
PhD Admissions Guidelines



R&D Cell
Shri Ramdeobaba College of
Engineering and Management, Nagpur

These Rules and Regulations may be called “Rules and Regulations prescribing Eligibility criteria and procedure for registration of candidates, selection of guides and research topic, thesis submission and evaluation of the research work for the Degree of Doctor of Philosophy (PhD) in the Faculty of Science & Technology, Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU)

1. Eligibility Criteria

The candidates desirous of seeking admission to PhD program at Shri Ramdeobaba College of Engineering and Management (RCOEM), Nagpur shall meet the following requirements:

- 1.1 All admissions to the PhD programs shall be governed strictly by the Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU) Direction 81 of 2016 (revised from time to time by RTM Nagpur University, Nagpur), which can be accessed from the website www.nagpuruniversity.org
- 1.2 In addition to the above criteria, the following criteria shall be applicable.
 - 1.2.1 Candidate should have published one International/National Journal or Conference paper on the research area in which he/she is interested to pursue his/her research work.
 - 1.2.2 The candidate desirous of seeking admission shall submit a Statement of Purpose (SOP) justifying his/her earnestness by giving the details of research contributions & achievements, research interests and other related professional competencies.
 - 1.2.3 SOP should reach the department on or before 10th Dec /10th June of every year or date mentioned in the latest notification, whichever is late.

2. Admission Procedure

- 2.1 The desirous candidates shall submit an application along with SOP to the respective department or may send through email on the following respective email address:

Department of Mechanical Engineering:	hodmechanical@rknec.edu
Department of Civil Engineering:	hodcivil@rknec.edu
Department of Electronics Engineering:	hodelectronics@rknec.edu
Department of Electrical Engineering:	hodelectrical@rknec.edu
Department of Computer Science & Engg:	hodcs@rknec.edu

- 2.2 Concerned department shall display the schedule for the following:
- Display of list of applicants for PhD registration.
 - Date of conduction of interview.
 - Display of final list of selected candidates.
 - Date of pre-registration seminar.
- 2.3 Supervisor Allocation Committee shall interview the applicants and shortlist the candidates. It shall also allocate the Supervisor as per RTMNU ordinance. List of the shortlisted candidates shall be displayed on Notice Board and a copy of the same is to be communicated to the Dean R&D office by concerned Head of the Department.
- The constitution of the Supervisor Allocation committee will be as follows:
- Head of the Research Centre who shall be ex-officio chairperson of the committee
 - Two senior recognized PhD supervisors and/or senior teachers in the subject (members)
- 2.4 Shortlisted candidate in consultation with the supervisor shall identify the area of research and prepare a synopsis.
- 2.5 The shortlisted candidates shall be called for the Pre-Registration Seminar in which the candidate shall give a formal presentation (Refer Annexure I) before the Research Review Committee (RRC). The RRC shall consist of the following members:
- One Expert from outside
 - Head of the Department
 - Supervisor(s)
 - Faculty member(s) from the same subject area of the department
- 2.6 Selected candidates shall apply on RTMNU website (Online) and get the printout of the application. Simultaneously, selected candidate has to pay the necessary cost for obtaining the admission form of RCOEM from Accounts Department and after filling up the same, submit it to the office of Dean R&D along with hard copy of online PhD registration form of RTMNU application in duplicate, necessary documents, registration form and other fees receipts.
- 2.7 Selected candidates shall pay the requisite fee of the University and submit the form to the University complying with all the instruction as per directions of RTMNU, Nagpur. In case university denies registration to the candidate, RCOEM will not be responsible and no fee will be refunded.

2.8 After the registration of candidate for the PhD is approved by the University, the supervisor shall propose a Research Progress Committee, (RPC) for PhD Progress Seminar. The RPC shall monitor the progress of PhD work of the candidate.

Following shall be the composition of RPC:

- Chairman - Head of the concerned Department/ One of the senior qualified supervisors nominated by the Principal, when HoD is not a qualified supervisor.
- Supervisor(s).
- External Expert (nominated by the Head of the concerned Department from other Institute/organization).
- Expert from Department (nominated by supervisor & approved by HoD)
- Expert from allied Department/ Discipline (nominated by supervisor & approved by HoD)

3. Payment of fees

3.1 As prescribed by RTMNU from time to time and to be paid on an annual basis. All fees shall be paid from 1st July to 15th July of the academic year. The delay in payment of annual fees may invite penalty of Rs. 10,000/- per year / cancellation of registration/ termination of admission.

3.2 Candidate shall not be allowed to appear for the Six-monthly progress seminar without payment of fees.

3.3 If the thesis submission is done after 15th July, candidate shall be required to pay the fees for the next academic year.

