



# MAHATMA GANDHI UNIVERSITY of MEDICAL SCIENCES AND TECHNOLOGY JAIPUR

## ADMISSION NOTIFICATION

### ADMISSION ON THE VACANT SEATS OF Ph.D. PROGRAMS (2024-25)

Applications are invited from eligible candidates for admissions on vacant seats of Ph.D. programs through Written Entrance Test and Personal Interview/viva-voce in the following disciplines –

- i. Faculty of Medicine and Surgery
  - Medicine (Broad Specialty & Super Specialty subjects)
  - Clinical Psychology
  - Allied Health Sciences
  - Hospital Administration
- ii. Faculty of Dental Sciences
- iii. Faculty of Physiotherapy
- iv. Faculty of Nursing

**Last date of ONLINE submission of application form is  
08.09.2024**

#### **Exemption from appearing at the written Entrance Test –**

Candidates who have qualified for fellowship/scholarship in UGC-NET/UGC-CSIR NET/GATE/CEED and similar National level tests in their relevant discipline are exempted from appearing at the entrance test.

They will however be required to appear for Interview & Viva-voce for interaction and research aptitude assessment.

#### **Eligibility –**

1. Candidates who have qualified the UGC-NET are eligible for admission to PhD program in the subject in which they have qualified the UGC-NET. Valid UGC-NET score shall be used for admission to Ph.D. program.
2. Candidates other than UGC-NET qualified
  - i. must have passed Master's degree examination in respective subject (in which applying for Ph.D. program) with at least 55% marks in the aggregate or equivalent GPA.
  - ii. A relaxation of 5% marks, or an equivalent relaxation of grade, will be allowed for those belonging to SC/ST/OBC-NCL/MBC-NCL/Differently-abled category.
- iii. **Nursing Program:**
  - a. M.Phil. (Nursing) or M.Sc. (Nursing) or a Post Graduate degree in Nursing recognized by Council with 3 years teaching or Clinical experience after M.Sc.

Campus:

RIICO Institutional Area, Sitapura, Tonk Road, JAIPUR - 302 022 (Raj.) INDIA  
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## MEDICAL SCIENCES AND TECHNOLOGY

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(Nursing). Ph.D. in Nursing (part-time) will be allowed those, presently working in MGUMST.

- b. The scholars should have passed M.Sc. (Nursing) with a minimum of 60% marks.

### Fees Structure –

Candidates provisionally selected for admission to Ph.D. program by the Admission Board shall be required to deposit Ph.D. program fee as under –

1.	Cost of Ph.D. admission test form	Rs. 3,000/-
2.	<b>Full Time Course Tuition Fee</b> (Minimum 3 years) Rs. 80,000 and two post-dated cheques one each for Rs. 80,000 at the time of admission	Rs. 2,40,000/-
3.	<b>Part Time Course Tuition Fee</b> (Minimum 4 years) Rs. 80,000 and three post-dated cheques one each for Rs. 80,000 at the time of admission.	Rs. 3,20,000/-
4.	Ph.D. Course extension Fee per year	Rs. 80,000/-
5.	Caution Money (interest free, refundable on completion of course)	Rs. 25,000/-
6.	<b>Enrolment fee (if applicable)</b> Submission of fee to the University along with necessary documents –	
	a) within two months of successful completion of course work	Rs. 27,000/-
	b) after two months of successful completion of course work	Rs. 35,000/-
	c) after six months of successful completion of course work	As per the decision to be taken by the University in the individual case

### Admission –

Admissions to Ph.D. program shall be made through written Entrance Test, Interview & Viva-voce for interaction and research aptitude assessment.

Students who secure 50% marks in the written entrance test will be eligible to be called for the interview/viva- voce. A relaxation of 5 % marks will be allowed in the entrance test for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.

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# MAHATMA GANDHI UNIVERSITY

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## MEDICAL SCIENCES AND TECHNOLOGY

JAIPUR

Weightage of 70% for the entrance test and 30% for the performance in the interview/viva- voce shall be given. Admission Board of the University, after verifying eligibility, shall grant provisional admission.

For Nursing program, selection for Ph.D. Program of the candidate will be based on i) entrance test marks obtained out of 90 marks (minimum weightage pass marks for entrance will be 60% of 90 marks i.e. 54) ii) 5 marks for candidates possessing M.Phil. in Nursing iii) 5 marks weightage for publications shall be given.

**The Online Application shall be submitted on MGUMST admission portal within prescribed time period as mentioned in this notification.**

Submission of essential all documents and fee of Entrance Test will be pre-requisite for submitting the application for various Ph.D. programs mentioned in this notification.

### Steps for online submission of admission application

**Scan the QR code for filling the application form**



#### Step-I: Registration:-

- Type on web browser [www.mgumst.org](http://www.mgumst.org).
- Click on "ADMISSION OPEN" as available on top right side of web page.
- New page will open. Click on "Admission/Admission enquiry".
- Admission/Admission enquiry portal will open. Fill the registration form.
- E-mail id entered by you shall be your user id and mobile no. shall be your password to login the portal to access the admission application form.

#### Step-II: Admission application form:-

Fill the admission application form and upload the following required documents in **PDF format and maximum 1 MB size** for successful submission of admission application form.

- Marks sheet/Certificate of the Secondary Examination (10<sup>th</sup> Class) showing date of birth.
- Marks sheet of 10+2 (Senior Secondary) or its equivalent Examination.
- Marks sheet of qualifying examination, as applicable (as mentioned in the "eligibility" column of this notification)
- Valid Certificate for Reservation Category (EWS/SC/ST/OBC-NCL/MBC-NCL etc.), if applicable.

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- Domicile Certificate.
- Disability Certificate, if applicable.
- No objection certificate/permission from the present employer (**as per annexure 1 & 2**) for the applied regular full-time/part-time program (for in service candidate only) is to be submitted at the time of counseling.
  - Aadhar Card.
  - Passport Size photograph (100 KB in JPG/PNG)
  - Candidate's Signature in blue colour (50 KB in JPG/PNG).

