

ORDINANCE NO. 13

DOCTOR OF LETTERS/SCIENCE/LAW

The degree are assigned to various faculties as detailed below :-

D.Litt. :- Arts, Social Science, Education, Commerce and Physical Education.

D.Sc. :- Science, Engineering, Medicine, Ayurveda, Home Science and Life Sciences.

LL.D. :- Law.

1. A candidate shall be eligible to submit his/her thesis for the degree of Doctor of Letters./Science/Law, if he/she is a Doctor of Philosophy of atleast two years standing either.

(i) Of this University or

(ii) Of any other University or deemed University provided that he/she is a teacher of this University for atleast two years or is residing within the territorial jurisdiction of this University for atleast last three years.

Provided that a teacher of this University of atleast 10 years standing having M.Phil. degree or a high second class (atleast 54 % marks) Master's degree shall be eligible to submit the thesis for the degree of Doctor of Letters./Science/Law if the Research Degree Committee of the subject concerned is satisfied that the published work of the candidate is of sufficient quality and quantity to earn exemption from the Ph.D. degree.

2. The D.Litt., D.Sc. or LL.D. degree shall be awarded on the basis of an original work embodied in the thesis submitted by the candidate.

3. (i) A candidate qualified under clause 1 of this ordinance for the D.Litt., D.Sc. or LL.D. degree, shall apply to the Registrar on a prescribed form obtained from the Registrar on payment of Rs.5.00.

(ii) The application shall be accompanied with :

(a) a sum of Rs.200.00 (Registration fee Rs.100.00 Library fee Rs.50.00 and Library Caution Money Rs.50.00).

(b) a list of candidate's publications together with a copy of each reprint.

- (c) a statement showing in what respect the candidate's investigations appear to him to advance the realm of his particular field of study.
- (d) ten typed copies of the synopsis of the proposed line of investigation together with a relevant bibliography.
- (e) The application for enrolment together with migration certificate and the requisite fee through the Dean of the Faculty concerned, in case the candidate is not already enrolled.
- (i) All applications for registration shall be submitted to the Registrar either by the 1st October or by the 1st February.
- (ii) The application shall be placed before the Research Degree Committee in the subject concerned which shall consist of the Kulapati, the Dean of the faculty concerned, the Chairman of the Board of Studies concerned and two experts to be nominated by the Kulapati in consultation with the Chairman of the Board of Studies.
- (iii) Three members including an expert shall form the quorum. Provided that when the Kulapati is unable to be present the Dean concerned shall preside at the meeting of the Research Degree Committee and its proceedings shall be submitted to the Kulapati for approval.
- The term of the external experts shall be for two years but he shall be eligible for renomination.
- (iv) The Research Degree Committee shall ordinarily meet twice in or about November or in or about March in the academic year in which the application to be dealt by the Committee are received.
- (v) The committee shall satisfy itself in regard to the suitability of the subject and the proposed lines of investigations. Every candidate shall be required to appear before the Research Degree Committee. If the Committee is satisfied, permission shall be granted to the candidate to pursue the proposed research. The decision of the Research Degree Committee shall be reported to the Academic Council.
- (vi) The candidate shall submit his/her thesis at any time not earlier than one year and not later than five years from the date the Research Degree Committee grants him/her the permission.

Provided that an extension upto 1 year can be granted by the Kulapati on the recommendation of the Research Degree Committee.

- (i) A candidate shall not be allowed to submit as his thesis any work which has either been accepted or rejected for the award of a degree on him by this University any other University or deemed Universities.
- (ii) The candidate shall indicate in the preface of his/her thesis the sources which he/she has utilized in collecting the material, the extent to which he/she has availed himself of his earlier work or/ and the work of others and the extent to which his thesis embodies his/her original work.
- (iii) He/she shall also state in what respect his work appears to him to advance the knowledge and shall submit as subsidiary matter in support of his/her thesis any contribution/contributions towards the advancement of the study of subject of his thesis which he might have published.
- (iv) The medium of expression for every thesis shall be Hindi, English or such other language as may be approved by the Research Degree Committee.
- (v) The thesis submitted must be satisfactory as regards its literary presentation and must be in a form suitable for publication.

