

The ICFAI University Jaipur Ph.D. Policy 2023



ICFAI[®]
UNIVERSITY

The ICFAI University, Jaipur

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Jaipur-302031, Rajasthan

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1. Introduction

The ICFAI University Jaipur shall offer programs leading to the award of Ph.D. degree through its ICFAI Business School, and IcfaiTech in areas of Management, Science and Engineering. These programs, started in August 2013, have been introduced in a phased manner along with the growth of the University. The broad objectives of the Ph.D. programs are: to keep pace with the expanding frontiers of knowledge and to provide research training relevant to the present social and economic objectives of the country. The award of Ph.D. degree shall be in recognition of high academic achievements, independent research and application of knowledge to the solution of social, managerial, technical and scientific problems. Creative and productive enquiry shall be the basic concept underlying the research work. The academic program leading to the Ph.D. degree involves specified course work and credit requirements for different programs, publications and a research thesis. The thesis shall be the report of research work characterized by either discovery of new facts or a new interpretation of known facts and theory, or an independent design and development, or development of new instrument/technology. The degree of Doctor of Philosophy (Ph.D.) shall be conferred on a scholar who fulfils all the requirements specified in these Regulations. The procedure and requirements spelt out in these Regulations aim at ensuring high standards of performance in research work at the University.

2. Definitions

(Note: 'He' & 'His' where ever they figure in the document shall imply 'he'/'she' and 'his'/'her' respectively.

- a. **"Applicant"** shall mean an individual who applies for admission to the Ph.D. program of The ICFAI University Jaipur on a prescribed Application Form.
- b. **"Cumulative Grade Point Average (CGPA)"** means a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;
- c. **"Credit"** means the number of hours of instruction required per week over the duration of a semester. A three-credit course in a semester means three one-hour lectures per week, with each one-hour lecture counted as one credit;
- d. **"Course"** means one of the specified units which go to comprise a program of study;
- e. **"Course Work"** shall mean courses of study prescribed by the School/ Department/ Centre through the Course Advisor to be undertaken by a student registered for the Ph.D. Degree.
- f. **"Research Supervisor/ Supervisor"** shall mean a full-time regular member of the academic staff of the University approved by **Committee of Advanced Studies and Research (CASR)** to guide/ supervise the research/ academic work of the student/scholar.
- g. **"Co-supervisor"** shall mean an additional supervisor approved by the Committee for Advance Studies and Research (CASR) on the recommendation of School/Department.
- h. **"CASR"** shall mean the Committee for Advance Studies and Research (Equivalent to University Research Advisory Committee of the University as per UGC norms).
- i. **"Degree"** shall mean the Degree of Doctor of Philosophy (Ph.D.) of The ICFAI University Jaipur
- j. **"University"** shall mean The ICFAI University Jaipur (IUJ).
- k. **"Commission"** means the University Grants Commission established under Section 4 of the UGC Act 1956.
- l. **"Registration Period"** shall mean the length of time span commencing with the date of initial registration at the University till the completion of the program.
- m. **"External examiner/ Examiner"** means an academician/researcher with published research work who is not part of the IUJ.

- n. **"Scholar"** shall mean a student registered for the Ph.D. program, who has completed the coursework requirement, and whose synopsis presentation has been approved by CASR.
- o. **"Student"** shall mean a person who has been selected for admission to the Ph.D. program and has been admitted for the Ph.D. degree until his/her synopsis presentation is approved by CASR.
- p. **"Admission"** shall mean the selection of candidates for the Ph.D. program by the Admission Committee constituted by the university.
- q. **"Registration"** shall mean when the student has completed the coursework successfully and his/her synopsis for the research topic has been approved by CASR.
- r. **"RDC"** shall mean University Research and Development Cell.
- s. **"Foreign Educational Institution"** means—(i) an institution duly established or incorporated in its home country and offering educational programs at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers program(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online mode;
- t. **"Grade Point"** means a numerical weight allotted to each letter grade on a 10-point

3. Eligibility criteria for admission to the Ph.D. Program. - The following are eligible to seek admission to the Ph.D. Program:

3.1 Candidates who have completed:

A 1-year/2-semester master's degree Program after a 4-year /8-semester bachelor's degree Program or a 2-year/4-semester master's degree Program after a 3-year bachelor's degree Program or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed

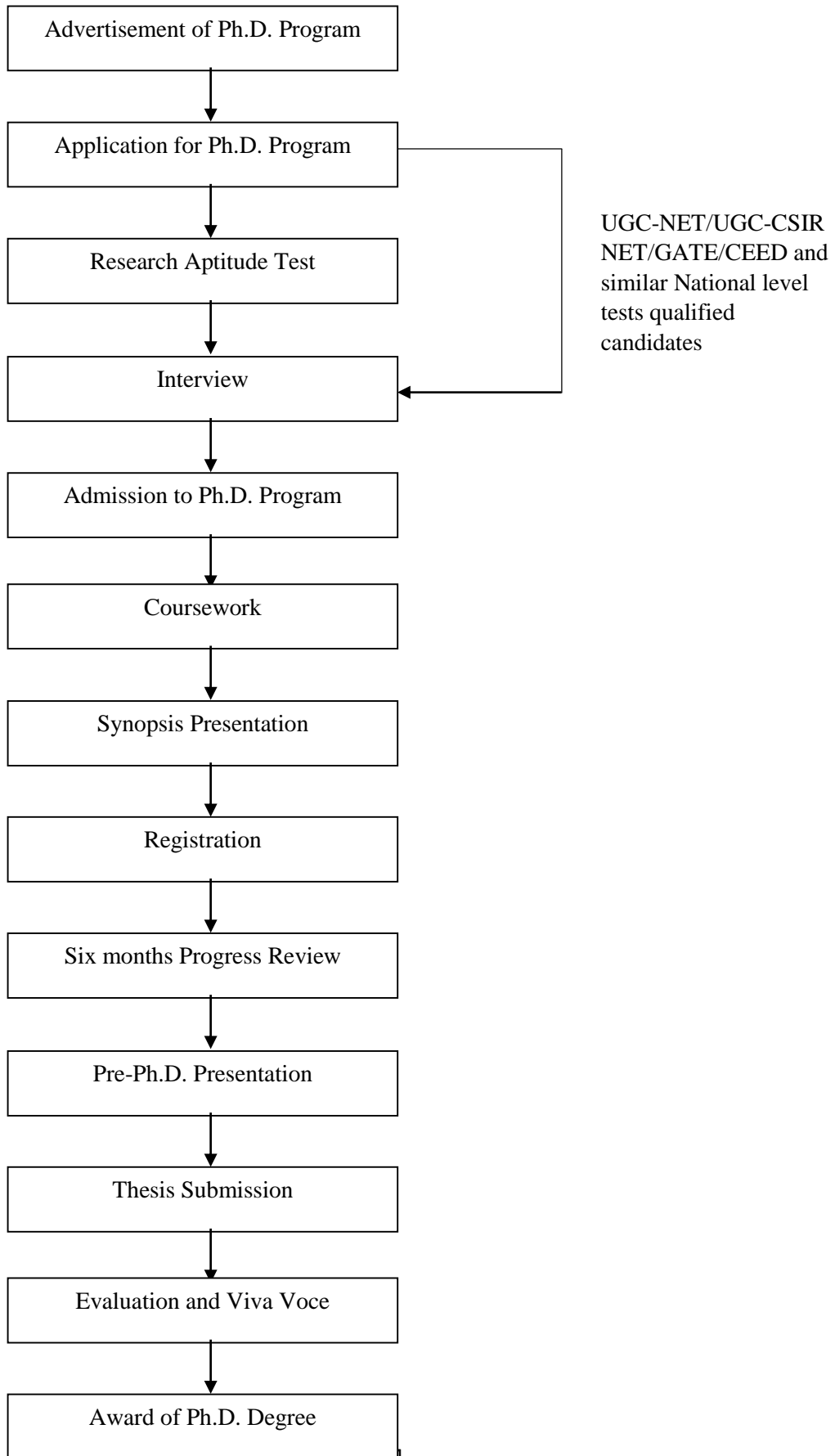
or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree Program should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

3.2 Candidates who have completed the M.Phil. Program with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. Program. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Flowchart of Ph.D. Program



4. Duration of the Program.

- 4.1 Ph.D. Program shall be for a minimum duration of three (3) years, including course work, and a maximum duration of six (6) years from the date of admission to the Ph.D. Program.
- 4.2 A maximum of an additional two (2) years can be given in compassionate cases through a process of Approval by CASR, however the total period for completion of a Ph.D. Program should not exceed eight (8) years from the date of admission in the Ph.D. Program.
Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. Program in such cases should not exceed ten (10) years from the date of admission in the Ph.D. Program.
- 4.3 Female Ph.D. Scholars may be provided maternity leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. Program.

