

NIZAM'S INSTITUTE OF MEDICAL SCIENCES

(A University established under the State Act)
PUNJAGUTTA, HYDERABAD-500 082
TELANGANA
www.nims.edu.in



Regulations for the Award of the Degree of Doctor of Philosophy (PhD) (Revised Version June 2022)



www.nims.edu.in

INDEX

Sl. No.	Subject	Page No.
1	Introduction	3
2	Process of development of the regulations for the PhD program at NIMS	3-4
3	Role of the Deanery and the Academic Section with reference to the PhD program at NIMS	5-6
4	General Rules of the PhD program at NIMS	7-15
5	Rules for admission to the PhD course at NIMS	15-19
6	Annexure -I (Letter of Intent)	20
7	Annexure -II (Letter of Consent)	21

INTRODUCTION

The Nizam's Institute of Medical Sciences (NIMS), Hyderabad, Telangana, is a University established under the State Act. It is recognized by the National Medical Commission and National Board of Examinations in Medical Sciences (NBEMS) as a tertiary care post-graduate medical education, training and research Institute. The administration of NIMS is carried out by the Director under the supervision of the Governing Council and the Executive Board. Statutory bodies, such as, NIMS Institutional Ethics Committee (NIEC), Ethics Sub-Committee for Graduate Students (ESGS) and Data Safety Monitoring Board oversee the research on human subjects, etc. Detailed description of NIMS is available in the Institute website: www.nims.edu.in

Mission and Vision of NIMS:

The mission and vision of NIMS, Hyderabad is to create a center of excellence for patient care, training, and research in the field of Medical Science.

Development of the regulations for the PhD program at NIMS:

The scope of this document with regulations is intended solely as a general resource for all the aspirants to study the PhD course at NIMS. This document has been formulated based on the PhD regulations of the University Grants Commission (UGC) as per its gazette, All India Institute of Medical Sciences, New Delhi and the 2008 Regulations for the PhD program at NIMS. All the salient points from these source documents have been incorporated in this document.

The regulations outlined have been meticulously developed, reviewed and updated through an open and wide discussion process, where the views of all the members of the Committee, appointed by the Director NIMS for the purpose, have been considered and the resulting document reflects the consensus agreement of all members. The document has been approved and reviewed by the Dean and the Director of the Institute as a final authority.

This document has been so detailed that it would serve as a ready reference and represent a good minimum standard for the PhD program at NIMS, as per recommended regulations across the country. Most importantly, time lines have been set that would serve as a ready reckoner for the benefit of the PhD scholars.

Admission to the PhD Program:

- Admission to the PhD program shall be made once a year preferably in the month of July on the date notified by the Institute.
- Candidates shall submit duly filled applications and supporting documents, if any against the notification issued.
- All the received applications will be scrutinized for eligibility as per the admission rules to the PhD program.
- Candidates fulfilling the minimum requisite qualifications and eligibility shall be permitted to undertake the PhD entrance (screening) Test.
- Those who qualify in the Entrance Test shall be called for the interview.
- Candidates who are qualified for the CSIR, UGC, JRF-NET, ICMR Junior Research Fellowship (JRF), DST Inspire Fellowship are exempted from the screening test; however, they have to appear for the interview before the Selection Committee.
- Selection Committee shall consist of the following members -
 1. Director
 2. Dean
 3. Associate Dean (AC3)
 4. External Subject Expert
 5. Guide
- Selection Committee Interview shall include discussion on the proposed research area of interest with the candidate.
- Selected candidate may register in any notified department of the Institute for conducting their research of interest.
- The candidate has to submit to the Director a Letter of Acceptance from the Guide (Annexure I), under whom he/she is going to conduct the PhD project.
- No stipend will be paid to the candidate from the Institute funds during the PhD program.
- The candidate shall be encouraged to apply for funding of the project to the funding agencies through the Guide with approval of the Director, NIMS.

Functions of the Academic Section (AC3):

The Associate Dean (AC3), in consultation with the Dean, shall be responsible for the administrative issues related to the conduct of the PhD program. Concerned Academic Section (AC3) shall arrange to place details including regulations pertaining to the PhD program on the NIMS website.

