

**HEMCHANDRACHARYA  
NORTH GUJARAT UNIVERSITY, PATAN**

(NAAC Accredited B Grade, CGPA 2.55)

**HAND BOOK**  
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**PAMPHLET - 1**

**Amendments in**

**Statutes, Ordinances and P.G. Rules**



**HEMCHANDRACHARYA  
NORTH GUJARAT UNIVERSITY,  
PATAN - 384 265**

**[As Modification up to June - 2009]**

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**HEMCHANDRACHARYA NORTH GUJARAT UNIVERSITY,  
PAMPHLET-1**

Showing the amendments made in the Statutes, Ordinances, and P.G. Rules up to 30-6-2009

Reference to pages hereunder relate to the printed hand book published by the University up to June-2009

**(i) STATUTES**

**Statute - 11**     *Amended version*

- (1) Every candidate in an election to the Court, by the constituency of Registered Graduates shall, before nomination, deposit with the Registrar a sum of Rs.1000/- in cash, the Candidate shall not be duly nominated unless the said deposit has been made.

**Statute - 149**

- (5) **Faculty of Education :**                     *Added Version*

Yoga Education

- (7) **Faculty of Pharmacy :**                     *Added Version*

Clinical Pharmacy

Phytopharmaceuticals

Quality Assurance

Pharmaceutical Technology

Pharmaceutical Bio-technology

Medicinal Chemistry

Cosmetic Technology

Food and Nutrition Technology

Vaternary Pharmacy

Agriculture Pharmacy

Homoeopathic Pharmacy

- (11) **Faculty of Management Studies :** *Added Version*

Agri - Business Management,

Financial Services Management

**Statute - 156**

- (6) **Faculty of Education :**                     *Added Version*

4. Yoga Education

- (17) **Faculty of Management Studies :**                     *Added Version*

7. Agri- Business Management

8. Financial Services Management

**Statute - 162**                     *Amended Version*

- (i) The Vice-Chancellor or in his absence the Pro. Vice-Chancellor to be the chairperson of the selection Committee.  
(ii) A nominee of the Chancellor.

- 
- (iii) Three experts out of the list recommended by the Vice-Chancellor and approved by the executive Council.

At least four members including two outside experts shall constitute the quorum.

**Statute - 172 ( Degree )**

**(8) Faculty of Medicine :** *Added Version*

5. Doctor of Philosophy (Ph.D.)

**(12) Faculty of Healthcare Management :** *Added Version*

Master of Hospital Management (M.H.M)

**Statute - 172 ( Diploma )**

**(1) Faculty of Arts and Education :** *Added Version*

12. Diploma in Yoga Education

**(2) Faculty of Arts, Science, Commerce, Engineering and Management studies :** *Added Version*

16. Post Graduate Diploma in Agri- Business Management (P.G.D.A.M.)

17. Post Graduate Diploma in Financial services Management (P.G.D.F.M)

**(4) Faculty of Law :** *Added Version*

3. Diploma in Alternative Dispute Resolution (Dip. A.D.R.)

4. Diploma in Environmental Law (Dip. Envir. Law)

5. Diploma in Human Rights (Dip. H.R. Law)

6. Diploma in Intellectual Property Rights (Dip. I.P.R. )

7. Diploma in Legislative Drafting (Dip. L.D.)

8. Diploma in Public Health and Sanitation (Dip. P.H.S.)

**(7) Faculty of Pharmacy :**

5. Diploma in Clinical Pharmacy ( D.C.P.)

6. Diploma in Phytopharmaceuticals (D.Phyto.)

7. Diploma in Quality Assurance (D.Q.A.)

8. Diploma in Pharmaceutical Technology ( D.P.T.)

9. Diploma in Pharmaceutical Bio-technology ( D.P.B.)

10. Diploma in Medical Chemistry ( D.M.C.)

11. Diploma in Cosmetic Technology ( D.C.T.)

12. Diploma in Food and Nutrition Technology ( D.F.N.T.)

13. Diploma in Vaternary Pharmacy ( D.V.P.)

14. Diploma in Agriculture Pharmacy ( D.A.P.)

15. Diploma in Homoeopathic Pharmacy ( D.H.P.)

**Statute - 186** *Amended Version*

No person shall be appointed as University Librarian except on the recommendation of a selection committee constituted for the purpose and consist of :-

- 
- (i) The Vice-Chancellor or in his absence the Pro. Vice- Chancellor to be the chairperson of the selection Committee.
  - (ii) A nominee of the Chancellor.
  - (iii) Three experts out of the list recommended by the Vice-Chancellor and approved by the executive Council.

At least four Members including two outside experts shall constitute the quorum.

The appointment of the University Librarian shall ordinarily be on probation for a period of two years. On the expiry of the said period the appointment shall, subject to the age limit as laid down by the State Government from time to time, be made permanent if the University Librarian has given satisfaction in his work, of which the Executive Council shall be the sole judge.

**Statute - 190**                    *Added Version*

27. Rural Studies
28. Bio-technology

**Statute - 191**                    *Added Version*

51. Adivasi Arts & Commerce Collage, Bhiloda.
52. Mahila Arts Collage, Motipura, Himmatnagar.
53. Smt. R.M. Prajapati Arts Collage, Satlasana.
54. Arts Collage, Vadali.
55. Smt. M.M. Shah Mahila Arts Collage, Kadi

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**Statute - 15** *Amended version (Proposed)*

- (7) Notwithstanding anything contained above, the names of the donors who have donated a sum of rupees Ten lakh or more to the colleges affiliated to Hemchandracharya North Gujarat University shall be included in the electoral roll of donors constituency of the period following short of ten years from the date acceptance of donations by the concerned colleges.

**Statute - 65** *Amended version (Proposed)*

A list of confirmed University professors shall be prepared according to the length of their service as professors in the University, While nominating a Professor by rotation to the Executive Council, the order of professors in that list shall be followed, provided that names of professors who are Deans of Faculties shall be ignored according to Sec. 19 (i) (ix).

**Statute - 70** *Added version*

12. Healthcare Management *(Proposed)*

**Statute - 149**

**(2) Faculty of Science :** *Added Version*

Nursing *(Proposed )*

Bio-Chemistry *(Proposed )*

**(9) Faculty of Medicine:** *Added Version*

Sports Medicine *(Proposed )*

**(12) Faculty of Healthcare Management :** *Added Version*

Hospital Management *(Proposed )*

**Statute - 156**

**(7) Faculty of Science :** *Added Version*

13. Nursing *(Proposed )*

14. Bio-Chemistry *(Proposed )*

**(12) Faculty of Technology Engineering including Environmental Planning :** *Added Version*

16. Architecture *(Proposed )*

**(15) Faculty of Medicines :** *Added Version*

6. Sports Medicines *(Proposed )*

**(18) Faculty of Healthcare Management :** *Added Version*

Hospital Management *(Proposed )*

**Statute - 172 ( Degrees )**

**(3) Faculty of Science :** *Added Version*

6. Bachelor of Science (B.Sc Nursing ) *(Proposed )*

7. Master of Science (M.Sc Nursing) *(Proposed )*

**(5) Faculty of Law :** *Added Version*

5. Master of Philosophy (M.Phil.) *(Proposed )*

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**Statute - 172 (Diploma)**

(8) **Faculty of Medicine :** *Added Version*

2. Post Graduate diploma in sports Medicine. (P.G.D Sports Medicine) (*Proposed*)

**Statute - 174** *Added Version*

The following shall be the University Department or Constituted colleges for teaching and research in the University.

42. Law (*Proposed*)

43. Sports Medicines (*Proposed*)

44. Architecture (*Proposed*)

45. Hospital Management (*Proposed*)

**Statute :- 187** *Amended Version* (*Proposed*)

Minimum qualifications for the appointment of the teaching staff in affiliated colleges.

**(A) Lecturer for Under Graduate Colleges in the Faculties of Arts, Science, Home-Science, Commerce, Management Studies, Education, and Law.**

(a) A Master's Degree in the relevant subject with at least 55% marks or its equivalent grade.

and

(b) A good academic record

and

(c) A candidate shall have cleared National Eligibility Test (NET) for Lectureship conducted by UGC\C.S.I.R or accredited State Level Eligibility Test (SLET)

**(B) For Lecturer in Computer Science (For Commerce Colleges having Computer Science as a Subsidiary Subject)**

Master's degree in Computer Science and Applications with 55% marks,

OR

A Master's degree in any subject with 55% marks and a Post-Graduate Diploma in Computer Science and Applications of a recognized University, with 55% marks,

AND

Shall have cleared National Eligibility Test (NET) or accredited State Level Eligibility Test (SLET).

