

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION

GWALIOR (M.P.)



ORDINANCE

for the Award of Degree of

DOCTOR OF PHILOSOPHY (Ph.D.)

As per UGC Regulations, 2022

Shakti Nagar, Mela Road, Gwalior-474002 (M.P.)

Website : lnipe.edu.in

**ORDINANCE FOR THE AWARD OF DEGREE
OF DOCTOR OF PHILOSOPHY (Ph.D.)**

(As per UGC Regulations, 2022)

**Authority : Standing Committee of Academic Council
meeting dated 05.04.2024**

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1. INTRODUCTION

- 1.1 This document shall be called as “ORDINANCE” for the Award of the Degree of Doctor of Philosophy (Ph.D.).
- 1.2 The degree of Ph.D. by Lakshmibai National Institute of Physical Education shall be conferred on the candidates who fulfill the requirements as specified in the Ordinance and amendments made by the UGC from time to time.
- 1.3 While granting admission to Ph.D. Programme Central Reservation Policy related to SC/ST/OBC and others shall be strictly adhered to.
- 1.4 The Ph.D. programme of the institute shall be in regular (full time/part time) mode only.
- 1.5 This ordinance is as per UGC regulations 2022.
- 1.6 This ordinance supersedes all the previous ordinances of the institute.

2. ELIGIBILITY CRITERIA FOR ADMISSION

- 2.1 Subject to the conditions stipulated in UGC Regulations 2022 & Public Notice by UGC dated 27/03/2024, the candidates of following categories are eligible to seek admission to Ph.D. programme:

S.No.	Category
1.	Category 1- JRF Qualified
2.	Category 2- NET Qualified
3.	Category 3- Other NET Score Holders

Note: 1. *The result of NET score (declared in percentile along with the marks obtained) of the candidate shall be utilize for admission to PhD programme.*

2. *The marks obtained in the NET by the candidate in Categories 2 and 3 will be valid for a period of one year for admission to PhD programme.*

- 2.2. The internal candidates (teaching faculty of the Institute) are eligible to undergo the Ph.D. programme, but they have to do the course work as regular Ph.D. candidates.

3. DURATION OF THE PROGRAMME

- 3.1 Ph.D. programme shall be for a minimum duration of three (03) years, including course work and a maximum of six (06) years from the date of admission. 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.

The Ph.D. scholar has to perform the teaching duties as assigned by the competent authority from time to time during his/her Ph.D. programme.

- 3.2 A maximum of an additional two (2) years can be given through a process of re-registration; however, 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.

- 3.3 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.
- 3.4 All research scholar admitted to Ph.D. programme shall be required to complete the course work prescribed by the Institute during the initial one or two semesters as full time regular basis at the Institute/study centre.
- 3.5 In case where the research scholar opts for change from regular mode full time to regular mode part time during the research work, the research scholar will have to apply in writing to the DRC only after successfully completed the course work that he/she wants to convert from Full-Time Regular Mode to Part-Time Regular Mode in the Ph.D. programme. Such Ph.D. programme of the research scholar shall be converted to Part-Time Regular Mode, subject to completion of following criteria:
 - (a) Ph.D. programmes through part-time mode will be permitted only for the Ph.D. Candidate employed during the Ph.D. Programme and after fulfillment of the conditions stipulated in this Ordinance.
 - (b) The Ph.D. Scholar has to produce “No Objection Certificate” for conversion of a part-time Ph.D. programme from their employer where the candidate gets employed by clearly stating that:
 - i. The candidate is permitted to pursue Ph.D. Programme in Part-Time mode.
 - ii. He/she will be relieved whenever required, to devote sufficient time for Ph.D. work.
- 3.6 After opting for conversion to Regular Part Time mode it cannot again converted to Regular Full Time in any case and if the research scholar does not give in writing for conversion as mentioned in clause 3.5 and the matter came into the knowledge of Supervisor/HOD/Dean, the DRC/Academic Section of the institute is liable to cancel the registration of the research scholar from Ph.D. programme.
- 3.7 The research scholar pursuing Ph.D. programme at LNIPE and if appointed at the Institute on regular basis then his/her candidature will be converted from Full-Time Regular Mode to Part-Time Regular Mode (internal candidate) after completing all the official formalities (NOC).

4. MODE OF ADMISSION

Admission to the Ph.D. programme shall be through one of the following modes:

- 4.1 For Category 1: Based on an interview/viva- voce.
- 4.2 For category 2 and 3: Based on NET score and interview/viva voce.

5. PROCEDURE FOR ADMISSION

The procedure for admission to Ph.D. Programme shall be as follows:

- 5.1 The candidates shall submit the duly filled application form to the Institute on or before the last date announced by the Institute.
- 5.2 The JRF-qualified students are admitted into Ph.D. programme based on an interview/viva-voce as per the University Grant Commission (Minimum standard and procedures for Award of Ph.D. Degree) Regulations, 2022.

- 5.3 For the students who qualify in categories 2 and 3, 70% weightage shall be given for test scores and 30% weightage for the interview/viva-voce to get the combined score for admission to Ph.D. programme. The merit will be prepared on the basis of obtained combined score.
- 5.4 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 title 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.

6. ALLOCATION OF RESEARCH SUPERVISOR

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

- 6.1 Permanent faculty members working as Professor/Associate Professor in the institute with a Ph.D., and at least five (05) 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 (03) research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the institute or in its centers where the faculty member is employed. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisor, subject to recommendation of concerned DRC and approval of competent authority. Ph.D. awarded by an institute under the supervision of a faculty member who is not an employee of the institute or its off centers would be in violation of UGC Regulations 2022.
- 6.2 Faculty members already guiding PhD scholars as supervisor before the existence of UGC Regulations 2022 may continue to guide those PhD scholar(s) and they will not undertake any PhD scholar after notification of this ordinance; provided, all other conditions as per clause 6 of this ordinance will be applicable.
- 6.3 Co-supervisor from within the same department or other department of the same institution or other institutions may be permitted with the approval of competent authority.
In case of interdisciplinary/multidisciplinary research work, if required, a Co-supervisor from outside the Department/Centre/College/University may be appointed.
- 6.4 Before, processing the allotment of Co-supervisor following documents to be produce by Ph.D. Candidate for the purpose of recommendation and due approval by the DRC.
 - (i) Request Letter for Co-supervisor to the Chairperson (DRC).
 - (ii) Consent Letter from Proposed Co-supervisor.
 - (iii) Curriculum Vitae of proposed Co-supervisor
 - (iv) Proof of being a permanent teaching faculty (e.g. Appointment Letter, Confirmation Letter etc.)
 - (v) Proof of required number of publications.
 - (vi) NOC from Employer/Head of the organization

