

MIT

**Academy of
Engineering**

(An Autonomous Institute Affiliated to Savitribai Phule Pune University)


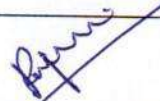
RULES AND REGULATIONS

(Effective from Academic Year 2023-2024)

Doctoral Degree (Ph.D.) Programme

in

Computer Engineering

Prepared By	Verified by
	
Head Research Centre	Dean School of Computer Engineering

MIT Academy of Engineering (MITAOE)

[An Autonomous Institute Affiliated to Savitribai Phule Pune University]

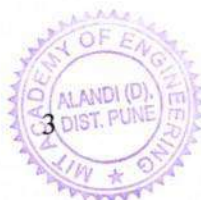
Alandi, Pune- 412 105, Maharashtra, India.



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About the Institute

MIT Academy of Engineering (MITAOE), Alandi, Pune, was established in 1998 under the Maharashtra Academy of Engineering and Educational Research (MAEER), Pune. The institute offers eight UG programmes (B. Tech), three PG programmes (M. Tech), one Ph.D. programme in engineering and one UG programme in Design (B. Des). MITAOE is recognized by AICTE and affiliated with Savitribai Phule Pune University (SPPU).

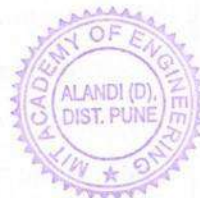
- The UGC honoured the institute with 'Academic Autonomy' during 2016-17 considering the quality of pedagogical practices, research, faculty and the relevant infrastructure that meets global standards.
- The SPPU has also honoured the institute with the 'Best Engineering College (Professional Courses) award. The institute has made its mark by excelling in academics and research and it continues to grow as a 'Centre of Excellence' in engineering education and research. The NBA Accreditation to all eligible programmes (Tier-2 mode up to the academic year 2021-2022 and Tier-1 mode from the academic year 2022-23), 'A' Grade by NAAC, the 2(F) & 12(B) status from the UGC and ISO 9001: 2015 certification are the testimony to our pursuit of excellence.
- MITAOE has been participating in NIRF since 2016 and ARIIA since 2019.
- The institute has designed an outcome-based curriculum in tune with the guidelines of the AICTE model curriculum. The curriculum contains a choice-based credit system from the first year in terms of specialization, emerging skills, and open electives. The institute also offers Honors and Minor degree programmes in emerging areas approved by AICTE and SPPU.
- Twenty-eight student clubs at MITAOE provide a platform to students for their overall development in terms of technical, co-curricular and extra-curricular activities. Students from various clubs participated in various national/international competitions and bagged prizes.
- Student-centered approach blended with personal attention to all the students and effective implementation of their valuable suggestions received through the continual feedback mechanism and 'Student-Teacher Interaction pedagogy', make the teaching & learning process more effective.
- The institute strives to provide its students with a holistic education to contribute to their all-round development.
- The students at MITAOE get an opportunity to enhance their technical, communication and soft skills.

Ph.D. Programme at MITAOE

The latest UGC Regulations for Autonomous Institutes, released in February 2018 and SPPU circulars, have empowered the Autonomous campuses to commence and establish their own independent Ph.D. Programmes. The Government of Maharashtra has subsequently released the relevant addendum for Autonomous Colleges as statutes in the Maharashtra Universities Act-2016, in January 2019, endorsing such empowerment towards true and complete Academic Autonomy. Leveraging on such statutory permission by the regulatory authorities, MITAOE has decided to start its own "**Ph.D. Programme**" in Computer Engineering. The Institute envisages establishing a liberalized research Programme, leading to a Ph.D. degree, in Computer Engineering. Institute offers Ph.D. programme, affiliated to Savitribai Phule Pune University (SPPU), in Computer Engineering. The broad objective of the Ph.D. programme is to keep pace with the ever-expanding frontiers of knowledge in Technology culminating into the contemporary social and economic objectives of the country. The academic Programme leading to a Ph.D. degree is broad-based and involves a minimum course credit requirement and a research thesis. The Institute also encourages research in interdisciplinary areas through a system of joint supervision and interdepartmental group activities. The presence of a strong research-oriented faculty provides excellent opportunities for Research Scholars. The Institute undertakes sponsored research and development projects from Govt. funding agencies, Research organizations and laboratories, Public/Private sector industries and Corporate. Facilities for research work leading to Ph.D. degree exist in the School of Computer Engineering.

Terms and Definitions

UGC	University Grants Commission
AICTE	All India Council of Technical Education
SPPU	Savitribai Phule Pune University
MITAOE	MIT Academy of Engineering Alandi, Pune
Institute	MITAOE as Autonomous Institute of Govt. of Maharashtra.
AC	Academic Council, the apex Academic Body of MITAOE as an Autonomous Institute
COE	Controller of Examinations of MITAOE
PET	Ph.D. entrance Test
MPET	MITAOE Ph.D. entrance Test
DRC	Department Review Committee
RAC	Research Advisory and Committee of the Candidate.



Rules and Regulations

1. Eligibility Criteria for Admission to Ph.D. Programme in Engineering and Technology:

The following candidates aspiring to seek admissions to Autonomous Ph. D. Programme are eligible to apply:

1.1 Candidates who have completed:

- i) A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme with Research Honours 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 corresponding statutory regulatory body, 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, recognized or authorized 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.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/DT-A/NT-B/NT-C/NT-D & OBC (non-creamy layer if applicable)/ Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/DT-A/NT-B/NT-C/NT-D & OBC (non-creamy layer if applicable)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the University Grants Commission from time to time.

- ii) The above mentioned rules will also be applicable to the foreign candidates who have obtained a Master's Degree from any of the recognized Indian Universities or equivalent qualification from foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized 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 educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/DT-A/NT-B/NT-C/NT-D & OBC (non-creamy layer if applicable) /Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

2. Duration of the Programme:

2.1 Ph.D. Programme shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. programme. Pre Ph.D. presentation will be allowed only after the completion of three years.

2.2 A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance/Regulation of the University concerned; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. 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.

2.3 Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme of maximum of 10 years from the date of admission to the Ph.D. Programme.

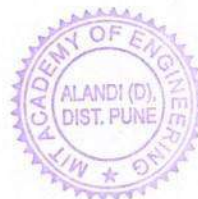
2.4 Tuition Fee & Other Fees shall be applicable till the date of submission of Thesis as per Institute circular.

