

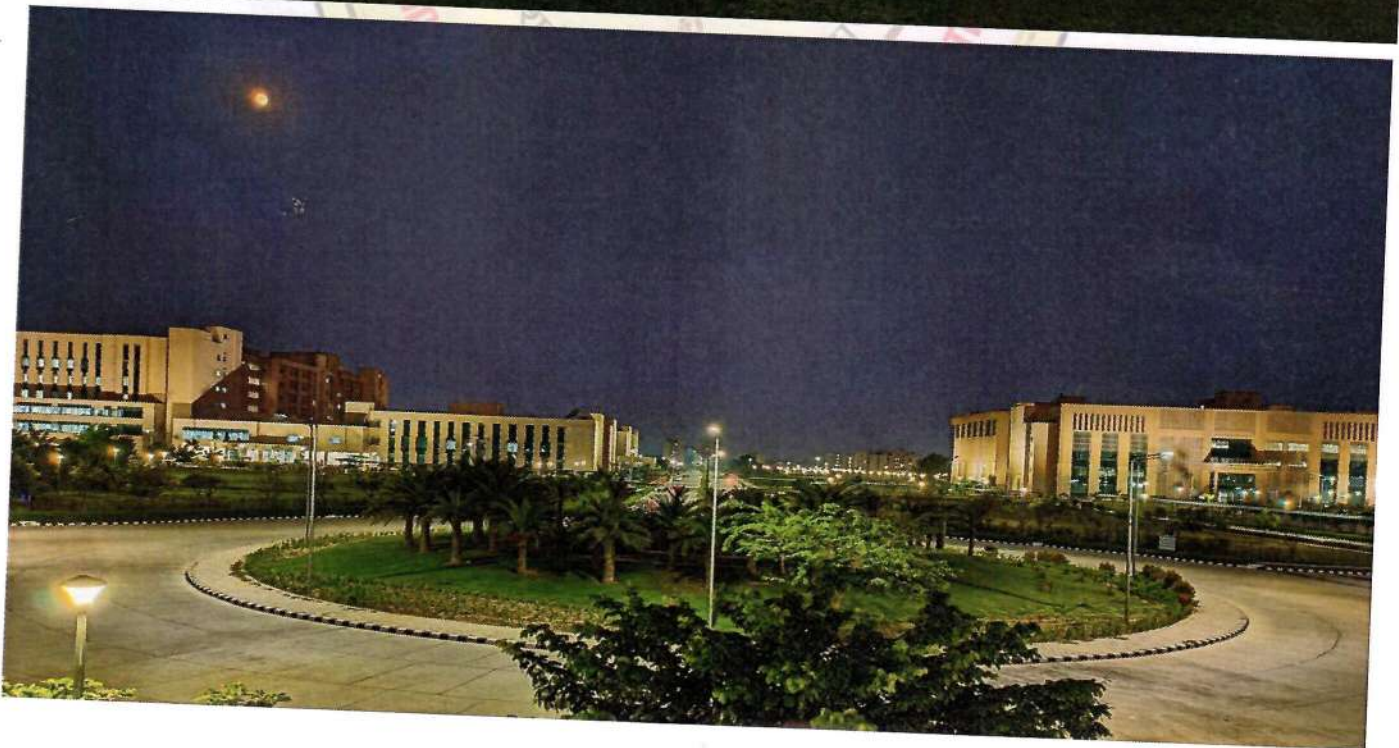
**All India Institute of Medical Sciences
(AIIMS)**

Bathinda, Punjab



**Ordinance for Degree of Doctor of Philosophy
(Ph.D.)**

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1. Preamble

The All India Institute of Medical Sciences (AIIMS) was designed to serve as a nucleus for nurturing excellence in all aspects of health and wellness programs throughout India. AIIMS are a group of autonomous public medical institutes that have been declared by an Act of Parliament 1956 as “Institute of National Importance”. All India Institute of Medical Sciences (AIIMS), Bathinda is one of the apex healthcare institutes being established by the Ministry of Health & Family Welfare, Government of India under the Pradhan Mantri Swasthya Suraksha Yojna (PMSSY), intending to correct regional imbalances in quality tertiary level healthcare in the country, and attaining self-sufficiency in Graduate and Postgraduate Medical Education and Training.

AIIMS, Bathinda offers broad-based research programs leading to the award of a Doctor of Philosophy (PhD) degree. Research work may exemplify the development of new interventions, testing of new scientific ideas, or gaining insight into biological processes. The degree of Doctor of Philosophy (Ph.D.) would be awarded to a Candidate, who, as per these regulations, has submitted a thesis based on original research work done by him/her in any discipline-specific or multi-disciplinary area that makes a contribution to the advancement of knowledge in Medical, Nursing and Allied Health Sciences or innovates methods of application of existing knowledge in Medical, Nursing and allied Health Sciences to contribute to the betterment of humanity. The basic object of PhD course is to develop the scientific capacities of researchers and scientists in the fields of Medical, Nursing, and Allied Health Sciences. The institute provides excellent opportunities for research work in the modern era of the 21st century with state-of-the-art infrastructure, laboratories, and equipment.

