

FREQUENTLY ASKED QUESTIONS (FAQ)

1. IS MANIPUR INTERNATIONAL UNIVERSITY, RECOGNIZED BY UGC ?

The Manipur International University (MIU) is an Autonomous State Statutory International University. It is established, recognised and institutionally accredited by the State Government of Manipur. It is recognised and listed by the University Grants Commission (UGC), Ministry of Education, Government of India under section 2(f) of UGC Act, 1956 as a State Private University. It is empowered to award degrees under section 22 of the UGC Act, 1956. It has been declared as an “International Institution of Excellence”, an “Institution of State Importance”, and “State Research Institute” by the State.

MIU is established by the State Government of Manipur via Manipur International University Ordinance, 2018 (Manipur Ordinance No.1 of 2018) which was notified in the Official Gazette on 26th June 2018. Later, the monsoon session of the Manipur State Legislative Assembly has unanimously passed the Manipur International University Bill, 2018 (Manipur Bill No.8 of 2018) on 23rd July 2018. The winter session of the Manipur Legislative Assembly has once again unanimously passed the Bill on 21st Dec 2018. The Manipur International University Act, 2018 (Manipur Act No.2 of 2019) has received the final assent of the Hon’ble Governor of Manipur on 23rd Jan 2019, and it has been notified by the Law and Legislative Affairs Department, State Government of Manipur in the official Gazette Extraordinary of Manipur State on 14th Feb 2019.

Website :

<https://www.ugc.ac.in/privatuniversity.aspx>

<https://www.miu.ac/about-miu/>

Mission: The mission of the Manipur International University is to provide high quality higher education with emphasis on educating the nation’s rural and tribal communities by offering respected, relevant, accessible, affordable, and student-focused programs that prepare students for service and leadership in a diverse, global society.

The university seeks to use the medium of education to connect India with the world. The university aims to open the doors of Indian Higher Education System to rest of the world, while welcoming opportunities, talent, and technology from rest of the world.

The University has partnered and continues to partner with numerous Government and Non-Government bodies, Local, National and International Organisations, Multinational Companies and Individuals

Vision: Education it is said is one of the most profitable business in the world and every business house seems to be clamoring for it and succeeding in their pursuits. But have we ever stopped to wonder if these pursuits are reaching the people who truly need it. The world is filled with forgotten corners, neglected and abandoned, hopeless and dejected, not having access to their basic needs let alone Quality Education. In the age where humanity is looking at the stars and designing the game plan to colonize mars, it comes as a surprise that some of our population lacks the access to a better world. It is in this foundation in pursuit of a better world, a well-rounded growth with education in its pivot that Manipur International University (MIU) takes its first step and we plan to never stop, to change the world, to passionately work for a better future, to ensure sustainability by enveloping growth through inclusive development.

2. What are the Research Ph.D Programmes of the University ?

The University shall offer PhD in a particular discipline subject to availability of Course Work or topic. The offer for research programmes shall be decided by the faculty of the research discipline/RC.

Ph.D (Yogic Science) : For those who have completed M.Sc VE&S and M.Sc Y&VE will get specialization in Education. For those who have completed M.Sc C&SH will get specialization in Psychology. Those who have completed MBA SM&CM will get specialization in Management.

The Language – English/ Hindi/Tamil of Thesis could be the same as that of Post Graduate Courses and availability of the Research Supervisor.

The Course work Classes and Exams will be conducted either in English or Hindi or Tamil according to availability research Supervisor and proficiency of language in preparing for the course work/Exams.

Admission Procedure - PhD Programmes

Students are being admitted/registered for PhD depending upon the choice of the student and on the recommendations of the Research Advisory Committee (RAC). Students are normally admitted/registered for Research programmes (PhD) depending upon the recommendations of the Research Advisory Committee. ‘Admission’ for the research students means Provisional Admission. Whereas, ‘Registration’ refers to accepting Research Synopsis, approving PhD topic (title), specifying research discipline, allot- ting research supervisor(s), indicating category under which a student is registered for PhD. The PhD programme shall consist of 80 credits of which at least 20 credits shall involve course work. The minimum and maximum duration after registration for the PhD programme shall be three years and six years respectively.

