

IGNOU – AT A GLANCE

The Indira Gandhi National Open University (IGNOU), established by an Act of Parliament in 1985, provides seamless education to the people of India transcending the barriers of place, age, caste, pace, creed, and religion. The objectives of the University are :

- Democratizing higher education by taking it to the doorsteps of the learners;
- Providing access to high quality education to all irrespective of age, region, religion, and gender;
- Offering need-based academic programmes having professional and vocational orientation;
- Promotion and development of open and distance learning system; and
- Setting and maintaining standards in distance education in the country.

The special features of IGNOU can be listed thus :

- International jurisdiction;
- Flexible admission rules;
- Continuous upgrade of information and communication technologies;
- Nationwide student support services network;
- Cost-effective programmes;
- Modular approach to programmes; and
- Resource sharing, collaboration and networking with Conventional Universities, Open Universities and Educational Institutions/Organizations.

Some notable facts about IGNOU are as under:

- Emergence of IGNOU as the largest Open University system in the world;
- Student enrolment touching 3 million mark;
- Pan-India network of learner support centres;
- Statutory declaration of Term-End-Exam results within 45 days;
- Academic programmes approaching 500;
- Recognition as a Centre of Excellence in Distance Education by the Commonwealth of Learning (1993);
- Award of Excellence for Distance Education Materials by the Commonwealth of Learning (1999);
- IGNOU working as the nodal agency for round-the-clock Educational Channels. (*These channels and regular transmissions are done from the studio at Electronic Media Production Centre, IGNOU*); and
- UNESCO declaring IGNOU as the largest institution of higher learning in the world in 2010.

RESEARCH POLICY

Research is an academic institution's most lasting contribution to society. Research activities are normally composed of two main aspects – the production of theoretical knowledge and an integral experiential encounter with subjects constituting the society. Indeed, the body of published material built up by hundreds of researcher-writers and creation of a massive data base from which to retrieve information regularly and which is constantly augmented, corrected and revised is a natural corollary of research activities. This body of published material and the data base constitute the research canon that is central to the functioning of a reputed academic institution like IGNOU and that forms a material expression of its scholarship.

In about twenty years, since its inception, IGNOU's Research Programme has shifted gear from the initial focus on distance education and its methodologies and practices to vital contributions to both theoretical and empirical research in various academic disciplines and interdisciplinary areas. This shift has been smooth without any major impediment and has yielded the desired objective of the creation of a viable 'research canon'. The core of our research endeavour is harnessed to the creation and continual expansion of this research canon.

A principal objective of IGNOU's Research Programme has been to maintain a strong focus on the flow of theoretical ideas and to connect it with the empirical works of subject oriented researches in sciences, social sciences, humanities, management, technology and other disciplines offered by the University as areas of probe and investigation from time to time. There has to be a conjunctive mix of theoretical ideas and extended probes into concrete social situations. It is now commonly agreed that the object of the subject/discipline oriented research is to delineate a methodology of investigation that guarantees the discovery of 'truth' and to prescribe that methodology as canonical imperatives which practicing researchers are obliged to follow. Our research programme has indeed had great practical import; studying the philosophy of research and training into research methods have become important ingredients of our research programme.

RESEARCH DEGREE PROGRAMMES

General Eligibility Criteria and Selection Procedure

A candidate is eligible for Admission and Registration for the MPhil/PhD programme provided he/she has qualified :

- (a) For the award of Master's Degree of any recognized University/other qualification recognized as equivalent thereto in such fields of study as are notified for the purpose from time to time by the University. The minimum qualifying marks are **55% at Post Graduation level (50% in case of reserved categories)**, and
- (b) **In the Entrance Examination** conducted by the University at the national level on the pattern of UGC/CSIR.

However, candidates holding MPhil degree or those candidates who have cleared JEST of DAE or UGC-NET or GATE of IIT or those having at least five years of related Teaching/Practical/Industry/Professional experience as validated by the respective Disciplines **may be exempted** from appearing in the Entrance Examination.

N. B.: **Additional eligibility conditions have been prescribed by individual Disciplines. Candidates are advised to refer these details in the Table given at the end of the Prospectus and ensure that they meet the desired condition/s.**

Candidates who are employees of IGNOU shall have completed at least two year service in the University on the date they submit the Application for admission.

Programme Fee

The PhD Programme Fee is Rs. 7,000/- per annum for 2 years. MPhil candidates are to pay one-time fee of Rs. 10,500/- which is inclusive of the Course Fee. Individual Disciplines may assign course work for PhD candidates for which additional fee may be charged (*The fee as stated above is subject to revision as decided by the University from time-to-time*).

Duration

The maximum durations of the PhD Programme and the MPhil programme are 5 years and 4 years respectively.

Reservation

IGNOU follows the provisions of the Government of India Policy on Reservation for admission to its Research Degree Programmes.

FORTY STEPS TO RESEARCH DEGREE

In this section, the important steps which doctoral students are expected to follow are listed. We assure that if you proceed along these steps you should be able to complete your doctoral work in a smooth and effective way. You are advised to keep checking on these steps as you pursue your research.

Steps before Admission into Research Programmes

1. When you first aspire to do your PhD or MPhil through IGNOU you should log on to the IGNOU website at www.ignou.ac.in. The Home Page opens and you get the link **Research Degree Programmes** there. You will here find detailed information on the Research Degree Programmes of IGNOU viz., MPhil and PhD. You would do well to carefully read and even download this information and choose your area of research based on this information.
2. Now look for Admission Advertisement on the Website. **The University advertises for research programmes twice a year, once for the January cycle and second time for the July cycle.** The advertisement is placed, almost four months in advance of the impending cycle, on the University website indicating the Disciplines which are offering Research Programmes for particular cycle. Please note that all the Disciplines may not offer Research Programme in both cycles.

3. The Application Form is also placed on the Website. You may download the Application Form and fill in the details. Remember you should respond to each and every item contained in the Application Form. If there is inadequate or wrong information, your Application Form is likely to be rejected.
4. You must ensure that the Application Fee, as indicated in the Advertisement, in the form of **Demand Draft drawn in favour of IGNOU payable at New Delhi** is made ready before the last date indicated in the Advertisement and is attached with your Application Form.
5. You must ensure that copies of all documents testifying the information submitted by you in the Application are attached along with your Application Form.
6. If you are required to attach a research proposal with your Application Form, you must study the **Guidelines : Research Proposal** given below and prepare a Research Proposal accordingly. Please note that if you intend to have a supervisor who is not an IGNOU faculty, you will have to attach a CV of the supervisor and a letter of consent from the proposed Supervisor.
7. Kindly note that every Discipline specifies its own criteria for admitting students. Therefore, you are advised to carefully read and understand the requirements of the Discipline you are applying for as given in the Table attached at the end of the Prospectus.
8. Upon the receipt of your Application Form at the Research Unit, IGNOU, an initial scrutiny will be made to examine if all the essential conditions of eligibility are met and relevant documents are attached with the Application Fee.
9. Thereafter, all information contained in your Application Form is recorded in the Master Data Base of the Research Unit. The Application Form is then sent to the concerned Discipline through the related School of Study for further consideration.
10. There is a Doctoral Committee in each Discipline which is vested with the power to decide and manage admissions in the Research Programmes (see **Comprehensive Guidelines**). The Doctoral Committee will examine the Application Form and may get in touch with you to advise you to revise and resubmit your Research Proposal for which reasonable time will be given to you. The Doctoral Committee will thus shortlist candidates who are found to be suitable for making their presentations before the Doctoral Committee.
11. At the same time, Application Forms of candidates who are supposed to take the Entrance Examination before facing the Interview will be screened and checked for eligibility. **The Discipline-wise list of eligible candidates who will appear in the Entrance Examination will be displayed on the Website.** Hall Tickets enabling the candidates to take the Entrance Examination will be dispatched by the Research Unit and also displayed on our Website. In case, you do not receive the Hall Ticket dispatched by post, you are advised to download the same from the Website and appear in the Examination. **You are advised to regularly check our Website for Research related information and notifications.**

12. The Research Unit, in cooperation with Teaching Faculty of the University, will conduct the Entrance Examination on the date fixed for the purpose and announced in advance to help you make your travel arrangements. Generally the Entrance Examinations are organized in the last week of April and September for respective cycles of admission beginning July and January every year.
13. Candidates who are successful in the Entrance Examination will be duly informed and called for Interview/Viva/Presentation of Research Proposal before the Doctoral Committee of the Discipline.
14. Those candidates who are exempted from appearing in the Entrance Examination will also be called to make their presentations before the Doctoral Committee. Here again, the Doctoral Committee may give guidance on your Research proposal. It is at the discretion of the Doctoral Committee to conduct Interview/Viva/Presentations according to the convenience of the Experts.
15. The details of candidates who are finally selected by the Doctoral Committee along with the allotted Supervisor/s in each case will be sent to the School Board for consideration. In the case of MPhil, the Topic of Dissertation will also be decided at the time of Interview/Viva and will be recommended to School Board for consideration.
16. The admission of the candidates recommended by the School Board will be placed for final approval to the Research Council/Research Council Standing Committee after which an **Offer Letter** for provisional Admission/Registration will be sent by the Research Unit to the candidates. The **Offer Letter** will inform the candidate about his selection and advise her/him to deposit the required fee for the MPhil/PhD Programme within a stipulated time.
17. **It is only when you deposit the fee that you are admitted to the Research Programme technically. You will then be assigned an enrolment number by the Research Unit. Please note that failure to deposit the fee within the stipulated time will result in the cancellation of your admission.**
18. If your topic of research and the Research Proposal are not finalised at the time of Interview you may be given a maximum of six month time to work on your research topic to finalize the title, methodology, research approach, and such aspects of your work as are advised by the Doctoral Committee. You will be guided by your Supervisor/s in this matter. You should finalize your topic and Research Proposal within six months of your provisional Admission/Registration. In case you fail to do so, your admission will be cancelled and no refund of fees will be made. Please understand that it is your responsibility to finalize the Research Topic and Research Proposal within the six month period.
19. After the finalization of your Research Proposal and its approval by the Research Council/Research Council Standing Committee you will be issued a Confirmation Letter. With this your admission into the University's Research Programme is formalised.