### Step-III: Payment of Entrance Exam Fee: -

- Admissions Entrance Test fees **Rs. 3000/- (non refundable)**

Application form shall not be considered for entrance test if the application form is without necessary enclosures.

### Schedule of Written Entrance Test:

**Date : 13.09.2024 (Friday)**

**Time : 11:00 A.M. to 12:00 P.M.**

**Venue : MGUMST campus - as per admit card**

Admit cards will be emailed to the candidates on their registered email ID. Candidates may download their admit cards from their email ID and take a print before reaching the examination centre on the date of Written Entrance Test.

Candidates who do not receive their admit cards upto two days before the date of Written Entrance Test must report on the e-mail: [admissions@mgumst.org](mailto:admissions@mgumst.org) about non-receipt of admit card.

Candidates shall bring with them, their admit card and original valid photo ID in the Examination Hall.

### Pattern of the Written Entrance Test:

1. There will be one question paper of one-hour duration.
2. The question paper booklet shall contain 50 MCQs of 2 marks each. There will be two parts in the question paper. Part-A shall consist of 25 MCQs on Research Methodology and Part-B shall be of 25 MCQs on subject specific.
3. The medium of Entrance Test shall be English.
4. Candidates will be required to attempt all the questions.

### Instructions to Examinees:

1. Candidates will write answers of the MCQs in the OMR answer sheet.
2. Answers if given by the candidate in the question paper booklet will not be evaluated.
3. Candidates are strictly forbidden to bring with them any material like mobile phones, calculators, Bluetooth or any electronic device, book or written paper in the Examination Hall. Possession of any such material will

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be treated as unfair means and the candidate will be disqualified for the Written Entrance Test.

### **Result of written entrance test:**

Result of the Written Entrance Test shall be declared and uploaded on the University website. Hence, the candidates are advised to see their results on the University website. No separate intimation regarding result of the entrance test shall be given to individual candidate.

#### **1. Faculties other than the Faculty of Nursing**

Candidates who secure atleast 50 % marks in the Written Entrance Test shall be called for the interview/viva-voce for admission to Ph.D. course. A relaxation of 5% marks will be allowed to qualify the entrance test to the candidates belonging to SC/ST/OBC/MBC/differently-abled category, Economically Weaker Section (EWS), and other categories as per the decision of the UGC from time to time.

#### **2. Faculty of Nursing**

Candidates who secure 60% marks i.e. 54 out of maximum 90 marks in the Written Entrance Test shall be called for the interview/viva-voce for admission to Ph.D. course.

Schedule of Interview & Viva-voce Examination/ original document verification/ fee deposition for the candidates who qualify the written entrance test shall be announced at the time of declaration of the result of the Written Entrance Test.

### **Criteria for selection:**

#### **1. Faculties other than the Faculty of Nursing**

A weightage of 70% for the written entrance test and 30% for the performance in the Interview/Viva-Voce shall be given.

#### **2. Faculty of Nursing**

Selection shall be based on

- (i) Entrance test marks obtained out of 90 marks
- (ii) 5 marks for candidates possessing M.Phil. in Nursing
- (iii) 5 marks weightage for publications

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**The candidates will be permitted to appear at the written entrance exam solely on the basis of information provided by them in their admission application form. They must ensure meeting the eligibility criteria mentioned in the admission notice against the course for which admission is sought. At any stage, if a candidate is found in-eligible even after qualifying the entrance test, his/her provisional admission (if granted by the Admission Board) shall be cancelled and fees deposited shall be forfeited.**

For further updations/changes from time to time in this regard, please visit the University website [www.mgumst.org](http://www.mgumst.org) regularly.

For admissions query, please contact –

**Mr. R.K. Nair, Deputy Registrar – Mob. No. – 9950211559**

**August 17, 2024**

**Registrar**

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Letter Head of Employer

**Annexure-1**

**Permission from the Present Employer for part-time PhD Program  
(for in-service candidates only)**

Mr/Ms/Dr..... is permitted to pursue the Ph.D. regular program on part-time basis in Mahatma Gandhi University of Medical Sciences & Technology (MGUMST), Jaipur as per MGUMST/UGC Regulations. His / her official duties permit him/ her to devote sufficient time for research. He/she will be relieved from the duty to complete the PhD course work. He/She is permitted to fulfill the contact days with PhD supervisor after completion of the course work as notified by the University.

Date \_\_\_\_\_

Place \_\_\_\_\_

**Head of the  
Organization/Institution**  
(with seal)

Letter Head of Employer

**Annexure-2**

**Permission from the Present Employer for  
full time PhD Program**

**(for in-service candidates only)**

Mr/Ms/Dr..... is permitted to join the  
Ph.D.full time regular program in Mahatma Gandhi University of Medical  
Sciences & Technology (MGUMST), Jaipur as per MGUMST/UGC  
Regulations.

Date\_\_\_\_\_

Place\_\_\_\_\_

**Head of the  
Organization/Institution**  
(with seal)





**MAHATMA GANDHI UNIVERSITY**  
*of*  
**MEDICAL SCIENCES AND TECHNOLOGY**  
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**RULES/REGULATIONS**

*for*

**Doctor of Philosophy (Ph.D.)**

*IN*

**Faculty of Medicine & Surgery, Faculty of Dental Sciences,  
Faculty of Nursing and Faculty of Physiotherapy**

**(As per amended notification dated 05 May, 2016, July 25, 2016, August 27, 2018 and November 7, 2022 of the UGC)**

[Approved by the Academic Council in its meetings dated 28-04-2023]

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**1. General**

- i) The general provisions of Statutes, Ordinances etc. in respect of admission of students to the examinations of the University including enrollment, discipline, Health and Residence will apply for Ph.D. courses/examinations unless otherwise specified.
- ii) The eligibility for admission of students to Ph.D. courses eligibility criteria for Supervisor and Co-supervisor, procedure for admission, allocation of supervisor, duration of the course, scheme of Examination and attendance shall be as prescribed in these rules.
- iii) The number of candidates to be admitted to Ph.D. course in any department each year shall be decided by the University.
- iv) A candidate for admission to the course of study for the degree of Ph.D. must have obtained a Master's degree with at least 55% marks or equivalent GPA in the Post-Graduate examination of the University or of any other University/Institution recognized as equivalent thereto in the subject in which he wishes to pursue the course, provided that the Master's degree should have been obtained after taking the Bachelor's degree full course prescribed for the degree. The rider of 55% marks shall not be applicable where the respective Statutory Regulatory Council has prescribed the eligibility otherwise.