6. The candidate may intimate to the Registrar his intention and probable date of submission of the thesis along with six copies of the summary of the thesis, three months in advance. On receipt of such application the Registrar shall send a copy of the approved synopsis together with a copy of the summary to each external member of the Research Degree Committee to recommend a panel of four examiners, the panel obtained shall remain valid for six months.

7. After the thesis is completed, the candidate shall submit four printed or typewritten copies of the thesis together with a sum of Rs.500.00 on account of the fee and a certificate to the effect that the work embodied in the thesis has not been submitted for the award of any degree either of this University or any other University or Deemed Universities.

8. On the receipt of the thesis the Registrar shall call upon the Examination Committee constituted under section 44 (1) of the Adhiniyam which shall prepare a panel of six names considering the panels recommended by the experts of the

Research Degree Committee, the Kulapati shall appoint three examiners in accordance with the provisions of the Adhiniyam. Provided that when the panel/panels are not received from the external experts within one month of the request made to them, the Examination Committee shall proceed to draw up its panel without waiting for the expert's panel.

The examiners appointed by the Kulapati shall be approached in writing for their consent to evaluate the work together with the copies of approved synopsis and the summary of the thesis. On the receipt of the acceptance the thesis shall be sent to the examiners.

The examiners must give specific opinion regarding the following :-

- (i) Whether the thesis embodies an original piece of research work characterized by the discovery of new facts or by a fresh approach towards interpretation of facts and theories ?
  - (ii) How far it evinces candidate's capacity for original thinking, critical examination and sound judgement.
  - (iii) Standard of literary presentation.
  - (iv) Whether it is in a form suitable for publication.
  - (v) Whether the thesis be approved for D.Litt./D.Sc./LL.D. Degree.
  - (vi) In case the examiner suggests for the improvement he must give in detail the lines on which the thesis be modified and resubmitted.
- (i) If two of the three examiners disapprove the thesis, it shall be rejected.
  - (ii) If two of all the three examiners suggest for the improvement the candidate shall be asked to revise the thesis on the lines suggested.
  - (iii) If two examiners approve of the thesis and the third either disapproves or recommends for the improvement the thesis shall be sent to the fourth examiner appointed by the Kulapati from amongst the panel of names suggested by the Examination Committee. The fourth examiner shall be asked to give his opinion considering all the reports and his opinion shall be final.
  - (iv) If one examiner approves of the thesis, the second rejects it and the third recommends for improvement,

it shall be sent to fourth examiner along with the reports and his opinion shall be final.

- (v) In case all the three original examiners approve the thesis or in the event of divergence of opinion amongst the original three, as stated above, the fourth examiner approves it, the candidate shall be called upon to appear before a board of the three examiners, who approved his thesis. In the event all the three are not available atleast two, of the three along with any other examiner appointed by the Kulapati for this purpose, shall constitute the board. In case of the difference of opinion amongst the viva-voce examiners the majority verdict shall be accepted.

2. The Executive Council shall consider the reports of all the examiners and if,

(i) the recommendation is for the award of the D.Litt./D.Sc./LL.D. degree (as the case may be), it shall confer on him the degree.

(ii) the recommendation is for the rejection of the thesis, it shall be rejected.

(iii) the recommendation is for the improvement of the thesis, the Executive Council may permit the candidate to resubmit his thesis not earlier than six months and not later than one year; the period being counted from the date of the resolution of the Executive Council granting permission. In case a candidate is allowed to resubmit his thesis, he shall have to pay a fresh fee of Rs.500.00 at the time of resubmission.

