

**PhD Programme
Guidelines**

LNCT UNIVERSITY BHOPAL

J.K. Hospital Campus, Kolar,

Bhopal

July 2022

PREAMBLE

The **Doctor of Philosophy (PhD)** degree is one of the highest academic degrees awarded by a university and requires extensive study and intellectual effort. It is awarded to a candidate who, as per these regulations, has submitted a thesis or dissertation, based on original and independent research in any subject/discipline, or more than one discipline (inter-disciplinary), and which contributes to the advancement of knowledge in science, technology, commerce, management, humanities & social sciences.

1. **DIRECTORATE OF RESEARCH & DEVELOPMENT (DoR&D)**

DoR&D is the regulatory body for PhD program and research activities of the University.

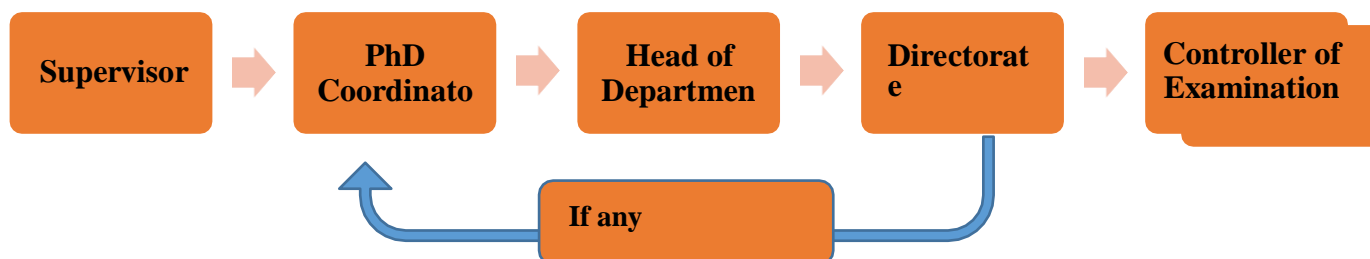
1.1 *Objectives:*

- To coordinate with the Directorate of Admissions and Exam Cell for conduction of the entrance examination for admission to the PhD program (twice in a year).
- To publish the PhD program regulations, details of the subject offered, vacancies in respective departments and details of the eligible PhD supervisors on the University website.
- To coordinate the research activity of all departments, including selection and admission of research scholars.
- To counsel research scholars about the LNCTU-PhD programme.
- To call the University Research Committee (URC) meeting.
- To issue registration letters/ office orders to research scholars, supervisors, co-supervisors.

SUPPORTING INFORMATION/DOCUMENTS:

2. GUIDELINES FOR PRE-SUBMISSION

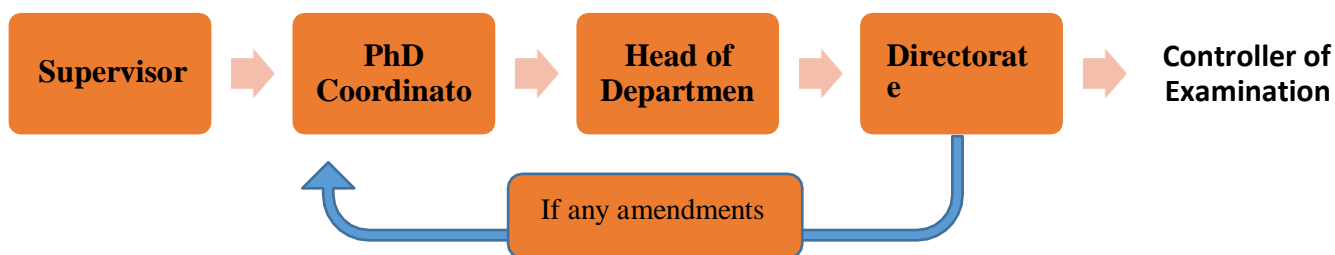
The procedure for pre-submission will be as follows:



- The pre-submission report should be submitted in the specific format. (Annexure-).
- Title of pre-submission report and thesis should be same as approved at the time of Final Research Proposal submission. If any changes are required, this needs to be approved by DoR.
- No submission should be directly given to the PhD office.
- The pre-submission should be submitted by the concerned department within 7 days from day of conduction presentation in the desired format.
- The front page of pre-submission (Annexure-) should be as per the format.
- The check list as per (Form PhD_) should be verified by the Departmental PhD Coordinator before pre-submission.
- Do not include name of school, designation of the Guide.

3. GUIDELINES FOR VERIFICATION OF THE THESIS

The verification of the THESIS will be as follows:



- The thesis should be submitted as per the guidelines of LNCTU PhD rules and regulations. The front page and certificate of the candidate and supervisor should be in the specified format (Annexure-).
- The examiner list (Annexure-) as per the PhD guidelines should be duly signed and verified by Supervisor, Head of Department, Director of School and Dean of Respective faculty before sending to the Directorate of Research (DoR). The examiner list should base on the specialization.
- Supervisors are required to provide the correct details of the examiners in the prescribed format. (Annexure-).
- Supervisors are responsible to check the format
- The check list as per (Form-) should be verified by the departmental PhD Coordinator before submitting the thesis.
- Once verified the candidate must submit the form along with 4 copies of soft bound thesis, 2 CDs of the thesis in .pdf format, no-dues form, thesis submission fee receipt to the office PhD/DoR.
- Supervisor must submit the.doc/.pdf file of the thesis to the DoR for the plagiarism check, before submission of soft bound thesis. After getting the approval from DoR (Similarity \leq 10%), the scholar can proceed for submission soft bound thesis.
- The thesis should be submitted within maximum 3 months of the date of pre-submission.
- Follow the correct font style, font size and format of the front page (Annexure-).

4. GUIDELINES FOR THE PREPARATION OF THE THESIS

The research scholar should follow the guidelines for the preparation of the thesis:

- The thesis should be printed on both sides of good quarto-size/A-4 size paper (Bond paper 75 GSM/100 GSM) in Font size: 12px, Font family: Times New Roman, Line space: 1.5 with sufficient margins.
- Suitable reproduction of Indian-link diagram should be used. Photographs should be suitably mounted on the same quality paper as the thesis.
- References should be given in a style in the text consistent with a standard journal in the field.
- In case of a student having more than one supervisor, appropriate number of additional copies must be submitted.
- The cover should have the following printed on it in block letters:
 - The title at the top
 - Author's name in the middle
 - Name of the Supervisor
 - Name of the Department/Centre and LNCT University Bhopal.
- Contents of the thesis should have the following section

The hard bound copies of the thesis must contain the following copy right notice in the beginning of the thesis (left side of the inner cover page):

- Inner cover page (Same as front cover page)
- Declaration of the research scholar (on Bond Paper)
- Certificate of the Supervisor (on Bond Paper)
- Acknowledgements
- Preface
- Table of Contents
- List of figures
- Main Text of the thesis
- References/Bibliography
- Appendices