Mission Statement: To establish a center of excellence in medical education, training, health care, and research imbued with scientific culture, compassion for the sick, and commitment to serve the underserved.

Definitions

- a) "Institute" shall mean a college/institute where an applicant completed eligible qualifications and experience for pursuing the Ph.D. course at AIIMS Bathinda.
- b) "Candidate/Applicant" shall mean who has applied for a Ph.D. course but is not yet registered for the same.
- c) "Doctoral Research Committee (DRC) " shall mean Institutional DRC of AIIMS Bathinda which is to be constituted.
- d) "Degree" shall mean the degree of Doctor of Philosophy (Ph.D.) presented by AIIMS Bathinda.
- e) The Institutional Research Review Board will consist of the Dean (Academics), PhD Convenor, Associate Dean (Academic), and two invitee members.
- f) "Guide" shall mean Director or a member of the academic staff of AIIMS Bathinda
- g) "Co-Guide" shall mean the Director or a member of the academic staff of a University or Institute/other outside staff and approved by Director AIIMS Bathinda to guide/supervise the research work of the research scholar)
- h) "Maximum Submission Period" shall mean an extra period given for research scholars after completing the minimum period for submission of a thesis.
- i) "PhD" shall mean Degree of Doctor of Philosophy.
- j) "Research Scholar" shall mean a person registered for PhD course.

2. Eligibility Criteria for Admission to Ph.D. Course

A Candidate seeking admission to the course of study leading to the award of a Degree of Doctor of Philosophy must possess at least one of the following qualifications of a recognized University/Institute.

2.1 For Medical Sciences

MBBS/BDS with minimum 60 % aggregate marks and MD/MS/MDS/DM/M.Ch in the subject concerned or equivalent Diplome of National Board of Examination degree. Candidates who have obtained any of these degrees from medical colleges which are not

recognized or considered equivalent by the Medical Council of India shall not be eligible to apply.

2.2 For Nursing

Candidates holding an M.Sc. degree with a minimum 60 % aggregate marks in the Nursing specialty will also be eligible for Ph.D. admission to the College of Nursing.

2.3 For Non-Medical

For non-medical Candidate, eligibility shall be a Master's degree (02-year course) awarded by Indian University or equivalent in the subject as mentioned against each advertised PhD seat. Candidate should have at least 60 % marks in the last eligibility examination qualified. Candidates possessing Masters's Degree through distance learning courses shall not be eligible.

Desired qualifications for non-medical candidates:

Non-medical candidates should preferably have qualified in any one of the following entrance tests in the last 2 years: Joint CSIR-UGC NET for JRF, ICMR-JRF, ICMR-SRF, DBT-JRF, NBHM screening test, INSPIRE fellowship. Candidates who have qualified in above said examinations leading to the award of fellowships tenable at AIIMS, Bathinda will be given special weightage in the entrance examination as detailed in the method of selection part of the guidelines.

Candidates working under Central Govt./Semi Govt./Autonomous organization should submit their applications through the proper channel i.e. employer. They will be required to submit a 'No Objection Certificate' from their employer before they are allowed to join the PhD Course.

2.4 Relaxation in Qualification

A relaxation of 5 % of marks from 60 % or an equivalent. relaxation of percentile/grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer) differently-abled and female Candidates.

2.5 Rules for admission for in-service candidates (Medical):

- Members of the medical faculty can apply for registration to Ph.D. course as in-service candidates. He/She will be exempted from appearing in the entrance

examination. Selection will be done based on marks obtained in the PG examinations and interviews.

- The individual should be a regular employee of the institute and should have rendered a minimum of two years of continuous service at the institute.
- The individual should have a minimum of 5 years of active service left in the institute at the time of application.
- The medical faculty member should have at least 3 original research publications (not case reports) during the last three years immediately preceding the date of his/her application either as a first author or as a communicating author in a peer-reviewed (PubMed/Scopus-indexed) journal.
- The candidate will be considered as an in-service candidate provided that the Head of the Department should certify that the work of the department will not suffer and no additional staff will be asked for.
- The candidate seeking admission under this category will have to identify a faculty member in the same department (senior to the candidate) who is willing to be the chief guide of the candidate. The candidate should submit a letter of acceptance/ undertaking from the concerned faculty member in this regard. **Each case will be considered by a specially constituted Institutional Research Review Board.**
- One faculty member, out of every 5 working faculty members, in a particular department can be registered as Ph.D. candidate and not more than three candidates at a given time should be registered as Ph.D. candidates in a particular department.
- The candidate seeking admission under this category will only be registered for Ph.D in the same department in which he/she is working.
- The medical faculty members who have registered himself/herself candidates will not be eligible to be guide / co-guide of any other Ph.D candidate in the Institute till he/she completes the Ph.D. However, he/she can continue to be guide/co-guide for MD/MS/MDS/DM/MCh./MSc candidates.
- Senior Demonstrators in pre & para-clinical departments will be eligible for Ph.D registration. However, they have to appear as an open candidate in the entrance examination and they cannot draw salary/fellowship from two sources.

