



Avinashilingam

Institute for Home Science and Higher Education for Women

University

(Estd. u/s 3 of UGC Act 1956)

Coimbatore - 641 043, Tamil Nadu, India

(Deemed University under Category 'A' by MHRD)

Re-accredited with 'A' Grade by NAAC

Prospectus for Ph.D. Programme Exclusively for Women

Chartered Accountants (CA) of ICAI

Regulations with effect from June, 2014

Phone : 0422-2440241 / 2435550 ★ **Fax:** 0422-2438786 / 2441252

E-mail : vc@avinuity.ac.in / registrar@avinuity.ac.in

URL : <http://www.avinuity.ac.in>

Vision

Self development and empowerment of women through modern, scientific and value based education to enable them to lead a purposeful life filled with moral and spiritual values

Mission

To provide quality education of global standards on a strong foundation of Indian values and traditions to women students based on current advances in science, technology and societal demands with emphasis on commitment to social progress, peace, harmony and national integration.



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Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore, was established as an aided college by the great patriot and educationist PadmaBhushan, Pasmashri Dr. T.S. Avinashilingam Chettiar under the auspices of the Avinashilingam Education Trust in 1957 with 45 women students. This institute is the dream-child of Dr. T.S. Avinashilingam, illustrious educationist and veteran freedom fighter from the city of Tirupur in Tamilnadu. “Ayya” (Father), as he was reverentially addressed, served both as a **Member of Parliament** and as the **First Minister of Education** in the Composite Madras Presidency (now Tamilnadu) after Independence. This eminent Gandhian envisaged an institute of higher education to **uplift and empower women**, especially those belonging to the deprived sections of the society and to prepare them for meaningful service to their homes, community and the nation.

Under the dynamic leadership of Dr. Rajammal P. Devadas, a world renowned nutritionist who's every breath had been expended in research and higher education. During her period she played an imperative role through contribution to **welfare programmes, community rehabilitation and research**. The outstanding contributions made by Dr. Devadas to nutrition which is of regional and global significance won her the prestigious **International Nutrition Award of 2001** from the International Congress of Nutrition at Vienna, Austria. Besides these awards, Dr. Devadas's eminence had been recognized by the Conferment of Honorary Degrees by various National and International Universities.

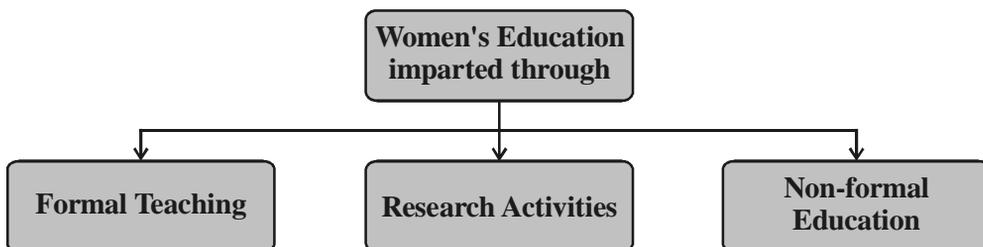
The saga of excellence and legacy created by the visionaries have been carefully nurtured and carried forward by the team of devoted functionaries. Presently, **Dr. T.S.K. Meenakshisundaram** is the **Chancellor** and **Dr. Sheela Ramachandran** is the **Vice Chancellor**, who are carrying forward the transformative vision to place the university at the zenith.

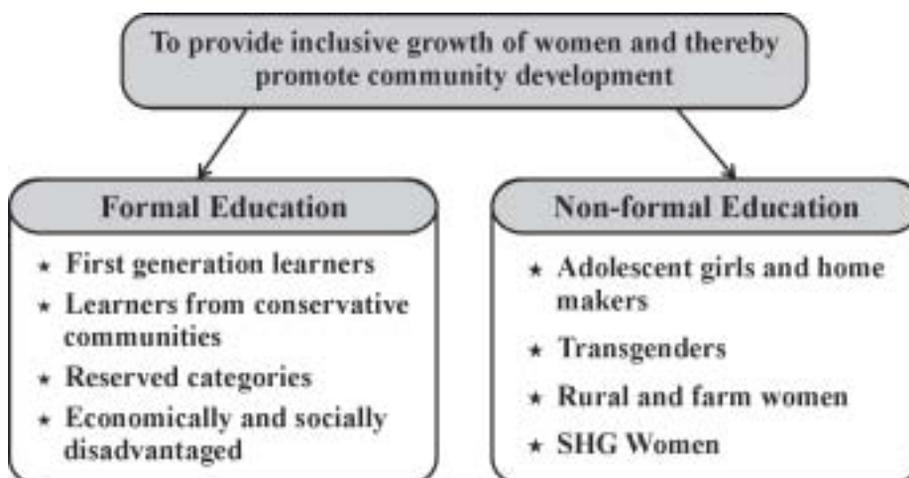
It is now the largest Institution in the country to impart quality education for women at all levels. The University follows the educational ideals of Sri Ramakrishna, Holy Mother Sri Saradamani Devi, Swami Vivekananda and Mahatma Gandhi and upholds a life of purity, discipline and service.