3. Procedure for admission:

3.1 The admission shall be based on the criteria notified by the Institute, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the State Government from time to time.

3.2 Admission to the Ph.D. programme shall be made using the following methods:

- i) The institute shall admit students who qualify for fellowship/scholarship in UGC-NET/ NET-LS/GATE (Valid Score)/JRF/SRF/ICAR/ICMR/DET/DST/CEED and similar National level tests based on an interview.



- ii) The institute shall admit students through an Entrance Test (MPET) conducted at the institute. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject specific.
 - iii) Students who have secured 50 % marks in the entrance test will be called for the interview.
 - iv) A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/DT-A/NT-B/NT-C/NT-D & OBC (non-creamy layer if applicable) /Differently-Abled, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the UGC from time to time.
 - v) Institute will decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.
 - vi) Provided that for the selection of candidates based on the entrance test conducted by the Institute, a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given. All exempted candidates will be given 70 marks in written test accordingly.
 - vii) An interview will be organized by the Institute where the candidates are required to discuss their research interest area through a presentation before a duly constituted DRC.
 - viii) The Department Research Committees shall be as under:
 - (i) Principal / Director of the Affiliated Colleges and Recognized Institutions concerned (Chairman);
 - (ii) Two subject experts of which at least one should be from outside the department/Institute.
 - (iii) Two nominees of the Vice-Chancellor — One General and One Reservation.
- 3.3 The recognized institutions shall obtain the nomination of the Vice Chancellor on the Departmental Research Committee as per the constitution mentioned in (viii) of rule no. 3 of the Vice Chancellor's order for the purpose of admission process.
- 3.4 The interview shall be conducted at the Institute, within a period of not more than Sixty days from the date of declaration of result of the entrance test.
- 3.5 The following aspects shall be considered during the interview, namely: -
- (i) whether the candidate possesses the competence for the proposed research;
 - (ii) whether the research work can be suitably undertaken at the Department/Institution/College;
 - (iii) whether the proposed area of research can contribute to new/additional knowledge.
- 3.6 The research center shall submit the report of the committee about the interviews to the PG Admission Section of the SPPU within three working days from the date of completion of the

interview process. The Institute shall publish the list of candidates selected for admission, within a period of at-most fifteen days of completion of the interview process.

3.7 The Research Center shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration etc.

3.8 Recognized Research Centers which are eligible to conduct Ph.D. programmes, shall:

(i) Notify well in advance on the Institute's website specifying the number of seats according to Departments and Recognized Research Centre for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;

(ii) Adhere to the State-level reservation policy, as applicable.

3.9 University will maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/center), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the institution and update this list every academic year. University Departments and Recognized Research Centers shall maintain such data. The link of their website to be linked to the SPPU website.

4. Allocation of Research Supervisor:

Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

4.1 Permanent faculty members working as Professor/Associate Professor of the Research Centre with a Ph.D., and at least five research publications in relevant research area and UGC care list journals and permanent faculty members working as Assistant Professors in Research Centre with a Ph.D., and at least three research publications post Ph.D. in UGC-care journals in relevant research area may be recognized as a Research Supervisor in the university in its Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a recognized research guide who is not an employee of its affiliated Post-graduate Colleges/institutes would be in violation of these Regulations. A research supervisor may be allowed to get associated with up to one other research center only in case of no research center is approved at the institute/college where such



research supervisor is working, with the approval of University. For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by SPPU, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfil the above requirements. Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the SPPU may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing. Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the Research & Recognition Committee.

- 4.2 In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/ University may be appointed.
- 4.3 The respective Research Centers will do allotment of Research Guides as per the following guidelines:

Based on the interview, allotment of Research Guides for selected candidates shall be formally decided by the Research Centers depending on the number of candidates per teacher, the available specialization among the Research Guides and the research interest as indicated during interview by the candidates. The allotment/allocation of Research Guide shall not be left to the individual candidate or guide. Reservation policy will be observed at the time of allotment.

While granting admission to candidates to Ph.D. programmes, the Research Centers will follow the State Reservation Policy. Foreign candidates will be treated at par with Open Category for admission.

- 4.4 Change of Guide — In case of such change, the candidate shall work a minimum period of one year under the new guide before he/she submits the synopsis and pre submission presentation. There will be no condition of one year period to work under new guide, in case the co-guide is made a Guide provided that the co-guide had been appointed for minimum of one year before the submission.
- 4.5 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.
- 4.6 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.

- 4.7 Faculty members with less than three years of service remaining 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-year. Change of research supervisor is must; after 70-year age of research supervisor or research supervisor is no more affiliated with university.
- 4.8 At any time, research supervisor is not allowed more than 8/6/4 candidates including as guide and as co-guide in case of Professor/Associate Professor/Assistant Professor respectively.

5. Process of Admission/Registration after the interview:

- 5.1 A selected applicant seeking admission to the Ph.D. programme shall apply to the Registrar, MITAOE in the prescribed format along with the registration fee as may be prescribed from time to time, within a period of four months from the date of allotment of the Research Supervisor.
- 5.2 The applicant shall submit copies of his/her Ph.D. proposal to the place of research along with the application as per the Guidelines.
- 5.3 A selected applicant shall be required to make a brief presentation before the Research Advisory Committee at the place of research.
- 5.4 The Head of the Place of Research will arrange the presentation.
- 5.5 Research Advisory Committee shall consist of:
- 1) Head of the Department/Head of the Research Centre /Principal/Director;
 - 2) Research Guide;
 - 3) Two experts (recognized research guides in the subject concerned, one from outside the University Department/Research Centre).
- 5.6 In case of any suggestions given by the Research Advisory Committee for improvement of the topic, the candidate shall make changes accordingly and present the topic again before the said Committee within a period of not more than fifteen days from the date of the earlier presentation.
- 5.7 After successful presentation, the Research Advisory Committee shall prepare a report based on the presentation. The Head of the Place of Research shall send the report of the Research Advisory



Committee along with the proposal, within period of not more than seven days, from the date of presentation to the P.G. Admission Section of the SPPU, to be placed before the Research and Recognition Committee. The date of the successful presentation shall be treated as the date of provisional admission of the candidate and the candidate shall be given provisional admission/registration letter.

