



CENTRE FOR RESEARCH

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CIRCULAR

The Ph.D. and M.S(By Research) Regulations are amended as follows with immediate effect. The amendments are applicable to all the research scholars registered at Anna University / erstwhile AUTs irrespective of the year of admission.

Existing	Revised
Clause 3.2.3 Norms for Research Centre Recognition	
4. Engineering College while applying research centre recognition for the departments of ECE, CSE and IT at a time (i.e. under the same faculty), the number of Ph.D. holders working in such departments may be considered with a minimum of 5 in total for recognizing each department as a research centre by a single Inspection Committee. If they apply for any two departments at a time, a minimum of 3 Ph.D. holders are required. Each faculty member should be a recognized Supervisor of this University and having a minimum of one year working experience in the concerned Department.	4. Engineering College while applying research centre recognition for three departments under the interdisciplinary category, the number of Ph.D. holders working in such departments may be considered with a minimum of 5 in total for recognizing each department as a research centre by a single Inspection Committee. If they apply for any two departments at a time, a minimum of 3 Ph.D. holders are required. Each faculty member should be a recognized Supervisor of this University and having a minimum of one year working experience in the concerned Department.
A satisfactory assessment report by the Inspection Committee on the availability and suitability of infrastructure facilities for research shall be recommended for a period of three years (Five years for R&D centres of State/National R&D laboratories) by the respective Chairperson and approved by the Vice-Chancellor in sequence to the Research Board. Institute Recognition should be renewed periodically fulfilling the norms specified by the University to continue as a recognized research Department/R&D centre.	A satisfactory assessment report by the Inspection Committee on the availability and suitability of infrastructure facilities for research shall be recommended for a period of Three years (Five years for R&D centres of State/National R&D laboratories) by the respective Chairperson. If the respective chairperson is not satisfactory with the report submitted by Inspection Committee as such, the concerned Chairperson along with the Director (Research) shall visit the Institute & recommend / not recommend and the same may be approved by the Vice-Chancellor. Institute Recognition should be renewed periodically fulfilling the norms specified by the University to continue as a recognized research Department/R&D

	<p>centre. In extraordinary circumstances a committee will be deputed by the Vice-Chancellor to inspect the research centre for renewal.</p>
<p>Clause 7.3 For Supervisor Recognition</p>	
<p>The applicant shall have a minimum of two publications to his/her credit in refereed impact factor journals in Annexure I (as given in the website). Research articles (and the journal concerned) should be in their field of specialization. Applicant shall be the first/second (in case if his/her scholar/Supervisor is the first author) /corresponding author in the publications. If self-plagiarism/ plagiarism is ascertained in the publications by the concerned Chairperson, such publication(s) shall not be considered for processing of Supervisor recognition application.</p>	<p>The applicant shall have atleast two publications to his/her credit in the updated list of Journals 2016 (as given in the website) or one publication to his/her credit in the updated list of Journals 2016 (as given in the website) and one year regular full-time teaching/ research experience in the relevant field after completion of Ph.D. degree. Research articles (and the journal concerned) should be in their field of specialization. Applicant shall be the first/second author (in case if his/her scholar/Supervisor is the first author) /corresponding author in the publications. If self-plagiarism/ plagiarism is ascertained in the publications by the concerned Chairperson, such publication(s) shall not be considered for processing of Supervisor recognition application.</p> <p>The application for supervisor recognition may be considered based on the publication and experience of the applicant under extraordinary conditions with the approval of Vice-Chancellor.</p>
<p>Clause 8.1 Change of Supervisor</p>	
<p>When a Supervisor of a scholar happens to be away from the University Departments / Engineering Colleges/ National Laboratories for more than six months and upto one year, he/she shall continue to guide the scholar, but a Supervisor-in-charge shall be nominated by the Director (Research) based on the request of the Supervisor and / or the recommendation of the Head of the Department of the Supervisor. The Supervisor-in-charge shall function till the Supervisor returns.</p>	<p>When a Supervisor of a scholar happens to be away from the University Departments / Engineering Colleges/ National Laboratories for more than six months and upto one year, he/she shall continue to guide the scholar, but a Supervisor-in-charge shall be nominated by the Director (Research) based on the request of the Supervisor and / or the recommendation of the Head of the Department of the Supervisor. The Supervisor-in-charge shall act maximum upto one year until Supervisor returns. Under extraordinary circumstances, if the Supervisor of a scholar happens to be away from the department for more than one year, either the supervisor-in-charge may be nominated as the Supervisor or an alternate supervisor shall be nominated by the Director (Research) based on the request of the Supervisor-in-Charge and the recommendation of the Head of the Department.</p>