5. Procedure for Admission

- 5.1 IU Jaipur shall admit students to Ph.D. Program through a Research Aptitude Test (RAT) which will be held for 2 hours and will test the knowledge of the applicant in broad areas of engineering/sciences/management and research methodology.
 - a. Research Methodology (50%) – broadly covers research methodology.
 - b. Functional Areas of Engineering/Sciences/Management (50%) – covers concepts and applications in Specific Domain.The syllabus and the model test paper of RAT will be available at university website.
- 5.2 IU Jaipur may admit students who qualify for fellowship/scholarship in UGC-NET/UGC-CSIR NET/GATE/CEED and similar National level tests based on an interview. . Applicants who qualify UGC (NET / JRF) / CSIR (NET / JRF) / ICAR (JRF / SRF) examination / SLET / GATE / GPAT score card / ICAR (NET), SPM, Teacher Fellowship holder or passed M.Phil. Program (in regular mode only) are exempted from RAT, however their (GATE / GPAT) score should be valid at the time of admission.
 - i. The RAT shall have qualifying marks as 50%. However, there is a relaxation of 5% marks for the candidates belonging to SC/ST/OBC (Non-Creamy layers)/ Differently-abled category.
 - ii. An interview/viva-voce to be organized by the University wherein the candidates are required to discuss their research interest/area through a presentation before an Admission Committee. The interview/viva-voce shall also consider the following aspects, viz. whether:
 - iii. the candidate possesses the competence for the proposed research;
 - iv. the research work can be suitably undertaken at the university;
- 5.3 The final selection for admission in Ph.D. is based on the performance in Entrance Test (70% weightage) and Interview (30% weightage). However, if anyone is exempted from RAT in lieu of above-mentioned tests, then 100% weightage will be given to Interview only. Merit list for both shall be separately published.
- 5.4 The whole selection process will be conducted by a nominated Ph.D. admission committee by the University
- 5.5 The University shall maintain the list of all the registered Ph.D. scholars on its website on a year-wise basis. The list shall include the name of the registered candidate, the topic of his/her research, the name of his/her supervisor/co-supervisor, date of enrolment/registration.
- 5.6 The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/Centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the institution and update this list every academic year.

6. Allocation of Research Supervisor.- Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

6.1 Permanent faculty members working as Professor/Associate Professor of the University with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in university with a Ph.D., and at least three research publications in peer-reviewed or refereed journals will be recognized as Research Supervisor in the university. Ph.D. awarded by the university under the supervision of a faculty member who is not an employee of the university or its affiliated Post-graduate Colleges/institutes would be in violation of these Regulations.

Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the CASR.

6.2 In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/University may be appointed.

6.3 An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.

6.4 In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institutions/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.

6.5 Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation but not after attaining the age of 70 years.

7. Admission of International students in Ph.D. Program.

7.1 Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6.3 above.

7.2 The University may decide their own selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.

8. Number of scholars under a faculty member

At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 6.3 and clause 7.1.

9. Course Work. – Credit requirements, number, duration, syllabus, minimum standards for completion, etc.

9.1 The credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. Program.

9.2 All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching / education / pedagogy / writing related to their chosen Ph.D. subject during their doctoral period.

9.3 A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the Program and submit his or her thesis.

10. Committee for Advanced Studies and Research (CASR) with regards to Ph.D. Program.

Committee for Advance Studies and Research (CASR) which is the principal research body of the University shall frame the research policies and research programs. The CASR shall review as well as supervise the formulation and execution of research proposals by teachers and/or scholars associated with the University. The President shall preside over the meetings of the Committee for Advance Studies and Research. In the absence of the President, the Pro-President shall preside the meeting.

