I. INTRODUCTION

##### A.

These Regulations for the Doctor of Literature (**D.Litt.**), Doctor of Science (**D. Sc.**), and Doctor of Law (**LL.D.**) shall be called as *Post-Doctoral Studies (PDS) Regulations* \_\_\_\_\_ and shall come into force with effect from ----. The PDS shall be carried out in the subjects (**excluding self-financing courses**) of PG Departments of Berhampur University.

##### B.

The degree of D.Litt./D. Sc./LL.D. of the Berhampur University shall be conferred only on such candidates who qualify the requirements specified in the Regulations.

#### II. ELIGIBILITY

A candidate desirous of admission to D.Litt./D.Sc./LL.D. programme of the University must have the following:

- 1) Ph.D. degree from any MHRD recognised University/Institute in India or from a recognized university abroad.
- 2) Ten research publications in peer reviewed SCI journals of good impact factor (at least five as sole/**first** author) in the proposed area of research for admission to D.Litt./ D.Sc./LL.D.

### III. SUPERVISOR(S)

#### A.

A candidate for D.Litt./ D.Sc./ LL.D. degree is required to work with a supervisor who must satisfy the following criteria:

- 1) The supervisor must be a recognized Ph.D. guide of Berhampur University who has successfully supervised at least five (05) Ph.D. scholars in the concerned subject.
- 2) The supervisor must be a Professor/Associate Professor with a minimum of 10 years of teaching and or research experience.
- 3) **The Supervisor must have at least 20 (ten) research publications in journals with high impact factor SCI journals or equivalent and have total Scopus citations not less than 500.**
- 4) **The Supervisor should not superannuate within next two years.**

#### B.

A candidate may be permitted to work under the joint supervision of not more than two supervisors where collaboration is absolutely necessary. One of the supervisors may be from any other University or reputed national institute/Laboratory of CSIR, DST, ICMR and equivalent., and must qualify the requirement to be a Supervisor applicable for Supervisor of Berhampur University.

#### C.

The supervisor(s) shall be responsible and ensure overall progress and quality of research work and maintain academic ethics of the work.

#### D.

A supervisor (singly or joint) shall not have more than one PDS candidate at any time.

### IV.

#### APPLICATION FOR REGISTRATION

#### A.

A candidate seeking admission shall submit an application for registration in the prescribed form. The application shall include *inter alia*,

- a) Subject area and proposed Supervisor
- b) Tentative title of the thesis
- c) Seven typed copies of synopsis of the research to be carried out and motivation for the work to be done.
- d) Two sets of list of publications and copies of publications.
- e) A detailed CV with self-attested copies of certificates in support of qualification and experience.
- f) Consent of the supervisor(s)

- g) **Details of Supervisor (s) along with list of publications.**
- h) Permission of the employer, in case of in-service candidates.

**B.**

Notification inviting applications for various PDS programmes shall be made by the Chairman, PG Council, Berhampur University normally during May-June.

**C.**

Applications shall be made to the HoD of the concerned PG Department by due date as notified by the Chairman, PG Council, Berhampur University. All such applications shall be placed before the Department Research Committee (DRC) for necessary scrutiny to verify the eligibility of the candidate and the proposed supervisor(s) as well as the feasibility to conduct the research study based on the submitted synopsis.

**D.** The candidate has to make a presentation of his/her research proposal before the DRC.

## **V. RESEARCH COMMITTEES**

**A.**

Each candidate shall have a **Post-Doctoral Department Research Committee (PDRC)** consisting of:

- i. Head of the Department- Coordinator
- ii. **Proposed** supervisor(s)
- iii. Concerned Dean of Faculty
- iv. Two senior faculty members from the University to be nominated by Vice Chancellor
- v. One subject expert to be appointed by the Vice-Chancellor.
- vi. Chairman, Board of Studies **of the concerned subject**