"A relaxation of 5% 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 UGC from time to time."

- v) Provision of reservation as in force in the University shall also apply to the Ph.D. Program.
- vi) The admission to the Ph.D. courses shall be made through an entrance test conducted by the University, a weightage of 70% for the entrance test and 30% for the performance in the interview/viva-voce shall be given. The provisions of exemption and the details of the test shall be as specified in these rules.

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**Exempted from the Entrance Test – As per UGC norms.**

Candidates who have qualified for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests in their relevant discipline are exempted from appearing at the entrance test.

They will however be required to appear for Interview & Viva-voce for interaction and research aptitude assessment.

- vii) All those desirous of seeking admission to Ph.D. program shall accordingly apply for the Entrance Test along with the fee prescribed by the University.
- viii) Part-time Ph.D. will be allowed provided all the conditions of Ph.D. Regulations are met.
- ix) In-service candidates seeking admission to part-time PhD program will be required to submit applications for admission to part-time Ph.D. program through their employer who should provide **“No objection certificate/ permission”** clearly stating that:
  - a. The candidate is permitted to pursue studies on a part-time basis.
  - b. His/her official duties permit him/her to devote sufficient time for research.
  - c. If required, he/she will be relieved from the duty to complete the course work.
- x) Amendments in the regulations regarding eligibility for Admission, supervisors, co-supervisors, course work, duration, submission and evaluation of dissertation/thesis, viva voce examination and award of Degree made by the University Grants Commission from time to time shall automatically be applicable for admissions to be made in the University.

**2. Eligibility for Admission**

**Part-time Ph.D. Program –**

- Internal candidate – Faculty/Staff candidates working in MGUMST who have completed at least 1 year of service. The candidate who is applying for part- time PhD should give a declaration that his routine duties will not be compromised by the course. Employees of the MGUMST should submit no objection certificate from concerned Dean of Faculty.
- External candidate – The candidate should have minimum two original papers (for teaching staff)/One Original Paper (For Non-Teaching Staff) published in indexed journal. The external candidate who is applying for part-time PhD should give a declaration and also furnish a no objection certificate from his current employer.

**Full time / Part time PhD Program -**

**Faculty of Medicine and Surgery**

As per the guidelines of the statutory regulating council i.e. Medical Council of India, a candidate for admission to the Ph.D. course in the Faculty of Medicine must possess -

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JAIPUR

- i) MD or MS or DNB or M.Sc. in the discipline/subject (in which admission to Ph.D. Program is sought) of the University or of a recognized University. Where marks are given in Masters course examination, the concerned candidate should have obtained at least 55% marks in the P.G. examination.
- ii) Super Specialty subjects in PhD program - candidates seeking admission to Super Specialty subject (DM/M.Ch.) in PhD Programs offered by MGUMST shall have eligibility criteria equivalent to the eligibility required for admission in respective subjects of DM/M.Ch. programs as per NMC rules/regulations.

### **Faculty of Dental Sciences**

As per the guidelines of the statutory regulating council i.e. Dental Council of India, a candidate for admission to the Ph.D. course in the Faculty of Dental Sciences must possess -

- i) a post graduate degree (MDS) in any dental subject from any approved Indian University/its constituent and affiliated college recognized by Dental Council of India. Where marks are given in Masters course examination, the concerned candidate should have obtained at least 55% marks in the P.G. examination.
- ii) a post graduate degree with 50% marks or equivalent grade from a foreign University deemed equivalent to MDS degree of this University. No Objection Certificate from the Dental Council of India will however be required in these cases.

### **Faculty of Nursing**

As per the guidelines of the statutory regulating council i.e. Indian Nursing Council, a candidate for admission to the Ph.D. course in the Faculty of Nursing must possess -

- i) M.Sc. Nursing degree with a minimum of 60% marks from a college/institute recognized by the Indian Nursing Council, or
- ii) M.Sc. Nursing degree with a minimum of 55% marks where the candidate has been awarded a fellowship by the University Grants Commission/ICMR or any other National scholarship awarding agency, or
- iii) M.Sc. Nursing degree with a minimum of 60% marks or equivalent grade from a Foreign University deemed equivalent to M.Sc.(Nursing) degree with an equivalence certificate from the Indian Nursing Council, New Delhi, or

### **Faculty of Physiotherapy**

- i) A candidate for admission to the Ph.D. course in the Faculty of Physiotherapy must possess a post graduate degree i.e. MPT/MScPT in any Physiotherapy subject with at least 55% marks awarded by a recognized Indian University.

### **Other Faculties**

- i) A candidate for admission to the Ph.D. course in the concerned Faculty must possess a post graduate degree in the subject with at least 55% marks

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awarded by a recognized Indian University.

### **3. Admissions**

- i) Admissions to Ph.D. Program shall be made through a written admission test to be conducted by the University every year. The test will be held separately for each subject/discipline for admission to a Ph.D. program under the concerned Faculty.

#### **Scheme of written Entrance Test:**

- a) There will be one paper of one-hour duration to test the knowledge of the candidate in the subject concerned. The syllabus of the Written Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The candidate will be required to secure at least 50% marks to qualify the written test.

Provided that a relaxation of 5% of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non-Creamy Layer)/Differently-abled category in the entrance examination conducted by the University.

(As per the Notification issued by Secretary, UGC dated August 27, 2018 published in the Gazette of India (Extraordinary) Part-III Section IV No. 325 dated August 27, 2018)

Weightage of 70% for the entrance test and 30% for the performance in the interview/viva-voce shall be given.