- 5.8 The Research and Recognition Committee shall consider approval of the topic of research and appointment of Co-Supervisor, if necessary, from other departments of the SPPU/ recognized research centers at affiliated colleges or recognized institutions or recognized research institutions or from other related institutions, with the approval of the Research Advisory Committee.
- 5.9 If the candidate desires to modify the title and / or the proposed research plan, he shall apply at least two months before the date of submission of synopsis. Research and Recognition Committee concerned may approve such changes on the recommendation of the Research Supervisor and the Head of the Place of Research.
- 5.10 As per provisions of Ordinance 116, registered candidates shall not be allowed to register simultaneously for any other degree course.
- 5.11 The admission will be confirmed (**Appendix AA**) after the Research and Recognition Committee approves the topic. The decision of the Research and Recognition Committee shall be communicated to the Head of the Place of Research within seven days from the date of decision of the Research and Recognition Committee. The Head of the Place of Research shall communicate the same to the candidate/Research Supervisor concerned within three days from the date of receipt of the decision. The Head of the Research Centre shall admit the candidates per the University's rules and regulations.
- 5.12 The date of successful presentation of the proposal will be considered the date of registration.

6. Admission of International students in Ph.D. programme:

- 6.1 Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 4.5 above.
- 6.2 MITAOE will decide their selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

7. At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 4.5.

8. Course Work:

Credit requirements, number, duration, syllabus, minimum standards for completion, etc. for Ph.D. programme shall be as under:

8.1 Ph.D. course work shall be of 16 credits.

8.2 The course work shall be treated as prerequisite for Ph.D. programme.

8.3 The Ph. D. Course work shall consist of the following components, namely:-

Course 1: Research Methodology : 4 credits

(Including Quantitative methods, Computer applications,
review of published research in the relevant field, training,
field work, Writing of Research Proposal for obtaining
Financial assistance from national funding agencies etc.)

Course 2 : Attending at least One Seminar : 4 credits

(National/International)

Course 3 : Two Subject specific advanced level courses : 4 credits

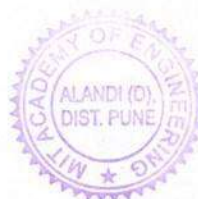
Course 4 : Research & Publication Ethics : 4 credits

Course 5 : Pedagogical Training/Industrial Visit Report/ : 4 credits

Assessment Statement

8.4 Contents of Course 1 and Course 3 above shall be prescribed by the Board of Studies concerned.

8.5 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the Academic Council of the SPPU.



- 8.6 The research center where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee of the research scholar.
- 8.7 Candidates already holding M. Phil. degree from SPPU and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, shall be exempted from the Ph.D. course work.

All other candidates admitted to the Ph.D. programme shall be required to pass the course work approved by the Academic Council of the SPPU by obtaining a minimum of 55% marks or its equivalent grade in the UGC 10 —Point scale within the initial period of two years. They will be allowed to continue the Ph.D. Course and submit their thesis only after completing the above requirements.

- 8.8 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Place of Research and the final grades shall be communicated to the P. G. Admission Section of the SPPU.
- 8.9 The Research Advisory Committee can also recommend online/offline courses offered by UGC/National Agency/Moocs/SWAYAM/NPTL, etc. as part of the credit requirements for the Ph.D. programme.
- 8.10 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 their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

9. Research Advisory Committee and its Functions:

- 9.1 There shall be a Research Advisory Committee for each Ph.D. scholar. Research Advisory Committee shall consist of Head/Research Supervisor of the scholar and two subject experts of which at least one should be from outside the department/Institute. Research Supervisor shall be the Convener of this Committee. The Research Advisory Committee needs to be approved by the Head of the Research Center. The Research Advisory 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.

- 9.2 Each semester, the Ph.D. scholar shall appear before the Research Advisory Committee for 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 University. A copy of such recommendations shall also be provided to the Ph.D. scholar. The Head of the Place of Research shall submit these six-monthly progress reports to P.G. Admission Section of the Savitribai Phule Pune University within a week from the date of such presentation.
- 9.3 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.

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

- 10.1 Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (8.3) of Regulation 8 above, the Ph.D. scholar must undertake research work and produce a draft dissertation/thesis.
- 10.2 Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee of the Research Centre concerned, which shall also be open to all faculty members and other research scholars/students.
- 10.3 The Research Centre 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.
- 10.4 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 as per UGC 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. Undertaking as per (a) & (b) to be part of the thesis and be included before Index page.
- 10.5 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 SPPU jurisdictions. Such examiner(s) should be academicians with a good record of scholarly



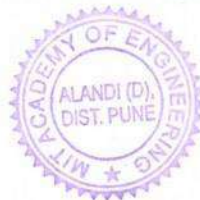
publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the three external examiners and the viva may be conducted online/offline. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/ research scholars, and other interested experts/researchers. etc.

- 10.6 The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if two external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the research center will send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination will 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.
- 10.7 Research center will 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.
- 10.8 The women candidates and persons with disability (more than 40 % disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration.

10.9 SUBMISSION OF THESIS

- 1) The submission of synopsis may be permitted only after completion of 36 months from the date of registration and after successful completion of the Course Work. The synopsis should contain introduction, literature review chapter-wise brief account of the work done and overall conclusions.
- 2) At least 3 months before the date of submission of the thesis, each candidate shall give a pre-submission seminar to be arranged by the Head, Place of Research at the Research Centre upon the request of the candidate duly endorsed by the guide. The final plan of the thesis will be discussed by the research scholars present, among whom the presence of the research guides and the Head, place of Research or his/her nominee shall be necessary.
- 3) In the light of the discussion during the seminar mentioned above, the candidate shall submit to the Registrar MITAOE, a copy of the synopsis of his/her thesis through his/her guide within one month from the date of seminar presentation. The guide shall submit the list of recommend referees to the Head of the research center.