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

- 6.5 An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (08) / six (06) / four (04) Ph.D. scholars, respectively, at any given time.
- 6.6 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.
- 6.7 Faculty members with less than three (03) 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.
- 6.8 The allocation of Research Supervisor for a selected research scholar shall be decided by the DRC of the Department on the basis of Supervisor Preference Form (**Annexure-I**) submitted by the scholar at the time of registration. The scholar shall take the consent of the proposed Supervisor/Co-supervisor before mentioning their names.
- 6.9 In case of reallocation of Supervisor/Co-supervisor due to retirement/demise/lien/deputation/resignation/suspension from the Institute, the DRC will be authorized to appoint the new Supervisor for the said candidate provided the Supervisor nominated by the DRC should agree and not have more than the required number of candidates allotted to him/her.
- 6.10 If the research scholar has completed the pre-submission presentation of the thesis or submitted the final thesis, before the supervisor proceeds on long leave/retires/expires, then the concerned Head of the Department will complete the remaining proceedings.
- 6.11 Each supervisor can guide up to two (02) international Ph.D. research scholars of institute or its centers on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.6 of this ordinance.
- 6.12 At any given time, the total number of Ph.D. scholars under a faculty member, either as a supervisor or as a co-supervisor, shall not exceed the number prescribed in clause 6.6 and clause 6.13.
- 6.13 Seats to supervise Ph.D. candidates will be consider vacant on the basis of Details of Registered Ph.D. Scholar produce by the concern supervisor. (**Annexure-XXI**)
Further the number of vacancies (seats) for Ph.D. Programme to be advertised for particular session shall be decided by the competent authority of the institute.

Note :

The Institute must upload data regarding Ph.D. on their website on prescribed parameters mentioned in the proforma as per UGC directions.

7. COURSE WORK : STRUCTURE, CONTENTS AND CREDITS

- 7.1 The Research Development Committee (RDC) of the institute can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
- 7.2 All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject and may also be

assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations during their doctoral period.

- 7.3 A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his/her thesis.
- 7.4 The structure, contents & their respective credit assigned to the Ph.D. course work shall be as follows:

Structure, Contents and Credits of Course Work

Subject Code	Subject Name	Credits
Ph.D./A/01	Research Methodology	4
Ph.D./A/02	Advance Statistics and Computer Application	4
Ph.D./A/03	Research and Publication Ethics	2
Ph.D./A/04	Teaching Pedagogy in Higher Education	3
Ph.D./B/01	Assistantship	2
Total		15

- 7.5 All research scholar admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the office of Dean (Academics) during the initial one or two semesters. if the research scholar fails in second attempt, his/her registration will be cancelled.

8. COURSE WORK : SCHEME OF EXAMINATION

- 8.1 The scheme of the course work and course detail are as follows:

Break-up of Marks

Subject Name	Summative Assessment	Practical	Formative Assessment	Total Marks
Research Methodology	75	-	25	100
Advance Statistics and Computer Application	50	25	25	100
Research and Publication Ethics	25	10	15	50
Teaching Pedagogy in Higher Education	50	-	25	75
Assistantship	-	-	50	50
Total				375
Note: Scholar must obtain a minimum of 55% marks in each aspect of course work to be eligible to continue in the programme.				

- 8.2 The assessment of performance on the basis of their outcomes in the examination/ term papers, assignments, oral presentation in seminar/conferences, or any other form of evaluation methods adopted for the purpose by the Institute from time to time.
- 8.3 For successful completion of Course Work, a registered candidate must obtained 55% of marks in all summative assessment, practical and also in overall total marks.

9. DEPARTMENTAL RESEARCH COMMITTEE (DRC) AND ITS FUNCTIONS

- 9.1 The DRC shall consist of the following:
- | | | |
|-------|---|-------------|
| (i) | Head of the Department | Chairperson |
| (ii) | Professor(s) of the Department | Member (s) |
| (iii) | One Associate Professor (as per seniority on rotation basis) | Member |
| (iv) | One Assistant Professor (as per seniority on rotation basis) | Member |
| (v) | Supervisor and Co-Supervisor (if any) of the concerned research scholar | Member (s) |
| (vi) | Two members may be co-opted from other departments of the Institute | Member (s) |
| (vii) | One outside subject expert other than same institute
(In case of upgradation from JRF to SRF) | Member |
- 9.2 This DRC shall have the following responsibilities:
- 9.2.1 The tenure of the DRC is two (02) years.
- 9.2.2 To guide the research scholar, to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- 9.2.3 To review every Semester Progress Report (SPR) and assist in the progress of the research work of the research scholar. **(Annexure-II)**
- 9.2.4 To review the research proposal and finalize the research title, a research scholar is permitted for one major change and two minor changes during entire period of Ph.D. Programme.
- 9.2.4.1 Major changes include: change in title, variation in variable(s), decrease in number of subjects, decrease in variables and change in data collection technique(s) / Administration of tests.
- 9.2.4.2 Minor changes include all changes apart from the ones mentioned in major changes above.
- 9.2.5 To conduct the presentation of pre-submission of the research scholar and suggest the changes to incorporate in the thesis. The format is attached in **(Annexure-III)**.
- 9.2.6 To transfer the research scholar from full-time to Part-Time Regular Mode.
- 9.2.7 To approve the Board of Examiners for *viva-voce* examination.
- 9.2.8 To decide the sanctions on the research scholar.
- 9.3 DRC should be conducted minimum twice in a year. However, Chairperson - DRC is authorized to conduct the meetings as and when required with the permission of the Vice-Chancellor.
- 9.4 Each semester, research scholar shall submit the Semester Progress Report (SPR) to his/her Supervisor, The Ph.D. scholar shall appear before the DRC to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The DRC shall submit its recommendations along with a copy of Ph.D. scholars duly filled SPR to the Academic Section of the institute through Head of the Department. A copy of such recommendations shall also be provided to the Ph.D. scholar.

- 9.5 It is mandatory for the research scholar to submit duly filled SPR after every six months, submission of incomplete SPR in any form may not recommended for promotion to next semester.
- 9.6 In case the progress of the Ph.D. scholar is unsatisfactory, the DRC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures before next DRC, the DRC may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.
- 9.7 No promotion to next semester will be recommended by DRC before the submission of due semester fees by the Ph.D. scholar.
- 9.8 If two (02) consecutive SPR are unsatisfactory, then the DRC shall recommend for cancellation of registration of the research scholar.
- 9.9 Not more than one (01) SPR of the same research scholar shall be considered in the same DRC.

10. RESEARCH DEGREE COMMITTEE (RDC) AND ITS FUNCTION

- 10.1 The RDC shall consist of the following:
- | | |
|---|------------------|
| (i) Vice-Chancellor or his Nominee from the Institute | Chairperson |
| (ii) Controller of Examination | Member |
| (iii) Deans of the Academics/Centre | Member (s) |
| (iv) Heads of the Departments of Institute | Member (s) |
| (v) Supervisor and Co-Supervisor (if any) of the concerned Ph. D. scholar | Member (s) |
| (vi) Two external subject experts (Two Professor) in physical education/allied subjects to be nominated by the Vice Chancellor. | Member (s) |
| (vii) Registrar | Member Secretary |
- 10.2 **Responsibilities of RDC:**
- 10.2.1 Approval of the award of Ph.D. degree on the recommendation of the DRC.
- 10.2.2 Fixing sanction/penalty on the Ph.D. scholar.
- 10.2.3 Deciding any other issue(s)/dispute(s) related to Ph.D. programme recommended/ forwarded by the DRC.

