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TAMIL NADU TEACHERS EDUCATION UNIVERSITY

(Established under Tamil Nadu Act 33 of 2008)

Chennai - 600 097

TAMIL NADU TEACHERS EDUCATION UNIVERSITY

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DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D)

(With effect from **1st January 2021**Session)

PART - I

1. PREAMBLE

The Degree of Doctor of Philosophy (Ph.D) is awarded to a candidate, who as per the regulations of this University has submitted a thesis on the basis of original and independent research work in Education that makes a contribution to the advancement of knowledge in the field of Education which is approved by the Board of Examiners.

2. ELIGIBILITY

Candidates seeking registration for Ph.D in Education should have a Post Graduate Degree and M.Ed Degree who pursued under 10+2+3+2 or 10+1+1+3+2 pattern or equivalent in that order recognized by this university or of any other university. A Post Graduate Degree and M.Ed with not less than 55% marksin each or its equivalent grade "B" in the UGC 7- point scale or an equivalent degree from a foreign University approved by the Syndicate of this University **[***Note: A relaxation of 5% may be provided from 55% to 50% of marks at the Master's Degree level for the SC/ST/OBC (Non-Creamy Layer)/Differently-abled (more than 40% disability) Category and also for those who have qualified their Master's Degree prior to 19th September, 1991.]*

3. ADMISSION

Admission to Ph.D programme will be normally done twice a year – during the month of January and July. However the admission to Ph.D programme shall be done based on the availability of vacancies with Research Guides /Supervisors in the University Departments/Research Centres/Post Graduate Departments.

The candidates shall be selected and admitted through a common entrance test followed by an interview conducted by the University to discuss their research interest/area before a duly constituted committee.

3.1Admission to Foreign Students

Foreign students, who are selected under various scholarship schemes, either by the Ministry of Education and Culture or by the Ministry of External Affairs, will be given admission as Full-time scholar on the recommendation/sponsorship of the respective Ministry of Government of India. The other foreign students who seek admission for Full-time should possess a Research VISA issued by the Indian Embassies abroad and produce a "No Objection Certificate"from the Ministry of

Education, Government of India, after clearance from the Ministry of External Affairs. They should also show proof for financial capability for staying/pursuing Ph.D. Programme for a minimum period of 3 years.

3.2 NOTIFICATION

The University shall give notification about admission to Ph.D programme. This notification shall carry the information regarding the Research Guides/Supervisors available in the University Departments/Research Centres/Post Graduate Departments, date of issue of application, last date for

submission of application, date and time of entrance test and interview, and other relevant information required by the candidates.

3.3 **ENTRANCE TEST AND INTERVIEW**

The entrance test shall be conducted for 1½ hours duration for 80 marks with multiple choice questions related to the subjects specified in the M.Ed. Degree programme of this University from time to time. However, 50% of questions shall be covered from Research Methodology and Statistics and the remaining 50% of questions shall be covered from other subjects. Following the entrance test, interview shall be conducted for 20 marks. The entrance test and interview shall be conducted only in the Tamil Nadu Teachers Education University campus.

3.4 **SELECTION**

The selection of candidates shall be done on the basis of entrance test and interview marks. The selection of candidates shall be done according to the state reservation policy and also UGC norms in force from time to time***[Note: Part-III, Section 4, The Gazette of India, Extraordinary, May 5th 2016, UGC (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) Regulations, 2016; and Part-III, Section 4, The Gazette of India, Extraordinary, August 27th 2018, UGC (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) Regulations, 2018.]***

3.5 **ALLOCATION OF CANDIDATES**

The selection committee shall comprise the Vice-Chancellor as the Chairperson and all Heads of the University Department as members to allot the candidates to the Research Guides/Supervisors, on the basis of the area of research preferred by the candidates and the number of vacancies available with the Research Guides/Supervisors. In the case of a candidate who has specified the name of the Research Guide/Supervisor and the Research Centre in the application preference shall be given accordingly.

After the selection process is over, the selected candidates shall be informed about the admission and allocation of Research Guide/Supervisor to enable the candidate to proceed further.

The consolidated list of admitted candidates in each University Department/ Research Centre/Post Graduate Department shall be sent to the University with evidence of all relevant documents.

4 EXEMPTIONS FROM THE ENTRANCE TEST AND INTERVIEW

The following categories of candidates are exempted from appearing the entrance test and interview, and they may be directly admitted into the Ph.D programme.

4.1 Candidates with UGC-NET (Education)/SLET (Education)/SET (Education)/ M.Phil (Education).

4.2 Candidates with Junior/Senior Research Fellowship/Teacher Fellowship sanctioned by the National/State level research funding agencies.

4.3 Candidates duly selected by a Committee constituted by the University Departments/Research Centres/Post Graduate Departments after proper notification and selection process and appointed as Research Assistant/ Research Associate in research projects.

5. REGISTRATION

The candidates selected and admitted in the University Departments/ Research Centres/Post Graduate Departments can register for doing Ph.D under different categories. The candidates shall provisionally register for Ph.D after getting admission and subsequently have to undergo a course work. After successful completion of the course work their provisional Ph.D registration shall be confirmed and the candidates will be permitted to carry out Ph.D research.

5.1 **CATEGORIES OF REGISTRATION**

There shall be two categories of registration as specified below.

1. Full-time

2. Part-time

5.2 **FULL-TIME**

The candidate who joins in the University Departments/Research Centres/ Post Graduate Departments shall continuously work under the supervision of the Research Guide as a Full-Time Research Scholar for a minimum prescribed period as indicated in **Table 1**. A separate attendance register shall be maintained for Full-Time Scholars.

5.3 **PART-TIME**

In addition to the educational qualifications as prescribed in supra 2 those candidates working in the affiliated Colleges of Education having minimum two years of teaching experience at B.Ed and M.Ed level and approved by the Tamil Nadu Teachers Education University shall register as Part-Time Scholars.

The candidate registered under Part-Time category shall work for 30 (Thirty) days each year (excluding public holidays) at different times or continuously at the respective University Department/Research Centre/Post Graduate Department. A separate attendance register shall be maintained for Part- Time Scholars.

5.4**Conversion from Full-Time to Part-Time and vice versa**

If a candidate registered under Full-Time category is selected for an appointment he/she shall be permitted to continue the research as a Part-Time Research Scholar in the University Department/Research Centre/Post Graduate Department where the Research Guide/Supervisor works subject to he/she could have completed the minimum period of research as specified in **Table 1**.

If a candidate registered under Part-Time category is selected under a scholarship/fellowship programme/schemes including Faculty Development Programme of UGC, he/she shall be permitted to continue the research as a Full-Time Research Scholar in the University Department/Research Centre/Post Graduate Department where the Research Guide/Supervisor works.

6. DURATION OF RESEARCH

6.1The duration of research is normally three years for M.Ed qualified candidates and maximumperiod is six years for male candidates and eight years for female and differently-abled candidates from the date of joining, irrespective of the category of registration. The maximum period shall be extended for one more year for all the categories of candidates for valid reasons, if recommended by the Research Guide/Supervisor.

6.2 A candidate with M.Phil Degree in Education or a Ph.D Degree in other discipline is required to work as a Research Scholar under a Research Guide/Supervisor for a minimum period of two years and for a maximum period of five years for male candidates and seven years for female and differently-abled candidates from the date of joining irrespective of the category of registration. The maximum period shall be extended one more year for all the category of candidates for valid reasons, if recommended by the Research Guide/Supervisor.