- 4) The candidate shall be allowed to submit his/her thesis after the completion of a period of two months and before six months from the date of submission of the synopsis, failing which the candidate will have to pay the prescribed fine for late submission. Late submission of thesis shall be allowed up to the completion of one year from the date of submission of the synopsis or till the expiry of the registration period, whichever is earlier. The candidate will have to submit a synopsis again, if given extension.
- 10.10 In the light of the discussion during the presentation, the candidate shall submit to Head of the research center, a copy of the synopsis of his/her thesis through his/her Research Supervisor within thirty days from the date of presentation. Thesis submission will be allowed after two months and before six months of synopsis submission without late fee. Fine of Rs. one thousand per month will be imposed after six months and upto one year of synopsis submission. After one year candidate have to present their synopsis again.
- 10.11 Scholars shall publish at least one research paper in Scopus, UGC care list journals. Guidelines for research publications issued by the Research center, from time to time and displayed on the official website of the Research center, will be followed.
- 10.12 The thesis / dissertation shall be submitted in soft copy in the format and as per the details mentioned in Appendix.
- 10.13 The final Ph.D. thesis shall be presented in accordance with the following specifications whenever necessary:
- The paper used for printing shall be of A4 size.
 - Printing shall be in a standardized form on both sides of the paper and in 1.5 line spacing.
 - A margin of 1.5 inches shall be on the left hand side.
 - The card for cover shall be at most 330 GSM.
 - The title of the thesis/dissertation name of the candidate, degree, name of the Research Supervisor, place of research and the month and year of submission shall be printed on the title page and the front cover.
 - The hard-bound a cover of thesis/dissertation shall be of black colour. Spine of the binding [side cover] should mention 'Ph.D. thesis' on the top, name of the candidate and month and year. The specifications are shown in Appendix.
- 10.14 The candidate shall submit online to the Head of Research center copy of his/her thesis and produce an acknowledgement of the receipt of thesis by the Research Supervisor and the Head of the Place of Research.



10.15 The thesis/dissertation shall include a Certificate of the Research Supervisor and a Declaration by the candidate that the work reported in the thesis/dissertation has been carried out by the candidate himself/herself and that the material from other sources, if any, is duly acknowledged.

10.16 It is compulsory for each candidate to check for plagiarism which should be less than or equal to 10% and submit the report of the plagiarism.

11. Viva-Voce and Defense of the Thesis:

11.1 The viva-voce shall be arranged through offline or online mode as per Research center's Circular. The day, date, time and the place for the viva-voce and the defence of thesis shall be notified by the Head of the Place of Research, at least fifteen days in advance. Normally, the viva-voce and the defence of the thesis shall be arranged in the Department to which the Research center belongs.

11.2 The defence of the thesis shall take place in the presence of the Research Supervisor (Internal Examiner), one External Examiner and the Chairperson, who shall jointly evaluate the performance of the candidate. In case of dispute, the Dean of the Faculty concerned shall take an appropriate decision.

11.3 The Chairman for the Viva-Voce and the Panel for defence of the thesis shall be appointed by the Head of the Place of Research or by the Dean of the Faculty concerned when the Head is the Research Supervisor, from a panel of three experts suggested by the Research Supervisor.

11.4 If neither of the external examiners is able to be present at the time of the defence, the Director MITAOE, on the recommendation of the Research Supervisor and the Dean of the Faculty concerned, shall appoint a senior Research Supervisor to act as an external examiner for the defence of the thesis. In case the Internal Examiner is unavailable, the Director MITAOE, shall appoint one of the senior Research Supervisors on the recommendation of the Dean of the Faculty concerned and the Head of the Place of Research.

11.5 The examiners present for the viva-voce and the defence of the thesis shall submit to the Head place of research, their final consolidated report along with the reply given to the queries raised by the external examiners in the written form, signed and accepted by the members of the Viva-Voce Panel and a list of the persons attending the open defence, in respect of the award of the Ph.D. degree immediately after the defence is over.

11.6 In case the defence is not satisfactory, the examiners may unanimously recommend with reasons that a fresh viva-voce and defence of the thesis be organized within a period of not less than one month. If the defence is still not satisfactory, the panel would record the reasons for the same. The

Committee may recommend the resubmission of the thesis with suggested changes or recommend the rejection of the thesis.

12. Academic, research, administrative and infrastructure requirements to be fulfilled by the Research Centre for getting recognition for offering Ph.D. programmes:

12.1 Post-graduate Department & Colleges having Research Centre offering 4-year Undergraduate Programmes and/or Post-graduate Programmes, may offer Ph.D. programmes, provided they satisfy the availability of eligible Research Supervisors, required infrastructure, and supporting administrative and research facilities as per these Regulations.

12.2 Colleges and research institutions established by the central government or a State government whose degrees are awarded by SPPU will offer Ph.D. programmes provided they have:

- (i) At least two faculty members in a Research Centre or two Ph.D. qualified scientists in the research institution.
- (ii) Adequate infrastructure, administrative support, research facilities and library resources as specified by the SPPU.

13. Ph.D. through Part-time Mode:

13.1 Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.

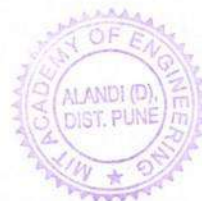
13.2 The Research Centre concerned shall obtain a "No Objection Certificate" through the candidate for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that:

- (i) The candidate is permitted to pursue studies on a part-time basis.
- (ii) His/her official duties permit him/her to devote sufficient time for research.
- (iii) If required, he/she will be relieved from the duty to complete the course work.

13.3 Notwithstanding anything contained in these Regulations or any other law, for the time being in force, no Higher Educational Institution or research institution of the Central government or a State Government shall conduct Ph.D. programmes through distance and/or online mode.

14. Issuing a Provisional certificate:

Prior to the actual award of the Ph.D. degree, the SPPU will issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations on the request of Head, Research Centre.



15. Award of Ph.D. degrees prior to Notification of these Regulations:

Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009, till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2016. Nothing in these Regulations shall impact the M.Phil. degree programmes commencing prior to the enactment of these Regulations.

16. Redressal of Grievance:

16.1 In case of any dispute between a candidate and his/her Research Supervisor/Research Institute, the Committee consisting of the following shall examine the matter and report to the Director MITAOE, whose decision shall be final.

- (a) Dean of the Faculty concerned (Chairman);
- (b) Nominee of the Vice Chancellor;
- (c) The Head, Place of Research (If the complaint is against Head/the Dean, he shall not participate in the proceedings of the meeting. In that case, additional member/s may be appointed by the Director MITAOE to replace them.)

16.2 The report shall include, among other things, specific recommendations. The report shall be submitted to the Director MITAOE.