3. WHAT ARE THE FEES STRUCTURE FOR PH.D. PROGRAMME ?

FEES	AMOUNT (in Rs.)
Application fee	1,000/-
Annual fees	50,000/-
Admission fee	10,000/=
Synopsis submission	10,000/-
Thesis submission	30,000/-
PENALTY FEES	
Late fees for delayed synopsis/ thesis submission	5,000/-
Late payment of Quarterly Annual fees (4 instalments per year)	5,000/-

IMPORTANT NOTE:

After transfer, please provide the Bank Transfer details to: valueeducation@bkivv.org
Refer our exclusive website: <http://care.bkvalueeducation.in>

4. WHAT ARE THE ELIGIBILITY CRITERIA FOR PH.D (YOGIC SCIENCE) PROGRAMMES ?

Candidates for admission to the Ph.D programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the University Grants Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedure.

Candidates who have cleared the M.Phil. Course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D Degree in the same Institution in an integrated programme.

Candidates possessing a Degree considered equivalent to Master's Degree in any of the Behavioral science subjects of an Indian Institution, 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

5. WHAT IS THE DURATION OF RESEARCH ?

The minimum duration for Ph.D. programme shall be three years for part-time students (including coursework). The maximum duration will be six years for part time students. The duration of the programme and the time for submission of Thesis are counted from the date of provisional registration.

EXTENSION OF MAXIMUM DURATION

Scholars who do not submit the thesis within the maximum duration of the programme (six years) shall apply for extension of time three months before the completion of six years.

If the RA Committee recommends and the CARE deems it fit, a maximum grace period of two years, beyond the normal maximum period of six years shall be granted to enable the scholar to submit the Thesis.

Penalty fees as prescribed from time to time shall be paid beyond the maximum duration. If the scholar fails to submit the Thesis within the extended period of two years, the registration shall be cancelled and the name be removed from the rolls.

APPROVAL OF PROVISIONAL REGISTRATION

Every candidate who applies for provisional registration and who satisfies the requirements prescribed under these Regulations shall after approval by the Board of Research be provisionally registered for the Degree of Doctor of Philosophy (Ph.D.) and Post Doctoral programmes.

Every candidate provisionally registered for the Degree of Doctor of Philosophy (Ph.D.) and Post Doctoral degree programmes shall be required to carry out research work under the supervision of a Guide and / or the Research Advisory Committee and undergo such courses of instruction as may be advised.

6. WHAT IS THE ELIGIBILITY CRITERIA OF RESEARCH SUPERVISOR RECOGNITION?

Only a full time teacher designated as Professors jointly by CARE and MIU can act as a research Supervisor. The external supervisors are not allowed. The allocation of Research Supervisor for a selected research scholar shall be decided by the Research Advisory committee of concerned Department depending on the number of scholars per Research Supervisor, the available specialization among the research Supervisors and research interests of the scholars as indicated by them at the time of interview/ viva voce.

In case of topics which are of inter-disciplinary nature where the Research Advisory Committee concerned feels that the expertise in the Department has to be supplemented from outside, the Research Advisory Committee may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor,

A Research Supervisor who is a designated as Senior Professor, at any given point of time, cannot guide more than Eight (16) Ph.D. scholars. A Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.

A guide shall not undertake guiding for Ph.D. work to any of his/her first degree relatives.

CHANGE OF SUPERVISOR

When a research Supervisor of a scholar happens to be away from CARE and MIU programmes for more than six months and up to one year, he/she shall continue to guide the scholar, but a Supervisor-in-charge shall be nominated by the Research Advisory committee based on the request of the Research Supervisor and / or the recommendation of the Head of the Department. The Supervisor-in-charge shall function till the Supervisor returns.

When a Supervisor of a scholar happens to be away from MIU for more than one year, an

alternate Supervisor shall be nominated by the Research Advisory Committee based on the request of the Supervisor and / or the recommendation of the Head of the Department of the Supervisor.

Change of Research Supervisor for a research scholar shall be possible on valid reasons with the consent of both the present and proposed Research Supervisors. In the case the scholar requests for change of Research Supervisor for valid reasons without the consent of the research Supervisor, based on the merit of the issue, the request shall be considered by the Research Advisory committee with the approval of the Convenor of CARE.

WITHDRAWAL OF RECOGNITION OF GUIDESHIP

If a Research Supervisor is found to involve in plagiarism, moral turpitude with fraudulent academic accomplishments and other activities prejudicial to the reputation of the CARE and MIU, his/her the recognition of Research Supervisor will be summarily withdrawn without assigning any reason thereof.

