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GOVERNOR'S SECRETARIAT

NOTIFICATION

4th July, 2026

No.-L/ORD./02/2026-1412/GS(I)—In exercise of the powers vested in him by Section-38 (4) read with the first proviso to Section-39 (2) (ii) of the Bihar State University Act, 1976 and Section-38 (4) read with the first proviso to Section-39 (2) (ii) of the Patna University Act, 1976, the Hon'ble Chancellor is pleased to assent to the Draft Uniform Ordinance & Regulations (Minimum Standards and Procedure for Award of Ph.D. Degree), 2026.

2. This shall come into force from the date when the Hon'ble Chancellor was pleased to signify his assent, that is, **04.07.2026**.

3. The Uniform Ordinance and Regulations shall supersede the existing uniform Ordinance and Regulations governing award of Ph.D Degree by the Universities of Bihar promulgated vide this Secretariat's letter no.2684, dated 21-09-2017 together with all amendments made therein from time to time.

4. This is to be adopted by the University concerned by getting it approved from their different Statutory bodies, if not already done.

By the order of the Hon'ble Chancellor,
DIPAK KUMAR SINGH,
Additional Chief Secretary to the Governor.

BIHAR STATE UNIVERSITIES
Ph.D. Ordinance and Regulations, 2026
(Minimum Standards and Procedure for Award of Ph.D. Degree)

In exercise of the powers conferred by Section 49 read with Sections 3, 4, 18, 21, 38, and 71 of the Bihar State Universities Act, 1976, Section 49 read with Sections 3, 4, 21, 24, 41, and 74 of the Patna University Act, 1976, and in conformity with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022, the following regulations are hereby made for maintaining the minimum standards and procedure for the award of the degree of Doctor of Philosophy (Ph.D.) in the universities of Bihar incorporated under the said Acts.

1. SHORT TITLE, APPLICATION, AND COMMENCEMENT

- 1.1. These Ordinance and Regulations shall be called the Bihar State Universities (Minimum Standards and Procedure for Award of Ph.D. Degree) Ph.D. Ordinance and Regulations, 2026.
- 1.2. They shall apply to every University established or incorporated under the Bihar State Universities Act, 1976, or the Patna University Act, 1976, offering Ph.D. programmes.
- 1.3. The provisions herein shall come into force from the date of the assent of the Chancellor.

2. DEFINITIONS

- 2.1. In these Regulations, unless the context otherwise requires:
 - 2.1.1 "**Act**" means the Bihar State Universities Act, 1976 (Bihar Act XXIII of 1976), or the Patna University Act, 1976 (Bihar Act 24 of 1976), as the context may require;
 - 2.1.2 "**College**" means an institution maintained or controlled by the University, or affiliated to the University, or maintained by the State Government, in which instruction is given to the students of the University up to or below the post-graduate standard under conditions prescribed in the Statutes;
 - 2.1.3 "**Co-Supervisor**" means a faculty member or scientist, duly approved by the competent authority, appointed to jointly supervise a PhD scholar along with the principal Research Supervisor;
 - 2.1.4 "**Course**" means one of the specified units comprising a programme of study;
 - 2.1.5 "**Course Work**" means the programme of study describing the number and nature of courses to be offered as prescribed by the UGC from time to time;
 - 2.1.6 "**Credit**" means the number of hours required per week in a semester.
 - 2.1.7 "**Degree**" means Ph.D. Degree awarded by the University as per the provisions of these Ordinance and Regulations;
 - 2.1.8 "**Departmental Research Committee (DRC)**" means the committee constituted at the department level to oversee research activities;
 - 2.1.9 "**External Examiner**" means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the PhD programme;
 - 2.1.10 "**Foreign Educational Institution**" means: (i) an institution duly established or incorporated in its home country, offering educational programmes at undergraduate, postgraduate, and higher levels in its home country; and (ii) which offers programme(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding any education programme offered through open and distance learning mode or online mode;
 - 2.1.11 "**Grade Point**" means the numerical weight allotted to each letter grade on a 10-point scale;

- 2.1.12 *"Research Supervisor"* means a teacher recognised as such by the University to supervise the PhD scholar;
- 2.1.13 *"Higher Educational Institution"* means a University or Institution to which these Regulations apply under Clause 1.2;
- 2.1.14 *"Inter-disciplinary/Multi-disciplinary Research"* means research conducted by a PhD scholar in two or more academic disciplines;
- 2.1.15 *"Plagiarism"* means the practice of taking someone else's work or ideas and passing them as one's own;
- 2.1.16 *"Post-Graduate Research Council (PGRC)"* means the council constituted at the faculty level as per Section 32 of the Acts, functioning under the general control of the Academic Council;
- 2.1.17 *"Programme"* means Ph.D. Programme;
- 2.1.18 *"Research Advisory Committee (RAC)"* means the committee constituted for each research scholar to monitor the progress of his/her research work;
- 2.1.19 *"Research Proposal"* means a brief, tentative write-up giving an outline of the proposed research work, which the Ph. D scholar shall submit along with the application for admission for the PhD programme;
- 2.1.20 *"Synopsis"* means the Research Proposal describing the research methodology chosen along with the work plan and timeframe in the prescribed format recommended by DRC for consideration of PGRC.
- 2.1.21 *"University"* means a university established or incorporated under the Bihar State Universities Act, 1976 and the Patna University Act, 1976.
- 2.2. **Words and Expressions** used and not defined in these Regulations but defined in the Act, and not inconsistent with these Regulations, shall have the meanings assigned to them in that Act.

3. **ELIGIBILITY CRITERIA FOR ADMISSION TO THE Ph.D. PROGRAMME**

The following are eligible to seek admission to the PhD Programme:

3.1. **Candidates who have completed.—**

- (i) A 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 competent authority, 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, recognised or authorised 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.
- (ii) A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/EBC/BC (non-creamy layer)/Differently-Abled or Persons with Disabilities (PwD)/Economically Weaker Section (EWS), and other categories of candidates as per the UGC Regulation as notified from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have 7.5 CGPA or above in aggregate or its equivalent marks. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/EBC/BC (non-creamy layer)/Differently-Abled/Persons with Disabilities (PwD)/Economically Weaker Section (EWS), and other categories of candidates as per the UGC notification from time to time.

Clarificatory Note (OBC Equivalence).—For the purposes of central schemes, fellowships, and UGC-mandated relaxations, EBC and BC candidates shall be treated at par with OBC (non-creamy layer) as per the relevant Government of Bihar notification.

3.2. No research scholar shall be permitted to take admission to any other degree/courses during the entire period of research.

3.3 The Concerned University shall notify the admission circular for the Ph.D programme at the beginning of the academic year on the institutional website as well as in print and electronic media as far as possible.

4. DURATION OF THE PROGRAMME

4.1. The Ph.D. programme shall be for a minimum duration of three (3) years, including coursework, and a maximum of six (6) years from the date of commencement of the Course Work.

A maximum of an additional two (2) years can be given through a process of re-registration (the details of the re-registration process are as described in **Annex-1**).

Provided, however, that the total period for completion of a PhD programme should not exceed eight (8) years from the date of admission in the PhD programme.

Provided further that female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) 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.

5. PROCEDURE FOR ADMISSION

5.1. Admission to the PhD. Programme shall be strictly limited to candidates who have qualified the UGC-NET/the UGC-CSIR NET/GATE (applicable only for those discipline/subject where GATE Score is awarded and the concerned university offers Ph.D programme in that discipline/subject). NET qualified candidates shall be declared eligible in the following categories in order of preference:

Category-1: Eligible for (i) admission to Ph.D. with JRF.

