

Guide to the Doctoral Program

P. P. Savani University

Table of Contents

About University	4
Vision	4
Mission	4
Core Values	4
About Doctoral Program	4
Doctoral Program Terminology	5
Admission Process	7
Eligibility for Admission	7
Stage 1: Application for Admission	10
Category of Admission	10
Stage 2: Enrollment and Program Commencement	12
Stage 3 Allocation of supervisor:	14
Stage 4: Research work	15
Publication Policy	16
Stage 5: Pre-Synopsis Seminar and Submission of Synopsis	16
Stage 6: Thesis Defense (Viva Voce)	17
Stage 6: Convocation and Degree Award	18
Annexture A	19
Annexture B (Fees Structure)	22
Annexture C (RAC Progress Report)	23
Annexture D (Contact Details)	28
Annexture E (Entrance Test Syllabus)	29
Annexture F (Research proposal and Presentation Format)	30
Annexture G (Syllabus of Course Work)	33
Annexture H (Similarity Guideline)	37
Annexture I (Plagiarism Certificate and Report)	38
Annexture J (Thesis Formatting Guideline)	40
Annexture K (Policy for Generative AI Use)	42
Annexture L	44

Annexure M (Synopsis Submission Form)	45
Annexure N (Thesis Submission Form).....	49

About University

P P Savani University, a NAAC A+ accredited institution, is a premier center for higher education, offering a dynamic and fully integrated learning environment for Research scholar from across the globe. With a strong reputation for academic excellence and expertise across diverse disciplines, the university is dedicated to providing a comprehensive education that empowers Research scholar with the knowledge, skills, and innovation required to thrive in the modern world.

Vision

To emerge as a Centre of Excellence and Innovation, nurturing potential of Research scholar in preparing them to become competent professionals having concern for social values.

Mission

- To nurture the highest quality of academic excellence and empower Research scholar with immersive knowledge and scholastic integrity.
- To achieve academic leadership by deep linking initiatives in collaborative research, training and consulting.
- To create a cusp of knowledge freely accessed by academia and industry with an intent to impact society for the greater good.

Core Values

- Inclusivity
- Integrity
- Leadership
- Respect
- Accountability
- Transparency
- Pride

About Doctoral Program

The program is launched in Academic Year 2018, in the fields of Engineering, Sciences, Management, Physiotherapy and Nursing. Further programs will be added based on the launch of new courses/programs/schools at the University

Campus Address: GETCO, NH 8, near Biltech, Dhamdod, Kosamba, Gujarat 394125

Doctoral Program Terminology

Unless the context otherwise requires, the following words and expressions shall have the following meanings:

Terminology	National (Indian) Context
University	P P Savani University
School/Department	Respective School or department which are coming under the schools
Research Scholar	The formal title for a student enrolled in a Ph.D. program.
Full-Time Scholar	A full-time research scholar is an individual who dedicates their primary effort and time, usually 40 hours per week, to their research and coursework. They typically do not hold a full-time job and may be supported by a fellowship, scholarship, or assistantship. The duration of a full-time program is generally 3 to 4 years.
Part-Time Scholar	A part-time research scholar is an individual who pursues their Ph.D. while balancing other significant commitments, such as full-time employment or family responsibilities. The program is designed to be more flexible, and as a result, the duration of the program is directed by competent authorities. Part-time research scholar often fund their studies and may use their professional work as a basis for their research
Research Proposal	Means a brief write-up giving an outline of the proposed research work which the Ph.D. Research scholar shall submit along with the application for registration for doctoral program
Coursework	A mandatory component of most Ph.D. programs in India, where research scholar must take a certain number of credits or courses before they can formally begin their research.

Supervisor/Guide	The faculty member who provides guidance and supervision for the doctoral research.
Co-Supervisor	means the recognized supervisor, who supervises the Ph.D. work of a candidate jointly with the Supervisor
External expert	professional, or researcher from an institution or organization other than the doctoral student's own university. This individual is selected for their specialized knowledge and expertise, which is highly relevant to the student's research topic. The primary purpose of including an external expert is to provide an objective, independent, and unbiased perspective on the doctoral work
Research Advisory Committee (RAC)	A committee of supervisor, external expert, internal experts, subject experts, and faculty members who guide and monitor the progress of the research scholar.
Conference/Workshop	Conferences and workshops are crucial for doctoral scholars to present their research, get feedback, network, and learn new skills. Here is a list of common terminology used for these academic events. Present work at national and international forum.
Publication	Publication of research papers, book chapters, patent etc. In guided index national and international journals
Synopsis	A detailed research proposal submitted before the formal start of the research work, often presented at a research advisory committee meeting.
Thesis	The final and original piece of research work submitted for the degree.
Viva Voce	The oral defense of the thesis, a mandatory final examination.

Foreign Educational Institution	an institution duly established or incorporated in its home country and offering educational program at the undergraduate, postgraduate and higher levels in its home country and which offers programs of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode.
Inter-disciplinary Research	means research that draws from two or more disciplines/faculty in order to gain a well-developed perspective, or discover something new
Plagiarism	is the act of presenting someone else's work or ideas as your own, whether intentionally or unintentionally, without proper acknowledgment. It is a serious academic and ethical offense. Plagiarism can take many forms, including
Similarity	It is a measure of how much a document's text matches the text of other documents in a database. It is a neutral, technical term. A high similarity score does not automatically equate to plagiarism. It simply indicates that a significant portion of the text is identical or closely matches existing sources

Admission Process

Our doctoral program provides all support and state of art infrastructure to provide necessary support and training to scholars. Our global collaborative approach brings unique perspective to research work of scholar. P P Savani University is actively involved in the process of building network for align research work which solved the problem of society and industry.

Eligibility for Admission

To apply for a PhD program, candidates must meet one of the following criteria:

- **Master's Degree (2-year):** A 2-year Master's degree (after a 3-year Bachelor's) with at least **55% marks** (or equivalent grade).
- **Master's Degree (1-year):** A 1-year Master's degree (after a 4-year Bachelor's) with at least **55% marks**.
- **4-Year Bachelor's Degree (Direct PhD):** Candidates with a 4-year/8-semester Bachelor's degree (with Research) can apply directly if they have a minimum of **75% marks** in aggregate.
- **M.Phil:** Candidates who have completed an M.Phil with at least **55% marks**.
- **Relaxation:** A relaxation of 5% marks (eligibility lowered to 50% or 70% respectively) is granted to SC/ST/OBC (non-creamy layer)/Differently-Abled/EWS candidates.