With regard to the conduct of the PhD program following are the functions of the Academic Section (AC3):

I. Admission Process:

- Arrange to issue notification in the newspapers and the Institute website inviting applications for admission to the PhD program as per the schedule.
- Receive, acknowledge and arrange for scrutiny of the applications.
- Notify the date of PhD entrance test, arrange to conduct the test and furnish the merit list as per the regulations.
- Assist to form Selection Committee in consultation with the Dean and approval of the Director, to conduct Interview for the candidates qualified in the PhD entrance test.
- Conduct the admission process - collect the admission fee, arrange pre-admission medical evaluation, and issue letter of admission.

II. Post Admission:

- Registration of the candidate under the identified guide.
- Ensure Doctoral Committee is formed for each of the candidates as per stipulated timeline.
- Supervise submission of thesis protocol to the respective statutory committees as per timelines.
- Maintain progress reports of the Doctoral Committee (DC) reviews for all the PhD scholars from time-to-time.
- Audit of the research fund grant for each of the PhD projects (NIEC/SRC/DDOs/FC).

III. Thesis Evaluation:

- Assist in the selection process of the Board of reviewers for each of the thesis by the Doctoral Committee.
- Forward 'Synopsis' of the thesis to the Board of Reviewers and obtain their acceptance to evaluate the thesis in 'full'.
- Obtain 'evaluation report' and 'questions' from the International reviewer of the thesis.

IV. Public Defense:

- Assist Constitution of the Board of Examiners for the 'Public Defense' of the thesis.
 - Obtain suitable date for the 'Public Defense' from the national examiners.
 - Arrange to announce the public defense viva-voce to all concerned within and outside NIMS.
 - Provide the evaluation report and questions from the international reviewer of the thesis to the National examiners at the time of the public defense.
 - Record the minutes of the viva-voce (Doctoral Committee /Board of examinations) and also attendance for the public defense.
 - Arrange for smooth conduct of the public defense and viva voce including local hospitality to the external examiners.
- v. *Post Completion of the Course:*
- Check 'No dues' and payment of prescribed fee by the candidate.
 - Issue of Provisional certificate and final degree of PhD to the successful candidate.
 - Maintain the data base of all the PhD awardees at NIMS.

General Information

1. General rules of the PhD program at NIMS:

- i) The PhD Degree awarded by the Institute shall be called as “**Doctor of Philosophy**” under Faculty of Medical Sciences. The subject specialty, subject title of the thesis shall be indicated in the certificate.
- ii) Any department of the Institute can admit a candidate ‘within its quota’, subject to the condition that the Department shall provide the necessary facilities related to the research project of the candidate within the department itself.
- iii) This does not preclude any ancillary assistance needed by the candidate from other departments or with other Guides or Co-guides.
- iv) The Department should prepare a database of the research work and the project conducted, for the purpose of a record and future reference.
- v) The rule of reservation is not applicable to NIMS. This is in accordance with UGC guideline wherein the rule of reservation is not applicable to the PhD program of Institutions of Excellence, Research Institutions and Institutions of national and strategic importance.

2. Eligibility of a faculty as PhD Guide:

2.1 Guide: Faculty members from NIMS with DM/MCh/DrNB/MD/MS/DNB/PhD qualification are eligible as ‘Guides’ for the PhD program, provided they fulfill the following criteria:

- i) Having not less than eight (8) years of postgraduate teaching experience as faculty at NIMS
- ii) At least five (5) original research publications in PubMed-indexed journals as a first/ second/corresponding author (submit proof of publications).

2.2 Co-Guide:

1) **Faculty from NIMS** with DM/MCh/DrNB/MD/MS/DNB/PhD qualification is eligible as ‘Co-Guide’ for the PhD program, provided they fulfill the following criteria:

- i) Having not less than six (6) years of postgraduate teaching experience as faculty at NIMS
- ii) At least three (3) original research publications in PubMed-indexed journals as a first/ second/corresponding author (submit proof of publications).