**Explanatory Note :**

(1) Grade B in the Seven Point Scale with Latter Grade O, A, B, C, D, E, & F shall be regarded as equivalent of 55%, wherever the grading system is followed.

(2) At the Master's Degree level relaxation of 5% from 55% to 50% of marks shall be given to the SC/ST category.

(3) A relaxation of 5% shall be given from 55% to 50% of the marks to the Ph.D. degree holders who have passed their Master's Degree prior to 19th September, 1991.

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- (4) 'A good academic record' in a (b) above shall mean :-
- (1) average record of final year of Bachelor's degree and Master's Degree assessment which should at least be 52.5%
- OR
- (2) M.Phil
- OR
- (3) Ph. D. (For the purpose of arriving at percentage of marks secured by the candidate, marks obtained both at internal and external examination shall be taken into account.)
- (5) However, the above minimum qualifications shall not be insisted upon the present incumbents, i.e. those Full-time or Part-time Lecturers who are already in the service and are recognised on or before 15-10-1988 by any University in the State of Gujarat, when they seek appointment in any affiliated college or a University Department as Lecturer.
- It is further provided that the above minimum qualifications shall not be insisted upon, also in case of those Part-time Lecturers who were already in service as Part-time Lecturers and were so recognised on or before 14-9-1988 by any University in the State of Gujarat, but who were no longer in such service after 14-9-1988 for any reason and who seek employment again as lecturers in an affiliated college of this University.
- (6) The provision laid down in the explanatory note (5) above shall not apply to those lecturers, whose appointment has been condoned for a stipulated period to avoid inconvenience to any institution or who are given recognition on an adhoc basis.
  - (7) A recognised teacher in the subject Military Science, Geography, History, Political Science or a lecturer holding 'C' certificate of NCC and NCC incharge Officer can also teach the subject of Defence Studies.

**(C) For Physical Training Instructor :**

- (1) Master's degree in Physical Education (two years course) with atleast 55% of the marks or its equivalent Grade of B in the 7 point scale plus a consistently good academic record, Provided further that the above minimum qualifications shall not be insisted upon the present incumbents, i.e. those Full-time or Part-time Lecturers who are already in the service and are recognised on or before 15-10-1988 by any University in the State of Gujarat , when they seek appointment in any affiliated college or a University Department as Lecturer.
  - (2) Record of having represented the University/College at the Inter University competitions or the State in National Championships,
  - (3) Passed the physical fitness test,
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- (4) Qualified in the National Test, conducted for the purpose by the UGC or any other agency approved by the UGC,
  - (5) At the Master's degree level relaxation of 5% from 55% to 50% of marks shall be given to the SC/ST category.

**(D) Qualifications for teaching staff for Degree/Diploma Course in the Faculty of Pharmacy :**

**(1) LECTURER :-**

First Class or 60% at Master's Degree level in appropriate branch of specialisation in Pharmacy.

**(2) READER/ASSISTANT PROFESSOR :-**

Ph.D. Degree (with First Class or 60% either at Bachelor's or Master's level) in the appropriate branch of specialisation in Pharmacy.

AND

Three year's experience in Teaching/Industry/ Research at the level of Lecturer or equivalent.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with First Class or 60% at Master's Degree in appropriate branch of specialisation in Pharmacy and Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with Five years experience would also be eligible.

**(3) PROFESSOR :-**

Ph.D. Degree (with First Class or 60% either at Bachelor's or Master's level) in appropriate branch of specialisation in Pharmacy,

AND

Ten year's experience in Teaching/Industry/ Research out of which five years must be at the level of Reader/Assistant Professor or equivalent.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with First Class or 60% at Master's Degree in appropriate branch of specialisation in Pharmacy and with Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with ten years experience of which at least five years experience at a Senior Level comparable to that of an Assistant Professor would also be eligible.

**(4) DIRECTOR/PRINCIPAL / HEAD OF INSTITUTE**

Ph.D. Degree (with First Class or 60% either at Bachelor's or Master's level) in appropriate branch of specialisation in Pharmacy,

In addition, the candidate should be an eminent person in the field.

AND

15 year's experience in Teaching/Industry/ Research out of which five years must be at

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the level of Professor or above in Pharmacy.

Desirable :- Administrative experience in responsible position.

**FOR CANDIDATES FROM INDUSTRY & PROFESSION.**

Candidates from Industry/Profession with Ph.D. Degree (with First Class or 60% either at Bachelor's or Master's level) in the appropriate branch of specialisation in Pharmacy and with Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with 15 years experience of which atleast five years should be at a Senior Level comparable to that of a Professor would also be eligible.

Desirable :- Administrative experience in responsible position.

**Note :-**

If a class/division is not awarded at Master's Level a minimum of 60% marks in aggregate shall be considered equivalent to First Class/Division.

**(E) Qualifications for the appointment of the teaching staff in the faculty of Engineering including Technology.**

**(1) LECTURER :-**

First class or 60% at Bachelor's Degree in the appropriate branch of Engineering/Technology

OR

First class or 60% at Master's Degree in the appropriate branch of Engineering/Technology.

**(2) READER/ASSISTANT PROFESSOR.**

Ph.D. Degree with the First Class or 60% at Bachelor's or Master's Level in the appropriate branch of Engineering/Technology,

AND

Three years experience in Teaching/Industry/ Research at the level of Lecturer or equivalent.

**FOR CANDIDATES FROM INDUSTRY & PROFESSION.**

Candidates from Industry/Profession with First Class or 60% at Bachelor's Degree in the appropriate branch of Engineering/Technology or First Class or 60% at Master's Degree in the appropriate branch of Engineering/Technology

AND

Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with five years experience would also be eligible.

**(3) PROFESSOR.**

Ph.D. Degree (with First Class or 60% either at Bachelor's or Master's level) in the appropriate branch of Engineering/Technology.

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AND

Ten Year's experience in Teaching/Industry/ Research out of which five years must be at the level of Reader/Assistant Professor and /or equivalent.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with Master's Degree in Engineering/ Technology and with Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with ten years experience of which at least five years should be at a Senior Level comparable to that of an Reader/Assistant Professor would also be eligible.

**(4) DIRECTOR/PRINCIPAL/HEAD OF INSTITUTE :-**

Ph.D. Degree (with First Class or 60% at Bachelor's or Master's level) In addition, the candidate should be an eminent person in the field.

AND

15 Year's experience in Teaching/Industry/ Research out of which five years must be at the level of Professor or above.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with Master's Degree in Engineering/ Technology and with Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with 15 Years experience of which at least five years should be at a Senior Level comparable to that of a Professor would also be eligible.

Desirable :- Administrative experience in a responsible position.

**Note:**

1. In the discipline of Computer Science Engineering/ Technology, in lieu of the "First Class or 60% at Bachelor's and/or Master's Level in the appropriate branch", a First Class or 60% at Master's Degree in Computer Science Engineering/ Technology together with a First Class or 60% at Bachelor's Degree in any area of Engineering/ Technology will be acceptable.

**(F) Qualifications for teaching staff in P.G. Colleges/ Institutions.**

**(1) MASTER OF COMPUTER APPLICATION PROGRAMMES (M.C.A.) AND MASTER OF SCIENCE (COMPUTER APPLICATION & INFORMATION TECHNOLOGY.) :-**

**(1) LECTURER :-**

First Class or 60% at B.E./B.Tech. in Computer Science/Engineering/ Technology.

OR

First Class or 60% at M.C.A. Degree

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**(2) READER/ASSISTANT PROFESSOR**

Ph.D. Degree in any branch of Science, Engineering, Management with the First Class Degree or 60% at Bachelor's or Master's level in Computer Engineering/Computer Technology.

OR

Ph.D. Degree in Computer Science/Computer Engineering/ Computer Technology with First Class or 60% at MCA Degree

AND

3 years experience in Teaching/Industry/ Research at the level of Lecturer or equivalent after Ph.D.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with First Class or 60% at B.E./B.Tech in Computer Science/Engineering/ Technology or First Class or 60% at MCA Degree.

AND

Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with five years experience would also be eligible.

**(3) PROFESSOR :-**

Ph.D. Degree in any branch of Science/Engineering Management with First Class Degree or 60% at Bachelor's or Master's level in the Computer Science/Computer Engineering/ Computer Technology.

OR

Ph.D. Degree in Computer Science with First Class or 60% at MCA Degree

AND

10 years experience in Teaching/Industry/Research out of which five years must be at the level of Reader/Assistant Professor and/or equivalent.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with First Class or 60% at B.E./B.Tech in Computer Science/Engineering/ Technology or First Class or 60% at MCA Degree.