Duration of the Program

- Minimum, three years (including coursework). With maximum of six years. Extension shall be provided to women candidates and Persons with Disabilities (PWD) may be granted an extension of up to 2 years beyond the maximum duration. Female Ph.D. scholars are eligible for Maternity/Child Care Leave for up to 240 days during the entire duration of the program.
- In exceptional circumstances, a one-year extension for a Ph.D. program may be granted with special approval from the University's competent authority. Any extension beyond this requires re-registration for the Ph.D. program. Upon re-registration for the same topic, the candidate must satisfactorily clear at least one Research Advisory Committee (RAC) and submit the final thesis only after a year. Additionally, there is a five-year timeline for completion after re-registration, as mentioned above.
- The Full Time Research Scholar will be eligible for Stipend if registered under Research Project of Supervisor.

P P Savani provide admission to doctoral candidate in two time in year every year in the month of June/July and December/January admission open and applications are invited for admission in the below mentioned discipline/ domain. P P Savani University encourage interdisciplinary research work. Rights to admission is reserved with P P Savani Universities competent authorities.

Engineering

- Mechanical
- Electrical

- Civil
- Computer
- Petrochemical
- Machine learning
- Data science

Basic science

- Mathematics
- Physical
- Chemistry
- Biology/ Life science

Management

- Marketing
- Finance
- Human resource
- Organization behavior
- Supply chain management
- Data analytics
- Information systems

Liberal Arts

- Economics
- Psychology
- Political science
- International relation
- Public services

Commerce

- Accountancy

Physiotherapy

Nursing

Pharmaceutical

Homeopathy

Agriculture

Ayurveda

Language (English Literature)

Stage 1: Application for Admission

This is the initial phase where the university assesses a candidate's potential for high-level academic research. The focus is on a candidate's academic history, research interests, and future promise.

- Invitation of application for admission
- Conduct entrance test- Two subject, research aptitude, Reasoning
- Declared the result of entrance test
 - **Formal Submission:** The application is submitted through the university's online portal, often with a non-refundable/transferable application fee/form fee.

Conduct entrance test- Written- MCQ based (50 marks)

- **Research aptitude**
- **Reasoning**
- The candidate who has qualified with NET (JRF)/ SLET / M Phil in the respective field shall be exempted from the Written Test. However, it does not guarantee the direct admission for Ph.D. Final admission shall be done based on Research Proposal Presentation & Interaction. P P Savani University reserved the rights to provide admission.
- Presentation of research proposal (50) marks

Category of Admission

Research Scholar will be admitted to Ph. D. Program under following categories:

Full Time: A Candidate willing to pursue Ph. D. in full time category will carry out the research activity within the campus under the supervision of respective Research Supervisor on full time basis. Attendance record of such research scholars will be maintained at the Institute Level. Report of attendance shall be filled in the ERP portal and submitted to doctoral office on month-on-month basis. A full time Research Scholar can complete the research work in minimum three year and in maximum in six years.

Part Time: The candidates who are professionally employed may be admitted as Part Time Research Scholars. These candidates may meet supervisor regularly at the University for guidance for their research work. The applicant must be a regular employee of a recognized R&D organization, national institute, academic institution, government organization or industry at the time of admission and be engaged in professional work in the discipline in which admission is sought. Part time research scholar can complete the research work in minimum three years with extension of two years.

Part time research scholar shall submit a "No Objection Certificate" (NOC) from their employer.

Campus Address: GETCO, NH 8, near Biltech, Dhamdod, Kosamba, Gujarat 394125

The employer must state that the candidate is permitted to pursue studies and will be relieved from duties for the required coursework.

Lateral Entry: A candidate wishing to pursue a Ph.D. through lateral entry, based on prior completion of coursework and some Recognized Additional Credit (RAC) from another university, will conduct research under the supervision of a Research Supervisor on a part-time or full-time basis as applicable. This requires special approval from the internal committee (consisting of the Research Coordinator, the dean of the respective faculty, and the provost) to create equivalency to the university coursework and RAC norms. A later-entry research scholar must complete the research work in a minimum of 1 year (attending a minimum of 1 RAC at PPSU with a total of 4 RACs successful completion) and a maximum of 4 years. The candidate's prior university coursework will be evaluated for equivalence.

Document Requirements:

- **Academic Transcripts/Marksheet and Certificates:** Official transcripts and degree certificates from all previous institutions. Marksheets of 10th, 12th, standard, school leaving certificate, Bachelor's and Master's marksheets and degree certificate along with marksheets, cast certificate, NOC from respective organization, AADHAR card, PAN Card, Photographs to be uploaded by Research scholar/respective department
- **Research Proposal / Statement of Purpose (SOP):** A well-defined document outlining the proposed research topic, its significance, the methodology to be used, and a preliminary literature review. The SOP explains the candidate's motivation for pursuing a PhD and their career goals. Template/format should be followed by candidate for presentation and proposal.
- **Curriculum Vitae (CV) / Resume:** A detailed CV highlighting academic achievements, research experience, publications, presentations, and any relevant professional experience.
 - **Presentation of Proposal:** An online interaction with respective subject experts, HOD, Dean will be conducted.
 - Result of entrance test and interaction will be announced on portal of university and email will be sent to individual candidates for next stage of admission.

Stage 2: Enrollment and Program Commencement

Process:

- **Orientation**
 - One day orientation program(offline) will be organized for new batch of Research scholar, all process, procedures and document requirement will be explained to all scholars.
 - Scholars are expected to carry their original documents for verification on the day of orientation with enrollment department
- **Admission and Acceptance:** The student receives a **provisional admission letter**. They must formally accept the offer and complete the enrollment formalities.
- **Allocation of email id:** scholars will assign P P Savani University email id, which will be used for all future formal communication with university.
- **Coursework and Coursework Examination:**
 - Course will start after two/three weeks from the orientation
 - Course work class will be conducted on hybrid mode (working Saturday session will be conducted at university and non-working Saturday online session will be conducted)
 - Attendance of session will be recorded for all session in the ERP by respective faculty members. To qualify for exam 75% attendance is mandatory.

Name of Course	Credits	Remarks
Research Methodology	04	University level
Academic Writing and Publication Ethics	04	University level
Domain Specific Course-1	04	School Level
Domain Specific Course-2	04	School Level

- After completion of course work a written examination will be conducted in two/three weeks' time

Campus Address: GETCO, NH 8, near Biltech, Dhamdod, Kosamba, Gujarat 394125

- Scholar must obtain a minimum of 55% marks of its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programmed and submit his or her thesis.
- Result of course will be announce on university website/exam portal after two/three weeks from the commencing of course work exam.
- Scholars will receive the course work result – transcript/grade sheet, which over all result will be in pass/fail.
- Scholars who successfully clear the Entrance Examination and are provisionally admitted must pass the mandatory Ph.D. Coursework.