6.3 A Research Scholar is allowed a maximum of three months grace period to submit the thesis after availing the stipulated and extension period of research with a penalty of Rs.500/-(Rupees five hundred only) in the case of unavoidable circumstances (only on medical grounds). If the delay in submission of thesis exceeds the first grace period of three months, another grace period of three months shall be given with a penalty of Rs.1000/- (Rupees one thousand only). If a candidate is not able to submit his/her thesis even after the grant of grace period of six months, his/her registration shall stand cancelled.

TABLE 1: DURATION OF Ph.D PROGRAMME

Qualified Degree	Minimum Research Period		Maximum Research Period		Extension of Research Period	Maximum Grace Period
	Male	Femal e	Male	Female & Differently-abled	Male/ Female	
M.Ed	3 Years	3 Years	6 Years	8 Years	1 Year	6 Months
M.Phil in Education/ Ph.D in other Disciplines	2 Years	2 Years	5 Years	7 Years	1 Year	

(Note: The details given in the above table are applicable irrespective of The category of registration.)

6.4. A full-time Research Scholar can avail for a maximum of 30 days of leave in a year in addition to public holidays. They are not entitled to any other vacations. However, a full-time scholar's leave is restricted to a maximum period of three months during the entire tenure of maximum period of research on the recommendation of the Research Guide/Supervisor.

In addition to the above mentioned leave provisions, women candidates may be permitted to avail up to 240 days maternity leave /child care leave once in the entire duration of the research.

Research Scholars doing course work may not be granted leave for more than five days in one stretch.

7. REQUIREMENTS AFTER REGISTRATION

The progress of research work done by the registered candidates shall be periodically evaluated by presentation of seminars, progress reports and publications.

Certificates/Reports to that effect and fee paid details and recommendation to continue the research work should be given by the Research Advisory Committee at six months interval in the specified format (**Appendix-B**)

7.1 **RESEARCH ADVISORY COMMITTEE**

For every candidate (Full-time/Part-time) registered for the Ph.D programme, a three-member Research Advisory Committee shall be constituted

(**Appendix-L**) and approved by the University within one months of the provisional registration. The Research Advisory Committee shall constitute the Research Guide/Supervisor (Convener), the Head of the concerned

Department of the University/Research Centre/Post Graduate Department

(Member) and a recognized Research Guide/Supervisor from other Departments of the University/Research Centres/Post Graduate Departments (Member). In the case of Head of the Department being a Research Guide/ Supervisor, the other members of the Research Advisory Committee shall be drawn from other recognized Research Centres/Post Graduate Departments/University Departments within Tamil Nadu who has specialization on the specific area of research/research problem.

7.2 **COURSE WORK**

7.2.1 The candidates who have been selected through the entrance test process as per UGC guidelines are required to complete the course work, which shall be treated as prerequisite for Ph.D preparation and it shall be offered by the University Departments/Research Centres/Post Graduate Departments for one year. The course work includes Research Methodology and Statistics, the Specific Area of Research, and Research and Publication Ethics ***[UGC DO No. F1-1/2018 (Journal/CARE) dated December 2019]***. The syllabi for Research Methodology and Statistics, and Specific Area of Research courses shall be prepared by the Research Guide/Supervisor and duly approved by the Research Advisory Committee. The syllabus for the course - Research and Publication Ethics shall be adopted as given in **Appendix–M.**

7.2.2 Research Methodology and Statistics Course shall include review of related literature, problem identification, variables, objectives, hypotheses, population, sampling and sampling techniques, quantitative and qualitative methods related to research work, thesis writing, research ethics, computer applications, statistical methods, etc. In-depth study of published literature i.e. research papers, reviews, books, chapters, monographs, etc in educational research may also form a course.

7.2.3 The syllabus for Specific Area of Research shall be based on the research problem selected by the candidate. The title of research shall be intimated to the University along with the minutes of the first Research Advisory Committee meeting.

7.2.4 The examination for the course work shall be conducted by the respective Research Guide/Supervisor of the University Department/Research Centre/Post Graduate Department in consultation with the Head of the University Department/Research Centre/ Post Graduate Department concerned.

7.2.5 The candidates with M.Phil Degree (Education) awarded in accordance with UGC Minimum Standards and Procedure for Award of M.Phil/Ph.D Degree Regulations of 2009, 2016 and 2018 are exempted from undergoing the course work on Research Methodology and Statistics only. Further, exemption from the course work on Specific Area of Research shall be granted provided a certificate duly issued by the Research Guide/Supervisor to the effect that the research work to be carried out under the Ph.D programme is based on the research carried out by the candidate in M.Phil (Education) programme. However, the course work on Research and Publication Ethics is compulsory for all the candidates irrespective of their qualification and category of registration.

7.2.6 The Ph.D Course Work related to Research Methodology and Statistics, Research and Publication Ethics, and Specific Area of Research shall be externally assessed for 100 marks each. The candidates shall have to score not less than 50% marks to pass in each course. After successful completion of course work, a Course Work Completion Certificate shall be issued to each

Research Scholar by the University. If a Research Scholar fails to complete the course work within one year, he/she may be given another six months time to complete the course work. A failure in the second attempt may result in cancellation of registration of Ph.D Programme.

7.2.8 After successful completion of the course work and based on the recommendation of the Research Advisory Committee, the Ph.D registration confirmation letter shall be issued to the candidates permitting to continue their research work leading to the submission of Ph.D thesis.

7.2.9 The result of the Course Work shall be approved by the Research Advisory Committee and the same shall be intimated to the University along with the minutes of the Research Advisory Committee meeting.

8. CHANGE OF GUIDE

8.1 Change of Research Guide/Supervisor shall not be normally permitted. In exceptional cases, change of Research Guide/Supervisor may be permitted, provided that the Research Guide/Supervisor under whom the candidate has originally registered gives a "No Objection Certificate" and the new Research Guide/Supervisor gives a "Certificate of Willingness" to guide and supervise the candidate for the remaining period of his/her research on the same topic.

8.2. The candidate shall submit a request for change of Research Guide/ Supervisor. After the approval of change of Research Guide/Supervisor, the candidate shall continue his/her research with the new Research Guide/Supervisor for the remaining period.

8.3. In exceptional cases, the request of the candidate, for change of Research Guide/Supervisor shall be considered by the Vice-Chancellor based on the recommendations of a duly constituted committee and merits of the case even without the "No Objection Certificate" from the Research Guide/ Supervisor.

9. CHANGE OF TITLE

Change of title shall be permitted only once, when the requiredchange is minor in nature as recommended by the Research Advisory Committee. In such cases, the research work shall be in the same area of the research. Requisition for a change of title shall be submitted within one year of confirmation of registration. Change of title, recommended by the Research Guide/Supervisor and Research Advisory Committee should be approved by the University.

The change of title and Research Guide/Supervisor shall not be allowed at the same time.

10.CANCELLATION OF REGISTRATION

10.1 In case of Research Scholars, who have not successfully completed the prescribed Course Work and examination, and the minutes of the meeting of the Research Advisory Committee for them are not forwarded to the University for confirmation of provisional registration, their registration shall be cancelled by the University by the end of 18th month of the date of provisional registration.