AND

Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with 10 years experience of which atleast 5 years should be at a Senior Level comparable to that of an Reader/Assistant Professor would also be eligible

**(4) DIRECTOR/PRINCIPAL/ HEAD OF INSTITUTE :-**

Ph.D. Degree in any branch of Science/Engineering/Management with First Class Degree or 60% at Bachelor's and/or Master's level in Computer Engineering/Computer Technology.

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OR

Ph.D. Degree in Computer Science with First Class or 60% at MCA Degree

AND

15 years experience in Teaching/Industry/Research out of which 5 years must be at the level of Professor or above in Computer Engineering/ Technology/Application.

Desirable : Administrative experience in a responsible position.

**FOR CANDIDATES FROM INDUSTRY & PROFESSION.**

Candidates from Industry/Profession with First Class or 60% at B.E./B.Tech in Computer Science/Engineering/Technology or First Class or 60% at MCA degree.

AND

Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with 15 years experience of which atleast 5 years should be at a Senior Level comparable to that of a Professor would also be eligible.

Desirable : Administrative experience in a responsible position.

Note :

1. For Teaching posts in Management Courses if any, qualification and experience for each category shall be governed by qualification, and experience for Management discipline.
2. In the discipline of Computer Science/Engineering/ Technology, in lieu of the “First Class degree or 60% at Bachelor’s and/or Master’s Level in the appropriate branch “ First Class or 60% at Master’s Degree in Computer Science/ Engineering/Technology together with a First Class Bachelor’s Degree in any area of Engineering/Technology will be acceptable.

**(2) MANAGEMENT PROGRAMMES (M.B.A.)**

**(1) LECTURER :-**

First Class or 60% at Master’s Degree in Business Management / Administration/other relevant management related discipline.

**(2) READER/ASSISTANT PROFESSOR**

Ph.D. Degree or a Fellowship of IIMs, ICA or ICWA with First Class or 60% at Master’s Degree in Business Management/Administration/other relevant management related discipline,

AND

3 years experience in Teaching/Industry/Research/Profession.

**FOR CANDIDATES FROM INDUSTRY & PROFESSION.**

Candidates from Industry/Profession with First Class or 60% at Master’s

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Degree in Business Management/Administration/other management related discipline

AND

Professional work which is significant and can be recognised at National/ International Level as equivalent to Ph.D. Degree and with 5 years experience in Industry/Profession, would also be eligible.

**(3) PROFESSOR :-**

Ph.D. Degree or a Fellowship of IIMs, ICA or ICWA with First Class or 60% at Master's Degree in Business Management/Administration/other relevant management related discipline,

AND

10 years experience in Teaching/Industry/ Research out of which 5 years must be at the level of Reader/ Assistant Professor and/or equivalent.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with First Class or 60% at Master's Degree in Business Management/ Administration/other management related discipline

AND

Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with 10 years experience of which atleast 5 years should be at a Senior Level comparable that of a Reader/Assistant Professor would also be eligible.

**(4) DIRECTOR/PRINCIPAL/HEAD OF INSTITUTE :-**

Ph.D. Degree or a Fellowship of IIMs, ICA or ICWA with First Class or 60% at Master's Degree in Business Management/Administration/other relevant management related discipline,

In addition, the candidate should be an eminent person in the field,

AND

15 years experience in Teaching/Industry/ Research out of which 5 years must be at the level of Professor or above in Management.

Desirable :- Administrative experience in responsible position.

FOR CANDIDATES FROM INDUSTRY & PROFESSION.

Candidates from Industry/Profession with First Class or 60% at Master's Degree in Business Management/Administration/other relevant management related discipline

AND

Professional work which is significant and can be recognised as equivalent to Ph.D. Degree and with 15 years experience of which atleast 5 years should be at a Senior Level comparable to that of a Professor would also be eligible.

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Desirable : Administrative experience in a responsible position.

**Note :-**

If a class/division is not awarded at Master's Level a minimum of 60% Marks in aggregate shall be considered equivalent to First Class/Division.

**(G) Qualifications for teaching staff in the Faculty of Rural Studies**

The qualifications of Lecturer and other teaching posts in the Faculty of Rural Studies shall be as prescribed and ammended from time to time by the State Government.

**(H) 2. PROFESSOR IN HOMOEOPATHIC SUBJECTS :**

**A. ESSENTIAL QUALIFICATIONS :**

Post Graduate qualification in Homoeopathy with two years of experience as Reader or a Degree in Homoeopathy with six years of teaching experience as Reader or Diploma in Homoeopathy of not less than four year duration with ten years teaching experience in the subject concerned in a Homoeopathy college. The qualification shall be the one included in Second Schedule of Homoeopathy Central Council Act, 1973.

**B. DESIRABLE QUALIFICATIONS :**

1. Experience as Supervisor/Guide for Post Graduate programme in Homoeopathy or original publication in research.
2. Administrative experience or Research experience in a research institution under the Department of Indian Systems of Medicine & Homoeopathy of State Government or Central Government in a responsible position.

AGE : Not more than 45 years as on the last date of receipt of application for the post. Age is relaxable for exceptionally qualified persons with prior approval of the University.

**3. PROFESSOR IN ALLIED MEDICAL SUBJECTS :**

**(1) A. ESSENTIAL QUALIFICATIONS :**

Post Graduate qualification in Homoeopathy with two years of teaching experience as Reader in the concerned subject or a Degree in Homoeopathy with six years of teaching experience as Reader in the concerned subject or Diploma in Homoeopathy of not less than four year duration with ten years teaching experience in the subject concerned in a Homoeopathy college. The qualification shall be the one included in Second Schedule of Homoeopathy Central Council Act, 1973.

**B. DESIRABLE QUALIFICATIONS :**

- (a) Experience as Supervisor/Guide for Post Graduate programme in Homoeopathy or original publication in research.
  - (b) Administrative experience or Research experience in a research institution under the Department of Indian Systems of Medicine
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& Homoeopathy of State Government or Central Government  
in a responsible position.

OR

- (2) A. ESSENTIAL QUALIFICATIONS :
- (i) Post Graduate Medical Degree in the concerned subject recognised by the Medical Council of India.
  - (ii) Five years teaching experience as Reader or thirteen years teaching experience in the subject concerned in a degree level Homoeopathic College.
- B. DESIRABLE QUALIFICATION :
- (i) Qualification included in the Third schedule of Homoeopathy Central Council Act, 1973.
  - (ii) Administrative experience or Research experience in a research institution under the Department of Indian Systems of Medicine & Homoeopathy of State Government or Central Government in a responsible position.

AGE : Not more than 45 years as on the last date of receipt of application for the post. Age is relaxable for exceptionally qualified persons with prior approval of the University.

**4. READER IN HOMOEOPATHIC SUBJECTS :**

- A. ESSENTIAL QUALIFICATIONS :
- Post Graduate qualification in Homoeopathy with four years of teaching experience as Lecturer in the concerned subject in a Homoeopathic college or a Degree in Homoeopathy with ten years of experience as Lecturer in the concerned subject or Diploma in Homoeopathy of not less than four years duration with fifteen years teaching experience in the subject concerned in a Homoeopathy college. The qualification shall be the one included in Second Schedule of Homoeopathy Central Council Act, 1973.
- B. QUALIFICATIONS :
- (i) Experience as Supervisor/Co-Supervisor or Guide/Co-Guide for Post Graduate Programme in Homoeopathy.
  - (ii) Administrative experience or Research experience in a research institution under the Department of Indian Systems of Medicine & Homoeopathy of State Government or Central Government in a responsible position.

AGE : Not more than 40 years as on the last date of receipt of application for the post. Age is relaxable for exceptionally qualified persons with prior approval of the University.



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**5. READER IN ALLIED MEDICAL SUBJECTS :**

(1) A. ESSENTIAL QUALIFICATIONS :

Post Graduate qualification in Homoeopathy with four years of teaching experience as Lecturer in the concerned subject in a homoeopathic college or a Degree in Homoeopathy with ten years of teaching experience as Lecturer in the concerned subject or Diploma in Homoeopathy of not less than four years duration with fifteen years teaching experience in the subject concerned in a Homoeopathy college. The qualification shall be the one included in Second Schedule of Homoeopathy Central Council Act, 1973.

B. DESIRABLE QUALIFICATIONS :

- (a) Experience as a Supervisor/Co-Supervisor or Guide/Co-Guide for Post Graduate programme in Homoeopathy.
- (b) Administrative experience or Research experience in a research institution under the Department of Indian Systems of Medicine & Homoeopathy of State Government or Central Government in a responsible position.

