



**OFFICE OF THE REGISTRAR
MAJULI UNIVERSITY OF CULTURE**

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No. MUC/RG/AC/22-23/21

Dated 28.09.2023

NOTIFICATION

The **6th Meeting of the Academic Council**, Majuli University of Culture, Majuli held on 18.07.2023 vide **Resolution No.5** has approved the draft of the **Majuli University of Culture Regulations for the Research Council and for the Degree of Doctor of Philosophy (Ph.D.), 2023** giving effect from the academic session 2023-2024.

The Regulations is attached herewith as Annexure I.

Issued with due approval.

(Dr. B.C. Borah)
Registrar
Majuli University of Culture
Majuli

Copy to:

1. Vice-Chancellor, Majuli University of Culture, Majuli for kind information.
2. The Heads of the Departments, Majuli University of Culture, Majuli, Assam for information and needful.
3. The Officers, Majuli University of Culture, Majuli, Assam for information and needful.
4. Website in-charge, MUC, Majuli for information uploading the Notification along with the Regulations on the University website.
5. Office file.

(Dr. B.C. Borah)
Registrar
Majuli University of Culture
Majuli



MAJULI UNIVERSITY OF CULTURE REGULATIONS FOR THE RESEARCH COUNCIL AND FOR THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.) 2023

A. REGULATIONS FOR THE RESEARCH COUNCIL

1. The Research Council is the apex body that administers the research programmes of the University. The Research Council shall consist of the following:
 - (a) The Vice-Chancellor - Chairperson
 - (b) The Registrar - Member
 - (c) The Controller of Examinations - Member
 - (d) All Heads of the Departments - Members
 - (e) Academic Registrar -Member- Secretary

N.B. The Research Advisory Committee shall function as the Research Council on ad-hoc basis until the Research Council is constituted by the University.

Functions of the Research Council

2. The Research Council shall be mainly responsible for the following functions:
 - a. It shall receive, scrutinize and approve the recommendations of the Departmental Research Committees related to the research programmes.
 - b. The Research Council shall advise, observe and suggest on the functioning of the Departmental Research Committees on the research matters.
 - c. It shall advise, observe and suggest on the functioning of the Office of the Departmental Research Committees.
 - d. It shall review the Policy Matters/Regulations pertaining to research leading to Ph.D. and M. Phil degrees.
 - e. It shall explore for promotion of innovative research by the students and faculty members and work out policy initiatives for these.
 - f. It shall work out policy initiatives for greater Industry- Academia research.
 - g. It shall explore for greater Action Research by the students and faculty members.
 - h. It shall consider applications recommended by the Office of the Dean, Research and Development/ Academic Registrar for the award of Junior Research Fellowship (JRF) and M. Phil scholarships offered by the University.
 - i. It shall go through the Reports of the Examiners of the Ph.D. Theses and recommend holding of Viva-Voce for the Ph.D. candidate concerned.
 - j. It shall receive annual Academic Report(s) from the Principal Investigator(s) of the ongoing Research Project(s) in various departments irrespective of the sources of funding through the Dean, Research and Development/ Academic Registrar.

Departmental Research Committees (DRC)

3. The DRC is the intermediate body to examine and coordinate the research programmes leading to the Ph.D. Degree. It shall consist of-
- a) The Head of the Department, who is a recognised Ph.D. Supervisor - Chairperson cum Convenor
 - b) Two Professors/ Retd. Professors from other Universities belonging to the relevant discipline(s) - External Member
 - c) The Ph.D. Supervisors of the Department concerned - Member
 - d) Coordinator, IQAC - Member
- (i) *In case, the Head of the Department is not an eligible Ph.D. Supervisor, the seniormost Ph.D. Supervisor of the Department concerned shall be the Chairperson of the DRC concerned. He/ She shall function until the Head of the Department acquires eligibility to be a Supervisor.
- (ii) Provided that in the case of Departments where the Head of the Department being a single eligible recognised Supervisor, at least two members for the DRC of such Departments shall be nominated by the Chairperson, Research Council from the allied Departments in consultation with the Chairperson, DRC.

