

ADIKAVI NANNAYA UNIVERSITY
Ph.D. Rules and Regulations : 2017

1. The Degree of Doctor of Philosophy (Ph.D.) shall be conferred by Adikavi Nannaya University in the Faculties of Arts, Commerce, Management, Social Sciences, Science & Technology, Engineering and in such other faculties as may be notified in future, in accordance with the provisions of these rules and regulations in current or amended form, and subject to the conditions laid down herein.

2. Eligibility criteria for admission into Ph.D. programme:

Full Time:

- 2.1 Candidates for admission into the Ph.D. programme shall have a Master's degree or a Professional degree like CA, CMA, CS etc.. declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.
- 2.3 Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completed the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the same Institution in an integrated programme.
- 2.4 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission into Ph.D. programme.

Part Time:

2.5 Candidate satisfying the eligibility conditions stipulated under clause 2.1 above, can be registered as Part-time candidate, as per the following order of priority.

2.6 Admission into Part-time category will be made on the basis of service seniority in the respective cadres.

- a. Teachers working in Departments of Adikavi Nannaya University and it's P.G. Centers having completed a minimum service of 1 year in PG teaching.
- b. Teachers/ Librarians/ Asst. Librarians/Physical Education Teachers working in Postgraduate Colleges/ Professional Colleges affiliated/ recognized by the University having completed a minimum service of 2 years.
- c. Teachers working in Degree Colleges having completed at least 3 years service.
- d. Teachers working in Polytechnic Colleges having completed at least 4 years of service.
- e. Teachers working in Junior Colleges with at least 4 years of service
- f. Non-teaching employees in the cadre of Superintendent as above of the Adikavi Nannaya University and its P.G. Centers having completed at least 5 years of service.
- g. Executives/Administrators with a total service of 10 years in Govt./Quasi Govt./ Judiciary /Public sector organizations / Public Limited / Private Limited Companies with a turnover as specified by the University from time to time, out of which at least two years of this service should be with requisite qualification.

Extramural

2.7 Candidates satisfying the eligibility conditions stipulated under clause 2.1 above may be registered as Extramural candidate is as follows:

- a. Scientists and technical Officers working in a research institutions recognized by Adikavi Nannaya University having two years of experience.
- b. Research Scholars who are having National fellowship and attached to institutions recognized as Research Centers by Adikavi Nannaya University at least for six months.
- c. Registration of an extramural candidate may be done in any part of the year.

Inter-Disciplinary Research (IDR):

2.8 Candidates who wish to carry out research work related to more than one discipline can be considered for registration for Ph.D. under 'Interdisciplinary' category. Such candidates should submit a 'Statement of Purpose' along with the admission application form. The

statement may contain the objective, definition of the problem, proposed methodology and justification. The Statement of Purpose should also contain information on the disciplines involved and the post graduate degree possessed by the candidate. The same will be discussed in the Departmental Research Committee meetings of the concerned academic departments, for its scope and viability from scientific and logistic points of view, in which the major part of the research work needs to be carried out. The candidate will be registered in the discipline in which he/she has secured the qualifying degree.

2.9 Candidates who are admitted under this category will have the Principal guide from the department in which the candidate is registered and the co-guide(s) from the other disciplines involved. The Pre-Ph.D degree examination needs to be taken in the department where the candidate registers.

2.10 Candidates once admitted under this category under full-time or part-time will not be permitted to transfer their registration from one department to the other.

3. Duration of the Programme:

3.1 Ph.D. programme (Full Time/EMR) shall be a minimum duration of three(3) years including course work and a maximum of six(6) years.

3.2 Ph.D. programme (Part Time) shall be a minimum duration of Four(4) years, including course work and a maximum of six (6)years. A part time candidate, employee in an outside institution will be required to spend at least six weeks every year in the concerned university department during the prescribed total period of research.

3.3 If a candidate has completed the research work earlier than the prescribed period, the Vice-Chancellor may permit for an early submission of thesis before six months provided the request justified and sustained by publications in referred journals.