First Attempt (Initial Enrollment):

- The scholar must successfully clear the Coursework Examination within the period specified in the Ph.D. regulations (typically at the end of the first semester).
- Failure to pass in the first attempt will automatically result in the scholar being given a second, final attempt in the next available examination cycle.

Second Attempt (Final Opportunity):

- The scholar must pass all components of the Coursework Examination in this final attempt.

Failure in the second attempt will result in the immediate termination of the provisional Ph.D. registration.

The scholar cannot re-enroll for the Ph.D. program in the subsequent cycle based on the existing application. They must formally re-apply and meet all admission criteria (including the Entrance Exam) for a future admission batch.

Admission Cycle Scheduling

The Institute invites applications for the Ph.D. program twice per academic year:

June Batch (for the Autumn Semester start).

January Batch (for the Spring Semester start).

Stage 3 Allocation of supervisor:

After the confirmation of the admission based on Entrance Test Results, the candidate shall be allotted to the Research Supervisor as per the availability and expertise in the same field at the University. No External Research Supervisor shall be provided. However, in case of Interdisciplinary research, the candidate may be given an expert as a co-supervisor by the University. In case the Supervisor leaves the University during the ongoing research of a Candidate, the supervisor may continue guiding the candidate (As Co-Supervisor) if he/she is willing to continue for the same, subject to approval from university.

A formal letter will provide to scholar containing details of allocation supervisor and co-supervisor along with external experts over email and candidate shall collect the copy of letter from respective school's dean/ doctoral program coordinator.

Forming the Doctoral Committee: Research advisory committee (RAC) will be formed along with consultation of respective dean/HOD/ subject experts and other members/experts of university. Research advisor committee will consist of supervisor, co-supervisor, invited external expert of relevant filed, internal expert of relevant filed, expert from other institute in case of interdisciplinary research, coordinator of doctoral program of university and coordinator of doctoral program of respective school.

- **Fees payment:** scholar needs to pay the fees at every semester (before commencement of RAC)

Document Requirements:

- **Admission Confirmation Letter and Fee Receipts:** Proof of acceptance and payment of initial fees.
- **Enrollment Forms and Declaration of Originality:** Upgrading Research scholar to next semester
- **Coursework Transcripts:** Records of all courses taken and grades received. Transcript will be provided to scholars. The document will be kept at the doctoral office and department/schools' administrative office and respective supervisor.

- **Committee Approval Form:** A document formally listing the members of the doctoral committee and their approval will be taken from registrar office. Scholars and respective committee members will get formal letters with necessary details in the letter.

Stage 4: Research work

In this stage scholar will carry out their research journey with supervisor and external experts. RAC will be carried out after every six months or two times in a year. Monthly interaction report is a mandatory document for commencement of RAC. It is mandatory to upload minimum five monthly interaction reports in the ERP by respective supervisor before RAC. Non-compliance of monthly interaction report will delay the commencement of RAC. A notification of RAC will be sent to all scholars, supervisor and external experts in two weeks of advance.

First RAC will be considered as “Title Clearance” RAC, in which titles and high-level objectives will be set and agreed. Once the title is cleared by all RAC members, scholar/supervisor is requested to update the ERP portal and update title. Once the title is approved, scholar is not allowed to change it.

After completion of each RAC, scholar needs to fill the RAC report in consultation with supervisor. RAC report should be signed by supervisor, external experts and scholar, will be sent to sign by research coordinator of university and registrar office. External experts shall sign RAC report digitally.

A scan pdf copy will be sent to doctoral coordinator office in two days of time from the commencement of RAC.

Respective school is requested to keep copy of file (all documents of scholars) at school/institute level, it is advisable that similar file shall be maintained by respective supervisor.

Upgrade student to next semester, respective supervisor needs to send email/ to upgrade the scholar to next semester so that student shall pay the fees and submit other documents

Changes in Title- (Process)

Under special circumstance changes in title will be allowed and approved by supervisor and respective dean of school. A formal process of change in title shall be initiated along with form “change in title of thesis”. A form shall be uploaded in the ERP portal and submitted to doctoral program office.

Publication Policy

- It is expected that high quality research output is expected from scholar. Respective scholar and supervisor needs to work towards to carry out the research work in form of research paper/book chapters.
- Ph.D. will be awarded to scholar who has to published one research paper before submission of synopsis in below mentioned index journals. Before final submission of thesis/final defense of theses one more research paper has to be accepted in below mentioned indexed journals. Publication should be affiliated to P P Savani University affiliation. Dual affiliation is strictly prohibited.
 - **Scopus**
 - **PubMed**
 - **Web of Science**
 - **IEEE**
 - **ABDC**
- In case publication is challenged by any of the national and international forum/author RQAC (Research Quality Assurance Committee) will decide future scope of scholar.
- All the publication shall be updated in ERP portal by scholar, failing to update the publication details will be delay the future progress of Ph.D.
- Every scholar shall present their research work/research paper in two international conferences
- Every scholar shall attend two national/international workshops, first workshop should be attended before the third RAC and second workshop should be attended before fourth RAC. Conference should be hosted by institute of national importance and center of excellence of government of India and government of Gujarat.
- Certificate of workshop attended need to updated in ERP portal and shall be verified by respective supervisor
- Before submission of synopsis certificate of conference and workshop shall be updated in ERP.
- Certificate of research paper published and accepted shall be attend from library department of university and same needs to be submitted to doctoral program office in hard copy and soft copy.

Stage 5: Pre-Synopsis Seminar and Submission of Synopsis

The candidate may submit the Synopsis on recommendation of the Research Advisory Committee provided that the candidate has published one research paper in journal as per the guideline of university. Scholar shall

have to make two paper presentations in conferences/seminars on the basis of his Ph.D. work. The candidate shall produce evidence of same in the form of reprint and certification in case of publication and conference presentation, respectively.

Once the scholar is upgraded to upcoming semester/next semester in ERP, student will pay the synopsis/thesis evaluation fees. Scholar in consultation with supervisor will submit the synopsis with all necessary documents mention in the synopsis submission form to their respective supervisor. Synopsis submission form will fill by respective supervisor in consultation of dean of respective school and external expert. After synopsis is submitted to doctoral program office scholar shall upload synopsis in ERP portal along with similarity report.