- b) Those who qualify the written entrance test shall be required to appear before the admission committee for interview/viva-voce test through personal interaction. The interview/viva voce shall be on the following aspects, viz. whether:
- the candidate possesses the competence for the proposed research;
  - the research work can be suitably undertaken at the Institution/College;
  - the proposed area of research can contribute to new/additional knowledge.
- c) The Admission Committee for Ph.D. program shall consist of the following -
- Dean of the Faculty – as Chairperson
  - Principal of the concerned college
  - Head of the Department concerned
  - One senior most teacher of the Department other than the Head
  - Any other nomination by the President
- d) The Admission Committee shall examine and scrutinize all the original documents of the candidate necessary to determine his eligibility for admission to Ph.D. program.

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JAIPUR

- e) The Admission Committee after taking into account - performance of the candidate both in written entrance test and the interview/viva-voce shall submit its recommendations to the Registrar for admission of the concerned candidate(s) to Ph.D. program. The Registrar shall then send this information to the Convener for the admissions to the Ph.D. program who shall issue the formal letter(s) of admission to the concerned candidate(s).
- ii) Admission/Registration of a student/scholar shall be cancelled in any of the following eventualities and fee deposited by him/her shall be forfeited, after due approval of the President, MGUMST
  - a) if he/she absents himself/herself for a continuous period of four weeks without prior intimation/sanction of leave or is irregular in attendance, as per report of the Supervisor duly forwarded by the Head of Department and concerned Dean of the Faculty.
  - b) if he/she resigns from the Ph.D. Program and the resignation is duly recommended by the DRC.
  - c) if he/she fails to submit an application to the MGUMST through Principal of College for Registration along with requisite documents within 12 months of his/her date of admission to the PhD course.
  - d) if his/her academic progress is found unsatisfactory by the DRC.
  - e) if he/she is found involved in an act of misconduct and/or indiscipline and termination is recommended by a competent authority

#### 4. Supervisors (Guide) and Co-Supervisors (Co-Guide)

- i) Only regular faculty (not adjunct faculty) of this University shall be eligible for Supervisor (Guide).
- ii) The Supervisor shall be of the same department/subject in which the PhD applicant has obtained his postgraduate qualification.
- iii) No person will be allowed to supervise or co-supervise the Ph.D. work if he himself/she herself or his/her close relations is admitted to Ph.D. course

The term 'close relation' includes spouse, children, sister, brother, grand children, nephew, niece, grand nephew, grand niece, uncle, aunt, first cousin, son-in-law and daughter-in-law of supervisor or supervisor's spouse.

- iv) Joint supervision by two persons (supervisor and co-supervisor) belonging to different faculties/ subjects shall be permitted. The supervisor shall be from the main department while the co-supervisor may be from the same department or from any other sister faculty/department of the University. However, the co-supervisor can also be from another University or an establishment/ center of repute. The co-supervisor in this case shall comply with the eligibility as laid down for co-supervisor. A co-supervisor

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JAIPUR

may also be appointed in case -

- a) If the field of research of the candidate is such that it requires substantial interdisciplinary input from two or more disciplines.
- b) If the candidate is working at a place other than of his supervisor, a co-supervisor from the place of candidate's work may be appointed.
- v) A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.

The maximum number of scholars under a Supervisor shall be 5 in the **Faculty of Dental Sciences**.

**Faculty of Nursing** - Two scholars every year but not more than 6 scholars (including being Co-Guide) at any given period of time.

- vi) In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the 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.
- vii) In case a Research Supervisor is expired or proceeds out of India on long leave or otherwise in special cases warranting such an action, all such candidates under him/her shall be transferred and pursuance of Research and work of sending evaluation report/viva-voce; as the case may be, shall be done by the eligible teacher authorized by the Departmental Research Committee and duly approved by the President.
- viii) Resignation/Demise

The Principal of the concerned college will inform the University immediately and a new supervisor/co-supervisor shall be appointed.

In case a Research Supervisor gives his/her resignation or passes away, all such candidates under him/her shall be transferred and pursuance of Research and work of sending evaluation report/viva-voce; as the case may be, shall be done by the eligible teacher authorized by the Departmental Research Committee and duly approved by the President. If eligible teacher is not available in the department then Head of the Department concerned may be authorized to act as Supervisor by the President on the recommendation of DRC, provided the candidate has completed his/her two and half years of research work from the date of his/her admission.

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### ix) Retirement

1. In case a Research Supervisor allotted by DRC and duly approved by the President during his/her regular service attains his/her superannuation shall continue to be the Ph.D. Supervisor/co-supervisor of the student already allotted to him/her provided he/she continues to serve in the University.
2. If a Supervisor/co-supervisor allotted by DRC and duly approved by the President during his/her regular service does not continue his/her services after superannuation, then new Supervisor/Co-Supervisor shall be appointed, as per guidelines at point no. vii).
3. New scholar shall not be allotted to any teacher who at the time of allotment of Supervisor is having less than 3 years in his retirement as per the respective regulatory council. Where there is no regulatory body no Ph.D. student will be allotted to a teacher beyond his age of 67 years.

### **Faculty of Medicine and Surgery**

As per the guidelines of the National Medical Commission (NMC) & MGUMST following shall be eligible for supervisor and co-supervisor –

- i) A teacher having not less than 15 years teaching and research experience after obtaining his/her postgraduate qualification and shall also have not less than 10 years postgraduate teaching experience as a faculty member.
- ii) A research faculty of MGUMST having not less than 15 years research experience after obtaining his/her postgraduate qualification shall also be eligible for Co-Supervisor.
- iii) Co-Supervisors with the above eligibility may be appointed by the University from within the same department or other departments of the same institution or from different institution/centre of repute on the recommendation of the Departmental Research Committee. Candidates who propose to carry out research work in an interdisciplinary area will be permitted to have a co-supervisor who will be a specialist in the related subject.