17. Depository with INFLIBNET:

17.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the SPPU will submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

17.2 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degrees, the Deputy Registrar, P. G. Admission Section, SPPU shall send the thesis and the notification regarding declaration of result of Ph.D. programme to the Jayakar Library of the SPPU through online mode. After receiving the thesis in the format suggested above, the Jayakar Library shall prepare metadata of the thesis and shall then submit an electronic copy

of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all institutions/colleges.

18. Cancellation of Registration:

18.1 The registration of a candidate who has exceeded the maximum period stipulated for the Ph.D. Programme shall stand cancelled automatically.

18.2 The Registration is liable for cancellation administratively by the Deputy Director Academics and Research if:

- The Candidate has not paid the semester/annual fees within the stipulated time with the necessary fine.
- The three consecutive six monthly progress reports are not submitted or not satisfactory.
- RAC is not satisfied with the performance and accordingly recommended for cancellation.
- The candidate wishes to withdraw the Programme and wishes to cancel his / her registration.
- The candidate has not acquired appropriate credits of course works within the stipulated time.
- On the moral turpitude/ disciplinary grounds of the candidate.
- In all the above cancellation cases the fees paid by the candidate shall not be refunded.

19. Publication of Thesis:

Thesis as a whole shall not be published by the candidate.



A handwritten signature in blue ink, appearing to be "Mahesh D. Goudar".

Dr. Mahesh D. Goudar

Director, MITAOE, Alandi (D.)

Appendix A

Sponsorship Letter for Full-Time Candidates

(This should be typed on letterhead of the sponsoring organization)

Date:

To

The Director,

MIT Academy of Engineering Alandi, Pune – 412 105.

Sub: Sponsoring of an Employee for Ph.D. Programme

Dear Sir,

We hereby sponsor the candidature of Mr./Mrs./Ms. _____ who is an employee in our organization, for joining Ph.D. Programme at your Institute as a FULL-TIME candidate.

We shall bear the total expenses of his/her studies. We shall fully relieve him/her of his/her duties in the organization during the entire period of the Ph.D. Programme to enable him/her to devote Full-Time to the studies.

Signature and seal of the Sponsoring Authority

Appendix B

Employer's Letter in case of Candidates joining on Study Leave

(This should be typed on a letter head of the Institution)

Date:

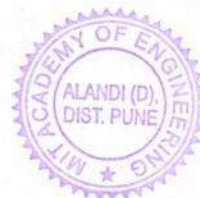
To
The Director,
MIT Academy of Engineering Alandi, Pune – 412 105.

Sub: Relieving an employee on Study Leave

Dear Sir,

We hereby relieve Mr./Mrs./Ms. _____ an employee of this Institute on full/half/no pay leave for joining Ph.D. Programme at MIT Academy of Engineering Alandi, Pune for a period of ____ years (at least three years).

**Signature of Head of the
Institute and seal of the Institution**



Appendix C

Sponsorship Certificate for External Registration

(This should be typed on a letter head of the Sponsoring Organization)

Date: _____

1. Name of the sponsoring organization : _____ Address: _____

2. Present Designation of the applicant: _____

3. Present status of the applicant: _____

(Permanent/Quasi Permanent/Temporary)

4. Division where research work is proposed to be done: _____

5. Name of Research Supervisor from the sponsoring organization: _____

(Biodata of Research Supervisor to be enclosed giving details of designation, qualification, research experience etc.)

6. Details of facilities relevant to the research problem which will be made available to the candidate by the organization.

7. Statement of External Research Supervisor.

If Mr./Mrs./Ms. _____ is registered for the doctorate degree, I agree to act as his/ her Research Supervisor jointly with the Research Supervisor form the Institute.

Signature of External Research Supervisor

8. If Mr./Mrs./Ms. _____ is admitted to the Ph.D. Programme, we shall allow him/ her to undergo the Programme of studies and also to fulfil the residential requirement of the Institute, as per rules.

During the period of Doctoral Programme, the candidate will be permitted to carry out his/ her research work at our laboratories/ organization and will be given the required facilities.

We also give our consent to _____ of our organization to supervise the Ph.D. Project, jointly with Dr./Prof. _____ of MIT Academy of Engineering Alandi, Pune, who will work as Internal Supervisor.

Signature and Seal of the Sponsoring Authority



Appendix D

(This should be typed on letterhead of institute)

No Objection Certificate

_____ (Name of candidate) is working with
_____ (Name of Institute) as _____ (designation).

If _____ (Name of candidate) is admitted in _____ (Name of Branch/programme) at MIT Academy of Engineering Alandi, Pune – 412 105, Maharashtra, India and as a part of Ph.D. programme, she/he will be relieved full time to complete his/her Ph.D. course work.

_____ (Name of Institute) has No Objection in _____ (Name of candidate) joining the Ph.D. programme at MIT Academy of Engineering, Alandi, Pune 411005, Maharashtra, India.

Date:

Place:

Name and Signature

Principal/Director

Appendix E

(This should be typed on a letter head of the Department)

No/MITAOE/Ph.D./

Date:

APPROVAL OF RESEARCH ADVISORY COMMITTEE

Place of Research	MIT Academy of Engineering Alandi, Pune	
Department / School		
1	Name of the Scholar	
2	PRN No and Date Admission	
3	Research Area	

PANEL PROPOSED:

Evaluation Committee member	Name, Dept, Organization	Signature
Research Supervisor		
Co-Supervisor (Optional)		
Dept Domain Expert 1		
Dept Domain Expert 2 (Optional)		
Expert from allied Department		
Expert outside Institute		

Sr. No.	Name of members present for DRC Meeting	Sign with Date
1	Dean of the School	
2	Head Research Centre	
3	Member1	
4	Member2	
5		



APPROVAL OF RESEARCH AREA SPECIFIC COURSES

	Name of the course	MOOC* or Institute offered course	Number of weeks / credits	Semester- Odd/Even
Research Specific Course1				
Research Specific Course2				
Research Specific Course3				

*To ensure availability of Ph.D. scholars on campus during the period of course work, maximum one MOOC will be permitted to scholars. In case more than one MOOC is to be offered, permission of Deputy Director (Academics and Research) is must.

Sr. No.	Name of members present for RAC Meeting	Sign with Date
1	Research Supervisor	
2	Co-Supervisor (Optional)	
3	Dept Domain Expert 1	
4	Dept Domain Expert 2 (Optional)	
5	Expert from allied Department	
6	Expert outside Institute	

Remarks:

Approved/ Not Approved

Name and Signature of RAC Members:

Appendix F

Application for Admission for the degree of Doctor of Philosophy (Ph.D.)