The CASR shall seek the approval of the Academic Council in all matters. The CASR shall consist of the following members, namely: —

- (i) President as Chairman
- (ii) Pro- President
- (iii) Deans of Faculties
- (iv) Directors of institutes/schools
- (v) Two senior teachers nominated by the Chairman as members for the period prescribed in nomination;
- (vi) Controller of Examinations.
- (vii) Director (Research and Development Cell) /Research Coordinator/Dean (Research) as Member Secretary.

10.1 Roles and Responsibilities of CASR

The CASR shall:-

- A. Consider the synopsis presentation of the Ph.D. students and give decision on the topic of research.
- B. Consider and approve the Pre-Ph.D. presentations for submission of thesis
- C. Be part of Viva voce committee for the approval of the Ph.D. degree
- D. Make decisions on any other issues related to the Ph.D. program

11. Research Advisory Committee and its Functions.

11.1 The **Research Advisory Committee** shall consist of the following members

- i. The Dean/Associate Dean of School – Convener
- ii. Research Supervisor - Member
- iii. An subject expert from the school - Member
- iv. Research Coordinator/Dean(Research/Director (RDC) – Member Secretary

The committee shall have the following responsibilities:

- i. To periodically (6 months) review and assist in the progress of the research work of the Ph.D. scholar.
- ii. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.

11.2 Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the President. A copy of such recommendation shall also be provided to the Ph.D. scholar.

11.3 In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. Program.

12. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.-

- 12.1 Upon satisfactory completion of course work and obtaining the marks/grade prescribed in clause (3) of Regulation 9 above, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
- 12.2 Before submitting the dissertation/thesis, the Ph.D. scholar shall make a Pre-Ph.D. presentation before the CASR of the University, which shall also be open to all faculty members and other research scholars/students.
- 12.3 The University shall have a mechanism using well-developed software applications to detect Plagiarism in research work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree. **Further the University shall follow the UGC Regulations 2018 on the Academic Integrity and prevention of plagiarism or any further amendments of the policy as and when so promulgated by UGC**
- 12.4 A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking that there is no plagiarism and (b) a certificate from the Research Supervisor attesting to the originality of the thesis and that the thesis has not been submitted for the award of any other degree/diploma to any other Higher Educational Institution.
- 12.5 The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the University. Such examiner(s) should be academics with a good record of scholarly publications in the field. Wherever possible, one of the external examiners should be chosen from outside India. A panel of examiners consisting of 8 to 10 experts, not below the rank of Associate Professor or equivalent, having academics with a good record of scholarly publications, will be proposed by the supervisor. The President shall appoint two external examiners from the panel, to whom the thesis will be sent for evaluation after obtaining their consent.
The viva-voce board shall consist of the CASR, Research Supervisor and at least one of the two external examiners (appointed by President) and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee / faculty members/research scholars, and students.
- 12.6 The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the University shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.
- 12.7 The University shall complete the entire process of evaluating a Ph.D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.

13. Ph.D. through Part-time Mode -

- 13.1 The University permits Ph.D. Programs through part-time mode, provided all the conditions stipulated in these Regulations are fulfilled.
- 13.2 The University shall obtain a “No Objection Certificate” through the candidate for a part-time Ph.D. Program from the appropriate authority in the organization where the candidate is employed, clearly stating that:
 - i. The candidate is permitted to pursue studies on a part-time basis.
 - ii. His/Her official duties permit him/her to devote sufficient time for research.
 - iii. If required, he/she will be relieved from the duty to complete the course work.

14. Grant of M.Phil. Degree. – The University shall not offer the M.Phil. (Master of Philosophy) Program.

15. Issuing a Provisional Certificate. - Prior to the actual award of the Ph.D. degree, the University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of these Regulations.

16. Code and Conduct of Ethics and Discipline

The registration to the Ph.D. program at the university signifies that she/he has accepted the conditions and guidelines set out in the policies and that she/he commits her/himself to respect all aspects of research throughout the program on which she/he has registered. To further inform researchers on aspects of research such as academic responsibility and integrity, the university shall from time to time provide courses or workshops on research ethics.