*Role of PDRC*

- i. Scrutinize the application to ensure the academic requirements for D.Litt./ D.Sc./ LL.D. in the concerned subject
- ii. To evaluate the synopsis of the candidate along with his/her seminar presentation
- iii. Approve/Disapprove/Suggest revision of the synopsis
- iv. To evaluate pre-submission presentation of the candidate and recommend/suggest revision.
- v. **Approve/disapprove/suggest change in the proposed supervisor(s), if requested by the candidate within one year of registration.**

**B**

There shall be a **Post-Doctoral Research Approval Committee (PRAC)** comprising of

- i. Vice Chancellor
- ii. Chairman, PG Council

- iii. Dean of Faculty
- iv. Head of the concerned PG Department.
- v. One subject expert from outside the University
- vi. Supervisor(s)

*Role of PRAC*

- i. Consider the recommendations of the PDRC and approve/disapprove the research proposals of the D.Litt./ D.Sc./ LL.D. applicants.
- ii. Approve title of the thesis
- iii. Approve the name(s) of the supervisor(s)

The recommendations of the PRAC shall be placed before the Syndicate for approval.

## V. REGISTRATION

- i. Registration number shall be allotted to each candidate after approval of the recommendations of the PRAC by the Syndicate.
- ii. The registration of a candidate shall ordinarily be valid for a maximum period of five years. However, extension may be granted by the Vice Chancellor for a maximum of one year based on a valid reason by the application of a candidate duly recommended by the supervisor(s). **The application for extension should be made three months before expiry of the validity period or else the registration shall be treated as cancelled.**
- iii. The candidate shall submit a progress report and deliver work progress and remaining work annually in an open house seminar to be held by PDRC.
- iv. If progress is not found to be satisfactory, registration of the candidate shall be cancelled on the input provided by the PDRC.

## VI. SUBMISSION OF THESIS

### A.

A candidate shall be eligible to submit his/her thesis on completion of a minimum period of 3 (three) years after registration subject to the condition that he/she must have published or in accepted stage at least three research papers in peer reviewed good impact factor journals. The candidate shall make a presentation of his/her work in a pre-submission seminar in the concerned Department in presence of the PDRC, faculty, research scholars and students of the Department, for a comprehensive internal assessment of the research work. The relevant feedback and comments made during the presentation have to be suitably incorporated into the dissertation/thesis in discussion with the supervisor(s). Based on the novelty of the work and publications made in relevant journals, the PDRC shall recommend for submission of the thesis or advise for revision. If recommended by the PDRC, the candidate may submit the thesis to the Controller of Examinations (COE) within three months of the pre-submission seminar. The list of examiners from among the References Section only shall be selected for review of the Thesis. The thesis shall be sent to three examiners from a panel of 5 Indian and 5 Foreign examiners of repute to be suggested by the PDRC. The review report of the thesis be obtained within a maximum period of 3 months. In case of revision, the candidate has to comply with the suggestions if applicable and submit a revised thesis after presentation in the presence of PDRC.

After it has been rated as satisfied, the thesis shall be sent to the Examiners again, along with the action taken report. The thesis, if rejected by any one examiner and recommended as accepted with or without revision for the degree by other two examiners, may be sent to another examiner from the list. If it is rejected again, the thesis may be considered as rejected permanently. If the candidate, requests that he would like to submit thesis again after working further more, the approval may be sought from PRAC with all relevant documents. The PRAC may take a decision after interaction with candidate and supervisor(s) on the merit in resubmission. The candidate has to improve on the work and submit thesis within one year of rejection of the previous thesis. A new set of examiners list may be sent by PDRC again for evaluation, which has to be by CoE after approval of VC.

**B.**

The candidate shall submit the thesis as per the following guidelines:

- (a) Five copies of the thesis in hardbound form along with print copies of at least three publications.
- (b) The title page of the thesis shall contain a statement that the thesis has been submitted for the award of the concerned degree for which the candidate has been admitted.
- (c) A soft copy of the complete thesis only in PDF as a single file.
- (d) A declaration by the candidate as per the format.
- (e) A certificate as per the format.
- (f) The thesis shall be either in English in Odia (for Department of Odia).
- (g) Similarity index certificate issued by the Supervisor (s) after conducting the Plagiarism check.