There shall be an open seminar of the research work done by the candidate in front of the Doctoral Committee. Synopsis will be sent the national and international experts advisory committee for review and necessary changes along with synopsis evaluation form. Synopsis review will take five to six weeks. A synopsis evaluation form along with experts' input will be shared with respective supervisor. Two weeks windows will be provided to scholar to submit revise thesis along compliance report. Update synopsis shall be updated in ERP portal and hard copy to doctoral program office.

Stage 6: Thesis Defense (Viva Voce)

The thesis defense, is a public and private examination of the candidate's research and their ability to defend their findings. After successful submission of synopsis, a final defense of thesis will be schedule, which called open viva/defense. Scholar shall defend their findings. Open viva voce will be record (video) and shall be updated on ERP.

- **Process:**

- **Scheduling the Defense:** The student, in consultation with external expert schedules the viva voce. Defense will be schedule in three-to-four-week time. An invitation letter will be sent to concern examiner along with necessary documents to conduct viva voce. A circular will be sent out to concern stakeholder for Viva Voce. The committee evaluates the thesis and the defense, leading to one of several outcomes: **Pass** (with or without minor revisions), **Revisions Required** (major changes), or in rare cases, a **Fail**. If revisions are required, the

student makes the necessary changes and submits the final, approved version of the dissertation.

- After make all necessary changes scholar shall start process of thesis binding. Five copies of bind thesis shall be submitted. An approval will be taken from Provost for Awarding Degree of Ph.D. after receiving approval from a notification will be sent to Controller of examiner and registrar to sign notification, in the meantime scholar will upload the thesis on SODAGANGA in consultation with library team. After receiving certificate from library, a notification will be issued and circulated to concern stake holders.

Stage 6: Convocation and Degree Award

The final and celebratory stage where the degree is officially conferred.

- **Process:**

- **Document Clearance:** The student must ensure all university requirements, including library clearances and fee payments, are met.
- **Convocation Ceremony:** The degree is formally awarded in a ceremony.

- **Document Requirements:**

- **Application for Convocation/Graduation:** The final form to register for the graduation ceremony.
- **No Dues Certificate:** A certificate from various university departments (e.g., library, finance) confirming no outstanding obligations.
- **Degree and Transcript Request Forms:** Forms to receive the official doctoral degree certificate and final academic transcript.
- **Passport-size Photographs:** Required for the degree certificate and convocation documentation.

Annexure A

Addition to Stage 3

Dissertation Research and Submission

Between the initial coursework phase and the final thesis submission, the RAC process is a recurring, formal review mechanism. The committee's regular meetings provide a structured platform for the student to present their work, receive feedback, and adjust their research plan.

Process: The Research Advisory Committee (RAC) Meetings

- **Formation of the RAC:** Once the doctoral committee is formed, a dedicated Research Advisory Committee is established. This committee typically consists of the supervisor (as the convenor) and two or three other faculty members with expertise in the field of study.
- **RAC Meeting Frequency:** RAC meetings are mandatorily held at regular intervals, typically **every six months**, after the formal allocation of the research guide/supervisor.
- **Student Preparation:** Before each meeting, the student must prepare a comprehensive report on their progress since the last meeting. This report should detail the research conducted, data collected, findings, challenges encountered, and the plan for the next six months. The report is submitted to the committee members and the supervisor in advance.
- **RAC Meeting:** The meeting is a formal, in-person/virtual (Virtual approve by supervisor in case of medical emergency and international student staying out of country) presentation and discussion. The student presents their progress report and answers questions from the committee members. The committee provides constructive feedback, recommends changes in the research direction if necessary, and ensures that the student is making satisfactory progress.
- **Documentation and Sign-offs:** After the meeting, the committee evaluates the student's progress and provides a formal recommendation. This is documented in a specific form or minutes of the meeting, which is signed by all committee members and the student.
- **Satisfactory vs. Unsatisfactory Progress:**
 - **Satisfactory:** If the committee is satisfied with the progress, the student is allowed to continue with their research.

- **Unsatisfactory:** If the progress is deemed unsatisfactory, the committee may issue a warning and set a revised timeline. In rare cases of repeated unsatisfactory reports, the committee may recommend the termination of the student's registration.

Document Requirements for RAC Meetings

The following documents must be prepared and submitted by the student and the supervisor as part of each six-monthly RAC review process:

- **Student's Progress Report:** This is the core document for the meeting. It must include:
 - **Title of the Thesis:** The current working title.
 - **Research Objectives:** A restatement or refinement of the research objectives.
 - **Summary of Work Done:** A detailed account of the research activities carried out since the last meeting (e.g., literature review completed, data collected, experiments conducted).
 - **Results and Analysis:** A summary of preliminary results, findings, and analysis.
 - **Challenges and Issues:** A section outlining any problems or roadblocks faced.
 - **Plan for the Next Six Months:** A clear, detailed plan of action, including timelines and milestones for the upcoming period.
 - **List of Publications/Presentations:** An updated list of any papers submitted, accepted, or published, and conference presentations.
- **RAC Meeting Notice and Agenda:** A formal notice sent to all committee members, specifying the date, time, and agenda of the meeting. This is typically initiated by the student in consultation with their supervisor.

Rationale for the RAC Process

The RAC process is a cornerstone of a rigorous doctoral program for several reasons:

- **Accountability:** It holds both the student and the supervisor accountable for timely and satisfactory progress.

- **Early Intervention:** It allows for the early identification of problems, whether they are related to the research design, methodology, or personal challenges, enabling the committee to provide timely solutions.
- **Academic Rigor:** It ensures that the research remains aligned with the highest academic standards and that the final thesis will be a significant contribution to the field.
- **Structured Mentoring:** It transforms the supervisor-student relationship from an informal one to a structured, documented, and process-driven one, supported by multiple experts.