Category-2: Eligible for (i) admission to Ph.D. without JRF but qualified for Assistant Professor.

Category-3: Eligible for admission to Ph.D. programme only.

Merit List will be prepared on the basis of the NET Score in each category. However, the final selection for admission will be based on the Total Score in NET and Interview. If the required number of candidates in category 1 is available taking into account the reservation policy of Government of Bihar prevailing at that time, no candidate from Category 2 or Category 3 shall be interviewed. Similarly, after exhaustion of Category 1 candidates, the Category 2 Candidates will be interviewed following the same procedure. This process will continue until the seats are filled in accordance with the reservation policy of State Government.

5.2 The final selection shall be determined on the basis of combined merit score calculated as follows:

- 80% weightage shall be assigned to the NET/GATE Scores, expressed as marks obtained.
- 20% weightage shall be assigned to the candidate's performance in the interview/viva-voce conducted by the Departmental Research Committee (DRC).
- The test scores (NET/GATE, except for Category-1 above) obtained by candidates shall be valid for a period of one year from the date of declaration of their results for admission to the PhD Programme.

- 5.3. The number of candidates called for interview shall be in the ratio of 1:3, i.e., three candidates for every available seat, subject to the availability of qualifying candidates.
- 5.4. **Maintenance of List of Supervisors:** The University shall maintain, on its official website, an updated list of PhD supervisors, specifying their names, designations, and departments/institutes, together with the details of PhD scholars registered under them, including the name of each scholar, the topic of research, and the date of admission. This list shall be updated regularly. The number of vacant seats under a particular supervisor shall be counted only when working scholar is awarded Ph.D Degree.
- 5.5. All admissions under this Regulation shall adhere to the eligibility criteria under Section 03 of the Regulation and other provisions of these Regulations, including allocation of Research Supervisors under section 08 of the Regulation.

6. CATEGORIES OF THE PH. D. PROGRAMME

- 6.1. Candidates may be admitted to the Ph.D. Programme either as Full-Time Research Scholars or as Part-Time Research Scholars, in accordance with the provisions of these Regulations and the UGC Regulations, 2022. After the completion of Course Work, every Research Scholar has to stay in the Research Centre for a minimum period of one year. However, this period may be extended subject to the recommendation of the Research Supervisor and/or completion of data collection/experimentation/field work, as the case may be, duly verified by the RAC.
- 6.2. Those candidates who are availing JRF or any other Fellowship shall stay in residency i.e., on the Research Center during the entire tenure of Fellowship. Regardless of residency period, no candidates/Research Scholar shall be permitted to undertake any kind of employment/pursuing any other degree during the Ph.D. Programme. An affidavit to this effect shall be submitted mandatorily by each candidate. In case of any violation of this clause is found, the registration of such candidate to the Ph.D. programme shall stands cancelled.
 - 6.2.1 A candidate from outside the services of the university shall be eligible for admission as a part-time research scholar (and be treated as supernumerary candidate) if:
 - (A) *he or she has completed at least two years of continuous service in a recognised University, constituent college, Government or State Government institution, the Armed Forces, a Public Sector Undertaking (PSU), or a corporation listed on the Bombay Stock Exchange (BSE) or National Stock Exchange (NSE); and*
 - (B) *he or she has submitted a No Objection Certificate from the Head of the Institution or Organisation where he or she is employed.*
 - 6.2.2 The part-time research scholar shall be required to (i) remain present in the Department for the entire period of coursework, and (ii) reside at the Department for a minimum period of ninety (90) days during the entire tenure of the programme.
 - 6.2.3 No fellowship or scholarship shall be payable to part-time PhD scholars from any source.
 - 6.2.4 The minimum educational qualifications and selection process and other conditions for part-time research scholars shall be the same as those prescribed for full-time candidates.
 - 6.2.5 Only four such Part-time scholars shall be permitted in an academic session in a particular Department.
- 6.3 Regular teachers and non-teaching staff of the University or of its constituent colleges who meet all the eligibility criteria for Admission to the PhD Programme

listed in Sections 3 and 5 of these Regulations shall be considered eligible for admission to the PhD programme at that University as supernumerary candidates.

- (a) *Such candidates shall be required to apply for PhD Admission like any other candidate and to submit a No-Objection Certificate (NOC) from the concerned Head/Principal along with the application form.*
- (b) *At the time of the final selection of general candidates, such candidates shall also be informed by the Department of their selection and asked to take admission to the coursework.*
- (c) *Such teachers and non-teaching staff of the University or of its constituent colleges shall continue to receive salary payments from their parent institutions*
- (d) *Such teachers and non-teaching staff shall be required to remain present in the Department on deputation for the entire period of coursework. For the remainder of the programme, their attendance, either at their respective parent institution or at the Department of the University, shall be accepted.*
- (e) *Such candidates shall be subject to all other provisions of these Regulations, including those relating to coursework, progress monitoring, thesis submission, and evaluation.*

7. **International Scholar.**—Each Supervisor may guide up to two international research scholars on a supernumerary basis, over and above the strength prescribed under this Regulation. The selection procedure for international scholars shall be determined by the University in conformity with guidelines issued by UGC and other statutory bodies from time to time.

8. ALLOCATION OF RESEARCH SUPERVISOR

8.1. Eligibility Criteria for Research Supervisor and Co-Supervisor

- 8.1.1. (a) Permanent faculty members of the University holding the designation of Professor or Associate Professor, possessing a PhD degree and having published at least five research papers in peer-reviewed or refereed journals, and permanent faculty members holding the designation of Assistant Professor, possessing a PhD degree and having published at least three research papers in peer-reviewed or refereed journals, may be recognised as Research Supervisors in the University where they are employed or in its Constituent and Affiliated Colleges offering the relevant programme in that subject.
- (b) In the event of non-availability of qualified teachers in the University Departments or its constituent colleges in a particular subject, permanent faculty members of affiliated colleges may be recognised as Research Supervisors in the concerned subject, provided that:
 - i. Their appointment has been made on the recommendation of the Commission or a duly constituted Selection Committee, against a sanctioned post.
 - ii. Their appointment has been duly approved by the Vice-Chancellor.
 - iii. They possess a PhD degree.
 - iv. They have published at least five research papers in peer-reviewed or refereed journals.
 - v. The affiliated college enjoys permanent affiliation in the subject concerned under the University.
- 8.1.2. Such recognised Research Supervisors shall not be entitled to supervise research scholars in other universities, where they may act only as Co-Supervisors.
- 8.1.3. In case of inter-disciplinary works, Co-Supervisors from other Departments of the University, or from other Universities/Institutions, may be permitted with the approval of the Departmental Research Committee (DRC) and Vice-Chancellor. The eligibility criteria for a Co-Supervisor shall be the same as those prescribed for a regular Supervisor. A maximum of two Co-Supervisors may be permitted.

Ordinarily, a Co-Supervisor shall not be changed once appointed. Every Co-Supervisor shall obtain prior permission or a No Objection Certificate (NOC) from the Head of their Department/University/Institution for undertaking the responsibility of co-supervising a thesis.