10.2 In case of recommendation for cancellation of the registration by the Research Guide/Supervisor for valid reasons, the Research Scholar shall be intimated about the grounds on which the registration is proposed for cancellation.

After a formal enquiry by a duly constituted committee and on the merits of the case, the provisional registration shall be cancelled.

10.3 In case of any representation from the Research Scholar, the Head of the

Department/Institution after consulting the Research Guide/Supervisor and the Research Scholar shall refer the matter to the Board of Research Studies, which may either suggest cancellation or change of Research Guide/Supervisor depending on the merits of the case. The decision of the Board of Research Studies shall be the final.

10.4 If the academic performance of a Research Scholar is found not satisfactory to the extent of non-compliance of the conditions stipulated during the registration period, presentation of seminars, submission of reports, etc action on this count to cancel the registration shall be taken based on the recommendation of the Research Advisory Committee.

10.5 If a Research Scholar fails to submit the thesis within the stipulated maximum period, his/her registration shall automatically stand cancelled, unless extension of research period is granted by the university.

10.6 If a Research Scholar wishes to cancel his/her registration on his/her own in writing and the requisition for cancellation duly forwarded by the Research Guide/Supervisor, and the Head of the University Department/Research Centre/Post Graduate Department to the university shall be accepted. Hence, the candidate should pay all the fees due up to the date of completion of the minimum period permitted or the date of cancellation, whichever is later.

11. PRESENTATION OF SEMINARS

Two research seminars (open to the Department) shall be presented by all categories of Research Scholars (Full-Time and Part-Time) in the respective University Department/Research Centre/Post Graduate Department. The Research Guide/Supervisor and Head of the Department of the University/Research Centre/Post Graduate Department shall issue the requisite notifications of the seminars.

11.1 The first seminar shall be held in the department concerned within the first year of completion of research work on the research problem and objectives. A certificate shall be issued by the Research Guide/Supervisor and Head of the Department of the University/Research Centre/Post Graduate Department on the day of presentation of the seminar to the Research Scholar to the effect that the candidate has satisfactorily presented the seminar. The list of attendees of the seminar along with their names, designation, institutional affiliation and signature shall be certified by the Research Guide/Supervisor and Head of the Department of the University/Research Centre/Post Graduate Department.

11.2 The second seminar shall be after completion of the first year but not later than the

second year of the research work in the Department. The second seminar shall be on data collection, analysis, tools employed and inferences. Alternatively, it can be the participation of the Research Scholar in National/International Seminar/Conference and presentation of research paper in such a seminar/conference. The Research Guide/Supervisor shall issue a certificate to the effect that the seminar is relevant to the field of research of the scholar, along with paper presentation certificate issued by the organizers of the seminar/conference.

12. RESEARCH PUBLICATION

The Research Scholar shall publish two research papers, relevant to the research area in a National/International Refereed Journals/UGC CARE-Listed Journals. These papers shall be published with the candidate as first author, and the Research Guide/Supervisor may be as the co-author, if necessary.

13. PRE-SUBMISSION PRESENTATION

Prior to the submission of the synopsis, the Research Scholar shall make a presentation in the respective University Department/Research Centre/Post Graduate Department before the Research Advisory Committee concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the Research Advisory Committee.

The Pre-submission presentation shall be made before three months of the date of submission of thesis. The submission of the thesis shall be permitted only after one month of the date of pre-submission presentation.

14. SUBMISSION OF SYNOPSIS OF THESIS

14.1 The Research scholar shall submit a synopsis of the thesis three months prior to the submission of thesis. The synopsis shall be in 10 to 15 pages of A4 size paper typed in 1.5 line spacing using a legible font of "Times New Roman - 12 points". Figures and tables may be included if considered absolutely necessary.

14.2 Four hard copies of the synopsis of the thesis along with Synopsis Submission Form with necessary enclosures (**Appendix-F**) duly signed by the Research Scholar and forwarded by the Research Guide/Supervisor through the Head of the University Department/Research Centre/Post Graduate Department along with an electronic copy in portable document format (pdf) written in a CD with due label, shall be submitted.

15. LIST OF EXAMINERS

The Research Guide/Supervisor shall submit a panel of ten examiners with designation, years of experience, area of specialization, email address, phone/mobile number etc in a prescribed format **[Appendix-H (i) & (ii)].** Out of which three shall be within Tamil Nadu, two from outside Tamil Nadu and five shall be from abroad. The examiners shall be preferably at the level of University Professors/Associate Professors. The Panel of Examiners should be submitted in a sealed cover super scribing confidential addressed to the Controller of Examinations along with the Synopsis Submission Form and other documents.

16. PLAGIARISM CHECK

Every thesis needs to undergo Plagiarism Check with the facility provided in the Tamil Nadu Teachers Education University and a certificate ***(that the content of the thesis doesn't exceed 20% of plagiarism)***jointly submitted by the Research Scholar, and counter signed by the Co-ordinator and the System Analyst of the Anti-plagiarism Cell. It shall be done before submission of the thesis after incorporating all the suggestions given by the Research Advisory Committee during the pre-submission presentation. A copy of the Anti-plagiarism Certificate issued by the Anti-plagiarism Cell should be appended in the thesis.

17. SUBMISSION OF THESIS

The thesis in the form of four hard copies and one soft copy (in pdf format) shall be submitted within three months of the pre-submission presentation. The hard copies shall be in A4 size of good quality paper. The thesis may be printed in 1.5 line-spacing one side of the paper, using legible font of "Times New Roman 12 points." The thesis shall not exceed 250 pages excluding Bibliography and Appendices. The soft copy shall be the exact replica of the printed version of thesis in portable document format (pdf), made in such a way that any computer can read and display the same.

17.1 The Ph.D thesis shall be submitted in English only. However, thesis in Tamil Pedagogy shall be submitted in Tamil.

17.2 The candidate shall submit a Thesis Submission Form (**Appendix-G**) along with the thesis forwarded by the Research Guide/Supervisor and Head of the University Department/Research Centre/Post Graduate Department where the research has been carried out.

18. RE-REGISTRATION

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

For re-registered candidates with change of Research Guide/Supervisor and/or topic of the thesis, the required period would be similar to that of freshly registered candidates.

19. DECLARATION IN THE THESIS

While submitting the thesis for evaluation, the thesis shall have a Declaration from the Research Scholar (**Appendix-D**) and a Certificate from the Research Guide/ Supervisor (**Appendix-E**) attesting that the originality of the work submitted for the award of Doctor of Philosophy (Ph.D) has not formed the basis for the award of any degree/diploma of the same institution where the work was carried out or to any other institution.

20. APPENDIX TO THESIS

Research article of the work of the Research Scholar as the single author or with the Research Guide/Supervisor as co-author, published in National/International Refereed/UGC-CARE Listed Journal during the tenure of the research shall be appended to the thesis. In case, the research article is not published at the time of submission, a "Certificate of Acceptance" (or) a “In Press Certificate" from the Publisher of the Journal together with a copy of submitted article shall be attached.

