

INSTITUTE OF RESEARCH AND INNOVATIONS  
**APEX PROFESSIONAL UNIVERSITY**  
PASIGHAT SMART CITY

**APU RULES FOR GOVERNING POST-DOCTORAL PROGRAMS AND FELLOWSHIPS**

In pursuance of the provisions of section 5 (22) of Apex Professional University Act, 2012 (No. 7 of 2013) and Statute No. 51, the Board of Management of the Apex Professional University hereby makes the rules for governing Post Doctoral Fellowship and Program.

**1. PREAMBLE:**

The National Education Policy (NEP) 2020 envisages the promotion of quality research within the Higher Education system. Research and innovation are important aspects of enhancing quality education by Higher Education Institutions (HEIs). The societal challenges of our country can only be addressed by having a strong and vibrant higher education ecosystem emphasising research, innovation, and technology development. Integrating Research, Innovation and Technology Development is the foundation of Atma-Nirbhar Bharat (Self-reliant India).

The Doctor of Literature (D.Litt.), Doctor of Science (D.Sc.) and Doctor of Laws (LL.D.) are the highest academic and research degrees of Apex Professional University. The D.Sc. is in the disciplines of Science, Engineering, Technology, Pharmacy and other related areas. The D.Litt. Degree is in the disciplines of Humanities, Social Sciences, Business, Design, Creative Arts and other related areas. The LL.D. Degree in the discipline of Law and other related areas. In all the above areas the awardee should have original and outstanding contributions to the advancement of knowledge.

The rule is subject to modification from time to time by the competent authority of the Apex Professional University.

**2. ELIGIBILITY OF POST DOCTORAL PROGRAMS**

**a. Eligibility for D.Sc.:** A candidate must have obtained a Doctor of Philosophy (Ph.D.) or Postgraduate Medical Degree (M.D./M.S.) from this university or any University recognised by UGC or Foreign University recognised by AIU in the disciplines of Science, Engineering, Technology, Agriculture, Medicine and other related areas. A Candidate shall have-

- i. *Ten years of experience in Teaching and or Research and a minimum of two years experience after obtaining a Ph.D./MD/MS degree; and*
- ii. *A minimum of ten research papers published in the SCI journals or UGC Care listed journals with a high impact factor as a first or corresponding author; or*
- iii. *One patent in a relevant discipline or published two books with ISBN and five research papers published in the UGC listed journals*

**b. Eligibility for D.Litt.:** A candidate must have obtained a Doctor of Philosophy (Ph.D.) degree from this university or any University recognised by UGC or Foreign University recognised by AIU in the disciplines of Business, Commerce, Humanities, Social Sciences, Arts and other related areas. A Candidate shall have -

- i. *Ten years of experience in Teaching and or Research and a minimum of two years experience after obtaining a Ph.D. degree; and*
- ii. *A minimum of ten research papers published in the Scopus Indexed journals or UGC Care listed journals with a high impact factor as a first or corresponding author, **or***

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- iii. *Published two Books with ISBN and five research papers published in the SCI journals or UGC listed journals.*
- c. **Eligibility for LL.D.:** A candidate must have obtained a Doctor of Philosophy (Ph.D.) degree from this university or any University recognised by UGC or a foreign University recognised by AIU in the discipline of Law and related areas. A Candidate shall have-
  - i. *Ten years experience in Teaching and or Research and a minimum of two years experience after obtaining a Ph.D. degree; and*
  - ii. *A minimum of ten research papers published in the Scopus Indexed journals or UGC Care listed journals with a high impact factor as a first or corresponding author, or*
  - iii. *Published two books with ISBN and five research papers published in the UGC Care listed journals.*

*Provided that the number of **research papers may be relaxed** in case of the researcher has published at least two (2) books or One (1) patent or **two (2) recommendations / referrals** of his / her research / contribution from nationally / internationally recognized experts of concerned field that his / her research works and efforts have made distinct contributions to the society and the advancement of knowledge.*

**3. DURATION**

The aspiring candidate should have to complete at least four (4) semesters of the University from the date of enrolment.

**4. PROCEDURE FOR ENROLLMENT**

- a. A Candidate who is eligible for admission as per section 2 of the above rule shall apply to the university in the prescribed *Online Application Form* (Annexure -I) any time in the year with required documents as given in the application form along with a non-refundable application processing fee;
- b. The candidate shall be required to submit the following *self-attested* documents in *six copies* for registration along with the Application Form to the *Director - Admissions*. *After verifying all the documents, the Director of admissions will forward the application to the convener of Post-Doctoral Research Advisory Committee (PDRAC) of the University for necessary actions on the application along with following documents:*
  - i. Duly filled in prescribed Online Application form of the University
  - ii. **Research Proposal** (in about 2000 words) on prescribed format (**Annexure -I**).
  - iii. List of publications, patents, books, policy documents, newspaper articles, magazine articles etc. in the relevant fields with the declaration from the co-authors that they have not used them for the award of any other degree.
  - iv. Reprints of best ten (10) publications or copies of two Book(s), If published
  - v. Copies of certificates in support of patent, qualifications and experiences along with citizenship certificates.
  - vi. *No objection certificate* from the employer is required, If working in the Government or public sector.
  - vii. Detail of Referrals / Recommendations where necessary.

