

Ph.D. REGULATIONS 2022-23

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ACADEMIC REGULATIONS AND GUIDELINES

FOR THE DOCTOR OF PHILOSOPHY (Ph.D.) PROGRAMME

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1. INTRODUCTION

Mohan Babu University, Tirupati, offers Ph.D. programs through its Schools/Centers, leading to the award of the degree of Doctor of Philosophy, abbreviated as Ph.D. The award of a Ph.D. degree is in recognition of independent and original research work, which makes a contribution to the advancement of knowledge either by the discovery of facts, or by a fresh approach towards the interpretation and application of facts, or development of innovative solutions, services, products and technologies. The University also encourages research in interdisciplinary areas through the provision of a Research Supervisor. The Ph.D. Regulations of the University are in accordance with the provisions and guidelines of the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degrees) Regulations - 2022 and amendments thereafter. The degree of Doctor of Philosophy (Ph.D.) of the Mohan Babu University, Tirupati, shall be conferred on a research scholar who successfully completes all the requirements specified in the Ph.D. Regulations by the University.





Dean of Research and Innovation initiates all necessary academic activities for monitoring and evaluation of candidates admitted for Ph.D. programme in the following disciplines offered by the University. The list of subjects may vary from year to year.

List of School/Department in which Ph.D. programme is offered

ENGINEERING & COMPUTING

-  Civil Engineering
-  Mechanical Engineering
-  Electronics and Communication Engineering
-  Electrical and Electronics Engineering
-  Computer Science and Engineering




SCIENCE & TECHNOLOGY

-  Bio-Technology
-  Physics
-  Chemistry
-  Mathematics

COMMERCE & MANAGEMENT

-  Commerce
-  Management

HUMANITIES AND SOCIAL SCIENCES

-  English
-  Library & Information Sciences
-  Physical Education

PHARMACY

-  Pharmaceutical Sciences

AGRICULTURAL SCIENCES

- ✚ Agricultural Sciences (Agronomy, Genetics & Plant Breeding, Entomology, Plant Pathology, Soil Science, Agricultural Economics, Agricultural Extension, Horticulture)

PARAMEDICAL, ALLIED AND HEALTHCARE SCIENCES

- ✚ Health & Allied Sciences

2. MINIMUM QUALIFICATIONS FOR ADMISSION

- Candidates for admission to the Ph.D. program shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently abled and other categories of candidates as per extant UGC Regulations from time to time; or for those who had obtained their Master's degree prior to 19th September 1991.

- An Equivalence Committee will be constituted by the Vice Chancellor to consider applications other than the above who may propose other qualifications/requirements in specific areas, consistent with the norms of the statutory bodies, to the SRC for its recommendation to the Academic Council for approval.
- If considered necessary, SRC may propose other qualifications/requirements in specific areas, consistent with the norms of the statutory bodies, to the Academic Council for approval.

3. PROCEDURE FOR ADMISSIONS

- Applications for admission to the Ph.D. program shall be invited through an open advertisement. The intake for each program is approved by the Vice Chancellor and reported in Academic Council.
- The Office of the Dean (R&I) at the University shall execute and oversee the entire admission process.
- The Research Aptitude Test (RAT) is conducted under the supervision of the Controller of Examinations and the interviews are conducted by an interview panel approved by Vice Chancellor. The candidate has to secure a minimum of 50% in RAT to qualify for admission to the Ph.D. program. The syllabus of the RAT shall consist of 50% of research aptitude and 50% shall be subject-specific.
- Admission shall be subject to the criteria of minimum qualifications and performance in the Aptitude Test and presentation.
- Entrance Test may be exempted for the following cases:
- Candidates with UGC NET (including GRF/UGC/CSIR NET/GATE/SLET/GPAT/National level examination qualification or any other examination as notified by the UGC from time to time).
- The scientists/researchers from government, semi-government or private institutions/labs of repute.
- Candidates who were admitted previously to a Ph.D. Program at a recognized university through an Entrance Test and wish to transfer to the Ph.D. program at MBU.

- 9) In the case of international students, the Entrance Exam may be arranged online and subsequent presentation/interview be held through video conferencing. In addition, the students will normally be required to submit two letters of recommendation.
- 10) The University reserves the right to limit the number of scholars to be admitted to the University at any time. The resources and other facilities/fiscal constraints would guide this decision.
- 11) Non-Resident Indian (NRI), Persons of Indian Origin (PIO) and Foreign Nationals may be admitted to the program in accordance with the policy guidelines laid down by the Government of India.
- 12) The eligible students as specified above will have to appear for an interview/viva voce which will be organized by the SRC. The objective of this interview is to discuss the research interest of the candidate through a presentation before the SRC.
- 13) The interview panel will also consider the following aspects:
 - That the candidate possesses the competence for the proposed research.
 - The research work can be suitably undertaken at the University or at their workplace in the case of part-time candidates.
 - The proposed area of research can contribute to new/additional knowledge.