2) **Scientist from NIMS** with PhD qualification are eligible as Co-Guides for the PhD program, provided they fulfill the following criteria:

- i) *Having not less than four (4) years of post-PhD teaching/research experience*
- ii) *At least three (3) original research publications in PubMed-indexed journals as a first/second/corresponding author (submit proof of publications).*

3) **Faculty from outside NIMS** are eligible only as External 'Co-Guides' provided they fulfill the following criteria:

- i) *Having not less than six (6) years of postgraduate teaching or postdoctoral research experience as a faculty (submit proof from competent authority) and*
- ii) *At least five (5) original research publications in PubMed-indexed journals as a first/second/corresponding author (submit proof of publications).*

In addition to the above, ***following documents are required*** to be submitted as per format:

- i) Letter of Intent duly forwarded by the head of the respective institution
- ii) Request letter from the Guide along with the letter of intent to the Director NIMS seeking permission for appointment of the External Co-Guide.

4) **Faculty of NIMS as 'Co-guide' for external candidates** - Faculty of NIMS can be 'Co-guide' for the external candidates (i.e registered for the PhD program in other Institutes/Universities) provided they fulfill the following criteria:

- i) *Having not more than three candidates under him/her as Co-Guide, including internal and external candidate (submit details of candidates).*
- ii) *The faculty should seek prior permission from the Director, NIMS to act as External Co-Guide.*

NOTE:

- i) Faculty of NIMS *cannot* act as 'Guide' for external candidates (i.e registered for PhD program in other Institutes/Universities).
- ii) The Guide and Co-Guide shall not be closely related to the candidate.

3. Number of candidates to be admitted under a recognized Guide:

It may be noted that NIMS conducts regular postgraduate courses in broad-specialties and super-specialties accredited by the NMC and NBEMS for

which faculty are designated as eligible PG teachers and guides. Hence, a faculty member qualified as PhD Guide shall ordinarily have at any point of time, for the purpose of guidance of thesis, a limited number of PhD candidates defined as under:

- i) Faculty with postgraduate students registered under him/her pursuing for NMCNMC/NBEMS approved courses can have:
 - *As a Guide – not more than two (2) candidates registered at any point of time.*
 - *As a Co-guide - not more than three (3) candidates registered at any point of time.*
- ii) Faculty with no postgraduate students registered under him/her pursuing for NMC/NBEMS approved courses can have:
 - iii) *As a Guide-not more than five (5) candidates registered at any point of time.*
 - iv) *As a Co-guide- not more than three (3) candidates registered at any point of time.*

Exceptions: In exceptional situations, it may be necessary to relax the limit of students working under the Guide, based on the recommendations of a committee of experts to be appointed by the Dean with approval of the Director, who should satisfy themselves that the facilities available and the supervisory capacity of the Guide are adequate to ensure the quality of training.

However, it is necessary to restrict the number of PhD Scholars registered in order to maintain a good teacher: student ratio without compromising on the quality of research, teaching and patient care which are the primary objectives of NIMS.

4. Change of Guide/Co-Guide:

- i) In case of non-availability of Guide (due to superannuation/resignation), Co-Guide, from the relevant specialty, may be appointed as Guide for the candidate by the Dean. The change of status shall be informed and permission obtained in this regard from NIEC by the Guide.
- ii) The Guide and at least one of the Co-Guide shall be able to take over each other's responsibilities in the event of protracted absence of any one of them to act as a Guide.

5. Doctoral Committee (DC) for the project:

- 1) The Doctoral Committee (DC) should be constituted within three months of registration of the candidate.

- 2) The Guide shall convene a meeting of the Co-Guides to recommend to the Dean, a panel of members for constitution of the Doctoral Committee.
- 3) The Doctoral Committee shall include the following members, of which minimum of four members including an external subject expert, shall attend the DC meeting:
 - i) Dean
 - ii) Associate Dean (AC3)
 - iii) Guide
 - iv) Co-Guide(s)
 - v) External Subject Expert(s)
- 4) The Doctoral Committee shall approve, reject or suggest suitable modifications to the project or thesis work of the candidate.
- 5) Change in the DC due to superannuation, or resignation of the Guide or under certain situations, the Dean shall nominate and include a new member (internal/external) or additional member as necessary with the approval of the Director.
6. **Course Requirement:**

Evaluation of the provisionally registered candidate is done in the form of Pre-PhD examination, evaluation of synopsis of thesis. Timelines for these are as follows:

1) Within three (3) months of registration-

- i) The candidate shall familiarize with the work and research projects being conducted in the department.
- ii) Decide the hypotheses and methodology of the proposed research project in consultation with the Guide.
- iii) Guide shall initiate constitution of the Doctoral Committee (DC) for the candidate (as per Point No.2)

2) Within Six (6) months of registration -

- i) The candidate shall complete a *course*, conducted by the department covering the topics relevant to the research area/specific specialty/field.