7. WHAT ARE THE EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS / CREDITS FOR AWARD OF THE DEGREE ?

Upon satisfactory completion of course work, and obtaining required marks/grade prescribed in sub clause 9.8 above , the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by CARE andMIU based on these Regulations.

Prior to the submission of the dissertation/thesis, the scholar shall make a presentation before the Research Advisory Committee, 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 dissertation/thesis in consultation with the Research Advisory Committee.

Not less than three months before the submission of the thesis, every candidate shall submit to the CARE through the Research Supervisor or the Convener of the Research Advisory Committee wherever pertinent, a Synopsis (THREE COPIES) of the proposed thesis together with the certificate of the Research Advisory Committee and stating the title of the thesis to be presented in the prescribed application form along with the prescribed fee of Rs10,000/= . The candidate shall inform the probable date of submission of his/her thesis in the application. The synopsis shall be submitted both in the form of hard and soft copy in CD. The hard copy should not exceed 20 type printed pages (two side of A4 size).

Not later than SIX MONTHS after the submission of the synopsis and after the expiry of the minimum period of research prescribed, every candidate shall submit prescribed application and THREE COPIES of thesis embodying the results of the research carried out by him/her along with the prescribed application and fee. In addition, the thesis shall also be submitted in the form of soft copy in CD.

SUBMISSION OF THESIS

Ph.D. scholars must publish at least (3) Three Research papers in SCOPUS / WOS Indexed (or) UGC approved journals listed in the UGC website and make two papers in Articles either presented in conferences/seminars before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints. The title page of the thesis, cover, format, etc., should strictly conform to the format of presentation as

prescribed and the thesis (all copies) should carry a declaration by the candidate as prescribed and certificate as prescribed duly signed and issued by the Research Supervisor. The thesis should be hard bound. The thesis should be forward in a confidential cover addressed to CARE office at Directorate of Value education, Prabhu Pasand Building, Brahma Kumaris Shantivan Campus, Talheti 307 510 Abu Road, Rajasthan.

While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

8. HOW ABOUT THE VALUATION OF THESIS AND PUBLIC VIVA VOCE EXAMINATION ?

The thesis shall be referred for valuation to 3 Examiners as already specified. The Board of Examiners so appointed shall value the thesis and report on the merit of the thesis for the award of the Ph.D. degree or Post Doctoral degree. Each examiner is expected to give a detailed report on the thesis apart from a proforma for adjudication in the format prescribed. The Board of Examiners shall report on the merit of the thesis as **“Highly commended”, “Commended”, “Not Recommended”**.

The two external examiners shall send the individual reports together with the duly filled in proforma to the Convener. Together with his/her individual report and the duly filled in proforma the Convener will prepare a consolidated report, bringing out the salient points made in individual reports.

If all the three examiners unanimously recommend the award of the degree, the candidate will be asked to appear for a public viva-voce examination.

In addition, the candidate should carry out the corrections etc., if any, suggested by the examiners, before the public viva-voce examination after obtaining permission from the CARE. The Supervisor shall furnish a certificate to this effect, together with the list of corrections, to the CARE before the public viva-voce examination.

If one of the external examiners recommends the award of the degree and other does not recommend the award of the degree, the Board of Management may refer the thesis to a fourth examiner so appointed shall belong to the same category (i.e., from India or outside India) as the original examiner who valued the thesis and has not recommended.

The fourth examiner will not be provided with the report of the other examiners. If the fourth examiner recommends the award of the degree, the candidate will be asked to appear for a public viva-voce examination prescribed earlier. If the fourth examiner also does not recommend the award of the degree, the degree will not be awarded to the candidate.

If any examiner has in his/her report made some comments and suggested corrections/modifications/alterations and asking the candidate to carry out the same in the thesis, then the candidate will be informed accordingly through the Research Supervisor.

Any complaint relating to valuation of the thesis, etc will be referred to a Committee constituted by the CARE and MIU and based on the report of the committee action will be taken.

RESUBMISSION OF THE THESIS

A candidate whose thesis has not been commended for the award of the degree may be permitted to resubmit it on a second occasion with a period of one year from the date of declaration of the

results with a specific statement from the candidate and the Research Supervisor about the additional research work conducted and the revision done in the thesis. The resubmitted thesis shall be referred to the same examiner who originally valued the thesis for Reevaluation.