Note :

- (i) *The tenure of external experts is for two (2) years.*
- (ii) *As Member Secretary, the Registrar shall convene all the meetings of the RDC.*
- (iii) *AR / DR / I/c Academics and their concerned office will coordinate the RDC meeting and prepare the minutes and issue the notification.*
- (iv) *RDC should be conducted in the last week of every month (as applicable).*

11. SUBMISSION OF THE THESIS

11.1 Pre-Submission Presentation:

- 11.1.1 Prior to the submission of the thesis, the research scholar shall make a pre-submission presentation in the Department before the DRC, which shall also be open to all faculty members, research scholars and PG students of the department. The feedback and comments obtained from the DRC may be suitably incorporated into the draft thesis in consultation with the Supervisor.
- 11.1.2 The research scholar should submit minimum five (05) satisfactory SPR to the DRC before Pre-Submission Presentation.
- 11.1.3 The title of the thesis shall be verified by the DRC from the approved title.
- 11.1.4 The DRC shall assess the work of the candidate through the pre-submission presentation. The pre-submission presentation report shall be submitted to the Academic Section by DRC for further proceeding. [\(Annexure-III\)](#)
- 11.1.5 A pre-submission Completion certificate to be issued to the research scholar by Chairperson DRC regarding its validity on the prescribed format. [\(Annexure-IV\)](#)

11.2 Submission of the Thesis :

- 11.2.1 The research scholar will be required to submit the thesis within six months from the date of his/her pre-submission presentation, failing which he/she shall be required to deliver a fresh pre-submission presentation.
- 11.2.2 The research scholar should submit minimum six (06) satisfactory SPR to the HoD before submitting the final thesis in minimum stipulated time.
- 11.2.3 The research scholar shall submit the thesis to the respective department, which will be forwarded to the Academic Section after verifying the following points:-
 - 11.2.3.1 Four hard copies and a soft copy (in a CD) of the abstract of the thesis written in about 600 to 1200 words describing the salient features of his/her research work / investigation.
 - 11.2.3.2 Four hard copies along with two CDs' having two folders (thesis for plagiarism check and thesis for Shodhganga) [\(Annexure-V\)](#) in PDF/A format, with Optical Character Recognition (OCR) as per guidelines.
 - 11.2.3.3 A declaration by the research scholar. [\(Annexure-VI\)](#)
 - 11.2.3.4 A self-declaration certificate from the research scholar, supervisor, co-supervisor (if any) and forwarded by HOD. [\(Annexure-VII\)](#)
 - 11.2.3.5 Course work completion certificate [\(Annexure-VIII\)](#)
 - 11.2.3.6 Pre-submission presentation certificate as per the format.
 - 11.2.3.7 The thesis shall contain a transfer of copyright certificate at the beginning of the thesis on a separate page as per format. [\(Annexure-IX\)](#)

- 11.2.3.8 The thesis must have plagiarism check output (preferably by 'OURIGINAL' plagiarism detection software) indicating that there is less than 10% plagiarism in the research work.
- 11.2.4 The research scholar shall also submit one copy each of the thesis and the abstract to the department, supervisor and co-supervisor (if any) as the case may be.
- 11.2.5 No part of the thesis shall have been submitted for the award of any other degree or diploma of any Institute.
- 11.2.6 After receiving the documents from the HOD as mentioned in clause 11.2.2, The Academic section shall issue the thesis submission certificate to the concern research scholar. **(Annexure-X)**
- 11.2.7 The Academic Section shall send the thesis/abstract to the office of the Controller of Examinations for further process.
- 11.2.8 The thesis shall have an undertaking from the research scholar and a certificate from the Research supervisor attesting to the originality of work vouching that there is not more than 10% plagiarism (certificate to be attached) and the work has not been submitted for the award of any other degree of the same institute where the work was carried out or to any other institution. **(Annexure-XI)**
- 11.2.9 After successfully award of the PhD degree the candidate can not publish their research work in any form without the permission of competent authority of the institute.

12. EVALUATION, ASSESSMENT AND MINIMUM STANDARDS FOR THE AWARD OF DEGREE

- 12.1 The Research Supervisor requires to submit the list of six External Examiners (Professors/Associate Professors) who are not in employment of the Institute from Teaching Institution to the HOD of the department and to constitute the Board of Examiners for viva-voce which is to be presented at the upcoming DRC for final approval of names and forwarded to COE. The COE will take the permission from the Vice Chancellor for two examiners for evaluation. However, the Vice Chancellor is authorized to add and approve external examiner other than the list. **(Annexure- XII)**. The Board of Examiner on prescribed format **(Annexure-XIII)** will be as follows: -
- | | | |
|-------|-------------------|-------------------|
| (i) | Supervisor | - Chairperson |
| (ii) | DRC Nominee | - Member |
| (iii) | External Examiner | - Member |
| (iv) | Co-supervisor | - Member (if any) |
- 12.2 The Ph.D. thesis submitted by a research scholar shall be evaluated by at least two external examiners. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the HOD of the Department and at least one examiner out of two external examiners, and shall be open to be attended by all faculty members of the Department, other research scholars and other interested experts/ researchers.
- 12.3 If the evaluation report by external examiner(s) is satisfactory with minor changes, then the supervisor must ensure the incorporation of suggested minor changes in the thesis.

- 12.4 The recommendation for revision by any external examiner should be evaluated by the same examiner. The supervisor must ensure the incorporation of suggested revision in the thesis.
- 12.5 If the evaluation report by any one external examiner is unsatisfactory, the thesis should be sent to the third examiner from the existing panel for evaluation and the *viva-voce* examination shall be held only if the report of the third examiner is satisfactory.
- 12.6 If the evaluation reports of both the external examiners are unsatisfactory, the research scholar shall be declared ineligible for the award of the degree of Ph.D.
- 12.7 If the report of the third examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree of Ph.D.
- 12.8 The External Examiner shall submit the report on prescribed format. **(Annexure-XIV)**
- 12.9 The open *viva-voce* examination of the research scholar, to defend the thesis shall be conducted only if the evaluation report of both the external examiners of the thesis are satisfactory.
- 12.10 The Vice Chancellor approves the name of one examiner who shall conduct *viva-voce* examination on the prescribed format. **(Annexure-XV)**
- 12.11 On the approval of the Vice Chancellor, the COE will inform the decision to HOD to conduct *viva-voce* on prescribed format. **(Annexure-XVI)**
- 12.12 After conducting *viva-voce* examination, the report of *viva-voce* will be submitted to the Academic Section duly forwarded by the concerned Head of the Department on the prescribed format. **(Annexure-XVII)**
- 12.13 The Academic Section will process for uploading the thesis on Shodhganga. A print of successful uploading report of the thesis should be processed for further proceedings.
- 12.14 The Academic Section will submit the list of qualified candidates to the RDC with copy to all concerned HODs for necessary communication to all concerned for final approval for the award of Ph.D. Degree to the candidate(s). **(Annexure-XVIII)**
- 12.15 The Institute shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