Stage Of Scholars

1. Admission
2. Course work – duration is six months
3. Research Work (RAC)
4. Pre-synopsis
5. Synopsis submission
6. Thesis submission
7. Completed

Annexure B (Fees Structure)

Fees Structure

Sr. No.	Admission In	Application Form & Entrance Test Fee	Enrollment Fee (One Time)	Tuition Fee
1.	School of Science (All Program)	3000	12500	40000
2.	School of Engineering (CE/IT)	3000	12500	30000
3.	School of Engineering (All Others)	3000	12500	40000
4.	School of Nursing	3000	12500	30000
5.	School of Physiotherapy	3000	12500	30000
6.	School of Homeopathy	3000	12500	30000
7.	School of Pharmacy	3000	12500	40000
8.	School of Liberal Arts & Management Studies	3000	12500	30000
9.	School of Architecture	3000	12500	30000
Semester Evaluation Fees (Till Synopsis Approval)				6750
Thesis Evaluation & Viva Voce Fees (To be paid along with Thesis Submission)				15000

Annexure C (RAC Progress Report)

RAC Progress Report

Six-Monthly PhD Progress Report by Research Advisory Committee (RAC)

Admission Batch/Year _____

Academic Year _____

Current Semester _____

RAC Date _____

Name of School _____

Department _____

Part 1: Candidate/Scholar Details

Enrollment No					
Name of Scholar					
Research Title					
Supervisor Name					
Supervisor Designation					
Supervisor email id					
Current Stage	RAC1	RAC2	RAC3	RAC4	SYNOP

Part 1.1 Work Completed in the Last 6 Months

Please detail your progress, including both the measurable outcomes (quantitative) and the deeper insights gained (qualitative).

Research Component	Quantitative Parameters (What was done? - e.g., Chapter written, experiments conducted)	Qualitative Parameters (What was the outcome? - e.g., key insights, findings, conceptual advancements)
Literature Review		
Methodology Design		

Data Collection		
Data Analysis		
Thesis Chapters Drafted/Completed		

1.2. Publications & Presentations at Conferences/Workshop/Doctoral conference

Title of Paper/Presentation	Venue/Journal	Status e.g., Submitted, Accepted, Published, Presented)	Date

1.3. Plan for the Next 6 Months (To Be Filled by Scholar and Supervisor)

Objective for Next 6 Months	Action Plan & Timeline (What needs to be done and by when?)
Literature review (new domain, addition)	
Theoretical framework/Procedure framework/Algorithm/Process	
Drafting of chapters	
Data Collection	
Analysis	

Submission of Synopsis	
Submission of Thesis	
Any Other	

Candidate's Signature: _____ **Date:** _____

Part 2: Supervisor's Evaluation

2.1. Overall Assessment

Please provide an overall evaluation of the candidate's work and progress.

Strengths: _____

Areas for Improvement:

2.2. Evaluation of Work

Evaluation Criteria	Supervisor's Comments	Feedback for Scholar
Quality of Work	(e.g., Is the work scientifically rigorous? Does it show originality?)	(e.g., Suggesting a different analytical approach, recommending additional reading.)
Commitment & Initiative	(e.g., Does the scholar work independently? Are they motivated?)	(e.g., Encourage more proactive problem-solving, suggest a regular check-in schedule.)

Productivity	<i>(e.g., Are milestones being met on time? Is the output sufficient?)</i>	<i>(e.g., Suggesting a more aggressive timeline, providing guidance on time management.)</i>
---------------------	--	--

2.3. Supervisor's Recommendation

Continue	
Continue with condition	
Discontinue	

Part 3: RAC Expert Committee Evaluation

3.1. Feedback on Presentation

Parameters	Committee's Assessment <i>(e.g., clarity, depth, response to questions)</i>	Suggestions for Scholar
Presentation Skills		
Conceptual Grasp		

3.2. Evaluation of Research

Parameters	Committee's Assessment <i>(e.g., Is the methodology sound? Is the research innovative?)</i>	Actionable Guidance <i>(Specific next steps and recommendations.)</i>
Methodology		
Research Direction		
Future Plan		

3.3. Committee's Recommendation

Continue	
Continue with condition	
Discontinue	

(Please fill the details with remarks/input)

External Expert Members' Signatures:

Name	
Designation	
Signature	
Email id	
Name of Institute/University	

Co-guide / Internal External Expert Members' Signatures:

Name	
Designation	
Signature	
Email id	
Name of Institute/University	

Designation	Name	Signature	Stamp
Supervisor			
Ph.D. Coordinator			
Dean/Principal/HOD			

Registrar			
-----------	--	--	--

Annexure D (Contact Details)

Contact Details

Contact Us

NH48, GETCO, Near
Biltech, Dhamdod
Village, Mangrol,
Kosamba, Surat
394125

For information

info@ppsu.ac.in

For Admission

admission@ppsu.ac.in

For payment of Fees

<https://erp.ppsu.ac.in/Login.aspx>

For Enrollment

enrollment@ppsu.ac.in

For Ph.D.-

Research

phd@ppsu.ac.in

For ERP

erp.coordinator@ppsu.ac.in

Library

library@ppsu.ac.in

Annexure E (Entrance Test Syllabus)

Entrance Test Syllabus

Research Aptitude

What is research? Types and characteristic of research, methods of research, research ethics, literature review, types of literature, research methodology introduction, inference, comparison, implication and data interpretation.

Reasoning

Number series, letter series, codes, relationship, classification, logical reasoning, inductive logic and deductive logic, argument structure of argument.

Each section of contains 50 marks questions (**multiple choice and descriptive**)

Annexure F (Research Proposal and Presentation Format)

Research Proposal and Presentation Format

Research Proposal on

<<Title of Research Proposal>>

In the field of<<enter domain/discipline>>

Submitted by Name of scholar

Submitted to P P Savani University

Admission Batch:

1. Introduction
2. Objective/Rational for study
3. Related work/Literature Review
4. Proposed Research Methodology
5. Applicability of research
6. Reference

Format for presentation

Format for link is available on web site of university, please download and follow flow of presentation.

School of
**Liberal Arts and
Management Studies**



PPSU
P P SAVANI UNIVERSITY



Title of Proposal

Apply the logo of respective school

Submitted By

Enrollment No

Name of Scholar Enrollment Number

1

Annexure G (Syllabus of Course Work)

Syllabus of Course Work

Research Methodology

Teaching Scheme (Hours/Week)				Examination Scheme (Marks)						
Theory	Practical	Tutorial	Credit	Theory		Practical		Tutorial		Total
				CE	ESE	CE	ESE	CE	ESE	
4	-	-	4	40	60	-	-	-	-	100

Objective(s) of the Course:

To help learners to

- Understand the nuances of Research.
- Learn the terminology associated with Research Methodology.
- Get acquainted with various methods to carry out their Research.

