



AIIMS KALYANI
Ph.D. PROSPECTUS
FOR
THE ACADEMIC YEAR
2024 - 25



AIIMS KALYANI

DOCTOR OF PHILOSOPHY (Ph.D.) PROSPECTUS FOR THE ACADEMIC YEAR 2024-25

The PhD program is designed to equip healthcare professionals with the knowledge, skills, confidence, critical thinking and analytical capacity essential for discovering and disseminating research-based evidence to support innovative solutions that lead to better health outcomes and advance the health science. Before filling the application form, kindly read the PhD prospectus completely. The Inservice/internal candidates who are interested to pursue PhD can e-mail academic section stating their interest to academics@aiimskalyani.edu.in. The candidates with UGC/CSIR/DST/ICMR fellowship, the application link will be opened in due course of time. Please refer the institute website for further updates.

1. ELIGIBILITY FOR ADMISSION:

The following are eligible to seek admission to the Ph.D. programme:

- 1.1 a). Medical qualification: MBBS/BDS with minimum 55% aggregate marks or MD/MS/MDS/DM/M.Ch. in the subject concerned or Diplomate of National Board of Examination.
- b). Nursing and Allied health Qualification: Candidates holding M.Sc. degree with minimum 55% aggregate marks in Nursing Specialty/Biological sciences/other related approved post graduate degree will also be eligible for Ph.D. admission at AIIMS Kalyani.
- 1.2 A relaxation of 5% marks or its equivalent grade is allowed for those belonging to SC/ST/OBC (non-creamy layer)/ Differently-Abled, Economically Weaker Section (EWS) as per the decision of the Commission from time to time.

2. DURATION OF THE PROGRAMME

- 2.1 Ph.D. Programme 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. programme. 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. programme in such cases should not exceed eight (8) years from the date of admission in the Ph.D. programme.
- 2.2 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. programme.
- 2.3 Mid-stream departure: If the candidate wishes to discontinue the course for any reason(s), he /she will be levied a fine as decided by the PhD committee:

3. PROCEDURE FOR ADMISSION.

- 3.1 The admission shall be based on the criteria notified by the institution.
 - 3.1.1 Students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED/ICMR and similar National level testing agencies. The selection will also be based on an interview conducted by the institute.
 - 3.1.2 A relaxation of 5 % marks will be allowed in the interview for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), per the decision of the Commission from time to time.
 - 3.1.3 AIIMS Kalyani will decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.
 - 3.1.4 The candidate may be given an opportunity to select a guide based on his/her area of interest and the guide's expertise and working area
 - 3.1.5 In the event of a tie between two candidates for the selection of a guide, preference will be given to the candidate with higher merit in the interview
- 3.2 AIIMS Kalyani shall notify a prospectus in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;

4. Course Work: Credit requirements, minimum standards for completion, etc.

- 4.1 The Credit requirement for the Ph.D. coursework including a "Research and Publication Ethics" course and a research methodology course. The PhD Committee can also recommend online courses.
- 4.2 All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned maximum of 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
- 4.3 A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent in the course work to be eligible to continue in the programme and submit his or her thesis.

5. PhD Committee and its Functions

- 5.1 Ph.D. Committee of the institute along with respective guide and co-guides will be holding the following responsibilities:
 - 5.1.1 To review the research proposal and finalize the topic of research.
 - 5.1.2 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.
 - 5.1.3 To periodically review and assist in the progress of the research work of the Ph.D. scholar.
- 5.2 Each semester, a Ph.D. scholar shall appear before the PhD Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The PhD Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Academic section. A copy of such recommendations shall also be provided to the Ph.D. scholar.

5.2.1 The first meeting of the Committee shall be within One-month after provisional registration and in this meeting, the Committee shall prescribe the courses that the candidate needs to take as a requirement for the part I examination.