4. REGISTRATION

- The office of the R&I shall issue the admission letter to the qualifying candidates.
- On receipt of the admission letter, the candidate will be requested to submit the prescribed fees.
- After submitting the fee, the Office of R&I shall approve the registration of the candidate. The list of the registered candidates will be conveyed to the Dean of the schools.
- The University shall maintain the list of all full-time and part-time Ph.D. registered students. The list will include the name of the registered candidate, the topic of research, name of the Supervisor and Co-Supervisor, and date of enrolment/registration. This list will be maintained by the office of the Controller of Examinations and the Office of the Dean (R&I).

5. REGISTRATION DATE

The date of regular registration of the candidates shall be the date of first-time payment of the applicable fee(s).

6. RENEWAL OF REGISTRATION

Candidates will be required to renew their registration every semester by the specified date till the submission of their thesis. The renewal of registration by paying the fee shall be subject to completion of a specified number of credits/course work and/or satisfactory progress in his/her research work as recommended by the SRC. A student who fails to fulfill the above conditions, the registration will not be renewed and the candidate will cease to be a student.

7. FEE STRUCTURE FOR THE Ph.D. PROGRAMME

The following fee structure is applicable for the Ph.D. Programme (Full Time and Part Time) at Mohan Babu University:

A. Ph.D. Programme – Full Time / Part Time

Sl. No.	Particulars	Full-Time & Part-Time (in Rs.)
1.	Application Fee	Rs. 2,000/-
2.	Registration Fee	Rs. 10,000/-
3.	Tuition Fee	
	a) For Candidates from Academics and Research Institutions (Per Semester)	Rs. 30,000/-
	b) For Sponsored Candidates from Industries (Per Semester)	Rs. 50,000/-
4.	Career Guidance Fee (One Time)	Rs. 1,000/-
5.	University Development Fee (One Time)	Rs. 2,000/-
6.	Library Fee (One Time)	Rs. 1,500/-
7.	e-Consortium (One Time)	Rs. 3,000/-
8.	a) Examination Fee (Per Subject)	Rs. 1,000/-
	b) Application + Marks Card Fee (Per Exam)	Rs. 100/-
9.	Comprehensive Viva Fee	Rs. 25,000/-
10.	Thesis Submission Fee	Rs. 25,000/-
11.	Penal Fee for late submission of thesis (more than three months and less than twelve months from the date of submission of synopsis)	Rs. 10,000/-
12.	Provisional Degree Certificate Fee	Rs. 2,000/-
13.	Convocation Certificate Fee	Rs. 2,000/-
14.	Fee for Ph.D. Defense	Rs. 60,000/-

B. Stipend for Full Time Ph.D. Scholars

Year	Monthly Stipend (in Rs.)	Remark
First Year	Rs. 10,000/-	
Second Year	Rs. 12,000/-	
Third Year	Rs. 15,000/-	

Note: Full Time Scholars shall be given 6 hours of Theory/Laboratory workload in addition to their regular research work.

8. TIME PERIOD REQUIREMENT FOR SUBMISSION OF THE Ph.D. THESIS

Full time Ph.D. program shall be for a minimum duration of three years, including course work, and a maximum of six years.

Part time Ph.D. program shall be for a minimum duration of four years, including course work, and a maximum of six years.

Extension beyond the above limits will have to be approved by the Vice Chancellor based on the recommendations of the Supervisor, Research Coordinator concerned and the Dean R&I office.

The women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of two years in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

For the candidates with exceptional performance, the minimum duration of the Ph.D. program may be reduced after the approval of the Vice-Chancellor.

8.1 RE-REGISTRATION

After the expiry of the maximum period of Ph.D. registration, a candidate will be allowed to re-register only if the Vice-Chancellor approves an extension of registration. If the candidate fails to complete the Ph.D. degree especially due to not publishing the required research papers, even till the completion of the extension period, will get de-registered.

If the candidate applies for re-registration within two years of de-registration with the proof of publication of two research papers from his Ph.D. thesis work, he may be allowed to re-register. He will have one year to present the abstract and thesis submission.