21. APPOINTMENT OF EXAMINERS

The Research Guide/Supervisor shall submit a panel of ten examiners with designation, years of experience, area of specialization, email address, phone/mobile number etc in a prescribed format [**Appendix-H (i) & (ii)**]. Out of which three shall be within Tamil Nadu, two from outside Tamil Nadu and five shall be from abroad. The examiners shall be preferably at the level of University Professors/Associate Professors. The Panel of Examiners should be submitted in a sealed cover super scribing confidential addressed to the Controller of Examinations along with the Synopsis Submission Form and other documents.

21.1 In case, the Research Guide/Supervisor fails to provide the list of Examiners, the Vice-Chancellor shall provide the list of Examiners in consultation with the relevant subject experts.

21.3. The Vice-Chancellor shall appoint the Board of Examiners for adjudication of the thesis co

21.4 It is to be noted that no close or immediate relative of the Research Scholar or Research Guide/Supervisor be suggested as an Examiner.

21.5. If any of the examiners declines the offer or no reply is received within 15 days from the date of actual mailing of offer such examiners may be substituted with the name already decided by the Vice-Chancellor. Substitute examiners shall be decided by the Vice-Chancellor at the first instance while constituting the Board of Examiners from the same panel of names suggested by the Research Guide/Supervisor.

22. EVALUATION PROCESS AND AWARD OF DEGREE

22.1 The copy of Ph.D. thesis of the candidate shall be dispatched by Email/ Speed Post/ Registered Parcel Post/Airmail/Courier, etc to the examiners as and when their acceptance is received. Reminders may be sent to the examiners if the reports are not received within a month and a maximum of two reminders may be sent once in fifteen days. If, no response is received from the examiners within two months, then further action may be initiated on the advice of the Vice-Chancellor.

22.2. If the examiners prefer to evaluate the thesis on electronic form, the thesis copy in CD shall be sent to the examiners. In the first instance itself, the examiners shall be given this option to inform the university accordingly.

22.3. The examiners shall send their reports in the prescribed form (**Appendix-J**) along

[a]Thesis is highly commended and recommended for conduct of public viva voce examination and degree may be awarded.

(or)

[b] Thesis is commended and recommended for conduct of public viva voce examination and degree may be awarded.

(or)

[c] Thesis is commended and the degree may be awarded subject to the scholar furnishing satisfactory clarification to my queries during the public viva voce examination.

(or)

[d] Thesis is commended and the degree may be awarded subject to the condition that the corrections/modifications suggested by me are carried out in the thesis and duly certified by the Research Guide/Supervisor before the public viva voce examination.

(or)

[e] Thesis needs to be resubmitted after revision for revaluation and I am willing/not willing to evaluate the revised thesis.

(or)

[f] Thesis is not commended and the degree may not be awarded.

The two external examiners shall send their individual reports together with their recommendations to the Controller of Examinations by name. The Research Guide/Supervisor as an examiner and Convener of the Board of Examiners shall give his/her own report and consolidate all the three reports of the examiners bringing out the salient points made out in the individual reports and send the same to the Controller of Examinations.

Consolidated report shall be given only if the two external examiners have recommended the thesis for the award. If an examiner suggested any corrections/modifications to be carried out in the thesis, the consolidated report shall be given only after incorporating the corrections/modifications in the thesis

After completing the evaluation, the thesis may be retained by the examiner or sent it the General Library of his/her institution by duly inform it to the University accordingly.

22.4. If any of the one examiner fails to send the evaluation report on the Ph.D thesis within a month from the date of the mailing of the thesis, during the second month two reminders at an interval of 15 days shall be sent to the examiner by post/ e-mail/fax. If no response is received from the examiner for the two reminders, then the thesis shall be sent to the substitute examiner in the panel for adjudication.

22.5.(a) A thesis shall be accepted for the award of Ph.D Degree when all thethree examiners have recommended the thesis for award, and then after successful performance in public viva voce examination.

(b) The Research Guide/Supervisor shall be appointed as the Convener for conducting the public viva voce examination. The Vice-Chancellor shall nominate the Indian examiner ***(UGC DO No. F.1-1/2020 (Secy) dated 1st April 2020)*** as external examiner for conducting the Ph.D viva voce examination.

22.6. (a) If both (Indian and Foreign) external examiners have not recommended the thesis for award, the candidate shall carry out further research for one more year as directed by the examiners and submit the thesis. A fresh panel of two examiners shall be prepared and the thesis shall be sent for adjudication.

(b) If one of the examiners has recommended and the examiner has not recommended, then the thesis may be referred to the 3rd Examiner.

(c) If one of the examiners has recommended and the other examiner has recommended for revision, then the thesis shall be revised by the Research Scholar on the lines of the report of the examiner who asked for revision and the revised thesis shall be sent to the same examiner for evaluation, if he/she has accepted to evaluate the revised thesis.

(d) If the examiner who has recommended for revision is not willing to evaluate the revised thesis, then it shall be referred to the 3rd examiner.

(e) Once the University comes up with the decision as "Resubmission after Revision" of the thesis, the Research Guide/Supervisor shall be requested to direct the Research Scholar to revise and resubmit the thesis after one month but within a period of one year. Copies of the reports of the examiners shall be made available to the Research Scholar for carrying out the revision of the thesis.

23. NUMBER OF CHANCES

A candidate shall be permitted to submit his/her revised thesis not more than two times. The maximum period allowed is one year for each submission. All administrative fee and submission fee are applicable as given in **Table 2**.

24. PUBLICVIVA VOCE EXAMINATION

A thesis shall be accepted for the award of Ph.D Degree when all the three examiners have found the thesis satisfactory for award and then a public viva voce examination is conducted. The conduct of public viva voce shall be mandatory for all the candidates.

25. CONSTITUTION OF PUBLIC VIVA VOCE BOARD OF EXAMINERS

25.1 The Vice-Chancellor shall constitute a Viva Voce Board of Examiners for the conduct of the public viva voce examination and one of them shall be the Research Guide/Supervisor and the other shall be the Indian Examiner. The Research Guide/Supervisor shall be the Convener of this board. The Research Guide/Supervisor and External Examiner shall then be requested to fix a date

for the public viva voce examination giving at least 10 days for the University to provide permission for the conduct of the public viva voce examination and 15 days time for the candidate.

25.2. In the case of public viva voce examination conducted in the recognized Research Centres/Post Graduate Departments of affiliated colleges, an Observer at the level of a Professor/Associate Professor from the Tamil Nadu Teachers Education University shall be appointed by the Vice-Chancellor as an additional examiner while constituting the public viva voce board of examiners.

26.VIVA VOCE NOTIFICATION

As soon as the Viva Voce Board is constituted by the University, the Convener of the Viva Voce Board in consultation with the other examiner shall fix a date for the Public Viva Voce examination. The public viva voce examination shall be conducted only in the University Departments for the candidates who have registered with the Research Guides/Supervisors in the University Departments. In the case of other candidates, the public viva voce examination shall be conducted in the recognized Research Centres/Post Graduate Departments where the candidates have registered for the Ph.D programme.

The Research Guide/Supervisor shall in consultation with the Head of the University Department/Principal of the Research Centre/Principal of the Post Graduate Department fix the venue for the public Viva Voce examination and a public notice be issued to as many Departments/Colleges as possible. The evidence for sending such notice to various Departments/Colleges should be submitted along with the public Viva Voce Examination Report. When the information for public Viva Voce examination is sent, the Research Guide/Supervisor shall be authorized to organize the public Viva Voce examination for which the Faculty Members, Research Scholars, the Public and the other experts from this University and other Universities may be invited. A notice shall also be displayed on the Department Notice Board 15 days in advance of the date of public Viva Voce examination. A copy of the thesis shall be made available to the public at the Department for perusal at least 15 days prior to the date of the public Viva Voce examination.