OR

(2) A. ESSENTIAL QUALIFICATIONS :

Post Graduate Medical Degree in the concerned Medical subject recognised by the Medical Council of India with four years teaching experience as Lecturer in the subject concerned in a degree level Medical Institution/Homoeopathic College.

B. DESIRABLE QUALIFICATION :

- (a) Qualification included in the Third schedule of Homoeopathy Central Council Act, 1973.
- (b) Administrative experience or Research experience in a research institution under the State Government or Central Government in a responsible position.

AGE : Not more than 40 years as on the last date of receipt of application for the post. Age is relaxable for exceptionally qualified persons with prior approval of the University. Superannuating age shall be 60 years.

**6. LECTURER IN HOMOEOPATHIC SUBJECTS :**

a. ESSENTIAL QUALIFICATIONS :

Post Graduate qualification in Homoeopathy or a Degree in Homoeopathy with four years of professional experience out of which two years as Resident Medical Officer in a hospital attached to a Homoeopathic College. The qualification shall be the one included in Second Schedule of Homoeopathy Central Council Act, 1973.

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AGE : Not more than 35 years as on the last date of receipt of application for the post.  
Age is relaxable by 5 years maximum for exceptionally qualified persons with prior approval of the University concerned.

**7. LECTURER IN ALLIED MEDICAL SUBJECTS :**

a. ESSENTIAL QUALIFICATIONS :

Post Graduate qualification in Homoeopathy or a Degree in Homoeopathy with four years of professional experience out of which two years as Resident Medical Officer in a hospital attached to a Homoeopathic College. The qualification shall be the one included in Second Schedule of Homoeopathy Central Council Act, 1973.

OR

Post Graduate Medical Degree in concerned subject recognized by the Medical Council of India with four years professional experience out of which two years as Resident Medical Officer in a hospital recognised by Medical Council of India/ Central Council of Homoeopathy.

AGE : Not more than 35 years as on the last date of receipt of application for the post.  
Age is relaxable by 5 years maximum for exceptionally qualified persons with prior approval of the University.

Provided that the teaching experience in the concerned subject of persons appointed as regular teaching staff in Homoeopathic Colleges (prior to Notification of these amended regulations) fulfilling the prescribed requirements of Homoeopathy (Minimum Standards of Education) Regulations, 1983 shall be counted for appointment of teaching staff as per Annexure 'C' to these regulations.”.

**Statute - 191 Added Version**

56. Gramseva Mahavidhyalay , Grambharti, Amrapur (Proposed )

**(ii) ORDINANCES**

**O. 87 :** *Amended version*

- (a) All application for affiliation recognition and approval shall be sent to the Registrar in the form prescribed by the Executive Council so as to reach on or before the 31st March of the year preceeding the year from which affiliation is intended to take effect. Provided that, on the recommendation of the Vice-Chancellor, the Executive Council may,if it is satisfied that there are special reasons to do so after recording the reasons entertain a letter of application sent to the Registrar after 31st March with an additional fee as mentioned in (b) & (c) as the case may be.
- (b) Every application for affiliation, closed college, processing and N.O.C.shall be accompanied with non- refundable fee as follow:-

Sr. No	Name of Application	For Grantable College			For non- Grantable College			For Self-financing College		
		Appli. Fee (in Rs.)	Late Fee for Appli. received not in time (in Rs.)	Proce-ssing Fee for Appli.	Appli. Fee (in Rs.)	Late Fee for Appli. received not in time (in Rs.)	Proce-ssing Fee for Appli.	Appli. Fee (in Rs.)	Late Fee for Appli. received not in time (in Rs.)	Proce-ssing Fee for Appli.
1	New College	5,000	2,000	100	25,000	5,000	100	1,00,000	10,000	100
2	Bifurcation of College	2,500	1,000	100	12,500	2,500	100	25,000	5,000	100
3	Amalgamation of College	2,500	1,000	100	12,500	1,250	100	25,000	5,000	100
4	Extention of Affiliation	2,500	1,000	100	5,000	1,250	100	25,000	5,000	100
5	Addition of New Faculty	3,000	1,000	100	12,500	1,250	100	30,000	5,000	100
6	Renewal of affiliation	2,500	1,000	100	5,000	1,250	100	25,000	5,000	100
7	Permanent affiliation	5,000	2,000	100	25,000	5,000	100	50,000	10,000	100
8	Application for Diploma	3,000	1,000	100	15,000	2,000	100	25,000	5,000	100
9	N.O.C.	50,000	----	100	50,000	----	100	50,000	----	100
10	Closed College	1,00,000	----	100	1,00,000	----	100	1,00,000	----	100
11	NOC for out of State University	2,00,000	----	100	2,00,000	----	100	2,00,000	----	100

- (c) Every application for recognised institute/approved institute, closed institute, processing and N.O.C.shall be accompanied with non- refundable fee as follow:-

Sr. No	Name of Application	For Grantable College			For non- Grantable College			For Self-financing College		
		Appli. Fee (in Rs.)	Late Fee for Appli. received not in time (in Rs.)	Proce-ssing Fee for Appli.	Appli. Fee (in Rs.)	Late Fee for Appli. received not in time (in Rs.)	Proce-ssing Fee for Appli.	Appli. Fee (in Rs.)	Late Fee for Appli. received not in time (in Rs.)	Proce-ssing Fee for Appli.
1	New Recognition	5,000	2,000	100	25,000	5,000	100	1,00,000	10,000	100
2	Extention of Recognition	2,500	1,000	100	5,000	1,250	100	25,000	5,000	100
3	Additional New Courses	3,000	1,000	100	12,500	1,250	100	25,000	5,000	100
4	New Approval	5,000	2,000	100	25,000	1,250	100	50,000	5,000	100
5	Extention of Approval	2,500	1,000	100	5,000	1,250	100	25,000	5,000	100
6	New Course	3,000	1,000	100	12,500	1,250	100	25,000	5,000	100
7	N.O.C.	50,000	---	100	50,000	---	100	50,000	---	100
8	Closed College	1,00,000	---	100	1,00,000	---	100	1,00,000	---	100
9	NOC for out of State University	2,00,000	---	100	2,00,000	---	100	2,00,000	---	100

No request for postponement of any type of above mentioned application shall be entertained.

**O. 87 :** *deleted*

However the fee shall be refunded if any type of above mentioned application is not entertained as per provision in (a) above.

**O. 134 :** *Amended version*

(a) (i) Tuition fees for Full- time / Part-time students for all the subject comprised under following Faculties.

Sr.No	Name of Faculty	Per -term
1	Arts, Commerce , Law, Education & Engineering	Rs. 1200 /- boys
2	Science	Rs. 1500 /- boys

(ii) For Self Financed

1	Arts, Commerce	Rs. 2000 /-
2	Science	Rs. 3000 /-
3	Rural Studies	Rs. 3000/-

(iii) For M. Phil degree Rs. 2000 /-

(iv) For Ph.D degree Rs. 2500 /-

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(b) Laboratory fees for Full - time / Part- time students ( For boys & girls) per term shall be as under.

- |   |             |
|---|-------------|
| (i) For the subject of Home - Science and all subjects of Science other than Mathematics and Statistics for the Masters Degree.                         | Rs. 800 /-  |
| (ii) For Self Financed Science Subject  | Rs. 3000 /- |
| (iii) For M. Phil degree  | Rs. 1000 /- |
| (iv) For Ph.D degree  | Rs. 3000 /- |
| (v) For the Subject of Geography & Statistics for Master's or M. Phil or Ph.D. degree   | Rs. 250 /-  |
| (vi) For the Subject of Psychology  | Rs. 250 /-  |
| (vii) For the use of Computer Facility (in any subject )  | Rs. 500 /-  |
| (viii) For the student permitted to reappear in Post graduate study with the change of group/ group or subject at Master's or M. Phil or Ph.D. degree . | Rs. 2000 /- |

(d) The following shall be the rates of fee other than tuition fees.

- |   |            |
|---|------------|
| (i) Internal Examination Fee                          | Rs. 100 /- |
| (ii) Library Fee                                      | Rs. 75 /-  |
| (iii) Library Deposit ( Once during the whole course) | Rs. 100 /- |
| (iv) Gymkhana Fee                                     | Rs. 50 /-  |
| (v) University Sports Fee                             | Rs. 30 /-  |
| (vi) University Library Development Fee               | Rs. 20 /-  |

**O. 140 :** *New Added version*

**(5) (I) Self- Finance**

The Following rules shall be applied for both Under Graduate & Post Graduate Self finance Colleges / Departments / Institutions as the case may be.