- If the faculty member registering for PhD is already a Chief guide to other PhD candidates, he/she should surrender the guideship to the co-guide before taking up the PhD registration for himself/herself.
- These guidelines will not apply to other staff members employed under various research schemes which are on a tenure basis.

Each case will be considered by a specially constituted **Institutional Research Review Board** comprising of:

- ❖ Dean (Academic): Chairman
- ❖ PhD Convenor – (Member Secretary)
- ❖ Associate Dean (Academic)
- ❖ Associate Dean (Research)
- ❖ Dean nominated two members.

2.6 Rules for admission for in-service candidates (non-Medical)

- The individual should be a regular employee of the institute and should have rendered a minimum of five years of continuous service at the institute.
- He/She should fulfill all the eligibility criteria for the Ph.D. course, and will appear in the entrance examination, and must score a minimum of 50 % marks.
- The individual should have 5 years of active service remaining in the institute.
- The candidate should have a proven track record of active involvement in research/academic activities of the department. He/she should possess good written and verbal communication skills in English language to be certified by HOD.
- Candidate should have at least 3 original research publications (not case reports) during the last three years immediately preceding the date of his/her application either as a first author or as a communicating author in a peer-reviewed (PubMed/Scopus-indexed) journal.
- The candidate will be considered as an in-service candidate provided that the HOD should certify that the work of the department will not suffer and no additional staff will be asked for.

- The candidate seeking admission under this category will have to identify a faculty member in the Institute who is willing to be the Guide of the candidate. The candidate should submit a letter of acceptance/undertaking from the concerned faculty member in this regard.

3. Duration of Ph.D. Program

The duration of the course and certification of research experience will be the period from provisional registration to submission of the thesis. The minimum period of registration in respect of **all the candidates who are registered for Ph.D. shall be three years**. The maximum period of the course shall not exceed five years. During this period, the candidate must work in the department. **Part-time candidates shall have to put in one year more than that prescribed for full-time research**. The registration of the candidates who could not complete their course within the above stipulated period will stand cancelled automatically.

3.4 Extension

- Extension beyond the above limit can be given for a maximum period of 6 months on the recommendation of DRC and final approval by the Director.
- Further extension beyond 5 years and 6 months can only be given by the Dean (Academics) and final approval by the Director for a maximum period of 06 months (6 years in total) in highly exceptional circumstances (like medical exigencies, natural calamities, etc.) and such extension. pay not be given retrospectively.
- The Guide of the candidate shall give clear reasons for delay to the Dean (Academics).
- Failure to submit the thesis within the stipulated period of a maximum of 05 years with an extension after approval of up to 5 Years and 6 months (06 years in exceptional cases by prior approval of the Dean (Academics) shall lead to cancellation of Ph.D. registration of Candidate.
- Women Candidates and Persons with Disability (more than 40 % disability) may be allowed a relaxation of two years for a Ph.D. in maximum duration. In addition, women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of their Ph.D. for up to 240 days.
- The event of failure of the provisionally registered Candidate to clear the Research Methodology, Biostatistics, and Evidence-Based Medicine (EBM)

exam during the Ph.D. course as conducted by AIIMS Bathinda within six months, his/her candidature will be cancelled for the course.

4. Admission Process

4.1 Number of Ph.D. Seats

Scholars to be admitted will depend on the number of available Research Supervisors (Guides), availability of funding, and other academic and physical facilities, keeping in mind the Scholar-Guide ratio (as mentioned below in Section 6.2), laboratory, library, and such other facilities.

4.2 Types of Ph.D. Seats

- **Own Fellowship (OF):** For applicants with their own fellowships from recognized Government agencies.
- **Fellowship Available in Funded project (FA):** For funded projects that can support the fellowship of a student for **at least 2 years and selection of the candidate(s) to enroll in the PhD program will be based on the selection process as mentioned in Section 5.** If the fellowship has some restrictions on the eligibility of candidates, this must be stated at the time of applying for the seat so that only eligible candidates are counselled/allotted for those seats.

4.3 Notification

- Notification on the Institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in regional language, criteria for admission, the procedure for admission, examination centre(s) where entrance test(s) shall be conducted, and all other relevant information for the benefit of Candidates.
- Admission shall be based on criteria notified by the Institution, keeping in view institutional guidelines/norms, and taking into account the reservation policy of the Central/State Government from time to time.
- Admission for PhD degree: The intake of students for **PhD program will be in the January session** through the Ph.D. entrance examination conducted by AIIMS Bathinda.