8.2 RESIDENCY PERIOD

A full-time Ph.D. candidate shall devote full time in the School during the entire period of study. However, this period in exceptional circumstances can be reduced by the Vice Chancellor on the recommendations of SRC.

The minimum Residency Period for part-time Ph.D. candidates in the School shall ordinarily be one semester at the University. The Residency period shall be initially for a period of six weeks and the balance residency period can be spread in the ensuing semesters. Summer and winter vacations can also be utilized for this purpose.

8.3 CHANGE OF REGISTRATION

A candidate may be allowed for valid reasons to change his status from part-time to full-time or vice-versa on the recommendations of the Dean (R&I) and with the approval of the Vice Chancellor.

9. COURSE CREDIT REQUIREMENTS AND REGISTRATION FOR COURSES

- 1) Schools shall have a basket of course modules, which can be offered to Ph.D. candidates.
- 2) The newly created course will be prepared by the supervisor in consultation with SRC. The SRC will forward its recommendations to the Vice Chancellor who will be empowered to approve the new course. The list of all these courses will be submitted to the Academic Council for ratification.
- 3) Each registered student shall undertake course work as prescribed by the SRC for a minimum period of one semester. The coursework will be treated as a pre-Ph.D. course.
- 4) A minimum of 12 credits of course work and synopsis (2 credits) are mandatory for all the students provisionally admitted/registered in the Ph.D. Program as per the following details:
- 5) Research Methodology – 4 Credits (covering quantitative and qualitative research methods, computer applications, research ethics, training, etc.)
- 6) Publication Ethics – 2 Credits
- 7) Domain-specific courses (minimum 2 courses of 3 credits each) – 6 Credits

- 8) Synopsis followed by a presentation in SRC – 2 Credits
- 9) However, SRC may assign additional courses to be taken by the student based on his/her research intent and academic background subject to the maximum credit of 16.
- 10) The examination/evaluation scheme for the courses shall be as per the existing regulation of the university on examinations.
- 11) A candidate will earn credits for a Course Unit only if he obtains a minimum of 55% marks or its equivalent Grade/CGPA on the UGC 10 Point Scale in order to be eligible to continue in the program and submit the thesis.
- 12) The registered student may be allowed to undertake courses in any other recognized University. The candidate will apply for the same to the Supervisor and the approval will be given by the Dean (R&I) and the Vice Chancellor.
- 13) Equivalent course credits may be transferred to MBU if recommended by the Equivalence Committee constituted by the Vice Chancellor for evaluation of the course work done by the candidate at a recognized university at a similar level.

10. SYNOPSIS

- Each candidate, normally after one semester (after completion of the prescribed course work), shall be required to take a comprehensive examination, which will test his/her comprehension or knowledge in his broad field of research and his academic preparation and potential to carry out the research work.
- Synopsis document should have around 10–12 pages and contain:
 - Title of the thesis
 - Background and motivation of research problem
 - Review of literature and research gap
 - Objectives
 - Research Methodology
 - Tentative structure/chapter outline of the thesis
 - Bibliography
- The comprehensive examination may be written and/or oral examination and shall be conducted by the Controller of Examinations. Office of the Dean (R&I) will coordinate this exam based on approved guidelines. The candidate should secure at least 55% marks or equivalent grade in the comprehensive examination.
- Unsuccessful candidates shall be allowed a second opportunity to clear the comprehensive examination. If a candidate is unsuccessful again, his Ph.D. registration may be cancelled.

11. ELIGIBILITY CRITERIA AND RECOGNITION OF Ph.D. SUPERVISOR(S)/CO-SUPERVISOR(S)

The eligibility for being a Ph.D. guide as per UGC rule is:

- d. The Supervisor(s) shall be a regular/full-time faculty member of the University/Constituent Unit with an earned Ph.D. degree.
- e. The Professor/Associate Professor with at least five research publications and Assistant Professor with at least three publications in the journals meeting the school-specific criteria. The Professor with at least five research publications and Associate Professor/Assistant Professor with at least two publications in the journals.
- f. An external person from industry/academia from India/abroad with an earned Ph.D. degree and proven track record in the subject area may be appointed as a Co-Supervisor.

The faculty fulfilling the above criteria will be eligible to apply to become research supervisors.