From time immemorial, the University's activities have demonstrated

- Academic Excellence
- Vitality of Culture and Values
- Social Relevance

The institute's educational process is to produce respectful, peaceful, honest and responsible people, through an ethos, a culture, an environment within the institute, in which respect, peace, honesty and responsibility are the hallmark of how the university organises itself into. The university focuses on empowering women, particularly the underprivileged, student youth, non-student youth and non-student women, community and societal development, especially the rural people and the tribes etc. The University has a student population of **6457 students** hailing from different parts of the country. Nearly 60% of the students are **first generation learners** and from **rural segment** portrays the commitment of the institution in developing better citizens for the nation. The following charts demonstrate the different modes of imparting knowledge -





Academic Departments and Programmes

The Avinashilingam Institute for Home Science and Higher Education for Women offers academic programmes in several disciplines from Undergraduate Degree to Doctoral Degree through its seven faculties comprising of 40 departments and three centres. The list of faculties and departments are given below :

List of faculties	Departments
Faculty of Home Science	Resource Management Food Service Management & Dietetics Food Science and Nutrition Textiles and Clothing Human Development Home Science Extension Education Life Long Learning and Extension
Faculty of Science	Biochemistry, Biotechnology & Bioinformatics Chemistry Physics Mathematics Botany Zoology Computer Science Psychology

List of faculties	Departments
Faculty of Humanities	Economics Tamil English Hindi French Music
Faculty of Business Administration	Avinashilingam School of Management Technology Commerce Tourism Management
Faculty of Education	Education Physical Education Special Education
Faculty of Community Education & Entrepreneurship Development	Information Technology Visual Communication Physician Assistant Emergency and Trauma Care Management
Faculty of Engineering	Computer Science & Engineering Information Technology Electrical & Electronics Engineering Electronics & Communication Engineering Biomedical Instrumentation Engineering Printing Technology Food Processing & Preservation Technology Civil Engineering Science and Humanities

The University translates its vision through quality teaching, innovative research and appropriate applications of knowledge through extension, outreach and consultancy efforts ensuring quality sustenance and quality enhancement through vigilant monitoring and assessment of the current needs of stakeholders and the community.

Dynamic Curriculum

- ICT being the focus of higher education, the course contents are framed facilitate the same. Computer Applications is being offered as a mandatory ancillary paper since 1996.
- Under CBCS (Choice Based Credit System) pattern all undergraduates undergo compulsory experiential learning to earn the required credits.
- Communication Skills, Soft Skills and Life Skills for all students.
- Add on courses and certificate courses are added attraction. To ensure all round development of the students, 44 value added courses are offered under the UG programmes. All courses have some in-built components on women's issues in the curriculum.
- NSS (National Service Scheme) / NCC (National Cadet Corps) and CSS (Community Social Service) being the mandatory extra-curricular components for all students at the UG and PG levels respectively create social awareness and sensitize them to participate in Nation building activities.
- The University offers innovative programmes such as Bio-textiles, Biotechnology, Biomedical Instrumentation, VLSI Design, Medical Electronics, Emergency and Trauma Care Management, Physician Assistant, Tourism and the like which is reflective of the global trends are incorporated in the curriculum.

Faculty

The faculty acts as facilitators in the knowledge enhancing process and the impact is that the students have come up with path-breaking abilities that have won them accolades along with an entrepreneurship mindset. The faculty strives to increase global competencies and expand learning beyond the walls of physical classrooms. Students are trained to explore, think, innovate and redefine conventional knowledge.

Research

The University promotes research collaborations with national and international agencies. Currently there are 4 international and 19 national level collaborations signed for research and development activities with funds from agencies like **UGC, AICTE, DST, DBT, DRDO, SAP, FIST, CSO, TNSCST, AVRDC, Heinz India and NGOs.**

Student Support and Progression

The Women's Studies Centre, Gandhian Studies Centre, Dr. Ambedkar Studies Centre, Equal Opportunity Cell provide opportunities for the students in enhancing their co-curricular and extracurricular activities.

All the faculty members participate in the academic and personal mentoring of the students. The Placement cell, EDP Cell and Tie-up with National Entrepreneurship Network promotes the employability of the students. The alumni association helps to develop industrial linkages. Feedbacks are obtained from the students, faculty and employers and are used to make suitable changes in various areas of campus life.

Awards, Recognition and Accolades

The recent and noteworthy accolades of the University :

- MHRD has placed the University in **Category A** during **October 2012**
- The University has been re-accredited by NAAC with **A Grade** during **July 2013** in its 3rd re-accreditation Cycle.
- Planning Commission invited the University as a part of **top 100 Universities / Institutions** of Higher Education having High Research Capacity for a National Policy Dialogue on University Ranking, Research, Evaluation and Research Funding on **23rd May 2013**.
- The University has received the Obama Singh 21st Century Knowledge Initiative award of \$ 250,000 during the second round.

The University has gone wireless to teach, research, serve the community and to govern better. It has given emphasis for student centred learning through CBCS and has high-tech infrastructure, enabling teachers to use best technology practices. ICT has been used to make education accessible to all and reach out to remote sections. Creating new knowledge, acquiring new capabilities and producing an intelligent human resource pool through indepth teaching, research and extension have been the University's aims in the past, present and future days to come. The university stays rooted in ancient Indian culture, values and secularism.

Ph.D. Regulations Exclusively for Women Chartered Accountants of ICAI

1. Preamble

The Doctor of Philosophy (Ph.D.) degree programme in Commerce is designed to provide a candidate an opportunity to obtain the expertise through intensive research. The degree which is approved by board of examiners is awarded to a candidate on the basis of original and wide ardent research in any particular discipline or inter - discipline that makes a contribution to the advancement of knowledge.

2. Eligibility

Any woman candidate with the Chartered Accountancy qualification (CA) with any **basic graduation degree** from any recognized University and with the Professional Qualification from Institute of Chartered Accountants of India (ICAI), New Delhi is eligible to apply for the Ph.D. Programme in Commerce. (The Chartered Accountancy qualification is treated at par with post graduate degree in Commerce).

3. Registration for the Ph.D. Programme

There shall be the following categories registered for the Ph.D. Programme:

- i) Full - Time Research Scholar
- ii) Part - Time Research Scholar

The candidates applying to any of the above categories may register in the Department of Commerce of the University.