4.4 Indemnity Bond

All Candidates i.e., Faculty, Scientific Staff, and Officers, shall sign a bond for completion of the course. Leaving the course mid-way will involve recovery of salary and a fine of up to 2 lakhs based on the decision of DRC. However, the Candidate can request/represent Director AIIMS Bathinda for review of the decision of DRC.

4.5 Transfer for Ph.D. credit in case of relocation

- In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, the research period and research data shall be allowed to be transferred to AIIMS Bathinda. Scholars will give due credit to parent guides and previous Institutions for part of the research already done.
- Transfer of Research credit for Ph.D. students from other institutions/Universities enrolled at AIIMS Bathinda will have to clear the Research Methodology, Biostatistics, and Evidence-Based Medicine (EBM) exam for Ph.D. scholars conducted by AIIMS Bathinda subsequently.

5. Method of selection

Selection for PhD registration will be through performance evaluation as under:

Stage-1 (30 Marks): Aptitude test covering English (written and verbal skills), Biostatistics, Research Methodology, Cell Biology, Lab. Technology, etc.

Stage-2 (40 Marks): Subject-related test comprising of MCQ questions of MD/MS/MDS/M.Sc entrance level MCQ paper to be set up by Exam Section from the question bank generated with help of Departmental Faculties.

Stage-3 (20 Marks): Departmental assessment (Examination section will issue guidelines for the conduct of Departmental Assessment).

Examination and counselling:

- Computer-based online test of 90 minutes comprising of two stages (**Stage 1 and 2**).
- Candidates scoring 50% marks in **Stages 1 and 2** combined (minimum 35 marks out of total 70 marks) will be eligible for the next stage.

- Stage 3: Candidates will undergo a departmental viva/assessment for a maximum of 20 marks. **10 extra marks will be added** to the score of those candidates who have qualified in any one of the following entrance tests such as Joint CSIR-UGC NET for JRF, ICMR-JRF, ICMR-SRF, DBT-JRF, NBHM screening test, INSPIRE fellowship in the last 2 years.
- The sum total of marks awarded in stages 1, 2 and 3 will be used to determine the final merit list of candidates. A minimum of 50 % marks in Stages 1, 2 and 3 combined shall be eligible for admission.
- The exam section will determine the method of creation of the question paper, conduct of the exam, counselling, display of results, and all other matters related to the selection process.
- Candidates who fail to attend any of the stages of examinations as mentioned above will not be eligible for admission.
- Admission to Ph.D. course will be subject to the availability of Guides/research funds/fellowships from recognized funding agencies.
- After the result publication, the selection letters will be issued by the Dean (Academics) after verifying all documents/fellowships/funds etc.

6. Faculty eligibility to be Guide for PhD

6.1 Minimum Criteria

- Must have completed the probation period (2 years) as faculty.
- Research Guide should have **at least 8 years of teaching/research experience after acquiring a postgraduation with a minimum of 5 years as an Assistant professor** in the respective field.
- **Any regular faculty with at least ten research publications (NOT case reports) in a peer-reviewed (PubMed/Scopus-indexed) journal will be recognized as a Research Guide.**
- Each faculty member may guide a **maximum of 8 MD/MS/DM/MCh/PhD students at any time.** This will include a maximum of 5 PhD students. However, if a faculty member is guiding more than 6 MD/MS/DM/MCh students, they will still be eligible to guide up to 2 PhD students, provided that they have fulfilled their UG and MD/MS/DM/MCh responsibilities regularly.

(A current student will not have submitted the thesis by the last date of application for seats.)

- Only a full-time regular faculty/Director of AIIMS Bathinda can act as a Ph.D. Guide. External Guides are not allowed. However, Co-Guide can be allowed in inter-disciplinary areas from other departments of AIIMS Bathinda or other related Institutions with the approval of DRC.
- Faculty pursuing his/her Ph.D. at AIIMS Bathinda will not be eligible to be a guide simultaneously for any other PhD Candidate during his/her PhD course.

6.2 Seat applications

- **For OF seats:** Faculty must have either an **extramurally funded or collaborative inter-institutional AIIMS project** with sufficient funds to support the research requirements of the candidate. The project must be registered with the AIIMS Research Section (with a Research Section ID number).
- **For FA seats:** Faculty must have a funded project registered with the AIIMS Research Section (with a Research Section ID number) with a position to support the stipend/fellowship of the PhD student who will be selected by following the **Method of selection process as mentioned in Section 5**.
- **Multiple seats on one project:** Multiple seats for one project may be permitted only for extramurally funded projects depending on the provision of the seats in the existing project. The candidate will be selected based on the **selection process as mentioned in Section 5**. The HOD must certify that funds for the conduct of PhD are available as declared by the applicant faculty and department funds will not be used for the conduct of PhD research.