**VII. EXAMINATION**

**A. *Panel of Examiners***

The Supervisor(s) shall submit a panel of Ten eminent examiners (Five from India but from outside the State of Odisha with not more than two from a particular State) and five from abroad (from different countries), and forward it to the COE through the PDRC. The examiners shall be senior and eminent faculty not below the rank of Professor and must be preferably in active service or active retired faculty from reputed central/state funded public universities or institutes or recognised Government Laboratories as they case may be. Their names should be taken from the References cited in the thesis.

**B. *Board of Examiners***

On receipt of the panel of the examiners, the CoE shall submit the same to the Vice-Chancellor for selection of the Board of Examiners from the panel. The Vice Chancellor shall appoint three examiners from the panel. However, if the Vice-Chancellor is not satisfied with the panel of examiners, he/she may ask for a fresh panel of examiners.

**C. *Evaluation of Thesis***

- a) On formation of Board of Examiners, the CoE shall send copies of the thesis to the examiners along with a copy of the relevant portion of the regulations after obtaining necessary consent from the examiners.
- b) In the event of non-receipt of consent from an examiner within 4 weeks, a new examiner shall be appointed in his/her place, from the existing panel of examiners.
- c) The examiners shall be requested to submit their individual reports within two months of the receipt of the thesis.
- d) In case, an examiner does not send his/her report within the above period, a reminder shall be sent to him/her. This shall be followed by a subsequent reminder after a fortnight.
- e) In the event of the report not being received from an examiner within 12 weeks, a new examiner shall be appointed in his/her place, from the existing panel of examiners.
- f) The examiners shall give explicit reports with any one of the following recommendations:
  - (i) the thesis be accepted for the award of D.Litt./ D. Sc./ LL.D. degree
  - (ii) the thesis be rejected
  - (iii) the thesis be accepted after revision as suggested.
- g) The examiner shall give specific and unambiguous reasons for his/ her recommendations/ rejection.
- h) In case the thesis is rejected by any one of the examiners then it will be sent to another examiner from the panel for adjudication, and his/her decision shall be final and binding. Resubmission of thesis after one year with improved work is possible with special approval from PRAC.

#### **D. Award of the Degree**

- (a) The reports of all the examiners with recommendation shall be placed before the University Examination Committee comprising of the Vice Chancellor (as Chairman), Controller of Examinations (as Convener), Chairman PG Council (Ex-officio member), and member of the Syndicate (to be nominated by the Syndicate). Recommendation for a viva-voce examination shall be made only when all the examiners have indicated acceptance of thesis with/without modification.
- (b) Based on the recommendation of the University Examination Committee, viva voce examination shall be conducted. If the Board of Examiners unanimously recommends for the award of the degree then it will be placed before the Syndicate for approval.
- (c) If the thesis is rejected twice as explained earlier, the candidate shall not be considered for admission anytime.
- (d) A certificate in the prescribed format under the seal of the University and signed by the Vice-Chancellor shall be awarded to each successful candidate.
- (e) The date of award of the degree shall be the date of publication of award notification.
- (f) The degree certificate shall mention the title of the thesis, name of the concerned Department, and year of award.
- (g) A soft copy of the final thesis shall be preserved in the library and also be sent to the Controller of Examination for uploading in “Shodhganga” and the University web-site.

### **VIII. Conflict Resolution and Final Authority**

#### **A.**

Notwithstanding anything contained in these Regulations, all matters related to the candidates

shall be governed by the rules and procedures in force/framed by the Academic Council from time to time.

**B.**

From the date when these Regulations come into operation, all previous practices & provisions, if any, on the subject shall cease to have effect, except for the continuing candidates.

**C.**

Any doubt or dispute about the interpretation of these Regulations shall be referred to the Vice-Chancellor, whose decision in his/her capacity as the Chairman, Academic Council, shall be final.

**ANNEXURE – I**

Fees Structure (to be revised from time to time by the University).

