

ORDINANCES GOVERNING THE AWARD OF THE DEGREES OF
DOCTOR OF SCIENCE (D. SC.) & DOCTOR OF LETTERS (D. LITT.)

I. INTRODUCTION

- I.1 These Ordinances shall be called the Doctor of Science (D.Sc.) and Doctor of Letters (D. Litt.), and shall be in effect from the date of approval of the Executive Council.
- I.2 The degree of D. Sc./ D. Litt. of Assam University shall be conferred on the candidates who fulfill the requirements as specified in these ordinances.

II. ELIGIBILITY

- II.1 A candidate seeking admission to D. Sc./ D. Litt. programme of the University, must have pursued outstanding research in the concerned discipline or in any allied discipline and obtained the minimum qualifications required for admission as mentioned below. The candidate

- (a) must have obtained a Ph. D. or an equivalent degree from this University, in the concerned discipline or in any allied discipline at least 5 (five) academic years prior to the date of application;

OR

- (b) must have obtained a Ph. D. or an equivalent degree from any other recognized university or from a foreign university of standing in the concerned discipline or in any allied discipline at least 5 (five) academic years prior to the date of application and a Master's and/or a Bachelor's degree from this University,

OR

- (c) must be a permanent teacher of this University who has obtained a Ph. D. or an equivalent degree from this or from any other recognized university or from a foreign university of standing, in the concerned discipline or in any allied discipline and has put in a minimum of 5 (five) years of service as

a regular teacher in this and/or in any other recognized University after the date of award of the Ph. D. Degree.

III. APPLICATION

- III.1 A candidate, who is seeking admission to D. Sc./ D. Litt. and who is eligible for admission in accordance with Clause II of these Ordinances, shall apply to the Registrar, Assam University by submitting the following:
- (a) His/ her bio-data giving the details of educational qualifications, fields of specialization, research experience, academic distinctions, etc., along with a passport size photograph.
 - (b) Proposed Title of the thesis.
 - (c) A brief account (in about 1000 words) of his/ her research work on the subject relevant to the discipline in which he/ she has applied for admission to D. Sc./ D. Litt. programme, showing how far his/ her work is original and is contributory to the advancement of knowledge.
 - (d) List of publications.
 - (e) Attested copies of certificates in support of qualifications and experience.
 - (f) A certificate from two such persons who are either member(s) of the Academic Council of this University not below the rank of a Professor or graduate(s) of D. Sc./ D. Litt. of this University to the effect that he/ she is by habits and character a fit and a proper person to be admitted to the degree.
- III.2 The last date for submission of the application shall be 31st July in an academic year.
- III.3 The Registrar, Assam University shall send the application of the candidate to the concerned School of studies / Institute within a week after the last date of the submission of application.

IV. RESEARCH COMMITTEES

- IV.1 Subject to the general superintendence of the Board of Research Studies (BRS) of the concerned discipline and the Academic Council, a committee, namely, the School-level Research Committee (SRC) shall deal with all matters connected with the D.Sc. / D.Litt.

of the University in accordance with these Ordinances. The decisions of the SRC will be forwarded to the BRS of the concerned discipline for scrutiny and approval/ratification.

IV.3 The constitution of the SRC shall be as follows:

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|---|------------------------------------|
| (i) Dean of the School / Director of the Institute (as the case may be) | <i>Chairman
& Convenor</i> |
| (ii) <i>One External Expert to be nominated by the VC</i> | <i>Member</i> |
| (iii) Senior most Professor in the concerned School | <i>Member</i> |
| (iv) Two Internal Experts not below the rank of a Professor – preferably one from the concerned discipline and one from a relevant allied discipline - as nominated by the School Board | <i>Member</i> |
| (v) Advisor of the concerned candidate (after the Advisor has been appointed by the concerned BRS based on recommendation of the SRC) | <i>Member</i> |
| (vi) Concerned Head of the Department. | <i>Member</i> |

V. ADMISSION

- V.1 The SRC shall scrutinize the applications of the candidates and shall recommend to the concerned BRS the eligible candidates for admission. The SRC shall also recommend to the concerned BRS the names of the Advisors of the candidates.
- V.2 Based on the decision in this regard by the concerned BRS duly approved by the Academic Council, the Registrar shall issue a letter of admission to the concerned candidate.
- V.3 Within one month after the receipt of the letter of admission, the candidate shall pay the prescribed fee as per Annexure – A.
- V.4 If the candidate is not an alumnus of this University, he / she shall get registered before the submission of the thesis.

