

DEVI AHILYA VISHWAVIDYALAYA, INDORE

GUIDELINES FOR REGISTRATION IN Ph.D.

1. The candidates selected for Ph.D. programme are required to apply for the Ph.D. registration on prescribed proforma downloadable from the university website (Appendix-II). The duly filled registration form along with the necessary documents and certificates shall be forwarded by the research centre after verifying the payments of the following fees:

	Fee Head	Rs.	Place to Deposit
1	Registration fee (One Time)	6000	DAVV, RNT Marg Office
2	Ph.D. Course work fee (One Time)	12000	UTD
3	Research Centre fee (per semester/ six months)	5000	Research Centre
4	Research Centre Caution Money (payable once only and refundable)	4000	Research Centre
5	University Library fee (per semester/ six months)	1000	Central Library, DAVV,
6	University Library caution money (payable once only and refundable)	1000	Central Library, DAVV,
7	Research Laboratory fee (per semester / six months) (where laboratory work is involved)	5000	Research Centre
8	Student Services Fee (per semester/ six months)	3500	DAVV, RNT Marg Office
9	Identify card fee	100	Research Centre
10	Enrollment Fee (if applicable)	100	DAVV, RNT Marg Office
11	Other fees like eligibility fee, etc. will be applicable from case to case.	For details please contact Academic Section, DAVV, RNT Marg.	

2. The candidates who were exempted from DET as they have completed M.Phil. as per UGC regulations 2009 alongwith course work. Such candidates shall also be exempted from Pre-Ph.D. Course Work and Course Work Fee if they have completed M.Phil. with Course work. The course work containing at least three common papers-Research Methodology, Literature Review, and Computer Applications should clearly be mentioned in their M.Phil. Marks-sheet / Grade -sheet. If M.Phil. is without course work then such students have to complete the Pre-Ph.D. course work.

3. The students who will do Pre-Ph.D. course work shall submit copies of the Research Proposal along with the copy of Certificate of Course work within two months after completion of the course work. The M.Phil. students who have been exempted from Pre-Ph.D. course work shall submit copies of the Research proposal later but within six months from last date of submission of the registration form.
4. Duly forwarded Ph.D. registration form should be submitted to the University and a photocopy of the same form and documents should be submitted to the Research Centre. One set of photocopy of registration form and other documents can be kept by the student for his/ her record.
5. A tentative topic of proposed work should be mentioned at item no. 14 of the Registration Form. Final title of the research work shall be decided at the time of submission of research proposal and then after by RDC.
6. The candidates already completed the course work with at least 55% of marks in M.Phil. and admitted to the Ph.D. programme shall be exempted from the Ph.D. course work and its fee. All other candidates admitted to the Ph.D. programme and submitted the Ph.D. registration form shall be required to complete the course work of 16 credits as prescribed by the University/ Research Centre during initial one or two semesters. The course work shall be treated as prerequisite for Ph.D. preparation.
7. The course work shall be conducted in the University Teaching Departments/ Research centers as approved by the Vice-Chancellor.
8. A combined course work for M.Phil. and Ph.D. students may be conducted for a single / group of subjects wherever possible.
9. If found necessary, course work may be carried out in sister UTD/ Institute within the University for which due credit will be given.
10. If a student obtains F or Ab Grade in a course/ subject, he /she will be treated to have failed in that course. He / she have to reappear in the examinations of the course as and when conducted or arranged by the UTD in the next semester. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat end-semester examination to decide the grade in the repeat course. The student has to pay the prescribed fee for repeating the course. If he/she further fails in the course, he/she shall not be given another chance and he/ she shall be out of the Ph.D. programme. No student shall be allowed to repeat the course to improve the grade if he/ she pass the course.
11. The candidate has to obtain a minimum of 55% of marks or its equivalent grade points in aggregate in the course work in order to be eligible to continue in the Ph.D. programme.

12. After successful completion of the Ph.D. course work the students shall submit the copy of the certificate of the course work and synopsis of the proposed research work in the prescribed Proforma (Appendix-IV) to the University within two months from the date of declaration of result of the Ph.D. course work for registration .

13. The candidate shall make an oral presentation of his/ her proposed research work before RDC for registration in Ph.D. The RDC shall recommend the topic of research and the date of registration of the candidate for the Ph.D. degree. On approval by the RDC, the candidate shall be registered and enrolled as a Ph.D. student from the date on which candidate deposited the registration fee or as decided by RDC whichever is later.