(To be forwarded through the Head, Place of Research)

To,

The Chairman, RAC

MIT Academy of Engineering Alandi, Pune – 412 105

Dear Sir,

I hereby apply for registration to the Ph.D. Degree. I state that I have not been admitted as a candidate for this or any other Degree in this or any other Institute/University. The required details about myself are as follows:

1. Name in full (in Capital Letters): _____
2. Date of Birth:
3. Gender:
4. Nationality:
5. Category:
6. Permanent Address:.....
.....
7. Local Address:
.....
8. Present Occupation/Employment: _____(Give Name and Address of employer)
9. Particulars of Degrees previously obtained (attach attested copies of the statement of marks and certificates)

Degree University	Year of Passing	Subjects Offered	Class / Grade	Percentage / Grade Points
Bachelor's Degree				
Master's Degree				
Any other Degree				



10. Particulars of Publications:

Title of the Paper/ Book	Name of the Journal/Publisher	Year of Publication

11. Details of Teaching Experience:

Name of the College	Subject(s) Taught	Year(s)

12. Details of professional experience, if any (Attach necessary Certificates):

- (i) Nature of Professional Experience: _____
- (ii) The Institute where Professional experience was gained: _____
- (iii) Period of Professional experience: _____

13. Title of Research Topic: _____

14. Name of the Research Supervisor: _____ (under whom I propose to work for my Ph.D.)

15. Name of Co-Supervisor, if any: _____

All the particulars given above are true to the best of my knowledge. I have read the Rules for the Degree of Doctor of Philosophy (Ph.D.) and I undertake to abide by them. I also undertake to regularly report at the Place of Research unless otherwise permitted by the Head, Place of Research on the recommendation of the Research Supervisor.

Thanking you Yours Sincerely,

Name of applicant:

Date:

Place:

Recommendation of the Research Supervisor

I, am willing to supervise the research work of Mr./
Ms.and I recommend that he/she be given
provisional admission.

Ref. No. of Recognition letter:.....

Presently scholars are pursuing their research work under my supervision.

Date:

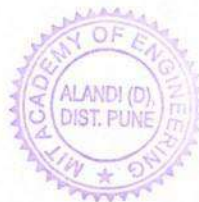
Research Supervisor

RAC comments:

Approved/ Not Approved

Name and Signature of RAC Members:

Date:



Appendix G

Submission of Research Proposal

Along with the application form (for Registration) the researcher has to submit six copies of his/her research proposal. This is a brief description of the research plan which should include:

- a) Rationale and significance of the study,
- b) A survey of work done in the research area and the need for more research,
- c) A statement of aims and objectives,
- d) Methodologies and techniques to be used,
- e) The kinds of conclusions expected and their possible value,
- f) Plan of research and
- g) Bibliography.

- The expected length of the research proposal is six to ten double-spaced A-4 size pages, with Report should be of maximum 10 pages, written in LaTeX or Word.
- Font size should be 11pt, Times New Roman, with 1.5 line spacing

The names of the researcher and the proposed Research Supervisor and the topic of research should be printed and both the Research Supervisor and the researcher should sign the proposal.

Appendix H

Topic Registration Seminar Evaluation Report

(This should be on letterhead of the Department)

No/MITAOE/Ph.D./

Date:

TOPIC REGISTRATION SEMINAR EVALUATION REPORT

Place of Research		MIT Academy of Engineering Alandi, Pune
Department / School		
1	Name of the Scholar	
2	PRN No	
3	Date of Admission Confirmation	
4	Ph.D. Topic	
5	Date of Topic Registration Seminar	

EVALUATION REPORT:

Evaluation Committee/ Expert's comments:	
Average Evaluation	The research topic is approved/ not approved. The candidate is advised to go ahead with the topic and consolidate the title as early as possible.

Evaluation Committee member	Name, Department, Organization	Signature
Convener		
Expert Examiner		



Expert Examiner		
Expert Outside Dept./Institute		

Dean of School

Head Research Centre

Research Advisory Committee (RAC) EVALUATION REPORT:

RAC comments:

Approved/ Not Approved

Name and Signature of RAC Members

Appendix I

Topic Registration Seminar Attendance Report

(This should be on letterhead of the Department)

No/MITAOE/Ph.D./

Date:

TOPIC REGISTRATION SEMINAR ATTENDANCE REPORT

Place of Research	MIT Academy of Engineering Alandi, Pune
Department / School	
1 Name of the Scholar	
2 PRN No	
3 Date of Admission Confirmation	
4 Ph.D. Topic	
5 Date of Topic Registration Seminar	

Evaluation Committee member	Name, Dept, Organisation	Signature
Convener		
Expert Examiner		
Expert Examiner		
Expert outside Dept./Institute		

Dean of School



Head Research Centre

Appendix J

No/MITAOE/SS/Ph.D./

Date:

Decision of RAC on TOPIC Registration

To,

With reference to the relevant documents submitted by the Ph.D. scholar:

Name of Ph.D. scholar:

PRN number:

Name of the Research Supervisor:

Ph.D. Topic:

On verifying the relevant documents by **Research Advisory Committee (RAC)**, your Ph.D. topic registration is evaluated as

Ph.D. Topic Registration: *Confirmed / Not Conformed*

The remarks given by RAC:

Upon receiving a confirmation of Ph.D. Topic registration, the scholar is eligible to submit the thesis after the stipulated time period stated in the MITAOE's Ph.D. Rules and Regulation towards awarding Doctor of Philosophy (Ph.D.) from the Research center at MIT Academy of Engineering Alandi, Pune affiliated to Savitribai Phule Pune University.