6.3 Scientist/Senior Research Officer (SRO) as Guide for PhD Candidates

Scientists/senior research officers shall be eligible to be the guide for PhD candidates subjected to fulfillment of the following requirements/guidelines:

- They should hold a PhD Degree.
- They should be the regular employee of AIIMS, Bathinda.
- They should have at least 5 years of experience after PhD as a Scientist/senior research Officer.

- Any faculty (Medical or Non Medical) of AIIMS who has expertise in the area of research, should be a Co-Guide.

6.4 Appointment of Guide and Co-guide

- The Guide and Co-Guide(s) shall not be closely related to the candidate.
- Those with less than **5 years of service** remaining should not be made Guide.
- At least one Co-Guide should be from the Department where the candidate is registered for Ph.D. **The number of co-guides permitted in a doctoral committee is three.**
- The Guide and at least one of the Co-Guide(s) shall be able to take over each other's responsibilities in the event of protracted absence of any one of them from the Institute. In the event of the Guide proceeding on protracted leave, the Co-Guide will be re-designated as the Guide and another co-guide will be appointed from the department.

7. Change of Guide during PhD course

- Normally a Candidate shall be required to complete his doctoral research under the supervision of his/her guide.
- However, a Candidate may be permitted to transfer his/her registration from one research guide to another, on the advice of the Institutional Research Review Board, approved by the Director, AIIMS Bathinda.
- In case, there is any controversy between the student and Guide matter is to be forwarded by PhD Convener to Director AIIMS Bathinda, whose decision shall be final.
- After the superannuation of Guide, a Co-guide from AIIMS Bathinda will automatically take his/her place.

8. Registration Process

- The date of declaration of the result shall be treated as the date of provisional Registration.
- Ph.D. research work will be performed after the provisionally registered Candidate invariably clears the Research Methodology, Biostatistics, and Evidence-based Based Medicine (EBM) exam conducted by AIIMS Bathinda within 06 months -specific in addition to Department courses, if any.

- Within 120 days from the date of registration admitted Candidate shall submit 2 copies of his \ her research proposal (Synopsis) including one soft copy, recommended and forwarded by his \ her research guide along with the application for final registration in the prescribed format.
- The research proposal shall be approved by the DRC, Research Cell, and Institutional Ethics Committee of AIIMS Bathinda and a certificate in this regard shall be submitted with the research proposal.
- After 12 months no change in topic and synopsis shall be allowed, without prior permission of the DRC.

9. Leave and Other Rules

- It is the responsibility of the Guide to send attendance details of PhD scholars to the PhD convener quarterly.
- Ph.D. students are entitled to 30 days of leave per year and leaves of multiple years cannot be clubbed together. If leave exceeds the limit within a year, then the extended period will be treated as extraordinary leave and his/her minimum registration will be extended for the same duration
- However extraordinary leave cannot be more than 3 months in the entire registration period of 5 years. Any such extension beyond three months shall lead to registration being cancelled.
- Women candidates may be provided Maternity Leave or Child Care Leave as per Govt. rules.
- In case of Guide recommends a candidate for specific training or project-related work outside AIIMS Bathinda (within India or abroad). Such a period shall be treated as duty/study leave. This study leave shall not be more than 6 months in the entire registration period. Proof of acceptance of Candidate for such training work outside should be submitted and on retain, report of such training/ work done shall be required to be submitted to Convener PhD by candidate through Guide.



10. Role of Institutional Research Review Board

This Board comprised of

- ❖ Dean (Academic): Chairman
- ❖ PhD Convenor – (Member Secretary)
- ❖ Associate Dean (Academic)
- ❖ Associate Dean (Research)
- ❖ Dean nominated two members.

Responsibilities:

- Shall recognize Faculty as Ph.D. guides.
- Shall formulate rules and recognize Departments/ Laboratories for research work leading to Ph.D.
- Shall scrutinize applications received for Ph.D. registration and approve Candidates for registration.
- Shall approve the topic of research of Ph.D. degree.

11. Role of Doctoral Research Committee (DRC)

For close monitoring and quality assurance, there will be a DRC for PhD course. It will consist of

- ❖ Dean (Academics)
- ❖ PhD Convenor
- ❖ Guide
- ❖ Subject expert (Internal)
- ❖ External member (Outside the Institute)
- ❖ One invited member

Responsibilities:

- DRC will review the progress of PhD scholar half-yearly, for adequacy of research work and submit its report within 15 days to PhD convenor. The report will give recommendations for the continuation of Ph.D. work along with a clear overall assessment of the quality of work, with remarks, signed by all DRC members, as one of the following:

a) Excellent b) Good c) Satisfactory d) Needs improvement, with suggestions e) Not satisfactory, with reasons.