- 8.1.4. An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8)/six (6)/four (4) Ph. D. scholars, respectively, at any given time.
 - 8.1.5. 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 Higher Educational Institution 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 parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
 - 8.1.6. 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.
- 9. THE ALLOCATION OF RESEARCH SUPERVISORS SHALL BE DONE BY THE DEPARTMENTAL RESEARCH COMMITTEE (DRC) IN A TRANSPARENT AND JUDICIOUS MANNER.**
- 9.1 No Supervisor shall be permitted to supervise a candidate who is his or her relative, whether by blood, adoption, or marriage.
 - 9.2 On the recommendation of the Research Supervisor, the Departmental Research Committee (DRC) may permit a candidate to undertake a part of his or her research work at a place outside the University. However, for a period longer than one semester, a co-supervisor may be adopted from the institute where the work has to be done with the prior consent of the institution. Also, a certificate of the work done at the Institution must be submitted and annexed with the thesis. As far as possible, such collaborations should be the part of Research proposal submitted at the time of admission.
- 10. CHANGE OF SUPERVISOR**
- 10.1. Where the Supervisor of a candidate proceeds on leave, lien, or deputation for a period not exceeding twelve months, or where leave initially granted for a period of less than twelve months is subsequently extended to twelve months, a Co-Supervisor shall be appointed by the DRC with the approval of the Vice-Chancellor.
 - 10.2. Further, where the Supervisor of a candidate proceeds on leave longer than twelve months, along with a lien, or proceeds on deputation outside the university headquarter for a period exceeding twelve months, or leaves the University/College permanently to another institution, the Departmental Research Committee (DRC) may allocate a new Supervisor to the candidate with the approval of the Vice-Chancellor to complete his or her research work in the University. In such cases, only the new supervisor's consent will be required.
 - 10.3. No candidate shall ordinarily be permitted to change his or her Supervisor, except in cases of death, extremely poor health, or complete inability of the Supervisor, for any reason, to continue supervising the work. In the latter two situations, a written request from the present Supervisor recommending that the scholar be transferred to another competent teacher shall be required.
- 11. COURSE WORK: CREDIT REQUIREMENTS, NUMBER, DURATION, SYLLABUS, MINIMUM STANDARDS FOR COMPLETION, ETC.**
- 11.1. The coursework shall be treated as a prerequisite for PhD submission. The credit requirement for the PhD coursework shall be a minimum of twelve (12) credits.

This includes a "Research and Publication Ethics" course as notified by UGC vide D.O. No.-F.1-1/2018 (Journal/CARE) in 2019 and a Research Methodology Course.

11.2. The DRC may also recommend UGC-recognised online courses to be undertaken as part of the PhD programme's credit requirements.

11.3 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 Ph.D Programme. Ph.D Scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluation.

11.4. A Ph.D student 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.

11.5. Teaching of the Coursework of

Paper I:- Research and Publication Ethics (2 credits).

Paper II:- Research Methodology (4 Credits) shall be organised at the Faculty level. The Dean of the concerned Faculty shall coordinate with the respective Heads of the Departments under that Faculty and make all necessary arrangements.

Paper III:- Innovative Research Approaches in [Subject Area/Discipline] (4 Credits) shall be organised at the respective Department level.

Paper IV:- Teaching/Education/Pedagogy/Writing related training including 4-6 hours per week teaching assignments (2 Credit).

These Credits shall be awarded by the Department concerned.

The Examination and Evaluation of all Papers/Courses shall be conducted by the Controller of Examinations of the University, except Paper IV of which the marks will be submitted by the Department to the Controller of Examinations.

11.6. All candidates admitted to the PhD Programme shall be required to complete the coursework prescribed by the Department during the initial one semester. If a candidate fails to qualify in the coursework semester examination on the first attempt, he or she may be granted one additional opportunity to reappear in the next coursework semester examination, upon payment of the prescribed fee. Failure to qualify in the second attempt shall result in cancellation of the candidate's registration.

12. RESEARCH ADVISORY COMMITTEE (RAC), DEPARTMENTAL RESEARCH COMMITTEE (DRC), POST-GRADUATE RESEARCH COUNCIL (PGRC), AND THEIR FUNCTIONS

12.1. Research Advisory Committee (RAC)

12.1.1. Research Advisory Committee and its Functions.

There shall be a Research Advisory Committee for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this 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.

(2) In 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 Higher Educational Institution concerned. A copy of such recommendations shall also be provided to the Ph.D. scholar.

- (3) 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.

12.2. DEPARTMENTAL RESEARCH COMMITTEE (DRC)

12.2.1. Constitution.—Each University Department shall constitute a **Departmental Research Committee (DRC)**, which shall consist of:

1. The **Head of the Department (HoD)** - *ex officio* Chairperson. Wherever HOD is not Ph.D the senior-most Ph.D Holder Faculty shall serve as Chairperson of DRC.
2. All internal faculty members of the Department, or all faculty members regularly engaging in Postgraduate and/or Coursework classes of the University Department, who fulfil the requisite qualifications of a Research Supervisor - Member,
3. Three faculty members from Postgraduate (PG) Teaching Colleges, who fulfil the requisite qualifications of a Research Supervisor and are actively engaged in research by rotation on seniority basis - Member.
4. The concerned Research Supervisor - Member.
5. One external member nominated by the Vice-Chancellor.

12.1.2. Functions of the DRC.—

- (a) The DRC shall promote and oversee research activities within the Department, ensuring that all research endeavours are conducted in accordance with the academic and institutional objectives of the Department and contribute meaningfully to the advancement of knowledge in the discipline.
- (b) The DRC shall review and evaluate research proposals submitted by the Candidate, and duly forwarded by the Research Supervisor
- (c) The DRC shall coordinate research-related initiatives, including seminars, workshops, collaborative projects, and other academic activities designed to strengthen the research environment of the Department.
- (d) The DRC shall provide support and guidance to faculty members and students in the pursuit of their research, including advice on methodology, ethics, publication standards, and interdisciplinary collaboration.
- (e) The DRC shall take up any other residual matters relating to the Ph.D Programme and research work.

12.3. POST-GRADUATE RESEARCH COUNCIL (PGRC)

12.3.1 As per Section 32 of the BSU Act, 1976 and the PU Act, 1976, there shall be a separate Post-Graduate Research Council constituted in each Faculty of the University for the registration and proper guidance of research work in PhD programmes. The Post-Graduate Research Council shall function under the general control of the Academic Council, and its composition shall be as prescribed under the aforesaid Acts.

12.3.2. FUNCTIONS OF THE PGRC.—

- (a) The Departmental Research Committees (DRCs) of all Departments within a Faculty shall operate under the general control of the Post-Graduate Research Council (PGRC) of the same Faculty.
- (b) The PGRC shall be responsible for reviewing, evaluating, and approving the recommendations submitted by the Research Advisory Committee (RAC) and the DRC pertaining to the research programme.

- (c) The PGRC shall advise, observe, and make suggestions on the functioning of the DRC in matters relating to research.
- (d) The PGRC shall review policy matters and regulations pertaining to research leading to the award of PhD degrees.

13. EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS/ CREDITS FOR AWARD OF THE DEGREE, ETC.

13.1. *Registration and Synopsis Approval.*—

13.1.1. Upon satisfactory completion of the prescribed coursework and obtaining the marks or grade, the PhD scholar shall be required to seek registration. For this purpose, the scholar shall prepare a Research Project or Synopsis, which shall be presented before the Departmental Research Committee (DRC) for its recommendation. All necessary modifications in the Synopsis shall be incorporated in accordance with the suggestions of the DRC.