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**c. Post-Doctoral Research Advisory Committee**

- i. The University Research Council will constitute a Post-Doctoral Research Advisory Committee (PDRAC) to recommend Registration and evaluate research work progress of the Scholars. The PDRAC will consist of the following members:
  - Chairman nominated by the Chancellor
  - One Subject Expert to be nominated by the Vice-Chancellor
  - One Subject Expert to be nominated by the University Research Council
  - Convener nominated by the Chairman of PDRAC
- ii. The applicant will present his / her research work before the PDRAC and the committee will interact with the applicant and give their advice / suggestion / direction for enriching the advancement of research. After evaluation, the PDRAC will recommend the candidate for converting from enrolment to registration.
- iii. The candidates whose application is recommended by the PDRAC for registration will be intimated to them, and the candidate must register for the degree of D.Sc./D.Litt./LL.D with completed application form for registration with the required self attested documents to the University alongwith a *Program Fee as per **Annexure II***, failing which the registration stands cancelled. Once registration is cancelled, the candidate has to apply again following the admission procedure and will be treated as a new candidate.
- iv. Candidates eligible and interested in availing the APU Post Doctoral Fellowship (PDF) shall mark the same in the specified section of the Online Enrollment Form.
- v. Candidates who are willing to sign an agreement with APU to work in the university for three years after completion of D.Sc./D.Litt./LL.D can avail a discount of 50% in the Program fee only.
- vi. The Post-Doctoral Research Advisory Committee (PDRAC) shall also recommend those candidates selected for APU PDF from the provisionally enrolled candidates as per the criteria laid down by the University.
- vii. The recommendations of the Post-Doctoral Research Advisory Committee (PDRAC) for provisional enrollment to the Post Doctoral Program and award of APU Post Doctoral Fellowship shall be approved by the Chancellor subject to the availability of funds.

**5. DECLARATION, PREFACE AND NOTES**

- a. The standard and structure of the thesis should consist of information on originality and novelty of the work and its contribution in the advancement of knowledge supported by publications in *SCI journals / Scopus Indexed Journal / UGC Care listed journals*. The content of the thesis requires an Anti-Plagiarism Clearance Certificate as per the Anti-plagiarism and academic dishonesty policy of the University Grants Commission Every researcher shall submit with his / her thesis a certificate stating that the thesis submitted is a record of original research work done by the researcher during the period of his / her studies and that the thesis has not previously formed the basis for the award to the candidate of any Degree, Diploma or other similar titles and that the thesis represents independent research work on the part of the researcher.
- b. The thesis shall be accompanied by a declaration in the prescribed format signed by the candidate. The candidate shall certify that the thesis is based on the author's original research work and has not previously formed the basis for awarding any Degree such as a Master's Degree or Ph.D Degree, Diploma, Associateship, Fellowship or other similar titles. No part of

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the thesis should be based on the author's published or unpublished PG, M.Phil and Ph.D or any other degree thesis, dissertation, or project report.

- c. The candidate should submit the D. Litt. / D. Sc. / LL. D thesis in English except when, it will be related to an Indian language particularly in case of D.Litt., where the thesis should be in the language concerned. In the case of the Indian language, the researcher is allowed to submit the thesis in the language concerned. Before submitting the thesis in an Indian language it is mandatory for the researcher to submit the brief summary / important findings of the thesis in English within 15-20 pages.
- d. A half yearly progress report of the work should be submitted to the Head, Institute of Research & Innovations (IRI) on or before 30th June and 30th December every year.
- e. The candidate is permitted to avail funds from external research funding agencies only after the prior approval of the University.

**6. PROCEDURE FOR SUBMISSION OF THESIS**

- a. The candidate shall submit the thesis after 24 months from the date of registration subject to payment of the total fee prescribed by the University. One extension of two semesters only may be given with an additional prescribed fee per semester, provided the request comes at least two months before the expiry date. Beyond this period, the registration automatically stands cancelled.
- b. The candidate before submitting the Thesis, should have attended two APU conferences/Seminars/Webinars/Workshops **as resource person**.
- c. Six (6) copies of hard binding in A-4 size paper along with one (01) Soft copy in pdf version of the thesis should be submitted in prescribed format (**Annexure III**) at the Head - IRI office along with the documents and prescribed fee.
- d. On the recommendation from PDRAC the candidate will be allowed for submission of his / her Thesis to the Head - IRI for evaluation. The Head - IRI will forward the thesis to the Controller of Examination (CoE) to start the procedure for evaluation.

