



# Doctor of Philosophy

Amendment made as per approval  
of the Academic Council held on 13 December 2023



(स्थापना / Established in 1956)  
बेहतर भविष्य के लिए क्षमता निर्माण  
Capacity Building for a Better Future

## INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES

[Deemed to be University]

Deonar, Mumbai 400 088. <http://iipsindia.ac.in>

**Draft regulations for the award of PhD Degree, International Institute for Population Sciences, Mumbai, India, December 2023**

S. No.	Content Item	As per UGC Regulations 2022
1.	Eligibility criteria for admission to the Ph.D. Programme	<p>The following are eligible for the PhD programme at IIPS</p> <p>(1) Candidates who have completed</p> <p>A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed</p> <p>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.</p> <p>A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.</p> <p>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/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section</p>

		<p>(EWS) and other categories of candidates as per the decision of the UGC from time to time.</p> <p>(2) Candidates who have completed the M.Phil. programme 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 educational institutions, shall be eligible for admission to the Ph.D. programme.</p> <p>A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.</p>
2.	Duration of the programme	<p>(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.</p> <p>(2) A maximum of an additional two (2) years can be given through a process of re-registration as per the Statute/Ordinance of the Institute; 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.</p> <p>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</p>

		<p>cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.</p> <p>(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.</p> <p>(4) A sick leave to a maximum of 90 days in the entire duration of the Ph.D. programme may be provided to PhD scholars subject to sufficient documentary evidence/medical certificate from a competent authority.</p> <p>Re-registration (academic extension without fellowship) guidelines:</p> <p>(1) PhD scholars, who are not able to complete their thesis within 6 years from the date of admission to the Ph.D. programme, will have to seek re-registration (academic extension without fellowship) for additional duration (maximum period of 2 years) preferably on or before the last date of regular duration. Female/differently-abled scholars will have to seek further extension, immediately after the lapse of first 2 years (maximum additional duration of 2 years).</p> <p>(2) If the PhD scholar did not request for re-registration within the stipulated time, his/her admission stands cancelled.</p> <p>(3) PhD scholar must submit his/her thesis within the stipulated time mentioned in the re-registration order by making an application and paying a re-registration fee of Rs 32,450 excluding other fees and clear all other dues/fees, if any, till the date of submission of final thesis.</p>
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		(4) Duration of the fellowships shall be as per the duration prescribed by the sponsor of the fellowships.
3.	Procedure for admission	<p>(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 Central/State Government from time to time.</p> <p>(2) Admission to the Ph.D. programme shall be made using the following methods:</p> <p>i. All candidates shall be admitted through an Entrance Test conducted by the Institute. The Entrance Test syllabus shall consist of 50% of research methodology, and 50% from Population Studies/Demography.</p> <p>ii. Candidates who have secured 50% marks in the entrance test are eligible to be called for the interview.</p> <p>iii. A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category/Economically Weaker Section (EWS), and other categories of candidates as per the decision of the UGC from time to time.</p> <p>iv. Institute may decide the number of eligible candidates to be called for an interview based on the number of Ph.D. seats available.</p> <p>v. 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 shall be given.</p> <p>vi. The interview panel shall include an academic expert from outside the Institute.</p> <p>(3)</p> <p>i. The Institute shall notify a prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available</p>

		<p>seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates.</p> <p>ii. The Institute shall adhere to the National/State-level reservation policy, as applicable.</p> <p>(4) The Institute shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), 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.</p>
4.	Allocation of research supervisor	<p>Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.</p> <p>(1) Permanent faculty members working as Professor/Associate Professor of the Institute with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in the Institute with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the Institute. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.</p> <p>Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.</p> <p>(2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Institute may be appointed.</p>

		<p>(3) 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.</p> <p>(4) 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 Institute/Supervisor by any funding agency. Such scholar shall, however, give due credit to the Institute and the supervisor for the part of research already undertaken.</p> <p>(5) Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.</p>
5.	Admission of international students in the PhD programme	<p>(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 4.3 above.</p> <p>(2) The Institute may decide its own 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.</p>
6.	Total number of PhD scholars under a supervisor/co-supervisor	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 4.3 and clause 5.1.
7.	Course work	Credit requirements, number, duration, syllabus, minimum standards for completion, etc.