Functions of the DRC

4. The Departmental Research Committees shall mainly deal with the following functions related to the research programmes leading to the Ph.D. Degree relevant to the subject concerned-
- a. It shall look after all activities related to entrance and admission to the Ph.D. Pre-registration Course Work as per the prescribed admission criteria and procedure.
 - b. It shall conduct and do the needful for evaluation of the Ph.D. Pre-registration Course Work.
 - c. It shall consider the recommendations of the Doctoral Committees related to the registration of the Ph.D. research Scholars.
 - d. It shall convene the periodical seminars/ presentations for the Ph.D. Scholars.
 - e. It shall scrutinize the progress reports of the Ph.D. research Scholars in regular interval and recommend the same to the Academic Registrar.
 - f. The DRC shall organize the Pre-submission seminars of the Ph.D. Scholars and receive the abstracts along with the panel of examiners from the Doctoral Committees and recommend to the Academic Registrar for further needful.
 - g. It shall consider the recommendations of the respective Doctoral Committees (DCs) before forwarding the same to the Research Council.
 - h. It shall consider the recommendations of the respective Doctoral Committees with regard to applications of the candidates as indicated in the Ph.D. Regulations.
 - i. It shall recommend of the list of the candidates for admission to the Ph.D. programme.
 - j. It shall scrutinize and recommend for approval the Ph.D. Research proposals as recommended by the DCs for registration to the Ph.D. Programmes.
 - k. It shall consider the applications for the Ph.D. Supervisorship to that effect as provided in the Ph.D. Regulations and forward the same to the Research Council.
 - l. It shall receive and forward the Panel of Examiners for the Ph.D. thesis along with the quadruplicate copies of the abstracts of the thesis to the Controller of Examinations for further necessary action.
 - m. It shall also propose for new thrust area of research to the Research Council if necessary.
 - n. The DRC shall consider any other issues relevant to the Ph.D. works of the scholars.

Doctoral Committee (DC)

5. The formation of the DC will be initiated by the supervisor(s) to monitor the progress of each of the research students. The DC shall consist of supervisor(s) and a minimum of two faculty members of the Department concerned in which the research student pursues his/her research work, with the supervisor as the chairperson. A maximum of two members may be from allied Department(s) of

the University to this Committee. The number of members of the DC shall not exceed 5 (five). The Notification of the constitution of the DC shall be issued by the Chairperson of the DRC concerned.

Functions of the Doctoral Committee (DC)

6. The Doctoral Committees shall be responsible for following functions-
 - a) The Doctoral Committee shall examine the research proposals and recommend the same to the DRC concerned if found appropriate for Ph.D. registration.
 - b) It shall monitor the progress of research of the scholar and recommend the progress reports to the DRC concerned.
 - c) It shall monitor, suggest and guide the Ph.D. Scholar on his/ her research as and when necessary.
 - d) It shall examine the abstracts of the Ph.D. thesis prior to the pre-submission seminar and recommend the same to the DRC concerned.
 - e) It shall ensure modifications in the thesis as per the recommendation of the examiners before the viva-voce examination.

Eligibility to be a Supervisor

7. The following persons shall be eligible to be Supervisors for Ph.D. programmes relating to respective areas of specialization:
 - i. A regular Professor/Associate Professor of the University, with at least five research publications in peer-reviewed or refereed journals after obtaining PhD and any regular Assistant Professor of the university/ college with a Ph.D. degree and at least three research publications in peer-reviewed or refereed journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of peer reviewed or refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
 - ii. Only a full-time regular teacher of the University concerned can act as a Research Supervisor. Adjunct faculty are not permitted to be Research Supervisors except being Co-supervisor. However, Co-Supervisors from within the same department or other departments of the same institution or sister institutions may be permitted with the approval of the Research Council. In specific cases of a formal institutional collaboration based on the MoUs, the Universities/Colleges concerned may approve a faculty member as Research Supervisor/Co-Supervisor for a Ph.D. candidate from the collaborating institution.
 - iii. The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors, and research interests of the scholars as indicated by them at the time of interview/viva voce.
 - iv. In the case of topics which are inter-disciplinary and where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/University on such terms and conditions as may be specified and agreed upon by the consenting Institutions.
 - v. A Research Supervisor/Co-Supervisor who is a Professor cannot guide more than eight (8) Ph.D. scholars at any given point of time. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars (including co-supervision) and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars. One additional research scholar can be allotted to each supervisor over and above the allotted number provided the Research Supervisor is implementing a major sponsored research project. Further, each Research Supervisor/Co-Supervisor can guide two international students on a supernumerary basis. At any point of time the total number of candidates under a research supervisor shall not exceed the number as prescribed above including the candidates under co-supervision.
 - vi. The faculty members of other Universities/ Institutions of repute may also be recognized as the Co-supervisor under special circumstances on recommendation of the DRC concerned.

Note: The Research Supervisor should declare the number of Ph.D. scholars registered with him/her periodically to the University. He/she cannot increase the number by using recognition from multiple universities/colleges.

- vii. A Scholar who is equivalent to Professor/Associate Professor/Assistant Professor and having Ph.D. as evidenced by extensive research work at recognized State/Regional/National level

Institutes/Laboratories or institutions recognized by the University as Research Centres for a period of not less than five years of which at least three years must be after obtaining the Ph.D.