Steps after Admission into Research Programmes

Course Work

20. At the time of approving your Research Proposal the Doctoral Committee may also assign Course Work related to the thrust areas of research and research methodology. The details of Course Work, evaluation methodology and the teaching schedule will be given by the Research Programme Coordinator.
21. Generally, Course Work is assigned to those candidates who are seeking admission to MPhil programme and to the PhD candidates who have not done MPhil. However, Course Work can also be assigned by the Doctoral Committee to PhD candidates who have done MPhil.
22. The Course Work will have to be **completed in a maximum period of one year**. A candidate shall be deemed to have completed the Course Work successfully on **obtaining at least C Grade** (measured on a five point scale) or 50% of the maximum score in the Course Work.

Progress through Research

23. Research is a senior level study. You should take responsibility for the progress of your research which will be monitored by your Supervisor/s. You are supposed to submit **Six Monthly Progress Reports** of your research work on the prescribed format given in the Prospectus. You are advised to submit your Progress Report to the Supervisor for his considerations and placement before the Doctoral Committee on a regular basis and within the stipulated time.
24. As a Research Student you will have to give **Two Seminar Presentations** during your tenure as a Research Scholar and submit a Certificate to this effect in the prescribed format to the Research Unit. (MPhil candidates are exempted).
25. You are also required to publish at least **One Research Paper** (Published/Accepted for publication) in a peer reviewed/refereed Journal and submit a Certificate to this effect in the prescribed format to the Research Unit before submitting the PhD Thesis. (MPhil candidates are exempted).
26. Before the submission of the thesis, a **Pre-submission Seminar** will be organized by your Supervisor. The seminar will be open to all. The report of this seminar, incorporating suggestions for improvement, if any, will be sent to Research Unit for records. The Supervisor will ensure that the suggestions given at the **Pre-submission Seminar** are incorporated by you in the Thesis and a Certificate to this effect in the prescribed format is submitted to the Research Unit. (MPhil candidates are exempted).

Dissertation/Thesis Submission

27. On the completion of your study, you shall submit a **Summary of the Thesis** in electronic form and 5 hard copies of the same (3000-5000 words), duly approved by the Supervisor/s at least 45 days before the submission of Thesis. (MPhil candidates are exempted).

28. Thereafter, **four hard bound copies** of the Thesis along with one in the electronic form on a CD shall be submitted by you to the Research Unit through your Supervisor/s and the Director of the School. The Thesis shall include a Certificate signed by the Supervisor/s about the originality of your research work in the prescribed format. In case of MPhil candidates, **two hard bound copies** of the dissertation along with one in the electronic form on a CD shall be submitted to the Research Unit through the Director concerned. The dissertation shall include a certificate signed by the Supervisor about the originality of the work.
29. The thesis will be examined by **three External Experts** nominated by the Vice Chancellor from a list of seven experts submitted by the Supervisor/s through the School Board concerned. In case of MPhil, the dissertation will be examined by one external examiner nominated by the Vice Chancellor from a list of at least 5 experts submitted by the supervisor through the School Board concerned. The report of the Examiner/s in each case will be submitted on the prescribed format.
30. In case any examiner suggests certain modifications and re-submission of the Thesis, the same will be communicated to you and you will be asked to **re-submit the Thesis** incorporating all the modifications within six months. The Supervisor/s will ensure that the suggestions of the examiner are adequately addressed. The modified Thesis shall be referred again to the examiner concerned for re-evaluation.
31. If one of the examiners does not recommend the Thesis for the award of a PhD degree, the Thesis shall be referred to another examiner for independent evaluation. However, if this examiner also rejects the Thesis, the Thesis shall be rejected by the University.

Viva-Voce Examination

32. The **reports** received from Examiners of the thesis **will be shown to you** beforehand so as to enable you to address the issues raised therein while preparing to defend the Thesis during the **viva-voce** examination.
33. An **open defence of the Thesis** in the viva-voce shall be conducted at IGNOU by a panel comprising one of the external examiners nominated by the Vice Chancellor and the principal supervisor of the candidate. The Director concerned shall be the Chairperson of the panel. The supervisor shall be the convener of the panel. The date for open defence, venue, and topic of the thesis with a brief abstract shall be communicated to the Research Unit by the Supervisor. This will also be given wide publicity to facilitate larger participation in the session. In case of MPhil, after evaluation of the dissertation by the examiner, the viva-voce shall be conducted by a panel comprising the external examiner, the supervisor of the candidate, as Convener of the panel, and the Director concerned as the Chairperson of the panel. The evaluated marks will be given on prescribed format.
34. Successful completion of the MPhil Programme will require the candidate to secure minimum 50% marks in each course, 50% in the dissertation work and 50% in viva-voce.

35. In case the candidate does not obtain the qualifying marks in the dissertation, the evaluation report shall be sent to the Supervisor who can guide the research student in improving the dissertation for re-submission. This provision can be invoked only once.
36. A **joint report of the viva-voce examination** of the PhD candidate will be submitted to the Research Unit by the Director of the School concerned on the prescribed format.

Award of the Degree

37. All evaluation reports and the joint report giving the final recommendation shall be **placed before the Vice Chancellor for approval**. The Vice Chancellor's decision will be placed before the Academic Council through the Research Council.
38. After approval by the Academic Council/Research Council, **notification about the award** of Doctoral Degree shall be issued by the Student Evaluation Division (SED) of the University.
39. Pending the approval of the Academic Council, a Provisional Notification of the award of PhD will be issued by the Student Evaluation Division (SED).
40. Congratulations! You have meticulously worked through your research topic and deservingly earned your Doctorate.

CHECK LIST

Before submission of Dissertation for MPhil or Thesis for PhD you are advised to ensure that the requirements specified in this check list are fulfilled :

For MPhil Programme

- (1) Completion of Course Work.
- (2) Certification of Originality of Dissertation Work by your Supervisor(s).

For PhD Programme

- (1) Registration for 2nd/3rd year through payment of fee for two/three years as applicable.
- (2) Submission of all six monthly progress report for the period of research.
- (3) Completion of Course Work, if applicable.
- (4) Presentation of at least two Seminar/Conference Papers.
- (5) Publication/Acceptance of at least one Research Paper in a referred Journal.
- (6) Completion of Pre-submission Seminar.
- (7) Certification of Originality of your research by the Supervisor(s).

GUIDELINES : RESEARCH PROPOSAL

Research Proposal is the statement of your scheme of research. You have decided the topic which you want to explore. Now is the time to put some questions to your own self. What is the purpose of your research? It is not supposed to be just a rehash of what other people have said on the subject. You would certainly like to contribute something original to the world of knowledge through the proposed research. It is therefore important to organize your proposed scheme in the form of a cogent and viable write-up. This write-up makes for your research proposal.

We give below the main components of a research proposal as is generally expected by our decision taking bodies, viz. Doctoral Committee, School Board and Research Council. It should contain the following :

(1) **Title**

Give proposed Research Title.

(2) **Introduction**

Give a broad description of proposed Research Work. Explain important concepts in the study (use more space if needed).

(3) **Objectives**

Establish the rationale for undertaking the study in the background of work done on that theme or the logic of the originality of your research work; identify gaps in the knowledge and justify the need for the present study (use more space if needed).

(4) Give broad aims of the study and also the specific objectives.

(5) State the hypothesis, **if any**, which the research intends to examine. In case the study does not contain explicit hypothesis it may be mentioned so.

(6) **Review of Literature**

Review some important and related Published Works and analyze them in the context of your study (use more space if needed).

(7) **Methodology**

Write a paragraph on the Research Methodology you propose to use (use more space if needed).

(8) **Bibliography**

Selected list of references used and proposed for the study should be mentioned (use more space if needed).

Note : The Research Proposal should be between 3000-5000 words.

SCHOLARSHIPS AND FELLOWSHIPS

- (a) Candidates who have **qualified UGC-NET, GATE, JEST, etc. and have been awarded Fellowships** by these and such other agencies are welcome to enrol for Doctoral Studies at IGNOU. The University will disburse the fellowships awarded to them as per the rules of the awarding agencies.
- (b) The University also awards **Fellowships (IGNOU-Research Fellowship)** to full time PhD students of IGNOU. The objective of the IGNOU-RF scheme is to provide opportunities to full time research students who have no other financial support to undertake research leading to PhD degree in the disciplines offered by IGNOU. The tenure of IGNOU-RF is initially for a period of two years from the date of the award. If the research work is found satisfactory, fellowship for an additional year will be awarded to the candidate. **There is no provision for extension beyond three years.** The value of the award is Rs. 5000/- pm for all three years presently.
- (c) The University has **the Research and Teaching Assistantship Scheme (RTA)** which provides opportunities to the researchers to undertake advanced studies and research and teaching in the field of Open and Distance Learning. **RTAs will have to work as full time students** in the University and will have to assist the Faculty in teaching related activities. The tenure of the

award is initially for a period of three years which is extendable by two years (on annual basis) based on satisfactory progress evaluated every year. **There is no provision for extension beyond five years.** The value of RTA award is Rs. 18,000/- per month with an annual contingent grant of Rs. 20,000/- for three years.