3.4 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

4. Procedure for admission:

4.1 The University shall admit Ph.D. students through an Entrance Test conducted by the University followed by personal interview.

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

4.3 The candidate in entrance test shall be qualified with qualifying marks as 50% (45% in case of SC/ST candidates). The syllabus of the Entrance Test shall consist

of 30% of research methodology and 70% shall be subject in qualifying PG Exams specific.

Stage-I	:	Multiple Choice Questions	-	50 Marks
Stage-II	:	Descriptive Exam	-	25 Marks
Stage III	:	Interview	-	25 Marks

- 4.4 An interview / *viva-voce* may be conducted by university, when the candidates are required to discuss their research interest / area through a presentation before a duly constituted Department Research Committee.
- 4.5 The interview/*viva voce* shall also consider the following aspects, viz. whether:
- 4.5.1 the candidate possesses the competence for the proposed research;
 - 4.5.2 the research work can suitably be undertaken at the Institution/ College;
 - 4.5.3 the proposed area of research can contribute to new/additional Knowledge
- 4.6 The State-level reservation policy of the Government of Andhra Pradesh be followed.
- 4.7 Candidates who are qualified in UGC-NET/UGC-CSIR NET/APSET/GATE/ Teacher fellowship holder or have passed M.Phil. programme, they have to write Ph.D. admission test. However, UGC-NET(JRF) / UGC-CSIR NET(JRF) candidates and Rajiv Gandhi Fellowship holders may be given Ph.D. admission directly as and when they seek admission into Ph.D programme subject to availability of the research guide.

5. Allocation of Research Supervisor:

Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of Ph.D. Scholars permissible per Supervisor, etc.

- 5.1 Any regular Professor of Adikavi Nannaya University Colleges and its PG Centers having one year experience with at least Five research publications in refereed journals and any regular Associate/Assistant Professor of the university colleges having one year experience with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor. The quality of publications of the teacher has to be endorsed by the Departmental Research Committee(DRC).

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

- 5.2 Only a full time regular teacher of Adikavi Nannaya University and its PG Centers can act as a research supervisor. Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the university.

- 5.3 Eligible faculty members University PG Centers and affiliated PG colleges / Institutions (Government colleges and Aided colleges faculty members) and Scientists/faculty members of National Reputed Institutions/Human Resources Development Institutions are to be recognized as Ph.D. guides under clause mentioned in 5.1.
- 5.4. Eligible Adhoc faculty members (only NET qualified with Ph.D, Net Exempted with Ph.D awarded before 2009) of the University campus can be recognized as co-supervisors with the approval of the Board of Research Studies(BRS).
- 5.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva-voce*.
- 5.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.
- 5.5 As per UGC guidelines, a Professor is eligible to guide EIGHT Ph.D. and THREE M.Phil scholars. Since the University is not offering M.Phil programmes, in lieu of M.Phil scholars, Ph.D. scholars may be considered for admission. In case of professors instead of 3 M.Phil Scholars, 2 Ph.D Scholars, in case of Associate / Assistant Professors in lieu of 2 M.Phil scholars, 1 Ph.D. scholar may be allotted.
- Therefore at any given point of time, a Professor can guide maximum 10 Ph.D scholars, an Associate Professor can guide 7 Ph.D scholars and Assistant Professor can guide 5 Ph.D scholars.*
- 5.6 In case of Ph.D scholars admitted under extramural category the Principal Research guide will be at the concerned institution. The joint research guide must be from the University department concerned. In such cases, for counting the total number of scholars and joint research guideship should not be reckoned.
- 5.7 In case of relocation of a Ph.D. woman scholar due to marriage or otherwise, the

research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by Adikavi Nannaya University/supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

5.8 Under extramural category there should be an **Internal Guide**(Principal Guide) recognized by the University in the recognized research institution where the candidate is working. In addition to the Internal Guide(Principal Guide), a faculty eligible to guide research from within the concerned department of the university be included as **External guide**.

5.9 No fresh allotment of candidates will be made if the superannuation of a teacher falls within one year from the date of admission.