Course Content:

Module No.	Content	Hours	Weightage in %
1.	Research Methodology: Introduction Meaning and importance of Research, Types of Research, Selection and formulation of Research Problem, Research Design and Plan exploration, Selection of research area or topic, Hypothesis, Research methods.	10	16
2.	Data Collection, Literature Search and Organization Sources of Data, Methods of Collecting data, Research Lifecycle, Virtual research environment, Scientific publishing process, Global publications, Research & Discovery, Authoring & Research Output, Peer Review, Publication & Distribution, Post publication, Research proposal, publication and writing order, literature search, keywords, Search engines, Sources for searching, Basic search strategies, Search operators, Organization of literature review, Alerts from search engines etc., Scientific network.	10	16
3.	Research steps and writing Types of Research Writing, Structure and components, Types of Research Paper, Different steps in writing report, Research Writing Strategies and references style.	10	16
4.	Research Methods and Methodology Differentiating between methodology and methods, Qualitative or quantitative Research	5	10

5.	<p>Computer Applications and Statistics</p> <p>Use of word processing, spread sheet and database software. Plotting of graphs. Internet and its application: E-mail, WWW, Web browsing, acquiring technical skills, drawing inferences from data, Introduction to Statistics – Probability Theories - Conditional Probability, Poisson distribution, Binomial Distribution and Properties of Normal Distributions, Estimates of Means and Proportions; Chi Square Test, Association of Attributes t Test –Anova, Standard deviation Coefficient of variations. Co relation and Regression Analysis.</p>	10	16
6.	<p>Tips on Writing Research Papers, Thesis and Project Proposals</p> <p>Steps in Research, Finding Research Resources, Getting to know research topic, Guiding questions, Bibliography & Footnotes, Citation, what is a research paper, Steps to write research paper and it's publication, Gain after writing a research paper, Transactions / Conference, When to Start Writing Paper, Writing a Good Paper, Sequencing the Sections and Subsections in a Paper, Writing the Title of the Paper, Writing the ABSTRACT of the Paper, Writing the Introduction of the paper, Explanation of the diagrams and figures in the text, Writing conclusion of the paper, Formats for References, Flowchart for Writing a Transaction Paper, Final checks after writing a paper, Impact Factor and it's calculation, Citation Index, Thesis Writing, Writing</p>	10	16
7.	<p>Project Proposals, Some Funding Agencies/Schemes.</p> <p>Social Media for Researchers</p> <p>Using social media in research, Digital Methods as Mainstream Methodology, Data and debate, e- focus groups and e-interviews, Social Media Research, Human Behaviour, and Sustainable Society, Journals, Twitter, The use of new technologies on the British Birth Cohort Studies, Research in Social Media: Data Sources and Methodologies, Use of social media for accounting research, Social Media Networks, Social Media for Research Dissemination, Social Media and Research, Mixed Methods Social Networks Research.</p>	5	10

Teaching Scheme (Hours/Week)				Examination Scheme (Marks)						
Theory	Practical	Tutorial	Credit	Theory		Practical		Tutorial		Total
				CE	ESE	CE	ESE	CE	ESE	
4	0	0	4	40	60	0	0	0	0	100

CE: Continuous Evaluation **ESE:** End Semester Exam

Objective (s) of the course:

To help the learners to

- Outlining the basic knowledge of English in an academic setting.
- Extending the knowledge of grammar and writing strategies.
- Implementing the science of writing to your research articles, thesis and other professional writings.
- Distinguishing abstract writing from data commentary and critical analysis.
- Defending your hypothesis (tonality).
- Writing and presenting with correct grammatical expressions in dissertation, thesis work and other academia-based data.
- Equip PhD Research scholar with a strong understanding of research ethics principles.
- Develop critical skills for conducting ethical research and navigating research misconduct.
- Provide comprehensive knowledge of the publication process for academic journals.

Course Content:

Sr. No.	Topic/s	Hours	Weightage in %
1.	Grammar in Academic Writing: Sentence structure – subjects, verbs, and objects, types of sentences; simple, compound, complex, and compound-complex, ways of packing information in sentence, Parts of speech – nouns, pronouns, verbs, adjectives, adverbs, prepositions, conjunctions, and interjections, and how they function in a sentence. Verb tenses, Subject-verb agreement, Active and Passive Voice, Parallel structure – use parallelism when listing items or comparing ideas to maintain coherence and readability, Modifiers – learn how to use adjectives, adverbs and modifying phrases effectively to provide information about a word or phrase. Punctuation (commas, parenthesis, dash skewers et all) Clarity and conciseness - Coherence and cohesion, Proper use of transition - connectors, Syntax, style and vocabulary	15	25
2.	Structure of an academic paper: Introductions, Abstracts, Rhetorics and argument, Thesis statement, Methods, Data Commentaries, Annotated Bibliography/literature review, Results, Discussion/Conclusions, Acknowledgement, Paragraph development Critiques, Request for funding, Bio-data statements, Blogs, Paraphrasing, Voice and rhythm Composing v editing, Presenting ideas	15	25

3.	Research Ethics: Introduction to ethics, philosophy of ethics, ethical principles, research integrity and ethics, ethics and misconduct(plagiarism) Recognize and avoid research misconduct, including plagiarism, fabrication, falsification, and data manipulation. Understand proper data ownership, management, and sharing practices. Recognize potential conflicts of interest and develop strategies for disclosure. Publication Ethics and Authorship: Conflict of interest, conflict of values, competing interest. Conflicting ownership, resolving conflict Publication Misconduct: Group Discussion: Subject-specific ethical issues, FFP, authorship; Conflicts of interest; complaints and appeals: examples and fraud from India and abroad Software Tools: Use of Plagiarism software like Turnitin, Urkund and other open-source software tools	10	20
4.		10	15
5.	Introduction to Scholarly Publishing Research Metrics: Impact factor of journals as per Journal Citation Report, SNIP, SJR, IPP, Cite Score; Metrics: h-index, g-index, i10 index, other research metrics	10	15

Text Book/Reference Book (s):

Title	Author/s	Publication
Research Ethics for Research scholar In Social Science	JaapBos	Springer
Research Ethics	Gary Comstock	Cambridge
Ethics In Qualitative Research, Second Edition	Julie Jessop, Maxine Birch, Melanie Mauthner, Tina Miller	SAGE Publications Ltd

Video Material Link(s):

- <https://nptel.ac.in/courses/110105091>
- <https://archive.nptel.ac.in/courses/127/105/109105115/>

Course Evaluation

- The course evaluation will be carried out of 100 marks.

Annexure H (Similarity Guideline)

Similarity Guideline

Permissible Limit: As per the UGC norma a maximum of **<=10%** similarity in a thesis is permissible. This is considered "Level 0" plagiarism, and no penalty is imposed. If similarity is found between **>10%** and **<20%** then rework and resubmit in stipulated time frame, if similarity **>=20 %** and **<30%** then extension of one year and above 30% readmission/competent authority/committee will take decision.

Excluded Content: the regulation provide guideline on content which can be part of exclusion are as follows.