VIVA-VOCE

A copy of the thesis of the candidate appearing for the public viva-voce examination shall be deposited in the CARE Research library for perusal of those interested in the thesis before the conduct of the public viva-voce examination, together with appropriate public notice issued by the Research Supervisor for the purpose. A format for the Public viva will be prepared and the Public viva needs to be conducted at a central place and the proceedings of the viva need to be sent to the CARE office.

Members of the department in the subject concerned where the candidate conducted research and outside specialists, if any, may participate in the public viva-voce examination. The Research Supervisor shall convey to the CARE, the result of such public viva-voce examination duly endorsed by the external examiner, together with a list of participants in the examination with their signature, designation and address. A candidate who is also successful at the public viva-voce examination shall be declared to have qualified for the Ph. D degree and Post Doctoral degree.

A candidate, who is not successful at the public viva voce examination, may be permitted to take the same on a second occasion, after the expiry of THREE months. If he/she is not successful even on the second occasion at the public viva-voce examination, the degree will not be awarded to him/her.

No candidate shall be permitted to submit a thesis or to appear for the public viva- voce examination on more than TWO occasions.

FORMAT OF THE DEGREE

The Ph.D degree certificate shall incorporate the title of the thesis along with the specialization". The broad discipline on which the Ph.D.(Yogic Science) degree or Post Doctoral degree is awarded will be decided by the Board of Management. Along with the degree, the CARE and MIUniversity shall issue a provisional certificate certifying to the effect that the degree has been awarded in accordance with the provisions to the regulations of the UGC.

DEPOSITORY WITH INFLIBNET

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s) or the Post Doctoral degree, the CARE 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.

PUBLICATION OF THESIS

A thesis, whether approved or not, shall not be published in full without the permission of CARE. Provided that a candidate may during the course of his/her research, publish papers in standard and research journals, as advised by his/her Research Supervisor, but the thesis as a whole shall not be published without obtaining permission of the CARE and MIU. Permission for publication of the thesis should be obtained after award of the degree.

THE ACT OF PLAGIARISM

In the case of scholars who have committed the act of plagiarism in the Thesis/ Journal publication, he/she and his/her supervisor will be punished as per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.

9. WHAT ARE THE GUIDELINES FOR THE PREPARATION OF SYNOPSIS?

Synopsis should outline the research problem, the methodology used for tackling it and the summary of the findings. The size of Synopsis should not exceed 15 pages of typed matter reckoned from the first page to the last page including the List of Publications. The sequence in which the Synopsis should be arranged is as follows with References and List of Publications in separate pages:

1. Cover Page and Title page (as shown in the Annexure I).
2. Text divided into suitable Headings (numbered consecutively).
3. References (not more than 15).
4. List of Publications (those published/accepted for publication in Journals and papers presented in Conferences/Symposia). Mention Impact Factor of the Journal (if applicable).

Standard A4 size (297mm x 210mm) bond paper may be used for preparing the copies.

Synopsis should have the following page margins:

Top edge : 30 to 35 mm

Bottom edge : 25 to 30 mm

Left side : 35 to 40 mm

Right side : 20 to 25 mm

The Synopsis should be prepared on good quality white paper preferably not lower than 80gsm. One and a half spacing should be used for typing the general text. The general text shall be typed in Font Style Times New Roman and Font Size 13. One or two Tables/Figures may be included at appropriate places in the text and they should conform to the margin specifications. All page numbers (Arabic numbers) should be typed without punctuation on the upper right hand corner 20 mm from top with the last digit in line with the right hand margin. Synopsis should be bound with black calico cloth and using flexible cover of thick white art paper. The cover should be printed in black letters and the text for printing should be identical to what has been prescribed for the title page.

Components of Synopsis

- 1) Title of the Proposed Research Study for PhD:**
Give proposed research title
- 2) Introduction for the Proposed Study:**
Give a broad description of the topic. Explain important concepts in the study.
- 3) Review of Literature:**
Describe briefly at least ten reviews of related researches done in your topic during the last 10-15 years.
- 4) Statement of the Problem:** State the rationale for carrying out the study. In other words, describe the gaps in information and work regarding the problem and state the justification for conducting the study.
- 5) Objectives:** Delineate a few objectives of study (You may have two types of objectives)

(i) General Objectives

(ii) Specific Objectives

General objective is a broad area of study. General objective can be broken into three to four specific objectives based on various aspects of the study.