3.1. Full-Time

Research scholars within this category are those who pursue their full time doctoral research under the guidance of a research supervisor in Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore.

3.2. Part - Time

Research scholars within this category are those who are presently employed on regular basis in the well recognized Corporate Sectors/Institutions and may pursue their doctoral research under the guidance of a research Supervisor in Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore on part-time basis.

4. Duration of Research

The duration of research for the two categories of Research scholars is given in the table below:

Categories	Basic Graduation Degree Plus CA (Chartered Accountancy)	
	Minimum	Maximum
Full time	3 Years	5 Years
Part time	4 Years	6 Years

Maximum period of break on medical grounds or extraordinary grounds should not exceed one year within the maximum study period.

5. Application for Provisional Registration

A candidate applying for provisional registration shall furnish all the information in the form prescribed together with the fee.

Every applicant who satisfies all the conditions and procedures prescribed by the University shall be provisionally registered for the Ph.D. programme in Commerce.

Registration for the Ph.D. programme must be done by the candidate within **TWO MONTHS** after getting the permission from the University. A delay by **SIX MONTHS** for registration can be accepted with a penal fee of ₹ 3000/- and reasons for the delay must be submitted. After six months from the date of permission, if the candidate fails to apply for provisional registration, she should not be allowed to pursue the research.

For inter-disciplinary research the proposal should be submitted in the prescribed format (**Appendix A**) duly approved by the doctoral committee along with the minutes and forwarded by the supervisor and Head of the Department concerned.

6. Mode of Application

The candidates desirous of registering for the Ph.D. programme in Commerce shall apply in the prescribed application form downloaded from the University website or can apply in the prescribed application form issued from the University Office/ or ICAI web portal and duly filled in application along with photocopy of the necessary documents to be submitted before the due date as indicated in the notification issued from time to time.

6.1. Admission

The Ph.D. admission for full-time and part-time scholars will be conducted **once in an academic year in the month of August**. The filled in applications should reach the office on or before 10th July of every academic year.

Incomplete application in any respect shall be summarily rejected without any intimation to the candidate.

The applications of the eligible candidates shall be processed by a committee constituted by the Vice Chancellor for the purpose of selection. Admission is subject not only upon academic record but also taking into account the predetermined strength approved by the Academic Council, from time to time.

The Selection shall be based on both written test and interview. The written test comprises of 200 objective type questions for 50 marks to examine the research aptitude, grasp of the subject and intellectual ability of the candidate.

Written Test Pattern (In Person or Online Written Examination)

Sl.No.	Subjects	No. of Questions	Marks
01.	Business Statistics and Mathematics	40	0.25 For each questions
02.	Accountancy	40	0.25 For each questions
03.	Taxation	40	0.25 For each questions
04.	Research Methodology	40	0.25 For each questions
05.	Auditing	40	0.25 For each questions
	TOTAL	200	50 Marks

The interview shall be conducted for 50 marks. After the interview process the selection will be based on the decision of the sub-committee formed for this purpose consisting of seven members, four from the University, three members from ICAI and the Vice-Chancellor of Avinashilingam Institute for Home Science and Higher Education for Women will be the Chair Person. The sub - committee will look into the matters related to the programme.

Criteria for selection will be based on the following

- **Experience in Industry/Service**
- **Publications in Journals**
- **Awards and Recognitions**
- **Preference to elder persons, by age**

6.2. Research Areas

The candidates can opt for any one of the following research areas:

- Finance
- Accounting
- Taxation
- Business Law
- Economics
- Corporate Governance
- Management

7. Supervisor for Research

Every scholar registered for the Ph.D. programme shall work under the continuous supervision of a recognized supervisor of Department of Commerce, Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore.

The University in consultation with ICAI will recognize the external guides as co-guides and the faculty from our university will be supervisors, with whom the candidates may register. The Research Advisory Committee of the University will scrutinize the application of the external co-guides and give its recommendations to the Academic Council.

Any Chartered Accountant having minimum 15 years of experience as a Practitioner/Chartered Accountant (CA) in employment either in the government institutions or leading private sectors is eligible to sponsor and he/she can be a member of Advisory Committee of the University. In case of sponsored candidates there can be a co-guide with Ph.D. qualification and the co-guide should be identified from reputed Institutions / University.

A supervisor shall not guide her immediate or close relative and to this effect she shall furnish a declaration. A supervisor shall not be permitted to register candidates for Ph.D. in the last two years of her service. Recognized co - guide shall be approved for NRI candidates by the University to monitor the progress of the thesis.

7.1. Qualification and Recognition for Guide/Supervisor and for co-guide

A person who is in permanent employment may be recognized as a supervisor for guiding scholars leading to the award of the Ph.D. degree in Commerce in any faculty provided she possesses the following:

- A Ph.D. degree in Commerce of this University or of any other University recognized by the Board of Management as equivalent thereto.
- Guidelines for recognition of Ph.D. guideship approved in the Academic Council.

7.1.1. The allocation of the supervisor for a selected candidate will be decided by the subcommittee.

7.1.2. The Department Research Committee (DRC) should certify to the effect that the selected topic for research is not a repetition of the earlier research work.

7.1.3. Emeritus Scientists/National Fellow recognized by the University may be permitted to guide Ph.D. programme.

7.2. Number of candidates under a supervisor

The total number of candidates who can be registered for the Ph.D. programme in Commerce, both full-time and part-time under a supervisor, at any point of time shall be decided by Advisory Committee based on the infrastructure and availability of the supervisor working in the University departments.

7.3. Change of supervisors and transfer of scholars

Transfer of Ph.D. scholars from one supervisor to another supervisor can be accepted with mutual willingness given by both the present and proposed supervisors.