5.3 Part-I examinations shall be conducted by the concerned department in collaboration with the Ph.D. committee. The Ph.D. candidates shall appear for examination consisting of two written papers of 3 hours duration. Paper-I will be common to all students, consisting of research methodology and basic biostatistics; while paper II will be consisting of the specialty chosen for PhD. The syllabus for the Part-I, Paper-II examination will be framed by the Guide and vetted by the PhD committee. Each written paper carries a maximum mark of 100. The written examination will be conducted under the supervision of the PhD Committee. The valuation in respect of Part-I, Paper- II will be done by Guide, co-guide and one Doctoral committee member. The final mark sheet will be signed by all. The passing minimum marks is 50% of each paper. All the candidates shall have to clear the Part-I examination within 12 months from the date of joining or a maximum of 3 attempts whichever is later. A candidate who fails in the third attempt shall not be permitted to continue and the enrolment shall be cancelled.

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

6. FEES* (All figures are in rupees)

Application fee details

General, OBC and EWS: Rs.1,500/-

SC/ST Category: Rs.1,000/- per course

PwD category candidates (40% to 70%): No Application Fee

Course fee details

Sl No	Details	One time	Amount per year
1	Eligibility fee	500	---
2	Registration fee	1000	---
3	Tuition fee	---	18000
4	Laboratory fee	----	500
5	Library fee	----	1000
6	Caution Money	5000	----
7	Examination fee (part I)	5000	-----
	Examination fee (part II)	20000	-----

* Fees once paid will not be refunded at any cost

Note: Mid-stream departure: If the candidate wishes to discontinue the course for any reason(s), he /she will be levied a fine as mentioned below with an annual increment of 10 percentage

Before 12 months: Rs.1,00,000/-

Between 12-24 months: Rs. 2,00,000/-

Between 24-36 months: Rs. 3,00,000/-

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

- 7.1 Upon satisfactory completion of course work and obtaining the marks/grade prescribed, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis.
- 7.2 Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the PhD Committee which shall also be open to all faculty members and other research scholars/students.
- 7.3 The candidates should submit a declaration of Plagiarism (<10%) certificate in dissertation/thesis work and the research integrity shall be an integral part of all the research activities leading to the award of a Ph.D. degree.
- 7.4 A Ph.D. scholar shall submit the thesis for evaluation, along with (a) an undertaking from the Ph.D. scholar that there is no plagiarism and (b) a certificate from the Research Guide 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.
- 7.5 The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Guide and at least two external examiners who are experts in the field and not in employment of the AIIMS Kalyani. Such examiner(s) should be in academics/research with a good record of scholarly publications in the field with minimum 10 Publications in PubMed indexed journals in which at least five as first or corresponding author. The viva-voce board shall consist of the Research Guide and at least one of the two external examiners. The viva-voce shall be open to the members of the PhD Committee/faculty members/research scholars, and students of the institute.
- 7.6 The PhD Committee shall suggest the names of the panel of examiners for the evaluation of the thesis to the Academic Section. The Committee shall ensure that all the examiners are expert in the field of the research of the candidate. The Academic section shall provide a list of examiners to the examination section to send the thesis for further evaluation. Exam section may choose any 2 examiners to evaluate the thesis. If Academic section is not satisfied with the panel, it may ask for additions/deletions or ask for a fresh panel from the PhD Committee.
- 7.7 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, AIIMS Kalyani 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.

8. Ph.D. for employees of AIIMS Kalyani (Inservice candidates)

8.1 Ph.D. programme will be permitted to the employees of AIIMS Kalyani provided all the conditions stipulated in these Regulations are fulfilled.

8.1.1 Teaching faculty working in this Institute who have completed their probation or two years.

8.1.2 Non-teaching staff employed in AIIMS Kalyani

8.1.2.1 The candidate possesses the required post-graduate degree as prescribed by the Department concerned and has obtained minimum 55% marks (or equivalent grade).

8.1.2.2 The candidate should have at least two years of work experience at AIIMS Kalyani or completed probation.

8.2 The candidate will submit a “No Objection Certificate” for Ph.D. programme from the competent authority, through proper channel clearly stating that:

8.2.1 The candidate is permitted to pursue studies on employment.

8.2.2 His/her official duties will not be disturbed by research.

8.2.3 Candidate should submit undertaking that he will continue his service in the institute till the completion of the PhD program and at least 3 years after that. Failing to comply will attract a fine of INR 1,00,000/- to be paid to the institute. There will be an annual increment of 10% fine every year.