13.1.2. The Synopsis, once approved by the DRC, shall be sent to the Dean of the respective Faculty. The Dean, after due perusal and satisfaction, shall place the proposal before the PGRC for its approval.

13.1.3. Upon approval of the Topic and Synopsis by the PGRC, the candidate shall duly complete and submit the Registration Form with the requisite fee. Thereafter, the research scholar shall commence the research work and, in due course, produce a draft thesis.

13.1.4. The Chapters and title of the Synopsis as approved by the PGRC shall be treated as final. However, the Chapters and title of the Synopsis may be changed if the scholar and the Supervisor concerned find it necessary with cogent reasons, such changes on the recommendation of RAC and the DRC shall be considered by PGRC and may be incorporated if approved by PGRC. However, no changes are accepted once the Scholar submits his/her desire for Pre Ph.D Courses.

14. PUBLICATION & CONFERENCE REQUIREMENTS

14.1. PhD scholars submitting their theses within six (6) years shall be required to publish at least one (1) research paper and present at least one (1) paper in a recognised academic conference.

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

- (1) Upon satisfactory completion of course work and obtaining the marks/grade prescribed in the Regulation, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
- (2) Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the Higher Educational Institution concerned, which shall also be open to all faculty members and other research scholars/students.
- (3) The Higher Educational Institution concerned 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 a Ph.D. degree. The similarity index, computed after excluding bibliography, references, quotations within quotation marks, and previously published work by the same scholar duly attributed, shall not exceed ten per cent (10%). If the similarity (as computed above) is up to ten per cent (10%), the scholar may proceed with the final submission. If similarity exceeds ten per cent (10%), the scholar shall revise the thesis and resubmit it for re-checking.
- (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.

- (5) The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the Higher Educational Institution concerned. 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. 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 the Research Advisory Committee/faculty members/research scholars, and students. Higher Educational Institutions may formulate appropriate rules/ordinances to effect the provisions of these Regulations.
 - (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 Higher Educational Institution concerned 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.
 - (7) The Higher Educational Institution concerned shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.
- 14.2. *Conditions for Final Submission.***—The thesis shall be considered ready for submission only if it includes: (i) a certificate of successful pre-submission presentation; (ii) a clearance certificate from the Anti-Plagiarism Cell; (iii) a self-declaration certificate from the scholar (Annexure-2) and a certificate from the Research Supervisor/Co-supervisor (Annexure-3); (iv) an Ethical Review Report, if applicable; and (v) a certificate of successful completion of coursework from the Head of Department (Annexure-4).
- 14.3. *Notice of Submission.***—One month before the expected submission date, the scholar shall inform the Head of Department through the Research Supervisor (Annexure-5), along with the sealed panel of examiners from the Supervisor, regarding completion of the research work embodied in the synopsis. The scholar shall file the application in triplicate for permission to submit the thesis. One copy shall be forwarded to the office of the DCE (R), and the second to the candidate, with an endorsement for fee deposit.
- 14.4. *Final Submission of Thesis.***—After fee payment, the scholar shall submit five compact hard-bound copies of the thesis and one virus-free digital copy in a pen drive, along with the receipt. Fee submission must occur within the valid registration period, and the digital copy must match the hard-bound versions exactly.
- 14.5. *Thesis Format Specifications.***—The thesis format shall adhere to the following specifications:
- (I) prepared using standard text-processing software, font Times New Roman size 12, general text double-spaced, long tables/quotations/ footnotes/ captions/references single-spaced (size 11), in case of PhD in language other than English, the relevant standard text-processing software, fonts may be used;
 - (II) page size A4, margins: top, bottom, and right 25 mm, left 35 mm;
 - (III) page numbering – lowercase Roman numerals for preliminary pages, Arabic numerals from Chapter 1;

- (IV) tables, figures, and equations numbered sequentially and placed proximate to their textual reference;
- (V) sequence: Preliminaries, Text, References/Bibliography, Appendices, Index;
- (VI) references conforming to a standard format (APA, MLA, or as specified by the Department).

15. EVALUATION OF THESIS

15.1. Initiation of Evaluation.—The final Ph.D Thesis shall be forwarded by the Chairman, DRC along with the sealed panel of Examiners in the prescribed format received from the Supervisor to the concerned Dean of Faculty, who will forward the same with his/her recommendation to the Controller of Examinations/any cell created for the purpose, from where the Panel would be sent to the Vice-Chancellors for the appointment of Examiners. The Panel should contain at least six external examiners and one internal examiner i.e., the Supervisor. The Examiners proposed in the panel must be from at least three different States (Other than Bihar). Supervisor can also propose Foreign Examiner, if deemed fit. After the approval, the consent of the Examiners will be obtained through E-mail. Thereafter, the Thesis will be dispatched for evaluation within fifteen days, preferably in soft copy.

15.2 Options Available to Examiners.—Each examiner may, using the confidential proforma at Annexure-6, recommend one of the following:

- (i) Recommend the award of the degree (Accept);
- (ii) Recommend award, subject to minor corrections/modifications in consultation with the Supervisor before viva-voce (Accept with Minor Corrections);
- (iii) Recommend that the thesis requires major revision and resubmission (Accept with Major Revision/Resubmission); or
- (iv) Reject the thesis with the specific reasons thereof for rejecting the Thesis.

15.3. Decision Matrix for Evaluation (Three-Examiner System): The following matrix shall govern the action to be taken based on the recommendations received from the three examiners (Supervisor + two external examiners):

Event	External Examiner Recommendations	Action
E1	All recommend- Accept	Proceed to viva-voce.
E2	One recommends - Accept; one recommends Accept with Minor Corrections	Incorporate minor corrections in consultation with the supervisor (certified by the supervisor) duly approved by the DRC, then proceed to viva-voce. However, such modifications must be completed within one month normally. Any extension on a cogent reason may be granted by the Vice-Chancellor.
E3	One recommends - Accept; one recommends Resubmission (Major Revision)	Thesis to be referred to same examiner after all the major modifications/revisions are incorporated in the Thesis, which must be duly certified and approved by the DRC made as recommended by the Examiner. Once the positive report from the Examiner suggesting major revision is received only then viva-voce be conducted. However, such modifications must be completed within three months normally. Any extension on a cogent reason may be granted by the Vice-Chancellor.

Event	External Examiner Recommendations	Action
E4	One recommends - Accept; one recommends Reject	Thesis to be referred to third external examiner. If the third external examiner recommends "Accept," proceed to the viva-voce. If the third external examiner recommends Rejection, the thesis shall be rejected, and the scholar's registration shall be cancelled. If the third external examiner suggests modification the same shall be incorporated duly approved by the DRC and the thesis be again sent to the same external examiner for evaluation and the process be moved ahead according to its recommendation.
E5	If both External Examiners- Reject	Thesis rejected and Scholars registration be cancelled. Supervisors be debarred from Supervising Ph.D Scholar in future. All existing Scholars under the debarred Supervisor shall be assigned new Supervisor as per the Provisions of the Ordinance.

15.4. Viva Voce Examination.—The viva-voce examination shall be conducted by a Board of Examiners consisting of one external examiner and one internal examiner (The Supervisor) under the Chairperson of DRC, shall be opened to all. The Viva-Voce shall be conducted in Online mode as far as possible and practicable. Both the Examiners shall submit report on the Viva-Voce of the Scholar in the prescribed format to Chairperson, DRC.