### **Faculty of Dental Sciences**

As per the guidelines of the Dental Council of India following shall be eligible for supervisor and co-supervisor –

- i) Post graduate teachers with Ph.D. qualification having at least 5 years of teaching experience after Ph.D., or post graduate teachers (non-Ph.D.) having post graduate qualification (MDS) with 10 years of teaching experience after post-graduation.
- ii) The teachers mentioned at (i) should also have publication points as per Dental Council of India guidelines.

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### ***Faculty of Nursing***

As per the guidelines of the Indian Nursing Council (INC) following shall be eligible for supervisor and co-supervisor –

- i) A teacher possessing Ph.D. degree in nursing with 5 years Post Graduate teaching experience with minimum 5 scientific publications in National/International Journals.
- ii) Maximum age to be a supervisor shall be 65 years.

### ***Faculty of Physiotherapy***

Following shall be the criteria for appointment of Supervisor and Co-supervisor –

- i) Teachers holding Ph.D. qualification with minimum 8 years teaching experience after MPT/MScPT.
- ii) A post graduate teacher (non Ph.D.) having post graduate qualification with ten years teaching experience after post graduation.
- iii) Teachers from medical faculty having 10 years teaching experience with MD/MS/Ph.D. qualifications from the relevant subjects of medical sciences and as related to Physiotherapy such as Orthopedics, Neurology, Cardiology, Respiratory Medicine etc.
- iv) Medical faculty members with 10 years teaching experience with DM (Neurology) and M.Ch. (Cardio Vascular Surgery).

Following shall be the criteria for appointment of Supervisor and Co-supervisor in the discipline of **Occupational Therapy** –

- i) Teachers holding Ph.D. qualification with minimum 8 years teaching experience after MOT/ MSc. OT.
- ii) A post graduate teacher (non Ph.D.) having post graduate qualification with 10 years teaching experience after post graduation.
- iii) Teachers from medical faculty having 10 years teaching experience with MD/MS/DM/M.Ch./Ph.D. qualifications from the relevant subjects of medical sciences and as related to Occupational Therapy such as Orthopedics, Neurosciences, Paediatrics etc.

### ***Other Faculties***

Any full time regular Professor of the University with at least five research publications in referred journals and any full time regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in referred journals.

Provided that in areas/disciplines where there is no or only a limited number of referred journals, the above condition may be relaxed for recognition of a person as Research Supervisor with reasons recorded in writing.

## **5. Enrolment & Registration**

Every candidate who is admitted in Ph.D. program shall be required to get himself/herself enrolled and registered with the Mahatma Gandhi University of

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# MAHATMA GANDHI UNIVERSITY

of

## MEDICAL SCIENCES AND TECHNOLOGY

JAIPUR

Medical Sciences & Technology (MGUMST) after paying the prescribed fees within stipulated date. Else, he/she will have to pay late fee prescribed by the University.

The application for Enrolment & Registration shall be submitted by the candidate through proper channel i.e. duly signed by the Supervisor, Head of the Department, Principal of the College and the Dean of the Faculty to the University along with all necessary enclosures.

Candidates who have already been enrolled in this University and not taken their migration certificate from this University, shall not be required to enroll themselves again. However, they shall submit the application for registration for Ph.D. programme within the prescribed period.

### 6. Course work

- i) Every candidate including in-service candidate having been admitted to Ph.D. program shall be required to undertake course work for a period of one semester. This course work shall be treated Ph.D. preparation.
- ii) The course work may be carried out by Doctoral candidates in sister Departments or Institutes within the University.
- iii) The course work shall include a course on Research Methodology including Quantitative Methods, Research Aptitude, Computer Applications, Research Ethics and Review of published research in the relevant field, training, field work etc. Other courses shall be advanced level courses preparing the students for Ph.D. program.
- iv) Every candidate shall also be required to successfully complete **Research and Publication Ethics (RPE)** course as per UGC for awareness about Publication Ethics and Publication misconducts during pre-registration course work.

### 7. Submission of Research Proposal

1. After successful completion of course work, supervisor will be allotted to each student by the Departmental Research Committee (D.R.C.) on the basis of merit, specialization of supervisor and interest area of the student.
2. The D.R.C. (Faculty of Medicine & Surgery/Dental Sciences) shall consist of the following members -
  - i) Dean of the concerned Faculty – as Chairperson.
  - ii) Principal of the concerned college.
  - iii) Head of the department concerned.
  - iv) One senior most teacher of the department other than Head.
  - v) One or more expert to be nominated by the President.
  - vi) Nominee of the President if desired by President.

For the quorum of the D.R.C. presence of members mentioned at i) and iii) above is mandatory in the meeting of the DRC. there will be three persons if the Dean and Principal are same and four persons if the Dean and the Principal are different.

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# MAHATMA GANDHI UNIVERSITY

of

## MEDICAL SCIENCES AND TECHNOLOGY

JAIPUR

3. The D.R.C. (Faculty of Nursing/Physiotherapy/Medicine & Surgery (Occupational Therapy subjects/Hospital Administration) shall consist of the following members -

- i) Dean of the concerned Faculty – as Chairperson.
- ii) Principal of the concerned college.
- iii) One senior most teacher of the concerned College other than Principal.
- iv) One expert in the subject to be nominated by the President.
- v) Nominee of the President if desired by President.

For the quorum of the D.R.C. presence of members mentioned at i) and iii) above is mandatory in the meeting of the DRC. there will be three persons if the Dean and Principal are same and four persons if the Dean and the Principal are different.

4. The candidate will appear before the DRC with the expert related to his research proposal. The expert (proposed/chosen Supervisor by the candidate) and the candidate will defend their research proposal before the DRC. The D.R.C. shall examine the submitted research proposal and after thorough discussion and interaction on the subject the D.R.C. will confirm

- i) the allotment of the eligible Supervisor
- ii) Thesis topic of the candidate

The supervisor shall send recommendations of the DRC to the Chairman, Ethics Committee of the University for approval of the research topic. The supervisor shall then send recommendations of the DRC and approval of research topic by the Ethics Committee to the University for subject registration of the candidate.