- In case the report of DRC is below the accepted standard of good for two consecutive times, the candidate will be given a warning and in case further DRC reports mention the same grading the registration of such candidates will be cancelled. The minimum rating must be Very Good in the previous two DRC reports for further proceeding research activities.
- The Dean (Academics) shall convey to the candidate the assessment report in writing (Excellent/good/Satisfactory/Poor), and should also advise the candidate about his/her shortcomings.
- In case during the registration period, in any two consecutive reports submitted by the Doctoral to the Dean it is mentioned that the candidate is incapable of continuing the work of the desired standard, the Dean may then warn the candidate and give one more chance to improve his work during the next six months. In the case at the end of this period, the work of the candidate is still unsatisfactory, his/her registration shall be cancelled by the Dean (Academics).
- Completed Ph.D. work has to be presented before DRC in routine biannual meetings or special meetings.
- On approval of DRC, the scholar will be allowed to submit his/her thesis for evaluation.
- If Co-Guide happens to be from an external Institution, his/her cost of traveling and local hospitality shall be arranged/reimbursed by AIIMS Bathinda as per its rules. The meeting can preferably be scheduled via video conferencing or otherwise physically.
- DRC will be valid for the entire duration of the work of the PhD Scholar.
- Any changes in DRC will need prior approval from Director AIIMS Bathinda
- Any modifications or additions in thesis work, if any as proposed by DRC, will be implemented.

12. Course Work Evaluation and Assessment Methods of minimum standards/credits for award of Ph.D. degree

12.1 Coursework and Evaluation

- After being admitted, each Candidate shall be required to undertake coursework for a minimum of **12 months**. Coursework shall be treated as pre-PhD preparation and must include a course on principles of **Research methodology, Biostatistics/ Statistics, Bioethics, and Evidence-based medicine** may include quantitative methods and computer applications **in addition to Department-specific courses, if any**. It may also involve reviewing published research in relevant fields. Candidate must complete coursework successfully before proceeding further.
- Upon satisfactory completion of course work, and obtaining marks/grade prescribed in (Course work) Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the Institution concerned based on these Regulations. An unsuccessful Candidate shall be given only one more chance to undergo coursework and revaluation by DRC.
- Before submitting the dissertation/thesis, the scholar shall present before the DRC. Feedback and comments obtained may be suitably incorporated into the draft dissertation/thesis.
- Ph.D. scholars must publish at least **one (1) research paper in peer peer-reviewed journal on the thesis topic and two paper presentations in conferences/seminars** before submitting of dissertation/thesis for adjudication and producing evidence for the same in the form of presentation certificates and/or reprints. This should be submitted to the PhD Convener forwarded by Guide.
- Institutions shall develop appropriate methods to complete the entire process within six months from the date of submission evaluation of Ph.D. thesis dissertation/thesis.

Bi-annual Report:

Every Ph.D. Candidate should submit his/her Bi-annual progress report to Ph.D. Convener duly certified by Guide.

12.2 Submission of PhD Thesis

- After the DRC constitution, the candidate shall prepare a detailed protocol underlining his proposed research plan clearly stating the objectives and methodology to be employed. The protocol should also contain a brief formulation of the experimental designs & the advice of a biostatistician should invariably be obtained.
- Protocol shall be submitted to the DRC, together with the faculty of the department, within 3 months (but no later than 6 months from the date of registration). The DRC

together with the faculty of the department will recommend the feasibility of the proposed research plan recommending such modifications as they seem fit for further approval by Dean.

- The protocol of research with proof of submission for ethics approval must be submitted within 6 months of registration with the extension of one month on prior approval of the Dean.
- DRC meetings must be held every 6 months.

12.3 Assessment of the research work of the candidate

- The progress of the candidate's work shall be periodically assessed by the DRC and a report regarding the same shall be submitted to the PhD Convenor through the Guide every 6 months interval. The grading of the candidate shall be done as Excellent/ good/ satisfactory/ poor. Any grading less than good is not acceptable. In case the report of DRC is below the accepted standard of good for two consecutive times the candidate will be given a warning and in case further DC reports mention the same grading the registration of such candidates will be cancelled.
- The Dean shall convey the candidate about the assessment report in writing (Excellent/good/Satisfactory/Poor), and should also advise the candidate about his/her short-comings.
- In case during the registration period, in any two consecutive reports submitted by the DRC to the Dean it is mentioned that the candidate is incapable of continuing the work of the desired standard, the Dean may then warn the candidate and give one more chance to improve his work during the next six months. In case at the end of this period, the work of the candidate is still unsatisfactory, his/her registration shall be cancelled by the Dean.

12.4 Thesis Submission and Examination

- No candidate will be allowed to submit a thesis without the approval of the DRC. The final Doctoral committee meeting should be held at least 6 months before the end of the maximum registration period (of 5 years or as the case may be) and, once satisfied, the committee will grant writing permission to the candidate.
- The same will be informed to the Dean in the DRC report which should include a brief resume of the work done.