15.5. Result Notification.—Upon successful viva-voce and mandatory uploading of the Thesis on Shodh Ganga (A certificate of which will be issued by the Competent Authority notified for the purpose by the University) the same will be submitted to the Vice-Chancellor for his/her approval and issuing the Ph.D result notification.

15.6. Timeline for Evaluation.—The entire evaluation process shall be completed within six months from the date of thesis submission as far as possible. In the event, the evaluation is not completed within six months from the date of thesis submission, the Controller of Examinations/In-Charge of such Cell, if any shall report the matter to the Vice-Chancellor, who may take such steps as are necessary, including appointment of substitute examiners from the approved panel, to ensure timely completion.

16. LEAVE RULES AND ATTENDANCE:

16.1. Leave Rules

16.1.1. A Ph. D. scholar with Fellowship shall be entitled to avail maximum thirty (30) days paid leave in a year. Those without Fellowship shall also avail maximum of thirty days leave in a year.

16.1.2. In addition, there will be thirty days Medical leave in a year.

16.1.3. There will be no summer vacation/winter break for Research Scholars.

16.1.4. Female Ph.D Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days during the entire duration of the PhD programme.

16.1.5. Leave to a Ph.D scholar shall be granted by the Chairperson, DRC on the recommendation of Research Supervisor

16.1.6. The Scholars going to other institutes for conducting Research/Attending Conferences/Presenting Papers etc. on the recommendation of the Supervisors duly approved by the Chairman, DRC, shall be considered on duty.

16.2. Attendance and Records:

16.2.1. An Attendance Register for all PhD scholars, covering both the coursework and the duration of the PhD programme, shall be maintained in the office of the concerned Department or Institute.

16.2.2. A separate Register shall be maintained by the University, recording details of Ph.D degrees awarded in different Departments and Institutes. Such Register shall contain: (a) name of the candidate; (b) topic of research; (c) name of the Supervisor(s); (d) date of registration; (e) date of submission; and (f) date of declaration of result.

16.2.3. The information contained in the University Register shall also be published on the University's official website for the ready reference of all concerned.

16.3. Provisional Certificate.—Prior to the formal award of the Ph. D degree, the University shall issue a Provisional Certificate to the scholar, certifying that the Ph. D. is being awarded in accordance with the provisions of these Regulations, upon successful defence of the Ph. D viva-voce examination and issuance of the notification of the result. The certificate shall be issued in the format as prescribed and attached with this Ordinance and Regulations.

17. CANCELLATION OF ADMISSION TO Ph. D. PROGRAMME.—Any Students can request for cancellation of Ph. D. registration by submitting application to the Chairperson, DRC, along with No Dues Certificate duly forwarded by the Supervisor. The same will be submitted to the Vice-Chancellor through the Dean of the Faculty. Ph. D. Registration will be cancelled after the approval of the Vice-Chancellor.

Ph.D registration of a Scholar may also be cancelled, if University has cogent reasons, to be recorded in writing, including the conduct of the Scholar and also on disciplinary grounds. However, such Scholar may be given a reasonable opportunity to be heard.

18. FEE STRUCTURE AND REFUND:**18.1. Fee Structure****18.1.1. For Indian Students.—**

- (I) Fee for Ph.D Course Work: Rs. 8,000/-
- (II) One time Registration fee : Rs. 2,000/-
- (III) Semester Fee : Rs. 3000/- (per Semester)
- (IV) Fee at the time of submission of Thesis: Rs. 10,000/- (Thesis evaluation and Viva-Voce)

18.1.2. For International Scholars (Non-Resident Indian and Foreign Students) .—

- (I) Fee for Ph.D Course Work: USD 200
- (II) One time Registration fee : USD 200
- (III) Semester Fee : USD 500 (per Semester)
- (IV) Fee at the time of submission of Thesis: USD 2000 (Thesis evaluation and Viva-Voce)

18.1.3. Periodic Review of Fees.—The fee structure prescribed in Regulation 18 shall be reviewed periodically and not less than once every three years, by the Academic Council and shall be subject to revision as approved by the Chancellor. Any revision shall be prospective and shall not affect scholars already enrolled.

19. MISCELLANEOUS PROVISIONS.—

19.1. Any doubt or dispute regarding the interpretation of these Ordinance & Regulations shall be referred to the Chancellor, whose decision shall be final and binding.

20. REPEAL AND SAVINGS.—

20.1. Regulations previously issued vide Memo No.- BSU-05/2010-2684/GS(I), dated 21.09.2017, with all its amendments, stands repealed with the promulgation of these Regulations.

20.2. Anything done or any action taken under the repealed provisions shall be deemed to have been done or taken under these Regulations.

ANNEXURE – 1

RE-REGISTRATION PROCESS FOR EXTENSION OF THE PhD PROGRAMME

(Referred to in Regulation 4.1 of the Bihar State Universities

(Minimum Standards and Procedure for Award of PhD Degree) Regulations, 2026)

A. INTRODUCTORY NOTE AND GOVERNING PROVISION

In terms of Regulation 4.1 of these Regulations, the PhD programme shall be for a minimum duration of three (3) years and a maximum of six (6) years from the date of admission. A PhD scholar who is unable to submit his/her thesis within six (6) years may seek an extension through a process of Re-Registration, for a period not exceeding two (2) additional years, subject to the conditions set out in this Annexure. The total period for completion of the PhD programme, including any extension through Re-Registration, shall in no case exceed eight (8) years from the date of initial admission.

Provided that female PhD scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years beyond the general maximum of eight (8) years, so that the total period for completion of a PhD programme in such cases does not exceed ten (10) years from the date of initial admission. In all other respects, the Re-Registration process described in this Annexure shall apply mutatis mutandis.

B. ELIGIBILITY FOR RE-REGISTRATION

A PhD scholar shall be eligible to apply for Re-Registration only if all of the following conditions are satisfied:

- (a) The scholar has been duly registered for the PhD programme in a University under these Regulations and has completed the prescribed coursework.
- (b) The scholar has not submitted the thesis within the initial maximum period of six (6) years from the date of admission.
- (c) The total period already elapsed (including any previously granted extensions) does not exceed six (6) years from the date of initial admission at the time of application for Re-Registration.
- (d) The scholar's registration has not been cancelled on account of unsatisfactory progress, disciplinary action, or any other cause under these Regulations.
- (e) There are no outstanding dues to the University, Department, Library, or any other University authority.
- (f) The Research Supervisor of the scholar is still available and willing to continue supervising the scholar's research. In case the Supervisor has retired or is otherwise unavailable, a new Supervisor must have been formally allocated in accordance with Regulation 7.9 of these Regulations, prior to the application for Re-Registration.
- (g) The scholar has been appearing before the DRC as required under Regulation 9.3.4 and has been submitting six-monthly progress reports.

C. PERMISSIBLE GROUNDS FOR RE-REGISTRATION

The application for Re-Registration shall be accompanied by a written justification for the delay in thesis submission. The following shall constitute permissible grounds, subject to verification by the competent authority:

- (a) Illness, accident, or medical condition of the scholar, duly certified by a registered medical practitioner and attested by the Head of the Department.
- (b) Maternity, child-care, or family caregiving obligations (applicable to female scholars and Persons with Disabilities as appropriate).
- (c) Requirement of extended fieldwork, data collection, or laboratory work of an exceptional nature, certified by the Research Supervisor.
- (d) Natural calamity, epidemic, pandemic, civil disturbance, or force majeure event that demonstrably affected the scholar's research progress.