5. The Controller of Examinations shall then register the subject regarding research project and send the information of subject registration to the candidate with the copies marked to - the Supervisor, Co-supervisor, Head of the department concerned, Principal of the concerned college and the Dean of the Faculty.

6. A candidate may also submit a Thesis on a research project on the basis of work done in (a) or (b) of the following categories :

- i) The candidate has designed and constructed equipment, which provides an innovative approach to the teaching and understanding of the fundamental principles relating to a class of phenomena.
- ii) The candidate has designed, developed and fabricated equipment and/or developed a process, which contributes to the Medical/Industrial/Technological self reliance of country.

The candidate shall present a survey of literature in the field concerned and make a critical study of the topic showing a comprehensive knowledge of the current status and direction of the field. The candidate shall also present a detailed critical report of experiments that he has carried out with the equipment developed.

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7. A candidate ordinarily shall not be permitted to modify his subject during the course of study. If an occasion arises due to technical difficulties, the President may on the recommendation of the D.R.C. permit any modification of the subject within one year of the date of registration.
8. The date of commencement of research work shall be the date of admission to the Ph.D. program.

### **8. Duration of Research work**

- i) Full-time Ph.D. programme shall be for a minimum duration of 3 years, including course work and a maximum of 6 years. Part-Time PhD program shall be for a minimum duration of 4 years, including course work and a maximum of 7 years from the date of admission to submission of the thesis.
- ii) The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days. The Dean of Faculty shall be empowered to decide and take decision in consultation with the concerned supervisor and Principal of the college to grant the Maternity Leave/Child Care Leave. An extension can be granted by the President of the University to cover the period of research work.
- iii) Extension of Research Period –  
In case the candidate fails to submit his/her Thesis at the end of prescribed minimum duration of PhD program (3 years for full time PhD program and 4 years for Part-Time PhD Program), an extension can be granted to him/her for another three years. This shall be on year to year basis i.e. first extension of one year, if needed the second extension for another one year and the third and last extension for one more year. The maximum period of research shall not exceed the maximum duration of respective PhD program from the date of his/her admission.
- iv) In case a candidate fails to submit his/her Thesis even at the end of prescribed maximum duration of PhD program (6 years for full time PhD program and 7 years for Part-Time PhD Program), he/she shall no longer be considered a Ph.D. research scholar. In that case he/she will have to seek re-admission as a Ph.D. student. He/she shall have to pay the prescribed Ph.D. full course fee as applicable to a new candidate. He/she would then submit a new proposal which if approved shall be registered as per the laid down procedure. Such a candidate shall however be exempted from the admission test and the course work. The period of research for such a candidate shall be two and half years for full time PhD program and three and half years for part time PhD program. The PhD course duration shall be counted from the date of re-admission. An extension of another three years can be granted to him/her year wise, as mentioned in clause (iii) above.

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## **9. Research Work**

- i) The candidate shall pursue his research work in this University. However the candidate may also be permitted by Supervisor and Head of the main Department to carry out his research work at another Institute or a Centre of repute provided the candidate's Co-supervisor belongs to that Department/Institute/Centre.
- ii) For full time PhD program, the minimum period of attendance in the concerned department of the MGUMST shall be not less than 150 working days in each year and 100 working days of at least 6 hours each day i.e. minimum 600 working hours per year for part-time PhD program. The remaining period of the year may be devoted to special work/ special guidance/ interaction with co-supervisor (if external)/ collection of research material / working on the field of study elsewhere – under the directions of the supervisor.
- iii) The candidate may incorporate in his Thesis, contents of his earlier work (if any) and his published papers which he shall state in unambiguous terms in the relevant part of the Thesis.
- iv) The Academic Council of the Institution shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty.
- v) If a candidate is found indulged in plagiarism, university will reject Ph.D. Thesis and forfeit the already awarded Ph.D. degree, if applicable. This action shall be taken after an appropriate enquiry made in this respect through a committee appointed by the President.
- vi) The candidate registered for Ph.D. degree shall not be permitted to take up any other University Examination unless otherwise permitted by the President.
- vii) The supervisor and co-supervisor shall guide and supervise the research work seriously and a periodic assessment of the work should be done accordingly.
- viii) At the interval of every six months, the Head of the main Department in which the candidate possesses the post-graduation degree with the permission of the concerned Dean of the Faculty shall organize the meeting of Departmental Research Committee (DRC) to ensure proper monitoring of Research work of Ph.D. students as per UGC & MGUMST Regulations. Every DRC, in its periodic assessment report, must give necessary suggestion including the action to be taken against such students who are not serious and not regular for their Ph.D. research work. In case the periodic assessments sent to the University are not satisfactory, the President shall then have the power to extend his period of research or any other action as deemed fit.

The DRC may have additional meetings as per the requirement. All progress reports of PhD students must be submitted by the Supervisor to the DRC for review which shall then come to the University through the Principal of Institution in a time bound manner i.e. 15th July every year

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and 15th January every year.

Half yearly report in prescribed format shall be submitted for the period from 1st January to the end of June and from 1st July to the end of December. However, the first report for the fraction of six months period shall be submitted ending either in June or December as the case may be.

- ix) Ph.D. candidates shall publish at least one (1) research paper in the referred Journal and make two (2) paper presentation in conference/seminar before the submission of the Thesis.
- x) If Dean of Faculty himself/herself is doing PhD course of MGUMST then Head of Department shall conduct the proceedings of DRC. Likewise, if Head of the Department himself/herself is doing PhD course, then next senior member of the DRC shall conduct the proceedings of DRC.