Following policies shall be applicable to all students and research scholars in the matters of Code and Conduct of Ethics and Discipline:

- (a) Anti-Ragging Policy
- (b) Policy Prohibiting Discrimination and Sexual Harassment
- (c) University Research Policy
- (d) University IPR Policy
- (e) University Startup and Innovation Policy
- (f) University Policy for Academic Integrity and Prevention of Plagiarism

17. Award of Ph.D. degrees prior to Notification of these Regulations.

Award of degrees to candidates registered for the Ph.D. Program on or after July 11, 2009, till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degrees) Regulations, 2009 or the UGC (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degrees) Regulations, 2016 as the case may be. Further, the award of degrees to candidates already registered and pursuing Ph.D. shall be governed by these Regulations or UGC (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degree) Regulations, 2016.

18. Depository with INFLIBNET. – Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET, the hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.

19. Interpretation and Redressal of Grievance.

In case of any dispute, the initial communication may be done with the Research Coordinator of the University. If the dispute is not resolved, the issue may be escalated through the Research Coordinator to a Committee consisting of the following to examine the matter and report to the Honorable President of the University, whose decision shall be the final.

Head of the School concerned (Chairman);

Nominee of the Honorable President;

Director (RDC) / Research Coordinator/Dean (Research)

If the complaint is against the Head of the School /the Dean/Director/, he/she shall not participate in the proceedings of the meeting. In that case, additional member/s may be appointed by Honorable President to replace them.

20. Various forms related to the Ph.D. During the process of the Ph.D, a number of forms may need to be submitted by the scholars. All such forms are provided in the annexure to this guidelines.

Annexures

NO-OBJECTION CERTIFICATE FOR PART-TIME STUDENTS

(This should be typed on the letter head of the sponsoring organization)

Reference No -----

Date: -----

No-Objection Certificate

It is certified that Mr. /Ms. /Mrs. is a Regular/Temporary employee of this organization since We have no objection if Mr. /Ms. /Mrs.admitted to the Ph.D. program in at your University as a part-time student.

It is also certified that, the Applicant, if selected, shall be spared for the Ph.D. program as and when required by the University in that he/she shall be allowed to attend all the classes for the course(s) work and also interact regularly with the supervisor or University committees monitoring the Ph.D. programs as an when required or as per laid down periodicity or attend the seminars etc. as per laid down schedules, by the University.

Signature & Name of the Head of Organization.....

Designation:

Date:

Place

Office Seal

THE ICFAI UNIVERSITY JAIPUR

FORMAT FOR SUBMISSION OF Ph.D. THESIS

1. **The thesis must comply with the following format:**
 - (a) Size of paper : A4
 - (b) Margins : Top : 3 cm, Left : 2.5 cm, Right : 2.5 cm and Bottom : 2.5 cm
 - (c) Paper quality : Executive bond
 - (d) Binding: Hard-half leather Color Black**
 - (e) Cover printing should be in Gold.
 - (f) Volume: About 150-200 pages, with printing on both sides in Single Column.
 - (g) Font: Times New Roman.
 - (h) Print on the SPINE (on left binding side thickness edge) :
 - (i) the year of publication at the top
 - (ii) the author's last name in the middle and
 - (iii) Ph.D. at the bottom.
 - (i) Font size :
 - (i) Top and Inner first pages:
 - Thesis title (18 bold, all cap)
 - Thesis submitted in fulfillment for the requirement of the Degree of 14
Italics)
 - Doctor of Philosophy (16 bold) by (12)
 - Name of the Scholar (14 bold, all cap)
 - University Emblem
 - Name of the Department (12)
 - Name of the University (12)
 - Address (12)
 - Month Year (12)
 - (ii) Other pages:
 - Chapter numbers and titles (16 bold, all Cap, Center)
 - Other Headings (14 bold, All Cap, Center)
 - Text (12)
 - Line spacing (1.5 line)
 - Section title and numbers (14 bold)
 - Subsection title and numbers (12 bold)