- (e) Complexity of the research problem requiring additional time, as certified in writing by the Research Supervisor and endorsed by the DRC.
- (f) Death, serious illness, or prolonged unavailability of the Research Supervisor, resulting in delay in the supervision and guidance of the research work.
- (g) Any other reason of exceptional merit, to be assessed and approved by the Vice-Chancellor on the recommendation of the DRC and the PGRC.

D. PROCEDURE FOR RE-REGISTRATION

D.1. Application.—The PhD scholar seeking Re-Registration shall submit a written application addressed to the Vice-Chancellor, through the Research Supervisor and the Head of the Department (HoD), in the prescribed format (Part I of this Annexure). The application shall be submitted at least sixty (60) days before the expiry of the initial six-year period. Applications submitted after the expiry of the six-year period shall not ordinarily be entertained.

D.2. Documents to Be Submitted Along with the Application

- (a) Duly filled Re-Registration Application Form (Part I of this Annexure), forwarded by the Research Supervisor and the Head of Department.
- (b) A written statement by the scholar explaining the reasons for failure to submit the thesis within the prescribed period, supported by documentary evidence wherever applicable.
- (c) A statement of progress of research work, clearly indicating: (i) the chapters/sections of the thesis completed; (ii) the chapters/sections remaining; and (iii) a realistic timeline for thesis submission within the extended period.
- (d) A certificate from the Research Supervisor confirming the progress of the research work and recommending Re-Registration (Part II of this Annexure).
- (e) A certificate of absence of pending dues from: (i) the University/Departmental Library; (ii) the Department; and (iii) the University Finance Section.
- (f) Copies of all six-monthly progress reports submitted to the RAC during the registered period.
- (g) A receipt evidencing payment of the Re-Registration Fee as prescribed by the University.
- (h) In the case of female scholars or Persons with Disabilities seeking additional relaxation under Regulation 4.1, documentary evidence in support of such a claim (medical certificate, disability certificate, maternity record, etc.).

D.3. Processing of the Application

- (a) The Head of Department shall place the application, along with all supporting documents, before the Departmental Research Committee (DRC) within fifteen (15) days of receipt.
- (b) The DRC shall examine the application and assess: (i) the genuineness of the reasons cited for delay; (ii) the progress of the research work; and (iii) the feasibility of thesis submission within the proposed extended period. The DRC may, if it deems necessary, call the scholar and/or the Supervisor for a personal interaction.
- (c) The DRC shall record its recommendation — whether to approve Re-Registration, reject the application, or recommend approval with conditions — with reasons in writing, within thirty (30) days of receipt of the application.
- (d) The DRC's recommendation shall be forwarded by the Head of Department, through the Dean of the concerned Faculty, to the DCE (R).

- (e) The DCE(R) shall place the matter before the Vice-Chancellor for final approval. The Vice-Chancellor may approve, reject, or approve Re-Registration for a period shorter than requested, based on the DRC's recommendation and the merits of the application.
- (f) The decision of the Vice-Chancellor shall be final and shall be communicated to the scholar, the Supervisor, and the Head of Department by the DCE(R) through an official order.

D.4. *Period of Re-Registration.*—Re-Registration shall be granted for a specific period, not exceeding two (2) years in aggregate, as determined by the Vice-Chancellor. Re-Registration may be granted in one tranche or in two tranches of one year each. Where granted in two tranches, the second tranche shall be subject to a fresh review of progress after the first year, as described under Clause D.5 below.

D.5. *Conditions During the Re-Registration Period.*—

- (a) A Re-Registered scholar shall continue to appear before the RAC once every six months and submit progress reports as required under Regulation 9.3.4 of these Regulations.
- (b) A Re-Registered scholar shall pay the Re-Registration Fee for each year of extension as prescribed by the University. The fee shall be paid at the time of grant of each tranche of Re-Registration.
- (c) Where Re-Registration has been granted in two tranches of one year each, the scholar shall, at the end of the first year of Re-Registration, submit a fresh progress certificate from the Research Supervisor to the DCE(R), through the HoD and the Dean, demonstrating meaningful progress. The DCE(R) shall place this before the Vice-Chancellor for confirmation of the second tranche. If progress is found unsatisfactory, the Vice-Chancellor may decline to grant the second tranche.
- (d) A Re-Registered scholar shall not undertake any other full-time programme of study during the period of Re-Registration.
- (e) The Re-Registration period shall not be used to change the topic or synopsis of the thesis, except in cases where such change was already pending approval under Regulation 10.1.4 of these Regulations at the time of Re-Registration.

D.6. *Effect of Failure to Submit within the Re-Registration Period.*—If the scholar fails to submit the thesis within the total permissible period (six years plus the extension granted through Re-Registration, which shall in no case exceed eight years, or ten years in the case of eligible female scholars/Persons with Disabilities), the scholar's registration shall stand lapsed automatically. In such cases, the Head of Department shall notify the DCE(R), who shall formally record the lapse and inform the scholar. The scholar shall no longer be eligible to submit the thesis under the lapsed registration and shall be required to seek fresh admission in accordance with these Regulations if he/she wishes to pursue the PhD programme.

D.7. *Re-Registration Fee.*—The Re-Registration Fee shall be as prescribed by the University from time to time, by notification of the Academic Council. Such fee shall be non-refundable. The amount currently prescribed is:

Category	1st Year	2nd Year
Indian Scholars	Rs. 3,000/-	Rs. 5,000/-
NRI / Foreign Scholars	USD 200/-	USD 400/-

Note: The fee may be revised by the Academic Council. Any revision shall apply prospectively to applications received after the date of the revision notification.

PART I
APPLICATION FORM FOR RE-REGISTRATION
BIHAR STATE UNIVERSITIES

Application for Re-Registration in the PhD Programme under Regulation 4.1

To,

The Vice-Chancellor,
 _____ University, Bihar.

Through: The Research Supervisor, Head of Department, and Dean of the Faculty concerned.

Subject: Application for Re-Registration in the PhD Programme – Request for Extension of Registration Period.

Respected Sir/Madam,

I, the undersigned, being a PhD scholar registered in the Department of _____ in the Faculty of _____ of this University, and whose registration period expires / has expired on _____, most respectfully submit this application for Re-Registration and extension of the registration period, in terms of Regulation 4.1 and Annexure-12 of the Bihar State Universities (Minimum Standards and Procedure for Award of PhD Degree) Regulations, 2026.

Section A: Particulars of the Scholar

Name of Scholar (in full):	
PhD Registration Number:	
Date of Initial Admission / Registration:	
Date of Completion of Coursework:	
Department:	
Faculty:	
Name of Research Supervisor:	
Name of Co-Supervisor (if any):	
Title of the PhD Thesis (as approved by PGRC):	
Mobile Number:	
Email Address:	
Postal Address:	

Section B: Period of Extension Sought

Item	Details	Remarks
Extension sought (1 year / 2 years):		
Extension applied for: 1st Tranche / 2nd Tranche (tick):		
Proposed date of thesis submission:		
Category (General / Female / PwD):		

Section C: Reasons for Delay in Thesis Submission

(Provide a detailed, honest account. Attach documentary evidence wherever applicable. Use additional sheets if required.)

Section D: Current Status of Research Work and Proposed Timeline

Chapter/Section	Title	Status (Complete / In Progress / Pending)	Expected Completion Date
Chapter 1			
Chapter 2			
Chapter 3			
Chapter 4			
Chapter 5			
Chapter 6			

(Add rows as needed. Attach separate sheet if required.)