26.1 **GUIDELINES FOR CONDUCTING PUBLIC VIVA VOCE**

The viva voce examination shall be conducted only on a working day and during working hours within 30 days from the constitution of the public Viva Voce Board. The evaluation reports of examiners shall be kept with the Research Guide/Supervisor. A list of attendees with their names, designation, address and signatures shall be obtained and sent along with the recommendations. The Convener of the public Viva Voce Board and Head of the University Department/ Research Centre/Post Graduate Department shall be responsible for the conduct of the public viva voce and shall certify to this effect.

On the day of public Viva Voce examination at the appointed time, the Convener shall proceed to the examination hall and introduce the Ph.D. candidate to the audience and the research topic. The Convener shall also introduce himself/herself and introduce the External Examiner and the Observer (applicable only for Research Centres/Post Graduate Departments of affiliated colleges). The Convener shall also explain the mode of conduct of public Viva Voce Examination.

The Research Scholar shall present his/her thesis (with the support of power point) within 30 minutes indicating its relevance/importance, methodology, limitations and his/her findings, etc.

After the presentation, the External Examiner and the Observer (applicable only for Research Centres/Post Graduate Departments of affiliated colleges) shall be given time to raise his/her questions or the clarifications needed. Then, the Convener shall read the questions raised by the

Examiners one by one and elicit replies from the candidate. Thereafter, the audience shall be permitted to ask questions/clarifications one by one. The total time for questions/clarifications shall be limited to 30 minutes. When all the questions are answered, the public Viva Voce Board shall conclude the examination as closed and prepare a report showing the performance of the candidate. The report shall be submitted along with the recommendations to whether the candidate has performed satisfactorily or not satisfactorily to the Controller of Examinations on the same day duly signed by the members of the public Viva Voce Board.

A candidate who submits a satisfactory thesis but fails to satisfy the Viva Voce Board may on the recommendations of the Board shall be permitted to submit himself/herself for a public Viva Voce examination second time within three months of the date of public Viva Voce examination. A candidate who fails to satisfy the Viva Voce Board for the second time will have his/her thesis finally rejected.

The recommendations of the Viva Voce Board for the award of Ph.D degree along with all the evaluation reports and the consolidated report shall be placed before the Syndicate for approval. After the approval of the recommendations of the Viva Voce Board by the Syndicate, the result shall be declared and the degree shall be conferred.

The date of public viva voce examination as approved by the Syndicate shall be reckoned as the date of award of Ph.D degree to the Research Scholar.

26.1 **MAXIMUM PERIOD OF PROCESS OF EVALUATION**

The entire process of evaluation of thesis shall be done **within a period of six months** from the date of submission of thesis.

27. DEPOSITORY OF THESIS WITH LIBRARY

After the evaluation, the Research Guide/Supervisor shall ensure that one hard copy of the thesis and one CD to be sentto the Library of the University/University Department/ Research Centre/Post Graduate Department concerned.

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D Degree, the institution concerned shall submit an electronic copy of the Ph.D thesis to the INFLIBNET for hosting the same so as to make it accessible to all institutions/colleges.

28. PUBLICATION OF THESIS

After the award of Ph.D degree, the thesis may be published by the candidate in the form of a book with the permission of the University and the candidate has to submit 5 copies of the book published to the University Library.

If the two external examiners unanimously recommended the thesis fit for publication, then it may be published within two years after the date of award of the degree by the syndicate. The applicant needs to submit a formal request to this University for publication of his/her thesis. The candidate shall be permitted to publish his/her thesis only after obtaining the permission from the Syndicate of this University.

29. SPECIAL PROVISIONS

29.1 If the Research Guide/Supervisor is transferred/appointed and shifted to another recognized University/Research Centre/College, he/she may continue to guide and supervise the student if substantial work had been done already by the candidate as certified by the Research Guide/Supervisor. If no substantial work has been done, the Research Scholar may request for a change of Research Guide/Supervisor and this may be granted on the basis of the merit of the case after due consideration by the authorities.

29.2 If a college teacher registered for Ph.D as a Part-Time Scholar, selected under Faculty Development Programme of UGC, may be permitted to continue the resea

29.3 A candidate who has registered as a Full-Time Scholar in this University and who subsequently joins as a teacher in this University/ in a College affiliated to this University/an institution recognized by UGC for research in education may be perm Guide/Supervisor for such conversion. However, the candidate must fulfill the mini

30. FEE PARTICULARS

Table 2: FEE

STRUCTURE

Sl.No.	Details of Fee	Rs.
1	Cost of Application for Ph. D Registration	1000
2	Cost of Application for Guideship – One time	3000
3	Registration fee – one time	2000
4	Recognition fees (applicable for other University degrees)	1000
5	Annual Research Fee (To be submitted to University / Research Centre/Post Graduate Department).	7500
6	Fee for Submission of Synopsis including postal charges	6000
7	Fee for Submission of Thesis including postal charges	7500
8	Fee for the resubmission of thesis including postal charges	7500
9	Extension Fee for one year (Except Women/PWD candidates)	4000
10	Extension Fee for Women and PWD candidates for one year	3000
11	Fee for change of Topic / Title	2000
12	Fee for Change of Guide/Supervisor	2000
13	Fee for Change of Institution/Conversion from full-time to part- time and vice versa.	2000
14	Fee for re-registration	10000
15	Fee for thesis submission certificate/Viva Voce Certificate/To issue duplicate copy of any communication (eg. Registration letter, change of title, etc.)	500
16	Fee for Permission to Publish Thesis	2000
17	Fee for grace period (First 3 months)	1000
18	Fee for Grace Period (Second 3 months)	1000

(Note: All the (Note: All the necessary fees shall be paid on time. If not paid on time, a penal fee may be collected.)

PART - II

GUIDELINES FOR RESEARCH GUIDES/SUPERVISORS

1 RESEARCH GUIDE/SUPERVISOR

All Full-Time and Part-Time candidates registered for Ph.D shall work under the supervision of a Research Guide. The Research Guide/Supervisor shall be drawn from University Departments/Research Centres/Post Graduate Departments affiliated to this University.

2 QUALIFICATIONS OF A RESEARCH GUIDE/SUPERVISOR

2.1 A Research Guide/Supervisor shall be an active researcher with a Ph.D in Education or higher qualification as evidenced by regular, periodical refereed publications, participation in national and international seminars, expert committees and related academic activities. Publications relating to his/her Ph.D work shall not be considered as an indication of active research.

2.2 A Research Guide/Supervisor should have a minimum of one year of service before retirement while a candidate is registering under him/her and the Research Guide/Supervisor shall continue guide until the registered candidates submit their thesis as per the regulations of the University.

2.3 All Professors, Associate Professors and Assistant Professors with a Ph.D degree in Education working in the University Departments and Colleges of Education affiliated to this University recognized as a Research Centre who are currently engaged in research with three years of teaching/research experience (as evidenced by regular, periodical refereed publications, participat

2.4 Any regular Professor/Associate Professor/Assistant Professor working in the affiliated Self-finance Colleges of Education having the Post Graduate Department (M.Ed) and approved by the University as a Research Centre may be recognized as a Research Guide/Supervisor, provided:

(i) He/she should have at least three years of teaching/research experience at the M.Ed level in the same institution, where the Research Guide/ Supervisor is working.

(ii) He/she should have published at least two research articles in the refereed journals after the award of his/her Ph.D Degree in Education. Publications relating to his/her Ph.D work shall not be considered as research articles.

(iii) If the Research Guide/Supervisor moves/transfers from his/her working institution to another institution, the further work for completion of Ph.D programme of his/her research scholar shall be decided by the University.

3 PROCEDURE FOR RECOGNITION OF RESEARCH GUIDES/ SUPERVISORS

The application for recognition as a Research Guide/Supervisor by an individual shall be submitted through proper channel along with the bio-data, list of research publications, photocopies of publications, self attested photocopies of the award of research grants, etc. The application will be referred to an expert committee duly constituted by the Vice-Chancellor for the recognition of the applicant as a Research Guide/Supervisor.

4 TENURE OF RESEARCH GUIDES/SUPERVISORS

The recognition given to a Research Guide/Supervisor shall be valid till his/her retirement. If, for any reason, the Research Guide/Supervisor takes voluntary retirement from service or leaves the service or moves away from the jurisdiction of the University, his/her Guideship shall stand cancelled. However, if substantial work had been done, then such Research Guides/Supervisors shall be permitted to complete their research commitments to the scholar already registered.

5 NUMBER OF SCHOLARS UNDER A GUIDE/SUPERVISOR

5.1 A Research Guide/Supervisor who is a Professor working on permanent basis in the University Department and Colleges of Education affiliated to this University and recognized as a Research Centre /Post Graduate Department, any given point of time, cannot guide more than three M.Phil and eight Ph.D Scholars. An Associate Professor as Research Guide/Supervisor can guide up to a maximum of two M.Phil and six Ph.D Scholars; and an Assistant Professor as Research Guide/Supervisor can guide up to a maximum of one M.Phil and four Ph.D Scholars ***[Note: Part-III, Section 4, The Gazette of India, Extraordinary, May 5th 2016, UGC (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) Regulations, 2016; Part-III, Section 4, The Gazette of India, Extraordinary, August 27th 2018, UGC (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) Regulations, 2018.]***

5.2 Once a candidate has submitted the thesis, it shall be reckoned as the completion of research and the Research Guide/Supervisor shall be eligible to take another candidate as per the norms.

PART - III

GUIDELINES FOR APPROVAL OF RESEARCH CENTRES

1. The research work leading to the award of M.Phil/Ph.D degree in Education can be carried out in the Departments of University and also in Research Centres/Post Graduate Departments duly recognized by the University.

2. All the Departments of Study and Research of the Tamil Nadu Teachers Education University are deemed to be Research Centres by virtue of being to flourish as Research Centres.

3. The Post Graduate (M.Ed) Departments of Colleges of Education (Government/ Government Aided/Private) which are actively engaged in research.

4. The institution to be recognized as a Research Centre by the University shall have at least four Faculty Members holding Ph.D Degree in Educationand who fulfill the eligible conditions to be approved as a Research Centre(as evidenced by regular, periodical refereed publications, participation in national and international seminars, expert committees and related academic activities). Such institutions may apply with all other requisite information in the prescribed form along with a recognition fee of Rs.100000/- and Rs.25,000/- as visiting/inspection fee.

5. An Inspection Commission comprising two subject experts appointed by the University shall inspect and report on the available infrastructure including journals, books, ICT laboratory, psychology lab, Internet with INFLIBNET/DELL NET and other facilities established in the center and research work already going on in the centre as evidenced from the list of publications made from the centre. Considering the inspection report, the institution may be approved as a Research Centre by the University. The University shall issue a Certificate of Recognition to the eligible Research Centre.

6. An annual renewal fee of Rs.10000/- shall be paid to the University by all the approved Research Centres/Post Graduate Departments.

7. Every Research Centre/Post Graduate Department shall function under the senior teaching faculty of the Research Centre/Post Graduate Department in College, designated as Research Director.

APPENDIX – A

FUNCTIONS OF THE RESEARCH ADVISORY COMMITTEE

1. There shall be a Research Advisory Committee or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the Institution concerned for M.Phil and Ph.D scholars. The Research Guide/Supervisor of the Research Scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:
   a. To review the research proposal and finalize the topic of research.
   b. To guide the Research Scholar to develop the study design and methodology of research and suggest the course(s) that he/she may have to do.
   c. To periodically review and assist in the progress of the research work of the Research Scholar.
2. A Research Scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports of the Research Scholar shall be scrutinized and approved by the Research Advisory Committee shall be forwarded through the Research Guide/Supervisor to the Head of the Department/ Research Centre /Post Graduate Department with a copy to the research scholar.
3. In case the progress of the Research Scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Research Scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Head of the Department/Research Centre/Post Graduate Department with specific reasons for cancellation of the registration of the Research Scholar.

APPENDIX – B

PROGRESS REPORT OF THE Ph.D PROGRAMME

(To be submitted once in six months by both Full-Time and Part-Time candidates)

(i) The progress reports shall be submitted by the Research Scholar in quadruplicate, to the Research Guide/Supervisor accompanied by a report by the candidate about the work carried out during the period of this report (in about 300 words) duly signed by the Research Scholar and countersigned by the Research Guide/Supervisor.

(ii) The Research Guide/Supervisor shall fill his/her part, affix his/her signature and get it countersigned by the Head of the concerned University Department/Research Centre/Post Graduate Department.

(iii) The progress report in quadruplicate shall be placed before the Research Advisory Committee for approval. The first copy to be retained by the Research Guide/Supervisor, second copy shall be sent to the Registrar through the Head of the concerned University Department/Research Centre/Post Graduate Department, the

third copy shall be retained by the concerned University Department/Research Centre/Post Graduate Department whichever is applicable and the fourth copy shall be retained by the Research Scholar.

1.Particulars of the Research Scholar

[a] Name :

[b] Designation

(if applicable) :

[c] Institution where employed

(if applicable) :

[d] Period of the Report :

2.Registration Details

[a] Category of Registration : Full-Time/Part-Time

[b] Date of provisional registration

with University reference No.

and date :

[c] Whether the provisional registration

has been confirmed

(If yes, give reference) : Yes / No

3.Particulars of the Research Guide/Supervisor

[a] Name :

[b] Designation :

[c] Institution :

4.Name of the University Department/

Research Centre/Post Graduate Department where the research is conducted :

5 Title of the Study :

6 Details of the Progress :

[a] Whether the candidate's report

in quadruplicate is enclosed?

[b] Whether papers have been

published related to the title of thesis (if yes, furnish details)

[c] Whether Seminars/Conferences

Attended/Presented Paper

[d] Whether the prescribed

Course Work has been completed?

