

**PROCEDURE FOR RECOGNITION OF RESEARCH INSTITUTION/ CENTRE/
LABORATORY OF MAJOR INSTITUTION, EXISTING AFFILIATED
COLLEGE FOR OFFERING DOCTORAL (PH.D) PROGRAMMES UNDER
PONDICHERRY UNIVERSITY**

[Section 5(8) of the Act]

Research Institutions / Centre / Laboratory of Major Institutions or existing affiliated colleges proposing to offer Doctoral programme under Pondicherry University may apply in the prescribed format by 1st October of the previous academic year for which recognition of the Doctoral Programme is sought.

The institutions which are located outside the jurisdiction of the University may be recognized only if the University has signed MOU with that institution for research collaboration.

The essential requirement for institutions proposing to offer Doctoral (Ph.D) programmes are as follows:

1. An established Centre / Institute / Lab with atleast 5 years in the field of Research can apply for recognition in the prescribed proforma.
2. The institute should have faculty scientist / researchers with qualification as prescribed in the Ph.D regulations of Pondicherry University. Such personnel intending to guide Ph.D Scholars under Pondicherry University should have their guideship duly approved by Pondicherry University
3. The Centres / Institutes / Labs should comply with all Governmental safety and security standards.
4. Facility for accommodating research scholars to do research.
5. Well equipped library for facilitating research.
6. Equipments that may be needed to facilitate research.

7. Guarantee of financial input by the management of the research institute for updating the research facilities like books journal and lab equipment etc.
8. Undertaking signed by authorized person of the management before Notary public to abide by the rules and regulation of the university for conduct of the Ph.D programmes.

In the event of non compliance of any requirement of recognition it would be left to the university alone to decide on the withdrawal of recognition or any other action as decided by the University. (In case of withdrawal of recognition, the interest of Research Scholars already registered with the University will be protected by appropriate arrangement)

9. Payment of prescribed amount towards recognition fund.

The duly complete application / proposal received from the Institutions would be scrutinized by the Committee constituted for this purpose.

The recommendations of the Committee for Inspection or otherwise shall be conveyed to the Institution.

The institution may be inspected by a Committee of experts to be nominated by the Vice-Chancellor, which will include Dean, College Development Council or his nominee as a Member / Chairman. The Institution may be required to pay Inspection fund as prescribed below:

Rs. 15,000/- + TA/DA & Honorarium for Committee members

The observations / deficiencies if any requiring compliance by the institutions may be communicated to the institution concerned alongwith the conditions of the University for recognition and payment of recognition fund.

The recognition fund payable is as follows:

Recognition fund (initial) Ph.D upto 5 courses for 5 years : Rs 20,000/-

Fund for continuation of recognition upto 5 courses for 5 years : Rs. 20,000/-

Fund for additional course
course

: Rs. 5,000/- per

The validity of the recognition would be initially for five years and Institutions would be required to renew the recognition by 7th January of the academic year in which the validity of recognition expires.

The renewal request should be accompanied by the updated faculty and infrastructural details based on which Inspection would be made for further renewal of recognition for five years each time.

PONDICHERRY UNIVERSITY

PUDUCHERRY 605 014

Application form for recognition of Research Institution/Centre/Laboratory of Major Institution or Existing affiliated colleges for offering Doctoral (Ph.D) programme under Pondicherry University

1. Institution

(a) Name and postal address of the Institution :

Tel: Email:

Fax: Web:

(b) Whether Govt. / Quasi Govt. / Autonomous :

(c) Year of establishment of the Institution. :

2. Head of the Institution (Director, Dean, Principal etc.)

(a) Designation :

(b) Tel: Email:

(c) Residential address with telephone number :
Fax: Mob:

3. Disciplines applied for recognition :

4. Name and designation of legally authorized representative for communication (authorization letter to be enclosed), if other than Head of Institution :

5. Number of Faculty / Research officer / Scientist :
(Please attach full details as per proforma given in Appendix-I)

6. Major Thrust Areas / Divisions of Research :

7. Highlight of major contributions in the field for which recognition is sought. :
(Please write a page note and attach separately)

- 8 Infrastructure facilities available :**
- (a) Major Equipments :
(Specify names and functional status - attach separate sheet, if required)
- (b) Does the Institution have a library, if so the number of books :
- (c) Number of Scientific / Technical Journals subscribed :
(Print / Online) Please provide a list.
- (d) Any other information to justify the recognition of Institution / Laboratory for Research & Ph.D work :

(COLUMN 9 IS TO BE FILLED BY PRIVATE INSTITUTIONS ONLY)

- 9** a) Whether the institution is recognized by Central / State Government as a Teaching / Research Institute : **Yes / No**
(If yes, enclose copy of order)
- b) Whether required permission obtained from the concerned Govt./ Dept. for Ph.D programme. : **Yes / No**
(if yes, enclose copy of order).
- c) State whether the Institution being managed by a Registered Trust / Society. (Please attach copies of registration and bye laws of the Trust / Society alongwith name & address of Managing Committee) :
- d) Funding :
(Please give a brief write up on the source of funding and proof of financial stability of the Institution in a separate sheet. Also attach copies of audited accounts for the last three years.)
- i) Details of fee proposed to be charged from the Scholars per year :

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- 10** This is to certify that the information given above is factual as on date given below. Each page has been initialed by the authorized person of the Institution. Any change in the information given above at a later date shall be informed to the University immediately.

Date:
Place:

Signature
(Head of the Institution)
Office seal

Note: Last date for receipt of application 1st October of the academic year previous to academic year for which recognition is sought. Applications are to be addressed to the Registrar, Pondicherry University.

Appendix – I
(For Faculty / Research officer / Scientist)

1. **Name** :

2. **Qualification** :

3. **Designation** :

4. **Specialisation** :

PONDICHERRY UNIVERSITY
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FOR RECOGNITION AS A SUPERVISOR FOR PH.D PROGRAMME
(Separate form for each person)

1. Name :
2. Age and Date of birth :
3. University / Institution where working at present :
4. Designation :

5. Academic Qualification

<u>Level</u>	<u>Subject</u>	<u>Year of passing</u>	<u>Name of the Institution</u>
Degree :			
PG :			
Ph.D. :			
Post Doctoral (if any) :			

(Supporting documents should be enclosed)

6. Field of Specialisation :
7. Teaching experience (Attach full details separately) :
8. Research experience :

a) No. of candidates awarded M.Phil / Ph.D, (under your guidance)

- | | <u>No. of candidates</u> | <u>Year</u> | <u>Field / Subject</u> |
|-----------|--------------------------|-------------|------------------------|
| i. M.Phil | | | |
| ii. Ph.D | | | |

9. Research publications :

<u>Title</u>	<u>Name of the Journal</u>	<u>Year of publication</u>
(minimum three best should be mentioned but the full list to be enclosed separately) ...		

10. Signature :

DOCUMENTS TO BE ENCLOSED ALONG WITH THE FORM FOR RECOGNITION AS SUPERVISOR FOR GUIDING PHD SCHOLARS

1. Full Academic Vitae
2. List of total publications during past 5 years.
3. Three best Research papers in peer reviewed journals (after Ph.D).
4. The exact contribution of the candidate in the above said research papers, if papers are written by more than one author.
5. Facilities available within the organization to carry out research which can also be utilized by other personnel engaged in research from outside the organization.
6. Recommendation of HOD and Dean / Director indicating that the faculty member can do independent research and guide students with the available facilities in the institution.

Note: The application for recognition as a Supervisor for Ph.D. Programme is to be forwarded to the Controller of Examination, Pondicherry University for further processing.