In the case of change of supervisor if the transfer of candidates is proposed without the consent of any one of the parties concerned, the matter shall be referred to the Vice Chancellor, whose decision shall be final.

The supervisors who wish to avail leave / lien / deputation beyond a period of SIX MONTHS shall nominate a co-guide in the concerned subject for the candidates registered with them and the fact may be intimated to the University well in advance.

7.4. Withdrawal of recognition

If a supervisor is found to involve in plagiarism, moral turpitude, fraudulent academic accomplishments and other activities prejudicial to the reputation of the University, etc., her guideship will be summarily withdrawn without assigning any reason thereof.

8. Cancellation of the Ph.D. Registration

The registration of a scholar who has exceeded the maximum period stipulated for the programme shall stand cancelled automatically.

The registration is liable for cancellation administratively by the Registrar, if

- The scholar has not paid the semester fees within the stipulated time.
- The Research Scholars must complete the course requirements normally within a period of one or one and half years in order to pursue for the Ph. D. programme.
- The Registration shall be confirmed only after the completion of the course work. The failure to complete the course work within the stipulated period shall entail automatic cancellation of registration.
- Two consecutive six month progress reports are not submitted or not satisfactory.
- The performance is not satisfactory to the Doctoral Committee and accordingly recommended for cancellation.
- The scholar wishes to withdraw the programme and requests to cancel her registration.
- Submission of thesis beyond six months from the date of approval of Synopsis by the Doctoral Committee.
- The act of plagiarism is involved in the thesis.
- Contact of thesis examiners by the scholar regarding thesis evaluation.
- Any violation of the rules and regulations of Ph.D. Programme in Commerce.

In all the above cases of cancellation, the fees paid by the scholar shall not be refunded.

9. Doctoral Committee

- There shall be a Doctoral Committee for every scholar to monitor the progress of Research Work.
- The Doctoral Committee will be flexible. The course works will be decided by the Doctoral Committee and the first meeting to be held within three months of provisional registration on the level of knowledge of the scholars in the area of research.
- Every year the candidates have to attend one Doctoral Committee meeting.

The scholars must submit annual progress report to the university through the Doctoral Committee until they submit the synopsis of the thesis. (**Appendix - C**)

Doctoral Committee Slab

Sl.No.	Full - Time		Part - Time	
	Doctoral Committee (DC)	Periods	Doctoral Committee (DC)	Periods
01	First DC Meeting	6 Months	First DC Meeting	6 Months
02.	Second DC Meeting	12 Months	Second DC Meeting	18 Months
03.	Third DC Meeting	18 Months	Third DC Meeting	36 Months

Functions of Doctoral Committee is appended in **Appendix - B**

10. Attendance Requirements and Course Work for PH.D. Scholars

For Part - I Examinations :

Candidates who are registered for *Full - Time* Ph.D. programme should have minimum of 80 per cent attendance for writing the Part – I Examinations

- *For Part-Time Candidates - The candidates are required to have 15 days of attendance in the first year. It could be either together or according to the convenience of the candidates and minimum of five days attendance is must at any time. Supervisor should certify in this regard.*

For Part - II Thesis :

Full - Time : The scholars are required to have minimum of 80 per cent of attendance in each semester. The scholars are required to have minimum of 60 contact days in each year under research supervisor.

Part - Time : The scholars are required to have minimum of 30 contact days in each year of her Ph.D. programme directly under research supervisor in three/four spells. The part - time scholars should meet their Supervisors at least once in three months. Supervisor should certify in this regard.

- *For Part – II Thesis - The candidates are required to have 10 days of attendance after part I examinations either together or according to the convenience of the candidates and minimum of five days attendance is must at any time.*

10.1. Submission of Report/Review

The scholar should present her research work in the Doctoral committee at least once in a year held in the University. The candidate should present her annual progress report before the committee and carry out the suggestions or remarks of the committee in relation to her research work.

The research scholar must maintain a record or diary of work done which shall contain the details of work assigned and discussed etc., and the same shall be attested by the supervisor. The record note book/ diary shall be presented at the time of annual review of the progress of the research by the doctoral committee.

Foreign Scholars (other than Indian candidates) are required to have minimum of 15 continuous days in each year of her Ph.D. programme and present her annual report in the doctoral committee before submission of the synopsis. Foreign scholars have to identify the co-guide in her country and be approved by the doctoral committee and the head of the respective Institution. Foreign candidates sponsored by their employers shall be considered only if they obtain study leave for the period of two years.

11. Examination and Evaluation

11.1. Written Examination - As a pre - requisite for doing Ph.D. programme, the candidates have to complete three papers

Paper - I : Research Methodology

Paper - II : General Paper opted by the candidate within the list provided by ICAI

Paper - III : Thesis paper – Pertaining to the area of specialization chosen by the candidate under the guide

For each course, 60% of marks would be allotted for the continuous internal evaluation/assessment (CIA) and the remaining 40% would be allotted for the comprehensive examination.

The following components shall be adopted for CIA		
I	Two Tests (2 x 10)	20 Marks
II	Two Assignments (2 x 10)	20 Marks
III	Two Seminars (2 x 10)	20 Marks
TOTAL		60 Marks

- **If the candidates have already completed any post qualification courses offered by the ICAI it would be recognized and considered for relaxation in the part ñ I examinations of paper ñ II.**

The duration of examination and the maximum marks for each written paper shall be 3 hours and 100 marks respectively.

11.2. Passing Minimum

The requirement for a candidate to be declared successful in the Ph. D. degree examination shall be as follows:

A minimum of 50 per cent in each of the written papers and dissertation, in both internal and external assessments. The candidate who does not satisfy the above condition shall be declared as *'failed'* in the particular paper(s) or dissertation under Part - II. The results thus obtained shall also be classified.