(If yes, furnish details)

7. Whether the annual research fee have

: Yes / No

: Yes / No

: Yes / No

: Yes / No

been paid ? : Yes / No (If yes, furnish details)

8. Whether the registration fee has been paid? : Yes / No
(If yes, furnish details)

Date: **Signature of the Research Scholar**

9. Remarks of the Research Guide/Supervisor

[a] Attendance

[b] Progress

: Satisfactory/Not Satisfactory

: Satisfactory/Not Satisfactory

[c] Expected time of completion :

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

Date: **Signature of the Research Guide/Supervisor & Seal**

Place:

Signature of the HOD/Principal & Seal

APPENDIX – C

MODEL FOR WRAPPER AND INSIDE TITLE PAGE OF SYNOPSIS/THESIS OF THE Ph.D

TITLE OF THE THESIS

SYNOPSIS/THESIS SUBMITTED TO THE
TAMIL NADU TEACHERS EDUCATION UNIVERSITY
FOR THE AWARD OF DEGREE OF
DOCTOR OF PHILOSOPHY IN EDUCATION

By
(Name of the Candidate)
(Reg. No.)

Under the Guidance and Supervision of
(Name and Designation of the Research Guide/Supervisor)

TAMIL NADU TEACHERS EDUCATION UNIVERSITY

(Name and Address of the Department/Research Centre/Post Graduate Department) **(Month and Year)**

APPENDIX – D

DECLARATION

I declare that the thesis entitled……

submitted by me for the degree of Doctor of Philosophy (Ph.D) is the record of original work carried out by me during the period from……..to……..under the guidance and supervision of……..and has not formed the basis for the award of any Degree, Diploma, Associateship, Fellowship, Titles in this University or any other University or other similar Institution of Higher Learning.

Place: **Signature of the Research Scholar**

Date:

APPENDIX – E

CERTIFICATE

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

Place: **Signature of the Research Guide/Supervisor & Seal**

Date:

APPENDIX - F

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TAMIL NADU TEACHERS EDUCATION UNIVERSITY

Ph.D SYNOPSIS SUBMISSION FORM

Details of fee paid for Synopsis Submission	Amount Rs. : DD/Challan No: Date: Bank: Branch :
Name of the Candidate (in Block Letters as in the qualified examination degree certificate)	In English : In Tamil :
Date of Birth :	Gender :
Name of the Father (in Block Letters)	
Address for Communication (in Block Letters)	
Contact Phone No:	E-mail id:
Department/College/Institution where the candidate has registered for Ph.D programme	
Details of the Qualifications	Degree : P.G/ M.Phil Branch : University : Reg. No. : Month & Year of Passing :
Ph.D Registration Letter No.& Date	
Status of Coursework completion	
Ph.D Registration Confirmation Letter No.& Date	
Details of Presentation of Seminars	
Attendance Certificate from Research Guide/Supervisor (applicable for Part-Time candidates only)	
Details of Publication of Research Articles	
Title of the Synopsis (in Block Letters) (please note that the title of synopsis and thesis should be the same)	
Date(s) of Research Advisory Committee Meetings (Enclose Photo copy of the Research Advisory Committee Meetings)	
Signature of the Research Scholar with date	
Signature of the Research Guide/ Supervisor with date, official seal and Contact Phone No.	
Signature of the Head of the University Department/Research Centre/Post Graduate Department with date and office seal	

INSTRUCTIONS TO CANDIDATES

The application should be submitted in personto the Controller of Examinations, Tamil Nadu Teachers Education University, Karapakkam, Chennai - 600 097.

Form: 1.The fee for Rs.6000/- in the form of a challan (Exam Fund Account) obtained from the Indian Overseas Bank, Sozhinganallur Branch or Demand Draft in any of the scheduled banks drawn in favour of the Registrar, Tamil Nadu Teachers Education University, Karapakkam, Chennai– 600 097, payable at Chennai.

2.Self attested copy of the PG., M.Phil., Ph.D Degree certificates.

3.Self attested copy of the Ph.D Registration communication.

4.Self attested copy of the Course Work Examination Mark Statement.

5.Self attested copy of the Ph.D Registration Confirmation communication.

6.If there is any change of topic/change of Research Guide/Conversion of Full -Time to Part-Time and vice versa/extension of time for submission of Ph.D thesis/exemption from Course Work or any other letter obtained from the Registrar, Tamil Nadu Teachers Education University, the self attested copies of the same should be submitted along with the application.

7.Self attested copies of evidence for presentation of two seminars.

8.Self attested copy of evidence for pre-submission presentation.

9.Certificate for Genuineness of research paper publication from the Research Guide/Supervisor (1st Page of the paper should be enclosed).

10.Proof of Research Advisory Committee meetings.

11.Panel of Examiners should be submitted in a sealed cover super-scribing confidential. Without the panel of examiners, the synopsis will not be accepted.

1.Four copies of the Synopsis (Soft binding).

2.One copy of the Synopsis in a CD with PDF file.

TAMIL NADU TEACHERS EDUCATION UNIVERSITY **jäœehL MÁça® fšéæaš gšfiy¡fHf«**

APPENDIX - G

Ph.D THESIS SUBMISSION FORM

Details of fee paid for Thesis Submission	Amount Rs. : DD/Challan No: Date: Bank: Branch :
Name of the Candidate (in Block Letters as in the qualified examination degree certificate)	In English: In Tamil :
Date of Birth:	Gender :
Name of the Father (in Block Letters)	
Address for Communication (in Block Letters)	
Contact Phone No.	Email id :
Subject	Education

Name of the University Department/ Research Centre/Post Graduate Department where the candidate has registered for Ph.D Programme	
Ph.D Registration Letter No. & Date	
Ph.D Registration Confirmation Letter No. & Date	
Date on which the candidate has submitted the Synopsis (acknowledgement if any)	
Title of the Thesis (in Block Letters as given in the Synopsis).	
Signature of the Candidate with date	
Signature of the Research Guide/ Supervisor with date, official seal and Contact Phone No.	
Signature of the Head of the University Department/Research Centre/Post Graduate Department with date and office seal	
Whether the copy of the anti plagiarism-check certificate is enclosed.	Yes/No
Whether the original anti plagiarism-check certificate is appended in the Thesis.	Yes/No

INSTRUCTIONS TO CANDIDATES

The application should be submitted in personto the Controller of Examinations,

Tamil Nadu Teachers Education University, Karapakkam, Chennai -600 097.

The following should be submitted along with the Thesis Submission Form:

1.The fee for Rs. 7500/- in the form of a challan (Exam. Fund Account) obtained from the Indian Overseas Bank, Sozhinganallur Branch or Demand Draft in any of the scheduled banks drawn in favour of the Registrar, Tamil Nadu Teachers Education University, Karapakkam, Chennai – 600 097, payable at Chennai.

2.No Due certificates from the Research Section, Department/Research Centre/Post Graduate Department/Department Library/University Library.

3.Scholars doing research in the University Department shall enclose No Due Certificate from the Hostel.

4.A photocopy of anti-plagiarism check certificate.

5.Four copies of the Thesis (Soft binding).

6.One copy of the Thesis in a CD with PDF file.

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APPENDIX – H (i)

TAMIL NADU TEACHERS EDUCATION UNIVERSITY

Ph.D THESIS EXAMINER'S DETAILS

form including the

Curriculum Vitae of the Foreign and Indian Examiners to the Office of the Controller of Examinations along with the Synopsis.