- Candidate must submit the thesis within 6 months of grant of permission to write a thesis. However, an extension for a maximum of up to 3 months can be given by the Dean (Academics) on the recommendation of the Guide mentioning justifiable reasons.
- For the award of the degree of Doctor of Philosophy the candidate shall submit four copies of the thesis along with a soft copy on USB pen drive not earlier than the prescribed minimum period of 3 years and no later than the maximum period of registration (5 years or above as the case may be). The thesis shall be certified by both the Guide and by the Co-Guide(s) before its submission.
- While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the **originality of the work, vouching that there is no plagiarism** and that the work has not been submitted for the award of any other degree/diploma of the same Institution where work was carried out, or to any other Institution.
- The Guide in consultation with the DRC shall submit a panel of examiners at the time of submission of the final DRC report that is at least six months before the expected date of submission of the thesis (end of registration period). The panel shall include eight examiners. The examiners, based on their published work, should be acknowledged leaders in the field of study undertaken by the candidate. A reminder for the submission of such a panel will be sent by the academic section at least 6 months before the date of end of registration, so that this may be discussed during the final DRC meeting.
- A board of four examiners shall be appointed by the Dean (Academics) with the approval of competent Authority for the assessment of the thesis. The board of examiners for the viva voce examination shall consist of **two external and two internal examiners**. One of them shall be the Guide/Co-guide of the candidate as an internal examiner and one nominated by Dean (Academics). The other two will be **external examiners from the panel of examiners as above**. In cases where the panel included members from abroad, one of the four examiners selected can be from abroad. However, the appointment of examiners from abroad may not be necessary. The external examiners, from India who assessed the thesis of the candidate will act as the external examiners at the viva voce examination.
- The examiners (including the foreign examiner) shall submit the evaluation report within three months of receipt of the thesis.



- The foreign examiner may be requested to send some questions to the candidate at the time viva voce examination to seek clarifications. These comments shall be made available to the examiners appointed for conducting the viva voce examination before the commencement of the viva voce examination.
- After the thesis has been approved by the external and internal examiners, a public defense of the thesis will be held, as well as the viva voce examination to adjudge the general proficiency of the candidate in the subject(s) allied to the candidate's field of work.
- Candidate shall be allowed to appear in public defense/viva voce only after at least **one (1) research paper in peer-reviewed (Pubmed/Scopus indexed) journal on the thesis topic and two paper presentations in conferences/seminars.**
- There shall be a public defense of the thesis by the candidate. The topic, date, and time of the defense of the thesis shall be announced by the Examination Section well in advance so that the faculty members and others interested in the topic of the thesis can be present. At the viva voce examination, the candidate's general proficiency in the subjects allied to the field of his study shall also be evaluated.
- Those attending the public defense who are not members of the board of examiners, can also participate by asking relevant questions. The board of examiners shall take into consideration the views and criticism if any, of the Faculty members and others participating in the public defense of the thesis. However, the result of the examination shall be decided solely by the members of the board of examiners.
- The Public Defense Viva shall be conducted within three months of receipt of the examiners' evaluation report. This viva voce examination and the public defense should be within 6 months from the completion of the registration period.
- The candidate shall be entitled to appear at the defense of thesis viva voce examination only if the thesis is unanimously approved by the Board of Examiners for the thesis.
- If more than one examiner rejects the thesis, it will stand rejected and shall not be referred to any other examiner.
- If the thesis is rejected by only one examiner, it will be referred to another examiner from among the approved panel. In case this examiner approves the thesis, it will be considered unanimously approved.
- If one or more examiners recommends re-submission of the thesis after modifications it shall be done within a maximum period of 3 months (6 months in case some new

experiment is recommended) from the date on which the candidate is so informed by the Dean (Academics).

- If the reports from all the external examiners are not received within 3 months, a copy of the thesis be sent to another examiner from amongst the approved panel.
- In the event of non-availability of one of the external examiners who examined the thesis, other examiners from amongst the panel be called for the viva voce examination at the discretion of the Dean.

12.5 Result of Thesis Examination

- The candidate shall be declared eligible for the award of the degree of Doctor of Philosophy only, on the unanimous recommendations of the members of the board of examiners at the viva-voce examination.
- In case, the examiners are not satisfied with the performance of the candidates in the above examination, the candidate shall be required to reappear for another viva voce examination after two months provided such specific recommendations are made by the board of examiners.
- If a Ph.D. degree is awarded to the Candidate, the first copy of the thesis will be deposited in AIIMS' Bathinda Library, the second copy will be kept in the Department where research has been carried out, the third copy will be returned to Candidate and Guide will retain a fourth copy.

13. Award of Degree

- A Candidate will be eligible for the award of a Ph.D. degree after the examiner's recommendation following public *viva-voce*.
- Recommendation will be directly placed by the Dean (Academics) before the Director AIIMS Bathinda for approval and the result will be declared immediately thereafter.