2. Organization of the thesis should be as given below:
- (a) Initial pages may include:
- (i) Inner Cover (See sample)
 - (ii) Inner first page – Same as cover
 - (iii) Copy right Notice--At the back of the first inner page, write under-mentioned copyright information (10, centre aligned)
 @ Copyright The ICFAI University Jaipur
 Month, Year
 - (iv) Table of contents (See sample)
 - (v) Declaration by the Scholar (See sample)
 - (vi) Supervisor’s certificate (See sample)
 - (vii) Preface and Acknowledgement
 - (viii) Abstract (Max 250 words)
 - (ix) List of Acronyms / Abbreviations (See sample)
 - (x) List of Symbols
 - (xi) List of Figures
 - (xii) List of Tables
 - (xiii) Page numbers for all items under serial number 2A should be in Roman at the bottom of the page (Centre aligned)
- (b) Main Chapters
- (i) Chapters to be numbered like CHAPTER 1, CHAPTER 2, and so on (16 bold Centre)
 - (ii) Chapter Title (16 bold, All cap, Centre)
 - (iii) Section Numbers: 2.1, 2.2 3.1, 3.2 and so on (14 bold)
 - (iv) Section Titles (14bold)
 - (v) Subsection Number: 2.1.1, 2.1.2 3.1.1, 3.1.2 and so on (12 bold)
 - (vi) Subsection Titles (12 bold) Text (12 with 1.5 line spacing)
 - (vii) Page numbers of the main chapters and other text material should be like 1, 2, 3..... and so on, at the bottom of the page and in the Centre of the page (Centre aligned).
 - (viii) Figures: Figures should be centrally aligned in the page. Their numbers should be Chapter-wise like Figure 1.1 Figure 2.1 Figure 3.1... and so on.
 Figure captions should be below the figure after a space and immediately after the figure number and centrally aligned. Font size for Figure numbers will be 10 bold and for captions it will be 10.

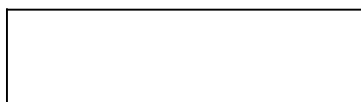


Figure 3.2: Result of experiment

- (ix) Tables: Tables should be centrally aligned in the page and their numbers should be Chapter-wise like Table 1.1... Table 2.1... Table 3.1... and so on. Captions of the tables should be at the top of the Table along with Table number. The font size for the Table numbers will be 10 bold and for the Table caption 10.

Table 1.2: Result of experiment

- (x) Reference numbers should be given like [1],[2],[3]
- (xi) References (Title: 16 bold, center aligned, all cap) APA format for references. Font size 12.

Example:

- a. Journal - Ayo, C. K., Oni, A. A., Adewoye, O. J., & Eweoya, I. O. (2016). E-banking users' behaviour: e-service quality, attitude, and customer satisfaction. *International Journal of Bank Marketing*, 34(3), 347-367.
 - b. Conference Paper - Paltayian, G., Georgiou, A. C., Gotzamani, K., & Andronikidis, A. (2017, October). Combining Quality Management Tools With Quantitative Approaches to Improve e-Banking Operations. In *Global Conference on Services Management (GLOSERV 2017)* (p. 273).
 - c. Book - Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017). *A guide to citation*. London, England: My Publisher
 - d. Book Chapter - Innis, M., & Gelfand, D. (1999). Optimization of PCR: conversations between Michael and David. In *PCR applications* (pp. 3-22). Academic Press.
- (xii) Appendices should be titled as APPENDIX A, APPENDIX B and so on.
(16 bold, center aligned, all cap)
Body text (12 with 1.5 line spacing)
Sections heading: A.1
Section titles (12 bold)
Subsection titles (10 bold)
 - (xiii) List of author's publications, same style as for references.
 - (xiv) Synopsis (Title: 16 bold, Centre aligned, all cap) to be attached after the appendices.
Body Text (12 with 1.5 line spacing)
Synopsis pages should be numbered as Synopsis-1, Synopsis-2 and so on.
 - (xv) Brief Bio-data of the author.

Ph.D. Thesis **Format - 1**

SAMPLE - TITLE PAGE AND INNER FIRST PAGE

TITLE

4 (18 bold)

Thesis submitted in fulfilment of the requirements for the Degree of

(14 *Italic*)

5 DOCTOR OF PHILOSOPHY

(16 Bold)

By

(12)

6 **NAME OF THE SCHOLAR**

7 (14 *Bold*)

Under Supervision of

8 **Name (14)**

Name (14)

9 **Affiliation (14)**

Affiliation (14)

10



11

School Name (12)

12 **THE ICFAI UNIVERSITY JAIPUR (12)**

Month..... year (12)

