



Dr. C. V. Raman University

Kargi Road, Kota, Bilaspur (C.G.)

Doctor of Philosophy (Ph.D) Program

Introduction

Embarking on a journey toward a Ph.D. program at Dr. C. V. Raman University is an intellectual venture that demands not only passion and dedication but also a clear sense of purpose, thorough preparation, and a commitment to the pursuit of knowledge. The path to earning a doctoral degree is a multifaceted process that spans from the initial opening of supervisor seats to the final conferral of the degree, with each stage designed to uphold the highest standards of academic integrity, scholarly excellence, and research innovation.

This Ph.D. program at Dr. C. V. Raman University is structured to foster an environment where candidates can cultivate their intellectual curiosity, engage in rigorous research, and make meaningful contributions to their field of study. The process is characterized by comprehensive stages, including the selection of a research topic, finding a suitable research supervisor, conducting original research, and presenting findings through scholarly papers, publications, and the doctoral thesis. Every phase is designed with the candidate's academic development in mind, emphasizing both independent work and collaborative efforts with faculty, peers, and the broader academic community.

The journey begins with a carefully structured admission process, which includes eligibility assessments, comprehensive written tests, and interviews to ensure that each candidate possesses the foundational skills and critical thinking required for doctoral study. Upon admission, the candidate embarks on a detailed journey of research, supported by an assigned research supervisor who provides expert guidance, resources, and mentorship.

Integral to the program is the cultivation of academic independence. While scholars are provided with the structure and resources they need, they are also encouraged to develop their own research questions, identify gaps in existing literature, and pursue innovative solutions to

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complex problems within their field. This ensures that each candidate contributes original ideas that advance the state of knowledge in their respective discipline.

The process is not limited to the development of the thesis but includes multiple opportunities for scholars to present their findings, attend research seminars, and participate in peer review processes. Additionally, candidates engage in periodic reviews and evaluations, ensuring continuous academic growth, while maintaining a high level of research integrity and quality. Throughout the course of their research, scholars are encouraged to publish their findings in reputable journals, engage with global research networks, and share their work in national and international conferences.

One of the distinguishing features of the Ph.D. program at Dr. C. V. Raman University is its emphasis on holistic development. Beyond the academic requirements, scholars are also supported in building their professional profiles, with opportunities to gain teaching experience, participate in collaborative research projects, and hone their leadership skills. The university believes in preparing scholars not just for the completion of a doctoral thesis, but for long-term success in academia, industry, or entrepreneurial ventures.

The Ph.D. journey culminates with the submission and defense of a doctoral thesis that must contribute original and substantial insights to the chosen field of study. The thesis is then evaluated by a panel of expert reviewers, and upon successful defense, the candidate is awarded their doctoral degree. However, this final achievement is merely a reflection of a long process of intellectual engagement, critical inquiry, and dedication to the advancement of knowledge.

This detailed roadmap provides an in-depth look at each stage of the Ph.D. program at Dr. C. V. Raman University, from the initial stages of application and admission, through the various stages of research, all the way to the completion and conferral of the degree. It reflects the university's commitment to fostering a vibrant and dynamic research culture, where scholars are empowered to reach their fullest academic potential. It also highlights the university's dedication to nurturing scholars who will contribute meaningfully to their academic disciplines and make a lasting impact on the world.

In this process, Dr. C. V. Raman University ensures that every candidate not only achieves academic excellence but also develops the intellectual agility and research proficiency necessary to thrive in an increasingly globalized and interdisciplinary world.

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Process Overview

Following are the essential steps involved in the Ph.D. process:

1. Opening the Supervisor's Seats
 2. Issuance of Ph.D. Admission Notification
 - 2.1 Program Information
 - 2.2 Eligibility Criteria
 - 2.3 Application Procedure
 - 2.4 Important Dates
 - 2.5 Selection Process
 - 2.6 Contact Information
 - 2.7 Additional Information
 3. Ph.D. Entrance Examination
 4. Interviews
 5. Admissions
 6. Coursework
 7. Coursework Examination
 8. Coursework Result
 9. Supervisor/ Co-supervisor Allotment
 10. Synopsis Preparation & Presentation
 11. Progress Report (in Every Six Months)
 12. Pre-Ph.D. Viva Voce/Presentation
 13. Plagiarism Checking Procedure
 14. Submission of Thesis
 15. Evaluation of Thesis
 16. Final Viva Voce Examination (Open Defense)
 17. Degree Conferral
1. **Opening the Supervisor's Seats:** The availability of seats indicates whether the supervisor is accepting new Ph.D. scholars. Therefore, the supervisor must declare their seat availability, and DRIC will submit a report to the Research & Development (R&D) cell regarding the total available seats in their department. Based on this report, the R&D cell will present the available seat report to the University Research and Innovation

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Committee (URIC) for approval to issue the Ph.D. admission notification and conduct the Ph.D. Entrance Examination.