13. LEAVE AND ATTENDANCE

13.1 Leave Rules

- 13.1.1 The research scholar shall be eligible to avail leave of 30 days (Personal leave). This leave cannot be of more than 10 days at a stretch in an academic year. He/she shall not be entitled for any inter-semester breaks, winter and summer vacations.
- 13.1.2 A research scholar shall be entitled for an additional leave up to 10 days in an academic year on medical grounds. In addition, the female PhD scholar may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of Ph.D. programme as per clause 3.3 of this ordinance; provided a maximum duration of Ph.D. will not extend as per clause 3.2 of this ordinance.
- 13.1.3 A Ph.D. scholar shall be eligible to avail Duty leave forwarded by the supervisor and duly sanctioned by HOD.
 - 13.1.3.1 For training programme/data collection related to research work.
 - 13.1.3.2 Oral presentation of paper in conference, seminar etc. [03 National/ International (within India) and 01 International (Abroad)] during the entire Ph.D. programme.
 - 13.1.3.3 Participation in not more than two workshops/short term courses (up to 07 days) during the entire Ph.D. programme.
- 13.1.4 The personal leave shall be granted by the Head of the concerned Department on the recommendation of the supervisor.

13.2 Attendance Requirements (During Course Work & Regular Mode Full Time Ph.D.)

- 13.2.1 Research scholar, who is pursuing course work is expected to have 100% attendance. However, a maximum of 10% attendance may be condoned by the Vice Chancellor on the recommendation of the Dean (Academics) duly forwarded by the concerned Supervisor for cogent reasons as per Institute rules.
- 13.2.2 Research scholar is required to mark their attendance through attendance register / electronic medium on all working days in the concerned Department/Office of the Dean.

14. AWARD OF Ph.D. DEGREES PRIOR TO NOTIFICATION OF THESE REGULATIONS

- 14.1 Award of degrees to candidates registered for the Ph.D. programme on or after November 07, 2022 shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of Ph.D. Degree) Regulation, 2022 and its amendments and clarifications from time to time.
- 14.2 A notification after approval of the RDC regarding the award of Ph.D. Degree will be issued by the Controller of Examination.

- 14.3 The Academic Section of the Institute shall issue a Provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of UGC Regulations (as applicable) duly signed by Registrar / Dean (Academic). **(Annexure-XX)**
- 14.4 A Provisional degree of Ph.D. may be issued after the notification, by the Controller of Examination.
- 14.5 Announcement regarding the vacant seats in the institute for Ph.D. programme will be finalized after the completion of clause 14.2 through institute website.

15. DEPOSITORY WITH INFLIBNET

- 15.1 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 the INFLIBNET (Shodhganga) for hosting the same so as to make it accessible to all other Universities/Institutes/Colleges.
- 15.2 A certificate with regard to successful uploading on INFLIBNET (Shodhganga) may be issued to the concerned research scholar by the Academic Section of the Institute.



LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Flow Chart of Ph.D. Programme

STEPS	SEQUENCE OF EVENTS	RESPONSIBLE/S
Step-1	Inviting Applications	Academic Section
Step-2	Entrance Test	Controller of Examination
Step-3	Preparation of Results of Entrance Test	Controller of Examination
Step-4	Declaration of Entrance Results	Academic Section
Step-5	Department wise allotment	Academic Section
Step-6	Course Work [assigning classes / responsibilities and supervise the course work]	Dean (Academics)
Step-7	Conduct of End Semester Examination of Course Work	Controller of Examination
Step-8	Declaration of Course Work Result	Controller of Examination
Step-9	Allotment of Supervisor/Co-supervisor through DRC	HOD / Chairperson DRC
Step-10	Conduct of DRC and submit the report/minutes to Academic Section: (a) for approval Major and Minor changes in the title of research work (b) finalize the title of study (c) Assessment of Semester Progress Report[s].	Concerned HOD through DRC
Step-11	Conduct of DRC and submit progress report after every semester as per prescribed annexure and send the minutes to Academic Section	Concerned HOD through DRC
Step-12	Conduct DRC for pre-submission presentation and Minutes/Report to be submitted to Academic Section.	Concerned HOD through DRC
Step-13	Submission of thesis by the Ph.D. Scholar along with all relevant documents [all Semester Progress Reports, abstract, thesis, CDs, NOC etc.]	Concerned HOD
Step-14	Conduct DRC to approve the Panel of proposed examiners and DRC Nominee for Board of Examiners.	Concerned HOD through DRC
Step-15	Submission of thesis along with relevant documents to Academic Section.	Concerned HOD


Step-16	Issue of Thesis Submission Certificate	Academic Section
Step-17	Submission of the thesis to COE for further process.	Academic Section
Step-18	Thesis to be sent to the Examiners.	Controller of Examination
Step-19	Receipt of Thesis Reports.	Controller of Examination
Step-20	Reports of External Examiner and the name of External Experts to be sent to the HOD to conduct <i>viva-voce</i> examination.	Controller of Examination
Step-21	Conduct <i>viva-voce</i> Examination.	Concerned HOD
Step-22	Submission of <i>viva-voce</i> report to the Academic Section.	Concerned HOD
Step-23	Upload the thesis on Shodhganga.	Academic Section
Step-24	Conduct RDC meeting the award of Ph.D. degree.	Academic Section
Step-25	Issue Provisional Certificate according to regulation and inform Controller of Examination for Notification.	Academic Section
Step-26	Issue Notification and Provisional Degree [if required].	Controller of Examination
Step-27	Award of Degree [In upcoming Convocation].	Controller of Examination



LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Suggested Format for Ph.D. Thesis

The mode of writing thesis report is English only. A thesis should consist of Title page, Preliminary Part, Main body, Appendices, References, Plagiarism Report, Publication of Research Papers and Presentation Certificates in the Seminar/Conference, the structure as follows are default setting for thesis:

S No	Section	Description
1.	Cover page & Inner cover page	Thesis bind in maroon Color 
2.	Preliminary Part (<i>Roman page number, e.g. i, ii, iii.....</i>)	Dedication Page (Optional) Undertaking from the Scholar. Ethics Statement (<i>Required if the research was subject to ethics approval</i>) Self-declaration certificate from the Scholar and Certificate from the Supervisor/Co-Supervisor/ Head of the Institute. Certificate for the completion of course work and successful completion of the pre-submission presentation. A copyright transfer certificate. Vitae Acknowledgments Table of Contents List of Tables List of Illustrations/Figures
3.	Main body (<i>Arabic page numbers, e.g. 1, 2,3.....</i>)	Chapters (<i>Introduction, Review of Related Literature, Procedure/ Methodology, Results, Interpretation and Discussion, Summary, Conclusion and Recommendation etc.</i>) Sequence of the chapters may vary according to the need of study and sub-sections also may be added as required.
4.	Appendices, Reference & Additional Requirements	Appendices (<i>like raw data, questionnaire, approval letters etc.</i>) References (<i>As per APA format</i>) Copy of published papers (if any) Copy of presented papers (if any) Copy of plagiarism check software output

Contd...2

-2-

_____ (Ph.D. title should write in inverted pyramid style) _____



By

Name _____
Registration No.: _____

Co-Supervisor

Supervisor

A Thesis Submitted to
DEPARTMENT OF _____
LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION,
GWALIOR (M.P.) INDIA

For the Award of Degree of
Doctor of Philosophy in _____

Month, Year

Contd...3

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

LAYOUT AND FORMAT

Title Page :

The title page should include the title of the thesis, author's name, programme name, department, supervisor(s) and the name of the university (see the title page sample template).

Type Face and Margin :

Choose the Times New Roman in point size 12 as the base font. Use 1.5 line spacing in the entire thesis, including table of contents and references. Left margin is defined as 1.25 cm and right margin as 1 cm. Top and bottom margins are 1 cm each. The default line spacing should 1.5 for text paragraph.

Headings and Paragraphs :

Headings and subheadings are written starting from the left margin. Headings and subheadings may use a hierarchical numbering scheme. Headings are written in all capitals, bold text in point size 15 and they usually start a new page. First-level subheadings are written in normal sentence case using bold text in point size 14. Second-level subheadings use point size 13. Leave a triple space (two empty lines) in base point size 12 before and after headings and double space (one empty line) after all subheadings. Use double space (one empty line) between left-justified paragraphs. The whole text must be organised in such a way that three levels of headings is enough.



Annexure – I

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Supervisor's Preference Form

(To be filled and submitted by the Scholar after taking the consent(s) of Supervisor)

Area (✓ tick any one) : Physical Education / Yoga / Interdisciplinary

Department & Study Centre :

Name of the Scholar :

Name of Programme :

Academic Session :

Registration / Roll No :

Category (UR/OBC/EWS/SC/ST/PwD):

Preference of Supervisor(s):

Name of the Proposed Supervisor(s)	Designation	No. of Ph.D. Scholars Registered as Supervisor/Co-Supervisor (To be filled by proposed supervisor)	Signature of the Proposed Supervisor

.....
Name and Signature of the Scholar

(To be filled by DRC)

Supervisor Recommended :

Co-Supervisor Recommended (if any).....

Details of Co-supervisor (Enclosed Documents as per Para 6.4 of Ph.D. Ordinance)

Name of Co-Supervisor	Designation	Organization/ Department	No. of Scholars already registered as Supervisor/ Co-Supervisor	Area(s) of Research

Signature of the members of DRC :

- | | |
|---------|---------|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |

.....
Signature of the Chairperson - DRC

Annexure – II

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No.

Date

Semester Progress Report (SPR)

Duration : From ____/20..... to ____/20..... (Month & Year)

PART – A

(To be filled and submitted by the Research Scholar)

Note : *Ph.D. candidate shall prepare a short report stating the progress made (i) since registration, (ii) in the last semester and (iii) targets to be met in the next semester in the light of the 'End of the Prescribed Period' of registration and submit the report along with this form to the Head of Department duly forwarded by Supervisor.*

1. Name of Research Scholar :
2. Name of the Ph.D. Programme :
3. Name of Dept. & Study Centre :
4. Batch (Year of Registration)..... Semester.....
5. Date of Registration..... Registration No.
6. Status (please tick): (a) Full time ☐ (b) Part time ☐
7. Mobile No. E-mail ID.....
8. Category (please tick):
☐ a) Through RET
☐ b) UGC-NET with JRF Candidate
☐ c) Self Financed Foreign Candidate
☐ d) LNIPE Teaching Faculty
☐ e) Direct Admission (In Service)
9. Approved title of Research (**in Capital Letters**).....
.....
.....
.....

Contd...2

-2-

10. Name of Supervisor & Co-Supervisor (if any):

S. No.	Name	Designation	Department and Institution	Address with Phone No.

11. Grade obtained in approved course units (applicable for first SPR only):

S. No.	Credits assigned	Month & Year	Maximum Marks	Marks obtained	Overall %age

12. Date of presentation to DRC (SPR) :

13. Date of Pre submission (if applicable) :

14. Date of submission Thesis (if applicable) :

15. Status of previous SPR, recommended by DRC:

Semester	Fee Details (Receipt no. & Date)	Duration	Recommendations by Supervisor (Satisfactory / Unsatisfactory)

16. Details of due fee payments of promoted semester:

a) Receipt no. :

b) Date of Payment :

Date.....

Signature of Research Scholar

17. Report of the Supervisor

(a) Performance (Satisfactory/Unsatisfactory).....

(b) Recommendation.....

.....

Date.....

Name & Signature of Supervisor

Contd...3

Annexure – III

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Presentation of Pre-Submission Report

PART – A

(To be filled by Scholar)

1. Department & Study Centre :
2. Name of the Scholar :
3. Date of Registration : Registration No. :
4. Title of Ph.D.
.....
.....
5. Reason(s) for Extension in minimum time period:
 - (i) Unsuccessful in Course Work :
 - (ii) Unsatisfactory SPR(s) : From To
 - (iii) Semester Break : From To
 - (iv) Maternity/Child Care Leave : From To
 - (vi) Long Leave/ Absence : From To
 - (vi) Any other Reasons :
6. Status of Fee Payment Semester wise:

Semester	Date	Fee Receipt No.