- Title page, certificates, declarations, and abbreviations.
- Reference, bibliography, table to content, preface and acknowledgements all type of reference should be excluded while checking
- All generic terms, laws, standard symbols, and equation should be cited/attributed as per the respective discipline guideline in case of new special symbols, equation, diagram, pictures, and generative AI generate images, graphics required permission or attribution.
- Please refrain on self-citation work

Chapter-Wise similarity Thresholds(guideline)

Thesis Chapter	Similarity Tolerance
Abstract and Key words	$\leq 5\%$
Introduction	$<10\% - 12\%$
Literate Review/Similar work	$<10-15\%$
Methodology	$<10-12\%$
Result and analysis	$<5-10\%$
Discussion	$<7\%-10\%$
Conclusion and recommendation	$<5\%-7\%$

Anti-plagiarism certificate and report must be signed by the guide, co-guide, and the Dean of the respective faculty, with final approval from the Registrar's office. This report, specifying the included/excluded items and their similarity percentages, must be attached to all copies of the final thesis.

Annexure I (Plagiarism Certificate and Report)

Plagiarism Certificate and Report

PhD Thesis Title

This is to certify that the PhD thesis titled

submitted by _____, Enrollment

No. _____, to the (name of school and

department _____ of P P

Savani University has been checked for plagiarism using **Turnitin** software.

The plagiarism check was conducted in accordance with the university's regulations and guidelines. The similarity report, which is attached to this certificate, indicates the following percentages for each section of the thesis:

Sr. No	Section	Acceptable Similarity Threshold	Actual Similarity Percentage
1	Abstract and Key words	$\leq 5\%$	
2	Introduction	<10% -12%	
3	Literate Review/Similar work	<10-15%	
4	Methodology	<10-11%	
5	Result and analysis	<5-7%	
6	Discussion	<7%-10%	
7	Conclusion and recommendation	<5%-7%	
8	Overall thesis	$\leq 10\%$	

Exclusions from the Plagiarism Check:

The following sections and items were excluded from the similarity check as per the university's policy:

- Title page, certificates, declarations, and abbreviations.
- Index, bibliography, and references.
- Names of institutions, departments, and generic terms.
- Names of equipment, instruments, reagents, and mathematical equations.

The attached report provides a detailed breakdown of all included and excluded items and their corresponding similarity percentages.

Based on the findings of the plagiarism report, the thesis meets the university's standards for originality and academic integrity. The work is deemed fit for final submission.

Signatures and Approval:

Role	Name	Signature	Date	Stamp
PhD Guide				
Co-Guide (if applicable)				
Dean of Faculty				
Ph.D. Coordinator				

List of attachments

1. Please attached the similarity report of each section
2. Please attached the similarity report of overall thesis
3. All similarity report needs to be sign by research scholar and supervisor

Annexure J (Thesis Formatting Guideline)

Thesis Formatting Guidelines

1. Page Layout and Margins

- **Page Size:** The standard is A4 (210 mm x 297 mm) in India and many parts of the world. Some US universities may use U.S. Letter (8.5 x 11 inches).
- **Margins:** The most common requirement is a wide left margin (1.5 inches) for binding, and 1-inch margins on the top, bottom, and right.
- **Text Justification:** The body text should be fully justified, meaning it aligns on both the left and right sides.

2. Font and Spacing

- **Font:** The most commonly recommended fonts are Times New Roman or Arial. The font size for the main text should be 12-point.
- **Line Spacing:** 1.5-line spacing is the most common requirement for the body of the thesis. Single spacing is typically used for the abstract, footnotes, block quotations, tables, figure captions, and bibliography.
- **Paragraphs:** Each new paragraph should either be indented or separated by a blank line, but not both.

3. Pagination

- **Numbering:** All pages must be numbered. The preliminary pages (before the main chapters) are numbered using lower-case Roman numerals (i, ii, iii, etc.). The main body of the thesis (starting with Chapter 1) uses Arabic numerals (1, 2, 3, etc.).
- **Placement:** Page numbers are usually placed at the bottom center or bottom right of the page. Some universities may allow them in the header.

4. Thesis Structure and Order

The standard order of a PhD thesis is generally as follows:

- **Title Page:** Must include the thesis title, author's name, degree, department, university, and submission date.
- **Certificates:** Includes declaration by the candidate and a certificate from the supervisor(s).
- **Abstract:** A concise summary of the thesis, usually limited to 300-500 words.
- **Acknowledgements:** A brief section to thank those who provided support.
- **Table of Contents:** A detailed list of all chapters, sections, and subsections with corresponding page numbers.

- **List of Figures/Tables/Abbreviations:** Separate lists for figures, tables, and any abbreviations used.
- **Main Body:** The core of the thesis, organized into chapters (e.g., Introduction, Literature Review, Methodology, Results, Discussion, Conclusion).
- **References/Bibliography:** A comprehensive list of all sources cited in the text.
- **Appendices:** Optional section for supplementary material like raw data, interview transcripts, or large tables.

5. Figures and Tables

- **Placement:** Figures and tables should be placed as close as possible to their first mention in the text.
- **Numbering:** They should be numbered sequentially within each chapter (e.g., Figure 3.1, Figure 3.2, Table 4.1).
- **Captions:**
 - **Figures:** The caption is placed below the figure.
 - **Tables:** The caption is placed above the table.

6. Citations and References

- **Consistency:** The single most important rule is to be consistent with your chosen citation style.
- **Common Styles:** Common citation styles include APA, MLA, Chicago, and IEEE, but your department will specify the required style.
- **Reference List:** The reference list at the end of the thesis should include complete bibliographic details for every source cited in the text.

7. Reference List

The reference list below provides examples of official formatting guidelines from a selection of top universities. The list demonstrates how to cite different types of sources in a commonly used format (e.g., APA). Based on discipline it should be changes to MLA, Chicago, and IEEE.

Annexure K (Policy for Generative AI Use)

University Policy for Generative AI Use in PhD Programs

This policy outlines the principles and procedures for the use of generative artificial intelligence (AI) tools in all aspects of a PhD program, from coursework to the final dissertation. The core tenets are **academic integrity, transparency, and human accountability**.

1. General Principles

The university recognizes generative AI as a powerful tool for research and scholarship. However, its use in academic work must align with the highest standards of intellectual honesty. The research scholar remains **fully responsible** for all submitted work, regardless of AI assistance. AI tools are considered an aid, not a replacement for independent thought, critical analysis, and original research.