### **10.Submission of Thesis**

- i) Prior to the submission of the thesis, the scholar shall make a presentation in the Department before the Departmental Research Committee which shall be open to all faculty members and other research scholars. Notice for the presentation shall be issued by the Head of the concerned main department 15 days prior to the date of presentation. Its copy shall be sent to DRC members, all faculty members of the department, Supervisor, Co-supervisor (if any) and the student. Notice shall also be displayed on the Notice Board of the department and the college. The feedback and comments obtained regarding the research work may be suitably incorporated into the draft thesis in consultation with the Departmental Research Committee.
- ii) Pre thesis submission report of DRC duly signed by all the DRC members, Supervisor and Principal of the college shall be sent by the Head of the department to the University.
- iii) Before Ph.D. thesis submission, the Supervisor, Head of the department and Dean of the faculty shall ensure that suggestions made during pre thesis submission presentation have been incorporated in the thesis. They shall issue duly signed certificate to this effect at the time of thesis submission by the candidate in the University.
- iv) The candidate will submit his research Thesis within the prescribed period to the Controller of Examinations of the University along with the prescribed Thesis-submission-fees and a certificate from the candidate and the Supervisor indicating that the Thesis contains a substantial original work of the candidate and an undertaking 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.
- v) Following shall also be required to be submitted along with the Thesis
  - a) 'No Dues' certificate duly signed by the Head of the Department, Principal of the College, Librarian, Hostel Warden concerned.
  - b) Ph.D. submission form in the prescribed format.

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# MAHATMA GANDHI UNIVERSITY

of

## MEDICAL SCIENCES AND TECHNOLOGY

JAIPUR

- c) Thesis submit recommendation certificate by Supervisor, Head of the department, Principal of the college and Dean of the faculty in the prescribed format.
- d) Certificate in the prescribed format duly signed by Supervisor, Head of the department, Principal of the college and Dean of the Faculty to the effect that suggestion made during pre submission presentation have been incorporated in the thesis before its final submission in the University.
- e) Declaration (Authentication Certificate) by the candidate and the Supervisor in the prescribed format to the effect that thesis submitted in PDF format is replica of its print version.
- f) Affidavit in the prescribed format by the candidate and the Supervisor for non plagiarism in the thesis.
- g) Plagiarism check report by in prescribed format issued by concerned coordinator and recommendation of Supervisor, Head of the department, Principal and Dean of the Faculty for acceptance of its submission in the University for evaluation.
- h) Consent / Approval form by the student and Supervisor in the prescribed format to archive and make accessible electronic copy of thesis to the academic community worldwide.
- i) A certificate to the effect that the candidate has published at least one (1) research paper in the referred Journal and has made two (2) paper presentation in conference/seminar duly signed by Supervisor, Head of the main department, Principal and Dean of the Faculty in the prescribed format shall be submitted along with thesis in the University.
- vi) The colour of the cover of the Thesis shall be different for each Faculty as under:
  - a) Faculty of Medicine - Light Blue
  - b) Faculty of Dental Science - Light Yellow
  - c) Faculty of Nursing - Light Green
  - d) Faculty of Physiotherapy - White
- vii) The language of the Thesis shall be English.
- viii) Four hard copies of research Thesis printed on both sides and two soft copies in thereof (PDF format) shall be submitted by the candidate.
- ix) The Thesis shall comply with the following conditions to merit the award for the Ph.D. degree:
  - a) Thesis should be a piece of research work characterized either by the finding of new facts or by a fresh approach towards interpretation of facts and theories, and it should reflect the candidate's capacity for critical examination and judgment.
  - b) Thesis should be satisfactory in its literary presentations.

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## **11. Evaluation of Thesis**

1. a) The Controller of Examinations shall send the research Thesis submitted by the candidate for evaluation to the supervisor and two external examiners. Only in special circumstances, with the prior written approval of the President, thesis can be sent for evaluation through e-mail.
- b) The supervisor of the candidate will suggest the names of ten external examiners (including adequate details regarding designation, address, major field of specialization, email address and telephone/mobile numbers) competent to evaluate the Thesis.
- c) The panel of ten names so prepared by the supervisor should contain names of eminent persons in their field belonging to A-class institutions. The panel may also include persons from abroad. The supervisor shall certify that the names suggested in the panel are not close relatives of the supervisor, co-supervisor or the candidate.
- d) The panel so received by the Controller of Examinations shall be presented before the President of the University. If necessary the President shall include additional names in the panel submitted by the Supervisor.
- e) The President shall then short list three external examiners in order of preference. The Thesis shall be sent to first two selected examiners and also to the supervisor. Only one of the two examiners may be from abroad.
- f) The three examiners – two externals and supervisor (internal) shall send their evaluation report along with their concrete recommendations to the Registrar under confidential cover. Evaluation report from the examiners shall not be accepted through any electronic platform. Written original evaluation report is mandatory.
- g) The recommendations by the examiners shall be precise and clear in terms of Thesis accepted/ Thesis to be revised/Thesis rejected. However, the examiners may if they so desire provide their observations in a special column in prescribed evaluation form about standard, quality and an impression about the research work presented in the Thesis.
- h) The examiner who recommends revision of the Thesis should categorically specify the areas of Thesis along with the examiner's recommendation on which the revision should be done.
- i) A candidate would be required to submit revised Thesis along with the submission fee within one year from the date of the receipt of communication by him from the Controller of Examinations. The time limit of 6 years shall stay to complete his Ph.D.
2. a) If all the examiners evaluating the Thesis approve and accept the Thesis, then the candidate shall take the viva-voce examination.
- b) If the two examiners accept the Thesis and the third asks for its

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revision, the extracts of the reports of the external examiner shall be referred to the supervisor and the candidate for necessary action.

In such circumstance the revised Thesis then shall be sent to the same examiner who had earlier suggested the revision. The report of this examiner only in terms of accepted/ rejected shall be considered. This report of acceptance/ rejection shall then become a part of evaluation by the three examiners.

- c) If one of the three examiners has accepted the Thesis, another has rejected it, while the third has asked for its revision, in such cases the Thesis in the revised form shall be submitted to the same examiner who had asked revision. This examiner shall either reject or accept the Thesis with revision. In case this examiner rejects the Thesis, it shall mean then that the Thesis shall not be accepted.
- d) If the two examiners have accepted the Thesis and the third had rejected it, the Thesis shall be sent for evaluation to the fourth examiner whose opinion shall be final.
- e) The Thesis shall be accepted only if the three examiners approve it.