3. The candidate shall on publication of thesis, state on the title page that it was a thesis approved for the D.Litt./D.Sc./LL.D. degree of this University.

APPLICATION FOR REGISTRATION FOR D.Litt./D.Sc./LL.D. DEGREE

The Registrar,  
Jiwaji University,  
Gwalior-474 002.

Sir,

I beg to apply for the registration for the degree of Doctor of Letters./Science/Law. I have deposited a sum of Rs. 200.00 through Bank Chalan No.....dated.....Crossed Demand Draft No.....dated of.....Bank... Registration fee, Library caution money and Library fee.

I am also giving following details in accordance with the requirements of the ordinance :

1. Details of qualifications and experience.
2. The title of the research along with 10 copies of the synopsis.
3. The list of publications and copies of reprints.

My enrolment number in Jiwaji University, Gwalior is.. with the prescribed fee and migration certificate is enclosed.

Date.....

Signature of the Candidate

C E R T I F I C A T E

Certified that Dr./Shri/Smt./Km. is working as..... (Designation)

(College)

He/She has been in this from .....19

Date.....

PRINCIPAL  
(Seal)

1. Name of the Candidate (English).....  
( In devnagri Script).....
2. Father's Name.....
3. Address.....

4. Educational Qualification :

S.No.	Degree	Subject	Year	Division	Univ.	College	Encl.No.
1	Master's Degree						
2	M.Phil						
3	Ph.D.						1
4	Teaching Experience						

S.No.	College	Teaching Experience				Encl. No.
		Degree		Post-Graduate		
		From	To	From	To	
1						
2						
3						
4						
5						

6. Research Experience :

- (a) Title of the M.A./M.Sc./M.Com./LL.M./Dissertation.
- (b) Title of the M.Phil. Dissertation.
- (c) Title of Ph.D. thesis.
- (d) Papers published, Full length papers.....  
Abstract.....(Attach a list of papers published and submit the reprints)
- (e) The experience of guiding research :

S.NO.	Name of Candidate	Degree for which guided
1	2	3

  

Title of the thesis/dissertation	Year of award	University
4	5	6

Proposed Title.  
(Attach a detailed synopsis indicating the purpose of study, original contribution to knowledge which the work proposes, to make, the unknown material which might be brought to light or a fresh interpretation of already known facts).

Language in which the thesis is proposed to be submitted.

Institution from which applying.

Name, Designation and address of the Advisor if, any.

Certified that the details furnished in the application are correct to the best of my knowledge and belief.

Signature of the applicant



**JIWAJI UNIVERSITY, GWALIOR**

**ORDINANCE 13 A  
DOCTOR OF LETTERS/SCIENCE/LAWS**

The degrees assigned to various faculties are as detailed below :

- D. Litt. : Arts, Social Sciences, Education, Commerce, Management and Physical Education.
- D. Sc. : Science, Engineering, Medicine, Ayurved, Home Science, Life Sciences and Technology.
- LL. D. : Laws.

1. A candidate shall be eligible for registration for the degree of Doctor of Letters/Science/Laws if he/she holds the degree of Doctor of Philosophy of at least five years standing of this university or any university/deemed university recognised by this university and must have published at least 10 papers in standard research journals or published work including books of high standard adjudged to be equivalent to published research papers by the Research Degree Committee.
2. The D. Litt/D. Sc./LL.D. degree shall be awarded on the basis of an original work embodied in the thesis submitted by the candidate along with at least three independent research papers published in standard journals or publications of merit on the subject of the thesis.
3. A candidate for D. Litt./D. Sc./LL. D. degree must apply for registration of his subject on the prescribed application form obtainable on payment of prescribed fee, stating :
  - (i) his qualification and experience.
  - (ii) subject in which he/she proposes to work.
  - (iii) The topic of research.