5.10 Notwithstanding anything stated above, recognition may be bestowed on persons with exceptional merit by the Vice-Chancellor.

6. Course Work(Pre-Ph.D.): Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

6.1 The course work shall be treated as a prerequisite for Ph.D. preparation. The course work for Ph.D candidates admitted in full-time, part-time and extra-mural categories is as follows:

PAPER – I: Broad Area of Research Topic

PAPER – II: Part-A: Research Methodology

Part-B: Specific area of the Research topic

PAPER – III: Synopsis of the proposed research work with Viva-voce exam.

In case of paper III, the research scholar need to present synopsis of the research work proposed to carryout for his doctoral degree with all objectives, methodology, etc., The departmental research committee will conduct Viva-voce to the scholar in the process of confirmation of topic to pursue research.

Papers I & II shall be theory papers for 100 marks each with four credits. The Departmental Research Committee of the concerned department shall prescribe the syllabi for paper-I & Paper II while the syllabi for Paper III shall be provided by the concerned Research supervisor. The paper setting is to be done by External examiners. In case of full-time and EMR candidates, these examinations are to be conducted after 9 months and before one year

from the date of registration, while in case of part-time candidates the examination is to be conducted after completion of 18 months not before 24 months from the date of registration. The date of payment of fee at the time of admission will be treated as the date of registration.

6.2 The following credits are allotted for each paper

Paper –I - 4 credits

Paper-II - 4 credits

Paper- III - 4 credits

Award of grades:

S.No.	Range of Marks	Grade	Grade Points
1.	> 85%	O	10.0
2.	75% - 85%	A	9.0
3.	67% - 74%	B	8.0
4.	58% - 66%	C	7.0
5.	50% - 57%	D	5.0
6.	≤ 49%	F	0.0
7.	Incomplete (Subsequently changed into pass or D to O grade on subsequent appearance of the examination, and corresponding grade points will be awarded)		

6.3 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the thesis.

6.4 In case of failure in any course or courses the candidate may be permitted to re-take the examination, only once. If the candidate fails again he/she must seek fresh admission.

6.5 In case a candidate does not apply or appear for an examination scheduled after he/she gets eligibility to write the examination he / she will be treated as failed.

6.6 All candidates admitted into Ph.D programme (Full time/Part Time/ Extramural) shall be required to undergo two weeks summer school during the summer vacation. It is mandatory for all Ph.D. scholars enrolled in the University including scholars registered with the affiliated colleges / Institutions which are recognized by the University as research centers. The amount of fee for summer school be collected at the time of admission from students along with admission fees.

- 6.7 In addition to the two weeks mandatory summer school, each part-time Ph.D. research scholar must attend four weeks course work module at the respective guide in the concerned department. The attendance must be kept in the college concerned and the particulars of the attendance duly certified by the guide should be submitted to the Office of the Dean, Academic Affairs at the time of thesis submission.
- 6.8 A half yearly progress report must be submitted by each scholar (Full time, Part time and Extramural) duly certified by the guide, in the Office of the Dean, Academic Affairs.

7. Research Advisory Committee and its functions:

- 7.1 There shall be a Research Advisory Committee (formerly known as Doctoral Committee), for each Ph.D. scholar. The Research Supervisor of the concerned scholar shall be the Convener of this Committee and two other research supervisors recognized by the university be the members of the committee. This Committee shall have the following responsibilities:
- 7.1.1 To review the research proposal and finalize the topic of research;
- 7.1.2 To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- 7.1.3 To review and assist in the progress of the research work.
- 7.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six-monthly progress reports shall be submitted by the Research Advisory Committee to the University (office of the Dean) with a copy to the research scholar.
- 7.3 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College with specific reasons for cancellation of the registration of the research scholar.

8. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:

- 8.1 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 6.3 above, as the case may be, the Ph.D. scholar shall be required to undertake research work and produce a draft thesis.
- 8.2 The thesis shall be submitted through the concerned department in the campus in respect of scholars working in all the research centers of the university colleges, affiliated colleges and other recognized research centers.
- 8.3 Prior to the submission of the thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may suitably be incorporated into the draft thesis in consultation with the Research Advisory Committee.
- 8.4 Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two (2) paper presentations in conferences/seminars before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- 8.5 Clearing Pre-Ph.D. examination is mandatory for all the Ph.D. Research Scholars (Full time, Part time and Extramural including Engineering research scholars).
- 8.6 While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other University/Institution. However, the office of the Dean, Academic Affairs should verify the thesis for plagiarism with the required software before accepting the submission.
- 8.7 30 copies of the synopsis should be submitted to the university 2 months before the submission of the thesis, along with a list of national experts from outside the university to facilitate its circulation among the members of the BoS and other experts. The list of adjudicators may also be submitted at the same time by the concerned BoS Chairman.

- 8.8 The Chairman / Convener, BoS in consultation with guide(s) will be required to submit two panels of adjudicators. The first panel should consist the names of 6 adjudicators with full postal and mail addresses along with contact numbers within the State. The second panel consisting of 12 adjudicators from outside the State with full postal and mail addresses and contact numbers. These two panels should be duly signed by the research guide and Chairman / Convener BoS concerned.
- 8.9 On completing the research work, the candidate is required to submit four (4) hardbound copies and a soft copy in pdf format(CD) of the thesis on the subject of his / her research. The thesis should be typed on A4 size paper with 1.5 line spacing in Times New Roman or compatible font with 12 font size.
- 8.10 Every thesis should make a distinctive contribution to the existing knowledge of the subject and afford evidence of the candidate's originality, whether based on new facts discovered by himself/herself or new relations of facts observed by others, whether constituting an exhaustive study and criticism of published work of others or forming a valuable contribution to the literature of the subject contributing to the advancement of knowledge.
- 8.11 It must be satisfactory as regards to literary presentation and must be suitable for publication either as submitted or in an abridged form.
- 8.12 A candidate may utilize for his/her thesis the contents of any work which he/she may have already published on the subject. But he/she shall not submit the whole or any substantial part of the work for which a degree has been conferred on him/her by the Adikavi Nannaya University or any other University.
- 8.13 The candidate may also enclose to his/her thesis the printed contribution or contributions to the advancement of the subject which he/she may have published independently or jointly with others.
- 8.14 The thesis in all subjects shall be written and submitted only in English except in language subjects where the candidate shall have the option of writing the same either in English or in the language concerned. Where the thesis is submitted in a Language other than English, a detailed summary in English version of the thesis shall also be submitted.

- 8.15 Candidates working for Ph.D in subjects such as Music, Fine Arts and Theatre arts can write their theses in English, Telugu or Hindi. If the thesis is not written in English a detailed summary in English should accompany the thesis. In case of telugu literature, this is exempted.
- 8.16 The Ph.D. thesis submitted by a research scholar shall be evaluated by three adjudicators one from within the state. and two from out of the state, nominated by the Vice-Chancellor from each panel. However, to save time in fixing the examiners, the Vice-Chancellor may simultaneously suggest alternate examiners, in order of priority, to be contacted in case of necessity. The examiners do not send the reports within four months from the date of dispatch of the thesis, the Vice-Chancellor may consider with the nomination of alternative examiners. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners (out of the state) nominated by the Vice-Chancellor, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- 8.17 The public *viva-voce* of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If the evaluation reports of the external examiner of Ph.D. thesis, is unsatisfactory and does not recommend *viva-voce*, the University shall send the thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared in eligible for the award of the degree. In specific cases scanned e-mail copies of the adjudication reports be considered for conducting the Viva-Voce to avoid delay.
- 8.18 The entire process of evaluation of Ph.D. thesis may be completed within a period of six months from the date of submission of the thesis.
- 8.19 The University can take decision on the thesis based on the three reports according to the following:

Recommendation of Examiners		Decision	
1	2	3	4
Accept	Accept	Accept	Accept
Revise	Revise	Revise	Revise
Reject	Reject	Reject	Reject

Accept	Accept	Revise	Revise
Accept	Revise	Revise	Revise
Accept	Accept	Reject	Send to 4th examiner
Accept	Reject	Reject	Reject
Accept	Revise	Reject	Revise; send to 4th examiner
Revise	Revise	Reject	Revise; send to 4th examiner
Revise	Reject	Reject	Reject

8.20 For revision and resubmission of thesis, the scholar may be given a minimum period of 15 days maximum period of one year from the date of communication by the University.