A candidate shall be declared to have qualified for the Ph.D. degree if she has passed all the written papers (Part – I) and successfully completed her research work. The results thus obtained shall also be classified.

11.3. Restriction in number of chances

No candidate shall be permitted to reappear for the written papers more than twice (Two occasions) or to re-submit a dissertation more than once.

11.4. Part - II: Submission of synopsis and thesis

Each candidate shall be required to choose a research problem under a guide and submit the thesis incorporating the results of her investigation carried out under the guidance of her supervisor.

11.5. Submission of synopsis

Not less than **THREE** months before the submission of the thesis, every candidate shall submit to the University, a synopsis (**THREE COPIES**) of the proposed thesis together with the certificate of the doctoral committee vide (**Appendix - B**) through the Supervisor and the Convener of the Doctoral Committee wherever pertinent stating the title of the thesis to be presented in the prescribed application form along with

the prescribed fee. The candidate shall inform the probable date of submission of her thesis in the application. The synopsis shall be submitted both in the form of hard and soft copy in CD. The hard copy should not exceed 10 type written or printed pages (one side only of A4 size). Before the submission of the synopsis, the candidate should present a pre-synopsis on her data for the Ph.D. thesis and the Doctoral Committee should send a suitability report of the same while forwarding the synopsis. Not later than **SIX MONTHS** after the submission of the synopsis and after the expiry of the minimum period of research prescribed, every candidate shall submit prescribed application and **THREE COPIES** of thesis embodying the results of the research carried out by her along with the prescribed application and fee. In addition, the thesis shall also be submitted in the form of soft copy in PDF format in a CD.

The synopsis should include the following components:

- a) Title of the Thesis
- b) Brief description on the state of the art of the research topic
- c) Definition of the problem
- d) Objectives and scope of research work
- e) Methodology
- f) Original contributions
- g) Paper published
- h) Conclusion
- i) References

11.6. Submission of thesis

The candidate shall publish two research papers in refereed journals before the submission of thesis and should produce evidence for the same in the form of acceptance letter or reprint while submitting the thesis.

The title page of the thesis, cover, format, etc., should strictly conform to the format of presentation as prescribed (**Appendix - D**) and the thesis (all copies) should carry a declaration by the candidate (**Appendix - E₁**) and certificate (**Appendix - E₂**) duly signed and issued by the Supervisor. The thesis should NOT be hard bound and it should have a thin and flexible cover.

No candidate shall ordinarily be permitted to submit the thesis after a period of **FIVE YEARS in the case of full - time research scholars and SIX YEARS in the**

case of part - time research scholars; provided that the University may grant extension of time for not more than **TWO YEARS** in all, to the candidates for valid reasons and on the recommendations of her supervisor. The registration of a candidate, who is not able to submit her thesis even after the grant of extension of **TWO YEARS**, stands cancelled. The Ph.D. thesis/synopsis should be written in English.

Guidelines for Thesis Writing

Particulars	Format
Word Processing	Correct spelling and punctuation and presented in a consistent, structured format.
Basic Format and Guidelines :	
Number of Copies	Three
Paper and Size	Good quality, excel bond, Unlined - 8½ x 11½
Margins	3 Top 1.4 ½ Header 1.3 Bottom 1.1 ½ Footer 1.1 (Margin justified for Sciences: (Unjustified for the languages)
Spacing Style/Size Pagination	1.5, Arial 10 pts, Numbered – Top Right Hand Title Page is counted as page i, ii, iii...viii like that for all title pages including Abstract. Main body of the text – with Arabic number 1. All subsequent page through the vita are numbered with consecutive Arabic number.
Preliminary Documents: Abstract	Abstract should not exceed 350 words. The title on the title page must match the title of the finished dissertation.
Thesis shall not exceed 250 pages including tables, bibliography, plates, illustrations and appendices.	

No candidate shall ordinarily be granted extension of time to submit her thesis for more than two years after the prescribed minimum period of research work. The candidates shall pay the prescribed penalty **for every six month as decided by University authorities** up to a period of two years to get extension of time for submission of thesis after the duration period.

Other Guidelines Applicable to all Ph.D. Candidates

1. Re - registration

A candidate who has not submitted the thesis at the end of the prescribed period may choose to re- register under the same supervisor in the same topic with the prescribed fee in continuation of the date of expiry of the maximum period as prescribed. In such instances, the re-registered candidate shall be permitted to submit her thesis after a period of **ONE YEAR** but not later than **TWO YEARS**.

For re-registered candidates with change of supervisor and or area of research the required period would be similar to that of freshly registered candidates.

2. Adjudication of the Ph.D. Thesis

2.1. Panel of Examiners

After the submission of synopsis/thesis, the supervisor is advised to submit the panel of Examiners for the candidate in consultation with the other members of the Doctoral Committee in a sealed cover to the Controller of Examinations in the prescribed format. (**Appendix - F**). In case, the supervisor fails to provide the list of Examiners even after TWO monthly reminders, then the concerned Head of the Department may be requested to provide the list of Examiners. If the supervisor happens to be the Head of the Department, the panel of examiners shall be obtained from the Chairman of the Board of Research Studies in consultation with the specialist in that field.

2.2. Board of Examiners

Vice-Chancellor may appoint a Board of Examiners for evaluation of the thesis consisting of the Supervisor as Convener and two other External Examiners i.e. one from India and one from outside India (Foreign Examiner) from the panel suggested by the supervisor. The new examiners may also be identified without consulting the Supervisor.

However, thesis can be sent for evaluation to the second Indian Examiner provided if all the six Foreign Examiners in the panel failed to send the comments on the Thesis within a reasonable time schedule. No close or immediate relative of the candidate/ supervisor should be appointed to act as an examiner.