- ii) The candidate shall prepare *Protocol of the thesis* related to the proposed project work which should include:
 - Objectives of the project work
 - Methodology to be employed
 - Review of the relevant published literature
 - Lacunae in existing knowledge on the subject
 - Formulation of the experimental design, with the advice of a competent biostatistician.
- iii) The candidate shall submit *protocol of the thesis* related to the project work to the Institutional Scientific Research Committee (ISRC), Project Budget Approval Committee (PBAC) and the NIMS Institutional Ethics Committee (NIEC) and seek mandatory approval and committees.

3) *Within One year of registration-*

Candidate shall complete two (2) courses conducted by the Institute which include:

- i) Biostatistics & Epidemiology
- ii) Research Methodology & Medical Ethics

7. **Process of Thesis submission:**

- Before submission of thesis, the PhD scholar shall make a complete and detailed presentation before the Guide and Co-Guides and other scientists working in or interested in the subject of research of the thesis for feedback.
- The thesis shall also be presented to and approved by the Doctoral Committee.
- A brief synopsis of the work done, approved by the Guide, will be submitted to the Academic Section (AC-3) through the Dean.
- Each candidate for the award of degree of Doctor of Philosophy shall submit four copies of the thesis not earlier than the prescribed minimum period and not later than the prescribed maximum period. The thesis shall be certified by both the Guide and by the Co-Guides) before its submission.

Note: The candidate shall submit soft copy of the thesis for plagiarism check to the concerned Academic Section (AC3). The thesis may be submitted for printing only after obtaining "Plagiarism Check Certificate".

8. **Publication:**

It is mandatory for the candidate to have at least one publication related to the topic as first author, in a Pub-Med indexed journal before submission of the thesis.

9. **Assessment of the work of the candidate:**

- i) A log book must be maintained by the candidate as per format with respect to the day-to-day activities under the supervision of Guide and Co-Guide(s).
- ii) The progress of the candidate's work shall be periodically assessed by the Doctoral Committee once in six months and a report submitted to the Dean through the Guide. DC may also advise or suggest for further modifications, if any.
- iii) In case during the 1 1/2 years of the registration period, the Doctoral Committee reports to the Dean, in three consecutive reports, that the candidate is incapable of continuing the work of the desired standard, the Dean may then warn the candidate and give one more chance to improve his/her work during the next six months. In case at the end of this period, the work of the candidate is still unsatisfactory, his/her registration may be cancelled by the Dean with the approval of the Director.

10. **Duration of the PhD Course:**

The duration of the course will be the time period from the date of registration to submission of the thesis. The minimum period for the submission of the thesis is

3 years and maximum period shall not exceed 5 years. However, further extension for not more than 3 years may be given by the Dean upon recommendation by the Doctoral Committee, explaining the need for extension.

11. **Examination Process:**

1. The entire process of evaluation of thesis, conduct of viva-voce and declaring results shall be completed preferably within six months from the date of submission of thesis by the candidates.
2. The Guide in consultation with the Doctoral Committee, shall submit a panel of eight scientists (two shall be from abroad), who would be the thesis reviewers,

to the Dean at least one month before the expected date of submission of the thesis.