14. Fee Structure

Sr. No.	Fee (Rs.)	Amount (INR)
1	Registration Fee	25/-
2	Tuition Fee	720/ (3 years)

3	Laboratory fee	120/- (3 years)
4	Pot fund	720/ (3 years)
4	Caution Money	100/- (for the recovery of breakage's or loss of institute)

This fee schedule **excludes** hostel charges and electricity which will be paid separately if hostel accommodation is taken. **(All Fees and dues are payable at the time of admission)**

Note:

- (i) Fees and other charges once paid shall not be refunded in any case and no correspondence will be entertained in this connection.
- (ii) Fee structure is subject to revision by Director AIIMS Bathinda.

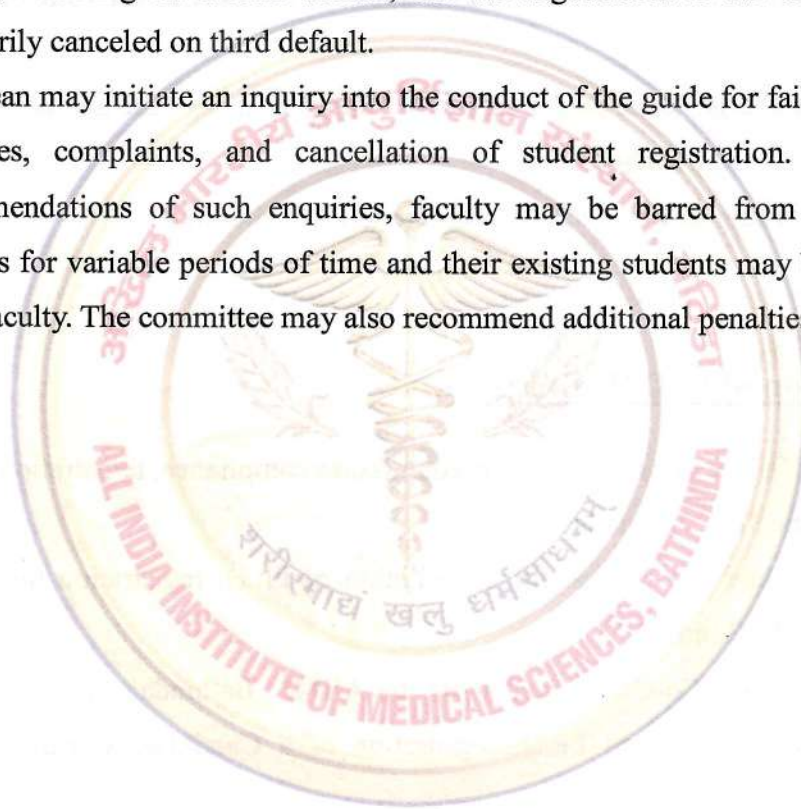
15. Cancellation of PhD Registration

- In case of failure of progress report submission compliance, registration for Candidate will be cancelled automatically.
- Any Candidate can request for cancellation of Ph.D. registration through Guide to DRC, AIIMS Bathinda.
- Also Guide or Co-Guide can write to AIIMS Bathinda for the withdrawal of guidance/cancellation of Ph.D. registration of a Candidate working under his/her guidance.
- It is necessary to get the concurrence of the Candidate and Guide for cancelling Ph.D. registration. DRC will decide on the cancellation of registration after due communication with the Guide/Co-Guide and Candidate. If required another member from the concerned Department may also be consulted for his/her opinion.
- If the Scholar has not shown satisfactory performance for one year, the Guide may inform DRC about the non-performing Candidate to take appropriate action.
- Unauthorised absence of students: At least three reminders will be issued with a gap of 10 days by the Academic section to the student. Thereafter, the action of

cancellation of registration of the concerned will be decided by Director AIIMS Bathinda.

16. Additional Points on Conduct of PhD Course

- Several mandatory courses will be defined and developed for all PhD students. A certificate will be issued for courses attended by the candidates.
- Failure to fulfill any of the above clauses will lead to cessation of Institute fellowship/ AIIMS fellowship (if provided) plus the issue of caution memorandum on first default, warning on second default, and the registration of the candidate will be summarily canceled on third default.
- The Dean may initiate an inquiry into the conduct of the guide for failure to adhere to timelines, complaints, and cancellation of student registration. Based on the recommendations of such enquiries, faculty may be barred from recruiting PhD students for variable periods of time and their existing students may be reassigned to other faculty. The committee may also recommend additional penalties if required.





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A blue handwritten signature or mark.

EDITORIAL MEMBER



Dr. Mintu Pal

PhD Convenor

EFFORTS BY



Archit Goel

(MBBS-2020 Batch)



Gunn Goel

(MBBS-2023 Batch)