VI. SUBMISSION OF THE THESIS

- VI.1 A candidate, admitted to D. Sc./ D. Litt. in accordance with Clause V of these Ordinances, shall within one year from the date of his/ her admission, submit through the Chairman of the concerned SRC, his/her thesis to the Controller of Examinations.
- VI.2 At least two months before the proposed date of submission, the candidate shall deliver a pre-submission seminar in the Department. Based on a written request from the candidate duly forwarded by the concerned Advisor, the pre-submission seminar shall be arranged by the Chairman of the SRC in consultation with the concerned Head of the Department. In the seminar, the candidate shall apprise the members of the SRC about the details of his/her work and shall defend his/her findings. All interested teachers and research-candidates in the School may be invited to the pre-submission Seminar.
- VI.3 On his/her satisfactory defense of the major research-findings, the SRC will permit the concerned candidate to submit his/her thesis strictly in accordance with the following guidelines:
- (a) Five copies of the thesis in hardbound form as per the format given in *Annexure – B* will be submitted along with a soft copy in CD of the Extended Abstract of the thesis as mentioned in *Annexure – B*.
 - (b) The title page of the thesis shall contain a statement that the thesis has been submitted for the award of the concerned degree for which the candidate has been admitted.
 - (d) A declaration by the candidate that the thesis has not been submitted for any other degree or diploma, as per the format given in *Annexure – C*.
 - (e) A certificate, in the format given in *Annexure – D*, from the Advisor, the Head of the Department and the Chairman of the SRC that the thesis has been submitted for the award of the concerned degree of the University.
 - (f) The thesis shall be in English except for the case where the subject of the thesis itself is a language. In case of language subjects, the thesis may, at the option of the candidate and if so permitted by the SRC, be in that specific language.
- VI.4 The work of the candidate shall comply with the following conditions to merit the award of the degree:
- It must be a scholarly work of high quality that makes basic contribution to knowledge in the concerned subject/area of study/ discipline.

- It must be original in the sense of its opening up of new fields of research, or of making a marked advancement on the results of previous investigations, or of giving a new interpretation of the facts already known.
- It must be the outcome of the research done by the candidate during the five years preceding the submission of his/her thesis.
- A substantial part of the work must have been published in reputed national/international journal(s) having high impact factor in the form of research papers authored solely by the candidate and/ or published in the form of books/ monographs/ chapter contribution to books etc.
- It must not be the work, which has been previously submitted for a degree or a diploma in this or in any other University.

VII. EXAMINATION

VII.1 Panel of Examiners:

While forwarding the thesis of the candidate to the concerned BRS, the SRC shall recommend a panel of examiners of six (three from India but outside North-east India and three from abroad) experts in the concerned area of the work submitted. The draft panel for consideration by the SRC shall be prepared by the Chairman of the SRC in consultation with the concerned Advisor.

VII.2 Board of Examiners:

After the panel of the examiners has been duly approved by the BRS, the Registrar's office shall forward the same to the Controller of Examinations, who in turn shall submit it to the Vice-Chancellor for the appointment of the Board of Examiners from the panel. The Board of Examiners shall consist of two members, of whom one shall be from abroad.

VII.4 Evaluation of Thesis:

- (a) The controller of examinations shall get in touch with each examiner to secure acceptance of the examinership. For this purpose, if e-mail address of the examiner is available, he/ she shall be contacted through e-mail and the soft copy of the Extended Abstract of the thesis may be sent to him/ her, to get his/ her consent at the earliest. If however, no information is received from an examiner within a reasonable time, his/ her appointment

shall be cancelled and a new examiner shall be appointed from the existing panel of examiners in accordance with Clause VII.3.

- (b) On receipt of the acceptance from an examiner, the Controller of Examinations shall forward the copy of the thesis to him/ her, along with a copy of the regulations relating to the award of the D. Sc./ D. Litt. degree of this University and take necessary action to get the report of the examiner expeditiously.
- (c) The examiners shall be requested to submit their individual reports within two months of the receipt of the thesis.
- (d) In case, an examiner does not send his/her report within the above period, a reminder shall be sent to his/her. This shall be followed by a subsequent reminder after a fortnight.
- (e) In the event of the report not being received from the examiner within 12 weeks, his/her examinership shall be cancelled and a new examiner shall be appointed, from the existing panel of examiners, as per Clause VII.3.
- (f) The examiners shall examine the thesis specifically with a view to judge whether the work is in accordance with Clause VI.4.
- (g) The examiners shall give explicit reports with any one of the following recommendations
 - (i) the thesis be accepted for the award of D. Sc./ D. Litt. degree
 - (ii) the thesis be rejected
 - (iii) the thesis be submitted in a revised form after adding some more work to the already submitted work.
- (h) The examiner shall give specific and unambiguous reasons for his/ her recommendations. If the thesis is recommended for revision, the examiner may suggest points for improvement of the presented work.
- (i) If the thesis is recommended for revision, the candidate shall be required to submit the revised thesis not earlier than six months and not later than two years, from the date of communication of the report to him/ her by the University. The candidate shall be required to remit only the Examination fee for submitting the revised thesis.