Sl. No.	Particulars	For Indian Students Amount (in Rs)	For NRI/Foreign students (in USD)
1	Application Fee	20,000.00	200 \$
2	Registration Fee	20,000.00	400 \$
3	Fee for Extension per year	20,000.00	200 \$
4	Thesis submission Fee	20,000.00	400 \$

**ANNEXURE – II**

**FORMAT OF THE THESIS**

The following format may be normally adopted for the thesis:

The thesis shall be in the same design and format as prescribed for PhD thesis, except that the cover page shall be in white with black color letters. It shall consist of:

1. Cover page.
2. Inner cover page.
3. Declaration by the candidate as per the format, to the effect that the work has not been submitted for or awarded of any other degree or diploma.
4. Acknowledgements
5. **Similarity Certificate**
6. Certificate as per the format.
7. An Extended Abstract not exceeding 1500 words, describing the research work carried out by the scholar on the subject relevant to the discipline in which the candidate has applied for the degree, its originality and contribution to the advancement of knowledge and societal usefulness.
8. Table of chapter wise contents



9. List of Tables
10. List of Figures
11. Chapters **1<sup>st</sup> Introduction; 2<sup>nd</sup> Review of Literature & Materials and Methods, 3<sup>rd</sup> , 4<sup>th</sup>, 5<sup>th</sup> – Results & Discussion, 6<sup>th</sup> – Conclusion, 7<sup>th</sup>- References/Bibliography**
12. Copies of the published work by the candidate out of his/her post-doctoral research in the form of research papers, abstracts of books/ monographs, book chapters/ monographs, and citations of candidate's work by others (if any).
13. A personal profile of the candidate, not exceeding one page.

**ANNEXURE – III**

**CANDIDATE’S DECLARATION**

I, ....., declare that this thesis, entitled “..... ,” submitted for the award of the degree of ..... of Berhampur University, has not been submitted earlier for the award of any degree / diploma of this or any other University. This is my original research work and no portion of this work violates provisions of the anti-plagiarism policy of the University. I understand that Berhampur University shall take appropriate punitive measures if it finds the thesis to be violating any provision of its Regulations.

Date:

*(Signature of the Candidate)*

Place:

**ANNEXURE – IV**

**CERTIFICATE**

This is to certify that this thesis entitled “.....” has been submitted by ..... for the award of the degree of ..... of Berhampur University.

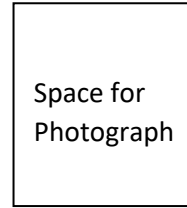
*(Signature of the Supervisor with seal)*

*(Signature of the HoD with seal)*

*(Signature of the Dean of Faculty)*

**ANNEXURE – V**

Date: \_\_\_\_\_



**Application for D.Litt. / D.Sc. /LL.D.** (strike off whichever is not applicable)

\*\*\*\*\*

1. Name of the Candidate: \_\_\_\_\_

2.1 Date of Birth : \_\_\_\_\_ 2.2 Nationality \_\_\_\_\_

3.1 Category: GEN / SC / ST / SEBC 3.2 Gender \_\_\_\_\_

4.1 Subject : \_\_\_\_\_

4.2 Department : \_\_\_\_\_

4.3 Title of the Thesis: \_\_\_\_\_

4.4 Name, Designation & Address of Supervisor (s): \_\_\_\_\_

4.5 Endorsement of the Supervisor(s):

I herewith give my consent to supervise the Post-Doctoral Studies of the candidate.