12. PERMISSIBLE NUMBER OF RESEARCH SCHOLARS WHO CAN BE GUIDED BY PROFESSOR/ASSOCIATE PROFESSOR

- 1) At any given time, a Professor shall not have more than 8 Ph.D. candidates, an Associate Professor more than 6 candidates, and an Assistant Professor more than 4 candidates registered under him/her. In the case of Co-Supervisors, the number of Ph.D. will be considered as half. However, in such cases where teachers are retiring or leaving, the Vice Chancellor may decide to relax the norm on the recommendation of the Office of the Dean (R&I).
- 2) A faculty member who is due to retire within the next two years can be appointed as a Supervisor and can continue to be the Supervisor even after his retirement provided the SRC is convinced of his availability for continued guidance to the candidate. In other cases, a faculty member on retirement may continue as a Supervisor, if re-employed or appointed Emeritus Fellow; or, if the long abstract of the thesis has been submitted by the candidate. Appointment of another Supervisor, if necessary, will be as per provisions made in these regulations. If the supervisor leaves the university after abstract approval, there will be no need to allot a new supervisor for the scholar.
- 3) In case the Supervisor proceeds on leave for twelve months or more, resigns or expires, an arrangement shall be made by the Office of the Dean (R&I) who with the approval of the Vice Chancellor will appoint a new Supervisor.

13. APPOINTMENT OF SUPERVISOR(S)/CO-SUPERVISOR(S)

- The Vice Chancellor shall approve the allocation of Supervisor(s)/Co-Supervisor(s) on the basis of recommendations of the Office of the R&I.
- The Office of the R&I with approval of the Vice Chancellor may appoint more than one Supervisor/Co-Supervisor not exceeding a total of three to guide a candidate.
- A faculty member appointed as a Ph.D. Supervisor/Co-Supervisor is normally expected to be available to a research candidate in the University till the thesis is submitted. Co-Supervisor can be from a different department of the University, from Industry/Institute/University having experience and infrastructure of research.

14. PERFORMANCE MONITORING

The academic/research progress of each candidate shall be monitored by SRC. For this purpose, each candidate shall submit a progress report at the end of each Semester to the Chairman, SRC through his/her Supervisor(s). SRC shall evaluate the work of the candidate and award S (Satisfactory) or U (Unsatisfactory) grades.

- If the progress is “unsatisfactory”, on the first appearance of “U” grade, a warning would be issued to the candidate.
- If a candidate gets three “U's” or two successive “U's”, the registration will be liable to be terminated.

Yearly progress will be assessed (second, fourth and sixth semester) on the basis of predefined parameters/milestones.

15. PUBLICATION

Minimum 2 research papers (one article in both a Scopus Indexed and an SCI/SCI-E Indexed journal) in refereed journals required before thesis submission.

16. LONG ABSTRACT

- a) Upon completion of research work, the candidate shall submit to SRC through Supervisor(s), eight copies of the long abstract of his thesis. The composition of the abstract should be as follows: (i) Introduction – background motivation and objective of thesis literature; (ii) Experiment/Empirical work and methodology; (iii) Research and discussion based on the published research papers; (iv) Conclusion and future scope; (v) Bibliography; (vi) Published papers.
- b) SRC shall, in a meeting in which the candidate shall be required to be present, scrutinize the long abstract and recommend the title of the thesis after revision, if necessary.
- c) The SRC will approve and forward the long abstract with its recommendations to the CoE for the appointment of the thesis examiners.
- d) If a candidate fails to submit his thesis within four months of the approval of the long abstract, he shall be required to submit a fresh long abstract. However, in case a candidate fails to submit his thesis within the stipulated time and has proper justification for the delay, the Dean R&I may, on the recommendations made by the SRC and on individual merits of each case, grant him an extension of not more than two months.

17. PANEL OF EXAMINERS FOR Ph.D.

- A Ph.D. thesis shall be evaluated by two external examiners. At least one of the external experts will be from outside the country.
- The external examiners should be Professor/Associate Professor from Institutes/Universities of repute.
- The scientist F/Joint Director or higher level from any Institute or from the industry having a Ph.D. degree can also be an external examiner.

18. THESIS PREPARATION AND SUBMISSION

- 1) Four soft bound copies and a soft copy of the thesis shall be prepared and submitted written in English unless otherwise approved by the SRC.
- 2) No part of the thesis shall have been submitted for the award of any other degree or diploma.
- 3) The thesis shall involve an in-depth study and critical review of the area of his topic and the creation of new knowledge in the area. It should bear evidence of the candidate's capacity for analysis and judgment as well as his ability to carry out independent investigation, design or development. It should be characterized by the discovery of facts or a fresh approach towards interpretation of facts and theories or significant contribution to knowledge or development or a combination of these.
- 4) A long abstract as per the prescribed format will be submitted to the R&I Office by the student. Prior to the submission of the thesis, the student shall make a long abstract presentation in the SRC that shall be open to all the faculty members and research students for getting feedback and comments, which can be suitably incorporated into the draft thesis under the advice of the Supervisor(s).
- 5) The SRC Chairperson shall prepare the panel of six examiners (including two foreign examiners) and shall submit the list to the Dean R&I office. The Dean R&I will recommend four names out of it. The Vice Chancellor will accord his approval for two examiners on the recommendation of the Dean (R&I).
- 6) After clearing the viva-voce examination, two copies of the thesis in hardcover binding must be submitted. These hardbound copies shall include supplements if required in the viva-voce examination, with a covering certificate of the Supervisor in the prescribed proforma. For external examiner(s), the candidate shall provide additional copies of the supplement.

19. THESIS EVALUATION

- 1) Each examiner shall be requested to send a detailed evaluation report and his recommendations on the prescribed proforma within six weeks of the date of receiving the thesis.
- 2) If the thesis report is not received from an examiner in six weeks, a reminder will be sent to the examiner. If no response is received from the examiner in two weeks thereafter, another examiner shall be appointed from the approved panel.
- 3) Each Examiner will examine the thesis to judge that the thesis is a piece of research work characterized by the discovery of facts; or a fresh approach towards interpretation and application of facts or theories, and creation of new knowledge, and give his opinion on the candidate's capacity for critical examination and sound judgment.
- 4) All examiners will submit the reports on the prescribed form clearly stating one of the following:
 - 5) The thesis is recommended for the ODC, or
 - 6) The thesis is recommended for the ODC subject to the candidate giving satisfactory answers to queries specifically mentioned in the report, at the time of the Viva Voce examination, or
 - 7) The candidate be allowed to resubmit his thesis in a revised form, or
 - 8) The thesis is rejected.
- 9) The examiner's reports shall be forwarded to the Supervisor(s) who will inform the candidate eligible for oral defense only those comments and queries in the reports which require explanation and answers without disclosing the identities of the examiners.
- 10) The ODC can also be done online in which the international examiners can be invited. The other examiners will be requested to be present physically for ODC. However, in case of exigencies, they can also participate through online mode.
- 11) If both the reports recommend acceptance of the thesis, the candidate shall be eligible for oral defense.
- 12) In case one of the reports recommends revision of the thesis, the candidate will have the option to revise the thesis within one year. The revised version of the thesis would be sent to the concerned examiners for their recommendations.
- 13) If one of the reports recommends rejection, the comments and queries in the report shall be communicated to the candidate, and the candidate shall be given an opportunity to give replies to the comments made in the report. Such reply of the candidate and his thesis shall be sent to the next examiner on the panel for evaluation. If the report of the next examiner also recommends rejection, the thesis shall be rejected. If the next examiner accepts the thesis, the Ph.D. viva will be conducted.
- 14) If two reports recommend rejection, the thesis shall be rejected. The candidate may, however, be allowed to re-submit the thesis normally after one year, provided the title of the thesis remains unchanged. A normal procedure will be followed for the evaluation of the resubmitted thesis.
- 15) The reports of all the examiners will be sent to the new examiner who is a Professor/Director of a renowned Institute/University without revealing the identity of the examiners along with the response of the candidate, if any, to these. The thesis shall be deemed to be acceptable if the examiner recommends acceptance.
- 16) Any doubt arising out of the procedure laid down in these regulations shall be referred to the Vice Chancellor for a decision.
- 17) In case of ambiguous recommendations by the examiner, the Office of the R&I will approach the examiner for a clear recommendation. In case a clear recommendation is not forthcoming, the matter may be referred to the Vice Chancellor for his decision.

20. RE-SUBMISSION OF THESIS

- In case of resubmission of a thesis after revision, an additional fee for the re-evaluation of the thesis shall be payable by the candidate.
- The revised thesis may be submitted normally in one year from the date of intimation for resubmission.