8.21. The revised thesis should be referred to those examiners who have originally recommended revision.

8.22 **Viva-Voce Examination**

8.22.1 The viva-voce examination of the scholar should be open and should be conducted in the University by a Board comprising of the following members.

- | | |
|---|-------------------|
| 1. Dean of the Faculty concerned/
senior most Professor in the faculty | - Chairperson |
| 2. Head of the Department | -Member |
| 3. Chairperson BOS | -Member |
| 4. One of the External Examiners who
Adjudicated the thesis | -Member |
| 5. Research Supervisor | -Member- Convener |

Any three members including one External Examiner will be the quorum for conducting Viva-voce examination.

8.22.2 In case of EMR candidate the External Supervisor and for Part Time, the Guide from the University, will be the Convener of the Viva-voce Committee. Further wherever there is a co-supervisor, he will also a member of the committee.

8.22.3 The viva is to be conducted in the presence of the external member wherever nominated and at least three other members from the Viva-voce committee.

- 8.22.4 The reports of the external examiners should be made available to the Board for the viva-voce examination.
- 8.22.5 Members of the Research Advisory Committee are required to attend the Viva-Voce examination. The research Supervisor shall be the Convener of the Viva-voce Committee. In case if the guide superannuates from the University service or is on long leave/ deputation or cannot attend on any other valid reasons the co-guide/ Chairperson will be the convener. The Viva is open to all members of the department and allied departments. The candidate shall have to successfully defend his/her work to the satisfaction of majority members of the Viva-Voce committee.
- 8.22.6 A candidate who is not successful at the Viva-Voce may be permitted to take the viva-voce a second time within a period of three months. No candidate shall be permitted to take the viva-voce more than twice. If the candidate fails for the second time, the case shall be disposed off by the Vice-Chancellor on its merits

8.23 Declaration of Ph.D

Upon successful completion of viva-voce examination and on consideration of the reports of the viva-voce Board and the thesis adjudicators, the Vice-Chancellor may approve the announcement of the award of the provisional Ph.D. degree to the scholar. The award of the Degree shall be confirmed by the Executive Council of the University.

9. Academic, administrative and infrastructure requirement to be fulfilled by Affiliated Colleges for getting recognition for offering Ph.D. programmes:

- 9.1 Colleges may be considered eligible to offer Ph .D programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.
- 9.2 Post-graduate Departments of Colleges, Research laboratories of Government of India/State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under sub-clause shall be considered eligible to offer Ph.D. programmes. Colleges should additionally have the necessary recognition by the Institution under which they operate to offer Ph.D. programme.
- 9.3 **Colleges with adequate facilities for research as mentioned below alone shall offer Ph. D. programmes:**

- 9.3.1 In case of science and technology disciplines, exclusive research laboratories with advanced equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;
- 9.3.2 Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/library for reading, writing and storing study and research materials;
- 9.3.3 Colleges may also access the required facilities of the neighboring Institutions/Colleges, or of those Institutions/Colleges/R&D laboratories/ Organizations which have the required facilities.

10. Recognition of Institute as Centers of Research

The following types of institutions may be considered as centers of research:

Any post-graduate department of a college or any college offering PG professional courses recognized by the AICTE, BCI, MCI, and PCI affiliated to Adikavi Nannaya University in which there are at least two eligible guides in each department with adequate laboratory and library facilities besides with NAAC accreditation with “A” grade.

Any Government Institute (Central or any State) where research activity is one of the major functions of the institute, having at least two persons qualified to guide research.

Any institute in private sector where the major activities are in research, having at least two persons qualified to guide research.

The process of awarding recognition will be initiated on receipt of application from the Institute in a prescribed proforma. Recognition to these institutions will be given by the Vice-Chancellor based on the recommendations of a committee appointed by the Vice-Chancellor to examine the infrastructure and other facilities. These institutions will be required to bear the cost of inspection. Institutions thus recognized as research centers shall pay a recognition fee as prescribed by the University from time-to-time.

In case of institutions of national and international eminence, the Vice-Chancellor may recognize them as research centers for offering Ph.D. programmes based on the information provided by the institutions and the recommendations of the Board of Research Studies.

Note: The application for recognition for Research Centers need to be obtained from the Office of the Dean on payment of prescribed application cost by way of Demand

Draft drawn in favor of the “ the Registrar Adikavi Nannaya University, Rajamahendravaram”. All the completed applications need to be submitted to the Registrar, Adikavi Nannaya University along with processing fee prescribed from time-to-time.

Notwithstanding anything contained in the above in exceptional cases, the Vice Chancellor can review and take a decision which is final.

11. Departmental Research Committee

- 11.1 The term of the Departmental Research Committee is for a period of three years or coterminous with Chairperson, Board of Studies whichever is earlier. The composition of the Committee is as follows :
 - 1 Professors, 2 Associate Professors, 2 Assistant Professors, Head of the Department and Chairman, Board of Studies. All the members must have doctoral degree
- 11.2 The Head of the Department is the Convener of the Committee. The Chairman, Board of Studies is the Chairman of the Committee. If there are no adequate number of teachers in any cadre in the Department, those places may be filled in by the teachers of other cadres.
- 11.3 The functions of the Departmental Research Committee are :
 - 11.3.1. To fix up the number of seats in Ph.D. to be filled every year for research admissions (the strength of the candidates with a guide at any time shall not exceed the number given in Research Regulations).
 - 11.3.2 To assist in preparation of the Academic Calendar for Ph.D. programmes for the academic year.
 - 11.3.3 To decide areas or topics of research to be pursued by the Ph.D. students at the time of admission.
 - 11.3.4 To recommend syllabi for Pre-Ph.D. course work for approval by BOS.
 - 11.3.5 To suggest panel of examiners and paper setters for Pre-Ph.D. examinations to the BOS.
 - 11.3.6 To prepare Data base of experts for each specialized area which can be used for the preparation of panel of examiners for adjudicating the M.Phil./Ph.D./ D.Lit/D.Sc. dissertations / thesis. The data base may be periodically updated and made available to BOS.
 - 11.3.7 To participate in all the Viva-Voce examinations and seminars of the M.Phil./ Ph.D. programmes.
 - 11.3.8 Any other functions referred to by the Convener, Board of Research Studies or the Vice-Chancellor.
 - 11.3.9 DRC of parent department in the University campus shall nominate

Doctoral Committees, process the submission of dissertation, etc for the scholars working in all the Research Centers in the University Colleges and affiliated colleges, and departments without BOS.

11.3.10 DRC should conduct the seminars by Research Scholars before submission of the progress report for every six months.

11.3.11 For all the admitted candidates into Ph.D. (FT/PT), the Committee must assign a guide as per the UGC/ University norms.

11.3.12 The D.R.C. must follow the guidelines of the B.R.S. prescribed from time to time.

Note: All special cases which do not fall under the above categories will be discussed at the BRS for final recommendations.

12. Conversion from Full Time to Part Time Registration:

12.1 Candidates pursuing full-time Ph.D. programme may be permitted to convert into part-time Ph.D. programme provided they satisfy the eligibility conditions for part-time notwithstanding the length of service.

12.2 However, conversion from Part-time to full-time is not possible, unless the candidates fulfill all the criteria for admission into full-time category.

13. Depository with INFLIBNET:

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

13.2 Prior to the actual award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of University Grants Commission (Minimum Standards and Procedure for Award of M.PHIL./PH.DDegrees) Regulations, 2016.

Notwithstanding anything contained in the above in the exceptional cases, the Vice-Chancellor can review and take a decision which is final.