- (1) Full fees for the term concerned shall be refunded in the case of the death of the student concerned.
- (2) Tuition fee (Including Laboratory fee if any) for the term concerned shall be refunded after deducting 15% from tuition fee (Laboratory fee if any) if a student applies within 15 days from the payment of his/ her fee for any reason whatsoever.
- (3) Tuition fees (Including Lab fee if any) for the term concerned shall be refunded after deducting 25 % from tuition fees ( Including laboratory fee if any) if a student cancels his / her admission and another student is admitted on this cancelled seat.
- (4) In the case of reshuffling on merit, Department/College/ institutions shall refund total fees after

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deducting 15 % fees from total fees to the concerned students with in a one month from his/ her admission.

- (5) Department/College / institution shall return all the original documents to the concerned students, after enrollment / Registration or end of the first term whichever is earlier.

**O. 147 :** *New Added version*

2. (a)

**25 Technical Assistant ( Computer )**

- (i) P.G.D.C.A. after graduation with 50 % marks from the recognized university and one year working experience in any reputed organization.

OR

- (ii) B.E.( Computer Science / Computer Engineering/ Information Technology)

OR

- (iii) B.C.A. / B.Sc ( Computer Science / Information Technology) with 50 % marks and one year experience.

OR

- (iv) Master Degree in ( Computer Application /Computer Science / Information Technology).

**O. 151 :** *Amended version*

- (v) A representative of the Planning Board to be nominated by the Executive Council.  
(vi) University Architect to be nominated by the Executive Council.  
(vii) Two persons nominated by the Executive Council from amongst its members.  
(viii) Chief Accounts Officer.  
(ix) University Engineer Member Secretary.

**O. 159 :** (C) *Amended version*

“ NET “ Shall remain the compulsory requirement for appointment as lecturer for those with post-graduate degree . However, the candidate having Ph.D. degree in the concerned subject are exempted from NET for PG level, UG level teaching. The candidates having M.Phil. degree in the concerned subject are exempted from NET for UG level teaching only.

**O. 164 :** *New Added version*

A joint board shall be constituted for purpose of any interdisciplinary/ multi- disciplinary course within the same faculty or different faculties members and the chairman for such “ Joint Board” will be nominated by the vice-chancellor.

All other condition for conduct of business by such joint board will be as per the rules and procedure prescribed for board meetings.

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## M.PHIL.ORDINANCES

### **O.M.PHIL - 1**

The degree of the Master of Philosophy (M.Phil) shall be considered an Intermediate Degree between the Master Degree and the Doctorate Degree in the relevant subject & Faculty.

#### **Clarification**

M.Phil shall not be considered a pre-requisite for any student seeking registration as a Ph.D. student.

### **O.M.Phil - 2**

The M.Phil Degree course shall be conducted in the University Department.

### **O.M.Phil - 3**

No University Department shall be permitted to start M.Phil degree course unless it has adequate staff consisting of at least three teachers having adequate qualifications in O.M.Phil.9.

### **O.M.Phil - 4**

(a) candidate for being eligible for admission to M.Phil. Degree course must have passed the Master's degree examination with at least 55% marks in the faculties of Arts, Education, Science or Commerce of the University or an examination of any other University recognized as equivalent thereto.

(NOTE: - Those who are already employee as lecturers in the listed colleges of Hemchandracharya North Gujarat University are eligible for admission, irrespective of percentage of marks obtained at master's degree.)

(b) The admission in a particular subject/discipline at the M.Phil. degree course shall be open to a person who has obtained a Master's degree in the same or related subject/discipline.

(c) The reservation of seats for admission to M.Phil. Courses shall be as per state government rules.

### **O.M.Phil - 5 Procedure of admission**

1. A Candidate shall be admitted as a M.Phil students through an entrance test conducted by University.
2. Those students who have cleared UGC / CSIR (TRF) Examination NET / SLET / GATE / CAT any entrance exam held by any central / state / or any council / and, teacher fellowship holders are exempted from entrance test.
3. To qualify the M.Phil. eligibility test, student must acquire aggregate 50 % mark in the test. Relaxation should be given to the student of reserved categories as par UGC Norms.
4. Group discussion or an interview will be organized by the university for qualified candidate of M.Phil eligibility test.
5. Only the pre determined number of students may be admitted to M.Phil programme on merit.
6. University will prepared a merit list of successful candidate for admission of M.Phil. programme as par following merit.

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1.	Marks obtained in M.Phil eligibility test by students	100 Marks
2.	Marks obtained in group discussion / or an interview	20 Marks
	Total merit of students will be considered from	<u>120 Marks</u>

7. The number of seats for M.Phil shall be decided well in advance and notified in the university website or by an advertisement for M.Phil admission. University shall widely advertise the number of available seats for M.Phil studies and conduct admission on a regular basis.
8. M.Phil Ordinance, content of M.Phil eligibility test scoring of M.Phil eligibility test must be given to the students with admission form.

**O.M.Phil - 6 Duration of the Course**

- (a) M.Phil. Degree course shall be a full time Degree course.
- (b) The duration of the full time degree course shall be of two academic Terms

**O.M.Phil-7**

The enrollment of the students for M.Phil degree Course shall start with the commencement of the academic year beginning from July every year.

**O.M.Phil - 8**

**(A) Recognition of Teachers for M.Phil. Degree**

Teachers with following qualifications and experience shall be eligible to be recognised to teach the theory papers at M.Phil degree in the subject of their discipline as well as guide dissertation:

- (1) Teacher with holding position as professor and reader in the university Department in the subject concerned.

OR

- (2) Lecturers in the University Departments, Affiliated Colleges, Recognised Institutions and Approved Institution holding Ph.D. Degree and three years' teaching experience in the subject to the post-graduate class as a lecturer or recognised as Ph.D. guides.

OR

- (3) Teachers with M.Phil. degree having five years' teaching experience at post-graduate level.

And

- (4) Three research Paper in the subject Published in a referred journal of state / national / and / or international standing.

**(B) Recognition of Teachers for M.Phil. Degree ( Theory paper only)**

- (1) Notwithstanding anything contained in (1) to (4) above, the lecturers in the Affiliated Colleges, Recognised institution and approved Institution with at least ten years' teaching experience at degree level and P.G. Level, of which P.G. teaching experience shall not be less than three years, shall be, eligible for recognition to teach the theory papers only at M.Phil. degree in the subject of their discipline.

OR

A teacher in the University Department having masters Degree & having three years' teaching experience at the Post-Graduate level shall be eligible to teach the theory papers only at M.Phil degree in the subject of his discipline.



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### O.M.Phil - 9

- (1) Normally not more than 5 M.Phil. Students should be assigned to any individual teacher for the purpose of guiding their dissertation work. Each teacher will be normally expected to devote at least two hours per week for each student for preparing dissertation.:
- (2) No teacher shall normally do more than one teaching course per semester. For the purpose of work load, one M.Phil. Lecture should be considered equivalent to 2 periods of under-graduate level.

### O.M.Phil -10

The courses in the various subjects in M.Phil degree shall be prescribed by the board of studies in the subject concerned with the approval of the respective faculty with the following uniform course structure.

- (1) **Theory** : There shall be following papers for the M.Phil degree.  
**Paper-I** : Research Methodology relevant in the subject Advances in the subject (100 marks - 3 hours) two other papers concerned with the subject viz.  
**Paper-II** : Recent Advances in the subject -1. (100 marks - 3 hours)  
**Paper-III** : Recent Advances in the subject -2. (100 marks - 3 hours)  
The details of these papers shall be worked out by the respective Board of studies.
- (2) **Dissertation** of 100 marks (80 marks of evaluation and 20 marks of viva-voce)  
Thus the M.Phil. Examination shall consist of the above papers and dissertation and total 400 marks.

### O.M.Phil - 11

The head of the University department will guide teachers in the selection of topic for dissertation based on project/design work or on other identified areas of research.

### O.M.Phil -12

- (A) The candidate shall be required to submit the dissertation on or before 30 april.  
A student can not appear in written annual examination without submission at his / her dissertation.
- (B) The dissertation will be treated as accepted only if the candidate has made satisfactory performance both at writing the dissertation and the vice-voce examination thereof.
- (C) M.Phil Students shall a viva - voce examination which shall be openly defended.

### O.M.Phil - 13 **Standard of passing**

The standard of passing M.Phil. degree examination shall be

- (i) 50 % of marks in dissertation.
- (ii) At least 40 % of marks in each of the papers and 50 % of the total marks in the aggregate of the papers and dissertation.