- viii. In case of the prospective research supervisors from the Institutes of repute, with whom the University does not have an academic collaboration, the prospective supervisor shall have to submit a No Objection Certificate from her/ his own Institute issued by the competent authorities.

Change of Supervisor

8. In case the Supervisor of a candidate leaves the University/ Research Centre/ College/ recognized institutes before the completion of research of the scholar, the Research Council may allow the Supervisor concerned to continue the supervision of the research work as the Co-supervisor. In such cases, the DRC concerned shall take necessary steps for appointment of a Co-supervisor for the Scholar for that particular research work.

Further, the Supervisor, who is in long leave or on lien or leaves the University, shall continue the supervision of the on-going research work in the capacity of co-supervisor for the said period. In such cases, the DRC concerned shall take necessary steps for appointment of another co-supervisor for that particular research work before the outgoing teacher leaves the department/ centre.

The change of supervisor shall be permitted only in exceptional cases like death, state of being incapacitated due to illness, mental disabilities, removal from the job and the likes by the Research Council. In such cases, the contribution of the former/original supervisor shall be recognized/ acknowledged.

B. REGULATIONS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)

9. Eligibility criteria for admission to the Ph.D. programme:

- i. Candidates for admission to the Ph.D. programme shall have successfully completed: 1-Year/2-semester Master's degree programme (after 4 year undergraduate degree) OR 2-year/4-semester Master's degree programme with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 10- 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 to assess, accredit or assure quality and standards of educational institutions.
- ii. A candidate seeking admission after a 4-year/8-semester Bachelor's degree with Research should have a minimum CGPA of 7.5/10.
- iii. Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 10-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a Foreign 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 to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme.
- iv. 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, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their master's degree before 19th September 1991.
- v. A relaxation of 0.5 score, i.e. CGPA of 7/10 or an equivalent relaxation of grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time
- vi. All applicants seeking admission to the Ph.D. programme of the University [except foreign students applying for admission as provided for under clause9] must clear the Majuli University of Culture Research Admission Test (MUCRAT). Candidates with M. Phil degree

(regular mode) and NET- JRF qualified candidates are exempted from appearing in the MUCRAT.

- vii. The MUCRAT is to be conducted annually by the University. The mode of conducting the MUCRAT shall be decided by the Research Council.

A candidate may also be enrolled if he/she has any other degree recognised as equivalent to the Master's Degree in the subject in which the candidate wishes to pursue a course of research, provided the candidate fulfills all other relevant conditions.

- viii. Under special circumstances, a candidate may be allowed by the Research Council to undertake research in a subject other than one in which he/she has obtained Master's Degree. Before permitting the candidate to do so, the Council shall satisfy itself that the branches are inter-related and/or the candidate is competent to undertake research in the particular subject as evidenced by published/practical works.

10. Foreign Students

- a. All foreign candidates intending to pursue the Ph.D. Programme of Majuli University of Culture shall be exempted from MUCRAT. All other matters related to the foreign candidates shall be governed by the Majuli University of Culture Rules for Foreign Students.
- b. The applicant should fulfil the minimum eligibility requirements as prescribed in the Rules for the Foreign Students. It shall be the responsibility of the applicant to provide a certified grade conversion formula along with the application from an officer not below the rank of Registrar of a recognized University];
- c. The applicant possesses valid research/student visa and other relevant documents including a Medical certificate from appropriate authority for the prescribed duration of the concerned course at the time of admission;
- d. The antecedents of the candidate be verified by the forwarding authority/ministry/institution and, if found to be in order, a certificate be issued to the effect thereof;
- e. The candidate should have adequate knowledge of English or the language subject in case the course is to be pursued in a language subject [it would be the responsibility of the DRC to satisfy itself on the candidate's knowledge of English or the language as required];
- f. The degrees and certificates of the candidate's country or institution or university have been approved by the Association of Indian Universities (AIU)/Association of Commonwealth Universities (ACU) as equivalent to the corresponding Indian degrees;
- g. All foreign students admitted into the programme shall be full-time Ph.D. scholars. Minimum residential requirement for the foreign students is of two years.

11. Admission to the Course Work

- i) The eligible candidates shall apply for admission to the Chairperson, Departmental Research Committee at the Department / Centre in which he/she desires to pursue research. The University shall advertise to that effect through newspaper/ University website at least one (01) month ahead from the date of admission.
- ii) The Chairperson, DRC shall place the applications at the meeting of the Departmental Research Committee for scrutiny and selection of candidates. The Departmental Research Committee shall conduct an interview of the applicants and finalize the list of candidates for admission.
- iii) The eligible applicants shall have to take admission in the Department concerned for a Six-Month Pre-Registration Course Work as notified by the University.
- iv) For the M. Phil degree holders in regular mode and in the concerned subject are exempted from the course work.

