



# Dr. B. R. AMBEDKAR OPEN UNIVERSITY

Prof. G. Ramreddy Marg, Road No. 46, Jubilee Hills, Hyderabad - 500 033,  
Telangana State, India.

## Ph.D. Programme Guidelines

(As per UGC Regulations, 2022)



**DIRECTOR (Academic)**  
**Dr. B.R. AMBEDKAR OPEN UNIVERSITY**

# B R A O U

## ABOUT THE UNIVERSITY

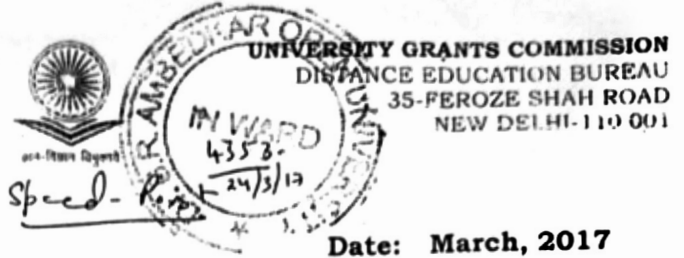
The University, initially known as Andhra Pradesh Open University, was set up on 26th August 1982 through an Act of the A.P. State Legislature (APOU Act 1982). Subsequently, the University was renamed as Dr. B.R.Ambedkar Open University on 26 October, 1991 by the Government of Andhra Pradesh. The establishment of this University, the first of its kind in India, heralded an era of affirmative action on the part of the Government of Andhra Pradesh to provide opportunities of higher education to all sections of society to meet the changing individual and social needs. The University offers services to defense personnel, prison inmates and learners from remote and tribal areas who are not having access to education. All the programmes offered by the University are recognised by the University Grants Commission, New Delhi. The motto of the University is "EDUCATION FOR ALL". The university is adapting all the latest ICTs regarding teaching, learning and evaluation to reach the unreached.



- ◆ Enrichment of ongoing academic programs.
- ◆ Competency building through education and training programs. Interactive individual-based teaching-learning processes.
- ◆ Reliable and credible student evaluation systems.
- ◆ Result-oriented, accountable, and transparent administrative and logistic support systems. and
- ◆ Research, innovation, training, and networking for system development and staff development.



Dr. B. R. Ambedkar's social philosophy of education as a means of creating an egalitarian society is the vision of this University. Access to relevant, quality education and training programs for diverse sections of society with a focus on hitherto deprived sections at lower costs by using modern technologies in teaching-learning processes as well as in administrative and support services is the goal of this University. The University programs aim at making education and training instruments for living and for making a living.



PA  
File  
25/3

F.No. 2-1/2017 (DEB-III)

Date: March, 2017

The Registrar  
Dr. B.R. Ambedkar Open University  
Prof. G. Ram Reddy Marg  
Road No. 46, Jubilee Hills  
Hyderabad-500 033

21 MAR 2017

**Sub:** *Permission to start M.Phil/Ph.D programmes under Regular Mode as per UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations, 2016- reg.*

Sir,

This is with reference to your letter No.700/Estt./A.IV/UGC/2016-17 dated 21.02.2017 submitting therewith a duly notarised affidavit dated 21.02.2017 signed by Prof. C. Venkataiah, Registrar to the effect that University will strictly follow UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations 2016 and will abide by all its clauses in toto.

In this context, I am directed to convey the approval of UGC to start M.Phil/Ph.D programme under Regular/Part-Time mode by the University subject to the condition that the essential clauses of UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations, 2016 (Copy enclosed) pertaining to eligibility criteria for admission to M.Phil/Ph.D programme, duration of programme, procedure for admission, allocation of Research Supervisor, Course Work, Research Advisory Committee, Evaluation and Assessment Methods and Depository with INFLIBNET must be followed in letter and spirit. It may be noted that as per Clause 11 of the Regulations, no university is permitted to conduct M.Phil/Ph.D programmes through distance education mode.

In case if there is any deviation in implementing the clauses of UGC Regulations, 2016, the permission would be deemed to be treated as withdrawn. Above permission is subject to the condition that Act/Statute/Ordinance /Rule of the University provide for the same.

This is issued with the approval of competent authority.

Yours faithfully,

(Megha Kaushik)  
Education Officer



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# Ph.D. PROGRAMME GUIDELINES

## 1. THE UNIVERSITY

Dr. B. R. Ambedkar Open University (Dr. BRAOU) completed 40 years of service to the nation as the FIRST Open University in India, formerly known as Andhra Pradesh Open University, it was established by an Act of the A.P. State Legislature in 1982. The University's primary objective is to provide opportunities for higher education to all sections of society and cater to the changing individual and societal needs. The motto of the University is *EDUCATION FOR ALL*.

