

# UNIVERSITY OF KERALA

(Abstract)

Guidelines regarding Ph.D Course Work Examination–Modified - Orders - issued

Ac E I

Ac.E1/A2/2022	Dated: 25.06.2022
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- Read:-1. U.O No.Ac.E1/10685(1)2016, dated 12.08.2016  
2. U.O.No.Ac.E1/A3/1/2021 dated 21.01.2021  
3. Item No.39.66 of the minutes of the meeting of the Syndicate held on 25.03.2022  
4. Item No. 162 of the minutes of the meeting of the Academic Council held on 01.04.2022

## ORDER

The University Grants Commission (UGC) had notified the UGC Regulations -2016 (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degree) on 05.05.2016 and the University of Kerala adopted the above Regulations for Ph.D programme with effect from 05.06.2016, vide paper read as (1) above. Clause (6) of the Regulations for award of Ph.D Degrees , University of Kerala, 2016 deals with Course Work and other related matters.

Research and Publication Ethics has been incorporated as paper II of Course Work Examination and made compulsory for all Ph.D Scholars who had been granted Ph.D registration from January 2021 session onwards , vide U.O read as (2) above.

The Academic Council at its meeting held on 01.04.2022, vide paper read as (4) above, considered the Guidelines of Ph.D Course Work Examination along with the resolution of the Syndicate at its meeting held on 25.03.2022, vide paper read as (3) above, and resolved to adopt the revised Guidelines of Ph.D Course Work Examination with effect from January 2021 registration. (Revised Guidelines appended).

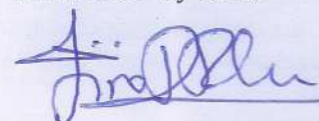
Sanction has therefore been accorded by the Vice-Chancellor to implement the above resolution of the Academic Council with effect from January 2021 registration.

Orders are issued accordingly.

Sd/-  
SINDHU GEORGE  
DEPUTY REGISTRAR (Acad.III)  
For REGISTRAR

- To
1. The Heads of all University Teaching/Research Departments/Research Centres
  2. PS to VC/PVC
  3. The Vice-Chairman ,CSS Kariavattom
  4. PA to Registrar / FO
  5. The Director Research /Director IQAC
  6. The Director Computer Centre
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Section Officer

(P.T.O)



**Regulations for Award of Ph.D. Degrees, University of Kerala, 2016****Modified Guidelines for PhD Course Work****6. Course Work**

6.1. After being admitted, each Ph.D. student (both full-time and part-time) shall be required to undertake course work on a full-time basis for a minimum period of one semester (six months) with 14 total credits within the first year since registration. Those scholars who fail in any of the coursework papers shall get one further chance to qualify within two years of joining. Failing which they will be deemed to have discontinued the Ph.D. program (Scholars in Full time/regular jobs will have to take leave and attend the course work for a semester on a Full-time basis).

The course work shall be treated as Pre-Ph.D. preparation. The structure of the course work shall be as follows:

Course Name	Course Code	Credits	Marks		Total marks
			Continuous evaluation	End Semester Examination	
Paper I: Research Methodology	CPE-RME	4	40	60	100
Paper II: Research and Publication Ethics	CPE-RPE	2	40	60	100
Paper III	CPE-GEP	4	40	60	100
Paper IV	CPE-SPE	4	40	60	100

**Paper I (CPE-RME)- Research Methodology:** This course of four credits shall cover the broad area of research methodology, including data analyses, statistical methods and software, technical writing and presentation, field work methods, questionnaire, and surveys, excluding research and publication ethics. This course shall be designed separately for each faculty/school, approved by the CSS Academic Committee/Academic Council concerned, and may be conducted simultaneously in one or more Department/School/Faculty.

**Paper II (CPE-RPE)- Research and Publication Ethics:** This course of two credits, proposed by the University Grants Commission, is meant to create awareness about publication ethics and publication misconduct. The syllabus proposed by UGC shall be followed for this course. This course may be conducted simultaneously in one or more Department/School/Faculty.

**Paper III (CPE-GEP)-** This course of four credits shall cover the general area of the topic of research of the scholar and the syllabus shall be approved by the DC.

**Paper IV(CPE-SPE)-**This paper is dedicated to assessing the in-depth study of the works published in the specific area of research and standardising the methodology for research, including a questionnaire, if applicable, in tune with the proposed method hypothesis. A minimum of 10 recent classic peer-reviewed publications may be used for the intensive study. A hypothesis\ comprehensive report should be evolved from the study. A proposal for the methodology for the intended hypothesis\objectives of the research shall be developed at the end of the study.