6) Hypothesis: Candidates need not propose Hypothesis if not relevant to field of study

7) Methodology: The methodology should have the following components:

(i) Type of study

(ii) Area of study

(iii) Universe and Sample

(iv) Data Collection & proposed tools (specify details)

(v) Data Analysis & Techniques to be applied (Specify details)

8) Pilot Study: Explain proposed Pilot Study to be undertaken for testing tools, techniques etc.

9) Limitations of the Study: Mention the limitation that you will face in carrying out re-research.

10) Significance of the Study: Explain the importance of research study you have proposed and its significance in the context of the area/ field of research proposal.

11) Bibliography

Selected list of references should be mentioned.

NOTE: The project proposal must not exceed 7000 words.

10. WHAT ARE THE GUIDELINES FOR THE PREPARATION OF THESIS?

GENERAL

The manual is intended to provide broad guidelines to the research scholars in the preparation of the Thesis. In general, the Thesis shall report, in an organized and scholarly fashion, an account of original research work of the research scholar leading to the discovery of new facts or techniques or correlation of facts already known (analytical, experimental, hardware oriented, etc.). Thesis shall demonstrate a quality as to make a definite contribution to the advancement of knowledge and the research scholar's ability to undertake sustained research and present the findings in an appropriate manner with actual accomplishments of the work.

INSTRUCTIONS

The scholars are expected to read carefully the instructions given in the sequel and meticulously follow them in the preparation of the Thesis. Non-compliance with any of these instructions may lead to the rejection of the Thesis submitted.

SIZE OF THESIS

The size of the Thesis shall be normally between 100 and 400 pages of typed matter reckoned from the first page of Chapter 1 to the last page of the thesis excluding reference section. The thesis shall be printed on both sides.

ARRANGEMENT OF THE CONTENTS OF THE THESIS

The sequence in which the Thesis materials should be arranged and bound are as follows:

1. Cover Page and Title page.
2. Bonafide Certificate.

3. Acknowledgement.
4. Table of Contents.
5. List of Tables.
6. List of Figures.
7. List of Symbols and Abbreviations.

The thesis should include the following chapters:

Introduction
 Review of literature
 Aim and objectives
 Materials and methods
 Results
 Discussion
 Summary
 Conclusion
 References

11. HOW IS THE PROGRESS OF RESEARCH CANDIDATES RECORDED?

Every candidate shall carry out the study and related research tasks under the supervision of his/her research supervisor(s). Monitoring the routine progress of the Ph.D or Post-Doctoral candidate shall be the responsibility of the Research Supervisor(s). Every student is required to submit a Progress Report to his/her Research supervisor(s) in the prescribed format in every six months. The reports will be assessed by the faculty of the discipline under the overall coordination of the Ph.D Coordinator.

Cancellation of Ph.D Registration

The registration of a candidate for Ph.D may be cancelled for any of the following reasons:

- Non-payment of Registration/re-registration fee.
- Unsatisfactory progress
- Non-compliance with the provisions of the Ordinances and other Regulations of the CARE and MIU.
- Failure to complete course work and/or submit the thesis within the prescribed time limit.

12. WHAT ARE THE EXAMINATION & EVALUTION - COURSE WORK? CREDIT REQUIREMENTS, NUMBER, DURATION, SYLLABUS, MINIMUM STANDARDS FOR COMPLETION?

The credit assigned to the Ph.D. course work shall be a maximum of 16 credits.

The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.

All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.

The Department where the scholar pursues his/her research shall prescribe the course(s) to

him/her based on the recommendations of the Research Advisory Committee.

All candidates admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the Department during the first two semesters.

Candidates already holding M. Phil. Degree and admitted to the Ph.D. programme, may be exempted by the Department concerned from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the candidates/Ph.D Scholer.

A Ph.D. scholar has to obtain a minimum of 55% of marks (or an equivalent grade in the UGC 7 point scale or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the Ph.D. thesis.

COURSE WORK EXAMINATION AND EVALUATION

Every candidate provisionally registered for the Ph.D. programme shall undergo course work in the first year. The course work consists of the following:

Paper I :	Research Methodology (4 credits)
Paper II :	An advanced paper in the subject concerned (6 credits)
Paper III :	Background Paper relating to the candidate's Ph.D. work (4credits)
Paper IV :	Research and Publication Ethics (RPE) (2 Credit)

Research Advisory Committee may prescribe syllabus for Paper-I ,II, III and IV for each discipline, based on the courses taught in the department.