The University offers various academic programs ranging from Diploma to Research programs leading to the highest degree Ph.D. programs through the Faculties of Arts, Commerce, Education, Sciences, and Social Sciences with an annual enrolment of over one lakh students. The University headquarters is located in the affluent Jubilee Hills area, quite close to the Hi- tech City of Cyberabad, situated in the lap of nature, known for its tranquil green spaces with trails and birdlife, and Durgam Cheruvu. The University serves both the States of Telangana and Andhra Pradesh, having a vast network of 23 Regional Coordination Centers and more than 179 Study Centers.

### **The objectives of the University:**

- To provide educational opportunities to those students who could not take advantage of conventional institutions of higher learning.
- To provide equality of higher educational opportunities through distance mode for a large segment of the population, including those in employment, women (including homemakers), and adults who wish to upgrade their education or acquire knowledge and studies in various fields.
- To provide flexibility concerning the eligibility for enrolment, age of entry, choice of courses, methods of learning, the conduct of examinations, and operation of the programs.
- To complement the programs of the existing universities in the field of higher learning to maintain the highest standards on par with the best universities in the country.
- To offer degree programs and non-degree certificate courses to benefit the working population in various fields and those who wish to enrich their lives by studying subjects of cultural and aesthetic values.
- To make provision for research and the advancement and dissemination of knowledge.
- To serve as a source of continuing education and consultancy and to provide equal access to knowledge and higher education.



## **2. DIRECTORATE OF ACADEMIC**

The Directorate of Academics is the University's principal academic body which controls general regulations and is responsible for maintaining standards of teaching, learning, education, instruction, and development of programmes and courses in the University exercising such other powers and perform functions as may be conferred or imposed upon it by the Statutes. The Directorate of Academics is a University division devoted to academic discipline. The Directorate, headed by one of the senior professors, is the co-ordination Division engaged with managing the affairs of Faculties, Academic Programmes, and instructional design of the University. The Directorate coordinates all the issues related to academics and facilitation of policy formulation of all academic matters of the University following the provisions of the Act

and Statutes of BRAOU. The Directorate comprises five faculties *viz.*, Faculty of Arts, Faculty of Commerce, Faculty of Education, Faculty of Science and Social Sciences. The faculty members plan, design, develop and maintain various academic programs of the University according to the needs and requirements of the students and the job market.

### **Course Delivery**

The University adopts a multi-media approach for instruction by:

- supplying printed course material prepared by experts in the field;
- arranging contact-cum-counseling classes;
- broadcasting radio lessons;
- telecasting video lessons;
- teleconference programs;
- making available audio and video lessons; and
- making available OER materials.

## **3. RESEARCH PROGRAMMES OF THE UNIVERSITY**

Research has been a part of the academic activity of the University since its inception. Initially, the M.Phil. / Ph.D. Programmes in Developmental Studies were organized in collaboration with the Centre for Economic and Social Studies (CESS). As a part of system-based research, the University has also launched a Research Programme leading to the award of M.Phil. and Ph.D. in Distance Education in 2002. Further, on public demand and also to provide an opportunity for research in the



popular academic disciplines, duly obtaining necessary approvals from DEC, the University has launched M.Phil. / Ph.D. Programmes in the limited academic disciplines such as Economics, History, Political Science, Public Administration, Sociology, Commerce & Management, and Mathematics during 2009-2010, these programs were however discontinued on some administrative grounds.

The University again launched the M.Phil. / Ph.D. Programs in all the faculties of the University from the Academic Year 2018-19 after obtaining necessary approvals from UGC vide UGC letter No. F.No. 2-1/2017 (DEB-III), dated 21<sup>st</sup> March 2017.

The University identified some of the institutions as Research Centers and Collaborative partners depending on the availability of infrastructure related to academic research, such as laboratories and other facilities, including qualified faculty members to supervise the research activities as co- guides/ co-supervisors. Based on the facilities and potential of the institutions to conduct the research, the University shall notify such Research Centers from time to time.