2. **Issuance of Ph.D. Admission Notification:** After receiving approval from the URIC (University Research and Innovation Committee), the university issues the Ph.D. admission notification through various channels, formally announcing the availability of doctoral positions or programs for prospective scholars. This notification typically includes details such as the disciplines or fields in which Ph.D. positions are available, application procedures, eligibility criteria, important dates, and any other pertinent information applicants need to know.

2.1 Program Information: This section provides an overview of the Ph.D. program, including its duration, structure, and any unique features or specializations offered. **2.2 Eligibility Criteria:** Details about the minimum academic qualifications, such as educational background and prerequisite degrees, required for admission. This may also include criteria related to research experience, publications, or other relevant achievements.

2.3 Application Procedure: Instructions on how to apply for the Ph.D. program, including the submission of application forms, supporting documents (transcripts, letters of recommendation, etc.), and any required application fees.

2.4 Important Dates: Key deadlines such as the application deadline, dates for entrance exams or interviews (if applicable), and the expected timeline for notification of admission decisions.

2.5 Selection Process: Information about how candidates will be evaluated for admission, which may include criteria such as academic performance, research experience, statement of purpose, letters of recommendation, and performance in entrance exams or interviews.

2.6 Contact Information: Contact details for the admissions office or relevant department, including email addresses, phone numbers, and office hours, for prospective scholars to reach out with questions or inquiries.

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2.7 Additional Information: Any other relevant information, such as program-specific requirements, faculty profiles, research facilities, or links to resources for prospective scholars to learn more about the institution and the Ph.D. program.

3. Ph.D. Entrance Examination: Upon receiving the application forms until the deadline for submission, the university meticulously scrutinizes them. Subsequently, the university prepares for the entrance examination, a prerequisite for admission to the Ph.D. program. This examination assesses candidates' proficiency in their respective fields of study, research aptitude, and critical thinking skills.

4. Interviews: Interviews are conducted for candidates who have achieved a minimum score of 50%. A panel of examiners, approved by the Vice Chancellor, evaluates the candidates' potential, knowledge, enthusiasm, and research interests to determine their suitability for conducting research. Following the interviews, the report is submitted to a confidential section where the marks are meticulously analysed, and the results are accurately declared. This process ensures fairness and upholds the formality of the selection procedure.

5. Admissions: Following the announcement of the final results, candidates are notified via letter and instructed to complete their admission process within a specific timeframe. The admission office then handles all formalities related to admission.

6. Coursework: Ph.D. scholars typically undertake coursework relevant to their field of study. These courses assist them in establishing a robust foundation of knowledge and research skills essential for their doctoral research. In this program, scholars are instructed in three key areas: research methodology, their subject-specific paper, and Research Publication & Ethics. Additionally, candidates are required to prepare a literature review on their selected theme (Part C) and deliver a presentation on it.

7. Coursework Examination: At the conclusion of the coursework phase, scholars may be required to undergo examinations to assess their comprehension of the material taught in their courses. These examinations are administered by the university's examination section and coordinated by the Research & Development Cell.

