

Assam University, Silchar
Ordinance on M.Phil. and Ph.D. Degrees, 2017

In exercise of the powers conferred by sub-section (2) of section 28 of the Assam University Act, 1989 (No. 23 of 1989) the University hereby makes following Ordinance, namely -

(1) Short Title, Application and Commencement

(1.1) This ordinance may be called the Assam University Ordinance on M.Phil. and Ph.D. Degrees, 2017.

(1.2) This shall come into force from 1st January 2017 and shall apply to those students who are admitted to research programme on or after 01.01.2017.

(2) Eligibility Criteria for Admission to the M.Phil. Programme

(2.1) Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree with at least 55% marks in aggregate, or its equivalent grade 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, recognised or incorporated under a law in its home country or any other statutory authority in that country empowered for assessing, accrediting or assuring quality and standards of educational institutions.

(2.2) 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 the decision of the Government of India (GOI) from time to time, or for those who had obtained their Master's degree prior to 19th September 1991. The eligibility marks of 55% (or an equivalent grade in a point scale) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

(3) Eligibility Criteria for Admission to the Ph.D. Programme

Subject to the conditions stipulated in this Ordinance, the following persons are eligible to seek admission to the Ph.D. programme:

(3.1) Master's Degree holders satisfying the criteria stipulated under point 2 above.

(3.2) Candidates who have cleared a four paper M.Phil. course work with at least 55 % marks in aggregate or its equivalent grade 'B' or those who have already completed the course work in M.Phil. as per the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016_ with at least 55% marks in aggregate or its equivalent grade in the prevalent AUS-grading scale and successfully completed the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in an integrated programme in the University. 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 the decision of the GOI from time to time.

(3.3) A student of Assam University, whose M.Phil. Dissertation has been evaluated and the *viva voce* is pending, may be admitted to the Ph.D. programme of the University.

(3.4) Candidates possessing a Degree considered equivalent to the M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established, recognized or incorporated by law in its home country or any other statutory authority in that country empowered for assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

(4) Duration of the Programme

(4.1) M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters/ one year and a maximum of four (4) consecutive semesters/ two years, excluding course work.

(4.2) An extension of one semester may be given to an M.Phil. Candidate for submission of dissertation on recommendation of RAC (point 8).

(4.3) Ph.D. programme shall be for a minimum duration of three (3) years, including course work and a maximum of six (6) years.

(4.4) An extension of one year may be given to Ph.D. scholar for submission of thesis on recommendation of RAC (point 8).

(4.5) An additional year of extension may be granted under special circumstances to a Ph.D. candidate.

These extensions may be granted on recommendation of RAC routed through relevant statutory bodies provided the candidate applies with the recommendation of RAC well in advance, prior to the date of expiry of her/his tenure of M.Phil./ Ph.D.

Any extraordinary situation may be referred to the Chairperson, Board of Research Studies (BRS), through RAC and Departmental Research Committee (DRC) (point 9), for decision which should later be ratified in the relevant statutory bodies.

(4.6) Women candidates and persons with disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil. and two years for Ph.D. in the maximum duration in addition to that mentioned in point 4.1-4.5.

(4.7) In addition, women candidates may be provided Maternity Leave/ Child Care Leave, only once in the entire duration of M.Phil./Ph.D. for up to 240 days.

Explanation: "relevant statutory bodies" refers to Board of Post-Graduate Studies, Board of School, Board of Research Studies, and Academic Council, as the case may be.

5. Procedure for Admission

(5.1) Candidates will be admitted to M.Phil./ Ph.D. programme through an Entrance Test to be conducted annually.

(5.2) A student having PG degree from Assam University, UGC-NET (including JRF)/ UGC-CSIR NET (including JRF)/ SLET/ GATE/ teacher fellowship holders, and teachers teaching in the University, will get 10% of her/his PG grade/ percentage of marks as bonus over the entrance examination score.

Candidates with M.Phil. degree will get 10% of their coursework grade/percentage of marks as bonus. These will be included at the time of preparation of merit list.

(5.3) The University shall:

(5.3.1) Decide on an annual basis through the DRC, a predetermined and manageable number of M.Phil./ Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar-teacher ratio (point 6.4), laboratory, library and such other facilities. Each department shall declare its vacancy of M.Phil. and Ph.D. on an annual basis. A vacancy is created under a supervisor as and when a dissertation/ thesis is submitted by a student working under her/his supervision to the Department and certificate of this effect is issued by the COE (point 10.6.7).