### **3.1 Committees Concerned with Research Programmes**

The University constituted several committees to coordinate and monitor the academic aspects related to research Programmes which are mentioned below:

#### **I. RESEARCH PROGRAMMES COMMITTEE (RPC)**

- |      |  |                 |
|------|--|-----------------|
| (i)  | The Vice-Chancellor, Dr. BRAOU   | Chairperson     |
| (i)  | Deans of all five Faculties  | Members         |
| (ii) | One External Expert from each faculty<br>(Not below the rank of Professor suggested<br>by the Dean of the faculty) | Member          |
| (iv) | Director, Learner Support Services Branch  | Special Invitee |
| (v)  | Controller of Examinations   | Special Invitee |
| (vi) | Director (Academic)  | Convener        |

#### **This Committee is responsible for the following :**

- Review and finalization of the modalities of the Research Programmes
- Approve the Research Centers and Collaborative partners
- Approval of admission into Ph.D. Programmes
- Approval of the panel of Supervisors and Co-Supervisors for Ph.D. Programmes

- (e) Approval of the Panel of Paper Setters and Examiners for Ph.D. Programmes
- (f) Approval of the panel of Adjudicators of Thesis for Ph.D. Programmes
- (g) Approval of the Academic Calendar for Research Programmes
- (h) Approval of the syllabus for Research Methodology and broad fields of Ph.D. Programmes

## II. DEPARTMENTAL RESEARCH COMMITTEE (DRC)

Departmental Research Committees are constituted in each Department with the following members:

- |      |   |                      |
|------|---|----------------------|
| (i)  | Dean of the Faculty concerned   | Chairperson          |
| (i)  | Head of the Department concerned  | Convener             |
| (ii) | Other Teachers of the Department  | Members              |
| (iv) | Two External Subject Experts of the rank appointed by the Vice-Chancellor, on the recommendation of the Head of the Dept. (to be nominated for a fixed term of two years) | Members of Professor |

### The Functions of the DRC:

The Departmental Research Committee (DRC) shall examine the candidate in his/her research aptitude, knowledge of the subject, clear understanding of the proposed research problem, suitability of proposed research methodology, available research facilities, etc. Based on the interview, the Departmental Research Committee would finalize the broad area of the research topic and the Supervisor (co-supervisors wherever applicable) for each candidate. Its main functions are to :

- (i) conduct interviews to select candidates for admission to Ph.D. Programme
- (i) recommend the names of candidates eligible for admission into the Ph.D. Programme to the RPC
- (ii) prepare the panel of Research Supervisors
- (iv) prepare the panel of paper setters and examiners
- (v) identify the broad areas of research from time to time
- (vi) prepare the syllabus for the Broad Area courses
- (vii) identify the standard journals in the subject concerned

### III. RESEARCH CO-ORDINATION COMMITTEE (RCC)

It coordinates the administrative aspects of the Research Programme, from admission into Ph.D. Programme to the award of Ph.D. degree. The research coordination committee is constituted with the following members.

(i)	Director (Academic)	Chairperson
(i)	Deans of the Faculties	Members
(ii)	Director, Learning Support Service Branch (LSSB)	Member
(iv)	Controller of Examination	Member
(v)	Computer Centre I/c.	Member
(vi)	Research Coordinator	Convener

The Research Coordination Committee is responsible for calling applications from the candidates, scrutinizing all the applications received, and forward the same to the respective faculties. The Vice-Chancellor shall appoint the Research Coordinator for tenure of two years and other members being the ex-officio members.

#### **Duties and responsibilities of the Research Coordinator:**

- (a) Sending of call letters to the candidates
- (b) Arranging subject-wise interviews
- (c) Notifying selected candidates, the conformation of admission / Joining Reports
- (d) Information about payment of Fees
- (e) Scheduling Personal Contact Programmes (PCP) of each faculty
- (f) Obtaining the list of PCP subject experts arranging PCP classes and payment of remuneration and Hospitality
- (g) Furnishing a list of eligible candidates to the Examination Branch
- (h) Reviewing the Progress Reports at regular intervals
- (i) Arranging seminar presentations/ Pre-submission seminars
- (j) Arranging Viva-Voce Presentations
- (k) Redressal of grievances of Research Scholars

#### **The Dean of the Faculty:**

The Dean of the faculty plays a crucial role in the academic affairs of Research Programmes offered by the University. The Dean will be the Chairperson of DRC of all the departments in the faculty. He admits the eligible candidates and supervises the

entire research activity in the Department. The Dean may permit the modification in the research topic, provided the candidate had applied for it within one year from the date of admission or before he/she passed the pre- Ph.D. examination, whichever is earlier. The candidate's request for such change shall be recommended with due justification by the Research Supervisor and the Departmental Research Committee of the concerned Department. **However, such a modification is permitted only once.** Any change in the research topic shall not be permitted after the candidate has passed the Pre-Ph.D. examination. (Note: **The "topic of research" is the broad area of research, whereas the "title" refers to the caption of the Thesis**).

### **Research Supervisors :**

Each research supervisor who is a Professor at any given point of time cannot guide more than eight (8) Ph.D. scholars, an Associate Professor as research supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as supervisor can guide up to a maximum of four (4) Ph.D. scholars.

The Departmental Research Committee must ensure that a candidate allotted to a research supervisor is not his/her relative.