8.2.4 AIIMS Kalyani shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of the Regulations.

9. Number of Seats – will be decided based on the availability of guides.

Specialty Offered-

Department	External funding	Internal (Inservice)
Biochemistry	3	2
Cardiology	1	0
CMFM	6	2
ENT	1	1
Microbiology	3	2
Ophthalmology	1	0
Pediatrics	0	2
Pathology	1	3
Pharmacology	2	2

Department	External funding	Internal (Inservice)
Physiology	2	3
Psychiatry	2	1
Nursing	1	2
Dentistry	1	1
Total	24	21

N.B. Based on recommendation of the PhD Committee, in exceptional cases the Professor may be allowed to guide extra candidates with discretion of the competent authority. PhD guide who has opted for external candidates and in non-availability can take internal candidates with the permission of the competent authority.

10. COURSE OF STUDY

The program shall consist of training programs (internal and external), two written papers and viva voce under Part-I and thesis submission & public viva-voce under part II.

- 10.1 Training Programme: Full time PhD candidates will have to participate regularly in the research-oriented teaching programs, post-graduate lectures, journal clubs, and seminars of the department during the initial two years. They may not attend any teaching activity which is not related to their area of research.

AIIMS Kalyani employees will carry out their regular academic activities assigned to them by the respective department.

- 10.2 Leave: Only 30 days leave is permitted in a given year for the full time PhD scholars. Two conference leaves will be permitted in a year not exceeding ten days without any financial support from the institute. During this conference, the candidate should present a paper from her/his thesis work. If they wish to attend any other conference, they will have to avail themselves leave from their sanctioned 30 days. Leave for undergoing training and attending workshops will be considered as per the existing Ph.D. guidelines.

AIIMS Kalyani employees are entitled for their leaves as per the policy of their employment. No additional leaves or financial support will be permissible to them.

General guidelines PhD program

1. Approval of Institute Research Committee and Institute Ethics Committee

The candidate should get the approval of his/her research proposal from the Institute Research Committee and the Institute Ethics Committee (Human/Animal) within six months of his/her provisional registration.

2. Confirmation of Provisional Enrolment and Thesis under Part – II

- 2.1. The Provisional Enrolment of a candidate for the Ph.D. Degree shall be confirmed on receipt of the report of the result of the Ph.D. Part-I examination conducted and the candidate will be registered under part II of the Ph.D. program, namely thesis and viva- voce. Every such candidate shall be required to choose a research topic and submit a thesis incorporating the results of his/her investigations carried out under the guidance of a recognized Guide.
- 2.2. The Ph.D. Scholar shall devote his/ her whole time to the duties of the said service and shall not engage, directly or indirectly, in any trade, business, occupation or profession including any private practice on his/her own account and shall not (except in case of accident or sickness certified by competent Medical authority) absent himself/herself from his/her said duties without having obtained prior permission from the competent authority.
- 2.3. The Ph.D. Scholar shall carry out all the duties and responsibilities required of him/her to be performed and undertaken by the Head of the Institution where he / she will be placed in the discharge of the patient care and maintenance of records and such other clinical and technical duties as may be assigned to him/her by the aforesaid authorities from time to time in the interest of efficient patient care and running of the hospital.

3. Cancellation of Registration

- 3.1. Registration may be cancelled on the recommendations of the Doctoral Committee based on the lack of progress as reported by the Guide and also after giving due opportunity to the candidate for defending his case.
- 3.2. Registration may be cancelled on the candidate's own request and duly endorsed by the Doctoral Committee.
- 3.3. Registration of the candidate will be automatically cancelled if he / she fails to submit Ph.D. thesis within six years from the date of provisional registration.
- 3.4. If the candidate desires to pursue the Ph.D. programme after cancellation of registration, he/she may do so after going through admission procedure as a fresh applicant.
- 3.5. The Services of the Ph.D. Scholar may be terminated as follows:
 - 3.5.1. By the Institute or its authorized officers without any previous notice if the Institute is satisfied on medical evidence that the Ph.D. Scholar is unfit and is likely for considerable period to continue unfit by reason of ill-health for the discharge of his duties provided always that the decision of the

Government that the Ph.D. Scholar is unfit and is likely to continue unfit shall be conclusive and binding on him.

- 3.5.2. By the Institute or its authorized officers without any previous notice, if the Ph.D. scholar shall be guilty of any insubordination, intemperance or other misconduct or any breach or non-performance of any of the provisions of this agreement or of any rules pertaining to the Institution where he/she may be placed from time to time.
- 3.5.3. By thirty days' notice in writing given at any time during service under this Agreement by the Institute or its authorized officers to him/her without cause assigned.

4. Responsibilities of Guide

- 4.1. Supervision: The Guide carries the chief responsibility for guiding the academic progress of the candidate throughout the period of study. He / she counsels the student in academic matters and provides guidance on the nature of course work and research, the standards expected, the adequacy of progress and the quality of work. The guide shall offer feedback on all matters pertaining to the completion of a successful dissertation namely content, originality, research standards, structure and documentation and writing style. The guide will not allow the dissertation to be submitted for approval unless it is completed to his or her satisfaction. The guide/ co-guide should be a faculty member of the institution. However, if the guide and PhD committee finds it necessary to include one co-guide from a reputed external institute may be permitted.
- 4.2. Change of guide: Change of guide shall be permitted within two years of the provisional registration with the approval of the Ph.D. Committee and the competent authority on valid grounds.
- 4.3. Logistic issues: To ensure the successful and timely completion of the program, it is essential that Guides and their students maintain regular contact. Guides must give their students advance notice if they plan to be absent from the Institute for an extended period of time of more than 3 months and make suitable arrangements with the student and the Director for the continued supervision of the student. If it is not feasible for the Guide and the student to maintain regular contact during the Guide's extended absence, one of the Department Members of the Doctoral Committee should be asked to take on the Guide's responsibilities during the given period. In case of the Guide leaves the Institute permanently or is on deputation elsewhere or otherwise for a period of more than one year, the candidate may be permitted to change the topic of research, if necessary, with the change of the guide. The duration of research will be the same if the topic of research remains the same. If there is a change in the topic, the minimum duration of research will be decided by the PhD Committee.

To accommodate interdisciplinary aspects of research, a Guide from a related department can act as a co-guide with the permission of the Director. The number of candidates registered under co-guide shall not be taken into consideration while counting the permissible number of candidates registered under a particular guide. The main guide and not the co-guide shall be responsible for the successful completion of the Ph.D. Program of a candidate.

5. Synopsis

- 5.1. Not less than three months before the submission of the thesis, every candidate shall submit to the Institute, through the Guide, six copies of the synopsis of the thesis, together with the title of the thesis and prescribed examination fee. The candidate shall prepare the synopsis carefully in consultation with the Guide. The synopsis should bring out in concise form, the aims for conducting research, work done, results, and conclusions drawn. The candidate shall make a presentation of the synopsis before the PhD Committee. The candidate shall also make a presentation in the parent department prior to the submission of the synopsis.
- 5.2. The Synopsis of the thesis shall not be less than six pages or exceed 20 pages, typed on A4 size paper with one and half-space. The Institute shall prescribe a format for the synopsis from time to time. The candidate shall also submit two copies of the electronic version (read-only format) of the synopsis to the PhD Committee.
- 5.3. In case of requirement, the candidate shall submit additional copies of the synopsis on demand from the Institute.
- 5.4. After the submission of the synopsis and on the recommendation of Academic section, the Exam cell shall contact the examiners by electronic and/or regular mail to seek their consent.