- (j) If the thesis has been recommended for revision, a fresh appointment of examiners in accordance with Clause VII.3 shall be made from the existing panel of examiners. If the need be, a fresh panel of examiners may be recommended by the SRC. The other procedures as per the Clauses VII.4 (a) to (f) shall be followed for the evaluation of the thesis. However, the Controller of Examinations, along with the revised thesis, shall send the copy (copies) of the recommendation(s) of the examiner(s) who recommended the revision of the thesis.
- (k) The examiners who evaluate the revised thesis shall recommend only either the acceptance or the rejection of the thesis and shall not recommend any further revision of the thesis.

VII.5 Award of the Degree:

- (a) The reports of all the examiners shall be placed before the concerned SRC. If all the reports are unanimous, recommending the thesis to be accepted for the award of the degree, and if the SRC considers the case to be fit and proper, it shall recommend it to the BRS for the award of the degree.
- (b) Even if one examiner recommends the rejection of the thesis, the thesis shall be rejected.
- (c) If the thesis is rejected, the candidate shall not be allowed to apply again for admission within a period of 4 (four) years.
- (d) After the BRS approves the thesis for the award of the degree, the candidate concerned may be given the examiners' reports for which he/ she shall apply separately.
- (e) The year of award of the degree shall be the year of submission of the thesis provided the thesis is accepted without revision. In case of revision, the year of award of the degree shall be the year of submission of the revised thesis.
- (f) The degree certificate shall mention the title of the thesis and the name of the concerned Department and the School in which the candidate was admitted.
- (g) The Extended Abstract of the approved thesis for the award of the degree shall be placed in Assam University website or in any other web-portal as

decided by the Academic Council as “Abstracts of Accepted Theses for the Doctor of Science and Doctor of Letters” of Assam University.

- (h) The Controller of Examinations shall send one copy of the thesis duly approved for the award of the degree to the Assam University Central Library for preservation & reference and another copy to the departmental/ school library.

VIII. CONCLUSION

VIII.1 Notwithstanding anything contained in these Ordinances, all matters related to the candidates shall be governed by the rules and procedures framed by the Academic Council that are in force at that point of time.

VIII.2 From the date when these Ordinances come into operation, all previous Ordinances on the subject shall cease to have effect.

Provided that this revocation shall not affect the status of any candidate already admitted for the concerned degree(s) under the Ordinances so revoked nor shall affect the right, privilege, obligation or liability of the candidates already admitted under the Ordinances so revoked.

VIII.3 Any doubt or dispute about the interpretation of these Ordinances shall be referred to the Vice-Chancellor, whose decision, in his capacity as the Chairman, Academic Council, shall be final.

ANNEXURE – A

(see Clause V.3)

Fees Structure for D. Sc./ D. Litt. Programme

Sl. No.	Particulars	Amount (Rs.)
1	Registration Fee (if applicable)	500.00
2	Admission Fee	4,500.00
3	Academic Scrutiny, Monitoring & Maintenance Fee	30,000.00
4	Examination Fee	25,000.00
	Total	60,000.00

Note: Additional fees for foreign nationals and NRIs shall be US \$ 5000

ANNEXURE – B

(see Clause VI.3 (a), (c))

FORMAT OF THE THESIS

The following format may be normally adopted for the D. Sc./ D. Litt. thesis:

1. Cover page.
2. Inner cover page.
3. Declaration by the candidate as per the format given in *Annexure – C*, to the effect that the work has not been submitted for any other degree or diploma.
4. Certificate from the Advisor, Head of the Department and Chairman of the SRC as per the format given in *Annexure – D*.
5. Contents.
6. Bibliography.

The following will have to be submitted along with the thesis:

1. An Extended Abstract of about 2000 words, describing the research work carried out during the last 5 (five) years (before the date of submission), on the subject relevant to the discipline in which the candidate has applied for the degree, explaining how far the work is original, exemplary and is contributive to the advancement of knowledge. It shall also summarize the relevance of the publications to the specific subject of the thesis being submitted.
2. Reprints of the published work by the candidate, in the relevant subject, in the form of research papers, abstracts of books/ monographs, chapter contribution to books/ monographs & citations of candidate's work by others.
3. List of publications.
4. A personal profile of the candidate with photograph, not exceeding one page.

ANNEXURE – C
(see Clause VI.3 (d))

CANDIDATE’S DECLARATION

I,
(Name of the Candidate)
entitled “”
(Title of the Thesis)
of the degree of
(Name of the Degree) of
this University, has not been submitted earlier for the award of any degree or diploma
of this or any other University.

Date:

(Signature of the candidate)

Place : Silchar

ANNEXURE – D
(see Clause VI.3 (e))

CERTIFICATE

This is to certify that this thesis entitled "
(Title of the Thesis)
has been submitted by
(Name of the Candidate)
for the award of the degree of Assam University.
(Name of the Degree)

.....
(Signature of the Advisor)

.....
(Signature of the Head of the Department)

.....
.....
(Full Name & Designation of Advisor)

(Signature of the Chairman of the SRC)