3. The panel of reviewers shall include scientists who, on the basis of their published work are acknowledged experts in the field of study undertaken by the candidate, which should be indicated in their bio-data.
4. A board of four reviewers shall then be selected from the panel for assessment of the thesis, appointed by the Dean with approval of the Director. These reviewers shall include:
 - i) Guide of the candidate - who shall act as the Co-ordinator and Internal Reviewer.
 - ii) Two National External Reviewers – who shall act as external experts and conduct the viva voce.
 - iii) One International External Reviewer – who shall act as an external expert.
5. The International External Reviewer shall be requested to send -
 - i) Comments on the thesis - which will be made available to the examiners before the commencement of the viva voce-examination.
 - ii) Few relevant questions - to be put up to the candidate at the time of viva-voce examination to seek clarifications.
6. A copy of 'Synopsis' of the thesis shall be sent by the Academic Section (AC3) to all the three external reviewers for their willingness to review the full thesis and acceptance to act as reviewers.
7. A copy of the thesis shall be forwarded to the reviewers following their acceptance to review the thesis in full.
8. The reviewer shall be requested to submit a detailed and critical analysis on the thesis as per the standard evaluation proforma.
9. Their recommendations towards acceptance or rejection of the thesis with precise reasons must be specified in the proforma.
10. If the report from an external reviewer is not received within three months, a copy of the thesis shall be sent to another external reviewer from amongst the panel after approval of the Dean.

12. Acceptance or Rejection of the thesis:

- i) The thesis has to be unanimously approved by all the external and internal reviewers on the board.
- ii) In the event that the thesis is rejected by only one reviewer, it will be referred to another reviewer from the approved panel. In case the thesis is approved by this reviewer, it will be considered as unanimously approved.

- iii) If the thesis is rejected by more than one reviewer, it will stand rejected and shall not be referred to any other reviewer.

13. Suggestions to modify and resubmit the thesis:

- i) If one or more reviewers recommend re-submission of the thesis after modifications it shall be done within a maximum period of twelve months from the date on which the candidate is so informed by the Dean.
- ii) The candidate shall be entitled to appear at the defense of thesis viva-voce examination only after the 'revised thesis' is unanimously approved by the Board of Reviewers for the thesis.

14. Public defense & Viva-voce examination:

1. After the thesis has been unanimously approved by the by the board of reviewers the candidate shall be entitled to defend the thesis at a public viva-voce examination.
2. A 'Board of Examiners' for the viva-voce examination shall be constituted by the Dean with approval of the Director, with the following members:
 - i) Two Internal Examiners - Guide and Co-Guide(s) of the project.
 - ii) Two National External Examiners - who reviewed and evaluated the thesis.
3. The national reviewers shall be invited by the Dean to conduct the Viva-voce on the set date at NIMS.
4. In the event of non-availability of one of the external examiners who evaluated the thesis, another examiner from amongst the panel will be called for the viva-voce examination at the discretion of the Dean with the approval of the Director.
5. The topic, date and the time of the defense of thesis shall be announced within NIMS and to the collaborating and other allied Institutes and Organizations by the Academic Section (AC3) well in advance so that the faculty members and scientists interested in the research project can attend the viva.

15. Assessment process of the Viva-voce examination –

- i) The general proficiency of the candidate in the subjects related to the field of his/her study shall be evaluated.
- ii) Any faculty and scientist attending the public defense, but is not a member of the Board of Examiners, can also participate by posing relevant questions to the candidate.

- iii) The Board of Examiners shall take into consideration the view and criticism if any, of the faculty members and others participating in the public defense of the thesis.
- iv) *However, the result of the examination shall be decided solely by the members of the Board of Examiners.*

16. Reappearance:

In case the examiners are not satisfied with the performance of the candidate in the above examination, the candidate shall be required to re-appear for another viva-voce examination after a period of *two months*, provided such specific recommendations are made by the Board of Examiners.

17. Declaration of results and award of PhD degree:

The candidate shall be declared eligible for the award of the degree of Doctor of Philosophy, only on the unanimous recommendation of the members of the Board of Examiners.

18. Issue of PhD Degree Certificates:

- i) **Provisional PhD Certificate:** The Institute shall provisionally issue a document (provisional certificate) *certifying to the effect* that the PhD degree has been awarded. It will be issued by the Academic Section (AC3) after remitting a prescribed fee and the submission of 'no-dues' certificate by the candidate.
- ii) PhD Degree certificate shall be issued to the candidate during the next scheduled Institute's convocation. However, the candidates can obtain the degree certificate from the AC-3 Section before the convocation, by remitting a prescribed fee.