12. Course Work

- i) After getting admitted, a student shall have to undertake a Six-Month Course Work in the Department concerned. The structure of the course work shall be as per the provisions in **Annexure II**.

- ii) Provided, in exceptional cases, as approved by the Research Council, course work may be carried out in the institutes/organizations recognized by the University as research centres either within or outside the University campus for which due credit shall be given to them. The Research Council may also allow the Research Centres to conduct the End-Semester examinations.
- iii) In case of NET-JRF and other equivalent fellowship holder and foreign candidates, they shall be admitted in the Ph.D. Programme throughout the year provided that they have fulfilled the requisite eligibility criteria subject to pursuing the Course Work in the next academic session.

Provided further that the End-Semester Examination shall be conducted only in the University

Provided, in exceptional cases, as approved by the Research Council, course work may be carried out in the institutes/organizations recognized by the University as research centres either within or outside the University campus for which due credit shall be given to them. The Research Council may also allow the Research Centres to conduct the End-Semester examinations.

13. Registration

- (i) After successful completion of the course work, a candidate shall submit a synopsis of the proposed research work in triplicate to the Doctoral Committee concerned through his/her supervisor within one year from the date of declaration of the result of the Pre-registration Course Work. The candidate may need to give a presentation of the synopsis before the Doctoral Committee.
- (ii) The Doctoral Committee shall scrutinize the research proposal of the candidate and suggest for modification if any. The Doctoral Committee shall also recommend the proposals for consideration of the DRC concerned.
- (iii) The Chairperson, DRC shall forward the applications of the candidates for Ph.D. registration along with its recommendations to the Office of the Academic Registrar. The proposals for registration should contain the following documents-
 - a) Duly filled in and duly forwarded Application Forms
 - b) Recommendation of the Doctoral Committee
 - c) Recommendation of the DRC with proposed date of effect
- (iv) The candidates from other Universities/ Institutes must submit Majuli University of Culture Registration Certificate to the Academic Registrar within one year from the date of admission.

14. Periodical Report

- i. Registered scholars shall submit a progress report on every six months from the date of registration to the Chairperson, Doctoral Committee (DC) in duplicate (as per format in **Annexure III**). The DC will review the Progress Reports and forward the same along with recommendations of the DC to the Departmental Research Committee for consideration.
- ii. The submission of six-monthly Progress Report on every six-month shall be a regular procedure for all research scholars; every scholar shall have to submit it positively at the end of every six months. Non-submission of progress report beyond a period of one year may lead to cancellation of his/her registration.
- iii. The Progress Reports will be reviewed by the Research Council taking note of the opinion of the DRCs from time to time. If at any stage, it is found that a candidate is not making satisfactory progress, his/her registration may be recommended to the Research Council for cancellation.

14. Language

In all subjects, the thesis shall be written in English.

However, in the language subjects, the thesis may be written in English or in the language concerned as deemed appropriate by the Research Council concerned.

15. Modification of Title

A scholar may be allowed by the Research Council on the recommendation of DRC to modify the title, provided it does not alter the basic thrust or contention of the research work.

16. Change of Topic

A scholar may be allowed by the Research Council to change the topic of his/ her ongoing research provided the same is duly recommended by DRC concerned. In such cases, the DRC may ask the candidate to submit fresh synopsis on the changed topic.

17. Period of Registration

A scholar registered for Ph.D. degree may submit the thesis on completion of two years of research work from the date of registration. He/she shall have to submit the thesis within five years from the date of registration.

Provided that if a candidate fails to submit the thesis within five years from the date of registration, he/she may apply for re-registration. In such cases, the thesis shall be submitted not later than two years from the date of re-registration failing which his/her registration shall stand cancelled.

18. Extension of Registration

- i. The Research Council, on recommendation of the DRC concerned may allow a scholar for extension of the registration period for maximum two years on expiry of the five year term of registration
- ii. In the cases of extension of registration, the scholar shall have to pay the prescribed Extension of Registration fee.
- iii. The scholar, whose registration period is extended shall have to submit his/ her thesis within two years from the date of Extension of Registration failing which his/her registration shall stand cancelled.

19. Pre-requisites for submission of Thesis

- i. Every registered scholar shall present *at least two papers* during the tenure of his/her research at Seminars organized by the DRC concerned.
- ii. Every scholar shall have to publish at least one (1) research paper on his/her research work in a referred journal before submission of the thesis and produce evidence to that effect in the form of re-print or acceptance letter.
- iii. Prior to submission of the abstracts of the thesis, the scholar shall make seminar presentation in the department/centre based on the findings of his/her research work and that shall be open to all faculty members and students for getting feedbacks and comments, which may be suitably incorporated into the thesis under the advice of the supervisor.