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**O.M.Phil - 14 Award of the class**

**First with Dist** : 70 % of aggregate marks and above.

**First class** : 60 % of aggregate marks and above.

**Second class** : At least 50 % of aggregate marks.

(A) There shall be no exemption in Theory paper. However, the benefit of 0.119 will be given to the candidates on the basis of marks obtained in the theory papers above for passing the theory papers only.

(B) A candidate who has secured the minimum number of marks required to pass in the papers, but whose dissertation has not been accepted for award of M.Phil.Degree, will be required to resubmit his/her dissertation with necessary modifications as suggested by the evaluator. His/Her marks of Theory papers will be carried forward. Such a candidate shall not be required to appear again for examination in the Theory paper.

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## **Ph.D. ORDINANCES**

### **O. Ph.D. 1.**

- 1.1 Hemchandracharya North Gujarat University, Patan awards the degree of Doctor of Philosophy (Ph.D.) in all faculties, to a candidate who has successfully completed the stipulated programme of research.
- 1.2 Of The research Programme the governing rules and regulation are formulated by the Executive Council of the Hemchandracharya North Gujarat University, Patan on recommendation of **BUTR**. The Executive Council can modify or change the structure, the governing rules and regulation from time to time.
- 1.3 A candidate to be awarded the Ph.D. degree has to submit a thesis in English except language like gujarati, Hindi or Sanskrit embodying the finding of his/her original research carried out under this programme. Further provided that, if any student carried out his / her research work in Gujarati, Hindi or Sanskrit language, / Literature, he / she has to submit his / her thesis in Gujarati, Hindi or Sanskrit respectively. The thesis should make an original contribution of high quality to the advancement of scientific knowledge as judged by experts in the relevant area.
- 1.4 Before submitting final thesis, student has to submit his / her synopsis in English.
- 1.5 A candidate becomes eligible for the award of the Ph.D. degree after fulfilling all the academic requirements prescribed by the University.
- 1.6 The Ph.D. degree shall be awarded in the discipline of the Faculty in which the student is registered for the Ph. D Programme. The title of the Ph.D. thesis and subject shall be mentioned in the Notification.

### **O. Ph.D. 2. Eligibility:**

A candidate shall be registered for the Ph. D. degree only in the Faculty in which he has obtained Master's Degree with at least 50% in the subject from the Hemchandracharya North Gujarat University or any other University recognized by the U.G. C.

### **Provided further that:**

1. A candidate in the Faculty of Arts who has taken a Master's degree in Mathematics may be registered for Ph.D. degree in Science Faculty in the subject of Mathematical Science.
2. A candidate in the Faculty of either Arts, Education, Science or Commerce who has taken his Master's degree in Economics or Statistics may be registered for Ph.D. degree, in anyone of these faculties.
3. A candidate who has obtained the degree of Master of Engineering with Electronics and Telecommunication as one of the subjects of this University or of any other University recognized as equivalent thereto, may be registered for the Ph.D. degree in Science Faculty in the same subject.

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4. Bachelor degree holders who have passed the final examination of the institute of chartered accountants of India may be registered for Ph.D. Degree in commerce (Accountancy)
  5. A person holding a second class Master's Degree of this University with at least 10 (ten) years' teaching experience in an educational institution within the state of Gujarat may be considered eligible for registration for Ph.D. Degree by the Executive Council on recommendation of the B.U.T.R.

Provided further that the Vice-Chancellor be authorized to take decision in the matter of granting permission to change the faculty other than the one in which the candidate has obtained his master's degree and granting registration to such student for the Ph. D. degree in the respective or corresponding subject under the respective faculty.

### **O. Ph.D. 3. Procedure of Admission**

1. A Candidate shall be admitted as doctoral student through an Entrance Test Conducted by University.
2. Those Students who have cleared UGC, CSIR (TRF) Examination SLET / NET GATE / CAT any entrance exam held by any central / state / or any council / and, Teacher fellowship Holders are Exempted from entrance test
3. Those students who are admitted through entrance examination in M.Phil Programme and have successfully passed M.Phil Programme are also exempted from Entrance test.
4. To Qualify as Ph.D. research scholar student must acquire aggregate 50% mark and 40% marks in each section, In the Ph.D. eligibility test. Relaxation should be given to the students of reserved. categories as per UGC Norms.
5. Group discussion or an interview will be organized by the university for Qualified candidate of Ph.D. eligibility test.
6. At the time of group discussion or an interview doctoral candidates are expected to discuss their research interest / area with tentative proposal of research.
7. Only the stipulated number of students may be admitted to Ph.D. Programme on merit.
8. University will Prepare a merit list of successful candidates for admission of Ph.D. Programme as per following merit.

1. Marks Obtained in Ph.D. Eligibility. Test by student	100 marks
2. Marks Obtained in Group Discussion / Or an interview	20 marks

Total Merit of Students will be considered from 120 Total marks

9. University will adopt reservation policy of state government for admission.
  10. Admission will be granted twice in a year. First term admission will be granted on or before 31st August and on or before 31st January for second terms.
  11. The number of seats for Ph.D. shall be decided well in advance and notified on the university
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- website or by an advertisement For Ph.D. admission university shall widely advertise the number of available seats for Ph.D. studies and conduct admission on a regular basis.
12. Ph.D. Ordinance, sections and content of Ph.D. Eligibility test scoring of Ph.D. eligibility test and other details related to Ph.D. course must be provided with the admission form to the students.
  13. If successful candidates in the subjects are more than the stipulates number of seats for Ph.D., admission will be given on merit and after that the deprived students shall be Admitted when seats are available.
  14. Ph.D. eligibility test will be conducted once a year.

**O. Ph.D. 4. : Procedure of Registration:**

Admitted candidates will apply for registration in the prescribed form with the research proposal. The Ph.D. Committee will recommend registration of a candidate for the Ph.D. Degree after interviewing the candidate and also satisfying it self that the investigation may profitably be carried out by the applicant under the guide(s) and the adequate facilities and materials will be available in the laboratory / place of research. The Ph.D. Committee shall have the discretion to modify the research topic and shall specify the faculty and the subject to which the topic belongs.

On his/her candidature being accepted by the Ph.D. Committee, the applicant shall be registered on such conditions and on such topics as may be fixed by the Ph.D. Committee on payment of the prescribed registration fee.

**O. Ph.D. 5. : Fees Payable by the Research Scholars:**

The students declared eligible for admission will be admitted on payment of the fees prescribed by the Executive Council from time to time.

- (a) Registration fee
- (b) Library fee
- (c) Caution Money Deposit
- (d) University Development Fund Contribution
- (e) Lab fee (for Science, Pharmacy, Engg. or Where Lab. Is required).
- (f) Computer facilities fee.
- (g) Term fee
- (h) Any other fees as decided by the Executive Council.

**Provided that:**

- (a) A full time scholar shall be required to pay term fee at the prescribed rate. The term fee will have to be paid in two installments per annum from the date of registration till the date of submission of the thesis.
  - (b) A part time internal scholar working in this University or in an affiliated college or an institution
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- recognized or approved by the University will have to pay term fee at the prescribed rate per term from the date of registration till the date of submission of the thesis.
- (c) A Scholar pursuing research in a recognized institution outside the University area under the University Service will have to pay term fee at the prescribed rate per annum in the beginning of the academic year as single installment. till he submits his thesis.
  - (d) The awards of Fellowship/Scholarship etc. like the JRF/SRF etc will be required to secure admission by paying the above Admission fees and they will be treated as full time scholars for the purpose of monthly fees.
  - (e) All other scholars not covered under (a), (b), (c) and (d) above, will be treated as part-time external scholars and they will be required to pay term fee and also an external fee at the prescribed rate from the date of registration till the date of submission of the thesis in single installment per annum.

#### **O. Ph. D. 6. Categories of Ph.D.:**

1. There are three types of students in Ph.D. Course
  - I. Regular (Full Time)
  - II. Part Time
  - III. Independent Research

##### **I Regular (Full - Time)**

These are students who work full time for their Ph.D. and may be permitted to receive assistantship from the institute or fellowship from UGC or any other recognized funding agency. When Research work is being carried out under the guide in same college can be Considered as regular student.

Further, In case of interchange from regular student to part time / or part time to regular student. BUTR shall Consider in extra ordinary Circumstances.

##### **II Part Time students**

This category refers to the candidates who are local and professionally employed personnel (including the staff of Hemchandracharya North Gujarat University, Patan) who can pursue research while employed.

A No objection certificate from the Head of the University Department / Organization/ college where he / she is employed must be enclosed at the time of application.