## **12. Viva-voce Examination**

- i) The President shall appoint one external examiner for the viva-voce of the Ph.D. candidate out of the two external examiners who had evaluated the Thesis.
- ii) On receipt of satisfactory evaluation reports on the submitted Thesis the student shall undergo a viva-voce examination which shall be conducted by an external examiner and the supervisor in the presence of the co-supervisor (if any), concerned Dean, the Head of the Department of the subject, faculty members of the department/ relevant department, research scholars and other interested experts/ researchers. The candidate will openly defend his/her Thesis.
- iii) The candidate whose Thesis has already been accepted and who satisfies both the examiners at the viva-voce examination shall be awarded the degree of Ph.D. by the University.
- iv) In case there is divergence of opinion between the two viva-voce examiners, the candidate shall then be asked to appear in the second viva-voce examination (on payment of the required fee). In such case the President shall appoint another external examiner who shall replace the one, who expressed his dissatisfaction at the first viva-voce examination. This new examiner shall be the one who had also evaluated the Thesis.
- v) In case the second examiner is not available or refuses to come, the President shall appoint any of the other ones who are in the panel of examiners.
- vi) In case the Supervisor is not available, the President shall appoint any other suitable person as the Supervisor, on the recommendation of the D.R.C.

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# MAHATMA GANDHI UNIVERSITY

of

## MEDICAL SCIENCES AND TECHNOLOGY

JAIPUR

- vii) In case both the examiners (external and internal) express their satisfaction on the performance of the candidate at the second viva-voce examination, the candidate shall be awarded with the degree of Ph.D.
- viii) Under the exceptional circumstances there can be a situation where the internal and one or even the two external examiners may be the persons who have not evaluated the Thesis.
- ix) In case there is again divergence of satisfactory opinion at the second viva-voce examination, the candidate shall be declared failed and as such he will not be awarded Ph.D. degree. He may however get himself re-registered as a new candidate. In that case, he will be exempted from the admission test and the course work.
- x) Notice of the Viva-voce examination shall be issued at least one week before the date of the viva-voce from the Office of the Principal and its copy shall be endorsed to the President, Pro-President, Registrar, Controller of Examinations, Dean of the Faculty, Head of the concerned Department (with a request to make necessary arrangement and co-ordinate with all concerned for the Ph.D. viva-voce examination), Supervisor and PhD Candidate.
- xi) The Head of the Department, Principal of the College and the Dean of Faculty shall remain mandatorily present in the viva-voce examination. An officer of examination conduct branch of the University not below the rank of Assistant Registrar shall ensure the presence of these persons during the viva-voce examination.
- xii) Entire electronic recording of viva-voce, Screenshots and Geo tagged pictures of the viva-voce examination in USB/CD, attendance sheet of the persons attending the Viva-voce examination along with viva-voce examination report authenticated by Head of the main department, Principal and Dean of Faculty shall be submitted to the Controller of Examinations.

### **Guidelines for conduct of online Viva voce examination:**

In unavoidable circumstances like pandemic attack, natural calamity or any emergency condition/situation realized appropriate by the President for seeking the permission from the Hon'ble President for the conduct of online Viva-voce examination, Supervisor will seek the permission from the University on the University format.

- Online permission for Viva-voce examination through video conferencing shall be limited to External Examiner only. No other person The candidate, supervisor, Head of the Department, Principal of the College and Dean of the Faculty shall be physically present in Ph.D. Viva-Voce examination.

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# MAHATMA GANDHI UNIVERSITY

of

## MEDICAL SCIENCES AND TECHNOLOGY

JAIPUR

- Online Ph.D. Viva-voce examination shall be conducted through Video Conferencing using Google, Skype, Microsoft Technologies or any other reliable and mutually convenient technology.
- The Head of concerned department shall ensure that the online viva-voce examination is recorded and open to all the faculty members and research students of the Department and interested Faculty members & research students of other departments. Entire electronic recording of viva-voce and Screenshots of the attendance in USB/CD shall be submitted to the Controller of Examinations along with the Viva-voce Examination Report.
- In the event of any failure with the technology before or during the viva-voce, or other concerns regarding the conduct of the viva-voce by videoconference, the viva-voce shall remain cancelled and it shall be re-scheduled.

### 13. Award of Degree

- i) The reports of the examiners (including those of the viva-voce) shall be placed before the President for approval. The decision of the President shall be reported to the Board of Management for ratification/ approval.
- ii) Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University Coordinator shall submit an electronic copy of the Ph.D. thesis to the Shodhganga, INFLIBNET for hosting the same so as to make it accessible to all Universities/Colleges.
- iii) Report of submission of thesis in electronic form as above by the University Coordinator shall be treated as one of the mandatory document for releasing the Provisional Certificate to the candidate.
- iv) Prior to the actual award of the degree, the successful candidate, following the approval of the President on behalf of the Board of Management, will be issued a Provisional Certificate to the effect that the degree of the Ph.D. has been awarded in accordance with the provisions of UGC Regulations 2016. The certificate, though shall indicate the concerned Faculty but would not mention the subject or specialty. The title of the Thesis shall be indicated in the certificate.
- v) The Thesis shall be the property of the University.

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#### 14. Fees Structure

<b>Sr. No.</b>	<b>Doctor of Philosophy (Ph.D.)</b>	<b>Amount (Rs.)</b>
1.	Cost of Ph.D. admission test form	3,000/-
2.	<b>Full Time Course Tuition Fee</b> (Minimum 3 years) Rs. 80,000 and two post-dated cheques one each for Rs. 80,000 at the time of admission	2,40,000/-
3.	<b>Part Time Course Tuition Fee</b> (Minimum 4 years) Rs. 80,000 and three post-dated cheques one each for Rs. 80,000 at the time of admission.	3,20,000/-
4.	Ph.D. Course extension Fee per year	80,000/-
5.	Caution Money (interest free, refundable on completion of course)	25,000/-

**Note -**

Amendments made by the University Grants Commission, New Delhi and the Mahatma Gandhi University of Medical Sciences & Technology, Jaipur from time to time in the above regulations shall apply.

Campus: