

PSG Health Campus
PhD Registration Process
Rules and Regulations- 2014

PSG Health Campus consists of four colleges namely PSG Institute of Medical Sciences and Research, PSG College of Pharmacy, PSG College of Nursing and PSG College of Physiotherapy. Among the four colleges two departments have been recognized by The TN Dr. M. G. R. Medical University to conduct PhD program. The departments are PSG Center for Molecular Medicine and Therapeutics, PSG IMS & R and Department of Pharmaceutics, PSG College of Pharmacy Interested and eligible faculty members are encouraged to register themselves for PhD program under The Tamilnadu Dr. MGR Medical University, Chennai with any of the departments or any other university (for basic science faculty) in which the department and the faculty are recognized. Faculty members are not encouraged to register as external registration candidate unless otherwise the required specialty or the faculties are not available within the campus.

Categories of Ph D Candidates

Internal Candidates

Category A: All faculty/ staff working in Institutions that comes under the PSG Health campus

Category B: Full time candidate who are appointed as JRF/SRF in a specific project run by the department that is offering PhD program and would continue the project for their doctoral studies

Category C: Part time candidates from PSG Institutions outside the PSG Health campus

External Candidates

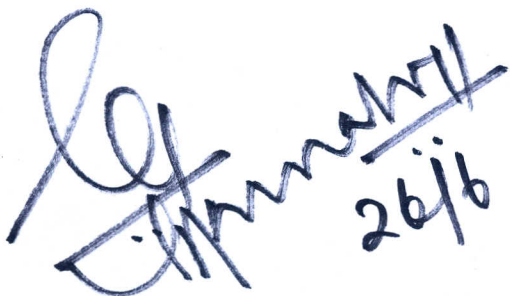
Category D: All candidates fulltime/part time from outside institutions interested to register for PhD in PSG health campus.

Category E: All candidates from PSG health campus who register for PhD in other Universities.

Ph D Registration at PSG Health Campus

a) Application form for No Objection Certificate

All candidates who seek to register for PhD at PSG health campus should obtain a No Objection Certificate from the concerned Head of the Institution

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The application form can be obtained from the Principal office of the concerned Institution. A nominal fee of Rs 1000/ will be charged for the application.

b) Finding a Guide

There are two options to select a guide for PhD studies at PSG Health campus

Option A: The PhD aspirant would contact the prospective guide based on the areas of expertise and submit it in the application form.

Option B: If a prospective guide could not be located then the candidate can approach the Doctoral Policy Committee (DPC) during the application process for NOC. The DPC will make all possible efforts to find a prospective guide for the candidate

c) Eligibility to be a guide

1. A guide should be a permanent employee of the Institution with at least 3 years of experience in the Institution.
2. He/ She can register up to 6 candidates under him/her for PhD
3. In the event of leaving the job at PSG Institutions it is the responsibility of the guide to ensure that the candidate is able to continue the PhD work without interruption.

d) Obtaining No Objection Certificate

Part Time Registration

Category A

Any faculty interested in enrolling for a PhD program in PSG health campus should fulfill the following eligibility criteria

- The candidate should be a permanent faculty of the Institution with atleast 2 years of service (1yr probation +1 year confirmed service)
- The faculty should not have had any disciplinary issues in the past.
- All candidates employed at PSG will be registered as part-time candidates, if they continue in as an employee of PSG Health campus employment.
- Any faculty who has registered for part-time PhD should take care not to compromise their primary departmental teaching and research activities. They are encouraged to carry out their PhD work without disturbing their primary responsibility.
- The candidate is eligible to use the available infrastructure for his/her PhD work. Wherever there is a fee remittance to use the equipment the candidate has to follow the rules as mentioned.* Annexure on fee structure for PhD candidates

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- The special chemical needed for his/her work has to be purchased by the candidate through the Institution. Institutions will provide the general chemicals and allow usage of apparatus/equipment without disturbing the primary functioning of the lab.
- Undertaking to work minimum for 3 years after PhD thesis submission or willing to pay Rs 3 lakh if the faculty wish to leave after completion of PhD (applicable only to part time faculty of PSG institute)
- Faculty are encouraged to go for Post doctoral research for a period of maximum 3 years on sabbatical basis, on return the faculty should work for minimum of 5 years and should establish the lab or transform the knowledge gained for the institutional development.
- The faculty has to present his/her proposed research work along with preliminary data before the institutional research committee.
- The approval of the committee is mandatory to apply for eligibility certificate and to take NOC from the Head of the Institution

Category B

- Any candidate employed as a JRF/SRF in a specific project in the departments offering PhD program can register fulltime candidates.
- He/She should have shown a satisfactory performance in the work

Category C

- Candidates from PSG Institutions outside the PSG health campus will be enrolled for PhD provided they have their own funding to carry out the experiments.
- The candidate is eligible to use the available infrastructure for his/her PhD work. Where ever there is a fee remittance to use the equipment the candidate has to follow the rules as mentioned.* Annexure on fee structure for PhD candidates
- The special chemical needed for his/her work has to be purchased by the candidate through the Institution. Institutions will provide the general chemicals and allow usage of apparatus/equipment without disturbing the primary functioning of the lab.

Category D

- All candidates who hold a qualification stipulated by the university can register for a PhD at PSG Health Campus.

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- They should have their own financial support to carry out the PhD work.

Category E

Any candidate who wants to pursue a PhD program at any Institute outside PSG Health campus will approach the doctoral policy committee before doing so. The DPC will examine the application on a case by case basis and permission will be given depending on the merit of the Institution where the PhD studies are proposed. Please note that all candidates who register outside PSG health campus will have a Co Investigator at PSG Health campus. The rules and regulations stipulated under category A will apply to all these candidates.

e) Documents Required for NOC for all candidates

- Duly filled application form with evidence of fee remittance Challan
- A brief concept proposal with an outline of the proposed work (max two pages)
- Brief CV
- Proposed guides name and an acceptance letter
- **Category A and E candidates** :Student feedback within the last one year for teaching (lectures/small group/practicals/community health program)
- List of research publications of the last three years. Please provide a link if available and attach a copy of the publication.
- List of conference presentations –Poster/Platform
- Evidence of attendance in any faculty development programs within the last three years (Teaching-Learning-Evaluation, Ethics and Research Methodology, topic related to PhD thesis)
- **Category C, D &E**: A certificate of good standing from the previous employers/ Head of the Institution

Fee structure for all PhD candidates

Category A, C, D and E: A nominal fee of Rs 4000/month towards utilization of library, lab and equipments

Category B: A onetime fee of Rs 10000/year

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**Selection criteria set by the Doctoral Policy Committee of PSG Health Campus for NOC
(Part time candidates)**

- **Student feedback** (5 points for one feedback; Max 3)
- **Ongoing grants** (30 points per grant)
- **Project guided** (10 for PG and 8 for UG projects)
- **Conference Presentations (Last 3 years)**
 - Platform presentation*
 - National (20 points per presentation)
 - International (50 points per presentation)
 - Poster Presentation*
 - National (10 points per presentation)
 - International (20 points per presentation)
 - Case presentation (5 points per presentation)
 - Publication**
 - National (30 points per publication for Association and official journals))
(20, 30, 40 points per publication respectively for papers published with an impact factor 0-1, 1-2 and >2)
 - International (50 points per publication)

*presenting author or PI of the project only

**peer reviewed and indexed journals only

- **Attendance in Faculty development program** (20 points per FDP)
- Within the last 3 years (Last 3 years)**

Any serious disciplinary issues within the last 3 years on the candidate will disqualify him/her from Registering for PhD and no NOC will be issued.

A candidate is expected to score a minimum of atleast 100 points to be eligible for further processing the application to get an NOC.

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**Selection criteria set by the Doctoral Policy Committee of PSG Health Campus for NOC
(Full time candidates)**

- **Prospective Mentors Recommendation** (25 points)
- **Fellowship/Funding for doctoral studies** (30 points)
- **Conference Presentations (Last 3 years)**
 - Platform presentation*
 - National (20 points per presentation)
 - International (50 points per presentation)
 - Poster Presentation*
 - National (10 points per presentation)
 - International (20 points per presentation)
 - Case presentation (5 points per presentation)
 - Publication**
 - National (30 points per publication for Association and official journals))
(20, 30, 40 points per publication respectively for papers published with an impact factor 0-1, 1-2 and >2)
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- **Attendance in Faculty development program** (20 points per FDP)
Within the last 3 years (Last 3 years)

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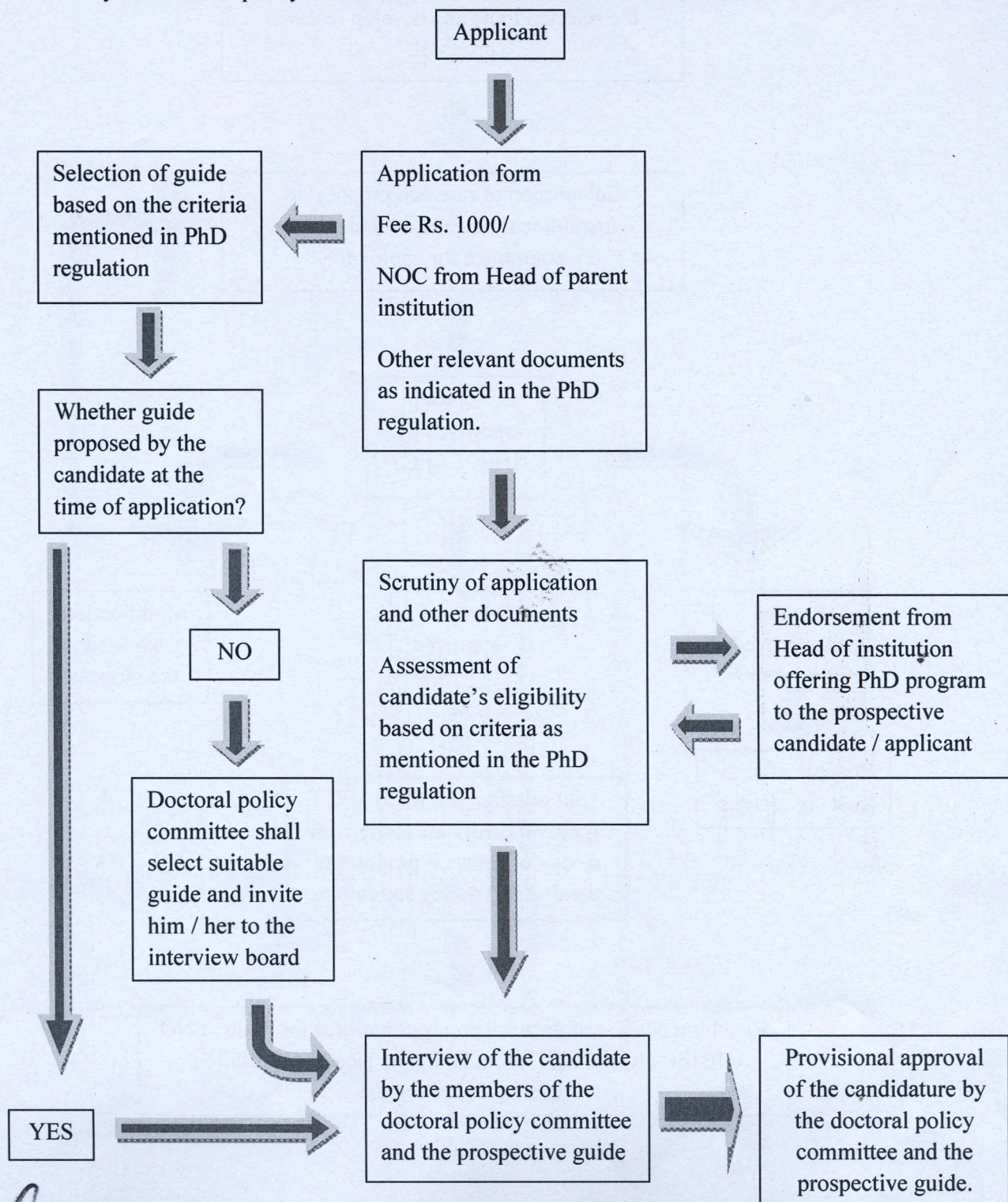
A candidate is expected to score a minimum of at least 100 points to be eligible for further processing the application to get an NOC.

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Issue of NOC

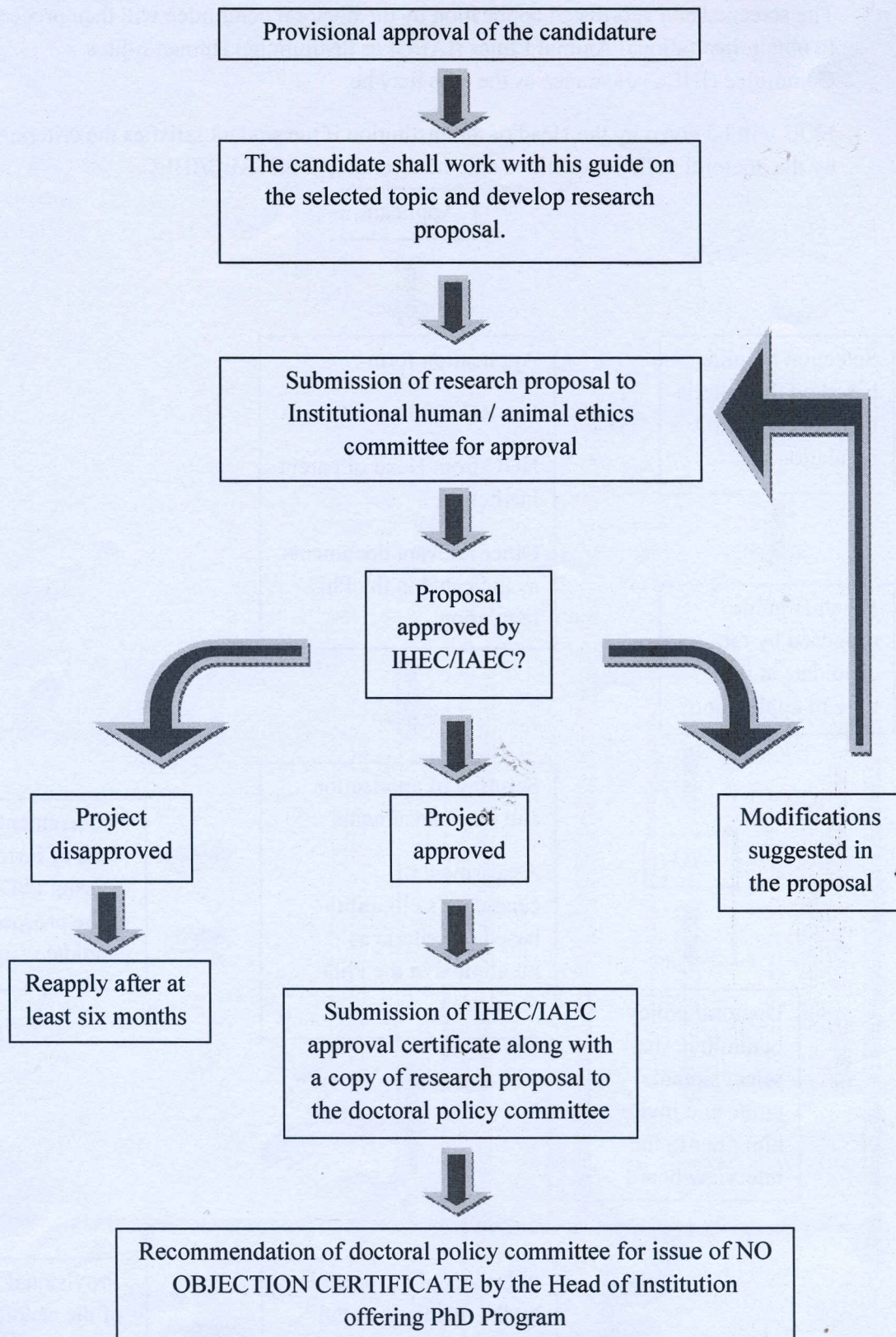
The screened and shortlisted application by the doctoral committee will then proceed to obtain Institutional Animal Ethics (IAEC) or Institutional Human Ethics Committee (IHEC) clearance as the case may be.

NOC will be given by the Head of the Institution if the student satisfies the criteria set by the doctoral policy committee and the clearance from IAEC/IHEC.



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Scope and Functions of the Doctoral Policy Committee

The doctoral policy committee (DPC) is an independent committee convened from the representatives of various PSG Institutes at the PSG Health campus.

The DPC will be responsible for

- scrutinizing the application form of prospective PhD candidates for obtaining NOC
- help the candidate to find a suitable guide for doctoral studies
- to address any grievance from the student or faculty regarding the doctoral studies at PSG Health campus
- Review and revise policies periodically and when a need arises and recommend the same to all the concerned Heads of the Institutions at PSG Health campus

Selection of Members

The members of the doctoral policy committee shall fulfill the following eligibility criteria

- Should hold an MD/ PhD in any health or science related subject
- Should be in the cadre of Associate Professor and above
- Should be a permanent employee of PSG Institutions at PSG health campus
- Should not be having any disciplinary issues in the past
- Have atleast 2 publications in an indexed journal in the last three years
- Have experience in carrying out research
- Have undergone training in research methodology/bioethics
- Have trained undergraduate and postgraduate project work
- Holding atleast one grant (within the last 3 years) is highly desirable

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Members of Doctoral Policy Committee

The doctoral policy committee will comprise the following members

Chairman

Convener

Member1 - PSG CMMT

Member 2 - PSG CP

Member 3- PSGCON

Member 4- PSG COP

Member 5-PSGIMS&R

Member 6-PSG Hospitals

The term of the members of the DPC will be 5 years. The chairmanship and the convenership will be on a rotational basis among all members who attend the meetings regularly and make constructive contributions.

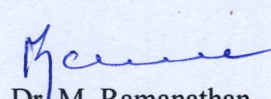
Progress assessment


- Every six months as part of the internal assessment there will be a review on the work done by the candidate. The candidate has to present his/her work before the research committee along with guide.
- During the course work the candidate has to publish minimum of three research papers before submitting thesis
- The progress of the candidate is not satisfactory with the consent of the guide the candidate might be stopped to do his research
- The research committee may assist to submit the meritorious projects as a proposal for funding

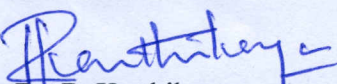
Discipline

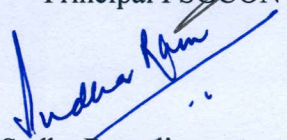
- The discrepancies and clarifications are to be represented to the doctoral policy committee duly forwarded through Head of the Institutions
- The issues between the guide and the candidate can be brought to the notice of the Head of the Institution


Dr. S. Ramalingam
Principal PSG IMS&R


Dr. M. Ramanathan
Principal PSGCP


Dr. Elizabeth Jean Abraham
Principal PSGCON


Dr. R. Karthikeyan
Vice Principal PSG IMS&R


Dr. Sudha Ramalingam
Registrar Research, PSG-IMS&R

PSG HEALTH CAMPUS

Application for issue of No Objection Certificate for Doctoral Registration

Personal details

Name:

Designation* :

Qualification:

Specialization:

Affiliation:

Date of Birth:

Contact details:

Date of Joining the Institute* :

Experience in PSG Institute* :

Date of work confirmation* :

Disciplinary action taken if any:

*Copy of the Appointment order, Joining report, Confirmation order and Promotion order has to be enclosed

Academic details

Starting from higher degree/ enclose certificates

Course	Year	College/ University	Percent mark

Research Paper Published

National

International

Proceedings

Books

Chapters in Book

Conference Attended: Total: National:
(Numbers only Attach details and certificates)

International:

Paper presented in conference:

Platform: Total: National:

International:

Poster Total: National:

International:

(Numbers only Attach details and certificates)

Training program/workshop/
Medical education program
Quality improvement program attended
(Attach certificates and enclose details)

Awards achievements

PhD details

Session January / June: Year

Affiliating department:

Affiliating institute:

Affiliating university:

Broad area of research:

Area of research proposed:

Proposed Guide if any:

Fee Remittance details:

Brief proposal of the PhD work (Maximum 300 words)

References:

Declaration by the candidate

I hereby declare that the information given in the application is correct to best of my knowledge. In case if any particulars furnished in the application are found to be incorrect at any stage, I agree to forfeit my admission, no matter at what stage of the course I will be in at any time. I accept to the terms and conditions specified in the application with regard to my fees, work schedule and use of the Institutional infrastructure.

Signature of the candidate

Date:

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Points scored and category of registration

Recommendation by DPC

Recommendation by Principal

Remarks / Clarification sought