20. Submission of Abstracts of Thesis

- i. On completion of the research work, the scholar shall write to the Chairperson of the DC concerned seeking permission to submit the thesis along with the quadruplicate copies of the abstracts of the thesis. The Chairperson, DC shall place the application before the DRC along with the filled in format as stated in **Annexure VI**.
- ii. The Chairperson of the DRC concerned shall arrange for presentation of the Abstract submission seminar in the department/ centre of studies concerned. On satisfactory presentation of the findings the DRC shall forward the quadruplicate copies of the abstracts of the thesis to the Research Council, provided the scholar fulfils all the requirements.

- iii. The quadruplicate copies of the abstracts must accompany a panel of experts prepared by the Supervisor in consultation with the Chairperson of the DRC concerned. The panel should consist of at least 6 (six) experts including Internal Examiner(s) with all requisite information as stated in the prescribed Pro-forma. Further, the panel shall consist of at least 3 (three) experts from outside the state/ country. The Panel must contain the initials of the Supervisor and the Chairperson, DRC.
- iv. The DRC shall submit the abstracts of the thesis along with the panel of Examiners to the Research Council. The Research Council shall further recommend the same to the Research Council for further needful. If the Chairperson, Research Council is satisfied that the Panel is in order in all respects, he/she shall take it up with the Controller of Examinations.
- v. The list of external examiners should not contain the names of recognized Ph.D. Supervisors of the University or of any person from the institution where the Supervisor(s) or Co-supervisor is/are working.

21. Submission of Thesis

- i. The scholar shall submit four printed or type-written copies (five copies in case the work is done under co-supervision) of Ph.D. thesis within four (4) months from the date of submission of the abstracts or the date of expiry of the period of registration/ extension of registration (whichever is earlier) in the prescribed format (**Annexure 3**) along with requisite amount of fees.
- ii. On verification of records, the Academic Registrar / Academic cum Language Officer shall issue necessary instruction to the scholar to submit the thesis to the Controller of Examinations, Majuli University of Culture. The Controller of Examinations will send the thesis to the Examiners approved by the Vice-Chancellor along with a recommendation pro-forma.

22. Appointment of Examiners

- i. The Vice-Chancellor shall appoint two examiners out of this panel of experts at least one from outside the state/ country, besides the Supervisor(s) of the thesis.
- ii. The Controller of Examinations shall send the Abstracts to the external examiners as approved by the Vice-Chancellor as a first step towards the examination of the thesis.

23. Examination

- i. The thesis shall be examined in two parts:
 - (a) **Written reports** by the Examiners on the thesis submitted.

While giving detailed comments on the thesis, the Examiner shall recommend that in his/her opinion –

either, the thesis be accepted,
(This opinion will be given on the basis of the thesis Examiner's detailed report and it must not contradict the detailed report.)

Or, the thesis be revised and resubmitted.
(In this case, the examiner shall indicate the lines along which the thesis should be revised. For such revision, the candidate shall be provided with the reports of the examiner/examiners who have recommended revision of the thesis.)

Or, the thesis be rejected.
[In this case, reasons for rejection will be given by the Examiner(s).]

The Examiners shall also state whether the thesis is worthy of publication or not. If not, the reasons will be clearly stated by the Examiner(s).

The recommendation, however, is necessary only for publication of the thesis. In case the thesis is not recommended for publication, this will not have any bearing on the award of the degree.
- ii. In case one examiner suggests resubmission while the other examiners accept the thesis, the Research Council may ask the candidate to resubmit the thesis along with a prescribed fee after six months in the light of the suggestions made by the Examiner concerned. The revised thesis will be referred to the examiner who had sought for revision.
- iii. If one of the examiners recommends rejection, then the thesis shall be referred to a Third

External Examiner from the Panel. In the case, the candidate will have to pay a prescribed fee. If this examiner also recommends rejection, the thesis shall be rejected.

- iv. The Controller of Examinations shall place the Reports of the Ph.D. Thesis before the Chairperson of the Research Council in confidential. The Chairperson on behalf of the Research Council shall examine reports of the Ph.D. Thesis and suggest the Controller of Examinations for further action accordingly.

However, the Controller of Examinations shall place a consolidated report on the theses examined before the next meeting of the Research Council for ratification.