1.Name of the Research Scholar :

2.Register Number (if any) :

3.Title of Thesis :

4.Subject Area of Research : Education

5.Name of the Research Guide/Supervisor :

6.Name of the University Department/ :

Research Centre/Post Graduate Department

7.Contact Phone Number :

8.Email id :

The following Panel of Examiners are proposed by me for the evaluation of the above mentioned thesis, the Curriculum Vitae and other information of the Examiners are enclosed for reference and further action.

Foreign Examiners	Institutional Affiliation
1.	
2.	
3.	
4.	
5.	
Indian Examiners (Three from Tamil Nadu and Two from other States)	Institutional Affiliation
1.	
2.	
3.	
4.	
5.	

Place:

Date: **Signature of the Research Guide/Supervisor & Seal**

APPENDIX – H (ii)

CURRICULUM VITAE OF THE EXAMINERS

(This format should be used for each of the examiner)

1.Full Name of the Examiner :
(in Block Letters)

2.Mobile Number :

3.Email id :

4.Current Academic/Research :
Position & Name of the Institution

5.Complete Official Address with phone :
Number(s) and website address

6.Address for Communication with :
Phone number(s)
(if different from the above)

7.Professional background/Academic/ :
Research achievements

8.Areas of Research and Experience :

9.Reference about at least five most recent :
Publications (pertinent to the topic of the
thesis to be examined)

10.Any other information :

NOTE: **The profile of the Examiners shall be enclosed along with this form.**

Place:

Date: **Signature of the Research Guide/Supervisor & Seal**

APPENDIX – I
CERTIFICATE OF GENUINENESS OF THE PUBLICATION

This is to certify that Mr/Ms..... Reg.No.....…….submitting Ph.D Synopsis in Education working under my guidance/supervision has published research article(s) in National/International Refereed/UGCCARE-Listed Journals as specified hereunder.

1.(Name of the Journal)……
…….

Vol. No.....Issue No.....Page No(s).....in (year)…… 2.(Name of the Journal)……
……
… Vol. No.....Issue No.....Page No(s).....in (year)…….are original and the contents of the publications are part of his/her research work.

Place: **Signature of the Research Guide/Supervisor & Seal Date:**

APPENDIX- J

PROFORMA FOR ADJUDICATION OF THE Ph.D THESIS

1.Name of the Research Scholar :

2. Register Number of the Research Scholar :

3. Title of the Thesis :

4. Subject : Education

5. Name and Address of the Examiner :

6. Recommendations of the Examiner
(Please strike out whichever are not
applicable) :

[a] Thesis is highly commended :

(or)

[b] Thesis is commended

(or)

[c] Thesis is commended and the degree may be awarded subject to the scholar furnishing satisfactory clarification to my queries during the Public Viva Voce examination.

(or)

[d] Thesis is commended and the degree may be awarded subject to the condition condition that the corrections/modifications suggested by me are carried out in the thesis and duly certified by the Research Guide/Supervisor (Convener) before the Public Viva Voce examination.

(or)

[e] Thesis needs to be resubmitted after revision for revaluation and I am willing/not willing to evaluate the revised thesis.

(or)

[f] Thesis is not commended and the degree may not be awarded.

*7.*Thesis is fit for publication : Yes/No

*8.*Any other remarks:

(Note: Please enclose your detailed report on the thesis. Also enclose a list of questions, if any, to be asked at the public viva voce examination.)

Place :

Date : **----------**

Signature of the Examiner with
Designation & Seal)

APPENDIX – K

TAMIL NADU TEACHERS EDUCATION UNIVERSITY

EMBLEM

FACULTY OF EDUCATION

The Syndicate of Tamil Nadu Teachers Education University hereby makes known that (Name of the Candidate) has been admitted to the degree of Doctor of Philosophy, he/she having been certified by duly appointed examiners to be qualified to receive the same in the year……for the thesis entitled ……

…….

(Title of the Thesis)

(Broad field in Education)

Given under the seal of the Tamil Nadu Teachers Education University this…….day……..

Registrar **Vice-Chancellor**

TAMIL NADU TEACHERS EDUCATION UNIVERSITY
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APPENDIX – L

Ph.D. RESEARCH ADVISORY COMMITIEE CONSTITUTION FORM

1. Name of the Research Scholar :
2. Official Memorandum No. and Date (Ph.D. Registration communication from the University) :
3. Name of the University Department/ Research Centre/Post Graduate Department :
4. Broad Area of Research :
5. Name and Designation of the Research Guide/ Supervisor (Convener) :

Name, Designation and Address of the experts suggested for Constitution of the Research Advisory Committee.

Sl.No.	***Name, Designation & Official Address***	***Email id***	***Contact Phone No.***
1.			
2.			
3.			

Signature of the Research Guide/Supervisor HOD

Signature of the

&Seal **& Seal** (***Note: The duly filled and signed form should be sent to The Controller of Examination, Tamil Nadu Teachers Education University, Karapakkam, Chennai – 600 097 for further approval.)***

Appendix-M

RESEARCH AND PUBLICATION ETHICS (RPE)

About the Course:

Overview: This course has 6 modules mainly focusing on basics of philosophy of science and ethics, research integrity, publication ethics. Hands on sessions are designed to identify research misconduct and predatory publications. Indexing and citation databases, open access publications, research and metrics and plagiarism tools introduced in the course.

THEORY

RPE 01: PHILOSOPHY AND ETHICS (4 hrs)

1. Introduction to philosophy: Definition, nature and scope, concept, branches.
2. Ethics: Definition, moral philosophy, nature of moral judgements and reactions.

RPE 02: SCIENTIFIC CONDUCT (4 hrs)

1. Ethics with respect to science and research.
2. Intellectual honest and research integrity.
3. Scientific misconducts: Falsification, fabrication, and plagiarism.
4. Redundant publications: Duplicate and overlapping publications, salami slicing.
5. Selective reporting and misrepresentation of data.

RPE 03: PUBLICATION ETHICS (7 hrs)

1. Publication ethics: Definition, introduction and importance.
2. Best practices/standards setting initiatives and guidelines: COPE, WAME, etc.
3. Conflicts of interest.
4. Publication misconduct: definition, concept, problems that lead to unethical behavior and vice verse, types.
5. Violation of publication ethics, authorship and contributorship.
6. Identification of publication misconduct, complaints and appeals.
7. Predatory publishers and journals.

PRACTICE

RPE 04: OPEN ACCESS PUBLISHING (4 hrs)

1. Open access publications and initiatives.
2. SHERPA/ RoMEO online resourse to check publisher copyright and self-archiving policies.
3. Software tool to identify predatory publications developed by SPPU
4. Journal finder/ journal suggestion tools viz. JANE, Elsevier Journal Finder, Springer Journal Suggester, etc.

RPE 05: PUBLICATION MISCONDUCT (4 hrs)

A. Group Discussions (2 hrs)

1. Subject specific ethical issues, FFP, authorship
2. Conflicts of interest
3. Complaints and appeals: examples and fraud from India and abroad

B. Software tools (2 hrs)

1. Use of plagiarism software like Turnitin, Urkund and other open source software tools

RPE 06: DATABASES AND RESEARCH METRICS (7 hrs)

A Databases (4 hrs)

1. Indexing detabeses.
2. Citation detabases: Web of Science, Scopus, etc.

B. Research Metrics (3 hrs)

1. Impact Factor of journal as per journal citation report, SNIP, SJR, IPP, Cite Score.

2.Metrics: h-index, g index, i10 index, altmetrics.

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