SOME IMPORTANT RULES

Some important rules governing the Research Programme are as follows :

- (1) All **registrations to MPhil/PhD Programmes shall be provisional** and the same shall be confirmed according to the procedures prescribed by the Research Council from time to time.
- (2) A candidate, who has been offered registration, shall deposit the prescribed registration fee **within a period of three months** from the date of registration, failing which his/her registration will be treated as cancelled. However, under special circumstances, extension up to six months may be given. The decision of the University in such matters will be final.
- (3) The **registration of a student may be cancelled** for any of the following reasons :
 - (i) Non-payment of fees.
 - (ii) Unsatisfactory progress.
 - (iii) Non-compliance with the provisions of the Ordinance and other Regulations of the University.
 - (iv) Failure to submit the Dissertation/Thesis within the time limit prescribed.
- (4) The Research **Council may consider requests for re-registration** from students whose registration is cancelled. An application for re-registration, if made within a period not exceeding six months from the cancellation of the registration, may be considered only on the recommendation of the supervisor(s) and the School Board as the case may be.

RESEARCH RESOURCES

University Library

The IGNOU library is the most resourceful information centre in the country in the field of Distance Education. The library has the largest collection of books, journals and other related materials in the field of Distance Education throughout the country. It was established in 1986 in tune with the objectives of IGNOU.

The primary mission of the library is to support the educational and research programmes of the University by providing physical and intellectual access to information. In accordance with the objectives of the University, the library aims to develop a comprehensive collection of documents useful to readers. The IGNOU library uses **LIBSYS**,

an integrated Library Management software package with all the modules for the library housekeeping operations. Using LIBSYS Web OPAC, users can search the Library online catalogue by Author, Title, Subject and Keywords. The library also provides the facility of accessing e-resources.

Chairs of the University

The University has identified certain areas in the knowledge domain for focused efforts aimed at knowledge advancement as also extension work wherever possible and has instituted several Chairs for this purpose. The **Chairs are Academic Resources** which provide opportunity to the researchers to enrich themselves in numerous ways. A brief mention of such Chairs is presented below :

- (i) **Bahadur Shah Zafar Chair** established to commemorate the 150th Anniversary of the First War of Independence which is supported by the grants released by the Ministry of Culture, Govt. of India.
- (ii) The **Chair for Sustainable Development** was established by the University to mark the decade of education for Sustainable Development by the United Nations. The main focus of the Chair is the promotion of research and education in the field of sustainability science.
- (iii) Visualizing that satellite communications will play a critical role in the growth of the Open and Distance Learning System in the country, the University in collaboration with the ISRO has established the **ISRO Chair for Satellite Communication Education** in IGNOU. The Chair will undertake research and educational activities in the application of satellite communication to education.
- (iv) **The Tagore Chair for Indian Literature** is located in the School of Humanities. The Chair is established to organize symposia, seminars and undertake researches in Indian Literature.
- (v) The **Catholic Bishops Council of India** has established the CBCI-IGNOU Chair in the University to address the needs of the disadvantaged sections of the society through educational programmes, extension activities and research.
- (vi) The **Chair for Technology enabled Education** is a University level located in the School of Education. The Chair will take up various academic activities for effective utilization of technology for development, planning and transaction of the curriculum.
- (vii) **The Rajiv Gandhi Chair for Contemporary Studies** was established by MHRD to conduct research and studies on themes close to the heart of the former Prime Minister. The objective of the Chair is to create National Centres for academic deliberations and action oriented research in the frontier areas of contemporary relevance for improving the quality of life and life management systems.
- (viii) **The UNESCO Chair in Teacher Education through Distance Mode** acts as a focal point for activities implemented in the field of teacher education through distance mode.
- (ix) The **Dr. B. R. Ambedkar Chair on Social Change and Development** focuses on dissemination of the ideas and thoughts of Dr. Ambedkar. It also undertakes projects for documenting the history of the movements which tried to remove the caste system.

- (x) The **Raman Chair for Mathematics and Science Education** is situated in the School of Sciences aims at mapping out policies for national initiatives for furthering the cause of education in the fields.
- (xi) The **Visvesvarayya Chair for Work Education Linkages** is located in the School of Engineering and Technology. It aims at identifying technological gaps between the needs in the field and available technology. It also develops tailor made education and training programmes to cater to the customized needs of the industry.

IGNOU Researchers Forum

As outlined in the Research Policy, studying the philosophy of research and training into research methods are important ingredients. Modern research methods have impacted the structures of society and relations of power. They have also remained pervasive in cultural relations throughout the world. The research programmes of the University should therefore draw upon a variety of theoretical positions and their associated strategies and techniques. Moreover, the researchers should also seek to develop adequate and appropriate approaches to subjects that are diverse, hybrid and diasporic. It is felt that the research programmes of the University function in an atmosphere of intellectual exchange and cultural negotiation. Keeping this in mind, the IGNOU Researchers Forum has been formed to provide a platform for interaction among the researchers and to ensure that the essence of the Research Policy is realized. The Forum meets on a regular basis and encourages research scholars to make their presentations and participate in the discussions and debates. The Forum is open, for participation to all teachers, staff and students.

International Collaborations

From time-to-time the University works out schemes which provide an opportunity to enter into international collaborations. Under these schemes students and teachers of the University may visit universities and other institutions overseas for study and interaction.

COMPREHENSIVE GUIDELINES: PhD

[Relevant Notifications and necessary alterations in conformity with the Ordinance on Research Degree Programmes and UGC (Minimum Standards and Procedure for Awards of MPhil/PhD Degree), Regulation 2009 incorporated.]

1. Admission to PhD Program shall take place in two sessions, viz. January and July every year. The admission schedule will be announced through advertisement on the IGNOU website and/or in national newspapers for each session **indicating the Disciplines which are on offer in the session**. All applications in the prescribed format shall be received at the Research Unit of IGNOU by duly notified dates. The format of application may be downloaded from the website or purchased at the designated Regional Centres and/or Study Centres and IGNOU Headquarter at Maidan Garhi, New Delhi. The applications shall be submitted at the Research Unit as stated above.

2. The **eligibility** for admission in PhD program is **55% marks at the post-graduation level (50% for reserved category)**.
 - (i) Candidates who fulfil the eligibility criteria and have qualified UGC (NET), SLET, IIT (GATE), DAE (JEST), etc. will be selected after making the presentation of their research proposal before Doctoral Committee of the Discipline in an interview. Such candidates, after admission, will be prescribed course work by the Discipline concerned.
 - (ii) Candidates who fulfil the eligibility criteria and also have MPhil Degree and/or five years of Work/Professional experience as validated by the respective Disciplines may be exempted from appearing in Entrance Examination. Such candidates will be invited to make the presentation of their research proposals before Doctoral Committee of the Discipline in an interview. Selected candidates may be prescribed Course Work as deemed appropriate by the Discipline.
 - (iii) Candidates who fulfil the eligibility criteria and do not have MPhil/NET/or five years work experience will appear in the Entrance Examination. Those who qualify the Entrance Examination will appear in the interview conducted by the Discipline concerned. Such candidates, after admission, will undergo course work prescribed by the Discipline.
3. The Applications received at the Research Unit will be subjected to an initial scrutiny for the eligibility. Thereafter, the Applications of MPhil and SLET/NET/GATE/ JEST qualified candidates will be sent to respective Schools for conduct of interview and research proposal presentations before the Doctoral Committee/s of the Discipline/s.
4. Candidates short-listed with MPhil, NET/SLET/GATE/JEST or five year work experience, as validated by the Discipline, will be invited to present their research proposals before the Doctoral Committee of the Discipline. The recommendation of the Doctoral Committee shall be placed before the School Board for approval. The Director of the School shall forward the recommendation of the School Board to the Research Unit, in the prescribed format, for the consideration of the Research Council Standing Committee (RCSC)/Research Council (RC) for final approval. Subsequently, Research Unit shall send an offer letter to the candidate intimating the approval of provisional admission in the respective PhD Programme. A candidate who accepts the offer will remit the prescribed fee within the stipulated time to the Research Unit. The candidate whose research topic and synopsis are already approved by the Research Council on the recommendation of the Doctoral Committee shall be issued a letter by the Research Unit confirming registration as PhD student. In case the Doctoral Committee suggests modification(s), the candidate may finalise the Synopsis/Research topic in consultation with the Supervisor. Thereafter, the modified Synopsis/Research topic should be processed through the Doctoral Committee and the School Board before its consideration in the RC. The candidate will get **six month time** for finalizing the research topic and synopsis. Failure to finalize synopsis within six months, as above, will result in the cancellation of provisional Registration/Admission without any refund of fee.
5. **Applications** of candidates who have to appear in the **Entrance Examination** will be **processed by the Research Unit** and uploaded on IGNOU Website. Simultaneously, Hall Tickets will be issued to them. Candidates who qualify in the

Entrance Examination will appear in an interview conducted by the Discipline. Selected candidates **will be enrolled provisionally** and will undergo course work of one year duration prescribed by the Doctoral Committee of the Discipline. The candidate shall be deemed to have **completed the course work successfully on obtaining at least C Grade** (measured on a five point scale) or **50% of the maximum score** in the course work. The candidate will get six months time to finalize research topic and synopsis since the completion of course work (of one year duration) and will attract the same provision of cancellation as in Sl. No. 4 above on failure to finalize synopsis within a period of six months since provisional Registration/Admission.