Section E: Publications (if any)

(List all research papers published or accepted from this PhD work, with full bibliographic details. Attach copies of published papers/acceptance letters.)

Section F: Declaration by Scholar

I hereby declare that:

- The information provided in this application is true and correct to the best of my knowledge and belief.
- I have not submitted and will not submit any other degree on the basis of this research work during the period of Re-Registration.
- I shall comply with all conditions imposed by the University in connection with Re-Registration.
- I understand that Re-Registration is a one-time facility and, if granted, the total period of registration (including Re-Registration) shall not in any case exceed the maximum permissible limit under Regulation 4.1.
- I accept that failure to submit the thesis within the extended period shall result in automatic lapse of my registration, without entitlement to any refund of fees paid.

Signature of Scholar	Date	Place

PART II
CERTIFICATE AND RECOMMENDATION OF THE RESEARCH SUPERVISOR

CERTIFICATE BY THE RESEARCH SUPERVISOR IN SUPPORT OF RE-REGISTRATION

This is to certify that **Mr./Ms./Mrs.** _____, bearing PhD Registration No. _____, has been working under my supervision for the PhD programme in the Department of _____ of this University since _____ on the topic entitled:

I certify the following:

- (a) The scholar has completed all the prescribed coursework requirements.
- (b) The scholar has been regularly appearing before the Research Advisory Committee (RAC) and submitting six-monthly progress reports.
- (c) The research work is genuine and substantial progress has been made. Specifically, the following chapters/sections have been completed: _____.
- (d) The following work remains to be completed: _____.
- (e) In my professional assessment, the scholar is capable of completing the thesis and submitting it within the extended period sought.
- (f) The delay in thesis submission is attributable to the following genuine reasons (summarise): _____.
- (g) There is no impediment to the continuation of my supervision of this scholar during the Re-Registration period, and I undertake to provide the necessary guidance.

Recommendation: Based on the above, I **recommend / do not recommend** (strike out as applicable) the grant of Re-Registration to the scholar for a period of _____ (1 year / 2 years / 1st tranche of 1 year), for the reason that:

Signature of Research Supervisor	Name: (in block letters)	Designation:	Date:
---	------------------------------------	---------------------	--------------

Department:

University:

Contact No. / Email:

PART III
RECOMMENDATION OF THE DEPARTMENTAL RESEARCH COMMITTEE (DRC) /
HEAD OF DEPARTMENT

The Departmental Research Committee (DRC) of the Department of _____ considered the application for Re-Registration of **Mr./Ms./Mrs.** _____ (PhD Reg. No. _____) at its meeting held on _____.

After examining the application, supporting documents, and the Supervisor's recommendation, and after [calling the scholar for interaction / on the basis of the documents on record] (strike out as inapplicable), the DRC records the following:

- (a) **Assessment of reasons for delay:** The DRC finds the reasons cited to be **genuine and acceptable / partially acceptable / not acceptable** (strike out). Specific observations: _____.
- (b) **Assessment of research progress:** The DRC finds the progress of research work to be **satisfactory / partially satisfactory / unsatisfactory** (strike out). Specific observations: _____.
- (c) **Feasibility of submission within extended period:** The DRC **is / is not** (strike out) satisfied that the scholar can complete and submit the thesis within the extended period sought.

Recommendation of DRC: The DRC **recommends / does not recommend** (strike out) the grant of Re-Registration for a period of _____ year(s). Conditions, if any, imposed by the DRC: _____.

Chairperson, DRC (Head of Department)	Date:	Seal of Department
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PART IV
ORDER OF THE VICE-CHANCELLOR (FOR OFFICE USE ONLY)

Order No.: _____ **Date:** _____

Having considered the application for Re-Registration of **Mr./Ms./Mrs.** _____ (PhD Reg. No. _____), and the recommendations of the DRC and the PGRC, the Vice-Chancellor **approves / rejects / approves with modification** (strike out) the application for Re-Registration, as follows:

- (a) **Re-Registration approved for a period of:** _____ year(s) (1st Tranche / 2nd Tranche / Both tranches).
- (b) **Extended registration valid from:** _____ to _____.
- (c) **Conditions imposed (if any):** _____.
- (d) **Reason for rejection (if applicable):** _____.

Deputy Controller of Examinations (Research) (For and on behalf of the Vice-Chancellor)	Date:	Seal of the University
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Copies to: (1) Scholar; (2) Research Supervisor; (3) Head of Department; (4) Dean; (5) Finance Section; (6) Office file.

ANNEXURE-2**Candidate's Declaration**

I, _____, certify that the work embodied in this PhD thesis entitled " _____ " is my own bona fide work which was carried out by me under the supervision of _____ and co-supervision of _____ for a period of _____ (months/days) from _____ to _____ at the University. The content embodied in this PhD thesis has not been submitted for the award of any other degree/diploma.

I declare that I have faithfully acknowledged, given credit to, and referred to the research workers wherever their work has been cited in the text and the body of the thesis.

I further certify that I have not wilfully used any other person's work, paragraph, text, data, results, reported in the journals, books, magazines, reports, dissertations, theses, or available on the website/Internet and included them in this PhD thesis and cited that as my own work. The Plagiarism report is attached to the thesis and is within the permissible limit.

Date: _____ **(Signature of the Candidate)**

Place: _____ **(Name of the Candidate)**

ANNEXURE-3**Certificate from the Supervisor/Co-Supervisor**

This is to certify that the research work embodied in the thesis entitled " _____ " by Mr/Ms _____ was carried out under my/our supervision and that the candidate has worked under me/us for the period required under the Regulation. The contents of the thesis are that of the approved synopsis and are original.

Date: _____ **(Signature of the Supervisor/Co-Supervisor)**

Place: _____

ANNEXURE –4

CERTIFICATE OF SUCCESSFUL COMPLETION OF PhD COURSEWORK

(Referred to in Regulation 10.3.6(v) of the Bihar State Universities

(Minimum Standards and Procedure for Award of PhD Degree) Regulations, 2026)

[Name of University]

[Address of University], Bihar

Email: _____ | Website: _____ | Phone: _____

CERTIFICATE OF SUCCESSFUL COMPLETION OF PhD COURSEWORK

(Issued under Regulation 10.3.6(v) and Annexure-2)

Certificate No.: _____

Date of Issue: _____

This is to certify that **Mr./Ms./Mrs.** _____ (hereinafter referred to as 'the Scholar'), Son/Daughter of _____

bearing **PhD Registration/Enrolment No.:** _____, registered for the Doctor of Philosophy (PhD) programme in the Department of _____, Faculty of _____,

has successfully completed all the prescribed coursework requirements for the PhD programme in accordance with the Bihar State Universities (Minimum Standards and Procedure for Award of PhD Degree) Regulations, 2026, as detailed below.