6.2. Ph.D. students with M.Phil. degree, awarded complying with the UGC Regulations for awarding M.Phil/Ph.D 2009/2017 in the same field of study from any University, may be exempted from registering for Paper I.



6.3. Continuous assessment shall be done by the supervising teacher offering the courses through submission and presentation of reports, review papers, assignments etc.

Name of Course	Continuous Evaluation-out of 40 marks		
	Presentations	Assignments/Tests	Viva-Voce
<b>CPE-RME</b> Paper I Research Methodology	10 marks	20 marks	10 marks
<b>CPE-RPE</b> Paper II Research and Publication Ethics	10 marks	20 marks	10 marks
<b>CPE-GEP Paper</b> Paper III	10 marks	20 marks	10 marks
<b>CPE-SPE</b> Paper IV	Continuous Evaluation-out of 40 marks.		
	Review of Earlier Works / Documents in the proposed Research Topic prepared as a paper (to be handed over to the chairman, DC along with mark sheet)	Presentation (Min 2) i. On Topic ii. On Methodology	Assignments/Tests
	20 marks	10 marks	10 marks

The supervising teacher shall do the Continuous Evaluation for all the four papers. The marks in the prescribed format shall be forwarded to the CSS Office through the chairman, DC. **The DC shall maintain the copy of all originals of assignments, printed copies of presentations and review papers.**

6.4. Setting of the question papers for papers I and II shall be done externally, from a panel suggested by DC/Director of Research, and the evaluation will be by the external examiners appointed by CE. The question papers for paper III and IV shall be prepared by the supervising teacher concerned.

6.5. **There shall be a separate minimum of 50% for the End Semester Examination. The minimum required grade for successful competition of each course shall be 'B' grade.**

Each Scholar has to obtain a minimum of 'B' Grade on the seven-point scale in the programme in order to be eligible for the successful completion of PhD Coursework examination.

#### Grade and Grade Points for Courses

Marks	Grade	Grade Point
90 – 100	O	6
80 – 89.99	A+	5
70 – 79.99	A	4
60 – 69.99	B+	3
55 – 59.99	B	2
Below 54.99	F	1
0	Ab (Absent)	0

#### Cumulative Grade point Average (CGPA) for the Programme

The products of credits assigned to each course and the Grade Point secured for the course are totalled over all the courses, and this total is divided by the sum of the credits of all courses.

Grade Point Range	> 5 to ≤6	>4 to ≤ 5	>3 to ≤ 4	>2 to ≤3	>1 to ≤2	>0 to ≤1	0
Grade	O	A+	A	B+	B	F	Ab
Performance	Outstanding	Excellent	Very Good	Good	Satisfactory	Failure	Absent



**CGPA to percentage – Conversion Formula**

**Percentage of Marks (%) =  $X_i + \text{CGPA fraction} \times A$**

Where  $X_i$  = Marks of the Lower limit of grade point ;  $i$  = Grade Point (1,2,3,4,5,6) and 'A' = The difference in Marks of the two successive grade points [ $(X_{(i+1)} - X_i)$ ]

**Examples:**

- 1 CGPA =5.9  
% of marks =  $89.99 + 0.9(100 - 89.99) = 98.99$
- 2 CGPA =4.8  
% of marks =  $79.99 + 0.8(89.99 - 79.99) = 87.99$
- 3 CGPA =1.1  
% of marks =  $54.99 + 0.1(59.99 - 54.99) = 55.49$
- 4 CGPA =3.0  
% of marks =  $69.99 + 0(79.99 - 69.99) = 69.99$

Overall performance at the end of the semester will be indicated by **Cumulative Grade Point Average (CGPA)**, calculated as follows:

$CGPA = \frac{G_1C_1 + G_2C_2 + G_3C_3 + \dots + G_nC_n}{C_1 + C_2 + C_3 + \dots + C_n}$

$C_1 + C_2 + C_3 + \dots + C_n$

Where 'G' refers to the grade point and 'C' refers to credit value of corresponding course undergone by the researcher.

6.6. Students who are not able to acquire a 'minimum grade of 'B' in each Course shall be given one more chance to complete the course work successfully in the next semester when the course is offered. If he/she cannot acquire the required 14 credits within a period 24 months from the date of their PhD. registration, his/her registration will be cancelled.

6.7. If found necessary, course work approved by the Doctoral Committee may be carried out by the doctoral candidates in sister Department/School/Centres in the University/Institutions recognized by the University as Centers of Research.

6.8. The Office of the Credit and Semester System (CSS) shall conduct the examinations, scrutinize the grades awarded to the candidate in each course, and finalize the results. On successful completion of the course work by acquiring minimum of 14 credits, the candidate shall be given a certificate of eligibility for continuing Doctoral Research.

Sd/-  
Registrar