SCHEME OF EXAMINATIONS

The Department/Supervisor with the approval of the Research Advisory Committee will conduct the written examinations for the courses prescribed by the Research Advisory Committee.

The viva-voce examination testing the domain knowledge of the candidate and his preparedness to carry out the thesis work shall be conducted.

The results will be communicated by the Supervisor to the CARE and MIU with the answer scripts and questions along with the Minutes of the Meeting of the Research Advisory Committee.

On the basis of these examinations, provisional registration of the candidate will be confirmed. Researchers shall be permitted to proceed with his/her research work and submit the thesis at the expiry of minimum total period of research prescribed after provisional registration. The candidate should give seminars periodically after the confirmation of registration in the general field and in the topics connected with his/her research work.

The Research Advisory Committee will periodically have to monitor the monthly progress of the work of the scholar and the report shall be sent to CARE without fail once in six months.

Award of Ph.D Degrees

At least one research paper in the area of the study should have been published/accepted for

publication in a peer reviewed/refereed journal before the ‘Pre-Submission Seminar’ unless there is a valid reason accepted by the committee for not doing so. A candidate shall be awarded the Ph.D Degree, with the approval of CARE. The University shall issue the Provisional Degree and final degree to all qualified Scholars.

13. What are the Research articles ?

Types of articles accepted

Research articles are accepted as per APA requirements:

<https://www.apa.org/pubs/journals/bar/article-types>

Behavior analysis deals with relations between environmental inputs and behavioral outputs using a behavior analytic conceptual framework. Research articles present original empirical findings depicting these relations.

Such articles must provide a compelling rationale for the experimental question, employ methods that are appropriate for answering that question, include sufficient detail about those methods to allow for replication, present meaningful data, analyze those data appropriately, and interpret them meaningfully.

Manuscripts describing the use of traditional group research or single-subject research methods and focusing on behavioral assessment and behavioral intervention relevant to behavior analysis (e.g., behavior therapy, clinical behavior analysis, school psychology, and behavioral medicine) are acceptable.

Qualitative research methods, when well-conceived and directly related to conceptual issues in behavioral assessment and behavior analysis, are welcome.

Articles describing basic, applied, and translational research are appropriate for the journal, but regardless of the kind of research involved, the authors must make clear the importance of their findings.

Manuscripts reporting both novel investigations and attempts at direct or systematic replications of earlier work, whether successful or not, are appropriate and welcomed.

There is no maximum length for research articles, although conciseness is a virtue and clear writing a necessity.

Special sections or special issues provide the opportunity to publish several related articles together, with expert commentary if appropriate, and suggestions for special sections or issues are invited.

Research reports

Research reports are similar to research articles, but no more than 3,500 words in length, with no more than two tables or figures.

Research reports are a convenient venue for reporting findings that are suggestive but not compelling, technological devices or applications, follow-up data not adequate to support a research article, or any study that can be accurately described in few words.

Review and conceptual articles

Articles in this category summarize previously published research or address theoretical or conceptual issues of interest to behavior analysts. Such articles support conclusions of potential theoretical, clinical, or practical importance to behavior analysts and are written in a clear and comprehensible style.

There is no maximum length for review and conceptual articles.
Please limit the abstract to no more than three sentences and the number of keywords to three.

Technology

Descriptive and experimental work related to the use of technology in behavior analysis research and practice (e.g., behavior therapy, applied behavior analysis, clinical behavior analysis, and behavioral medicine). Data supporting the use of technology are desired, though not required.

Submission of manuscripts describing the use of biofeedback technology is not appropriate.

Description and critical evaluation or reporting of experimental findings of the use of technology in behavior analysis research and practice are appropriate for the journal. Appropriate manuscripts include a critical review of the literature regarding existing products and technology.

For experimental or applied manuscripts describing the use of technology, authors are expected to provide suitable data or documentation supporting the utility of the technology.

Authors of manuscripts describing the use of technology must address the following:

the general importance and relevance of the topic to behavior analysis research and practice; objective, unambiguous conclusions based on thorough analysis of existing information; the information necessary for adoption of the technology is contained in the article or is readily available from the author or other sources; and publication of the manuscript is likely to produce significant interest in the use of technology in behavior analysis research and practice.