4. Course Work

4.1 As prescribed by RTMNU, Nagpur.

5. Tenure of Registration

5.1 As prescribed by RTMNU, Nagpur.

6. Cancellation of Admission / Registration

6.1 As prescribed by RTMNU, Nagpur

6.2 In addition to the direction of RTMNU, Nagpur, RCOEM norms for cancellation of registration are as follows:

6.2.1 If a PhD scholar is absent without prior permission of the Supervisor and Head of Department for progress seminar his/her registration may be cancelled.

6.2.2 The delay in payment of annual fees may result into cancellation of registration/ termination of admission.

6.2.3 Non completion of course work shall delay submission of the thesis and shall be governed by RTMNU rules.

6.2.4 If reports of two consecutive seminars are unsatisfactory, RPC may recommend discontinuation of registration. If seminar is not given, it shall be considered as not satisfactory.

7. Change of Supervisor

7.1 Change of supervisor shall be governed by RTM Nagpur University ordinance

8. Seminars during Ph.D. Work

8.1 Registered candidates shall fulfill all norms and procedures of RTMNU ordinance on evaluation through Progress reports / progress seminars at university level. Apart from this the following conditions shall be applicable to the candidates.

8.2 It is mandatory for research scholar to give a progress seminar from the date of registration (at RCOEM, as place of Research) on his / her research work every six months in concerned departments as per the schedule displayed in the concerned department.

8.3 The Time-Table for six monthly seminars shall be displayed by the HoD at least 15 days prior to the seminar. A brief write-up outlining the work previously done, the current status and the future plans should be submitted to the RPC members at least 3 days prior to date of seminar.

8.4 Report of the RPC after each six monthly progress seminar shall be duly forwarded to the office of the Dean R&D by the concerned department (Refer Annexure II).

8.5 Report of six monthly seminars is required to be submitted to Dean (R&D) office within 15 days period after the last date of delivering the seminar mentioned in the seminar schedule. The consolidated summary sheet along

with copies of seminar reports and other documents of all candidates should be sent in a single lot. Individual seminar report of candidate will not be accepted.

9. Requirements for Submission of Thesis

- 9.1 Candidates shall fulfill all norms and procedures of RTMNU ordinance on Thesis Submission at university level. Apart from this the following conditions shall be applicable to the candidates
- 9.2 Scholar shall publish minimum TWO research papers in reputed Journals out of which at least one should be in Science Citation Index (SCI) Journal and other in Scopus indexed journal or equivalent. An undertaking to this effect shall be submitted by both supervisor and candidate alike.
- 9.3 A scholar shall be required to deliver a pre submission seminar, and shall be allowed to submit his/her thesis only if the RPC recommends.
- 9.4 Department shall arrange the pre-submission seminar of the candidate only after receiving a request from the candidate duly endorsed by the supervisor and approved by Head, Place of Research at least 15 days prior.
- 9.5 Pre-submission seminar shall be arranged only after verifying the eligibility of the candidate to deliver pre-submission seminar. Summary Sheet shall be duly forwarded to the office of Dean R&D by the concerned department (Refer Annexure III).
- 9.6 Head of the Department shall forward name of six experts to be called for evaluation of PhD work for Pre-submission seminar. However, Head, Place of Research will choose any one expert from the list and invite them for the seminar (Refer Annexure IV). Honorarium & TA to the experts shall be paid by Institute as per the rules.
- 9.7 Composition of Panel for Pre Submission Seminar
The panel shall have following composition:
 - Chairman - Head of the concerned Department/ One of the senior qualified supervisors nominated by Chairman, when HoD is not a qualified supervisor.
 - Supervisor(s).
 - One RPC member (Expert, External) from the Allied Department/Allied Discipline to be nominated by the Head of the concerned Department from other Institute/organization.

- Two RPC members
 - One expert nominated by Head, Place of Research from the list provided by the HoD.
- 9.8 Submission of the thesis/summary shall be allowed only on the recommendations of the pre-submission seminar panel. Candidate has to comply with the observation, remarks/work to be done, if any, received during the pre-submission seminar. Compliance report duly endorsed by experts should be submitted to Dean R&D.
- 9.9 No objection certificate (NOC) shall be issued to the candidate only after submission of compliance report to the office of the Dean R&D for the submission of thesis to RTMNU, Nagpur.

10. Research Funding

- 10.1 Once the candidate is registered with RCOEM Centre, the candidate along with Supervisor shall put proposal to funding agencies like AICTE, DST, SERB, CSIR Labs etc. for their research. In all such proposals, the name of the Supervisor shall be as the Principal Investigator. An undertaking to this effect shall be submitted by both supervisor and candidate alike.

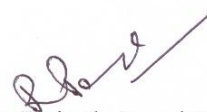
11. Saving Clause

- 11.1 Notwithstanding anything contained herein, it is clarified that all cases in which the registration has been already granted, the same shall continue to be governed by the respective ordinances / directions / guidelines.

This Rules and Regulations shall come in to force with effect from the date of its issuance.



(Dr. Rupesh Pais)
Dean R & D



(Dr. Rajesh Pande)
Principal

Dated : 1st Nov 2017.