The application shall also be accompanied by :

- ( a ) Registration fee Rs. 500.00

- ( b ) A certificate from the Head of The University Teaching Department/School of Studies/Principal of the college affiliated to the university/Head of a Research Institute recognised for the purpose by the university, testifying that adequate facilities exist and shall be provided to the candidate if registered. There shall be no supervisor of the candidate and he/she shall have to work independently.

Provided that a candidate, if he/she so desires, may have person (s) of merit in the subject as advisor(s).

- ( c ) Attested copies of the statements of marks of graduate and master's degree examinations and ph. D. degree.
- ( d ) Migration certificate along with enrolment form and the requisite fee.
- ( e ) List of publications of the candidate together with a copy of each of the publications.
- ( f ) Ten typed copies of detailed synopsis of the proposed topic of research furnishing present State of Arts, a review of literature, proposed line of investigation with detailed methodology and relevant bibliography. (App-1)
- ( g ) Application for registration may be submitted any time during the academic year.

4. The application of the candidate for registration shall be placed before the Research Degree Committee and he/she shall make an oral presentation of the proposed work. The committee shall consist of the following :

- ( i ) The Kulpati
- ( ii ) The seniormost Professor of the University in the subject.
- ( iii ) Dean of the Faculty.
- ( iv ) Head of the University Teaching Department/School of Studies, of the concerned subject, if any.
- ( v ) Chairman, Board of Studies in the subject.
- ( vi ) Two external experts of the concerned field of the rank of University Professor to be appointed by the Kulpati from the panel of atleast four names given by the Dean of the faculty after perusal of the detailed synopsis submitted by the candidate.

Two External subject experts and two other members i. e. four in all shall form the quorum,

5. The meeting of Research Degree Committee shall be held in the University Office. The committee shall recommend suitability of the topic of research and the registration of the candidate for the D. Litt /D. Sc./LL.D. degree, as the case may be. On approval by the committee, the candidate shall be deemed to have been registered from the date of the meeting or the date of the submission of application in the university at the discretion of the candidate.
6. The candidate shall finally be enrolled on payment of the first term fee to university and/or recognised centre or the college affiliated to the university where he/she is pursuing research. The fee shall have to be paid every six month. The fee payable are as follows :

( i )	Library fee	Rs. 150.00 for 6 months
( ii )	Library caution money	Rs. 500.00 (refundable)
( iii )	Identity card fee	Rs. 10.00 (only once)
( iv )	Laboratory fee	Rs. 600.00 for 6 months (Wherever laboratory work is involved).
( v )	Laboratory caution money	Rs. 500.00 (Refundable)

Provided that the teachers of this university/affiliated colleges of this university shall not be required to pay the above mentioned fees.

7. A candidate shall ordinarily be permitted to work for D. Litt/D.Sc./LL.D. degree in the subject in which he has obtained his Ph. D degree. He/she may, however, be work in a subject, of interdisciplinary nature.
8. The candidate, after registration, shall send his six monthly progress report along with the certificate of payment of six monthly fees from the Head of the Institution where he/she is working. If two subsequent reports together with the certificate of the payment of fees are not received in the office, the registration shall stand automatically cancelled.
9. A candidate shall not be allowed to submit the thesis for evaluation earlier than 3 years from the date of his/her registration and not later than 5 years. Further extension of one

year may be granted by the Kulpati on valid reasons (s) on payment of a fee of Rs. 300.00 to the university. After the expiry of this period of extension the registration shall be cancelled.

10. (a) Six months before the candidate intends to submit the thesis after having published three research papers in standard Research Journals or publications of merit after registration for D. Litt./D.Sc./LL.D, the candidate shall inform the Registrar of his intention of submitting the thesis. The Registrar shall arrange for an oral presentation of work by the candidate.

before a Screening committee consisting of the following members :

- ( i ) Kulpati
- ( ii ) Seniormost Professor of University Teaching department/School of Studies in the subject.
- ( iii ) Dean of the Faculty.
- ( iv ) Head of the University Teaching Department/School of Studies in the subject, if any.
- ( v ) Chairman, Board of Studies of the subject.
- ( vi ) One external subject expert nominated by the Kulpati preferably from amongst the experts of R. D. C. approving the registration of the candidate.