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8. **Coursework Result:** After the completion of coursework and examinations, the exam section of the University declares the results. This marks the successful completion of the coursework phase of the Ph.D. program. If a scholar passes the examination, they proceed to the next step. However, if they fail, they may need to reappear for the examination.
- 9 **Supervisor/Co-supervisor Allotment:** After completing coursework, supervisors/co-supervisors are assigned to scholars based on the availability of seats, expertise, and the area of research. This allocation is approved by the Departmental Research and Innovation Committee (DRIC) for the preparation of the research synopsis.
10. **Synopsis Preparation & Presentation:** After completing the coursework, a scholar must prepare a synopsis following the specified format under the guidance of their assigned supervisor. This synopsis is then submitted to the Doctoral Research and Innovation Committee (DRIC) for evaluation. Upon approval by the DRIC, the scholar presents it to the Research Degree Committee (RDC), formed by the Honourable Vice Chancellor. The RDC includes an external subject expert. Once the committee approves the topic and synopsis, the scholar receives an RDC approval letter and can begin their research work.
11. **Progress Report Every Six Months:** Ph.D. scholars are required to submit progress reports to their supervisor or advisory committee every six months in a prescribed format. These reports detail the progress made in their research, challenges encountered, and plans for future work.
12. **Pre-Ph.D. Viva Voce/Presentation:** Prior to the final thesis submission, Ph.D. scholars typically defend their research proposal or a segment of their work through a formal presentation before the Doctoral Research and Innovation Committee (DRIC). Upon the DRIC's approval of the research, the matter is brought to the Vice-Chancellor's attention for permission to proceed with the Pre-Ph.D. viva voce/presentation. If authorized, the Research and Development (R&D) cell arranges the presentation, where the scholar must defend their research in front of a committee comprising the Vice - Chancellor's nominee (often the Director of R&D), a representative of the Registrar, the DRIC Chairman, the Custodian, the R&D coordinator, and the supervisor. During this session, final corrections and suggestions are provided in the form

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of the Pre-Ph.D. Viva Voce Examination Report, and upon committee approval, the scholar receives a certificate signifying approval of their work.

13. **Plagiarism Checking Procedure:** After receiving approval, scholars are required to submit the soft copy of their thesis in the specified format, along with the application form and the fee receipt for plagiarism checking, to the R&D cell. The thesis undergoes plagiarism detection using Drill bit software, and a report is subsequently sent to the scholar. If the plagiarism level is 10% or below, the scholar is permitted to proceed with thesis submission. However, if the plagiarism exceeds 10%, the scholar is notified to rectify the plagiarized content and resubmit the thesis for reevaluation.

14. **Submission of Thesis:** After receiving the approval certificate and completing plagiarism checking, Ph.D. scholars are required to submit three hard copies and two soft copies (on DVD) of their thesis, duly sealed and signed by their supervisor, centre head, and dean of the faculty to the Research & Development Cell of the university, along with a No Dues certificate. Upon submission, the R&D cell issues a thesis submission letter to the scholar.

15. **Evaluation of Thesis:** Once the thesis is submitted, it undergoes evaluation by a panel of experts. The Supervisor and Dean of the faculty nominate three experts (Associate Professors or Professors) from within the state and additional experts from outside the state, all chosen based on their expertise in the relevant field. This panel, along with the thesis, is then submitted to a confidential section for further processing. In this confidential section, the panel of examiners is presented to the Vice-Chancellor. The Vice-Chancellor selects one expert from each panel. The selected experts are contacted for their consent to evaluate the thesis. If both experts consent, the thesis is sent to them along with all necessary documents and evaluation criteria. However, if one of the selected experts' declines to evaluate the thesis, the Vice-Chancellor chooses another expert from the panel to ensure the evaluation proceeds.

16. **Final Viva Voce Examination (Open Defense):** Upon receipt of the evaluation reports from the experts, they are analysed by the confidential section. If the reports are positive, a note sheet is submitted to the Honourable Vice-Chancellor for the selection of an expert to conduct the final viva of the scholar. If any recommendations for corrections are suggested, they are communicated to the scholar for rectification and resubmission. Once

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the name of the expert is finalized, confidential contact is made with the expert to finalize the date. After the date is confirmed, formal letters are sent to the scholar, supervisor, department, and Research & Development cell to make necessary arrangements for the conduction of the viva. The viva is conducted offline in the conference hall, with the presence of the Vice-Chancellor Nominee, Registrar Nominee, Research Director, Dean of the Faculty, Head of Department, along with all staff, scholars, and scholar s. During the viva, the scholar presents their research work and defends it.

17. **Degree Conferral:** Upon successful completion of the final viva voce examination and approval of the thesis, the university issues a notification officially conferring the Ph.D. Degree to the scholar.

Conclusion: The Ph.D. program at Dr. C. V. Raman University is a testament to the institution's dedication to academic rigor and scholarly pursuit. Through a well-structured process encompassing supervision, coursework, research, and evaluation, the university empowers scholars to undertake pioneering research and contribute meaningfully to their respective fields. As candidates navigate through each stage, they are supported by a network of experienced faculty, dedicated committees, and state-of-the-art resources, culminating in the conferral of a Ph.D. degree that signifies not only academic achievement but also the culmination of a transformative journey towards knowledge creation and innovation.



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