6. Students enrolled in PhD program may work on **full-time** basis or on **part-time** basis at the University (vide Clause 3.3 of the Ordinance on Research Degree Programmes). All those who have been awarded a fellowship either by IGNOU or any other funding agency will work as full-time research students. Change from part-time to full-time or vice versa will have to be approved by the Doctoral Committee and the School Board and placed before the RCSC/RC for approval within a reasonable time. The decision of the RCSC/RC in this matter will be final.
7. Minor change in the topic of PhD thesis can be made within **1½ years** of provisional registration for PhD. This minor change in the topic will have to be approved by Doctoral Committee, School Board and thereafter placed before RCSC/RC for approval. No minor change of topic will be permitted after 1½ years of provisional registration.
8. In case there is a major change of topic as decided by the Doctoral Committee, the student will have to go through the process of **fresh registration**.
9. There will be a **Doctoral Committee** for each Discipline that will manage all aspects of research program pertaining to the Discipline.
The Doctoral Committee of each Discipline will comprise the following:
 - (i) Director of the School - Chairperson
 - (ii) Faculty of the Discipline concerned - Members
 - (iii) At least one External Expert from a Panel recommended by the School Board and approved by the Vice Chancellor - Member
 - (iv) Programme Coordinator of PhD - Convener
10. The term of an External Expert on the Panel of the Doctoral Committee will be two years and the Expert will be eligible for re-nomination.
11. Doctoral Committee will perform the following functions :
 - (i) Organize all such activities as are relevant to the research programme of the Discipline;
 - (ii) Approve the topic of research, the synopsis, and the allocation of supervisor;
 - (iii) Assess and approve the progress reports of PhD students;
 - (iv) Prescribe course work;
 - (v) Approve change of topic of dissertation/thesis, change of supervisor and status of researcher (full time to part time and vice-versa);

- (vi) Recommend, or not, extension of tenure of fellowships, if applicable, beyond the initial period of the award;
 - (vii) Approve the finalized synopsis within six month period of provisional admission/registration of students;
 - (viii) Consider and recommend to the School Board for approval the CVs and names of supervisors in accordance with the Ordinance;
 - (ix) Ensure observance of the admission schedule in each cycle as announced by the Research Unit; and
 - (x) Ensure the observance of the Reservation Policy of the Government of India.
12. The courses will be designed and developed as per the **laid down procedures** of the University and the details along with the evaluation methodology will be provided by the Research Programme Coordinator as worked out by the Doctoral Committee for the approval of the School Board and RC/RCSC. The schedule of the course work, decided by the Doctoral Committee, will be announced by the Research Programme Coordinator.
 13. **Records** related to admission, registration, payment of fees, and other learner records will be maintained by the **Research Unit**. The relevant information on the payment of fee by the research student will be regularly communicated by the Research Unit to the respective Disciplines enabling them to keep an update on the status of the research student.
 14. All research Supervisors approved by IGNOU in accordance with the Ordinance on Research Degree Programmes can guide research students.
 15. A Supervisor shall be deemed to have renewed her/his quota of enrolment on completion of three years of registration of a candidate under her/his supervision.
 16. The progress of the research student shall be monitored by the supervisor(s). **However, generating the six monthly progress reports on the prescribed format will be the responsibility of the research student.** S/He shall submit her/his progress report to the Supervisor for placing the same before the Doctoral Committee. The recommendation of the Doctoral Committee will be placed before the School Board. The minutes of the Doctoral Committee and that of the School Board will be forwarded by the Director of the School for placing before the RCSC/RC. In case of unsatisfactory progress over a time period of one year and/or non-submission of timely report/fee, the University reserves the right to cancel the registration under Clause 3.6 of the Ordinance.
 17. Each research student will give at least two seminars **prior** to the pre-submission seminar before the Doctoral Committee.
 18. The **maximum** duration after registration for the PhD Program shall be **five years**. The maximum duration can be extended by a maximum of one year with the permission of the Vice Chancellor. The request for extension shall have to be moved by the research student through Supervisor and the Doctoral Committee. In such cases, a prescribed fee will have to be paid by the student for the period of extension.

19. When the research student is nearing the completion of his PhD work a **pre-submission seminar**, open to all, will be organized by the Supervisor. The report of the seminar, and suggestions for improvement, if any, will be sent by the Supervisor through the Director of the School to the Research Unit for records. The Supervisor will ensure that constructive suggestions made in the pre-submission seminar to improve the quality of research are incorporated in the thesis.
20. At least one research paper should be published/accepted for publication in a peer reviewed/refereed Journal (online or print) **before** the submission of thesis.
21. The research student shall submit a copy in electronic form on a CD and four hard copies of the summary of the thesis (3000-5000 words) to the Research Unit, duly approved by the Supervisor(s), at least 45 days before the submission of thesis.
22. Four hard bound copies of the thesis along with one in the electronic form on a CD shall be submitted to the Research Unit through the Director concerned. The thesis shall **include a certificate** in the prescribed format signed by the Supervisor(s) about the originality of the work.
23. The thesis shall be examined by three external experts nominated by the Vice Chancellor from a list of seven experts submitted by the Supervisor(s) through the School Board concerned. The report of the evaluation will be given on a prescribed format.
24. In case an examiner suggests certain modifications or re-submission of the thesis, the same should be communicated to the candidate, who will be asked to resubmit the thesis with all the modifications within six months. The research Supervisor(s) will ensure that the suggestions of the examiner are adequately addressed before resubmission of the thesis. The modified thesis shall be referred again to the examiner concerned for re-evaluation.
25. If one of the examiners does not recommend the thesis for the award of a PhD degree, the thesis shall be referred to another examiner for independent evaluation. If the fourth examiner recommends the thesis for the award, the viva-voce examination shall be organized by the Director of the School as prescribed at Sl. No. 25. However, if this examiner also rejects the thesis, the thesis shall be deemed to be rejected by the University.
26. The **examiners' reports** will be communicated to the School concerned and the Supervisor to be **shared with the candidate** prior to the viva-voce examination to enable her/him to address the issues that arise in the reports while preparing to defend the thesis.
27. The **viva-voce examination** shall be conducted at IGNOU as an open defence of the thesis by a panel comprising one of the external examiners nominated by the Vice Chancellor and the Supervisor(s) of the candidate. The Director concerned shall be the Chairperson of the panel. The Supervisor from IGNOU shall be the Convener of the panel. The date for open defence, venue, and topic of the thesis with a brief abstract shall be communicated to the Research Unit by the Director of the School concerned. This should also be given wide publicity by the Research Unit so as to facilitate larger participation.

28. The report of the viva-voce examination prepared by the External Examiner and the Research Supervisor(s) in the prescribed format will be sent to the Research Unit through the Director of the School concerned. The report shall be placed before the Vice Chancellor for approval.
29. The Research Unit will communicate the approval of the Vice Chancellor along with other relevant matter to the Student Evaluation Division for issuing the notification.
30. The PhD degree will be awarded at the Convocation.

COMPREHENSIVE GUIDELINES : MPhil

[Relevant Notifications and necessary alterations in conformity with the Ordinance on Research Degree Programmes and UGC (Minimum Standards and Procedure for Awards of MPhil/PhD Degree), Regulation 2009 incorporated.]

1. Admission to MPhil Program shall take place in two sessions, viz. January and July every year. The admission schedule will be announced through advertisement on the IGNOU website and/or in national newspapers for each session **indicating the Disciplines which are on offer in the session**. All applications in the prescribed format shall be received at the Research Unit of IGNOU by duly notified dates. The format of application may be downloaded from the website or purchased at the designated Regional Centres and/or Study Centres and IGNOU Headquarter at Maidan Garhi, New Delhi. The applications shall be submitted at the Research Unit as stated above.
2. Candidates having post graduation with 55% marks (50% for reserved category) will be eligible for admission into MPhil Programme.
3. There will be a **Doctoral Committee** for each Discipline that will manage all aspects of research program pertaining to the Discipline.

The Doctoral Committee of each Discipline will comprise the following :

- | | |
|---|---------------|
| (i) Director of the School | - Chairperson |
| (ii) Faculty of the Discipline concerned | - Members |
| (iv) At least one External Expert from a panel recommended by the School Board and approved by the VC | - Member |
| (iv) Programme Coordinator of PhD | - Convener |
4. Doctoral Committee will perform the following functions :
 - (i) Organize all such activities as are relevant to the research programme of the Discipline;
 - (ii) Approve the topic of research, the synopsis, and the allocation of supervisor;
 - (iii) Prescribe course work;
 - (iv) Approve change of topic of dissertation, change of supervisor and status of researcher (full time to part time and vice-versa);

- (v) Recommend, or not, extension of tenure of fellowships, if applicable, beyond the initial period of the award;
 - (vi) Consider and recommend to the School Board for approval the CVs and names of supervisors in accordance with the Ordinance;
 - (vii) Ensure observance of the admission schedule in each cycle as announced by the Research Unit; and
 - (viii) Ensure the observance of the Reservation Policy of the Government of India.
5. **Applications of candidates who have to appear in the Entrance Examination will be processed by the Research Unit and uploaded on IGNOU Website.** Simultaneously, Hall Tickets will be issued to them. Candidates who qualify in the Entrance Examination will appear in an interview conducted by the Doctoral Committee. The Doctoral Committee will recommend the selected candidates and place their cases along with the topics of their dissertation before the School Board for approval. The approval of the School Board will be forwarded to the RC/RCSC for approval. After approval by RC/RCSC the Research Unit shall inform the student about his/her selection through an **Offer Letter**. A student who accepts the offer will remit the prescribed fee within the stipulated time to the Research Unit. Thereafter, her/his admission will be confirmed through a confirmation letter issued by Research Unit.
6. All the candidates so admitted shall undergo course work. The candidates may simultaneously undertake course work and dissertation work.
7. The maximum duration for completing MPhil Programme shall be 4 years.
8. Two hard bound copies of the dissertation along with one in the electronic form on a CD shall be submitted to the Research Unit through the Director concerned. The dissertation shall include on the prescribed format a certificate signed by the Supervisor(s) about the originality of the work.
9. The dissertation shall be examined by an external examiner nominated by the Vice Chancellor from a list of at least 5 experts submitted by the Supervisor through the School Board concerned. The report of the examiner will be submitted on the prescribed format.
10. After evaluation of the dissertation by the examiner, the viva-voce shall be conducted by a panel comprising the external examiner, the Supervisor of the candidate, as Convener of the panel, and the Director concerned as the Chairperson of the panel. The report of the evaluation will be given on the prescribed format.
11. Successful completion of the MPhil Programme will require the candidate to secure minimum 50% marks in each course, 50% in the dissertation work and 50% in viva-voce.
12. In case the candidate does not obtain the qualifying marks in the dissertation, the evaluation report shall be sent to the Supervisor who can guide the research student in revising the dissertation for re-submission. The revised dissertation will be examined by the same examiner and the re-evaluation report will be considered as final report. This provision can be invoked only once.