##### **III Independent Research**

With the prior permission of Vice Chancellor, a candidate fulfilling the eligibility condition stated in O. Ph. D. (2) above, and with at least 10 (ten) years of teaching experience in the University Department or College affiliated to the University or the institution recognized/approved by the University and having adequate publication, may apply for pursuing his / her Ph.D. Research programme independently. While seeking permission from the Vice Chancellor, the candidate will have to submit certificates from two members of the concerned faculty of this University

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having experience in guiding research testifying the fitness of the candidate to pursue independent research. All other provisions and conditions of these rules will be applicable to all such scholars working independently. A scholar having registered once under a guide shall not be permitted to submit his / her thesis independently.

**O.Ph.D. 7. Duration of Course:**

1. Full Time : Four Terms ( 2 Year's)
2. Part Time : Six Terms ( 3 Year's)  
Provided that for M.Phil Passed Students : There Should be 4 Semester ( 2 Year's)
3. Independence: Six Semester ( 3 Year's )

**O.Ph.D. 8. Leave rules:**

As per UGC Guidelines for Faculty Improvement Programme Scheme.

**O. Ph.D. 9. Recognition of Ph.D. Research Guide:**

RECOGNITION FOR THE Ph.D. GUIDE IN THE FACULTIES OF ARTS, EDUCATION, SCIENCE, COMMERCE, LAW, MANAGEMENT, PHARMACY, MEDICINE, ENGINEERING, HOMOEOPATHY, RURAL STUDIES AND HOME SCIENCE.

- (1) Professors including Professor (CAS) of this University holding Ph.D. Degree and Five research papers in the subject should be published in a referred journal of National and / or international standing out of which at least two be after getting Ph.D. degree, will be recognized as a Ph.D. Guide.
- (2) The Executive Council on the recommendation of BUTR shall recognize any teacher other than Professor of the University Department or an affiliated college or Recognized / approved institutions within the territorial jurisdiction of the Hemchandracharya North Gujarat University as a Ph.D. research guide. Following qualification are required to be qualified as a Ph.D. Research guide.
  - (a) Ph.D. Degree in the subject or in a related discipline of recognized University.  
And
  - (b) He / She Should have at least five year of P.G.Teaching / research / Industrial research Experience or minimum of five years U.G. Teaching experience after getting Ph.D.  
And
  - (c) Five Research Papers in the subject Published in a referred Journal of National / and / or International Standing out of which at least two should be after getting Ph.D. Degree.  
Or
  - (c) where Publication are not applicable in disciplines like Drama / fine arts etc.. the person should have a certificate of five national level Performance / Exhibition as the case may be.

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- (3) University shall constitute research committees with at least two subject experts on it to look into the fulfillment of the above criteria before giving recognition for Ph.D. Guide ship.
  - (4) The Executive council on the recommendation of BUTR shall recognize as Ph.D. Guide to any eminent scholar, eminent educationalist who has given his / her valuable contribution in his field.
  - (5) The executive council on the recommendation of BUTR shall recognize as Ph.D. Guide any Ph.D. Guide. Who is recognized as Ph.D. guide from any state university, when it is needed.
  - (6) A registered Ph.D. guide must have guided at least one successful Ph.D. during Five years of his registration. Failing which his registration as guide will be cancelled and he will have to get re - recognition for Ph.D. guide ship.

**O.Ph.D. 10. Intake:**

- (1) A Ph.D. Guide Shall not have at any given point of time more than the following number of Ph.D. Scholars.

( Including student from all university )

Professor / Principal : 8

Reader / Assi. Professor : 7

Lecturer / Associate Professor : 6

Students from foreign countries may be In addition to the above numbers.

- (2) Newly Appointed Ph.D. Guide shall be allotted the following number of Ph.D. Scholar in the first year.

Professor / Principal : 4

Reader / Assi. Professor : 4

Lecture / Associate Professor : 3

**O. Ph.D. 11. Cancellation of Registration:**

The Ph.D. registration of a student is liable to be cancelled for any of the following reasons.

- (a) Consistent lack of progress in research.
- (b) Violation of Discipline and conduct Rules of the Institute/Department.
- (c) Non-submission of the thesis within the stipulated period.
- (d) Non-conformity with the regulations of the programme.
- (e) Giving false information at the time of application / admission.

**O. Ph.D. 12. Joint/Co-Guide:**

- (1) In the event of a scholar pursuing the research programme on a topic with ramifications stretching to two or more disciplines, he/she may apply to work under the supervision of two guides not from the same discipline. The Ph.D. Committee (after scrutinizing the research proposal submitted by the candidate) will take the final decision.
  - (2) The scholars pursuing research programme in an institution outside this University shall have to take a Joint Guide if necessary from the list of recognized Ph.D. research guides of this University.
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### **O.Ph.D. 13. Guidance for Doctor of Philosophy:**

Course work, Guidance and attendance for doctor of philosophy.

1. A candidate for the degree of Ph.D. must have worked for stipulated term after qualifying himself for the Master's degree in the Faculty concerned under the guidance of a University teacher duly recognized for guiding research for Ph.D. degree.
2. Full-time research scholars shall attend their respective departments and/or laboratories according to the prearranged time-tables and the records of their attendance shall be maintained by the concerned Principal guide.
3. Part time research scholar shall attend one semester after registration on their respective department / college The record of their attendance shall be maintained by the concerned principal guide.
4. Part time research scholar shall be required to take at least six months leave from their duty.
5. Full Time and part time Scholar shall be required to gone through course work The course work shall be treated as pre- Ph.D. Preparation. The course work must include a course on research methodology which may include quantitative methods, computers application, review of related published research, sampling, tools and report writing.
6. Examination of the course work shall be held at the end of first term. One paper of 100 marks shall be drawn, 50 % shall be the minimum marks for qualifying requirement for allowing a student to proceed further with the writing of the dissertation.
7. The Ph.D. student shall publish a minimum of one research paper in a refereed journal before the submission of the thesis / monograph for adjudication and produce evidence for the same in the form of acceptance letter or the reprint.
8. The Ph.D. student shall attend a minimum of one national / international seminar / conference before the submission of the thesis.
9. The Ph.D. student shall prepare a minimum of one field based practical term paper based on his / her research topic suggested by Ph.D. guide before the submission of the thesis.
10. All the relevent documents shall be submitted at the time of submission of the thesis.

### **O. Ph.D.14. Constitution of Ph.D. Committee:**

The constitution of the Ph.D. committee shall be as given below.

- (a) Vice-Chancellor - Chairman
- (b) Pro-Vice-Chancellor, if any,
- (c) Dean of the concerned faculty-Member
- (d) Chairman of the board of studies of the concerned subject.
- (e) The concerned Guide(s)-Member.
- (f) Registrar-Convener.

The Ph.D. Committee will recommend to the B.U.T.R. in the matters mentioned below:

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- (a) Provisional Registration
  - (b) Final Registration
  - (c) Recognition of Ph.D. Guide
  - (d) Review of the Progress report

**O. Ph.D. 15. Period of Research Work:**

- (a) A Ph.D. scholar will be registered for five years. which may be extended by two years with the permission of the vice-chancellor However under very special circumstances the vice - chancellor may grant a scholar grace period of 90 (ninety) days to submit the thesis after the expiry of the 7th (seventh) year from the date of registration.
- (b) In case he / she fails to submit the thesis within this period he /she will have to get re - registered For re - registration . the rules of registration applicable to a fresh applicant will have to be followed including course work, submission, synopsis, thesis ... etc.

**O. Ph. D. 16. Change of Guide (s):**

The Executive Council shall permit a student to change his/her guide for the valid reasons on the recommendations of the Board of University Teaching & Research.

**O. Ph. D. 17. Change of Topic and Title:**

Candidates shall select and furnish the research title within the period of six month from the date of registration. If a change of Topic/title becomes necessary, the candidate will be permitted to change the Topic/title already given up to a period of one year from the date of registration. Whenever a scholar seeks permission for a change of Topic/title after the period of one year from the date of registration, he/she is permitted to submit the thesis only after one year from the date of approval of such change of Topic/title for Master degree holders.

**O. Ph. D. 18. Progress Review:**

The Ph. D. Committee will meet to review the progress of the Research Programme of the student at the end of every terms. The minutes of the meeting shall be prescribed and placed before the BUTR for further action.

