



Centre for Doctoral Studies  
Directorate of Research  
MAHE

Description	Application deadlines			
	Admissions			
	January	April	July	October
	Dec 20	March 20	June 20	Sept 20
Research Centre candidates				

20/01/2022

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Description	Minimum Duration	Maximum duration from admission
Full time Scholars	3 years 6 months from admission	6 years
Part-time Scholars	4 years 6 months from admission	7 years

20/01/2022

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- The date of admission is considered as date of registration to the PhD program. There will not be a separate PhD registration date
- ID number allotted at the time of admission will be the admission number

20/01/2022

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### Course work

- Courses having assessment
- Online courses for fulfilling PhD credit requirements - a separate evaluation by the department/institution
- The minimum credit requirement for PhD coursework shall be 12/18
- Mandatory courses: Research methodology (4 credits) and 'Research and Publication Ethics' (2 credits)
- Rest - research specific courses
- Complete all the course work within ONE year of admission
- Coursework proposed by the DAC shall be at Masters Level or higher
- Minimum 'C' grade in each course; Overall CGPA  $\geq 7.5$  out of 10

20/01/2022

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### Permission and approvals

- Extension beyond minimum duration
- Long personal leave/maternity leave/academic leave
- Delay in progress report presentation
- Change in guide/co-guide
- Change in DAC
- Change in thesis title
- Continuation of guide after superannuation
- Continuation of faculty as guide after resignation
- **Request to be submitted through proper channel along with DAC recommendations**
- **Direct emails/communications from the candidate will not be addressed**

20/01/2022

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- Student file for each student
- Attendance to be captured including for extension
- If working in field/community to be documented and attendance to be recorded

20/01/2022

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#### Cancellation of admission:

- Admission will be cancelled if there is no progress in work as evidenced by non submission of progress reports/recommendation of the DAC. Half-yearly DAC report submission is applicable during extension period also.
- Admission will be cancelled if the candidate leaves the Institution before the completion of minimum duration.
- If the scholar wants to discontinue the course, the request to be forwarded to CDS through guide and HOI with remarks with dues paid details for the candidate. CDS will coordinate with Student Finance, MAHE, Manipal to get the confirmation of PhD Dues clearance. Once CDS confirms dues clearance, the research centre should initiate the withdrawal process and same to be communicated to CDS once the process is completed.

20/01/2022

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