Signature of the Supervisor(s)

5.1 Educational Qualifications (attach photo copies):

Level	Name of the Degree	Name of the University	Year of Passing	Grade / Class	CGPA / Percentage
HSC/10 <sup>th</sup>					
Intermediate/+2					
Under Graduate					
Post Graduate					
M. Phil					
Ph. D.					
Any other					

## 5.2 Details of Ph.D. Degree:

- i. Year of obtaining Ph.D.: \_\_\_\_\_
- ii. Subject of the Ph.D. award: \_\_\_\_\_
- iii. Title of the Ph.D. thesis: \_\_\_\_\_
- iv. Name of the Ph.D. awarding university: \_\_\_\_\_
- v. Name & Address of the Ph.D. Guide / Supervisor: \_\_\_\_\_
- vi. Number of Papers Published from the work in Thesis in: (enclose copies)  
     Conferences/ Seminars etc. \_\_\_\_\_      Peer reviewed Journals \_\_\_\_\_

## 6. Research Experience: Give details of research experience as separate attachment along with following details:

- i. Type and duration of research work
- ii. Quantum of research work
- iii. Outcomes of the research work
- iv. Awards / patents / special recognition won for the research work, if any

## 7. Work Experience: Give details of research experience as separate attachment along with following details:

- i. Nature & duration of employment(s) with Name of Employer(s)
- ii. Achievements during employment

## 8. Synopsis prepared including the following points to be attached to this application in seven copies:

- i. Title
- ii. Introduction: Giving purpose of research
- iii. A brief review of the work already done in the field
- iv. Noteworthy contributions in the field of proposed work
- v. Contribution of the candidate in the field of proposed work
- vi. Proposed methodology of the research work
- vii. Expected outcome of the proposed work
- viii. Bibliography in standard format
- ix. List of published papers of the candidate in the proposed area (attach one set of reprints)

**Declaration:**

I declare that the particulars furnished in this form are true to the best of my knowledge and belief and as per my certificates and valid official documents. I further declare that in case any of the above information is found to be incorrect at any time, I shall be liable to forfeit my candidature and to such penal action as the University may deem appropriate.

Date:

Signature of the Candidate

## Recommendation of the PDRC

Certified that the application form is in order and fulfils the requirements as stipulated in the regulation, thus, recommended for registration.

Signatures of the members of PDRC:

**ANNEXURE – VI**

**Berhampur University**  
**Detail Report of the Examiner on the Thesis**  
**D.Litt. / D.Sc. / LL.D.**

Name of the Student:

Reg. No.

“The (D.Sc./D.Litt. /LL.D.) thesis shall be a substantial and original contribution to scholarship, for example through the discovery of new knowledge, the formulation of theories or the innovative re-interpretation of known data and established ideas”

(Please provide point wise comment)

- |     |   |
|-----|---|
| 1.  | Introduction and Objective of the research work (Originality and rationale of topic selection):   |
| 2.  | Review of Literature (Proper referencing and analysis of literature relevant to the research problem):  |
| 3.  | Planning and conduct of experiments (if applicable):  |
| 4.  | Organization of the Thesis:   |
| 5.  | Technical content of the thesis:  |
| 6.  | Chapter wise comments:  |
| 7.  | Bibliography (uniformity in format and relevance to the topic)  |
| 8.  | Highlight the points, which, in your opinion constitute significant original contribution to knowledge made on fundamental value or applied standpoint: |
| 9.  | Identify the aspects which in your opinion demonstrate the candidate’s capacity of carrying out independent research:                                   |
| 10. | Point out specific observations made by the candidate which in your opinion, need clarification:  |
| 11. | Strong/weak points in the thesis:   |

12. Suggestions, if any: (Please tick out one of the followings)

Minor queries or suggestions or modifications to which the student has to reply in writing and which is to be communicated to the Viva Voce Examination board together with your report.

### RECOMMENDATION FOR THESIS

(Please mark **one** of the appropriate boxes)

<b>RECOMMENDED</b>	
<input type="checkbox"/>	The thesis be <b>PASSED</b> for award of the degree of Doctor of Philosophy.
OR	
<b>REJECTED</b>	
<input type="checkbox"/>	The thesis is not accepted for the award of the degree of Doctor of Philosophy.
<b>BE REVISED AND RESUBMITTED</b>	
	<b>The thesis is not accepted in the present form. It should be revised as per suggestions (attached separately) and be resubmitted within six months from the date of communication. The thesis be/need not be sent to me for evaluation again.</b>

Date:

Signature of the Examiner