



**Sri Chandrasekharendra Saraswathi Viswa Mahavidyalaya**  
(University u/s 3 of UGC Act 1956 – Accredited with “B” Grade by NAAC)  
**Enathur, Kanchipuram 631561.**

---

**Guidelines for the Research Scholar**

1. The Scholar should immediately report to the Guide on receipt of confirmation of admission and should send the joining report as per the prescribed format. The date of joining for scholars admitted in January session shall be uniformly 1<sup>st</sup> January and the date of joining for scholars admitted in July session shall be uniformly 1<sup>st</sup> July every year. The research period shall be counted from the date of joining only.
2. A panel of six different experts at the level of Associate Professor / Professor (with Address of communication, Mobile Number and E Mail ID) proposed by the Guide must be sent in a cover, sealed and attested by the Guide, along with the joining report. From the panel of experts suggested by the Guide, one expert will be selected for a scholar (or a group of scholars admitted in the same session under the guide) and the selected expert will participate in the **all three** doctoral committee meetings which will be conducted in the respective department of this Mahavidyalaya.
3. The scholar has to undergo course work under his Guide for a minimum period of 90 working days (one semester) after the first doctoral committee meeting and a certificate from the guide should be sent in the prescribed format after the completion of course work.
4. The scholar has to appear for Research Methodology Examinations (As mentioned in the admission order) after successful completion of course work.
5. The scholar has to regularly submit half yearly reports on the research progress in the prescribed format duly forwarded by the Guide.
6. The scholar has to request the Guide to send yearly confidential reports in the prescribed format
7. The scholar should regularly pay tuition fees every year in January / July without fail.
8. No intimation will be sent reminding the scholar on the payment of fees or on the submission of half yearly or yearly reports.
9. The admission is liable to be cancelled if the scholar fails to pay annual fees on time, fails to submit progress reports on time, fails to progress in research to the satisfaction of Guide and Viswa Mahavidyalaya, indulges in unethical practices or fails to follow the Ph.D regulations framed by Viswa Mahavidyalaya from time to time and if the guide fails to convene the doctoral committee meetings as required.
10. First doctoral committee meeting will held before completion of one year to recommend the syllabus research methodology examinations, to advise the scholar to complete the course work and to assess the progress of the scholar
11. Second doctoral committee meeting will held after successful completion of the methodology examinations by the scholar to confirm the title of the research work and to assess the progress of the scholar
12. Third doctoral committee meeting will held at the time of synopsis presentation by the scholar
13. The Guide (not the Scholar) shall be in touch with Dean of the respective Faculty / Head of the Department of Viswa Mahavidyalaya convene the doctoral committee meetings
14. Viswa Mahavidyalaya has the right to modify the above regulations without individual notification to all concerned. Updated regulations will be posted on the website of Viswa Mahavidyalaya periodically for the information of all concerned.
15. The Research Wing Webpage <http://www.kanchiuniv.ac.in/research/> can be referred, on a regular basis, for Ph.D. regulations, fee structure, prescribed formats and other relevant information.