PLEASE NOTE :

1. The next pages comprise the Application Form consisting of two Parts, namely, Part-A and Part-B.
2. Before you start filling in the two Parts of the Application Form make sure that you have read the Instructions for filling up the Form very carefully.
3. Remember that making wrong entries in the Application Form will lead to rejection.
4. An electronic version of the Prospectus is also available on the internet at : www.ignou.ac.in.
5. Make sure that you fill Part-A and Part-B of Application Form before submission. In case, any part is not filled your Application will be rejected.
6. Ensure that all attested documents in support of information given by you are attached along with your Application Form.

INSTRUCTIONS FOR FILLING-UP THE APPLICATION FORM (PART-A)

Please fill up the Application Form and mail or submit in person the same along with copies of attested Certificates to :

**Director,
Research Unit,
Block-6, Room No. 18,
Indira Gandhi National Open University,
Maidan Garhi,
New Delhi-110 068**

Please abide by the dates mentioned in the Advertisement Notification on the website of IGNOU.

Some instructions for filling up Part-A of Application Form are given below :

1. Please strike out the Session which is not applicable.
2. Please strike out the Programme Code which is not applicable.
3. For Programme Code, refer to **Appendix-RU-I** of this Prospectus.
4. For Research Discipline, refer to **Appendix-RU-I** of this Prospectus and write down the name of the Discipline.
5. Enrolment Number: leave it blank. University will allot the Enrolment Number.
6. Regional Centre Code is shown by default. You need not fill it.
7. For State Code, refer to **Appendix-RU-II** of this Prospectus.
8. (a) and (b) if you are already registered or have done a programme with IGNOU, please write the relevant code in the boxes. If **A1** then write the Enrolment Number and Programme Code.
9. Please follow the rule of Date/Month/Year e.g. 5th June 1976 should be written as

0	5	0	6	1	9	7	6
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10. If your name is MUKESH KUMAR SHARMA, then write it as below:

M	U	K	E	S	H		K	U	M	A	R		S	H	A	R	M	A
---	---	---	---	---	---	--	---	---	---	---	---	--	---	---	---	---	---	---

11. Please write your Father's/Husband's/Mother's name. If name is RAKESH KUMAR SHARMA, then write it as below :

R	A	K	E	S	H		K	U	M	A	R		S	H	A	R	M	A
---	---	---	---	---	---	--	---	---	---	---	---	--	---	---	---	---	---	---

12. Fill in your address for correspondence where you will receive letters from the University. Do not give Post Box Number as Address. Leave a box blank between each unit of address like House Number, Street Name, P.O., etc.

- 13 to 16 Write your Landline Telephone Number, Fax Number, Mobile Number and E-mail Address if any.

- 17 to 25 Write relevant codes in the appropriate Boxes. For example, if you are Male, put (A1) in box against Sl. No. 18.
26. For (a) and (b), write the relevant code in the box. If **A1**, then fill the Column 26(b) also.
27. Write the relevant code in the box.
28. (a) and (b) write the relevant code if you are below poverty line and also mention the annual family income.
29. (a) and (b) write the relevant code if you are receiving Scholarships and tick the box for the name of the Agency. Also, write the amount received per year.
30. Fill all the Columns beginning with your Matriculation till the highest Degree obtained by you so far.
31. For fee details, the amount is shown by default. Please enter the Demand Draft Number, Date, Amount, Place of Bank and Name of the Issuing Bank. Make sure that your Demand Draft is drawn in favour of **IGNOU payable at New Delhi** only. In case you have bought the Prospectus by paying Rs. 1000/-, you need not enclose the Demand Draft. However, if you have downloaded the Application Form, you must attach Demand Draft.

CHECK LIST

Before sending the filled in form to Director, Research Unit, please check whether you have :

- (a) Affixed your Photograph.
- (b) Enclosed the attested certificates as proof of information given.
- (c) Enclosed Category Certificate for SC/ST/PH/OBC (Non-creamy Layer) Minority Candidates. No change of category shall be entertained from student after the submission of Application Form.
- (d) Enclosed Age certificate wherever required.
- (e) Enclosed a Demand Draft as Application Fee and have written your Name, Programme Code, Discipline and Application Form Number on the reverse of the Demand Draft issued by bank.
- (f) In case of below poverty line students, documentary proof (photocopy of BPL Ration Card) is to be attached separately.
- (g) Enclosed Annexure RU-III and RU-IV.

21. Marital Status (Write the relevant Code in the box)A1 – Married, B2 – Unmarried **22. Religion (Write the relevant Code in the box)**A1 – Hindu, B2 – Muslim, C3 – Christian
D4 – Sikh, E5 – Jain, F6 – Buddhist
G7 – Parsi, H8 – Jews, I9 – Others **23. Whether Minority**
(Write the relevant Code in the box)A1 – Yes B2 – No **24. Social Status**
(Write the relevant Code in the box)A1 – Ex-servicemen B2 – War Widow
C3 – Not Applicable **25. Whether Kashmiri Migrant**
(Write the relevant Code in the box)A1 – Yes B2 – No **26a. Whether a Person with Disability**
(Write the relevant Code in the box)A1 – Yes B2 – No **26b. If yes, give Nature of Disability**
(Write the relevant Code in the box)A1 – Speech and Hearing Impairment B2 – Locomotor Impairment
C3 – Visual Impairment D4 – Low Vision E5 – Any other, pl specify **27. Employment Status**
(Write the relevant Code in the box)A1 – Unemployed B2 – IGNOU Employee
C3 – Employed D4 – KVS Employee **28a. Whether Below Poverty Line**A1 – Yes B2 – No **28b. Annual Family Income**Rs. **29a. Are you in Receipt of any of these Scholarships**
(Write the relevant Code in the box)A1 – Yes B2 – No **29b. If Yes, please specify Agency and Amount (Rs. _____ per year)**
(Tick which is applicable)UGC CSIR ICMR DST ICSSR ICHR OTHERS (Pl specify) **30. Details of Educational Qualifications (from Graduation onwards)**

Sl. No.	Name of the Examination	University	Year of Passing	Subjects	Percentage of Marks

31. Details of Application Fee (to be paid by a Demand Draft in favour of IGNOU, payable at New Delhi, if the Form is downloaded from IGNOU website. Candidates buying the Prospectus need not attach Demand Draft.)
(Note : Application shall not be accepted without this fee)Amount : Rs. DD Number : DD Date : Place of Bank : Name of the Bank : **DECLARATION BY THE APPLICANT**

I hereby declare that I have read and understood the conditions of eligibility for the academic programme for which I seek the admission. I fulfil the minimum eligibility criteria and I have provided the necessary information. I also declare that the information submitted above is true and correct to the best of my knowledge. In the event of any information being found incorrect or misleading, my candidature shall be liable to cancellation by the University at any point of time even after award of Degree and I shall not be entitled to refund of any fee paid by me to the University. Further, I have carefully studied the rules of the University as printed in the Prospectus and I accept them and shall not raise any dispute in the future over the same rules.

Dated : _____
Signature of the Applicant

INSTRUCTIONS FOR FILLING-UP THE APPLICATION FORM (PART-B)

Some instructions for filling up Part-B of Application Form are given below :

1. Please strike out the Session which is not applicable.
2. Please strike out the Programme Code which is not applicable.
3. For Programme Code, refer to **Appendix-RU-I** of this Prospectus.
4. For Research Discipline, refer to **Appendix-RU-I** of this Prospectus and write the name of the Discipline.
5. (a) and (b) please tick in the relevant box. If **Yes** fill in details of Dissertation, Research Discipline, Month and Year of Award and University.
6. (a) Please write the position in which you are working.
(b) Give the Date and Year from which you are working in the Organization.
(c) Name the Organization in which you are working.
(d) Fill in the Address of the Organization.
(e) Write down the Landline Telephone Number, Fax Number, Mobile Number and E-mail Address if any of the Organization through which you may be contacted.
7. Give details about various jobs held by you as evidence of your Work Experience after Post Graduation.
8. Mention the Title of the Thesis, you propose to work on.
9. This will be filled in later by the Research Unit.
10. Tick mark if you have enclosed/not enclosed your Research Proposal.
11. If you propose to work with external Research Supervisor or a Co-supervisor, give details as required in this section. Make sure that you enclose the CV of the Research Supervisor in case you intend to have such support.

CHECK LIST

Before sending the filled in form to Director, Research Unit, please check whether you have :

- (a) Enclosed MPhil Certificate.
- (b) Enclosed proof of your current employment.
- (c) Enclosed proof of your employment after Post Graduation.
- (d) Research proposal.
- (e) Consent Letter of External Research Supervisor, if any.
- (f) Brief CV of the External Research Supervisor.