6. Submission of Thesis

- 6.1. The Ph.D. program culminates with the submission of a thesis of a substantial work of original research carried out by the candidate under the guidance of the Guide.
- 6.2. The candidate should have at least two original research papers published/accepted for publication (evidence to be submitted along with the thesis) in peer-reviewed, PubMed /Scopus indexed journals before submission of the thesis. The reprint/preprint should be included in the appendix of the thesis.
- 6.3. Normally the length of the thesis shall be not more than 250 pages typed on A4 size paper with one and half-space (excluding end-notes, appendices, and bibliography). The Institute shall prescribe a detailed format for the thesis from time to time. It is recommended that the references in the thesis are written in Vancouver format. The thesis is expected to undergo an extensive revision process before it is ready to be submitted as a finished piece of work.
- 6.4. The candidate shall submit four copies of the thesis in a softbound form and two copies in the electronic form (read-only format) to the Examination section for evaluation by the examiners. Once the thesis gets approved the candidate shall incorporate all the corrections/suggestions, if any, and resubmit two copies of the final version of the thesis in hardbound form and two copies in the electronic form (read-only format) to Exam Section. The Guide and the doctoral committee shall certify that the corrections/suggestions (if any) were incorporated as per the examiner/s report.
- 6.5. The thesis should be submitted to the Institute for evaluation not later than six months after the submission of the synopsis, through the Guide, and through the Head of the Department, along with his/her application.
- 6.6. If the Candidate fails to submit the thesis within six months from the date of submission of synopsis, one extension of three months may be given with approval from the Ph.D Committee and Director after which the process gets cancelled. Then, he/she shall submit the synopsis again based on the recommendations of the PhD committee. The Guide, with the approval of the PhD Committee, shall submit a fresh list of examiners.
- 6.7. One hardcopy of the thesis shall be placed in the Library of the Institution and another hard copy should be available in the departments concerned with the PhD work (this

includes the department in which the candidate has registered), at least 14 days prior to the viva-voce.

- 6.8. Supplementary papers to the thesis, printed copies of any contributions to the knowledge of the subject or of any similar branch of science that may have been published in journals or periodicals may also be included along with the thesis or given as bibliography.
- 6.9. The thesis shall ordinarily be submitted not later than five years from the date of registration in the case of full-time candidates and six years in the case of AIIMS Kalyani employees. A maximum of two extensions of six months each shall be given at the discretion of the Director on the recommendations of the Guide /PhD Committee after the expiry of which the registration will stand automatically cancelled. Every candidate shall submit with his/her thesis a certificate from the Guide under whom he / she had worked, that the thesis submitted is a record of original research work done by the candidate during the period of study under his/her supervision and that the thesis has not previously formed the basis for the award to the candidate of any Degree, Diploma, Associateship, Fellowship or other similar titles and that the thesis represents independent work on the part of the candidate.

7. Publication of Thesis

The candidate should have at least two original research papers published/accepted for publication (evidence to be submitted along with the thesis) in PubMed / Scopus indexed, peer-reviewed journals before submission of the thesis. They are further encouraged to publish their remaining unpublished data in reputed journals.

11. Allocation of Research Guide

Eligibility criteria to be a Research Guide, Co-Guide, Number of Ph.D. scholars permissible per Guide, etc.

- 11.1 Permanent employees with MD/MS/Mch/DM/PhD degree.
- 11.2 Six years (6 years) of post-graduate teaching/research experience after MD/MS/PhD degree and having the experience of completing a funded project as principal investigator or co-investigator after MD/MS/PhD degree
- 11.3 Experience of having guided post graduate thesis. (Thesis must be completed)
- 11.4 Minimum five publications in PubMed / Scopus indexed journal in last ten years.
- 11.5 Adjunct Faculty members shall not act as Research Guides and can only act as co-Guides.
- 11.6 An eligible faculty can guide maximum up to one (1) Ph.D. scholar in a particular academic session. respectively, at any given time among medical faculty. At any given point Professor can be a co-guide for maximum four (4) and Additional Professor/Associate Professor/Assistant Professor can be co-guide to two (2) PhD scholars in both medical and nursing.
- 11.7 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.