Clause 9.2	
For University Departments, a Joint Supervisor is mandatory, if the Supervisor is not a regular faculty member of the University. Further a maximum of Six (Ph.D./M.S. (By Research) put together) scholars only be permitted under such Supervisor.	Removed as per UGC Regulation
Clause 18.2:	
One copy of Thesis shall be prepared in accordance with the format and specification prescribed. Thesis shall be submitted only after the acceptance of Synopsis and within three months from the date of approval of the Synopsis by the Doctoral Committee along with one copy of the abstract of the Thesis each in English and Tamil (in about 400 words). Under extraordinary circumstances, submission of Thesis shall be permitted upto a maximum period of six months, with prior approval from the Director (Research). In such cases, the late fee shall be paid as applicable.	Thesis shall be prepared in accordance with the format and specification prescribed. One copy of thesis in PDF format (to be uploaded) and a hard copy shall be submitted only after the acceptance of Synopsis and within three months from the date of approval of the Synopsis by the Doctoral Committee along with one hard copy of the abstract of the Thesis each in English and Tamil (in about 400 words). Under extraordinary circumstances, submission of Thesis shall be permitted upto a maximum period of six months, with prior approval from the Director (Research). In such cases, the late fee shall be paid as applicable.
RESEARCH CONDUCT RULES	
Clause 1.7	
For Supervisors under suspension/undergoing any disciplinary proceedings of the University, Supervisor-in-charge should be nominated by the Director (Research) based on the request of the Supervisor and / or the recommendation of the Head of the Department of the Supervisor. The Supervisor-in-charge shall function till the Supervisor resumes duty.	For Supervisors under suspension/undergoing any disciplinary proceedings of the University, Supervisor-in-charge should be nominated by the Director (Research) based on the request of the Supervisor and / or the recommendation of the Head of the Department of the Supervisor. The Supervisor-in-charge shall function upto one year of the Supervisor resumes duty. However if the supervisor continues under suspension/ undergoing any disciplinary proceedings of the University for more than one year alternate supervisor shall be nominated by the Director (Research) based on the request of the Supervisor-in-Charge and the recommendation of the Head of the Department.
GUIDELINES FOR THE PREPARATION OF THESIS	
Clause 5.11: How to cite	
The structure of a citation is the author's surname and year of publication. Single author is cited as "Jones (2001)". Two authors are cited using "&" (Deane & Jones 1991).	The structure of a citation is the author's surname and year of publication. Single author is cited as "Jones (2001)". Two authors are cited using "&" (Deane & Jones 1991) or Smith et al. (1992)

<p>More than two authors are cited using "et al" (Smith et al 1992).</p> <p>If an author published several papers in 2005, the year of the first publication (in the alphabetic order of the references) is cited and referenced as 2005a, the second as 2005b and so on.</p> <p>A citation is placed wherever appropriate in or after the sentence. If it is at the end of a sentence, it is placed before the period.</p> <p>Complete citations are provided in alphabetical order in "References."</p> <p>All citations are in the same font as the main text.</p>	<p>More than two authors are cited using "et al." (Smith et al. 1992).</p> <p>In case the information being discussed has been written in several different sources then cite them all in one set of brackets in chronological order of publication (Midgley 1994; Smith 1994; Philip 2002)</p> <p>If an author published several papers in 2005, the year of the first publication (in the alphabetic order of the references) is cited and referenced as 2005a, the second as 2005b and so on.</p> <p>A citation is placed wherever appropriate in or after the sentence. If it is at the end of a sentence, it is placed before the full stop.</p> <p>Complete citations and Source shall be provided in alphabetical order in reference section.</p> <p>All citations shall be in the same font as the main text.</p> <p>All figures and charts etc taken from other sources shall be cited beneath within brackets author name, source followed by year in Times New Roman Normal font size 11 point as "(Source: Jones, et al. 2001). If it is sourced from Web pages the citation style shall be as (Source: www.abc.com) and the complete URL shall be given in the reference section.</p>
<p>GUIDELINES FOR THE PREPARATION OF THESIS</p> <p>Clause 7.3:</p>	
<p>Numbering of Tables and Figures</p> <p>Tables and Figures appearing anywhere in the Thesis should bear appropriate numbers. The rule for assigning such numbers is illustrated by an example. Thus, if a Figure in Chapter 3, happens to be the fourth then assign 3.4 to that Figure.</p> <p>Identical rules apply for Tables except that the word Figure is replaced by the word Table. If Figures (or Tables) appear in appendices then Figure 3 in Appendix 2 will be designated as Figure A 2.3. If a table to be continued into the next page this may be done, but no line should be drawn underneath an unfinished Table. The top line of the Table continued into the next page should, for example read Table 2.1 (continued) placed centrally and underlined.</p>	<p>Numbering of Tables and Figures</p> <p>Tables and Figures appearing anywhere in the Thesis should bear appropriate numbers. The rule for assigning such numbers is illustrated by an example. Thus, if a Figure in Chapter 3, happens to be the fourth then assign 3.4 to that Figure.</p> <p>Identical rules apply for Tables except that the word Figure is replaced by the word Table. If Figures (or Tables) appear in appendices then Figure 3 in Appendix 2 will be designated as Figure A 2.3. If a table to be continued into the next page this may be done, with unfinished Table, continued into the next page, with title Table 2.1 (continued) placed centrally.</p>