Rules for admission to the PhD Program at NIMS

1. Call for applications:

Applications to the course leading to the award of the degree of Doctor of Philosophy at the Institute shall be made *once in a year preferably in the month of July*, on the date notified by the Institute by way of advertisement.

2. Application for the PhD course:

- i) Candidate shall apply for PhD in one subject only.
- ii) Candidates may obtain the application forms 'Online' from the Institute website www.nims.edu.in by accessing the link_____.
- iii) Duly filled applications with necessary documents as an attachment (prescribed in the prospectus for admission) shall be uploaded on the portal. Application fee shall be remitted online through RTGS/NEFT (account details as mentioned in the application form).
- iv) Please note that only 'Online' applications shall be accepted with scanned copies of the necessary original certificates (as prescribed) to be uploaded as an attachment. However, original certificates are required for verification during the admission process.
- v) Applications received after the prescribed date and time shall not be considered. The Institute will not be responsible for non-receipt of applications due to network related issues.
- vi) For any further clarifications, you can contact the concerned Academic Section (AC3) at 040-23489193 and the Associate Dean (AC3).

3. Eligibility for admission to the PhD program:

A candidate seeking admission to the PhD course leading to the award of the degree of Doctor of Philosophy (PhD) must possess at least one of the following eligibility criteria:

- i) Masters degree in Life Sciences from UGC recognized Institution/University with at least 60% aggregate marks.
- ii) Masters degree in any subject allied to medical sciences with at least 60% aggregate marks.
- iii) Degree of Bachelor of Medicine & Bachelor of Surgery (MBBS) or equivalent degree recognized by the National Medical Commission (NMC) with a minimum aggregate of 55% (total marks secured in first, second and final MBBS examination)

- iv) MD/MS qualification recognized by the National Medical Commission (NMC) or DNB awarded by the National Board of Examinations in Medical Sciences (NBEMS).

4. PhD Entrance Test:

- i) The syllabus for the entrance examination will be mentioned in the Prospectus.
- ii) There will be a written examination for all the applicants. The candidate must score at least 50% marks in the exam to qualify.
- iii) A merit list will be prepared as per the marks scored by the candidates in the entrance test. Seat allotment will be done through a counseling process, as per the merit list order.
- iv) At the time of counseling for allotment of available seats, the name of the department and the faculty guide

will be displayed.

5. Fee Structure:

S No	Fee Details	Periodicity	Amount		
1	Admission Fee*	One time	Rs.5,000		
2	Medical fee*	One time	Rs.3,500		
3	Course Fee	Periodicity	1 st year	2 nd year	3 rd year
i)	Tuition fee	-	Rs.25,000	Rs.25,000	Rs.25,000
ii)	Library fee	Annual	Rs.3,000	Rs.3,000	Rs.3,000
iii)	Thesis evaluation fee	One time	To be paid at the time of thesis submission		Rs.25,000
iv)	Public Defense & Viva	One time	To be paid before finalizing date for Viva		Rs.35,000

NOTE: The fee paid at the time of admission shall not be refundable under any circumstances.

6. Closure of Admission: The admissions shall stand closed by the prescribed date and the courses shall commence from the notified date. Due to any unforeseen reasons if a seat falls vacant within six (6) months from the date of commencement of the course, the candidate next in the order of merit as per the rules will be considered for admission.