**O. Ph. D. 19. Submission of Thesis:**

- (1) Upon satisfactory completion of the course work, including research methodology course which shall form part and parcel of the Ph.D. programme and after completion of research work to the satisfaction of the supervisor the Ph.D. scholar shall produce a draft thesis within a reasonable time as stipulated by the university.
  - (2) Full time Ph.D. Candidate may submit synopsis minimum three semesters after registration and thesis minimum four semesters after registration.
  - (3) Part time Ph.D. Candidate may submit synopsis minimum five semester after registration and thesis minimum six semester after registration.
  - (4) Part time Ph.D. Candidate having M.Phil degree may submit synopsis three semester after
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registration and thesis minimum four semester after registration.

- (5) Prior to submission of the thesis, the student shall make a pre Ph.D. Presentation in the department / university that may be open to all faculty members and research students for getting feed back and comments which may be suitably incorporated in to the draft of the thesis under the advice of the supervisor.

**O. Ph. D. 20. Evaluation of Ph.D. Thesis:**

Every thesis shall be examined by three referees to be appointed in the manner indicated here below:

- (1) On the recommendation of the Board of University Teaching and Research, the Executive Council shall appoint a panel of three Examiners, one of whom shall be an internal referee; the University Teacher guiding the candidate's work and the other two must be external ones, out of which at least one shall be from outside the state. In case of Ph.D. Degree in regional language, university may take their decision to have Examiners from two different universities of the state.

**Explanation:**

- (a) External examiner shall mean any examiner other than guide(s), not in the University service/ not belonging to institution of the candidates and the guide(s).
- (b) From the panel finalized as above the Vice-Chancellor shall select the Board of Examiners and the Registrar will take necessary steps for the evaluation of the thesis. In case of joint guides, either a combined report or two separate reports may be obtained.
- (c) All the examiners appointed to evaluate the thesis shall be requested to send along with the report on the thesis, questions to be put to the scholar during the Viva-Voce and / or practical examination.
- (d) If the thesis is recommended for Ph.D. degree unanimously by all the examiners, then it will be processed according to clause below.
- (e) If the thesis is recommended for the Ph.D. degree by any two examiners and rejected or suggested for resubmission after revision by the third examiner, then the thesis will be referred to another external examiner (i.e., 4th examiner) from the panel already approved by the Executive Council as per selection to be made by the Vice-Chancellor. The assessment of the 4th examiner shall be final.

If the 4th examiner suggests re-submission after revision, then the scholar will be allowed to re-submit the thesis after necessary revision in the light of the comments of this examiner within one year on payment of half of the prescribed examination fees and the revised thesis will be sent only to the examiner who suggested revision.

If the 4th examiner recommends the thesis, the report of the recommendation will be considered along with the other reports already received and will be processed under clause below.

- (f) If the thesis is suggested for re-submission after revision by any two examiners, the scholar will be allowed to re-submit the thesis after revision in the light of the comments of the examiners
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within one year on payment of half of the prescribed examination fees and the revised thesis will be sent to only those examiners who have suggested revision. If the revised thesis is recommended, the reports and the recommendations will be considered along with the other report already received and will be processed under clause below.

- (g) If the thesis is rejected by any two examiners, it shall be rejected.
- (h) In a special circumstances to change the referee. The Vice- Chancellor shall be the Final Authority.

**O.Ph.D. 21. Viva-Voce and/or Practical Examination:**

- (1) On receipt of satisfactory evaluation reports the Ph.D. students shall Under go a viva - voce examination which shall be openly defended : if desirable it may follow a closed room viva - voce exam.
- (2) There shall be a viva-voce examination of a candidate-submitting thesis for the degree of Ph.D. It shall be held at a suitable place in the Hemchandracharya North Gujarat University area or under special circumstance, at a place outside the Hemchandracharya North Gujarat University area with the previous permission of the Vice-Chancellor and on the date or dates to be decided by the referees concerned by mutual consent.
- (3) Of the two external referees, if the first referee fails to attend the viva - voce or is abroad, the next one in order shall hold the viva voce examination of the candidate jointly with the referee.
- (4) In the event of both external referees being from outside India, a third (external) referee from within India shall be appointed by the Vice Chancellor, in consultation with the Board of University Teaching & Research.
- (5) If a candidate does not satisfy the Examiners at the viva-voce examination only, he shall be re examined after a period of not less than three months, The candidate shall not be declared eligible for the degree unless all the Examiners unanimously declare him eligible for the degree.
- (6) In case of a candidate who after, having submitted his thesis, has gone abroad and is likely to stay there for a period of at least a year, his viva-voce examination may, at his request and at the discretion of the Executive Council, be held in that Country, If the Board of University Teaching & Research recommends. may proceed abroad provided the candidate is ready to bear all the expenses of the referees & viva - voce.
- (7) In the event of re-examination of candidate at the viva-voce examination only who had failed to satisfy the examiner at the viva - voce examination, early shall be required to send his examination form along with the payment of half of the original fee through his guiding teacher(s).
- (8) The university shall complete the process of evaluation of the thesis within a period of one year from the date of the final thesis.

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**O. Ph. D.22. Award of the Doctorate (Ph.D.) Degree:**

If the thesis is recommended for award of the Ph. D. degree after the Viva- Voce and/or Practical Examination, the Registrar with the approval of the Vice-Chancellor shall declare the result.

A Certificate under the seal of the University and signed by the Vice- Chancellor will be given to each successful candidate.

For all other matters not covered above, the decision of the Vice-Chancellor shall be final and binding.

**O. Ph. D.23. Deposit of thesis with the UGC and the Commissioner of higher Education.**

(1) Following the successful completion of the evaluation process and announcement of the award of the Ph.D. the University shall submit a soft copy of the Ph.D. thesis each to the UGC and to the commissioner of Higher Education, Government of Gujarat, within a period of 30 days for record and for hosting the same in INFLIBNET accessible to all Institutions / Universities.

(2) Along with the degree, the University shall issue a Provisional certificate certifying to the effect.

**O. Ph.D.24. Rules for the recognition of an Institute/College/Centre/Laboratory/Library/Museum/ for Ph. D. Research.**

1. The Institute/College/Centre/Laboratory/Library/ Museum etc. should apply to the Registrar in triplicate with an application fee at the prescribed rate which is non-refundable, before 31st August every year together with three copies of report containing informations as in the rule. The BUTR may also consider the applications from out side the territorial jurisdiction of the University. In such cases the applying authority will have to bear the total cost of T.A. /D.A. etc. in connection with the inspection in addition to the application fee.

2. A team consisting of at least two experts will visit the Institute/College/Centre/Laboratory/ Library/Museum etc. and shall inspect the facilities for their satisfaction in the following aspects (where applicable):

- a. A library with adequate number of books (about two thousand) and journals (about 10) of National and International standard on the subject and allied fields of study.
- b. A full time qualified Librarian with supporting staff.
- c. Adequate reading room facilities.
- d. A Laboratory with adequate equipment and space (where applicable).
- e. Adequate staff facilities for fabrication of specialized equipments needed for research (where applicable).
- f. Adequate staff for running and maintenance of the range of equipments needed for research (where applicable).
- g. Manuscript of Microfilming may be accepted an alternative (where applicable).

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- h. At least one person who has been recognised as Guide of the subject/discipline for which Ph. D. recognition is sought.
  - i. Details regarding land and building.
    - (i) Areas of land stating whether permanent and belonging to the Institute.
    - (ii) Nature and type of building.
    - (iii) Number of rooms with space in which the concerned Institute/College/Centre/Laboratory/Library/Museum is situated.
  - j. Details of financial sources of the concerned Institute/College/Centre/Laboratory/Library/Museum etc.
    - (i) Recurring grant, received during the year previous to the visit and in the visit year (if available.)
    - (ii) Non-recurring grant/grants received during the year previous to the visit and in the visit year (if available.)
    - (iii) Any other financial sources (with details of magnitude and, nature) including interest from fixed deposits, if any.
  - k. A full time executive in charge of administration of the Institute/ College/Centre/ Laboratory/Library/ Museum etc.
3. The committee will submit its report to the University with full details covering the above aspects along with its critical observations & recommendation, which will be submitted to the BUTR for further course of action. The recommendation of the BUTR will be placed in the Executive Council through Academic Council for approval.
  4. The matter regarding recognition will be subject to renewal on the basis of report submitted by the team consisting of at least two experts / will visit the Institute/College/Centre/Laboratory/Library/ Museum etc. and after a period inspection, if necessary after every two years.
  5. Recognition will be accorded for a period of three years subject to renewal on the basis of report on activities to be submitted along with a non-refundable renewal fee at the prescribed rate.

### **P. G. Rules**

#### **P. G. Rules - 6 (d) Amended Version.**

Admission Policy including reservation policy for the post - graduates Centers / Department Shall be applicable as per the State Government Policy.