**Deputy Director Academics and Research,
MIT Academy of Engineering Alandi, Pune.**

Appendix K
Course Work Evaluation

No/MITAOE/Ph.D./

Date:

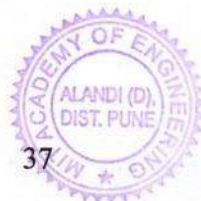
COURSE WORK GRADE SHEET

Place of Research	MIT Academy of Engineering Alandi, Pune
Department / School	
1 Name of the Scholar	
2 PRN No	
3 Date of Admission Confirmation	

EVALUATION OF COURSES

Name of the course	Grade Allotted	Credits	CGPA
Research Methodology		04	
Writing Research Proposal		01	
Writing Review		01	
Specific advanced level course 1		04	
Specific advanced level course 2		04	
Seminar		02	

Controller of Examinations



Appendix L

Progress Work Evaluation

(This should be on letterhead of the Department)

No/MITAOE/Ph.D./

Date:

PROGRESS REVIEW EVALUATION REPORT

Place of Research	MIT Academy of Engineering Alandi, Pune		
Department / School			
1	Name of the Scholar		
2	PRN No		
3	Date of Provisional Admission		
4	Ph.D. Topic		
5	Date of Confirmation of Registration		
6	Date of Progress Review		
7	Number of Publications	Conference: Journal:	National: International: National: International:
8	Review Period		

EVALUATION REPORT:

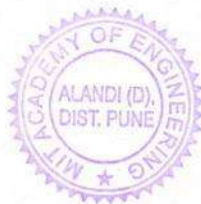
Evaluation Committee/ Expert's comments:		
Consolidated Evaluation	Satisfactory/ Not Satisfactory	
Expected period of Completion of		
Programme		
Evaluation Committee Members	Name, Department, Organization	Signature

Convener		
Expert Examiner 1		
Expert Examiner 2		
Expert outside Dept./Institute		

Explanations / Further remarks / suggestions: may be included on the reverse of this page.

Dean of School

Head Research Centre



Appendix M
Progress Review Attendance
(This should be on letterhead of the Department)

No/MITAOE/Ph.D./

Date:

PROGRESS REVIEW ATTENDANCE REPORT

Place of Research	MIT Academy of Engineering Alandi, Pune	
Department / School		
1	Name of the Scholar	
2	PRN No	
3	Date of Provisional Admission	
4	Ph.D. Topic	
5	Date of Confirmation of Registration	
6	Date of Progress Seminar	

Evaluation Committee member	Name, Dept, Organisation	Signature
Convener		
Expert Examiner 1		
Expert Examiner 2		
Expert outside Dept./Institute		

Dean of School

Head Research Centre

Appendix N

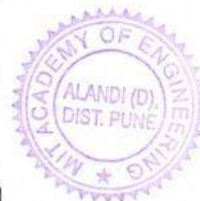
Progress Report

The registered researcher has to submit progress reports after every six months. The report should include an elaborate description of the reading, writing, data collection or any other work done in relation to the research. The researcher can also mention difficulties encountered, if any. The Supervisor is expected to certify the report and mention in unambiguous terms whether the progress is satisfactory or not and whether the work done during the period under consideration is relevant and adequate or not. The progress report should contain following topics:

- a) Introduction
- b) Work done
- c) Methodologies and Techniques to be used,
- e) Findings
- f) Work Proposed
- g) Bibliography.

- The expected length of the report is 10-20 double-spaced A-4 size pages, with Report should be written in LaTeX or Word.
- Font size should be 11pt, Times New Roman, with 1.5 line spacing

The names of the researcher and the Research Supervisor, Department etc. should be printed on the cover page.



Appendix O

Submission of Synopsis

After the pre-submission seminar, the candidate has to submit ten hard copies and a softcopy of the Synopsis of his/her thesis through the Research Supervisor. A synopsis is viewed as a mini version of the thesis. It should provide a clear idea about what the thesis is.

It should

- (a) state the objectives, nature and scope of the work done,
- (b) state the principle conclusions, and
- (c) state the contribution made to the body of knowledge on the subject.

The expected length of the synopsis is ten double-spaced A-4 size pages. The synopsis will be put on the Institute website.

Appendix P

Spine and Cover Page Format

<p>PH.D THESIS</p> <hr/> <p style="text-align: center;">WRITE HERE NAME OF THE CANDIDATE</p> <hr/> <p>MONTH & YEAR</p>	<p>“Write here title of the thesis in all upper-case (capital letters) with a ‘centre’ alignment. Place this title on the upper central part of the cover with sufficient margin from top and both sides. Use font size suitable to length of the title.”</p> <p style="text-align: center;">A THESIS SUBMITTED TO SAVITRIBAI PHULE PUNE UNIVERSITY</p> <p style="text-align: center;">FOR AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY (PH.D.) IN THE FACULTY OF</p> <p style="text-align: center;">SUBMITTED BY</p> <p style="text-align: center;">UNDER THE GUIDANCE OF</p> <p style="text-align: center;">RESEARCH CENTRE</p> <p style="text-align: center;">WRITE HERE MONTH & YEAR OF SUBMISSION</p>
--	---

Spine

Cover Page



Appendix Q
Certificate of the Research Supervisor

This is certified that the work incorporated in the thesis

.....(Title)

Submitted by Mr./Mrs./Ms.

was carried out by the candidate under my supervision/ guidance. Such material as has been obtained from other sources has been duly acknowledged in the thesis.

(Research Supervisor)

Date:

Appendix R

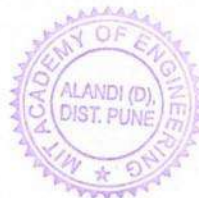
Declaration by the Candidate

I declare that the thesis entitledsubmitted by me for the degree of Doctor of Philosophy is the record of work carried out by me during the period from... to under the guidance of and has not formed the basis for the award of any degree, diploma, associateship, fellowship, titles in this or any other University or other institution of higher learning.

I further declare that the material obtained from other sources has been duly acknowledged in the thesis.

Signature of the Candidate

Date:



Appendix S

List of Referees

(This should be submitted on letterhead of the department)

Date:

To
 The Director,
 MIT Academy of Engineering Alandi, Pune – 412 105.
 Sub: List of referees

Dear Sir,

A candidate named has worked under my supervision.

The thesis title is

I hereby submit the list of referees as below:

Sr. No.	Name, Organization	Address

Sign of Research Supervisor

Appendix T
Format of Referee's Comment

(To be communicated to referees on institute letter head)

To
 The Director,
 MIT Academy of Engineering Alandi, Pune – 412 105.

Sub: Review of Thesis

Dear Sir,

The review process of the thesis entitled

 have been completed. I recommend/do recommend the thesis for the award of Ph.D. with the following comment. The review questions to be asked at the time of viva-voce exam are included on the separate page.