**e. The candidate must submit the following documents along with the thesis:**

- i. One soft copy of the PhD thesis. **and**
- ii. Copies of five research papers in the topic relevant to D.Sc./D.Litt./LL.D. authored by the candidate in the SCI Journal / Scopus Indexed Journal / UGC care listed Journals (**as Research Scholar of the Apex Professional University**) which forms part of the D.Sc./D.Litt./LL.D. thesis; **and**
- iii. One book published (as a research scholar of the Apex Professional University), which forms part of the D.Sc./D.Litt./LL.D. thesis; **or**
- iv. Copy of the Patent granted by competent authority (as Research Scholar of the Apex Professional University), which forms part of the Post Doctoral Degree thesis; (In the event of not obtaining the patent from the competent authority then D.Sc./D.Litt./LL.D. will be awarded subject to the submission of the patency granted certificate) **and**
- v. Other papers published by the author independently or jointly in the SCI Journal / Scopus Indexed Journal / UGC Care-listed journals.

**f. The candidate's work shall comply with the following conditions to merit the degree award:**

- i. It must be a substantial work making a distinct advancement in the area of the work/subject of the discipline.

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- ii. It must be original in the sense of opening up new fields of research or making a marked advancement on the results of previous investigations.
- iii. It must be a scholarly work of high quality and performed during the D.Sc./ D.Litt./LL.D. before the thesis submission.
- iv. It must be the work published in reputed journals in the form of research papers and/ or books/ monographs, chapter contributions to books/ monographs, etc., out of which the candidate must have two papers as the first author.
- v. All expenses incurred towards the research publications, Patency, preparation of thesis book, attending Seminar/Workshop and any expenses related to the D.Sc./ D.Litt./ LL.D. will not be borne by the University.

**7. EVALUATION OF THESIS**

The evaluation of the thesis is carried out in two stages, namely screening and evaluation.

- a. **Screening:** A screening panel of two subject experts will be constituted by the Vice-chancellor under the Chairmanship of Head - Research and Development Cell. The screening panel verifies whether any part of the thesis is copied from the candidate's Ph.D thesis or any other sources. The thesis received by the University will be subjected to plagiarism check and the thesis having similarity index more than 10% with 14 consecutive words then the same will be returned to the candidate with the plagiarism report. If the screening panel recommends that the thesis is original and does not form parts of a Ph.D thesis, then the thesis will be considered for evaluation. If the thesis contains copied material from the previous Ph.D thesis of the candidate or any other source, then the thesis will be summarily rejected. The candidate may be asked to reply if the screening panel specifically raises questions and seeks a reply from the candidate.

*In case an examiner recommends that the thesis be referred back to the candidate for revision, the examiner shall be required to give in his detailed report the reasons for such a recommendation and also clearly delineate the details of the revision that is required to be made by the candidate in the thesis.*

- b. **Evaluation:** The Vice-Chancellor shall set up an evaluation committee consisting of preferably two (2) foreign examiners and one (1) national examiner to evaluate / examine the thesis and recommend the Controller of Examination of the University( CoE) to start the procedures for evaluation. The CoE will communicate with the examiners and proceed accordingly. There is no viva-voce examination.
- c. The Vice-chancellor will be appointed by the Head - IRI as the CONVENER for consolidating the reports and a subject expert, which will be placed before the Academic Senate and Board of Management for award of Degree.
- d. The examiner's report shall be in the prescribed format as **Annexure IV**.
- e. The Examiners will be requested to evaluate the thesis and recommend it as either recommended or not recommended for the D.Sc. / D.Litt. / LL.D. Degree award.
- f. The candidate shall be awarded the Degree only if all three examiners unanimously recommend the thesis for the award. If any one examiner does not recommend the award of the degree, the thesis will be sent to one more examiner in the respective panel. The thesis will be rejected if two examiners do not recommend it for the Degree award.

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g. After receiving the consolidated reports from the Convener, the degree shall be awarded in the convocation. under the concerned discipline/subject in the faculty after getting the approval of the Academic Senate and Board of Management of the University.