Particulars	Details
Name of Scholar	
PhD Registration / Enrollment No.	
Department	
Faculty	
Name of Research Supervisor	
Name of Co-Supervisor (if any)	
Academic Year of Admission to Coursework	
Semester / Period of Coursework	
Date of Declaration of Coursework Result	
Marks / Grade Obtained in Coursework	
Minimum Required Marks/Grade	55% or equivalent grade (UGC 10-point scale)
Result	PASS

The Scholar has completed the following coursework papers:

S.No.	Paper Code	Title of the Paper	Credits	Max. Marks	Marks Obtained
1	PHD-101	Research and Publication	2	100	

		Ethics			
2	PHD-102	Research Methodology	4	100	
3	PHD-103	Innovative Research Approaches in [Subject]	4	100	
4	PHD-104	Teaching/ Education/ Pedagogy/ Writing Related Training	2		
		TOTAL	12	300	

The Scholar has obtained _____ marks / Grade: _____ in the coursework, which is **equal to or above the minimum requirement of 55%** (or equivalent grade in the UGC 10-point scale) as prescribed under Regulation 8.6 of these Regulations. The Scholar is accordingly eligible to continue in the PhD programme and to submit the dissertation/thesis for evaluation.

Note: This certificate is issued solely for the purpose of PhD thesis submission as required under Regulation 10.3.6(v) of the Regulations. It does not constitute a degree or diploma and shall not be used for any other purpose.

Signature of Research Supervisor	Signature of Controller of Examinations / DCE (Research)	Signature of Head of Department
Name:	Name:	Name:
Date:	Date:	Designation:
		Date:
		(with official seal of the Department)

Verification Note: This certificate should be verified against the University's official academic records *before acceptance*. Any tampering with this certificate is a punishable offence under applicable law.

ANNEXURE-5
Application for PhD Thesis Submission

To,
The Head, University Department of _____
[Name of University], Bihar

Subject: Submission of PhD Thesis

Sir/Madam,

I, Mr./Ms./Mrs. _____, Son/Daughter of _____, PhD Reg. No. _____, Year _____, am submitting five copies of my PhD Thesis titled:

" _____ "
containing the entire thesis in digital form under the supervision of _____
(Address: _____) in the subject of _____.

It is certified that:

- Title of the thesis is as per the title mentioned in the synopsis submitted by me which has been duly approved.
- I have submitted all six-monthly progress reports, which are satisfactory.
- I have completed the PhD course work requirements.
- I have published the required number of research papers (as per Regulation 10.2) in peer-reviewed journals, and copies of published papers are attached.
- Pre-submission presentation of mine has been successfully delivered and found satisfactory.
- The recommendations given by the DRC have been incorporated in the thesis.
- The thesis has been verified and approved by the Anti-Plagiarism Cell of the University and its certificate is attached.
- The thesis has been written as per the guidelines provided by the University.

Signature of Scholar:

Forwarded by the Supervisor:

Date: **Name:** **Email:** **Phone:** **Date:** **Name:** **Email:**
Phone:

Note: Submit this application in three copies.

- First copy will be retained by the Department.
- Second copy will be endorsed by the Head to the office of the DCE (R) for information and necessary action.
- The last copy will be returned to the candidate upon receipt as an acknowledgement.

For Department Use Only

Thesis received on: _____ Received by: _____ Signature
with Date: _____

ANNEXURE-6**Confidential Examiner's Recommendation and Report**

With respect to the thesis entitled " _____ " submitted by _____ in _____ (Subject) University, the following recommendation is made (Please tick one):

- (i) ☐ The thesis is ACCEPTED for the award of a PhD degree.
- (ii) ☐ The thesis is ACCEPTED WITH MINOR CORRECTIONS – the degree to be awarded subject to the candidate incorporating corrections in consultation with the Supervisor before viva-voce. (Corrections attached on a separate sheet.)
- (iii) ☐ The thesis requires MAJOR REVISION/RESUBMISSION – the thesis, in the present form, cannot be accepted. The candidate is advised to revise on issues raised in the report and resubmit. (Please indicate whether re-evaluation by the same examiner is required: Yes / No.)
- (iv) ☐ The thesis is REJECTED.

Note: A detailed chapter-wise report, prepared on a separate sheet, shall accompany this form, duly signed by the Evaluator.

Place: **Signature of Examiner:**

Date:

ANNEXURE**Five-Point Certificate**

(To be issued on official letterhead)

This is to certify that:

- Candidate has completed coursework, including the Research Methodology paper and the Research and Publication Ethics paper.
- The PhD Degree of the candidate was awarded in Regular/Part-Time mode.
- Evaluation of the PhD thesis was done by at least two external examiners.
- Candidate has published at least one research paper from his/her PhD work in a refereed journal.
- Candidate has made at least two presentations in conferences/seminars based on his/her PhD work.
- Open PhD viva-voce of the candidate has been conducted.

Place: **REGISTRAR**

Date:

ANNEXURE**Provisional Certificate for Award of PhD Degree****TO WHOM IT MAY CONCERN**

This is to certify that Mr/Ms _____, Son/Daughter of _____, Enrolment No. _____, was awarded the PhD degree in the subject of _____ by this University in the year _____ as per the University rules/records. His/Her PhD degree fulfils the criteria recommended by UGC Regulations 2022.

REGISTRAR**Date:****Place:****ANNEXURE****Checklist for Final Thesis Submission**

- Thesis submission fee receipt (Original)
- Copy of all fee receipts (Certified)
- CD/Pen drive with thesis and soft copy of all documents (duly signed) in a cover + summary
- High School to Master's Marksheet copies (self-attested)
- Synopsis (DRC and PGRC approved) and approval letter (copy)
- Certificate of successful completion of coursework (Annexure-2)
- No Objection Certificate from Proctor
- No Objection Certificate from the Central Library
- No Objection Certificate from the Department Library
- Submission Form with Photo (duly attested)
- Signed Plagiarism Report with seal from Central Library
- Self-declaration certificate from scholar (Annexure-3)
- Certificate from Supervisor/Co-supervisor (Annexure-4)

ANNEXURE

Application for Plagiarism Verification of the PhD Thesis

☐ Applying First Time ☐ Applying Second Time

To,

The Coordinator, Anti-Plagiarism Cell,
University Central Library, [Name of University], Bihar

Through: The Library In-charge, University Central Library

Subject: Request for Plagiarism check report for PhD Thesis

Sir/Madam,

I am submitting herewith a soft copy of my PhD Thesis. You are kindly requested to check for plagiarism and issue me a report accordingly.

Name of the Research Scholar: _____

Department: _____

Address: _____

Title of the Thesis: _____

Mention the Previous Report Document Number, if applying a second time: _____

I declare that I am aware of the University's anti-plagiarism policy. I further declare that the soft copy being submitted for plagiarism check is the final copy of the thesis to be printed after your approval.

Signature of Research Scholar: _____

Name: _____

Date of Registration: _____

Mobile No.: _____

Email Id: _____

Signature of the Research Supervisor: _____

Name of the Research Guide: _____

Address: _____

Email Id: _____

Phone: _____

Forwarded by Head of Department

Signature: Name: Department: (With Stamp)

ANNEXURE

Plagiarism Verification Report

Title of the PhD Thesis: _____

Total Pages: _____

Research Scholar: _____

Supervisor: _____

Department/College: _____

Faculty: _____

Registration No.: _____

Year: _____

This is to report that the above dissertation/thesis was scanned for similarity detection. The process and outcome are given below:

Software used: _____ Date: _____ Similarity Index: _____ %

Total word count: _____

The complete report of the above dissertation/thesis has been forwarded to the Supervisor for any admissible exclusion as per UGC norms and to the office of the DCE (R) for information and necessary action.

Checked by: _____ Name & Signature of the Coordinator: _____

Date: _____ (With Stamp) Library In-charge.

DIPAK KUMAR SINGH,
Additional Chief Secretary to Governor.

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