Checklist : (Tick the relevant Boxes)

- (1) Certificates in support of educational qualification(s)
- (2) Date of birth Certificate (Age Certificate)
- (3) Category certificate for SC/ST/OBC/PH/Kashmiri Migrant/War Widow (if applicable)
- (4) Work Experience Certificate
- (5) CV of External Supervisor if any
- (6) Consent letter of External Supervisor, if applicable

SOME USEFUL FORMS

The following Forms are for your use :

- Certificate of Presentation of Seminar/Conference Papers
- Certificate of Publication of Papers
- Certificate of Completion of Course Work
- Certificate of Completion of Pre-submission Seminar
- Certificate of Originality of Research (to be attached with the Thesis/Dissertation)
- Progress Report
- Registration Form for 2nd Year/3rd Year for PhD Programme
- Joint Report of Viva-Voce

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF PRESENTATION OF SEMINAR/CONFERENCE PAPERS

This is to certify that Mr./Ms. _____
pursuing PhD Programme in _____
with Enrolment Number _____ has made the **following**
Two Seminar Presentations in the Forums mentioned, thereby fulfilling the Programme
requirements :

- (1) _____

- (2) _____

Date : **Research Supervisor** **Research Programme Coordinator**

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF PUBLICATION OF PAPERS

This is to certify that Mr./Ms. _____
pursuing PhD Programme in _____
with Enrolment Number _____ has the **following
Publications/Letters of Acceptance** in the Journals mentioned thereby fulfilling the
Programme requirements :

Sl. No.	Title of the Paper	Publication Details
1.		
2.		

Date :

Research Supervisor

Research Programme Coordinator

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF COMPLETION OF COURSE WORK

This is to certify that Mr./Ms. _____
pursuing PhD/MPhil Programme in _____
with Enrolment Number _____ has completed the following Course
Work thereby fulfilling the Programme requirements :

Sl. No.	Course Title	Course Credits
1.		
2.		
3.		
4.		
5.		
6.		

Date :

Research Supervisor

Research Programme Coordinator

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF COMPLETION OF PRE-SUBMISSION SEMINAR

This is to certify that Mr./Ms. _____
pursuing PhD Programme in _____
with Enrolment Number _____ has made his/her presentation in
the pre-submission seminar held on _____ thereby fulfilling the
Programme requirements.

Date :

Research Supervisor

Research Programme Coordinator

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF ORIGINALITY OF RESEARCH
(To be attached with the Thesis/Dissertation)

This is to certify that the thesis entitled _____
submitted by Smt./Km./Shri _____ is her/his
original Research Work and has not been presented for the award of any Degree
elsewhere.

Date :

Research Supervisor

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

PROGRESS REPORT FOR MPhil AND PHD STUDENTS

(To be submitted on Six Monthly basis after Admission)

Progress Report for the Period _____

- (1) Name and Enrolment Number :
- (2) Address :
- (3) Mobile Number :
- (4) Email ID :
- (5) Discipline and School :
- (6) Month of MPhil/PhD Registration and Cycle :
- (7) Topic Approved for MPhil/PhD :
- (8) Name of the Research Supervisor/s :
- (9) Status of PhD Research : (Progress of the Research in terms of Problem Formulation, Pilot Study, Field Work, Experimentation, Data Collection, Data Analysis, Report Writing, etc. may be given – use more space as needed)

- (10) Details of Course Work undertaken
 - (i) Course work Assigned with Credits :
 - (ii) Course work Completed with Credits :
- (11) Teaching Activities undertaken : (Participation in Writing and Editing ODL Study Materials, Academic Counseling, Evaluation, Teleconferencing, IRC, etc. may be given – use more space as needed.)

(12) Participation in seminars, conferences during the period under report-use more space as needed

(13) Presentation of papers in seminars/conferences during the period under report-use more space as needed

(14) Publications during the period-use more space as needed :

(i) Professional :

(ii) General :

(15) Details of Books/Research Papers reviewed-use more space as needed :

(16) Any other special contributions by the researcher to the institution during the period under report-use more space as needed :

OBSERVATIONS OF THE SUPERVISOR (including on the research aptitude of the candidate) :

Evaluation of the Progress of the Researcher :

Progress is Very Good/Good/Satisfactory/Needs improvement

Date :

Research Supervisor

Research Programme Coordinator

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

REGISTRATION FORM FOR 2ND AND 3RD YEAR FOR PHD PROGRAMMES

- (1) Name and Enrolment Number
- (2) Address
- (3) Contact Number
- (4) E-mail ID
- (5) Discipline and School
- (6) Topic of PhD Research
- (7) Demand Draft Number, Date
- (8) Bank Issuing Demand Draft
- (9) Indicate if the fees is for 2nd or 3rd Year

Date :

Signature of the Candidate

Full Name of the Candidate

Encl. : Demand Draft along with this Application Form

Please super-scribe the Envelope "**Registration Fee for 2nd/3rd Year**" as the case may be.

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

JOINT REPORT OF VIVA-VOCE

This is to certify that Mr./Ms. _____

(Enrolment Number) _____ pursuing MPhil/PhD Programme in (Discipline)

_____ on the topic _____

_____ has been examined by us in the Viva-Voce

conducted on _____ (Date) at _____ (Venue).

*The marks for the Viva-Voce examination of MPhil are _____.

* **Wherever applicable.**

The Board has the following observations to make :

(1) _____

(2) _____

The Board recommends/does not recommend the award of the Degree of Master/Doctor of Philosophy to Mr./Ms. _____

Research Supervisor

Director

External Examiner

LIST OF DOCTOR OF PHILOSOPHY (PhD) PROGRAMMES

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
SCHOOL OF AGRICULTURE (SOA)			
1.	Doctor of Philosophy in Agriculture Extension (PHDAGE) Dr. P. K Jain pkjain@ignou.ac.in	M. Sc. in Agriculture Extension/ Extension Education/Home Science Extension/Dairy Extension/ Veterinary and Animal Husbandry Extension/Fisheries Extension/ Agricultural Communication/ Development/Communication/ Agricultural Extension and Communication, Masters degree in any branch of Agricultural Sciences or allied fields- with bridge course in Agricultural Extension(will appear in Entrance Examination).	All Courses of 8 Credits each : RAE-002 : Advances in Agriculture Extension RAE-003 : Agriculture Extension Management RAE-004 : Information Communication Technology in Agriculture RAE-005 : Research Methodology and Scaling Techniques Bridge Course RAE-006 : Fundamentals of Agriculture Extension and Communication
2.	Doctor of Philosophy in Dairy Science and Technology (PHDDR) Dr. M. K. Salooja mkslooja@ignou.ac.in	Master's Degree in Dairy Science (Dairy Technology, Dairy Chemistry, Dairy Microbiology, Dairy Engineering), Food Science/ Food Technology, M. V. Sc. (Animal Products Technology/Live Products Technology/Dairy Science), M. Sc. Agriculture (Dairy Science/Dairy Technology), M. Sc. (Agriculture/Processing and Food Engineering) with B. Tech. in Dairy Technology (will appear in Entrance Examination).	Compulsory Courses (4 Credits each) RDR-001 : Advances in Lipid Technology RDR-002 : Advances in Protein Technology RDR-003 : Product Monitoring and Process Control RDR-004 : R & D Management in Dairy Industry Four Optional Courses (4 Credits each) RDR-005 : Developments in Dairy Processing RDR-006 : Dairy By-products Technology and Processing RDR-007 : Advances in Chemistry of Milk Processing RDR-008 : Advances in Analytical Techniques in Dairy Chemistry RDR-009 : Applied Food Biotechnology RDR-010 : Dairy and Food Microbiology RDR-011 : Dairy and Food Engineering-I RDR-012 : Dairy and Food Engineering-II

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
SCHOOL OF CONTINUING EDUCATION (SOCE)			
3.	Doctor of Philosophy in Child Development (PHDCDEV) Prof. Neerja Chadha neerja_chadha@ignou.ac.in	<p>An MPhil Degree and a Post-Graduate Degree in the discipline of Child Development (or Human Development/Human Development and Family Studies/ Human Development and Childhood Studies or an allied discipline such as Psychology/ Sociology/Anthropology/Social Work/Education/Disability Studies and other allied fields such as Physiotherapy/Occupational Therapy, etc.) with minimum 55% marks (50% marks for SC/ST/PH candidates) or an equivalent grade from a University or a recognized Institution of higher learning. The student should have exhibited interest in the discipline of Child Development and familiarity with Research Methodology, during the MPhil programme, and through Teaching/Research/Professional/ Public Service experience in the area of Child Development. Evidence of interest and candidate's familiarity with Research Methodology in the area of Child Development will be evaluated by candidate's research publications; at least three published in reputed National/ International Journals of which at least one should be in a peer reviewed Journal.</p> <p style="text-align: center;">OR</p> <p>Master's Degree in the discipline of Child Development (or Human Development/Human Development and Family Studies/Human Development and Childhood Studies or an allied discipline such as Psychology/Sociology/ Anthropology/Social Work/ Education/Disability Studies and other allied fields such as Physiotherapy/Occupational Therapy, etc.) with minimum 55% marks (50% marks for SC/ST/PH candidates) or an equivalent grade from a University or a recognized Institution of</p>	