A	Accept the thesis as it is
B	Accept the thesis with the minor correction as mentioned in the review comments
C	Accept the thesis with the major correction as mentioned in the review comments
D	Reject the thesis

Sign of Referee



Appendix U

Consolidated Report of the Referees on the Viva Voce

The viva-voce of Mr./Mrs./Ms. was conducted on (day and date). The performance of the candidate was satisfactory/unsatisfactory.

We have conducted the open defense of the Ph.D. thesis entitled:
.....
..... in the MIT Academy of Engineering Alandi, Pune
..... on

The performance of the candidate was satisfactory/unsatisfactory. We recommend that he/she be awarded the Ph.D. Degree / should not be awarded the Ph.D. Degree/ the viva voce be arranged again on

(Research Supervisor)

(External Referee)

(Chairman)

Appendix V
Viva Voce Attendance Sheet

Ph.D. Viva Voce of Mr./Mrs./Ms.

Subject.....

Date of Viva Time Venue.....

List of the persons attending the Open Defense.

Name of the person	Signature
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	



Appendix W
Applying for Extension

To
The Director,
MIT Academy of Engineering Alandi, Pune – 412 105.

Sub: Request for extension of the registration period. Through Proper Channel

Dear Sir,

I have registered for Ph.D. Programme on dd/mm/yyyy, in the department of under the supervision of
.....

My topic of research is as below:

“.....”

I have submitted progress reports so far. For the sake of completion of work, I need an extension of one year. You are requested for extension of my registration period.

Signature of Candidate

Sign of RAC Members with comment Sign of Head Research Centre Sign of Dean

Appendix X

(This should be typed on a letter head of the Department)

No/MITAOE/Ph.D./

Date:

No Objection Certificate for Change of Research Supervisor/Addition of Co-Supervisor and Approval

PLACE OF RESEARCH	MIT Academy of Engineering Alandi, Pune.
DEPARTMENT	
1 Name of the PhD Candidate	
2 PRN No and Date of Provisional Admission	
3 Research Area/Topic	

Name of Present Research Supervisor:

Reason for Change of Research Supervisor/ Addition of Co-Supervisor: _____ Name of Proposed Research Supervisor: _____

Date: _____ **(Name and Signature of Ph.D. Candidate)**

I have no objection to Change of Research Supervisor / Addition of Co-Supervisor of the above candidate.

Date: _____ **(Name and Signature of present Research Supervisor)**

The area of the above Ph.D. Candidate matches with my expertise and I am willing to guide the Ph.D. Candidate.

Date: _____ **(Name and Signature of proposed Research Supervisor)**

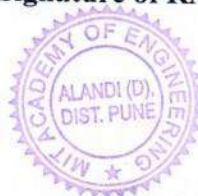
Recommended / not recommended

Date: _____ **(Chairman DRC)**

Remarks:

Approved/ Not Approved

Date: _____ **(Name and Signature of RAC Members)**



Appendix Y

No/MITAOE/SS/Ph.D./

Date:

Decision of RAC and Research Area Specific Courses Approval

To,

(Name of the Research Supervisor)
 (Dept)

The 1st meeting of the Institute Research Advisory Committee (RAC) was convened on _____ (date) and the relevant documents submitted for the below mentioned Ph.D. candidate under your supervision were presented before the RAC towards the approval of the candidate’s Research Area Specific Courses;

Name of Ph.D. candidate:

PRN number:

On verifying the relevant documents, the RAC has conveyed the following decision:

Approval status of the candidate’s RAC and Research Area Specific Courses	<i>Approved / Not approved</i>
Remarks given by RAC	

You are required to comply with the decisions of RAC and communicate to the Student’s Section of MITAOE through the candidate’s RAC and DRC at the earliest.

**Deputy Director Academics and Research,
 MIT Academy of Engineering Alandi, Pune.**

Appendix Z
Provisional Admission / Registration

Ref:
To

Date:

Subject: Your application for Registration for Ph.D. dated _____

Dear Mr/Ms _____

I am happy to inform you that you have been provisionally admitted to the Ph.D. Programme in _____ (subject) _____ (Dept.) of the MIT Academy of Engineering, Alandi, Pune with effect from _____ - Your place of research will be _____

Your proposal is being forwarded to the University office for approval of the research topic. Your admission/ registration will be confirmed after the University authorities approve the research topic.

Your presentation is schedule at _____ am/pm on _____ (day), _____ (date).

Yours faithfully,

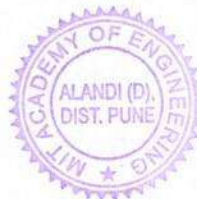
Director
MITAOE, Alandi, Pune

Copy to:

1 The Dy. Registrar (Ph.D. Unit), Savitribai Phule Pune University, Pune 411 007.

2. The Research Supervisor: Prof./Dr.

3. The co-supervisor: Prof./Dr.



Appendix AA
Confirmation of Admission/ Registration

Ref.:

Date:

To,

Subject: Confirmation of admission to the Ph.D. in (subject) _____

Dear Mr. / Ms. _____

I am happy to inform you that the Research Advisory Committee in _____
_____ (Subject) _____ (Faculty) has approved your research topic as it is/with the
modification/s as follows:

Your admission is now confirmed as per Ph.D. Rules 7.14. The details of your admission are:

1. Subject: _____
2. Faculty: _____
3. Supervisor: _____
4. Co-Supervisor: _____
5. Date of Registration: _____
6. Period of Registration: from _____ to _____.

Please note that your admission will be governed by the Savitribai Phule Pune University rules for the Degree of Doctor of Philosophy (Ph.D.) with effect from 11th July, 2009.

Please also note you will have to pay the fees prescribed as per the following schedule:

The first installment will have to be paid within a month from the date on which your admission is confirmed.
The successive installments will have to be paid within a month from the date of completion of each year. In

case of failure to pay the prescribed fees as per the schedule mentioned, a late fee of Rs. 100/- for Indian scholars & Rs.500/- for foreign scholars per month from the due date of payment shall be charged.

Thanking you

Yours faithfully

Director, MITAOE, Alandi, Pune

Copy to:

1. The Dy. Registrar (Ph.D. Unit), Savitribai Phule Pune University, Pune 411 007.
2. The Research Supervisor: Prof./Dr.

3. The co-supervisor: Prof./Dr.

.....