(5.3.2) Issue admission notification on the University website and through advertisements at least two weeks in advance in at least two (2) national newspapers, of which at least one (1) shall be in the regional language. The number of seats for admission, subject/ discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) will be conducted and all other relevant information will be provided on the University website at least two weeks in advance.

(5.3.3) Follow reservation policy of GOI.

(5.4) The admission shall be based on the criteria notified by the University, keeping in view the guidelines/ norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the GOI from time to time.

(5.5) Candidates will be selected through a two stage process that is:

(5.5.1) An Entrance Test conducted by the university to test knowledge of research methodology (50%) and the relevant subject (50%). Qualifying marks for the entrance test will be 50%. The test shall be conducted at the Centre(s) notified in advance. Changes of Centres, if any, are also to be notified well in advance.

(5.5.2) An interview, to be organized by the concerned department where the candidates are required to discuss their research interest/area through a presentation before a duly constituted DRC.

(5.6) The DRC during interview shall also consider the following aspects, viz. whether:

(5.6.1) the candidate possesses the competence for the proposed research;

(5.6.2) the research work can be suitably undertaken at the department concerned;

(5.6.3) the proposed area of research can contribute to new/ additional knowledge.

(5.7) A student admitted to M.Phil./ Ph.D. program shall pay the fees as prescribed by the university from time to time.

(5.8) The University shall maintain the year-wise list of all the M.Phil./ Ph.D. students on its website. The list shall include the name of the scholars, topic of her/his research, name of the supervisor and co-supervisor(s), date of admission/ registration. An unique enrolment number will be assigned to each admitted candidate. Registration number will be issued after title registration upon successful completion of course-work (point 7)

6. Research Supervisor: Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of M.Phil./ Ph.D. scholars permissible per Supervisor, etc.

(6.1) Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/ Assistant Professor of the university with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

In areas/ disciplines where there are no UGC approved journals or only a limited number of refereed journals, publication in a journal carrying ISSN number may be considered for recognition of a teacher as Research Supervisor with reasons recorded in writing. In such case Academic Council may fix reasonable/ equivalent criteria.

(6.2) Only a full time regular teacher of the University can act as a supervisor in the department. No external experts can act as Supervisor. However, Co-Supervisor may be allowed for Ph.D. in inter-disciplinary areas from other departments of the university or from other institutions with the recommendation of the RAC. Such proposals, based on the merit of the case, should be routed through relevant statutory bodies for approval of the BRS. Co-supervisors can be opted till one year prior to Pre-submission seminar.

For recognition of any external expert as a co-supervisor for a Ph.D. candidate, a person should be a regular faculty in a University/ College/ Institute (PG Teaching) or a scholar/expert/ Scientist in a National/ Regional Research Institute with at least five (5) publications in refereed journals after obtaining Ph.D. degree and ten (10) years of teaching/ research experience, barring that spent for obtaining Ph.D. degree.

(6.3) The allocation of Research Supervisor for a selected candidate will be decided by the concerned DRC at the time of admission 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.

(6.4) A Research Supervisor/ Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D.

scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars, and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.

However, a faculty having externally funded project may be allowed to admit up to a maximum of two (2) JRFs to the M.Phil./ Ph.D. programme in addition to those specified above, provided there is no vacancy under the concerned faculty, and the candidate(s) can qualify through the selection procedure. These extra seats will be adjusted as and when vacancy arises under the concerned supervisor.

(6.5) On superannuation, a faculty ceases to remain a supervisor but may continue as a co-supervisor till the M.Phil./ Ph.D. programme is completed. In case of superannuation of supervisor RAC shall propose the name of a new officiating supervisor to DRC for approval from statutory bodies at least one year prior to due date of superannuation. Such a case may be super numeral to point 6.4 if no vacancy exists with the proposed supervisor. But it will be adjusted as and when vacancy is created under her/him and she/he will get the due credit for supervising the student. A faculty who is due to superannuate within three (3) years, will not be assigned any new Ph.D. scholar by the DRC.

(6.6) If a supervisor proceeds on study leave/ sabbatical/ UGC duty leave/ lien/ any other leave for more than one semester, DRC will appoint a co-supervisor within the department in consultation with the RAC concerned.

(6.7) On resignation/ expiry of lien period of the supervisor, the DRC will appoint a new supervisor. Where a co-supervisor is appointed within the department, he would become supervisor. Suggestions, if any, of the outgoing supervisor will be considered by the DRC. In such cases, provisions of point 6.5 will apply. The outgoing faculty may apply to become a co-supervisor.

(6.8) On demise of the supervisor, the DRC will nominate a new supervisor in consultation with the RAC. In case, required expertise is not available in the department at that point of time, DRC may recommend appointing a

co-supervisor (point 6.2) from, outside the institution if necessary who is an expert in the relevant field.