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
		higher learning, and at least 5 years of Teaching/Professional experience in a University or a recognized Institution of higher Learning/Research as well as Demonstrable Research experience and familiarity with Research Methodology in the area of Child Development. Evidence of demonstrable research experience and candidate's familiarity with Research Methodology will be evaluated by candidate's Research Publications; at least three published in reputed National/ International Journals of which at least one should be in a peer reviewed Journal.	
SCHOOL OF COMPUTER AND INFORMATION SCIENCE (SOCIS)			
4.	Doctor of Philosophy in Computer and Information Sciences (PHDCISC) Prof. Shashi Bhushan shashibhushan@ignou.ac.in	One of the following (All will appear in Entrance Examination): 1. M. Tech/MPhil in Computer Science/Information Technology 2. MCA/MSc. in Computer Science 3. B. Tech. in Computer Science/ Information Technology with five year experience either in Teaching or in Software Industry	1. Research Methodology : (2 Credits) 2. Analysis and Design of Algorithm (4 Credits) 3. Topics in Mathematical Science (4 Credits) 4. Operating Systems (4 Credits) 5. Elective Courses (8 Credits)
5.	Doctor of Philosophy in Food and Nutrition (PHDFN) Prof. Deeksha Kapur deekshakapur@ignou.ac.in	MPhil Degree and a Master Degree in Nutrition/Dietetics with 55% and above (50% and above in case of SC/ST/PH) or an equivalent grade from a recognized Institution of higher learning. OR A Masters Degree (M. Sc.) in Foods and Nutrition with 55% and above (50% and above in case of SC/ST/PH) or an equivalent grade from a recognized Institution and <i>FIVE</i> years Teaching/Industry/ Professional/Public service experience (in an area related to Nutrition/Dietetics) at senior level	All students eligible for PhD would be required to enrol simultaneously and successfully complete the Course "Research Methods and Biostatistics" (MFN-009). However, students with an MPhil may be exempted from taking the Research Methods and Biostatistics Course, on the recommendation of the Doctoral Committee
SCHOOL OF EDUCATION (SOE)			
6.	Doctor of Philosophy in Education (PHDEDU) Prof. C. B. Sharma sharmacb2000@yahoo.com	(All will appear in Entrance Examination) MPhil in Education OR Master degree in Education and five years Teaching experience	

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
SCHOOL OF ENGINEERING AND TECHNOLOGY (SOET)			
7.	Doctor of Philosophy in Civil Engineering (PHDCENG) Prof. Ajit Kumar ajit@ignou.ac.in	Master of Engineering/Technology in Civil or in the relevant field of Civil Engineering (will appear in Entrance Examination).	Civil Engineering : <ul style="list-style-type: none"> • Mathematics • Research Methodology • System Dynamics • Construction Management
8.	Doctor of Philosophy in Mechanical Engineering (PHDMCE) Dr. Ashish Agarwal ashisha@ignou.ac.in	Master of Engineering/Technology in Mechanical or in the relevant field of Mechanical Engineering (will appear in Entrance Examination).	Mechanical Engineering : <ul style="list-style-type: none"> • Operations Research • Materials Management • System Dynamics • Production and Operation Management • Mathematics • Research Methodology
SCHOOL OF GENDER AND DEVELOPMENT STUDIES (SOGDS)			
9.	Doctor of Philosophy in Gender and Development Studies (PHDGDS) Prof. Annu J. Thomas athomas@ignou.ac.in	Master's Degree and five years Teaching/Research or work experience OR MPhil Degree in any discipline with demonstrable evidence of Research Publications/Interest in areas relevant to Gender and Development Studies	Candidates would spend six months in research related activities
10.	Doctor of Philosophy in Women's Studies (PHDWS) Prof. Anu Aneja anuaneja@ignou.ac.in	Academic performance at MPhil/Master's level, Post Graduate Degree in relevant discipline, number of years of Teaching experience and Demonstrable Evidence of Research Publications/ Interest in Women's and Gender Issues	
SCHOOL OF HUMANITIES (SOH)			
11.	Doctor of Philosophy in Hindi (PHDHIN) Prof. Satyakam satyakam@ignou.ac.in	Master Degree in Hindi (will appear in the Entrance Examination) OR Master Degree and MPhil in Hindi OR Master Degree and five years Teaching/Research experience in Lecturer's Grade	Theory courses are compulsory. Two more shall be allotted from electives. RHD-001 : Anusandhan Ka Swaroop Aur Pravidhi (Theory) RHD-002 : Sahitya Ke Naye Vimarsh (Theory) RHDE-001 : Aadhunic Sahitya Aur Chintan (Elective) RHDE-002 : Madhyakalin Sahitya Aur Chintan (Elective) RHDE-003 : Jansanchar Madhyam (Elective) RHDE-004 : Anuvad, Sanskrit Aur Bhasha-Asmita (Elective) RHDE-005 : Hindi Bhasha Aur Bhasha Vigyan (Elective)

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
			RHDE-006 : Tulnatmak Sahitya (Elective) RHDE-007 : Sanskrit, Pali-Prakrit-Apbrhansh Aur Adhunik Bharitya Bhashaon Ke Sahitya Ka Itihas (Elective) (8 Credits each)
12.	Doctor of Philosophy in English (PHDENG) Dr. Prema Eden Samdup psamdup@ignou.ac.in	Master Degree in English and MPhil and having five years Teaching/Research experience in Lecturer's Grade	Theory courses are compulsory. Two more shall be allotted from electives. REG-001 : Research Methodology (Theory) REG-002 : Resistance Literature (Theory) REGE-001 : Gender (Elective) REGE-002 : Literature and Migration (Elective) REGE-003 : Translation : Theory and Practice (Elective) REGE-004 : The Nature and Structure of Language (Elective) REGE-005 : Folk Narratives Text and Performance (Elective) (8 Credits each)
SCHOOL OF HEALTH SCIENCES (SOHS)			
13.	Doctor of Philosophy in Nursing (PHDNUR) Prof. Bimla Kapoor bkapoor@ignou.ac.in Prof. Pity Koul pkoul@ignou.ac.in	Nursing professionals having MPhil from a recognized University OR M. Sc. Nursing and having five years Teaching/Industry/ Administration/Professional/ Clinical experience	The scholars will do the course work in the form of assignments and presentation recommended by Doctoral Committee which will be evaluated internally by the PhD Coordinators of Nursing Discipline
SCHOOL OF INTER-DISCIPLINARY AND TRANS-DISCIPLINARY STUDIES (SOITS)			
14.	Doctor of Philosophy in Inter-Disciplinary and Trans-Disciplinary Studies (PHDITS) Dr. Nandini Sinha Kapur nandini@ignou.ac.in	Preferably Master Degree in Social Sciences or Humanities and MPhil Degree or 5 years of Teaching/Professional experience. PhD Research proposal in an area of Interdisciplinary Research should be enclosed. OR Post-Graduate Degree in any discipline with research proposal on any aspect of interdisciplinary studies preferably from Social Sciences and Humanities background (will appear in the Entrance Examination)	(1) RITS-001 : Inter-disciplinary and Trans-disciplinary Research (2) RITS-002 : Research Methods in Social Science (3) RITS-003 : Area Studies (4) RITS-004 : Literature Survey All Courses are of 8 Credits each

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
SCHOOL OF MANAGEMENT SCIENCES (SOMS)			
15.	Doctor of Philosophy in Commerce (PHDCOM) Prof. Naval Kishor nkishor@ignou.ac.in Prof. Madhu Tyagi mtyagi@ignou.ac.in	MPhil and with Post Graduate Degree in Commerce or any other allied disciplines from any recognized University/Institution of higher learning. <p style="text-align: center;">OR</p> Master Degree in Commerce or any other allied disciplines from any recognized University/Institute of higher learning with 5 years of Teaching/Professional/Industry experience	
16.	Doctor of Philosophy in Management (PHDMGMT) Prof. P. C. Basak pcbasak@ignou.ac.in	Master Degree/equivalent Degree from a recognized University/Institution (will appear in Entrance Examination) <p style="text-align: center;">OR</p> Master Degree and with M. Phil or 5 years relevant Teaching/Professional experience	
SCHOOL OF SCIENCES (SOS)			
17.	Doctor of Philosophy in Biochemistry Dr. Seema Kalra seemakalra@ignou.ac.in Dr. Maneesha Pandey maneesha@ignou.ac.in	1. M.Sc/M. Tech./M. Pharma in Life Sciences/Allied Sciences 2. MPhil and Master Degree in a relevant Discipline <p style="text-align: center;">OR</p> Master Degree in the relevant Discipline with five years of Teaching/Research and Professional experience	
18.	Doctor of Philosophy in Chemistry (PHDCHE) Prof. Sunita Malhotra smalhotra@ignou.ac.in Dr. Kamalika Banerjee kamalika@ignou.ac.in	MPhil or 5 years Teaching/Professional experience with Master Degree in relevant area	
19.	Doctor of Philosophy in Geography Dr. Subhakanta Mohapatra subhakanta@ignou.ac.in	MPhil and Post graduate degree in Geography/Applied Geography/Earth Systems Science/relevant discipline of Geospatial Technology fulfilling general eligibility criteria <p style="text-align: center;">OR</p> Post Graduate Degree in the Disciplines mentioned above and five year experience in Research/Teaching/Professional experience	

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
20.	Doctor of Philosophy in Geology Dr. Meenal Mishra meenamishra@ignou.ac.in	MPhil and Master Degree in Geology/Applied Geology/Earth Sciences/Marine Geology/Hydrogeology OR Master Degree in the above mentioned fields of study and having five years Teaching/Research/Professional experience	
21.	Doctor of Philosophy in Life Sciences (PHDLS) Prof. Neera Kapoor neerakapoor@ignou.ac.in	MPhil Degree in any area of Life Sciences (Botany, Zoology, Microbiology and Biotechnology) and Master Degree in a relevant Discipline OR Master Degree in the relevant discipline and having five years Teaching/Research experience in higher education	<p>Core Courses</p> <p>Research Methodology (4 Credit)</p> <p>Biological Techniques (6 Credit)</p> <p>Biostatistics and Computer Applications in Biological Research (6 Credit)</p> <p>Optional Courses (Any Two)</p> <p>Molecular Cell Biology (8 Credit)</p> <p>Biotechnology (8 Credit)</p> <p>Biochemistry (8 Credit)</p> <p>Microbial Ecology and Systematics (8 Credit)</p> <p>Molecular Microbiology (8 Credit)</p> <p>Applied Microbiology (8 Credit)</p> <p>Bioinformatics (8 Credit)</p> <p>Genomics and Proteomics (8 Credit)</p> <p>Insect Biosystematics (8 Credit)</p> <p>Insect Pest Management (8 Credit)</p> <p>Insect Toxicology (8 Credit)</p> <p>Medical Entomology (8 Credit)</p> <p>Plant Disease Management (8 Credit)</p> <p>Post Harvest Management of Pests and Diseases (8 Credit)</p> <p>Natural Plant Products (8 Credit)</p> <p>Plant Tissue Culture (8 Credit)</p> <p>Genetics (8 Credit)</p> <p>Plant Taxonomy (8 Credit)</p> <p>Introduction to Nematology (8 Credit)</p> <p>Nematological Techniques (8 Credit)</p>