21. ORAL DEFENSE EXAMINATION (VIVA-VOCE)

- 1) If the thesis is recommended for award of degree, the candidate shall be required to defend his work/thesis orally (viva-voce examination) before a duly constituted Committee hereinafter referred to as the Oral Defense Committee (ODC). The date and time of the viva-voce shall be duly notified by the Controller of Examinations to enable the interested faculty members, staff members and students to attend it.
- 2) Composition of ODC: For the candidates who get unconditional recommendations of acceptance, the composition of the ODC shall be:
- 3) Dean of School – Chairperson
- 4) Dean R&I
- 5) Deputy Dean (Research)
- 6) Supervisor(s)/Co-Supervisor(s)
- 7) Two faculty members with specialization in the related area to be appointed by the Vice Chancellor
- 8) External Examiner(s)
- 9) Controller of Examinations – Member Secretary
- 10) In case of non-availability of the External Examiner(s) for conducting the Viva-voce examination, the next person on the approved panel of examiners shall be appointed by the VC to be on ODC.
- 11) Controller of Examinations shall convene a meeting of ODC on an appropriate date. The date of viva-voce shall be communicated to the candidate at least fifteen days in advance.
- 12) The ODC will be an open forum where faculty members of the University from all Schools and students can participate. The Dean (R&I) will send this information to the Deans of all the Schools for further dissemination.
- 13) In the viva-voce examination, the candidate shall be required to give his response to comments and questions arising out of the examiner's reports apart from the queries and questions raised by members of ODC and, with permission of the Chairperson, questions asked by others who are present.
- 14) The ODC shall give its recommendations in the prescribed proforma. The ODC shall have the following options for its recommendations:
- 15) A Ph.D. degree is awarded. However, the candidate should prepare a supplement to be added to the thesis document as specified in the report of ODC and or textual corrections, if needed.
- 16) A Ph.D. degree is not awarded for the reasons to be recorded in the report.
- 17) In case of a difference of opinion among the members of ODC, separate reports shall be submitted.
- 18) Controller of Examinations shall collect the report(s) of ODC in a folder, which will also contain: (i) A copy of the thesis along with the Supplement, if required, and (ii) All the reports of the examiners of the thesis.
- 19) The recommendations of the ODC shall be submitted to the Vice Chancellor for the approval of the award of the degree.
- 20) Vice Chancellor will report all the recommendations of ODCs to the academic council.

- 21) If any other matter not explicitly provided herein or of an exceptional nature arises, it may be referred to the Vice Chancellor for his decision.

22. CANCELLATION OF REGISTRATION

Registration of a candidate shall be cancelled in any one of the following eventualities, after due approval of the Vice-Chancellor:

- If the academic progress of a full-time/part-time scholar is found unsatisfactory in three consecutive monitoring reports from SRC.
- If he absents himself for a continuous period of six weeks without the sanction of leave.
- If he withdraws from the Ph.D. program and his request is duly forwarded by the Office of the R&I.

23. DISCIPLINARY REGULATIONS

If a Ph.D. candidate is found to be involved in an act of misconduct, misbehavior and/or indiscipline, disciplinary action will be taken by the University as per Regulations relating to the maintenance of Discipline by students.

24. AWARD OF Ph.D. DEGREE

- 1) A Ph.D. candidate shall be eligible for the award of a Ph.D. degree at Convocation on the recommendation of the Vice Chancellor and approval of the Academic Council.
- 2) On successful completion of the evaluation process and announcement of the award of the Ph.D., the Office of the R&I shall submit a soft copy of the Ph.D. thesis to the University within a period of 30 days for onwards transmission to the UGC for hosting the same in INFLIBNET/Shodhganga, accessible to all authorities/universities. The hard copy of the same will be placed in the Central Library of the University.

25. ISSUANCE OF PROVISIONAL CERTIFICATES

After approval of the Vice Chancellor, the candidate shall be issued a Provisional Certificate for having completed the requirement of the degree on the condition that the candidate has submitted two hardbound copies of the final version of his thesis and has cleared all the dues.

26. RESEARCH MONITORING COMMITTEE (RMC)

The Research Monitoring Committee (RMC) is constituted for each registered Ph.D. scholar to ensure structured and periodic oversight of research progress. The Supervisor shall submit a panel of expert members, from which one member either internal or external to the University will be selected based on the specific research area of the scholar; the formal allocation order for the RMC shall be issued by the Office of the Dean (R&I). The RMC for each scholar shall comprise the Head of the Department as Chairperson, one subject-specific expert member, and the Supervisor. The semester progress report prepared by the RMC shall be forwarded to the Dean of the School, who, in the capacity of Chairperson of the School Research Committee (SRC), shall review, approve, and sign the report as a formal record of the scholar's academic progress. It is mandatory for every research scholar to appear before the RMC once in every six months, at which the scholar shall present his/her research progress for evaluation and guidance; the RMC shall conduct such meetings within four weeks from the receipt of intimation from the Office of the Dean (R&I). In the event of the Supervisor's unavailability, written communication must be submitted to the Office of the Dean (R&I), and in such cases the presence of the Co-Supervisor is mandatory. Based on the presentation and evaluation, the RMC is empowered to either accept the scholar's work as satisfactory for proceeding towards thesis submission, or to advise revision and direct the scholar to reappear before the RMC with the

requisite modifications; in cases of revision, the RMC shall record the reasons and remarks in writing, duly signed by all members. The RMC may also recommend a change in the title of the thesis during such meetings, if necessary, and such change, once endorsed, shall be treated as final.