(6.9) In case of relocation of an M.Phil./ Ph.D. woman scholar due to marriage or otherwise, the research data may be allowed to be transferred to the university to which the scholar intends to relocate provided all the other conditions in this ordinance are followed in letter and spirit and the research work does not pertain to the research project secured by the parent institution/ supervisor from any funding agency. The scholar will, however, give due credit to the parent guide and the institution for the part of research already done, without violation of IPR.

7. Course Work: Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

(7.1) Successful completion of course work shall be treated as prerequisite for M.Phil. /Ph.D. title registration.

(7.2) The M.Phil./ Ph.D. course work shall be of 16 credits.

(7.3) Coursework syllabi will be designed by a department for its M.Phil./ Ph.D. programme, except the Research Methodology paper, which will be common for a school of study and will be designed by the Dean of concerned School with necessary consultation. The Research Methodology paper of four (4) credits will cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, fieldwork, etc. Of the three remaining courses of four (4) credits each, one shall comprise advanced level topics in concerned subject. Another paper will be an optional paper on the specialized research area. Choice of this paper by a scholar will be made under the guidance of RAC. There will be a term paper of four (4) credits which will involve both a report as well as a presentation on the subject area of her/ his M.Phil./ Ph.D. topic including objectives/ specific methodology/ literature review, etc. The term paper shall be prepared under the guidance of the supervisor and evaluated by RAC concerned. All courses prescribed for M.Phil. and Ph.D. course work shall be in conformity with the credit hour, instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the relevant academic bodies and revised periodically, at

least every three years.

(7.4) Course work should be completed in the first semester of the programme; arrear, if any, should be cleared within the next semester failing which the admission will stand cancelled.

There shall be no re-evaluation/ betterment for coursework examination.

(7.5) Candidates already holding M.Phil. Degree with a four-paper coursework with minimum 55% marks in aggregate, or those who have already completed the course work in M.Phil. as per the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016, and admitted to the Ph.D. programme or those permitted to proceed to pursue Ph.D. degree in an integrated programme, may be exempted from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

(7.6) Grades/ marks in the course work, including research methodology courses shall be finalized after a combined assessment by the RAC and the Department.

(7.7) An M.Phil. /Ph.D. scholar has to obtain a minimum of 55% in aggregate and a minimum of 50% in each paper or its equivalent grade in prevalent AUS scale in the course work in order to be eligible to continue in the programme and submit the dissertation/ thesis.

8. Research Advisory Committee and its Functions

(8.1) There shall be a five member Research Advisory Committee (RAC) for each M.Phil./ Ph.D. scholar. The committee shall be notified by the Head of the concerned department immediately after the admission of the scholar in the course in consultation with the supervisor.

(8.2) The RAC shall consist of the Head of the Department, one teacher from the department and two teachers from other departments of the university, and Supervisor as Convener. Where there Supervisor is the Head another senior most teacher of the department should be included in the Committee. In departments where there are no sufficient numbers of teachers eligible to

be supervisor, teachers from other departments may be included. All the members have to be eligible to be supervisors as per norms laid in point 6.

(8.3) Meetings of the RAC will be notified by the Head of the department in consultation with the concerned supervisor.

(8.4) This Committee shall have the following responsibilities:

(8.4.1) To review the research proposal and finalize the topic of research;

(8.4.2) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that she/he may have to undertake during course work or later.

(8.4.3) To periodically review and assist in the progress of the research work of the concerned scholar.

(8.5) Every research scholar must appear before the RAC once in six months to make a presentation of the progress of her/his work for evaluation and further guidance. The six monthly progress reports shall be submitted by the RAC to the Department with a copy to the research scholar.

Note - The six monthly meeting of the RAC shall be notified by the supervisor in consultation with HOD.

(8.6) In case the progress of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend, with specific reasons, for cancellation of the title registration under the programme.

9. Departmental Research Committee and its Functions

(9.1) A Departmental Research Committee (DRC) shall be constituted for each academic department offering M.Phil. /Ph.D. programme. All teachers of the department eligible to supervise shall be member of the committee. One member shall be opted from another department of the same School of Studies and another member from an allied School of Studies as a Vice-Chancellor's nominee. Head of the Department shall chair the proceedings of the DRC.

(9.2) The DRC shall look after the following research related matters-

(9.2.1) Conducting the personal interview during M.Phil. /Ph.D. admission process.

(9.2.2) Assigning supervisor to a selected candidate.

(9.2.3) Maintaining records of the M.Phil. /Ph.D. scholars in the department and scrutinising scholar's register.