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
			Nematode Biosystematics (8 Credit) Nematode Ecology (8 Credit) Medical Genetics (8 Credit) Human Physiology (8 Credit) Animal Systematics (8 Credit) Human Brain and Disorders (8 Credit) Cancer Biology (8 Credit) Techniques in Animal Biotechnology (8 Credit) Biology Education (8 Credit)
22.	Doctor of Philosophy in Physics (PHDPH) Dr. S. Lamba slamba@ignou.ac.in	Masters and MPhil Degree in Physics OR Master Degree in relevant discipline and working in recognized College/Research Institution and having minimum five years Teaching/Research experience	
SCHOOL OF TRANSLATION STUDIES AND TRAINING (SOTST)			
23.	Doctor of Philosophy in Translation Studies (PHDTT) Dr. Deo Shankar Navin deoshankar@hotmail.com Dr. Jagdish Sharma jagdishsharma@ignou.ac.in Dr. Rajendra Pd. Pandey rajendrapandey@ignou.ac.in	Master Degree in Translation Studies and MPhil Degree OR Master Degree in Translation Studies and five years of Teaching/Research experience OR Master Degree in Translation Studies or in allied subjects (will appear in Entrance Examination).	All courses are of 8 Credits each Compulsory Courses RTT-001 : Research Methodology RTT-002 : Translation Theory and Practice RTT-003 : Critiquing Translation Any one of the following: RTT-004 : Translation and Power RTT-005 : Translation and Nationalist Movement RTT-006 : Translating Women Writing RTT-007 : Translating Dalit Writing
SCHOOL OF TOURISM AND HOSPITALITY SERVICES MANAGEMENT (SOTHSM)			
24.	Doctor of Philosophy in Tourism and Hospitality Services (PHDTS) Dr. Paramita Suklabaidya paramitz@ignou.ac.in	55% marks in Post Graduation in the relevant field Candidate with MPhil/NET/ Professional experience as validated by the faculty in the relevant field would be exempted from taking the Entrance Examination	RTS-001 : Interdisciplinary Approaches in Tourism and Hospitality RTS-002 : Tourism Concepts RTS-003 : Research Methodology in Tourism and Hospitality RTS-004 : Seminar Presentations (8 Credits each)

Sl. No.	Name of the Programme, Code and Coordinator	Eligibility	Course Work
STAFF TRAINING AND RESEARCH IN DISTANCE EDUCATION (STRIDE)			
25.	Doctor of Philosophy in Distance Education (PHDDE) Dr. R. Satyanarayana rsatyanarayana@ignou.ac.in	Post Graduate Degree in any Discipline (will appear in Entrance Examination) OR Post Graduate Degree in Distance Education with specialization in Educational Technology/ Instructional Design/Education (will appear in Entrance Examination) OR MPhil or five years of Teaching/ Professional/Administrative experience in Open Distance Learning (ODL).	32 Credits (Exempted for candidates with MPhil Degree or 5 year experience subject to recommendation of the Doctoral Committee) Both MPhil and PhD programmes are modular in nature with exit option for MPhil or PhD as the case may be RDE-001 : Research Methodology RDE-002 : Information and Communication Technology RDE-003 : Web-based Education RDE-004 : Contexts and Concerns of Distance Education RED-005 : Term Paper and Seminar
SCHOOL OF VOCATIONAL EDUCATION AND TRAINING (SOVET)			
26.	Doctor of Philosophy in Vocational Education (PHDVED) Prof. C. G. Naidu cgnaidu@ignou.ac.in	Master Degree and MPhil OR Master Degree and five years Teaching/Research/Professional experience	Research Methodology and Statistical Methods in VET (8 Credits) VET Perspectives (8 Credits) Planning and Management of VET (4 Credits) Instructional and Training Processes in VET (4 Credits) Trade/Area Specific Course (4 Credits) Critical Review of Literature and Contributions in VET (4 Credits)
LIST OF MASTER OF PHILOSOPHY (MPhil) PROGRAMMES (All will appear in Entrance Examination)			
SCHOOL OF TRANSLATION STUDIES AND TRAINING (SOTST)			
27.	Master of Philosophy in Translation Studies (MPHILTT)	M. A. In Translation Studies	The course work details are given in the section on PhD
STAFF TRAINING AND RESEARCH IN DISTANCE EDUCATION (STRIDE)			
28.	Master of Philosophy in Distance Education (MPHILDE)	Candidates having Masters Degree in a relevant Discipline and fulfilling the general eligibility criteria may apply	Course work details are given in the section on PhD

Appendix RU-I

Programme Names and Codes

Sl. No.	Name of the Programme	Programme Code	Name of the School
1.	Doctor of Philosophy in Agriculture Extension	PHDAGE	SOA
2.	Doctor of Philosophy in Dairy Science and Technology	PHDDR	SOA
3.	Doctor of Philosophy in Child Development	PHDCDEV	SOCE
4.	Doctor of Philosophy in Food and Nutrition	PHDFN	SOCE
5.	Doctor of Philosophy in Computer and Information Sciences	PHDCISC	SOCIS
6.	Doctor of Philosophy in Education	PHDEDU	SOE
7.	Doctor of Philosophy in Civil Engineering	PHDCENG	SOET
8.	Doctor of Philosophy in Mechanical Engineering	PHDCMCE	SOET
9.	Doctor of Philosophy in Gender and Development Studies	PHDGDS	SOGDS
10.	Doctor of Philosophy in Women's Studies	PHDWS	SOGDS
11.	Doctor of Philosophy in Hindi	PHDHIN	SOH
12.	Doctor of Philosophy in English	PHDENG	SOH
13.	Doctor of Philosophy in Nursing	PHDNUR	SOHS
14.	Doctor of Philosophy in Inter-disciplinary and Trans-disciplinary Studies	IPHDAP	SOITS
15.	Doctor of Philosophy in Commerce	PHDCOM	SOMS
16.	Doctor of Philosophy in Management	PHDMGMT	SOMS
17.	Doctor of Philosophy in Biochemistry	*To be Allotted	SOS
18.	Doctor of Philosophy in Chemistry	PHDCHE	SOS
19.	Doctor of Philosophy in Geography	*To be Allotted	SOS
20.	Doctor of Philosophy in Geology	*To be Allotted	SOS
21.	Doctor of Philosophy in Life Sciences	PHDLS	SOS
22.	Doctor of Philosophy in Physics	PHDPH	SOS
23.	Doctor of Philosophy in Translation Studies	PHDTT	SOTST
24.	Doctor of Philosophy in Tourism and Hospitality	PHDTS	SOTHSM
25.	Doctor of Philosophy in Distance Education	PHDDE	STRIDE
26.	Doctor of Philosophy in Vocational Education	PHDVED	SOVET
27.	Master of Philosophy in Translation Studies	MPHILTT	SOTST
28.	Master of Philosophy in Distance Education	MPHILDE	STRIDE

* To be allotted through a Supplementary Communication

State Codes

Code	Description	Code	Description
01	Andhra Pradesh	19	Mizoram
02	Andaman & Nicobar Islands (UT)	20	Nagaland
03	Arunachal Pradesh	21	Orissa
04	Assam	22	Punjab
05	Bihar	23	Rajasthan
06	Chandigarh (UT)	24	Sikkim
07	Delhi	25	Tamil Nadu
08	Goa	26	Tripura
09	Gujarat	27	Uttar Pradesh
10	Haryana	28	West Bengal
11	Himachal Pradesh	29	Dadra & Nagar Haveli, Daman & Diu (UT)
12	Jammu & Kashmir	30	Lakshadweep (UT)
13	Karnataka	31	Pondicherry (UT)
14	Kerala	32	C/o 99 APO
15	Madhya Pradesh	33	Learners Abroad
16	Maharashtra	34	Chattisgarh
17	Manipur	35	Jharkhand
18	Meghalaya	36	Uttarakhand

Appendix RU-III

AFFIDAVIT BY THE STUDENT
(TO BE SUBMITTED ALONGWITH APPLICATION FORM)

1. I, _____ (full name of the student with Admission/Registration/Enrolment Number) S/o D/o Mr./Mrs./Ms. _____ having been admitted to _____ (name of the Institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understand the provisions contained in the said Regulations.
2. I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - (a) I will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name :

Address :

Tel./Mobile No. :

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) this the _____ (day) of _____ (month),
_____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month),
_____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

Appendix RU-IV

AFFIDAVIT BY PARENT/GUARDIAN (TO BE SUBMITTED ALONGWITH APPLICATION FORM)

1. I, Mr./Mrs./Ms. _____ (full name of Parent/Guardian/ Father/Mother/Guardian of, _____ (full name of Student with Admission/Registration/Enrolment Number), having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understand the provisions contained in the said Regulations.
2. I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - (a) I will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name :

Address :

Tel./Mobile No. :

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) this the _____ (day) of _____ (month),
_____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month),
_____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER