



LAMRIN TECH SKILLS UNIVERSITY PUNJAB
ROPAR



ORDINANCE

(DOCTOR OF PHILOSOPHY)



LAMRIN TECH SKILLS UNIVERSITY PUNJAB

(A University established under Punjab Act No.22 of 2021)

Index

Ordinances of Ph. D. Programme

S. No.	Particulars	Page No.	Annexure
1	Short Title, Application and Commencement	1	
2	Duration of the Programme	1	
3	Number of Seats	2	
4	Eligibility Criteria for Admission	2	
5	Admission Criteria	3	
6	Procedure for Admission	3	
7	Allocation of Research Supervisor	4	
8	Admission of International students in Ph.D. Programme	5	
9	Course Work	5	
10	Research Advisory Committee and its functions	7	
11	Evaluation and Assessment Methods, Minimum Standards/ Credits for award of the Degree, etc.	8	
12	Course Fee for Ph.D. Programme	9	
13	Award of Ph. D. Degree	10	
14	Depository with INFLIBNET	10	
15	Power to Remove Difficulty	11	
16	Research Interest of Candidate for Supervisor Allotment	12	Annexure-I
17	Format for Supervisor Allotment	13	Annexure-II
18	Format for Topic/Synopsis Approval	14	Annexure-III

19	Application for Change of topic of Research	15	Annexure-IV
20	Format for Topic Change	16	Annexure-V
21	Application for Change of Supervisor	17	Annexure-VI
22	Format for Change of Supervisor	18	Annexure-VII
23	Six Monthly Progress Review Report	19	Annexure-VIII
24	Pre-Ph.D. Thesis Submission Seminar Evaluation Report	20	Annexure-IX
25	Ph.D. Thesis Submission for External Evaluation	21	Annexure-X
26	Final Thesis Submission for Ph.D. Degree	22	Annexure-XI
27	Plagiarism Verification Form	23	Annexure-XII
28	Certificate of Original Work (Supervisor)	24	Annexure-XIII
29	Undertaking for Original Work (Ph.D. Scholar)	25	Annexure-XIV
30	Report of Ph.D. Public Defence/Viva-Voce	26-27	Annexure-XV
31	No Objection Certificate from Employer	28	Annexure-XVI
32	Format of Thesis Title Page	29	Annexure-XVII
33	Proforma for panel of Examiners	30-33	Annexure-XVIII

Ordinances of Ph. D. Programme

1. Short Title, Application and Commencement

1.1 This ordinance has been formulated as per the UGC (Minimum Standards and Procedure for Award of Ph.D. Degrees) Regulations, 2022 dated 7th Nov., 2022, and extant amendments notified from time to time.

1.2 This ordinance shall be called the ordinance of Ph.D. Programme of the Lamrin Tech Skills University Punjab hereinafter referred to as Ph.D. ordinance.

1.3 This ordinance shall be applicable to all Ph.D. Programmes of the University unless otherwise stated.

1.4 This ordinance shall come into force from the date of its approval in the Board of Management.

2. Duration of the Programme

2.1 The Ph.D. Programme shall be for a minimum duration of three years (i.e. six semesters) including the course work.

2.2 The Ph.D. Programme shall be for a maximum of eight years (6+2 =8 years). Normally, the student is expected to complete his/her programme within a period of six years. However, extension of additional two years shall be allowed through a process of re-registration with the approval of the Hon'ble Vice Chancellor, if any of the following exceptional circumstances arise:

- (i) More than 6 months of hospitalisation,
- (ii) Death of supporting parent/guardian,
- (iii) Disturbed conditions as declared by the Government, and
- (iv) Any other valid reason.

2.3 The female Ph.D. Scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

2.4 The name of a scholar shall be removed/struck off from the rolls of the University if the student fails to submit the thesis within the maximum limit of eight years (6+2=8 years) in general, and ten years (8+2=10 years) for women/PwD candidates from the enrolment in the Ph.D. Programme.

2.5 No academic extension beyond the duration mentioned in 2.2 and 2.3 above will be allowed under any circumstances.

3. Number of Seats

3.1 The number of seats in the Ph.D. programme of all the subjects/disciplines shall be as recommended by the Deans of concerned schools and approved by the Statutory Bodies of the University and shall be notified on the University website as well as in the admission prospectus issued at the time of admission.

3.2 The policy of the Government of India and the guidelines of the UGC, regarding reservation of seats for candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC) (Non-Creamy Layer), Economically Weaker Sections (EWS) and for differently abled (PwD) candidates shall be implemented.

4. Eligibility Criteria for Admission

The following are eligible to seek admission to the Ph.D. programme:

4.1 Candidates who have completed 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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 to assess, accredit or assure quality and standards of the educational institution.

4.2 A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC/Differently- Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

4.3 Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.

4.4 Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification 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 to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section

(EWS) and other categories of candidates as per the decision of the Commission from time to time.

5. Admission Criteria

5.1 Admission of a candidate to the programme would be made only for the Summer Intake and Winter Intake. The candidates will be promoted to subsequent semesters of the programme after completing necessary formalities.

5.2 Foreign nationals residing in India or abroad or Indian nationals residing abroad may be admitted to the programme according to the policy guidelines laid down by the International Students Admission Committee and Government of India/Statutory Bodies of the University from time to time.

5.3 Candidates eligible for admission to the programme shall not be admitted, if already registered for a full time Programme of this University or any other University/Institute.

5.4 Candidates admitted to the Programme shall be permitted to pursue part-time evening certificate/diploma programmes of professional nature in the University or other Institute or as per UGC guidelines from time to time.

6. Procedure for Admission:

6.1 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/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

6.1.1 For admission procedure, the candidates are divided into four categories:

- (i) Fresh candidates to do Ph.D. after Masters;
- (ii) Fresh candidates to do Ph.D. after 4 Years of Graduation with 75% marks;
- (iii) Working Professionals outside LTSU;
- (iv) Working Professionals of LTSU.

6.2 Admission to the Ph.D. programme shall be made using the following methods:

6.2.1 The University may admit students who qualify for fellowship/scholarship in UGC-NET/ UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview and/or

6.2.2 The University may admit students through an Entrance Test conducted by the University. The Entrance Test syllabus shall consist of 50% of research methodology and 50% shall be subject specific.

For fresh candidates after Masters or Graduation, the entrance test, if required, may be a written test decided by the competent authority but for the working professionals, the entrance may be in the form of:

- i. Research article/book review
- ii. Case incident writing involving decision making
- iii. Case analysis
- iv. Term paper exhibiting research aptitude to be presented before the Expert Panel from inside and outside the LTSU.

6.2.3 Students who have secured 50% marks in the entrance test are eligible to be called for the interview.

6.2.4 A relaxation of 5% marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.

6.2.5 The university will decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.

6.2.6 Provided that for the selection of candidates based on the entrance test conducted by the university, a weightage of 70% for the entrance test and 30% for the performance in the interview/viva- voce shall be given.

6.3 The university will notify well in advance on the website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates.

6.4 The University shall adhere to National/State-level reservation policy, as applicable.

6.5 The University shall maintain prepare/maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission under them on the website of the university and update this list every academic year.

7. Allocation of Research Supervisor

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

7.1 Permanent faculty members working as Professor/Associate Professor of the university with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in university with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post-graduate Colleges/institutes would be in violation of these Regulations.

Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

7.2 In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/University may be appointed.

7.3 An eligible Professor/Associate Professor/Assistant Professor can guide up to eight/six/ four Ph.D. scholars, respectively, at any given time.

7.4 In case of relocation of a female Ph.D. 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, and the research work does not pertain to a project sanctioned to the university /Supervisor by any funding agency. Such scholar shall, however, give due credit to the university and the supervisor for the part of research already undertaken.

7.5 Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

7.6 The research supervisors and co-supervisors (one or two) will be appointed for each Ph.D. Scholar so that the student may not face any problem in case a supervisor quits the job for whatever reason. In the absence of supervisor quitting the job, the Dean (in his absence HOD) of the school will be the administrative supervisor till the new supervisor is appointed.

7.7 For the candidates of other Universities/Institutions, the faculty members of LTSU will act as Co-Supervisors only.

8. Admission of International students in Ph.D. Programme:

8.1 Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 7.3 above.

8.2 The University may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

9. Course Work

Credit requirements, number, duration, syllabus, minimum standards for completion, etc.

9.1 The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme. The course work primarily will be off-line but it can be conducted in hybrid mode, if the UGC guidelines so permit.

For the working professionals, the course work will be conducted on weekends for 14 hours per week for 14-16 weeks, completing the UGC requirement of 200 hours.

9.2 All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

9.3 A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis.

5

9.4 Ph.D. Course Work for Master and Graduate Degree

S.No.	Category	Minimum – Maximum Course Credit	Duration of course work
1.	Fresh candidates after Master Degree	12-16	One Semester
2.	Working Professionals outside LTSU	12-16	Weekends for 14-16 weeks
3.	Working Professionals of LTSU	12-16	Weekends for 14-16 weeks
4.	Direct Admission after Graduate Degree	24-32	Two Semesters

9.5 After successful completion of the course work, the candidate shall be required to prepare a research proposal/synopsis of the intended study and submit to the Research Advisory Committee through Supervisor and HOD of the School/Department for due approval within six months from the completion of the course work.

9.5.1 The student is required to submit four copies of the research proposal/synopsis of the intended study to the office of the Dean of the school through Supervisor and HoD.

9.5.1.1 The research proposal shall be evaluated by an external expert from the relevant field. The comments from the external expert be incorporated before it is presented to the Research Advisory Committee.

9.5.2 On receipt of the synopsis as in Clause 9.5.1, the Supervisor shall make it available to each member of Research Advisory Committee for assessment of feasibility of the synopsis giving at least a week of time. The supervisor shall convene the meeting of Research Advisory Committee to finalise the synopsis. The Research Advisory Committee is required to recommend on a Performa for acceptance of the synopsis.

If any suggestions are made for further improvement then the student is required to incorporate the feasible suggestions in consultation with the Supervisor and submit a report of incorporation in tabular form through the Supervisor. The student shall submit the final version of synopsis in a soft copy duly signed by the scholar and supervisor to the Dean of the school for recommendation by Research Advisory Committee.

9.5.3 After recommendation of the Research Advisory Committee followed by the approval of final version of the synopsis by the competent authority, a notification of

the approved topic of the doctoral thesis shall be issued by the office of the Controller of Examinations.

(Annexure-III)

9.6 Unfair Means: There shall be zero-tolerance against the use of unfair means and unfair practices in the Ph.D. course work examination and each examinee shall be required to strictly adhere to the instructions of the said examination. Non-adherence to such instructions shall attract disciplinary action.

9.6.1 For the Ph.D. course work examination, a flying squad shall be constituted consisting of appropriate women members to ensure fairness and discipline in the examination. In case(s) of any unfair means, indiscipline and disturbance during the examination, the flying squad shall submit its report with full details of evidence in support thereof and the statement of the candidate to the Controller of Examinations.

9.6.2 Use of unfair means is strictly prohibited and shall invite serious disciplinary action for anyone found using unfair means during examination. Unfair practices and unfair means relating to examination shall mean and include:

- (i) Exerting pressure, coercion and undue influence for postponement and change of dates and timings of examination.
- (ii) Threatening the invigilator or any other behaviour amounting to insubordination as reported by the invigilator.
- (iii) Seeking favours from and/or threatening the examiners, paper setters, evaluators, reported by the Invigilators, co-examinees or any other officer or staff of the university.
- (iv) Resorting to such practices and engaging into activities that are specifically prohibited during the course of examination.
- (v) Keeping in possession of materials of any kind related to the subject of the examination concerned including mobile/electronic aids, unless otherwise permitted as a component of examination and/or copying or attempting to copy from the materials in possession or from other persons within or outside the examination hall.
- (vi) Exchanging notes, inter-changing answer scripts, helping other examinees, seeking help from and/or consulting other examinees or any other person inside or outside the examination hall.
- (vii) Attempts of impersonation including writing some other candidate's registration number/roll number in the answer paper and/or exchanging or attempting to exchange answer sheets or other materials during the course of examination.
- (viii) Sitting or occupying seats other than the allotted to the candidate or changing the seat during the course of examination without the permission of the Invigilator.
- (ix) Boycott/walkout of the examination and/or causing disturbance of any kind during the conduct of examination.
- (x) Any other act of omission or commission as may be declared by the Academic Council as unfair means in respect of any or all the examination.

9.7 Medium of instruction and examination: English shall be the medium of instruction, study, examination and research of the University, except in languages, or else as may be decided by the Academic Council.

10. Research Advisory Committee and its functions

10.1 There shall be a Research Advisory Committee or an equivalent body concerned for each Ph.D. scholar. The Research Advisory Committee shall consist of the following members:

- i. Dean of the School – Chairperson
- ii. Vice Chancellor’s Nominee – Member
- 7
- iii. Head of the Department – Member
- iv. An external expert in the relevant field
- v. Supervisor – Convener

The constitution of the Research Advisory Committee of a Ph.D. scholar admitted into the Ph.D. Programme at the University shall be notified immediately after the allocation of the supervisor to a Ph.D. scholar.

10.2 The Research Advisory Committee shall have the following responsibilities:

- (i) To review the research proposal and finalize the topic of research.
- (ii) To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
- (iii) To periodically review and assist in the progress of the research work of the Ph.D. scholar.
- (iv) To recommend for extension of Ph.D. duration under exceptional circumstances, if any, with proper justification as per Clause 2.2 above.
- (v) To recommend for any other academic/research issues.

10.3 Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar’s progress report to the University. A copy of such recommendations shall also be provided to the Ph.D. scholar.

10.4 In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

10.5 In case a Ph.D. scholar wishes to change the topic of research, he/she may be permitted to do so within one year from the date of his/her synopsis approval. The modified research proposal/synopsis shall be submitted to the Research Advisory Committee through the Supervisor for its consideration and recommendation.

Provided that the scholar applies for the change of topic of research with reason thereof
(Annexure-IV)

To the effect that the topic change is approved by the competent authority, a notification by the Controller of Examination shall be issued (**Annexure-V**)

11. Evaluation and Assessment Methods, Minimum Standards/ Credits for award of the Degree, etc.

11.1 Upon satisfactory completion of course work and obtaining the marks/grade prescribed in the Clause 9.3 above and upon approval of the synopsis, as the case may be, the Ph.D. scholar shall be required to undertake research work and produce a draft thesis within a reasonable time, as prescribed in the Clause 2.1 above.

11.2 Prior to the submission of the thesis, the scholar shall make a presentation before the Research Advisory Committee concerned, which shall be open to all faculty members and other research scholars of the University. The evaluation report of this pre-Ph.D. thesis submission seminar shall include the suggestions, if any and recommendations for submission of the thesis for external evaluation (**Annexure-IX**). The feedback and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the supervisor.

11.3 The University shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of Ph.D. degree.

11.4 A Ph.D. scholar shall submit the thesis for evaluation, along with:

- (a) an undertaking from the Ph.D. scholar that there is no plagiarism, and
- (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.

11.5 The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and three external examiners who are experts in the field and not in the employment of the Lamrin Tech Skills University. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India and second from outside the region (Delhi, Haryana, Punjab and Himachal Pradesh). Any two out of three external reports may be considered for viva-voce. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of Research advisory Committee/faculty members/research scholars, and students.

11.6 The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not

recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.

11.7 The University shall complete the entire process of evaluating a Ph.D. thesis, including the declaration of the viva-voce result, within a period of six months from the date of submission of the thesis.

12. Course Fee for Ph.D. Programme

12.1 Fees to be paid by the students during Ph.D. duration shall be laid down by the University from time to time.

12.2 The Ph.D. Scholar may avail the Semester Fees exemption facility of the University, at the discretion of the University, provided he/she renders three years' service at LTSU after completion of Ph.D. at a reasonable salary payable to the new entrants with Ph.D. If he/she quits the job before three years, he/she has to deposit six semesters' fees in one instalment within one week after quitting the job.

12.3 The working professionals in the service of LTSU since its inception may be given the exemption 50% of semester fees only and the working professionals in the service of less than two years may be given the exemption of 25% of semester fees subject to the conditions laid down as under:

- i) The employee availing the exemption has to serve for at least three years after the award of Ph. D degree.
- ii) In case of non rendering of service for three years after the award of the Ph.D degree, he/she shall have to deposit the total amount of exemption availed within one week of quitting the job.

13. Award of Ph. D. Degree

13.1 The successful candidates shall be admitted to and conferred the Degree of Doctor of Philosophy in the respective discipline, as the case may be, provided he/she has:

- (i) No pending dues to the University, hostel or library outstanding,
- (ii) No disciplinary action pending against him/her,
- (iii) Fulfilled such other conditions and requirements as prescribed under rules, and
- (iv) For those candidates who have qualified for the degree in disciplines which are interdisciplinary in nature, the University may issue the degree in the respective discipline in which they have registered and have completed their programme.

13.2 The University shall issue the degree in accordance with the provisions of UGC (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022 or any subsequent notification issued.

13.3 The Academic Council, on the recommendation of the Vice-Chancellor shall have the right to withdraw the degree, if plagiarism or any other form of malpractice is detected at any stage, and to initiate such further action as it deems fit.

Provided that the Vice-Chancellor shall get the complaint in the matter investigated confidentially and shall give the accused an opportunity to explain before he makes his recommendation on the matter to the Academic Council.

13.4 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 these UGC Regulations, 2022.

14. Depository with INFLIBNET

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 INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

Provided that the scholar has submitted the fill in Student Approval Form (adopted from Shodhganga, INFLIBNET Centre, Ahmedabad (**Please see Annexure-XII**))

15. Power to Remove Difficulty

Notwithstanding what is contained in the rules/regulations, the Vice-Chancellor may, in exceptional circumstances and on the recommendations of the Research Advisory Committee on the merits of each individual case, and for reasons to be recorded, allow relaxation of any of the provisions except those prescribing CGPA requirements and clause 13.2 above. The Vice-Chancellor may also take such measures as may be necessary for removal of doubts/difficulties and to resolve any other extraordinary issues. The decision of the Vice-Chancellor shall be final and binding.

Annexure-I

Lamrin Tech Skills University Punjab

Research Interest of the Candidate for supervisor Allotment

Dated.....

1. Name of the Candidate:.....
 2. Regd. No.....
 3. Name of the School.....
 4. Name of the Programme.....
 5. Research Interest of the Candidate.....
 6. Current Semester Fee Payment Receipt No.....
- (Please attach the proof of the payment of Semester fee)

Signature of Applicant

(For Office Use)

1. Name of the Scholar:
2. Regd. No:.....
3. Name of the Supervisor Allotted:.....
4. Designation of the Supervisor:.....

Signature of Faculty Members of the Department

Signature of HOD

Signature of Dean

Annexure-II

Lamrin Tech Skills University Punjab
Format for Supervisor Allotment

Ref. No.

Dated.....

From

The Controller of Examinations,
Lamrin Tech Skills University Punjab

To

.....

.....

Ref.: Your Admission dated.....(For the Year.....)

Sir

This is to inform you that you have been permitted to register yourself for the Ph.D.
Programme in the subject under the supervision of
.....

1. Your Registration No. for the Ph.D. Programme is.....
2. Your Place/Department of Research Work is
3. Your date of Registration is.....

Controller of Examinations

Copy to:

1. Dean, In-charge Academics for kind information
2. Dean, School concerned for kind information
3. Head of the Department
4. Supervisor Concerned
5. File

Annexure-III

Lamrin Tech Skills University Punjab

Format for Topic/Synopsis Approval

Ref. No.

Dated.....

From

The Controller of Examinations,
Lamrin Tech Skills University Punjab

To

.....

.....

Ref.: Your synopsis presentation before RAC dated

Sir

This is to inform you that you have been permitted to carry on your research work on
the topic

under the supervision of

1. Registration No.

2. Your date of successful completion of course work is.....

3. Your date of topic/synopsis approval is.....

Controller of Examinations

Copy to:

1. Dean, In-charge Academics for kind information
2. Dean, School concerned for kind information
3. Head of the Department
4. Supervisor Concerned
5. File

Annexure-IV

Lamrin Tech Skills University Punjab

Application for Change of Topic of Research

Dated:.....

To

The Controller of Examinations

Lamrin Tech Skills University Punjab

Subject: Request for Change of Topic of Research

Sir

I the Ph.D. Scholar of the
School..... bearing the Registration
No..... admitted to the Ph.D. Programme on and was
working on the topic
under the supervision of vide your Letter No.
..... dated..... Now, I request you to change my
topic of research.

1. Existing Topic of Research
2. Reasons for change of topic of Research.....
3. Proposed Topic of Research.....
4. Consent of the Supervisor.....
5. Current Semester Fee payment Receipt No. with date.....

Signature of Applicant

Enclosures:

1. Supervisor Allotment Letter
2. Topic Approval Letter
3. Any other

Annexure-V

Lamrin Tech Skills University Punjab

Format for Topic Change

Ref. No.

Dated.....

From

The Controller of Examinations,
Lamrin Tech Skills University Punjab

To

.....

.....

Ref.: Your revised synopsis presentation before RAC dated

Sir

This is to inform you that you have been permitted to carry on your research work on the revised topic
under the supervision of

1. Registration No.
2. Your date of revised topic/synopsis approval

Controller of Examinations

Copy to:

1. Dean, In-charge Academics for kind information
2. Dean, School concerned for kind information
3. Head of the Department
4. Supervisor Concerned
5. File

Annexure-VI

Lamrin Tech Skills University Punjab

Application for Change of Supervisor
(In extraordinary cases only)

Dated:.....

To

The Controller of Examinations
Lamrin Tech Skills University Punjab

Subject: Request for Change of Supervisor

Sir

I the Ph.D. Scholar of the
School..... bearing the Registration
No..... admitted to the Ph.D. Programme on
and was working on the topic
under the supervision of vide your
Letter No. dated.....Now, I request
you to change my supervisor.

1. Reasons for change of Supervisor
2. Consent of the existing Supervisor.....
3. Name of Proposed Supervisor.....
4. Consent of the Proposed Supervisor.....
5. Topic of Research (Required to be changed): YES/NO
6. Reasons for changing the topic of research
7. Proposed Topic of Research
8. Consent of the Proposed Supervisor for the new topic of research
9. Current Semester Fee payment Receipt No. with date.....

Signature of Applicant

Enclosures:

1. Supervisor Allotment Letter
2. Topic Approval Letter
3. Any other

Annexure-VII

Lamrin Tech Skills University Punjab
Format for Change of Supervisor

(In extraordinary cases only)

Ref. No.

Dated.....

From

The Controller of Examinations,
Lamrin Tech Skills University Punjab

To

.....

.....

Ref.: Your application dated

Sir

This is to inform you that you have been permitted to register yourself for the Ph.D. Programme in the subject..... under the supervision of Your topic of research work is

1. Registration No.
2. Your date of revised topic/synopsis approval

Controller of Examinations

Copy to:

1. Dean, In-charge Academics for kind information
2. Dean, School concerned for kind information
3. Head of the Department
4. Supervisor Concerned
5. File

Annexure-VIII

Lamrin Tech Skills University Punjab
Six Monthly Progress Review Report

Period of the Report: DD/MM/YYYY to DD/MM/YYYY

Student Information:

Full Name

Registration No.

School/ Department

Name of Supervisor

Name of Co-Supervisor (if any)

Progress Report evaluated by the Research Advisory Committee (RAC)

Progress (attach brief report): Satisfactory/Unsatisfactory

Recommendation for promoting to the next semester (Tick) Recommended/Not Recommended

Remarks, if any

.....

(Signature)

Vice-Chancellor's Nominee

Name:

Designation:

Date:

(Signature)

Dean of the School

Name:

Designation:

Date:

(Signature)

Head of the Department

Name:

Designation:

Date:

(Signature)

Convener (Ph.D. Supervisor)

Name:

Designation:

Date:

Annexure-IX

Lamrin Tech Skills University Punjab

Pre-Ph.D. Thesis Submission Seminar Evaluation Report

Date

Name of the Student:

Regd. No.:

School/Department:

Thesis Title:

Suggestions made by RAC:

.....

.....

.....

.....

.....

Recommended for Submission of Thesis for External Evaluation: **YES/NO**

Signature of supervisor

Signature of HOD

Signature of VC Nominee

Signature of Dean of School

Annexure-X

Lamrin Tech Skills University Punjab

Ph.D. Thesis Submission for External Evaluation

Name of the Student:

Regd. No.:

School/Department:

Thesis Title:

.....

Documents Check List (Put tick mark)

1. Performa for accepting the Ph.D. Thesis
2. URKUND/TURNITIN Analysis Result/Report (Similarity Index < 10)
3. Grammarly Report for Quality of Writing (Overall score > 95)
4. D.M.C. of Course Work
5. Copy of Front Page of Approved Synopsis
6. Certificate of Original Work/ Undertaking for Plagiarism by Student & Supervisor
7. Declaration in Annexure – VIII
8. Ph.D. Pre-Submission Seminar Report with Attendance Sheet
9. No Dues Statement
10. Thesis Submission Fee Slip
11. Four Copies of hard bound thesis
12. Soft copy of thesis in 2 CDs
13. List of Experts (Sealed Envelope)

Signature of Ph.D. Scholar with Date

Annexure-XI

Lamrin Tech Skills University Punjab

Final Thesis Submission for Ph.D. Degree

Name of the Student:

Regd. No.:

School/Department:

Thesis Title:

.....

Documents Check List (Put tick mark)

1. Performa for accepting the Ph.D. Thesis
2. URKUND/TURNITIN Analysis Result/Report
3. Copy of Front Page of Approved Synopsis
4. Certificate of Original Work/ Undertaking for Plagiarism by Student & Supervisor
5. Declaration in Annexure – VIII
6. Summary of Incorporate of Suggestions in Thesis (if any)
7. No Dues Statement
8. Five Copies of hard bound thesis
9. Soft copy of thesis in 2 CDs

Signature of Ph.D. Scholar with Date

Annexure-XII

Lamrin Tech Skills University Punjab

Plagiarism Verification Form

1. Title of the Thesis:

.....

2. Total No. of Pages in the Thesis:

3. Research Scholar's Name:

4. Name of supervisor:

5. Name of School/Department:

This is to report that the above thesis was scanned for similarity detection. Process and outcome is given below:

6. Software used: Date:

7. Similarity Index: Total Words Count

The complete report is submitted for review by the Supervisor.

Signature of the Scholar with Date

The complete report of the above thesis has been reviewed by the undersigned (Check Box):

BOX The similarity index is below accepted norms.

BOX The similarity index is above accepted norms, because of the **following reasons**:

.....
.....
.....
.....
.....
.....

Checked by

Signature of Supervisor with Date

Name:

Date:

Annexure-XIII

Lamrin Tech Skills University Punjab

Certificate of Original Work (Supervisor)

I, certify that my doctoral scholar
has prepared his/her dissertation/thesis entitled “
.....”, for the award of the Ph.D. degree at the Lamrin Tech Skills
University Punjab, under my guidance. The thesis submitted by him/her is a record of original
research work and plagiarism free. The work has not previously formed the basis for the award of
any other degree/diploma at the Lamrin Tech Skills University Punjab, or any other University/
Institution. The thesis represents independent work of him/her. The thesis has been duly checked
through Plagiarism detection software and the contents of thesis are
plagiarism free and do not violate copyright norms. The duly self-attested Plagiarism report is
attached. He/she has carried out this research work in the Department of
..... School ofLamrin Tech Skills
University Punjab.

Name and Signature of Supervisor

Department of

School of

Lamrin Tech Skills University Punjab

Date:

Annexure-XIV

Lamrin Tech Skills University Punjab

Undertaking for Original Work (Ph.D. Scholar)

I, Undertake that I have prepared my dissertation/
thesis entitled “ ”
.....

For the award of the Ph.D. degree at the Lamrin Tech Skill University Punjab. The thesis submitted by me is a record of original research work and plagiarism free. The work has not previously formed the basis for the award of any other degree/ diploma at the Lamrin Tech Skills University Punjab, or any other University/ Institution. The thesis represents independent work of me. The thesis has been duly checked through Plagiarism detection software and the contents of the thesis are plagiarism free and do not violate copyright norms. The duly self-attested Plagiarism report is attached. I have carried out this research work in the Department of
....., School of, Lamrin Tech Skills University Punjab.

Name and Signature of Scholar

Registration No.

Department of

School of

Lamrin Tech Skills University Punjab

Date

Annexure-XV

Lamrin Tech Skills University Punjab

Report of Ph.D. Public Defence/ Viva-Voce

1.	Name	
2.	Registration No.	
3.	Title of the Thesis	
4.	Name of the Department	
5.	Name of the School	
6.	Name of the Supervisor	
7.	Name of the Co-Supervisor (if any)	
8.	Name of the Examiners for the Evaluation of the Ph.D. Thesis	a. Within the State b. From Outside State c. From Abroad
9.	Date of Viva-Voce	
10.	Name of External Examiner to Conduct Viva-Voce	
11.	Public Defence/Viva-Voce	Satisfactory/ Unsatisfactory
12.	Response to Questions Asked during Viva-Voce	Satisfactory/ Unsatisfactory

Comments on the quality of Presentation

.....

.....

Comments on the Candidate's ability to answer Questions from the Examiners and the audience.....

.....

.....

.....

Overall Comments

.....

.....

.....

(a) Thesis Recommended for the Award of Ph.D. Degree (Yes/No)

(b) Recommended after modification for the Award of the Ph. D. Degree(Yes/No)

Signature
(Co-Supervisor)

Signature
(Supervisor)

Signature
(Head of Department)

Signature
(Dean Academics)

Signature
(External Examiner)

Signature
(Dean of School)

Annexure-XVI

No Objection Certificate from Employer

It is certified thats/o Sh.
is working as in our organisation/Department. The
organisation has no objection to his/her pursuing Ph.D. Programme in the Lamrin Tech Skills
University, Punjab. If selected in the Ph.D. Programme, he/she shall be relieved from duties to
pursue pre-Ph.D. course work in the University and pursue his/her research work as and when
required.

Dated

Signature & Designation of the Employer
(with Seal)

Annexure-XVII

Format of Thesis Title Page

**Price-Level Accounting in India – Corporate Practices and Perception of
Chartered Accountants**

THESIS

Submitted in partial fulfilment
of the requirements for the degree of
Doctor of Philosophy

by

JOGINDER SINGH ARORA
ID No.

Under the Supervision of
Prof. Subash Chander Sharma



LAMRIN TECH SKILLS UNIVERSITY PUNJAB

1996

Annexure- XVIII

Lamrin Tech Skills University Punjab

PROFORMA FOR PANEL OF EXAMINERS

Institution	
Department	
Name of the Student	
Broad field of Research	
Title of the Thesis	
Name and Designation of the Supervisor	
Address and Contact No. of the Supervisor	

Signature of the Supervisor
(with seal)

,) with their complete Biodata *as per enclosed format* for the constitution of Board of Examiners to adjudicate the Ph.D. thesis and to conduct the public viva voce.

PANEL OF EXAMINERS

From Abroad

Name	Designation	Broad field of Research	Mailing Address with e-mail I.D. and Contact No.

Signature of the Supervisor
(with seal)

PANEL OF EXAMINERS

(ADJUDICATION OF THESIS AND TO CONDUCT VIVA-VOCE EXAMINATION)

Four Indian Examiners from within Punjab but outside Lamrin Tech Skills University Punjab
Geographical area or from other states.

Name	Designation	Broad field of Research	Mailing Address with e-mail I.D. and Contact No.

Signature of the Supervisor
(with seal)

External Examiners Bio-data format

Name :

Designation/Present position : Official

Address for communication :

Email I.D. :

Mobile No. :

Qualification :

Degree	Subject	Institution	Year
Ph.D.			
M.Phil			
PG			
UG			

Discipline/Area of specialisation :

Teaching Experience/Employment history :

M.Phil./Ph.D. Candidates guided/awarded :

Editorial Activity/Journal Reviewer :

Number of Publications (International/National) :

Recent Papers published : (Authors name, Journal name, Vol., year, pages) (Atleast three required)

Important Research Article Published :

1.

2.

3.

4.