(b) Viva-Voce Examination

- i. A Board of Examiners to conduct Viva-Voce Examination shall be constituted as below-
 - (a) The Chairperson of the DRC.
 - (b) The Supervisor/ Co-supervisor of the Thesis.
 - (c) One External Examiner of the Thesis to be nominated by the Vice-Chancellor.
- ii. In case, the Chairperson happens to be the Supervisor of the candidate, the Vice-Chancellor shall nominate a member of the DRC of the Department concerned as the Chairperson of the Viva- Voce Board of Examiners.
- iii. The Viva-Voce Board of Examiners so formed shall have at least two members, one of whom must be an external examiner of the thesis. Under an exceptional situation some other Expert from the Panel of Examiners may be invited by the Vice-Chancellor in lieu of the External Examiner.

Provided that the Viva-Voce shall be open, and the examiners' report shall be read only by the members of the Board of Examiners and the Viva-Voce report shall be prepared only by the Board of Examiners for conducting the Viva-Voce.

- iv. In the event of absence of unanimity amongst the members of the Viva- Voce Board with regard to the award of the Ph.D. degree, the majority decision shall prevail.
- v. The Report of the Viva-Voce and examiner's report submitted by the scholar shall be forwarded by the Chairperson, DRC to the Controller of Examinations for necessary action.
- vi. Provided that in case of rejection by the majority, the candidate shall be required to appear again for the Viva-Voce after three months but preferably not later than six months.
- vii. The Report of the Viva-Voce shall be submitted to the Controller of Examinations, Majuli University of Culture for appropriate action.

24. Result

- i. The Executive Council on the recommendation of the Board of Examiners of the Viva-Voce Test shall confer the degree of Doctor of Philosophy (Ph.D.) and shall cause the candidate's name to be published immediately with the title of the thesis, name of the Supervisor and the subject to which the thesis belongs.
- ii. The scholar shall submit one hard bound copy of the thesis along with two soft copies (in CD form) to the Controller of Examinations after incorporating corrections, modifications, etc. as suggested by the experts within one month from the viva-voce examination, which to be duly certified by the supervisor concerned.

25. Issue of Certificates

- i. A Provisional Certificate shall be issued to the successful scholars certifying that the Degree has been awarded in accordance with the provision to the Regulations of UGC, 2009 after submission of one hard bound copy of the thesis along with the two soft copies (in CD form) to the Controller of Examinations.
- ii. Original Certificate shall be issued to the successful candidates only in or after the Convocation.
- iii. After the award of the degree, one copy of the thesis shall be preserved in the University Library duly corrected, if necessary, by the candidate in the light of the reports of the Examiners and certified as such by the Supervisor and Chairperson of the DRC concerned.
- iv. After the award of the Degree, the Controller of Examinations shall submit a soft copy of the thesis to the UGC within a period of thirty days for hosting the same in the INFLIBNET.

26. Publication of the Thesis

Thesis accepted by the University must not be published without prior permission of the Registrar of the University.

The scholar shall get the permission from the University for publication of the thesis, provided at least two of the examiners recommended for publication.

27. Candidates access to the Report

Copy of the Reports of the Examiners will be made available to the candidates on request and on payment of a prescribed fee.

28. General

Matters not covered by the above clauses shall be decided as and when necessary, by the Research Council, Academic Council, Board of Management or as per the relevant UGC Regulations.

ANNEXURE I

GUIDELINE FOR MAJULI UNIVERSITY OF CULTURE RESEARCH ADMISSION TEST (MUCRAT) MAJULI UNIVERSITY OF CULTURE

1. The Majuli University of Culture Research Admission Test (MUCRAT) would be conducted by the MUCRAT Board consisting of all Chairpersons of the DRCs, Coordinator, IQAC, Controller or Examinations/ Assistant Controller of Examinations. The Registrar shall as Chairperson and Academic cum Language Officer as the Member-Secretary of the Departmental MUCRAT Board.
2. MUCRAT would be conducted annually, final schedule of the Test would be notified in advance by the Office of the Registrar/Academic cum Language Officer, Majuli University of Culture.
3. The Office of the Registrar shall issue the Application Forms of MUCRAT after receiving a prescribed fee.
4. MUCRAT shall be conducted to select eligible candidates for admission to the Ph.D. programmes of Majuli University of Culture. Only the pre-determined number of students shall be given admission.
5. Candidates eligible for admission into the Ph.D. Programmes are also eligible to apply for MUCRAT.
6. The MUCRAT Board of the University shall carry out the entire process of holding the Test including receiving of application forms, preparing the question papers, evaluation of answer-scripts, tabulation and processing of results.
7. The results shall be declared by the Teaching Departments concerned with approval from the Vice-Chancellor.
8. The MUCRAT shall be conducted in a single paper based on knowledge of the subject concerned and Research Aptitude test. The paper shall carry 100 marks and the duration of examination shall be of **three hours**. The structure of the Question paper shall be as below-
 - a) Multiple Choice Objective Type questions- 60 Marks (1 Mark each question)
 - b) Essay Type questions- 40 Marks (20 Marks each question)
9. The Member-Secretary of the MUCRAT Board shall recommend to the Vice-Chancellor the panel of Paper-setters, Moderators, Tabulators and Examiners for approval. All recognized supervisors shall be eligible to act as Paper-Setters, Moderators, Tabulators and Examiners of MUCRAT.
10. The minimum marks for clearing the MUCRAT shall be 45. However, the departments shall prepare the list of eligible candidates for admission to the Ph.D. Course Work on the basis of the MUCRAT Score, Marks/ Grade of the P.G Examination and viva-voce performance.
11. Validity of the MUCRAT score shall be only for the current academic session.
12. Any matter not covered above shall be decided upon by the MUCRAT Board with the Vice Chancellor's approval in compliance with the relevant Guidelines or Regulations.