2.3. Evaluation of thesis

- The Thesis shall be referred to two examiners (one from India and another from abroad) nominated by the Vice-Chancellor from the panel of examiners recommended by the Doctoral Committee. The Vice-Chancellor, if deems it necessary, may also nominate the examiners from outside the panel.

- Controller of Examinations shall take appropriate steps to receive the reports from the examiners as quickly as possible. The examiners shall send their willingness to evaluate the thesis within one month from the date of receipt of the Synopsis. Two reminders of two weeks span can be sent. Beyond that alternate examiner will be appointed.
- The examiners shall send their evaluation report in the prescribed format within two months from the date of receipt of the thesis.

The examiner shall include in their report an overall assessment placing the thesis in any one of the following categories:

- Recommend the acceptance of the thesis in the present form and further based on the standard attained, classify the work as **COMMENDED or NOT COMMENDED**.
- Recommend the acceptance of the thesis. However, the scholar shall incorporate the corrections indicated in the detailed report and place the corrected copy to the Oral Examination Board but the corrected thesis need not be sent to the examiner.
- Defer the recommendation at this stage and the scholar shall incorporate the suggested modifications in the thesis and the corrected thesis along with the scholar's clarifications shall be sent to the respective examiner.
- Reject the thesis for the reasons set out in the detailed report.
- The examiner shall also enclose a detailed report indicating the standard attained, the nature of revision and specific reasons.
- If both the examiners recommend for the award of the degree, thesis shall be provisionally accepted. Any minor revision, modification, etc., suggested by the examiners shall be carried out before the Oral Examination Board.
- If any examiner recommends revision in the thesis, the scholar shall be permitted only once to revise and resubmit the thesis within six months, and the revised thesis shall be referred to the same examiner only in the situation such as
 - i. When the examiner recommends new experiments and major modification involving new methodology
 - ii. The examiner insists the University to send the thesis back to the same examiner after revision for offering her final recommendation on the thesis which shall be only either for recommendation for the award or for rejection.
- If one examiner recommends the award of the degree while the other recommends rejection, then the thesis shall be referred to the third examiner to be nominated by the Vice Chancellor. If two of the three examiners recommend the award, the

thesis shall be provisionally accepted. If two of the examiners recommend rejection, the thesis shall be rejected and the registration of the scholar shall stand cancelled.

- In case, the examiner does not insist to send the thesis back to her, the thesis shall be referred to the Doctoral Committee to ascertain the corrections carried out in the thesis as suggested by the examiners.
- Individual cases, not covered by the above Clauses shall be referred to the Vice Chancellor. If deemed fit, the Vice Chancellor shall refer to the Research Advisory Committee which in turn shall refer to the Board of Management, for necessary action.

2.4. Resubmission of the thesis

A candidate whose thesis has not been commended for the award of the degree may be permitted to re-submit it on a second occasion within a period of ONE YEAR from the date of declaration of the results with a specific statement from the candidate and the supervisor about the additional research work conducted and the revision done in the thesis. The resubmitted thesis shall be referred to the same examiner who originally valued the thesis for re-valuation.

2.5. Public Viva - Voce Examination

An oral examination (Viva - voce) is compulsory for Doctoral degree. Oral examination allows the examiners to,

- Examine the general field of the thesis
- Clarify any points of ambiguity
- Satisfy themselves that the thesis is her own work of the candidate
- Discuss the thesis in detail
- The Oral examination shall be conducted **within three months** as *Open Defence Type* Examination. The circular for the same shall be communicated to Faculty Members / Research Scholars / other Departments / other Institutions, at least one month prior to the Viva-Voce Examination. A minimum of thirty members excluding Oral Examination Board members shall be present for the Viva - Voce Examination.
- Viva -Voce Examination shall be held at the place of work of the Supervisor. If the Supervisor migrates to other University or non-recognized Organization/Department of the University or College not affiliated to the University, then the Viva-Voce Examination shall be held in the Department of the Supervisor where the scholar had provisionally registered for the programme.

- If the Oral Examination Board reports the performance of the scholar as *not satisfactory* then she may opt to reappear for the Oral Examination at a later date (not later than six months from the date of the first Oral Examination). On the second occasion, the Oral Examination Board shall include one more expert nominated by the Vice Chancellor.
- If the performance of the scholar in the Oral Examination in the second occasion also is reported to be *not satisfactory*, the Vice Chancellor, if deems it necessary, shall refer the remarks of the Oral Examination Board, along with the thesis and comments of the Examiners, to a Committee constituted for this purpose and the decision of the Vice Chancellor shall be final.

On satisfactory completion of the Viva - Voce Examination, the scholar shall submit the corrected thesis in accordance with the format and specification prescribed, duly certified by the Supervisor and Joint Supervisor, if applicable, that all the corrections have been incorporated in the thesis as suggested by the examiners, along with two soft copies of the thesis in CD, for University archives.

2.6. Format of the degree

The Ph. D. degree certificate shall incorporate the title of the thesis along with the name (s) of the faculty /faculties and discipline(s) as in **Appendices G₁ and G₂**.

Along with the degree, the University shall issue a provisional certificate certifying to the effect that the degree has been awarded in accordance with the provisions to the regulations of the UGC.

3. Publication of the Thesis

Papers arising out of the thesis may be published by the scholar and the supervisor. However the thesis as a whole shall be published by the scholar / supervisor with specific approval of the Vice Chancellor.

4. The Act of Plagiarism

In the case of scholars who have committed the act of plagiarism, her thesis/ degree shall be forfeited and her research registration shall be cancelled and also she shall be debarred to register for any other programme in the University. For the abetment of the above such action, the recognition of her supervisorship shall be withdrawn for a period of five years and she shall be debarred from guiding the scholars for any research programme in the University till such period.