27. COMPOSITION OF SRC AND ITS FUNCTIONS

- a. The composition of the School Research Committee (SRC) will be as under:
 - 1) Dean of the School – Chairperson
 - 2) Dean (R&I)
 - 3) Deputy Dean (Research)
 - 4) Maximum three Professors/Associate Professors nominated by VC
 - 5) Maximum three external experts as approved by the Vice Chancellor
 - 6) Controller of Examinations (CoE)
 - 7) Supervisor(s)/Co-Supervisor(s)
- b. The functions of the School Research Committee (SRC) shall be as under:
 - 1) To review the research proposal and finalize the topic of research.
 - 2) To guide the research scholar to develop the study design and methodology of research and identify the courses that the student may have to take.
 - 3) To periodically review and assist in the progress of research work.
 - 4) The Ph.D. research scholar shall appear before the SRC, at least once in six months, to make a presentation of his/her work for evaluation and further guidance.
 - 5) The six monthly progress reports shall be duly authenticated by the members of the SRC and shall be submitted to the CoE.
 - 6) In case the progress of the scholar is unsatisfactory, the SRC will record the reasons and suggest corrective measures.
 - 7) The SRC after examining the progress of the scholar shall recommend for synopsis presentation, usually within a period of three years, to the CoE.
 - 8) The SRC shall endorse changes in the title of the thesis, if any, by the scholar and the supervisor.
 - 9) The SRC shall participate in the evaluation process of the activities pertaining to the award of the Ph.D. Degree.
- c. SRC shall meet as and when necessary.
- d. Fifty percent of the membership shall form the quorum for the meeting.
- e. The tenure of members of the SRC other than the ex-officio members shall be two years. A member may be re-nominated for another term.

28. RESIDUAL PROVISIONS

Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations or in the event of differences of interpretation, the Vice Chancellor may take a decision, after obtaining, if necessary the opinion/advice of a committee consisting of any or all the Deans of the Schools and other officers of the University. The decision of the Vice Chancellor shall be final.

29. AMENDMENTS

In the event that any statement in this Regulation is outdated or there is a need to introduce new statements brought about by developments in the education environment, government policies, or as a result of market forces, etc., such statements may be changed or modified at the recommendation of appropriate authorities.

ANNEXURE – 1.1

PROGRESS MONITORING PROCESS OF THE Ph.D. STUDENTS

SEMESTER PROGRESS REPORT

Category	FT / PT
Reg. No.	

Period ending June 30/December 31

1. Particulars of the Research Scholar :
 - Name and Registration Number :
 - E-mail ID & Contact Mobile Number :
 - Designation (where applicable) :
 - Institution (where employed) :
2. Registration Details :
 - Category of Registration : Full time/Part time/Sponsored/Project
 - Date of Provisional Registration :
3. Date of Payment of Semester Fee (enclose copy):
4. Name of the School/Department (where the research is conducted):
5. Total no. of Semesters Completed :
6. Total no. of Courses and Credits Prescribed :
7. Total no. of Courses and Credits Completed :
8. Area of Research :
9. Details of Research Progress (separate sheet may be attached):

S.No	Year of Progress	Parameters	Yes/No	Supervisor remarks
1.	1 st Year	<ul style="list-style-type: none"> Literature survey completed. First research paper/review paper communicated to SCOPUS/WOS/SCI/ ABDC/UGC CARE list Group-II journal as an outcome of literature review. Methodology planned. 	Yes/No Yes/No Yes/No	
2.	2 nd Year	<ul style="list-style-type: none"> Experimental/Empirical studies going on well. Second research paper is communicated in SCOPUS/WOS/SCI/ABDC/UGC CARE list Group-I or as recommended by the R&I Department. Conference paper published/Accepted. 	Yes/No Yes/No Yes/No	
3.	3 rd Year	<ul style="list-style-type: none"> Experimental studies going on well. Third research paper is communicated in SCOPUS/ WOS/ SCI/ ABDC/UGC CARE list Group-I or as recommended by the R&I department. Abstract presentation is over and the thesis is being written in parallel. 	Yes/No Yes/No Yes/No	

*Research Papers Published (if YES), Attach reprints

ANNEXURE – 2

COMPREHENSIVE VIVA-VOCE/SYNOPSIS REPORT

Name of the Research Scholar	:	
Roll Number	:	
School	:	
Department	:	
Full - Time / Part - Time Registration	:	
Name of the Supervisor	:	
Name of the Co-Supervisor	:	
Title of the research work	:	
Date of Comprehensive Exam	:	
Subjects/ Courses taken and completed:		
Sl. No.	Subject code	Subject Title
1.		
2.		
3.		
4.		