One external subject and two other members shall form the quorum for this purpose.

The presentation shall be made at the place and time fixed by the University.

- (b) The Screening Committee shall have following powers :

- ( i ) To approve the work for the submission of thesis.
- ( ii ) To Suggest modifications, if any along with reason (s) to be recorded by the committee.

(c) The presentation by the candidate shall be open to all interested and shall be announced on the Notice Board atleast a week in advance by the Registrar.

11. The Registrar shall obtain from the external expert of the Screening Committee a panel of at least six names including foreign experts in the subject, not below the rank of

University Professor who can be appointed examiners, in a sealed envelope for the consideration of Examination Committee constituted u/s 44 of the Adhiniyam.

12. After being permitted by the Screening Committee referred to above, the candidate shall submit four typewritten copies or photo copies of the thesis, six copies of approved synopsis and six copies of summary together with an examination fee of Rs. 800.00. The published papers/works must be incorporated either as a part of text or as appendix in the thesis. The candidate shall furnish a certificate to the effect that the work embodied in the thesis has not been submitted for the award of any degree either of this university or any other university or deemed university and that it contains his own work. (App-2)
13. (a) On receipt of the thesis the Registrar shall call upon the Examination Committee constituted u/s 44 of the Adhiniyam to draw a panel of six names, taking into consideration the panel submitted by the expert of the screening committee, of the experts in the field of research not below the rank of University Professor, including foreign experts.
- (b) The Kulpati shall appoint three examiners in accordance with the provisions of the Adhiniyam.
- (c) The examiners appointed by the Kulpati shall be approached in writing for their consent to evaluate the thesis together with the copies of approved synopsis and the summary of the thesis. On receiving the acceptance the thesis shall be sent to the examiners.
- Provided that if a foreign examiner is appointed by the Kulpati and the candidate wishes the thesis to be sent by AIR MAIL, he/she shall have to bear the charges of AIR MAIL.
- (d) In the event of the report of the thesis not received within three months from the date of despatch of the thesis, the Kulpati may cancel the appointment and such examiner shall be asked to return the thesis along with all the documents. The Kulpati shall appoint another examiner in place of such an examiner.
14. The examiner may seek clarification of the subject matter of the thesis from the candidate through the Registrar. The Registrar shall pass on the queries to the candidate without disclosing the identity of the examiner and the clarification obtained from the candid-

ate shall be forwarded to the examiner. The provision shall be incorporated in the letter to be sent to the examiner while sending the thesis.

5. The examiners must give specific opinion on the following points :

- ( i ) Whether the thesis embodies an original piece of research work characterised by the discovery of new facts or by a fresh approach towards interpretation of facts and theories.
- ( ii ) How far it evinces candidate's capacity for original thinking, critical examination and sound judgement ?
- ( iii ) Whether the thesis is satisfactory in point of language and presentation of subject matter.
- ( iv ) Whether the thesis be approved for D. Litt./D.Sc./LL.D degree.
- ( v ) The examiner must also furnish a detailed report on the thesis together with a set of questions to be asked at the time of Viva-voce examination. (App-3)

( vi ) In case the examiner suggests for an improvement of thesis. he must give a detailed report on the lines on which the thesis be modified and resubmitted

16. ( i ) If all the three examiners approve the thesis, the candidate shall be called upon to appear at the viva-voce examination as per the provisions of the Ordinance.
- ( ii ) If two examiners approve the thesis and The third rejects/recommends revision, the thesis shall sent to a fourth examiner (without the reports of earlier examiners) appointed by the Kulpati for evaluation. The opinion of the fourth examiner shall be final.
- ( iii ) In case all the three examiners recommend revision/rejection or two examiners recommend revision/rejection and the third accepts, the thesis shall stand rejected.
- ( iv ) In case the candidate is asked by the fourth examiner to revise under section 14 (ii) the candidate shall be permitted to revise the thesis on the lines

suggested by the examiner(s). The comments of the examiner(s) shall be made available to the candidate without disclosing the identity of the examiner. The candidate shall submit the revised thesis not earlier than six months and not later than eighteen months from the date the candidate is asked to revise the thesis. He/She shall have to pay a fee of Rs. 800.00 at the time of resubmission.