5. Power to Modify

Notwithstanding all that has been stated above, the Board of Management has the right to modify any of the above regulation from time to time.

APPENDIX ñ A

FORMAT FOR INTER-DISCIPLINARY RESEARCH PROPOSAL

[This proforma duly filled in should be forwarded along with the Minutes of the Departmental Committee]

Name	:
Academic qualification	:
Age & Date of Birth	:
Occupation (if any)/Designation	:
Duration of Employment	:
The subject in which the candidate has qualified for the Master's degree	:
The proposed discipline in which the candidate intends to work for Ph.D.	:
The proposed department (with address) where the candidate intends to work for Ph.D.	:
The theme of proposed research (in not more than 500 words)	:
Whether the proposed Ph.D. theme is partly, directly or indirectly related to the branch of knowledge in which the candidate has qualified for her Master's Degree?	:
If so, briefly describe (in not more than 500 words) the input from the two disciplines to the proposed area of research for Ph.D.	:
Details of publications, if any, bearing on inter-disciplinary research, pertaining to the topic. If yes, furnish the details.	:
Comments of the supervisor under whom inter-disciplinary research is proposed	:

Signature of the Supervisor

Signature of the Applicant

Signature of the Co-Guide

Signature of the HOD

APPENDIX ñ B

Functions of the Doctoral Committee

1. To discuss, advise and recommend on all matters connected with the candidate's research from provisional registration till the submission of the thesis.
2. To suggest courses to be undertaken by the candidate during the first year of her provisional registration, in the light of her attainment and with a view to fulfilling the requirements of the research. Such courses of instruction may be given as short - term courses lasting from three to four months in such subjects as may be chosen by the Doctoral Committee and through seminars, discussions, occasional lectures, laboratory techniques, field work, etc.
3. To conduct the Part - I course work and examination for the candidate by written and oral examinations, on the completion of such courses, at the end of the first year of provisional registration and to report to the University on the fitness or otherwise of the candidate to proceed with her research work for the Ph.D. and recommending the confirmation of the provisional registration.

In case where a candidate is not approved at the end of the FIRST year by the Doctoral Committee/ University, it may recommend that the candidate should undertake additional course work /examination after a further period of not exceeding SIX MONTHS at the end of which she shall be examined again; and if found fit, her provisional registration will be confirmed and she will be permitted to proceed with her research work. A candidate who is not found fit even after the additional course and re- examination shall not be permitted to continue research and her provisional registration shall be cancelled.

4. To monitor the candidate's work periodically by directing her
 - [a] to give periodical seminars on her work;
 - [b] to submit reports once in six months positively both in the case of full-time and part-time candidates to the University on the candidates' progress in research work in the prescribed format (**Appendix - F**);

- [c] to conduct and supervise the presentation by the candidate of the final draft of her proposed thesis for approval before the submission of synopsis of the thesis to the University and to give a certificate to this effect to be submitted along with the synopsis.
5. To suggest a panel of twelve names (six at present from International; six from national [East (1), West (1) North (1) and Southern States (3) of India] to be considered for appointment as examiners by the University, for evaluating the thesis and for the public viva –voce examination, taking special care to see that none of the names so suggested is an immediate relative of the candidate / supervisor.
 6. Provided that persons suggested for appointment as examiners should hold Ph.D. degree with teaching and research experience for at least 10 years at the postgraduate level with research publications in standard refereed research journals, national and international to their credit.

APPENDIX ñ C
Progress Report of the Ph.D. Programme

[To be submitted once in six months by both full - time candidates
and part - time candidates]

- i. The progress reports shall be submitted by the candidate in quadruplicate, to the Supervisor accompanied by a report by the candidate about the work carried out during the period of this report (in about 300 words) duly signed by the candidate and countersigned by the Supervisor.
- ii. The Supervisor shall fill, sign it and get it countersigned by the Head of the Department of the Supervisor.
- iii. The first copy shall to be retained by the Supervisor for placing before the Doctoral Committee and subsequent office record, second copy shall be sent to the Registrar through the HOD, the third copy shall be sent to the parent institution wherever applicable and the fourth copy to the scholar.

1. Particulars about the candidate

- [a] Name :
- [b] Designation (Where applicable) :
- [c] Institution where employed
(if applicable) :
- [d] Period of the Report :

2. Registration Details

- [a] Category of Registration : Full-time/Part-time
- [b] Date of provisional registration
With University reference :
- [c] Whether the provisional registration
has been confirmed : Yes / No
(If yes, give reference)

3. Particulars of the Supervisor(s)
- [i] Supervisor**
- [a] Name :
- [b] Designation :
- [c] Institution(s) where employed :
- [ii] Co-Supervisor**
- [a] Name :
- [b] Designation :
- [c] Institution(s) where employed :
4. Name of the Department / Institution where research is conducted :
5. Area of work and tentative title of the proposed thesis :
6. Details of the progress of research :
- [a] Whether the candidate's report in triplicate is enclosed? : Yes / No
- [b] Whether papers have been published? (if yes, furnish details) : Yes / No
- [c] Whether seminars/research convention/conferences attended? : Yes / No
- [d] Whether the prescribed course work has been completed? : Yes / No
If yes, how many?
7. Whether the tuition fee has been paid for the years? : Yes / No

8. Whether the registration fee
has been paid? : Yes / No

Date : Signature of the Candidate

9. Remarks of the supervisor

[a] Attendance : Satisfactory / Not Satisfactory

[b] Progress : Satisfactory / Not Satisfactory

[c] Expected time of completion :

10. Whether the Supervisor agrees with
the Scholar's report? If yes, give details):

Date : Signature of the Supervisor

Signature of the Co-Supervisor

Place : Signature of the HOD

Seal Signature of the Head of the
Institution

APPENDIX ñ D

Model of the Cover Page for the Ph.D. Thesis

TITLE OF THE THESIS

By

(Name of the Candidate)

(Roll No.)