Annexure II

COURSE STRUCTURE & EXAMINATION PATTERN OF THE Ph.D. PROGRAMMES

1. There shall be four Courses in One-Semester Course work for the Ph.D. programmes conducted in Majuli University of Culture comprising with the following components:

Course No.	Course Title	Nature of the Course	To be conducted by	Credit Assigned
1	Research Methodology of Humanities and Social Sciences	Core (Common for all Departments)	By the concerned Department/ Commonly by all Departments	4
2	a) Contemporary Approaches and Trends of Research in History	Core (for Department of History)	By all faculty members of the concerned department	4
	b) Contemporary Approaches and Trends in Language and Literature Research	Core (for Department of Assamese)	By all faculty members of the concerned department	
	c) Contemporary Approaches and Trends in Research in Performing Arts	Core (for Department of Performing Arts)	By all faculty members of the concerned department	
3	Elective Course on relevant Area of Research	Elective	By the concerned research supervisor	4
4	Assignment/ Research Proposal	Elective	By the concerned research supervisor	4
5	Research and Publication Ethics	Core (Common for all Departments)	Faculty members and Librarian	2

2. The syllabi for the Ph.D. Course Work shall be prepared by the DRC and shall come into effect after approval of the Academic Council, Majuli University of Culture.
3. The distribution of marks of the course work shall be as below:

Courses	Internal Assessment	End Semester examination	Total Weightage
Course I	40%	60%	100%
Course II	40%	60%	100%
Course III	40%	60%	100%
Course IV	80% (assignment writing)	20% (viva on the assignment)	100%
Course V	40%	60%	100%
Total Credit (16- 20)			

4. Candidates shall have to secure a minimum of 45% marks in aggregate to pass a paper individually. There shall be no pass mark for internal assessment.
5. The mode of Internal Assessment (IA) shall be decided and implemented by the Department/Centre concerned. The mode of IA shall have to be communicated to the Controller of Examinations, Majuli University of Culture at the time of submission of IA marks.
6. Examination & Declaration of Results:
 - (a) The IA of a student shall be conducted by the course teacher of the student concerned. The marks of the IA shall be submitted to the Controller of Examinations, Majuli University of Culture by the Head of the Department/ Director of the Centre concerned.
 - (b) The End Semester examinations shall be conducted by the Controller of Examinations, Majuli University of Culture in consultation with the Head of the Department/ Director of the Centre concerned.
 - (c) The result shall be declared by the Controller of Examinations.
 - (d) The examinations shall be conducted as per the existing examination ordinance of the University.
7. The result of the candidates appeared in the examination for Ph.D. Course Work shall be awarded in the following Grade system:

Letter Grade with meaning		Grade Point
O	Outstanding	10 (Marks securing above 95%)
A+	Excellent	9 (Marks securing 90%-95%)

A	Very Good	8(Marks securing 80% -90%)
B+	Good	7(Marks securing 70% -80%)
B	Above Average	6(Marks securing 60% -70%)
C	Average	5(Marks securing 50% -60%)
P	Pass	4 (Marks securing 45% -50%)
F	Fail	0(Marks securing below 45%)
Ab	Absent	0

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

8. Every candidate shall be given a maximum of two consecutive chances (including the first regular chance) for passing the examination. Not appearing in an examination after becoming eligible to appear in the same amounts to losing a chance.
9. The candidates who have failed the examination in the first chance shall have to clear the same in the second and last chance, which shall be held within three months from the date of declaration of results.

A candidate shall have to appear in the second chance only in the failed paper(s) to pass the examination.

10. The candidates passed in the Ph.D. Course Work with not below the Letter Grade **B** shall be eligible to go for Ph.D. registration.
11. Matters not covered by the above Regulations shall be decided as per the other statutory provisions of the University.