Introduction	:	1 Page
Literature survey	:	4 to 5 Pages
Problem identification	:	1 Page
Objectives and scope of the present work	:	1 to 2 Pages
Description/methodology of the research work	:	4 to 5 Pages
Conclusions (So for completed work and work to be done)	:	1 Page
References	:	2 (Max 20 Numbers)
Tentative structure/chapter outline of the thesis	:	1 to 2 Pages
Bibliography	:	1 to 2 Pages
Publications of the research work (presented/submitted)	:	1 Page

Signature of the scholar with Date

Signature of the supervisor with Date

Signature of RMC Chairman/HoD with Date

Verification of Records

Dean - Research & Innovation

ANNEXURE – 3

LONG ABSTRACT FORMAT

TITLE OF THE THESIS

(Centered, Bold, Capital Letters)

Candidate Name

Registration Number

Department

Supervisor(s)



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Calibri (B & Capital) -16

DEPARTMENT OF _____
MOHAN BABU UNIVERSITY
SREE SAINATH NAGAR, TIRUPATI – 517102, ANDHRA
PRADESH, INDIA

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JUNE 2026

Calibri (B & Capital) -15

ABSTRACT

1. Introduction (Background, Motivation, Objectives & Literature Review)

This section should present a comprehensive overview of the research domain, clearly outlining the background and significance of the problem addressed in the thesis. The motivation for undertaking the study must be well justified in terms of existing challenges, technological gaps, or theoretical limitations.

A concise but critical review of the relevant literature should be included to highlight prior contributions, identify research gaps, and position the current work within the broader academic context. The objectives of the thesis should be explicitly stated, emphasizing the novelty and expected contributions.

2. Experimental / Empirical Work and Methodology

This section should describe the research design, methodologies, tools, and techniques adopted in the study. It must clearly explain:

- Theoretical frameworks or models used
- Experimental setup or system architecture
- Data collection methods (if applicable)
- Algorithms, simulations, or analytical techniques employed
- Validation and performance evaluation strategies

The methodology should demonstrate rigor, reproducibility, and appropriateness for addressing the defined research objectives.

3. Research Contributions and Discussion (Based on Published Work)

This section forms the core of the abstract and should summarize the major research contributions derived from the candidate's published papers. Each contribution should be clearly articulated and supported by results.

Key elements to include:

- Summary of each major research contribution
- Analysis and interpretation of results
- Comparative evaluation with existing methods
- Novelty and significance of the proposed approaches
- Integration of multiple research outcomes into a unified framework

The discussion should reflect how the published works collectively address the research problem and advance the state-of-the-art.

4. Conclusions and Future Scope

This section should summarize the overall findings of the research, emphasizing key achievements and contributions.

It should include:

- Major conclusions drawn from the research work
- Practical and theoretical implications
- Limitations of the current study
- Potential directions for future research

The future scope should demonstrate how the work can be extended or applied in emerging areas.

5. Bibliography

A list of all references cited in the abstract should be provided in a standard format (IEEE as prescribed by MBU). Ensure consistency and completeness.

6. List of Published Papers

The candidate must provide a list of all publications arising from the thesis work. Each entry should include:

- Authors
- Title of the paper
- Journal/Conference name
- Volume, issue, pages
- Year of publication
- Indexing details (SCI/Scopus/UGC, etc.)

CITE: IEEE Format.

Submission Note

The candidate shall submit **eight (8) copies** of this long abstract through the Supervisor(s) to the **School Research Committee (SRC)** as per MBU regulations.

ANNEXURE – 4

THESIS SUBMISSION CHECKLIST

Item	To be Submitted / Verified
1	Final thesis in the prescribed format and number of copies / digital submission as notified
2	Long abstract / pre-submission seminar approval
3	Scholar declaration of originality and non-submission elsewhere
4	Supervisor certificate of originality and readiness for submission
5	Anti-plagiarism report within permissible limit
6	Ethics approvals / statutory approvals, where applicable
7	Progress review records and course work completion evidence
8	No-dues certificate and fee payment proof
9	Examiner panel in the prescribed confidential format
10	Repository / metadata / abstract / undertaking forms as notified