Ph.D. Thesis Format **Sample – 2**

FONT SAMPLES

13 TABLE OF CONTENTS

(16 Bold Centre)

14 Page Number (12 bold)

INNER FIRST PAGE i

ABSTRACT (12 bold) vii

ACKNOWLEDGEMENT (12 bold) ix

DECLARATION BY THE SCHOLAR SUPERVISOR’S CERTIFICATE

PREFACE AND ACKNOWLEDGEMENT

ABSTRACT

15 *LIST OF ACRONYMS AND ABBREVIATIONS (12 bold)*

LIST OF SYMBOLS (12 bold)

LIST OF FIGURES (12 bold)

LIST OF TABLES (12 bold)

CHAPTER-1 (14 BOLD ALL CAP)

CHAPTER TITLE (14 BOLD ALL CAP) 1

1. 1 SECTION TITLES (12 BOLD ALL CAP) 3

1.1.1 SUB-SECTION TITLE (12 BOLD ALL CAP)

1.1.2 SUB-SECTION TITLE (12 BOLD ALL CAP)

1.1.3 SUB-SECTION TITLE (12 BOLD ALL CAP)

SAMPLE DECLARATION
16 DECLARATION BY THE SCHOLAR

17 (16 bold, center)

I hereby declare that the work reported in the Ph.D. thesis entitled “**Title (14 bold)**” submitted at **The ICFAI University Jaipur, Jaipur, India, (14 bold)** is an authentic record of my work carried out under the supervision of **Names of Supervisor(s) (14 bold)**. I have not submitted this work elsewhere for any other degree or diploma and fully satisfying University plagiarism policy. I am fully responsible for the contents of my Ph.D. Theses. (12 with double line spacing).

Signature of the Scholar

Name (14)

Department of (14)

The ICFAI University Jaipur, Jaipur, India (14) Date (14)

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SAMPLE CERTIFICATE

18 SUPERVISOR'S CERTIFICATE

19 (16 bold, Centre)

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(Signature of Supervisor)

Name(14)

Affiliation(14)

Date(14)

(Signature of Supervisor-2)

Name (14)

Affiliation (14)

Date (14)

Ph.D. Thesis Format **Sample - 5**

SAMPLE ACRONYMS

LIST OF ACRONYMS & ABBREVIATIONS

20 (16 bold) (*Alphabetically*)

CC	Correlation Coefficient (12)
CDMA	Code Division Multiple Access
DCT	Discrete Cosine Transform
DFT	Discrete Fourier Transform
DPCM	Differential Pulse Code Modulation
DWT	Discrete Wavelet Transform
EZW	Embedded Zero-tree Wavelet
FFT	Fast Fourier Transform
HH	High-High Band of DWT
HL	High-Low Band of DWT
HVS	Human Visual System
ICA	Independent Component Analysis
ICAR	Inherently Collusion Attack Resistant
IPR	Intellectual Property Right
JND	Just Noticeable Distortion
JPEG	Joint Photographic Expert Group
LH	Low-High Band of DWT
LL	Low-Low Band of DWT
LSB	Least Significant Bit
MBCE	Middle Band Coefficient Exchange
MSE	Mean Square Error

Ph.D. Thesis Format **Sample - 6**

SAMPLE FIGURE LIST

21 LIST OF FIGURES

22 (*16 bold*)

Figure Number (12 bold)	Caption (12 bold)	Page Number (12 bold)
1.1	Watermark on the bank currency note (12)	4
1.2	Various classifications of watermarking	12
1.3	Image watermark embedding scheme	13

Ph.D. Thesis Format **Sample - 7**

SAMPLE - CHAPTER FIRST PAGE - EXAMPLE

CHAPTER 1

23 (14 BOLD ALL CAP CENTRE)

INTRODUCTION

(14 BOLD ALL CAP CENTRE)

Text

Ph.D. Thesis Format **Sample - 8**

Check List for Submitting the thesis:

The contents of the thesis shall have the following format:

- a) Inner cover page,
- b) Certificate of the guide(s),
- c) Acknowledgements,
- d) Executive summary (max 10 pages)
- e) Table of contents,
- f) List of figures/tables,
- g) Body of the thesis,
- h) References,
- i) Appendices, and
- j) Index
- k) Brief bio-data of the author.

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