Diversity

The journal welcomes submissions that describe and study the intersection of human behavior, culture, and the evaluation of behavioral assessment and interventions in such contexts. Within this framework, culturally diverse refers to different ethnic, religious, geographic, and socioeconomic groups.

The purpose of this type of submission is to provide a focal point for applied and clinical research related to behavioral assessment and intervention in diverse settings and populations. We are interested in studies describing implicit to explicit bias related to diversity and how such bias affects professional conduct and patient care.

Research focusing on when and how to modify assessment and interventions to fit the needs of diverse clients is also critically important. Each of these issues can be addressed through the types of manuscripts accepted by Behavior Analysis: Research and Practice.

Case conference

The goal of this type of submission is to provide professionals and students with an opportunity to acquire skills in behavioral case conceptualization, behavioral assessment methods, and intervention in the context of service delivery (e.g., Behavior Therapy, Clinical Behavior Analysis, and Behavioral Medicine, Applied Behavior Analysis).

A secondary goal is the dissemination of behavior analytic assessment and intervention methods to the broader community of readers. To achieve these goals, manuscripts describing use of a controlled case study (A-B design) or single-subject research design allowing demonstration of functional relationships are appropriate.

While desirable, inter observer agreement is not a requirement for submission of manuscripts

to the Case Conference section.
Case conference manuscript format
Introduction, Patient background
Age, sex, race/ethnicity, medical or psychiatric diagnosis, if relevant
History of complaint/problem behavior
History of treatment(s) and success, if any
Presenting problem
Behavioral assessment: Direct assessment, Indirect assessment
Behavioral case formulation
Evaluation of behavior change
Procedure: Baseline assessment, intervention
Challenges to implementation
Results
Follow-up assessment
Conclusions and recommendations

14. WHAT ARE THE FUNCTIONS OF RESEARCH ADVISORY COMMITTEE?

To review the research proposal and finalize the topic of research

To guide the research scholar to develop the study design and methodology of research and identify the course (s) that he/she may have to do.

To periodically review and assist in the progress of the research work of the research scholar.

To review the progress at the end of 2nd and 3rd year and submit specific recommendation whether the candidate could complete the research work within one or two years.

A research scholar shall appear before the Research Advisory Committee at least two times to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports of the candidate should be forwarded to CARE, through the research supervisor. Research Advisory Committee should meet for the Candidate's synopsis presentation.

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 CARE with specific reasons for cancellation of the registration of the research scholar.

15. WHAT ARE THE RESPONSIBILITIES OF DOCTORAL COMMITTEE?

(i) FIRST YEAR OF DOCTORAL PROGRAM:

1. To review the research proposal and finalize the topic of research.
2. To guide the research scholar to develop the study design and methodology of research.
3. To prescribe the syllabi for the Papers I,II, III , IV, V and VI.
4. To approve Guide's request to conduct the written examinations for the courses prescribed by the Research Advisory Committee.

5. On successful completion of course work exam, the student will present his/ her research work before the Research Advisory Committee for the confirmation of provisional registration.

(ii) DURING THE ENTIRE DOCTORAL PROGRAM:

1. A research scholar should appear before the research advisory committee once in six months to present his/her progress of work for evaluation and further guidance. The six monthly progress reports will be submitted by the committee to the CARE with a copy to the research scholar.
2. 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 cancellation of registration from the program.

(iii) SYNOPSIS SUBMISSION:

1. Prior to the submission of the synopsis, Research Advisory Committee should ask the scholars to present their work and the comments may be suitably incorporated into the draft thesis.
2. To furnish a panel of two external examiners (one is the Research Supervisor, one from the Southern states and one from the rest of India) for evaluation of the Thesis and to conduct the public viva-voce examination. The Research Advisory Committee along with the panel list should enclose a certificate stating that all the examiners suggested are experts in the discipline concerned and qualified to evaluate the thesis.
3. The letter furnishing the panel shall be sent in a confidential cover addressed to the CARE.

(iv) EXTENSION:

1. If the Research Advisory Committee recommends and the CARE deems it fit, a maximum grace period of two years, beyond the normal maximum period of six years for full time candidates shall be granted by the CARE to enable the scholar to submit the Thesis.