7. Originally approved Research Title.....
.....
.....
- (a) Title modified after I Semester, if so, date of modification and copy of approval of Competent Authority.
- (b) Status of Research Title approvals from originally approved & subsequently recommendations for modification of Title by DRCs date wise

Recommended Titles of Research	Date of DRC

Contd...2

-2-

8. Details of Extension approved beyond maximum period (if applicable)

9. Details of Semester Progress Report (SPR):

S. No.	Semester	Period of SPR	Date of DRC	Satisfactory/ Unsatisfactory
1.	I			
2.	II			
3.	III			
4.	IV			
5.	V			
6.	VI			
7.	VII			
8.	VIII			
9.	IX			
10.	X			

10. Details of Publications of Research Papers (if any) in Peer Reviewed/ Refereed Journals:

S. No.	Name of Author(s) in proper sequence	Title	Name of Journal (with ISSN/ISBN)	Publisher and year of Publication

Note : *Attached duly signed hard copy of publication (if any).*

11. Details of oral presentation in seminar/conference (if any):

S. No.	Title of Oral Paper Presented	Name of Seminar/Conference	Date and Organized by	National / Inter-national

Note : *Attached duly signed hard copy of certificate.*

12. Confirmation that all conditions as per Ordinance for the Award of Degree of Doctor of Philosophy have been fulfilled : **Yes/ No**
(In case of non fulfillment of any condition/deficiency a separate justification be attached)

.....
Signature of Scholar

.....
Signature of Supervisor

Contd...3

-3-

PART – B
(To be filled by DRC)

1. **Feedback and Comments by the Department Research Committee (DRC)**
(If the space is insufficient, please attach separate sheet)

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Name and Signatures of DRC Members:

<u>S. No.</u>	<u>Name</u>	<u>Signature</u>
1.
2.
3.
4.
5.
6.
7.
8.

.....
Counter signed by the HOD

Note : *After examine by DRC and verified by HOD, the report send to Academic Section for further proceedings.*

Annexure – IV

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No. _____

Date _____

DEPARTMENT OF

Pre-Submission Completion Certificate

(To be issued by HOD/Chairperson DRC)

This is to certify that Mr./Ms.,
Registration No. has successfully completed his/her
Pre-Submission presentation of Ph.D. (concerned
subject/discipline) before DRC. The DRC assessed his/her Ph.D. work and found to be fit for
final submission with modification (if any).

The Ph.D. scholar expected to finally submit his/her thesis within the period of six
months from the successfully completion of Pre-Submission presentation.

Note : *If the concerned Ph.D. scholar is not able to finally submit his/her thesis within six months
from the date of pre-submission presentation, the same will be liable to reappear for
another Pre-Submission presentation.*

Date.....

.....

Signature of HOD

Place.....

----- For Office Use Only -----

Verified by

Academic Section

Annexure – V

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Guidelines for writing Ph.D. thesis on CD *(Plagiarism Check and Shodhganga)*

1. All the files in CD shall be in PDF/A format, with OCR enabled. (Two CD is required)
2. There shall be two folders in each CD
 - First folder named as **“Thesis for Plagiarism Check”** as a single file and inside this folder, the whole thesis shall be saved as a single PDF/A document with following file name:

Year of Registration_Registration Number_Name of Candidate.pdf

For instance – **(2016_4675_RajeshSingh.pdf)**

- Second folder shall be named as **“Thesis for Shodhganga”** as sectioned files and inside this folder, different sections of the thesis shall be saved as separate PDF/A files as follows :-
 - I. Title Page
 - II. Certificates & Declaration
 - III. Acknowledgements
 - IV. Table of Contents
 - V. List of Tables
 - VI. List of Illustrations or Figures
 - VII. Chapter 1
 - VIII. Chapter 2
 - IX. Chapter 3
 - X. Chapter 4
 - XI. Chapter 5
 - XII. Appendices (if any)
 - XIII. References/Bibliography
 - XIV. List of Publications
 - XV. List of Paper Presented in Seminars/Conferences.

Annexure – VI

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Self-Declaration from the Ph.D. Scholar

I, certify that the work embodied in this Ph.D. thesis is my own work carried out by me under the Supervision of and Co-Supervision (if any) of at Lakshmibai National Institute of Physical Education, Gwalior (M.P.). The matter embodied in this Ph.D. thesis has not been submitted for the award of any other degree /diploma in any other Institution / University.

Date.....

.....
Signature and Name of Ph.D. Scholar

Place.....

Registration No.

Annexure – VII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Declaration Certificate by the Ph.D. Scholar

I,, declare that I have faithfully acknowledged, given credit and referred to the researchers, wherever their works have been cited in the text and the body of the thesis. I further certify that I have not willfully taken-up some other's work, paragraph, text, data, results etc. reported in the journals, books, magazines, reports, dissertations, thesis etc. or available at websites and included them in this Ph.D. thesis and cited as my own work.

Date.....

.....

Name & Signature of Scholar

Place.....

Certificate from the Supervisor / Co-Supervisor (if any)

This is to certify that the above statement made by the scholar is correct to the best of my/our knowledge.

.....
Name and Signature of Co-Supervisor (if any)

.....
Name and Signature of Supervisor

Date.....

Date.....

Forwarded by

.....
Name and Signature - Head of the Department
(with seal)

Annexure – VIII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Course Work Completion Certificate
(To be issued by Dean Academics)

This is to certify that Ph.D. Scholar Mr./Ms.
Registration No. has successfully completed
the Course Work prescribed as per the Ph.D. Ordinance of the Institute.

He/she has obtained percentage.

Date.....

.....

Dean (Academics)

Place.....

Annexure – IX

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Copyright Transfer Certificate

(To be bind in Ph.D. Thesis)

Title of the Thesis :

.....

.....

.....

.....

Name of the Ph.D. Scholar :

Registration Number :

COPYRIGHT TRANSFER

The undersign hereby assigns to the Lakshmibai National Institute of Physical Education, Gwalior, M.P. / North East Regional Centre, Lakshmibai National Institute of Physical Education, Guwahati, Assam (as applicable) all rights under copyright that may exist in and for the above thesis submitted for the award of the Ph.D. degree.

Date.....

.....

Name & Signature of Ph.D. Scholar

Place.....

Note : *However, the author may reproduce or authorize others to reproduce material extracted verbatim from the thesis or derivative of the thesis for author's personal use provided that the source and the University's copyright notice are indicated.*

Annexure – X

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No.

Date

Thesis Submission Certificate

This is to certify that Mr./Ms.,
Registration No., registered as a Ph.D. scholar in the
Department of, has submitted his/her
thesis onunder the supervision of
for the award of Ph.D. Degree in (Concerned
subject/ discipline) from Lakshmibai National Institute of Physical Education.

Title of the thesis is as follows:

.....
.....
.....

Study Center.....

Date.....

.....

I/c Academic Section

Place.....

Annexure – XI

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Plagiarism Check Report
(To be Certified by Scholar & Supervisor)

Name of the Research Scholar : (Ms./Mr.).....
Name of Supervisor (Dr./Prof.).....
Department.....
Registration No.Reg. Date.....
Title of the Ph.D. thesis.....
.....
.....

**SIMILARITY CHECKED AND REMOVED AS PER UGC GUIDELINES
BY SUPERVISOR AND SCHOLAR**

The plagiarism report of the above titled thesis has been reviewed by the undersigned and the final similarity content (%) identified is :-

Similarly Content (%) identified..... (in words).....

Software Used..... Date of Verification.....

The similarity index is below the acceptable maximum limit of: **10%**

Note : *The justification for removal of similarity content is given separately in detailed report.*

.....
Signature of Scholar
Name.....
Mobile No.
e-mail.....