2. Permitted and Prohibited Uses

2.1 Permitted Uses (with Disclosure)

Research scholar may use generative AI tools for:

- **Brainstorming and Ideation:** Generating initial research questions, project ideas, or creative prompts.
- **Outlining and Structuring:** Creating a framework or outline for a thesis chapter, research proposal, or paper.
- **Editing and Proofreading:** Improving grammar, punctuation, and sentence structure.
- **Summarizing and Paraphrasing:** Gaining a quick understanding of a large body of text, which the student must then verify and cite.
- **Code Generation:** Generating code for data analysis, with the student responsible for debugging and validating the code.

2.2 Prohibited Uses

The following uses of generative AI are considered academic misconduct and are strictly prohibited:

- **AI Authorship:** Listing a generative AI tool as an author or co-author.
- **Generating Final Content:** Submitting an AI-generated text, image, or figure as the student's own work without significant human revision and proper disclosure.
- **Fabrication:** Using AI to create or falsify data, sources, or citations.

- **Plagiarism:** Copying an AI-generated output without proper disclosure, as this constitutes passing off unoriginal work as one's own.
- **Confidentiality Breach:** Inputting sensitive, proprietary, or confidential data into a public generative AI tool.

3. Disclosure of Generative AI Use

Transparency is mandatory. Any use of a generative AI tool must be disclosed in a clear and prominent statement.

3.1 Where to Disclose

- **Thesis/Dissertation:** A dedicated "**Statement of Generative AI Use**" must be included as a separate page after the Acknowledgments and before the Table of Contents.
- **Chapters in thesis:** The disclosure should be made in the Acknowledgments section or a dedicated Author Contributions statement, per the journal's specific guidelines.
- **Coursework:** Disclosure should be included as a footnote, endnote, or a brief statement at the end of the assignment.

3.2 What to Include in the Disclosure Statement The statement should be detailed and include:

- The **name of the AI tool** used (e.g., ChatGPT, Gemini, etc.) and the version or date.
- A **clear description of the purpose** for which the tool was used (e.g., "to generate an initial outline for Chapter 2," "to rephrase complex sentences in the literature review").
- A summary of the **prompts** used and the nature of the output.
- A statement confirming that the student **verified all AI-generated content** and bears full responsibility for the final work.

Signature of approving authority

Position	Name	Signature	Date
PhD Coordinator			
Dean Academic			
Registrar			
Provost			

Annexure L

Certificate Of Generative AI/AI Use

Thesis Title:

Candidate Name:

Enrollment Number:

This is to certify that the PhD thesis titled _____ has been prepared with the assistance of generative artificial intelligence (AI) tools. The use of these tools has been limited to ["language enhancement," "outlining," or "grammatical and style improvements"] and was used in a manner consistent with the university's policy on academic integrity.

I, _____, confirm that:

1. **I am the sole author of the intellectual content** of this thesis.
2. I have **verified and edited all AI-generated content** to ensure its accuracy and relevance to my research.
3. The generative AI tool(s) used, specifically **[Name of AI tool, e.g., ChatGPT, Gemini, Claude etc. other _____]**, have not been listed as an author or co-author.
4. The final responsibility for the entire thesis, including all claims, data, and conclusions, rests with me.

Role	Name	Signature	Date
PhD Supervisor			
Co-Supervisor			
Dean of School			

Annexure M (Synopsis Submission Form)

Synopsis Submission Form

(TO be Filled by Supervisor of Research Scholar)

This form must be completed and submitted to the Ph.D. Office along with all required documents.

I. Research Scholar Details

Name of Research Scholar:		
Enrollment Number:		
Name of School:		
Name of Department (if applicable):		
Type of Research Scholar	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time
Date of Joining Ph.D. Program (e.g., Jan-2025 batch)		

II. Supervisor and Expert Details

Name of Supervisor		
Name of Internal Expert		
Name of Co-guide (if applicable)		
Name of External Expert		

III. Synopsis Details

Title of Thesis:		
Synopsis Approved	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Synopsis Approved during RAC:		
Synopsis Similarity Check and Verified	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attached Certificate (Similarity Report)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course Work Completed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attached Certificate	<input type="checkbox"/> Yes	<input type="checkbox"/> No

IV. Fee and Document Checklist

Fees Receipt (All semester and synopsis) is attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No
All RAC Reports;(All RAC reports) are attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Publication Details (research paper/book chapter/patent) are attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No

V. Nomination Panel of Expert for Evaluation of Synopsis and Thesis
Regional Experts

Name of Expert	Designation	Affiliation	Emil id	Mobile Number

National Experts

Name of Expert	Designation	Affiliation	Emil id	Mobile Number



International Experts

Name of Expert	Designation	Affiliation	Emil id	Mobile Number

Declaration

I

_____, hereby declare that the information provided in this form is true and correct to the best of my knowledge and belief. I understand that any false information may lead to the cancellation of my Ph.D. registration.

Submitted By:

Name of
Research
Scholar
Signature of
Scholar

Date
Place

Verified by:

Name of Supervisor

Signature of
Supervisor

Date
Place

Approved By:

Name of Dean of
School

Signature of Dean
of School

Date
Place

Name of Ph.D. Co-
Ordinator

Signature of Ph.D.
Coordinator

Date
Place

Annexure N (Thesis Submission Form)

Thesis Submission Form

(TO be Filled by Supervisor of Research Scholar)

This form must be completed and submitted to the Ph.D. Office along with all required documents.

I. Research Scholar Details

Name of Research Scholar:		
Enrollment Number:		
Name of School:		
Name of Department (if applicable):		
Type of Research Scholar	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time
Date of Joining Ph.D. Program (e.g., Jan-2025 batch)		

II. Supervisor and Expert Details

Name of Supervisor		
Name of Internal Expert		
Name of Co-guide (if applicable)		
Name of External Expert		

III. Thesis Details

Title of Thesis:		
Thesis Approved	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Thesis verified	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attached Certificate (Similarity Report)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

IV. Library Details

Thesis uploaded on Sudhang	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No

P. P. Savani University Doctoral Program Hand Book

Submitted By:

Name of
Research Scholar

Signature of
Scholar

Date
Place

Verified by:

Name of Supervisor

Signature of
Supervisor

Date
Place

Approved By:

Name of Dean of
School

Signature of Dean
of school

Date
Place

Name Ph.D.
Coordinator

Signature of Ph.D.
Coordinator

Date
Place

Name of Registrar

Name of Provost

Signature of
Registrar

Signature of Provost.

Date
Place

Date
Place



P. P. Savani University Doctoral Program Hand Book

Model Question paper for Entrance Test