(9.2.4) Setting eligibility criteria for part-time scholars on departmental basis in addition to that stipulated in point 11.3.

(9.2.5) Monitoring yearly attendance of scholars.

10. Evaluation and Assessment Methods, Minimum Standards/ Credits for Award of the Degree, etc.

(10.1) The credit requirement, including credit for the course work, for the award of M.Phil. degree shall be 32 of which 16 shall be secured from coursework and 16 from dissertation.

(10.2) Upon satisfactory completion of coursework and obtaining the required marks/ grade, a scholar shall be required to undertake research work and go for registration of title of the dissertation/ thesis.

A presentation on the proposal should be made before RAC, on whose recommendation the scholar shall submit a synopsis. Thereafter, the scholar shall submit an application (in prescribed format) to the Department along with the recommendation of RAC based on the presentation.

The application, complete in all respects, shall be forwarded to BRS through the relevant statutory bodies within twelve months of successful completion of coursework, barring which admission will stand cancelled.

(10.3) Any modification/ alteration in title of Ph.D. thesis within the scope of registered work can be done. Any such change shall have to be approved by the BRS before pre-submission. For this purpose, on receiving request from the scholar, the supervisor shall first propose the modification/ alteration to

the RAC, on the recommendation of which it will be submitted to the DRC, which in turn will get it approved in the relevant statutory bodies.

Modification in M.Phil. dissertation title will only be allowed under extraordinary circumstances subject to approval in the relevant statutory bodies.

(10.4) Prior to the submission of the dissertation/ thesis, the scholar shall make a presentation in the Department before her/his RAC which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/ thesis in consultation with the RAC.

The scholar shall be allowed to deliver the pre-submission seminar after completion of at least two-and-a-half (2.5) years from the date of admission, in case of Ph.D. and ten months, excluding course work, in case of M.Phil.

(10.5) Within two weeks from the successful presentation, the scholar has to submit an Abstract (within 1000 words) of the dissertation/ thesis along with duly filled prescribed form and fees to the Department.

The Ph.D. thesis should be submitted within six months from the date of pre-submission but not earlier than 3 years from the date of admission. In case a Ph.D. scholar fails to submit the thesis within six months from the date of pre-submission presentation she/he needs to take special permission from the competent authority on recommendation of RAC.

A M.Phil. scholar must submit the dissertation within two months from the date of pre-submission, but not earlier than one year from the date of admission, excluding coursework.

(10.6) M.Phil. scholars shall present at least one (1) research paper in a national conference/ seminar and Ph.D. scholars must publish at least one (1) research paper in refereed journal and present two (02) papers in national conferences/ seminars before the submission of the dissertation/ thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

(10.6.1) The Library on the recommendation of Academic Council shall

evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty from time to time. The Supervisor will certify the compliance of draft dissertation/ thesis with the prevalent guidelines.

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 the work was carried out, or to any other Institution.

(10.6.2) Dissertation/ Thesis shall be printed in the prescribed format. Three soft bound copies along with a soft copy in the prescribed format of the dissertation/ thesis should be submitted to Department for evaluation.

Two hard bound copies of the dissertation/ thesis (incorporating all changes/ alterations/ corrections suggested during the process of evaluation, if any) along with a soft copy in the prescribed format should be submitted within fifteen (15) days of completion of *viva-voce*.

Notification will be done by the university in the first week of every month for award of M.Phil./ Ph.D. to the candidates who have successfully completed *viva-voce* in preceding month.

(10.6.3) The M.Phil. dissertation submitted by a research scholar shall be evaluated by her/his Research Supervisor and at least one external examiner who is not in the employment of the Assam University. An expert panel containing names of at least four experts, excluding supervisor(s), on the relevant field must be submitted by the supervisor at the time of title registration for approval of relevant statutory bodies.

The open *viva-voce* examination shall be conducted by the external and internal examiners, and shall be open for attendance by members of the RAC, all faculty members of the Department, other research scholars and any other interested experts/ researchers.

Each examiner shall evaluate the performance of the scholar in the

following grades: 'O' corresponding to 9.00-10.00, 'E' corresponding to 8.00-8.99, 'V' corresponding to 7.00-7.99, 'A' corresponding to 6.00-6.99, 'B' corresponding to 5.50-5.99 and 'C' corresponding to less than 5.5 grade points. A candidate shall be awarded the average of grades awarded by both the dissertation examiners and degree will be awarded to candidates securing 'B' grade and above.

The Dean of the concerned school shall notify the date of *viva-voce* in consultation with supervisor within a week of receiving papers from the COE office. This notification shall be done at least one week prior to the scheduled *viva-voce*.