Thesis submitted in Partial Fulfilment of the
Degree of Doctor of Philosophy in (subject)

A thesis submitted to

(Name of the Institution)

(Name of the Place)

(Month and Year)

NOTE: Colour- Off White paper, without any photo in the Cover page

Ph.D. in Commerce

Name

Month & Year

APPENDIX ñ E₁

DECLARATION

I declare that the thesis entitled _____
_____ submitted by me for the degree of Doctor of Philosophy (Ph.D.) 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 University or any other University or other similar Institution of Higher Learning.

Signature of the Candidate

APPENDIX ñ E₂

Certificate from the Supervisor

I certify that the thesis entitled _____ submitted for the degree of Doctor of Philosophy (Ph.D.) by Ms./Mrs. _____ is the record of original research work carried out by her during the period from _____ to _____ under my guidance and supervision, and that this work has not formed the basis for the award of any Degree, Diploma, Associateship, Fellowship or other Titles in this University or any other University or Institution of Higher Learning.

Signature of the H.O.D

Signature of the Supervisor
with designation

Signature of Dean

APPENDIX ñ F

Details for Submission of PhD Panel of Examiners

1. **Page 1:**

Candidate:

Supervisor:

Department:

PhD Title:

2. In the same page start typing List of Indian Examiners

3. This should be followed by List of Foreign Examiners

4. The table headings should appear on each page

5. Supervisor should sign on the bottom right hand side corner on all pages

6. Table format is given below:

Please submit the Panel of Indian and Foreign Examiners - six each - in the following format:

Panel of Indian Examiners

S.No.	Name and Designation	Area of Specialization	Years of Experience	Official Address	Residential Address	Phone No. Off: Res: Mobile:	Email ID
1							
2							
3							

Signature

S.No.	Name and Designation	Area of Specialization	Years of Experience	Official Address	Residential Address	Phone No. Off: Res: Mobile:	Email ID
4							
5							
6							

Signature

Panel of Foreign Examiners

S.No.	Name and Designation	Area of Specialization	Years of Experience	Official Address	Residential Address	Phone No. Off: Res: Mobile:	Email ID
1							
2							
3							

Signature

S.No.	Name and Designation	Area of Specialization	Years of Experience	Official Address	Residential Address	Phone No. Off: Res: Mobile:	Email ID
4							
5							
6							

Signature

APPENDIX ñ G₁



Avinashilingam

Institute for Home Science and Higher Education for Women

University

(Estd. u/s 3 of UGC Act 1956)

Coimbatore - 641 043, Tamil Nadu, India

(Deemed University under Category 'A' by MHRD)

Re-accredited with 'A' Grade by NAAC

Faculty of Business Administration _____

The Board of Management of Avinashilingam Institute for Home Science and Higher Education for Women, hereby makes known that (Name of the candidate) has been admitted to the degree of Doctor of Philosophy, she having been certified by duly appointed examiners to be qualified to receive the same in the year _____ for the thesis entitled _____

_____ **(Title of the Thesis)**

(Name of the Discipline) given under the seal of the Avinashilingam Institute for Home Science and Higher Education for Women, this _____ day of

Registrar

Vice Chancellor

APPENDIX ñ G₂



Avinashilingam

Institute for Home Science and Higher Education for Women

University

(Estd. u/s 3 of UGC Act 1956)

Coimbatore - 641 043, Tamil Nadu, India

(Deemed University under Category 'A' by MHRD)

Re-accredited with 'A' Grade by NAAC

Faculty of Business Administration _____

_____The Board of Management of
Avinashilingam Institute for Home Science and Higher Education for Women, hereby
makes known that (Name of the candidate) has been admitted to the degree of Doctor
of Philosophy, she having been certified by duly appointed examiners to be qualified to
receive the same in the year _____ for the thesis entitled
_____ (**Title of the Thesis**)

(Name of the Disciplines) (Inter-disciplinary) given under the seal of the
Avinashilingam Institute for Home Science and Higher Education for Women, this
_____ day of _____.

Registrar

Vice Chancellor

ACADEMIC CALENDAR FOR THE Ph.D. SCHOLAR

Sl. No.	Activity	Full time (3 years)	Part-time internal (4 years)
		August Session	August Session
01.	Application submission for admission	10th July of the Academic Year	10th July of the Academic Year
02.	Admission selection process	5th August of the Academic Year	5th August of the Academic Year
03.	Registration and payment of fee	6th August of the Academic Year	6th August of the Academic Year
04.	Selection of outside experts for DC	November of the Academic Year	November of the Academic Year
05.	Proposed research presentation to the DC	January - First Succeeding Year	January - First Succeeding Year
06.	Part – I Examination	January - First Succeeding Year	January - First Succeeding Year
07.	Thesis Progress Report evaluation by Supervisor	February - First Succeeding Year	August - First Succeeding Year
08.	Thesis Progress Report Submission To DC Meeting	December - First Succeeding Year	January - Second Succeeding Year
09.	Thesis Progress Report evaluation by supervisor	January - Second Succeeding Year	August -Second Succeeding Year
10.	Thesis Progress Report Submission To DC Meeting	November - Second Succeeding Year	November - Third Succeeding Year
11.	Pre-synopsis submission	March - Third Succeeding Year	March Fourth Succeeding Year
12.	Submission of Thesis	12th August - Third succeeding Year onwards	12th August - Fourth succeeding Year onwards
Three Doctoral Committee meeting are needed during the period of study			

Registration Fees: Rs. 31,000 per Year and it is subject to revision.