In case one of the examiners of the revised thesis recommends for the award then the candidate shall be called upon to appear at viva-voce examination. In case both the examiners reject or one reject and the other recommend for revision or both recommend for revision the thesis shall be rejected.

17. (i) If the thesis is finally approved under sections 14 (i), (ii) and (iv) the candidate shall be called upon to appear for a viva-voce examination conducted by atleast two external examiners. All the three examiners shall be invited to conduct the viva-voce examination.
- (ii) The viva-voce examination shall be conducted at the University Teaching Department/School of Studies on the date, time and place notified by the Registrar which shall be put on the notice board atleast a week in advance.
- (iii) The candidate shall present the work embodied in the thesis before the board of examiners, faculty members, research scholars and other interested person. After the presentation, the examiners appointed for the viva-voce examination shall ask questions to the candidate. Others may submit their questions in writing to the external examiners, who may put such of those questions to the candidate as they deem fit. The examiners may also ask question beyond the scope of the thesis in order to satisfy themselves that the candidate has adequate knowledge of the subject on which he has submitted the thesis.
- (iv) In case of divergence of opinion between the thesis examiners an viva-voce examiners or the divergence of opinion between the viva voce examiner the candidate shall be asked to reappear at a second viva-voce examination within six months. He shall have to pay an additional fee of Rs. 400 00 for second viva-voce. If the candidate fails to satisfy the viva-voce examiners at the second examination, his thesis shall finally be rejected.

18. After the viva-voce examination the recommendations shall be reported to the Executive Council for approval. After the approval of Executive Council for the award of D.Litt/D.Sc./LL.D. degree to the candidate, one copy of the thesis shall be kept in the University Library, another in the Library of the Institution where he/she prosecuted his/her research work, and the remaining two copies shall be returned to the candidate.
19. After the declaration of the result, the successful candidate on payment of a fee of Rs. 150 00 may be provided the copies of reports of the examiner without disclosing their names.
20. The candidates who have already been registered for D.Litt/D.Sc./LL.D. Degree under the repealed Ordinance will continue to be governed by the provisions of the repealed Ordinance.  
  
The candidate who have applied for registration but have not been registered till this Ordinance comes into force shall be governed by the provisions of this Ordinance.
21. On detection of any irregularity, the University shall take suitable steps to withdraw the degree as per provisions of section 6 (12) of the Adhiniyam.



APPENDIX—1

PROFORMA FOR SYNOPSIS (Para 3)

1. Title of the thesis
2. Introduction : Giving purpose of research
3. A brief review of the work already done in the field.
4. Noteworthy contributions in the field of proposed work.
5. Contribution of the candidate in the field of proposed work.
6. Proposed methodology during the tenure of the research work.
7. Expected outcome of the proposed work.
8. Bibliography in standard format
9. List of published papers of the candidate, (Attach one set of reprints).

Signature of Head U. T. D./Principal

Signature of the Candidate

APPENDIX-2

CERTIFICATE BY THE CANDIDATE (Para 12)

I certify that the thesis entitled.....

.....  
approved by Research Degree Committee, submitted for the award of D. Litt/D.Sc./  
LL.D. embodies my own work.

I further certify that to the best of my knowledge and belief the thesis  
does not contain any part of any work which has been submitted for the award of any  
degree either in this University or in any other University/Deemed University without  
proper citation.

Signature of Head U.T.D./Principal

Signature of the Candidate