.....
Signature of Supervisor
Name.....
Mobile No.
e-mail.....

Contd...2

-2-

Plagiarism Exclusion Report

(Certified by Scholar and the Supervisor)

The following content has shown similarity and the justification has been given for removed content :-

Chapter / Content	Similarity Source	Similarity %	Removed Yes / No	Justification Yes / No (Attach Details of Document)

UGC Rules for exclusion from Plagiarism:

- (i) All quoted work reproduced with all necessary permission and / or attribution.
- (ii) All references, bibliography, table of content, preface and acknowledgments.
- (iii) All generic terms, laws, standard symbols and standard equations.

Note : *Other than the above UGC rules you can also remove your own publication related to the above title.*

.....
Signature of Scholar
 Name.....
 Mobile No.
 e-mail.....

.....
Signature of Supervisor
 Name.....
 Mobile No.
 e-mail.....

Contd...3

-3-

Self Plagiarism Author Certificate

(Certified by Scholar and Supervisor)

The following content has shown similarity and the justification has been given for removed content :-

S. No.	Name of Article	Name of Journals / Books with Details (ISSN No. etc.)

We give our consent to Mr./Ms.
to make use of these articles for his/her Ph.D. research.

The above research paper(s) have not been used by any of us far any Degree / Diploma in any other University.

We shall be responsible for any legal dispute / case(s) for violation of any provision of the **Copy Right Act**.

.....

Signature of Scholar

Name.....

Mobile No.

e-mail.....

.....

Signature of Supervisor

Name.....

Mobile No.

e-mail.....

Annexure – XII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Proposed List of External Examiners and DRC Nominee for Board of Examiner

Name of Examination.....

Name of Department.....

Title of Thesis.....

.....

.....

Name of Scholar.....

Name of Supervisor.....

Name of Co-supervisor (if any).....

[Name of at least six Professors/Associate Professors (from Teaching Institutes of concerned subject/discipline)]

S. No.	Name of Examiner	Full Postal Address with Email and Mobile No.	Examiner Appointed by the Vice Chancellor
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

DRC Nominee : (to be given by HOD)

Signature of members of DRC :

1. 2.

3. 4.

5. 6.

.....
HoD / Chairperson - DRC

Annexure – XIII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Recommendation for Board of Examiners by DRC

(Ph.D. viva-voce examination)

DEPARTMENT OF **Date**.....

Minutes of the meeting of the DRC held on at
in (Place).....

Agenda : To recommend the Board of Examiners (**BOE**) to conduct Ph.D. *viva-voce* Examinations :-

Candidate's name.....

Title of Thesis

.....
.....

(Ref. Letter No. dated from COE)
(This number must be mentioned)

Recommended BOE is as follows :

1. Prof./Dr. (External Examiner)
2. Prof./Dr. (DRC Nominee)
3. Prof./Dr. (Supervisor, Chairperson)
4. Prof./Dr. (Co-Supervisor) (if any)

Viva-voce Examination : *Date*.....*Time*.....*Venue*.....

Note : Prof./Dr. (External Examiner)
will be paid TA/DA and remuneration as per Institute's rule.

(if there are more candidates, similarly II, III, IV, V etc. on this sheet itself)

Members of DRC & their Signature :

	<u>Name</u>	<u>Signature of the Member</u>
1.
2.
3.
4.
5.

Forwarded to the Controller of Examinations.

HoD / Chairperson - DRC
(Seal)

Annexure – XIV

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Examiner's Report for Evaluation of Ph.D. Thesis

Title of Thesis

.....

.....

Name of the Scholar.....

Name of Programme.....Department.....

RECOMMENDATION

Tick (✓) any one :

1.	I recommend that the Ph.D. degree be awarded.	
2.	I recommend that the Ph.D. degree be awarded subject to incorporation of minor suggestions/corrections in consultation with the Supervisor before viva-voce.#	
3.	I recommend that the thesis be revised and resubmitted for evaluation as per suggestions/observations.#	
4.	I recommend that the thesis be rejected for reasons given in the detailed report.#	

Note : *Strike off which is not applicable. Only one option may be exercised from the above mentioned options.*

#For giving detailed report use the space on the back of this page.

I. In case the examiner recommends award of the Ph.D. degree :

(a)	The Examiner is requested to attach a detailed report on the enclosed sheet.
(b)	The Examiner is also requested to indicate in the proforma enclosed the questions which he/she would like the candidate to answer at the viva-voce examination.

Recommendations for Publication of the Thesis

- I recommend for Publication.
- I do not recommend for Publication.

II. In case the examiner recommends for Publication of thesis :

He/she may indicate his/her suggestions to revise/improve the thesis for publication.
(On a separate sheet).

.....
(Signature of the Examiner)

Contd...2

-2-

SUGGESTIONS FOR MINOR CHANGES

- (i) In case the examiner recommends minor changes to be made in consultation with the Supervisor, he/she may kindly mention the suggested changes. These comments will be conveyed to the candidate to enable him/her to incorporate the suggested changes in his/her thesis. [If the space is insufficient, please attach extra sheet(s)] :

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.....
Signature & Name of the Examiner

SUGGESTIONS FOR REVISION

- (ii) In case the examiner recommends revision and resubmission of the thesis, he/she may kindly state the reasons for doing so. These comments will be conveyed to the candidate to enable him/her to revise his/her thesis. [If the space is insufficient, please attach extra sheet(s)] :

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Signature & Name of the Examiner

Contd...3

DETAILED REPORT FOR REJECTION

[illegible]

.....
Signature & Name of the Examiner

LNIPE, Gwalior (M.P.)

-5-

This image shows a full page of white paper with horizontal dotted lines. The lines are evenly spaced and run across the entire width of the page, providing a guide for handwriting practice. There are no margins, text, or other markings on the page.

Note : *If the space is insufficient, please attach extra sheet(s).*

Date

.....
(Signature of the Examiner)

Full Name & Address

.....

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Contd...6

-6-

Question to be asked at the time of *viva-voce* examination (at least 10 Questions).

Submitted by (Name of the Candidate)

Department

[If the space is insufficient, please attach extra sheet(s)]

QUESTIONS

1.

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3.

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9.

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10.

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Date

Place

.....
(Signature of the Examiner)

Full Name & Address

.....

.....

Annexure – XV

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Approval of External Examiner for *Viva-Voce*

Subject : **Ph.D. *viva-voce* Examination of**
(.....)
(*Registration Number*) (*Name of Scholar*)

With reference to above subject, we are giving below the names of the External Examiners, who evaluated the thesis of the said candidate and submitted reports. Hence, a viva-voce examination to be conducted. Kindly approve the name of anyone examiner for viva-voce examination, submitted for your information and further necessary action in this regard.

1.
.....
.....
2.
.....
.....

Submitted for consideration please.

CONTROLLER OF EXAMINATIONS

VICE CHANCELLOR

Annexure – XVI

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No.