The RAC should be supplied with the evaluation reports (blind) and the same should be communicated to the scholar along with the date of *viva-voce*. The *viva-voce* may be deferred or fixed on a later date by the Dean of the concerned school on written request of the candidate/supervisor.

(10.6.4) The Ph.D. thesis submitted by a research scholar shall be evaluated by her/his Research Supervisor and at least two external examiners, who are not in employment of Assam University, of whom one examiner may be from outside the country. A panel containing the names of at least six (6) external experts, excluding supervisor(s), on the relevant field should be submitted at least one (1) year prior to pre-submission for approval of relevant statutory bodies. A submitted panel will remain valid for two and a half (2.5) years.

In case the supervisor is a close relative of the scholar she/he will not evaluate the thesis of the candidate and a third external will be appointed in lieu of her/him.

The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted under the chairmanship of the Dean with at least one of the two external examiners/ VC's nominee, and shall be open to be attended by Members of the RAC, all faculty members of the Department, other research scholars and any other interested experts/researchers.

(10.6.5) The public *viva-voce* of the research scholar to defend the

dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If the evaluation report of the external examiner in case of M.Phil. dissertation, or one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend *viva-voce*, the University shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree. In case an examiner suggests some modification/ improvements in the dissertation/ thesis on certain specific line and points out certain lacunae in the dissertation/ thesis, the candidate should be asked to reply or modify the dissertation/ thesis and re-submit it to be forwarded to the concerned examiner within a period of six (6) months from the date of intimation of the requirements of modification by the university.

Process for conduct of *viva-voce* would be as prescribed in point 10.6.3.

(10.6.6) In the event of death of an M.Phil./ Ph.D. candidate before her/ his *viva voce* could be conducted, a posthumous degree may be awarded provided the reports of one (in case of M.Phil.) or both (in case of Ph.D.) the external examiners is/are positive with recommendations for *viva-voce*. Such a proposal has to be routed through the relevant statutory bodies.

(10.6.7) The entire process of evaluation of M.Phil. dissertation/ Ph.D. thesis shall be completed within a period of six months from the date of submission of the dissertation/ thesis. The Scholar shall submit the thesis to the department. A submission certificate (bearing date of submission) shall be issued to the scholar by office of COE.

11. Treatment of Ph.D./ M.Phil. through Distance Mode/ Part-time Basis

(11.1) There will be no M.Phil. and Ph.D. programmes offered through distance education mode.

(11.2) Part-time Ph.D. will be allowed provided all the conditions

mentioned in the extant Ph.D. ordinance are met. A No Objection Certificate (NOC) from competent authority in the format prescribed by the authority needs to be submitted at the time of personal interview during admission by all employed candidates. In addition, an employed candidate needs to submit leave sanction order from competent authority for at least a period of six (6) month for attending course work.

Teachers of Assam University and its affiliated colleges would be exempted from attending regular classes during coursework. They will have to write an assignment in each paper and earn credit through seminars, fieldwork, etc.

(11.3) Part time scholars have to be present in the campus for 30 days in a year and must appear before RAC once in every six month. Attendance records of such scholars will be maintained by the Supervisor and reported to RAC per academic year. RAC may take appropriate action if a part time scholar does not have the required attendance.

12. Depository with INFLIBNET

(12.1) Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil./Ph.D. degree(s), the University shall submit an electronic copy of the M.Phil. dissertation/ Ph.D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/ Colleges.

(12.2) Prior to the actual award of the degree the University shall issue a provisional certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016.

13. Conduct and Discipline

Each scholar with respect to her/his work in the course as well as general conduct in the University shall remain under the control of respective School of Studies and shall be governed by the disciplinary code of the University.

(13.1) A full-time scholar shall not undertake any employment between the date of admission and date of submission of dissertation/ thesis. She/he

shall not join any other course of study other than those, which may be useful for her/his research programme.

(13.2) The Ph.D. scholars may be required to assist the department in teaching and examination related works.

(13.3) A full time scholar shall be entitled for 30 days leave in a year. Women candidates may be provided maternity leave/ Child Care Leave as prescribed in point 4.7.

14. Award of M.Phil./ Ph.D. Degree Prior to Implementation of this Ordinance

Award of degrees to candidates admitted for the M.Phil./ Ph.D. programme on or after 11th July 2009, till 31st December 2016 shall be governed by the provisions of earlier ordinances of the Assam University on M.Phil. and Ph.D. Degrees.

15. Removal of Difficulties

Notwithstanding anything contained in the above ordinance, the Vice-Chancellor may take such measures as may be necessary for removal of difficulties.