7. **Verification of Original Certificates & payment of fee at the time of Admission** - Candidates are required to submit original certificates for verification and pay the required fee at the time of admission. Failure to submit the required certificates or pay the fee shall render the candidate forfeit his/her seat. The certificates, submitted at the time of admission, will remain in the custody of the Institute till the completion of the PhD program.
8. **Post admission withdrawal from the course** - The candidates who are selected and admitted to the PhD program are not permitted to withdraw from the same after the last date as notified by the University.
9. **Discontinuation of the Course** - If any candidate withdraws or discontinues the program at any time or is relieved on his/her request for any reason, the fee paid shall not be refunded. In addition, he/she shall have to pay a penalty of Rs.1, 00,000/- (Rupees One lakh only), till such time the Original Certificates deposited at the time of admission, shall remain in the custody of the Institution.
10. **Attendance:** PhD program is a full-time course. The candidates shall register their attendance in the biometric attendance of the institute as well as the departmental register. The Guide shall send monthly attendance of the candidate to the Dean for forwarding to the AC3 section without fail by the 5th of every month.
11. **Leave Eligibility** - The candidates are eligible for 30 days all-purpose leave in an academic year. The entitlement includes leave for sickness and attendance of professional conferences etc. Maximum duration of leave permitted at a time shall be 10 days. The balance of leave in a year, if any, shall not be carried forward to the next academic year. The candidate is not eligible for special casual leave during the course period.
12. **Maternity Leave** - Women candidates can avail maternity leave up to maximum duration of 180 days in their period of study. The study period, however, will be extended to the extent of maternity leave availed.
13. **Extraordinary Leave** - Extraordinary leave for additional periods beyond leave eligibility will be considered in case the candidate is sick and the Institute's medical board considers that his/her illness requires rest.
14. **Leave beyond Eligibility** - In case of the candidate availing medical leave/any other leave or un-authorized absence is beyond 30 days in a year, the course

period of the candidate shall be extended to the extent of such period. No other leave is permitted.

15. Cancellation of Admission – Unauthorized absence for more than one year, unsatisfactory progress as under point no. 11(iii) (Assessment of the work of the candidate) shall lead to cancellation of admission into the course and re-admission is not permitted.

16. Powers of the Dean –

Notwithstanding anything contained in these rules, the Dean, NIMS, may at any time before completion of the PhD course either on his / her own or on the application of any person, after due and proper enquiry and after giving the person two weeks' time from the date of receipt of the show cause notice to submit the written explanation and on personal hearing, order the cancellation of admission to the course if in his /her opinion, such candidate had furnished incorrect particulars/or false information in the application or in the documents attached thereto, or in the statements made either before the authority in charge of admissions or the Dean or any other manner. Against any such order of the Dean, the appeal shall be with the Director, NIMS Hyderabad. These rules are subject to change in accordance with the decisions of the Institute taken from time to time.

Sd-
DIRECTOR

SOURCE DOCUMENTS:

- i) Gazette of India, July 11, 2009, University Grants Commission (minimum standards and procedures for the awards of MPHIL /PhD degree regulation 2009)
- ii) Regulations for PhD program at All India Institute of Medical Sciences, New Delhi
- iii) Rules for the award of the degree of Doctor of Philosophy of NIMS - 2008

Annexure – I
Letter of Intent

Date: _____

To,

The Director
Nizam's Institute of Medical Sciences,
Hyderabad

Sub: Permission to appoint External Co-guide for PhD Thesis work -Reg.

Ref: 1) PhD Candidate: Mr/Ms _____

2) Title of the PhD Project _____

Sir,

I wish to inform you that Mr. /Ms _____, has joined for PhD under my guidance. In this connection, I request you to permit to appoint Dr. _____ working in _____ (department), at _____ (University/Institute) _____ (Place) as Co-Guide (External), as this work requires his/her expertise.

For your kind information, he/she has accepted to be the Co-Guide (External).

Yours Sincerely,

(Dr. _____)

PhD Guide

Enc: Letter of Consent from External Co-Guide

Annexure - II
Letter of Consent

(Duly forwarded by the Head of the respective Institution)

Date: _____

To,

**The Director,
Nizam's Institute of Medical Sciences,
Hyderabad**

Sub: Consent/Willingness to act as Co-Guide - Reg.

Ref: 1) PhD Candidate: Mr. /Ms _____

2) Title of the PhD Project _____

Sir,

With reference to the above mentioned subject, I wish to express my willingness to act as Co-Guide for the research project work of Mr/Ms _____, leading to the award of PhD degree by the Nizam's Institute of Medical Sciences, Hyderabad.

I further assure you that I shall supervise and extend guidance to the candidate as Co-guide throughout the research process for the entire duration of his/her research work.

Yours Sincerely,

(Dr. _____)

Name of the Institute/University: _____ Place _____

Date: _____

Forwarded by

(Signature & Seal of Head of the Institution/University)