Date

CONFIDENTIAL

External Examiner for *Viva-Voce*

To,

The Head/Dean,

.....

.....

Sir/Madam,

This is to inform you that, the satisfactory reports of both the External Examiners are received by the Controller of Examination. You are requested to select one member out of two external examiners to conduct *viva-voce* examination of Mr./Ms.
..... Registration No.

The Vice Chancellor approved the name of Prof./Dr.
as an External Examiner for *viva-voce* examination.

Yours faithfully

CONTROLLER OF EXAMINATION

Encls. :

1. Prescribed format for BOE
2. Copy of approval of External Examiner

Annexure – XVII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No.

Date

Reports of the Ph.D. External Examiners

To,

The HOD/Dean,

.....

.....

Sir/Madam,

I am attaching herewith the copy of reports of the Ph.D. External Examiners of the following candidates for necessary action :-

Mr./Ms.

Registration No.

The enclosed reports along with the report of *viva-voce* examination may kindly be returned to the undersigned with a copy to Academic Section after *viva-voce* examination for doing the needful at the earliest.

Encl. :

- Copy of Reports

CONTROLLER OF EXAMINATION

Annexure – XVIII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Report of *Viva-voce* Examination

Name of Candidate :

Department :

Title of the Thesis :

.....

.....

(A) Main Contribution made by :
the research scholar

(B) Brief Summary of Examiners :
Comments

(C) Incorporation of :
correction/revision suggested
by the Examiner(s)

(D) Performance during *viva-* :
voce

Contd...2

-2-

- (E) Final Recommendation by :
BOE for award of the Ph.D.
degree
(please write 'YES' or 'NO' only)

The Board certifies that during viva-voce, the candidate has satisfactorily replied to the queries raised by the examiners in its report(s). The Board further certifies that the necessary revision(s) in the thesis, including corrections have been made and the thesis now is of quality expected for award of Ph.D. degree of Lakshmibai National Institute of Physical Education, Gwalior.

.....
Signature of Chairperson
(Supervisor)

.....
Signature of External Examiner

.....
Signature of DRC Nominee

Name.....

Name.....

Name.....

Forwarded / Recommended

HOD

Department of
LNIFE, Gwalior/NERC, Guwahati

Date

Place

Annexure – XIX

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No.

Date

NOTICE

A meeting of the **Research Degree Committee (RDC)** of the Institute will be held on at AM/PM in the Conference Hall of the Administrative Building of the Institute to consider the following agenda :-

Members are requested to attend.

REGISTRAR

MEMBERS

The Vice Chancellor, Chairperson
Controller of Examination
The Dean (Academics/Faculties)
All the Concerned HODs
All the DRC members of the concerned Department
Supervisor / Co-Supervisors concerned
External Professor (Special Invitee)
External Professor (Special Invitee)
Registrar

AGENDA

To consider, under UGC Regulation 2022 and further amendments from time to time and the examiners' and *viva-voce* examiners' reports on the thesis submitted for the following candidates for award of Ph.D. degree :-

S.No.	Name of Candidate	Term	Department	Supervisor(s)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Contd...2

-2-

Note : I am presenting to you the following candidate(s), namely _____.

The examiners and *viva-voce* examiners' reports on the thesis submitted by the above candidate(s)is/are unanimous and the examiners recommend for the award of Ph.D. degree to him/her/them. The original reports are placed on the table. I request to admit him/her/them for the award of Ph.D. degree in
(concerned subject/ discipline) of LNIPE, Gwalior.

Copy forwarded to :

1. The Dean (Academics), LNIPE
2. Prof.
3. Prof.
4. Prof.
5. The Head of the Department of,
LNIPE with the request to circulate the Notice among all the Members of DRC and ensure the presence of concerned Professor/Supervisor/Co-Supervisor(s).

REGISTRAR

Annexure – XX

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No.

Date

Provisional Certificate for Compliance of UGC Regulation

This is to certify that Mr./Ms.

Registration No., has been awarded the degree of
Doctor of Philosophy (Ph.D.) in (concerned
subject/discipline) from Lakshmibai National Institute of Physical Education, Gwalior in the
year

The degree awarded is in “**accordance with the provision of University Grant
Commission (Minimum Standard and Procedure for Award of Ph.D. Degree)
Regulations 2022 and their subsequent amendments and clarifications from time to
time**”.

Date.....

.....

Registrar/Dean (Academics)

Place.....

Annexure – XXI

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ref. No.

Date

Details of Registered Ph.D. Scholar

(To be filled by the Supervisor)

I, _____, working as **Assistant Professor / Associate Professor / Professor** (✓ the relevant) in L.N.I.P.E., Gwalior/NERC, Guwahati is hereby submitting the details of Doctoral Candidate(s) undergoing Ph.D. work with me:

S. No.	Name of Doctoral Candidate(s)	Capacity (Supervisor/Co-Supervisor)	Date of Reg.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

I, hereby declare that the above-mentioned details furnished by me are true to the best of my knowledge.

Date : _____

Place : _____

Name & Signature of Faculty

Annexure – XXII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

Ph.D. Supervisor's Consent Form

Name of Supervisor : _____

Designation : _____

E-mail ID : _____

Contact No. : _____

Department : _____

Research Scholar(s) Pursuing : _____
(Registered till date) (number)

Vacant Seat(s) : _____
(number)

I, hereby giving my consent to undertake the Research Scholar (Ph.D.) as supervisor for the Session – 20.....- 20..... as per following details:

1. Physical Education : _____
(number)

2. Yoga : _____
(number)

3. Interdisciplinary : _____
(number)

Date : _____

Signature of Supervisor

Annexure – XXIII

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR

No Dues Form (for Ph.D. Scholars Only)

Date of Registration : _____

File No. (mentioned in Reg. Letter) : _____

Name of Supervisor : _____

Date of Pre-submission Presentation : _____

Date of Final Thesis Submission : _____

Certified that Mr./Ms. _____ S/o,
D/o Shri _____ Roll No. _____ is a Ph.D. Scholar
registered in Department of _____, has No-
dues/following dues outstanding against his/her name.

S. No.	Designation	Dues if any	Sign, date & Seal
1.	Librarian / I/c Library		
2.	Supervisor Mess		
3.	Storekeeper		
4.	Warden - _____ Hostel		
5.	I/c Sports Store		
6.	Exercise Physiology Lab		
7.	Sports Biomechanics Lab		
8.	Sports Psychology Lab		
9.	Yogic Science Lab		
10.	I/c Health Centre		
11.	Ph.D. Supervisor		
12.	Head of Department/Chairperson DRC		
13.	Drawing & Disbursing Officer (DDO)		
14.	I/c Academic Section		

Date : _____

Full Signature of Scholar

----- **For Use of Academic Section** -----

Thesis Submission Certificate : Issued/Not Issued

Authorised Signatory