**8. SUBMISSION OF THESIS COPIES TO UGC AND DIRECTORATE OF HIGHER AND TECHNICAL EDUCATION (DHTE)**

Following the successful completion of the evaluation process and announcement of the award of D.Litt./ D.Sc./ LL.D. by the University, the scholar shall submit, through the University a soft copy of the final version of D.Litt./ D.Sc./ LL.D. thesis each to the UGC and to the Directorate of Higher & Technical Education, Government of Arunachal Pradesh, within a period of one month, for record and for hosting the same in INFLIBNET accessible to all Academic and Research Institutions / Universities. One soft copy shall be placed on the University website / depository by the University.

**9. GENERAL RULES**

The award of degree shall follow the rules and regulations prescribed by the University from time to time, even if those are not included in these Ordinances. The University shall have the right to modify, change or add to the Ordinances, Rules and Regulations which shall be binding on the researcher. The D. Litt./D.Sc./LL.D. researchers shall be entirely responsible for any duplication or plagiarism / academic dishonesty or piracy occurring in the thesis. In case any such acts are detected even after the award of the degree, the scholar shall be held accountable for the irregularity and this may even lead to cancellation of the degree. The decision of the University in this regard shall be final and binding on the scholar.

If any differences of opinion / dispute develop between the researcher and PDRC regarding the research work, the decision of PDRC in the matter shall be final. Notwithstanding anything contained in these Ordinances, all matters related to the candidates shall be governed by the rules and procedures framed by the Academic Senate / Governing Board that are in force at that point of time.

**COMPONENTS OF RESEARCH PROPOSAL**

*(Format for preparing Research proposal)*

- 1. Title of the Proposed Research Study:** Give the proposed research title
- 2. Introduction for the Proposed Study:** Give a broad description of the topic. Explain important concepts in the study.
- 3. Significance of the Study:** Explain the importance of the research study you have proposed and its significance in the context of the area/ field of research proposal.
- 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. General objective is a broad area of study. General objectives can be broken into three to four specific objectives based on various aspects of the study.
- 6. Hypothesis:** Candidates need propose Hypothesis
- 7. Limitations of the Study:** Mention the limitation that you will face in carrying out research.
- 8. Review of Literature:** Describe briefly at least ten reviews of related research done in your topic during the last 10-15 years.
- 9. Methodology:** The methodology should have the following components:
  - (i) Type of study
  - (ii) Area of study
  - (iii) Material and methods
  - (iv) Data Collection & proposed tools (specify details)
  - (v) Data Analysis & Techniques to be applied (Specify details)
  - (vi) Geographical location of the study, as applicable
- 10. Pilot Study:** Explain proposed Pilot Study to be undertaken for testing tools, techniques etc. (if required)
- 11. Scope of future research:** Possible areas of further research in the study topic
- 12. Bibliography**  
A selected list of references should be mentioned

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*Annexure II*

## FEE STRUCTURE FOR ACADEMIC SESSION 2025

|                        | <b>Postdoctoral Fellowship</b>  | <b>D.Litt. / D.Sc. / LL.D.</b> |
|------------------------|---|--------------------------------|
|                        | <b>Full Time</b>  | <b>PART-TIME</b>               |
| <b>Eligibility</b>     | Ph.D. from a UGC-recognised university and two year experience post Ph.D. |                                |
| <b>Program Fee</b>     | ₹ 40,000/- Per Semester   | ₹ 65,000/- Per Semester        |
| <b>International</b>   | US \$1500   | US \$2500                      |
| <b>Duration</b>        | Two Years   |                                |
| <b>TRF (Per Month)</b> | ₹ 37,000/- (₹ 4,44,000/-)   | Not Applicable                 |

### Other Charges

| <b>S. No.</b> | <b>Particulars</b>   | <b>Periodicity</b> | <b>Charges</b> |
|---------------|--|--------------------|----------------|
| 1             | Application Processing Fee                                 | One Time           | ₹2,500         |
| 2             | Registration Fee <i>(at the Time of Enrollment)</i>        | One Time           | ₹30,000        |
| 3             | Half-Yearly Progress Report Evaluation Fee                 | Per Semester       | ₹15,000        |
| 4             | Thesis Evaluation Fee #                                    | One Time           | ₹50,000        |
| 5             | Re-Submission of Thesis Report                             | One Time           | ₹45,000        |
| 6             | Duration Extension Fee <i>(After three years)</i>          | Per Semester       | ₹50,000        |
| 7             | Eligibility Fee (For International Students only)          | One Time           | US\$500        |
| 8             | Library Fee for Full-Time Scholars                         | Per Year           | ₹10,000        |
| 9             | Laboratories Fee for D.Sc. <i>(For Full-time Scholars)</i> | Per Year           | ₹30,000        |

**# Note:** 50% Off, If a number of Research Publications is more than two as APU Research Scholar in Scopus / SCI / UGC Care Journals.