	<p>(1) The Credit requirement for the Ph.D. coursework is a minimum of 20 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.</p> <p>(2) 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.</p> <p>(3) A Ph.D. scholar must obtain a minimum of 55% marks or B+ in the course work to be eligible to continue in the programme and submit his or her thesis.</p> <p>(4) Course work is mandatory and no course work exemption will be granted under any circumstances. All PhD scholars admitted from 2024 batch onwards will have to complete the course work in the first two semesters. Any scholar who fails to complete the course work with in first two semesters will have to leave the PhD programme.</p> <p>(5) Course work is also mandatory for PhD scholars with an M.Phil. degree.</p> <p>(5) Only regular and supplementary exams will be conducted for the students to clear the course work. There will not be any provision for improvement or special supplementary exams.</p> <p>(6) A PhD scholar must attend a minimum 75% of the total lectures during the coursework.</p>
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		(7) The results and grade sheet will only show Pass/fail.
8.	Research advisory committee and its functions	<p>(1) There shall be a Research Advisory Committee as defined in the Statutes/Ordinances of the Institute concerned for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:</p> <ul style="list-style-type: none"> <li>i. To review the research proposal and finalize the topic of research.</li> <li>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.</li> <li>iii. To periodically review and assist in the progress of the research work of the PhD scholar.</li> </ul> <p>(2) Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Institute. A copy of such recommendations shall also be provided to the Ph.D. scholar.</p> <p>(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.</p>
9.	Evaluation and Assessment Methods, minimum standards/credits for award of the degree	(1) Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Regulation 7 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.

		<p>(2) Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the Research Advisory Committee, which shall also be open to all faculty members and other research scholars/students.</p> <p>(3) The Institute's library and information officer (LIO) shall check the draft PhD thesis with software applications for plagiarism in the research work. The research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree at the Institute.</p> <p>(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, (b) a certificate from the Institute's LIO and (c) 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.</p> <p>(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 Institute. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/research scholars, and students. Institute may formulate appropriate rules/ordinances to effect the provisions of this Regulations.</p> <p>(6) A PhD scholar shall present two papers from his/her thesis in national/international conferences/seminars</p>
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		<p>organized outside the Institute (presentations in Institute's organized conferences/seminars will not be considered) for being eligible for the viva-voce exam.</p> <p>(7) In addition to clause 9.6, a PhD scholar shall (a) publish one paper from his/her PhD thesis in reputed peer-reviewed national/international journals and (b) submit one paper from his/her PhD thesis for publication in reputed peer-reviewed national/international journals.</p> <p>(8) The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the Institute shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.</p> <p>(9) The Institute concerned shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.</p>
10.	PhD through part-time mode	<p>(1) Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in these Regulations are fulfilled.</p> <p>(2) Candidates having a minimum of five (5) years of work experience post their highest academic degree shall be eligible to apply.</p>

		<p>(3) Course work is mandatory and no course work exemption will be granted under any circumstances.</p> <p>(4) The Institute 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:</p> <ul style="list-style-type: none"> <li>i. The candidate is permitted to pursue studies on a part-time basis.</li> <li>ii. His/her official duties permit him/her to devote sufficient time for research.</li> <li>iii. He/she will be relieved from the duty to complete the course work.</li> </ul> <p>(5) The Institute shall not conduct Ph.D. programmes through distance and/or online mode.</p> <p>(6) Admission procedure for PhD through part-time mode will be same as described in section 3.</p>
11.	Issuing a provisional certificate	Prior to the actual award of the Ph.D. degree, the Institute shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.
12.	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.
13.	Depository with INFLIBNET	Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the Institute shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, for hosting he same so as to make it accessible to all the Higher Educational Institutions and research institutions.

### Referee's Evaluation Report on Ph.D. Thesis

Name of the  
Candidate:

Title of Thesis :

Name of Referee &  
Address :

#### SECTION A (Referee's Overall Recommendation)

	Recommendation of the Referee	Mark (✓) in the appropriate box
(a)	The thesis be accepted in present form.	
(b)	The thesis be accepted after clarification of the minor points listed in my report, at the time of viva-voce.	
(c)	The thesis be accepted after minor modifications in the thesis, as suggested in my report. The thesis need not be referred to an external referee again.	
(d)	The thesis requires major revisions. The nature of the revisions are indicated in my report. It is recommended that the revised thesis be examined again by an external referee.	
(e)	The thesis is rejected.	

**Section B (Referee's Detailed Comments) :** Please provide the following as an attachment.

1. General comments on the thesis, including a critical survey and evaluation of the quality and quantity of the work reported in thesis.
2. Points which require clarification, and suggested amendments or revisions (if any).
3. Questions to be asked at the time of the viva voce.

Date: \_\_\_\_\_

Referee's Signature: \_\_\_\_\_

**SECTION B**  
**(Referee's Detailed Comments)**

**Name of the Candidate :**

**Referee's Name :**

**Detailed Comments :**

Referee's Signature: \_\_\_\_\_

*(Please provide your signature on each additional sheets)*

**(CONFIDENTIAL)**

**(To be sent in a separate pdf file)**

**Section C will only be shared with the Controller of Examinations as a guideline for recommending the thesis work of the student for the Institute's P.N. Mari Bhat award for best PhD Thesis.**

**Name of the Candidate:**

**Title of the Thesis:**

**Referee's name & address:**

**Evaluation for award of " P.N. Mari Bhat award for best Ph.D. Research"**

Evaluation parameter	Evaluation scale (10-1)
Originality/Novelty	
Methodological rigor	
Quality of thesis presentation	
Management of citations and references/bibliography	
Any other	
Total Points	

**Date:**

**Referee's Signature:**