ANNEXURE -II
MAJULI UNIVERSITY OF CULTURE PH.D.
PROFORMA

for

SIX-MONTHLY PROGRESS REPORT

(To be submitted by registered Ph.D. Scholars under Section 5 (i) and 5 (ii) of
MAJULI UNIVERSITY OF CULTURE Ph.D. Regulations)

No of the Report (Tick appropriate box):

1	2	3	4	5	6	7	8	9	10
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Period: from _____ to _____

1. Name of the Scholar : _____
2. Date of Registration : _____
3. Date of Re-Registration : _____
(if applicable)
4. Topic of Research : _____

5. Work done during the period:

- (i) Books consulted including names of libraries visited (attach separate sheet if necessary) :
- (ii) Field Study /Survey/Work conducted :
- (iii) Experiments conducted (attach separate sheet if necessary) :
- (iv) Seminars/Workshops attended or papers presented :
- (v) Publications if any during the period :
- (vi) Any other work done :

Date : _____
Signature of the Ph.D. Scholar

6. Opinion of the Supervisor on the progress made by the scholar:

Date : _____
Signature of the Ph.D. Supervisor & Chairperson, DC

FOR DRC AND OFFICE USE :

Verified and recommended by the *Departmental Research Committee (DRC)* in
_____ in its meeting held on _____

DATED _____
Signature of Chairman, DRC (with seal)

Placed in the Meeting of the Research Council _____ and accepted.
held on _____

Signature of Academic Registrar _____ Signature of Chairperson, Research Council _____

ANNEXURE -III
PROFORMA
TO BE FILLED IN AND SUBMITTED ALONG WITH PH.D. ABSTRACTS

1. Name of the Scholar: _____
2. Date of Registration: _____

3. _____ Date of Re-Registration _____ (if applicable):

4. Title of the Thesis: _____

5. Name of the Supervisor(s):

6. Six-Monthly Progress Reports Submitted (*as per article 25 of Majuli University of Culture Ph.D. Regulations*):

Sl. No.	Period	Recommended by the DRC on	Research Council in which the report was placed on recommendation of the DRC (to be filled in by the Office)

7. Details of the papers presented at Department /Regional/National/International seminars during the tenure of Research (at least once a year) on the research work as per article 11 (i) of the Majuli University of Culture Ph.D. Regulations (attested photocopies of certificate to be enclosed):

Sl.No.	Title of the Paper	Date & Place of Presentation	Name & Status of the Seminar
1.			
2.			
3.			
4.			
5.			
6.			

8. Paper Published (if any): Enclosed separate sheet.

Dated: _____

Signature of the Ph.D. Scholar

9. **Verified and forwarded**

Signature (s) & Seal (s) of Supervisors (s)

Verified and forwarded along with panel of examiners : (Signature & Seal) Chairperson, DRC in Majuli University of Culture Dated : _____	(For office use only) Checked and Verified : Dealing Assistant : Academic Registrar : _____ To be placed before the meeting of the Research Council.
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ANNEXURE –IV

GUIDELINES FOR PREPARATION OF Ph.D. THESIS

1. All copies of the thesis will be printed or type-written on standard A-4 size paper. The right margin should be 2.5 cm, the left margin 3.75 cm, the top margin 3.75 cm and the bottom margin 3.75 cm. Material should be typed on both sides of the paper. All textual material should be composed in Times New Roman font (12 point) and double-spaced. Different font size and spacing may be used for quotations, footnotes, tables and figures, appendix and index, (if any). Same style and type should be used throughout the thesis. Throughout the manuscript an indentation of five spaces or as required in a standard word processor should be used at the beginning of paragraph and quotations. Dividing of words at the end of the line should be avoided as far as possible.
2. The Maps and drawings may have appropriate size as advised by the Supervisor.
3. The title page (including the cover) should include the following – title of the thesis, name of the degree, logo of Majuli University of Culture, name of the author of the thesis, Department under which the student was registered and the year of submission.

The titles should be in capital letters beginning six spaces from the top of the page. If the title is too long to be centered on one line, an inverted pyramid style should be followed, without splitting words or phrases. Below the title, other items may be centered or balanced against the left and right margins of the page. Other items should not be typed in capital letters, only the initials of the principal words be capitalized.

Name of the degree, the year of submission, title of the thesis and short name of the author be embossed / printed also on the spine of the cover of the final copy of the thesis in the hard bond form as stated in clause 5 of this annexure.

4. The Colour of the thesis cover will be given as below:

Subjects	Colour of the thesis cover
Humanities and Social Sciences, Visual and Performing Arts, Language and Literature	Dark Cherry Red/ Blue/ Brown

5. The candidate shall submit four copies (five copies in case of joint Supervision) of the thesis in soft binding. However, a scholar shall have to submit one copy of the thesis in a hard bound form within one month from the date of viva-voce for preservation in the library.

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