A vacancy with the supervisor may be considered to have occurred only when existing candidates working under him/her submits the thesis OR his/her registration is cancelled or on the expiry of his/her Ph.D. course duration.

### **Change of Supervisor :**

The supervisor of the candidate once allotted and approved shall not ordinarily be changed. However, the Dean may, after ascertaining the facts, permit change of supervisor in exceptional circumstances like demise / non-availability of the approved supervisor for a continuous period of six months or more due to ill health or residing outside India.

A change of supervisor is subject to availability of vacancy with new supervisor and is permitted only once.

All requests for change of Supervisor/Joint Supervisor should originate from the candidate with necessary documentary evidence.

The candidate will have to work with new supervisor for a period of at least one year before submitting his/her thesis.

Research supervisors who retired from the University service but do not have research project(s) are permitted to supervise Ph.D. candidates only up to 5 years after retirement.

**Number of Candidates to be allotted to a Research Supervisor :**

During any one academic year, the RPC shall not allot more than 50% of total number of candidates allottable to a research supervisor at first allotment.

The candidate will have to work with new supervisor for a period of at least one year before submitting his/her thesis.

The Dean of the faculty concerned shall forward all the applications received in response to the notification. The Dean concerned shall constitute Departmental Research Committee for each department/ subject to select the candidates for admission. The Departmental Research Committee will comprise the concerned Dean of the Faculty as Chairperson, the Head of the Department, and two/ three senior Ph.D. Supervisors from the concerned Department. In case recognized Supervisors are not available in the concerned Department, the Dean may include recognized Supervisors from an allied subject or external subject experts who are the recognized supervisors of the University.

**IV. SEMINAR PRESENTATION COMMITTEE (SPC)**

Seminar Presentation Committee shall be constituted with the following members :

- |      |  |             |
|------|--|-------------|
| (i)  | Dean of the Faculty concerned              | Chairperson |
| (ii) | Research Supervisor                        | Member      |
| (i)  | Other Teachers of the Department concerned | Members     |
| (ii) | Head of the Department concerned           | Member      |
| (iv) | Co-ordinator                               | Convener    |

**The Committee's activities are :**

- (a) To finalize the Research Proposals of the candidates based on the presentation(s) made by the candidate at the time of the first Seminar presentation (Research Design Seminar) and the synopsis submitted

- (b) To recommend whether the Dissertation / Thesis prepared by the candidate is fit for submission based on the presentation made by the candidate at the time of submission of the Dissertation / Thesis, i.e., Second Seminar Presentation (Pre-submission Seminar).
- (c) The tenure of the office of the external members of the above-said committees usually is two years.

#### **4. DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.) PROGRAMME**

##### **4.1 Departments offering Ph.D. Programme**

The University offers research programmes leading to the award of Degree of Doctor of Philosophy (Ph.D.) in the following disciplines.

<b>Name of the Faculty</b>	<b>Department/Subject</b>
<b>Faculty of Arts</b>	1. English
	2. Hindi
	3. Telugu
<b>Faculty of Commerce</b>	1. Business Management
	2. Commerce
<b>Faculty of Education</b>	1. Education
<b>Faculty of Science</b>	1. Botany
	2. Chemistry
	3. Geology
	4. Mathematics
	5. Physics
	6. Zoology
	7. Environmental Studies
<b>Faculty of Social Sciences</b>	1. Economics
	2. History
	3. Library Science
	4. Political Science
	5. Public Administration
	6. Sociology

## 5. ELIGIBILITY CRITERIA FOR ADMISSION

A candidate should possess a Master's Degree with a minimum of 55% marks (50% in the case of reserved categories) in the subject concerned or in any allied subject from a recognized university. The University admits the candidates into the Ph.D. Programme through a two-stage process, i.e., through qualifying at National level/state-level entrance tests conducted by the competent bodies and the equivalent tests conducted by the University (Dr. BRAOU), which is as follows:

A candidate should have passed JRF / UGC-NET/CSIR-NET / SET / M.Phil. etc.,

**OR**

A candidate should have qualified at the Entrance Test conducted by Dr. BRAOU.

However, 60% of the total vacant seats of the academic year shall be filled by NET/SET/JRF qualified candidates and the remaining 40% through the University Entrance Test followed by the Interviews. In case of an unfilled vacancy in either category, candidates from another category can be requisitioned to fill the vacant slots in the order of merit and duly following Reservation norms.

However, a candidate satisfying one or more of the eligibility criteria per the rules is not guaranteed admission into the Ph.D. program. The Ph.D. admission is subject to the availability of vacancies in the Department and with the Research Supervisor(s) in the concerned Department, availability of physical facilities in the subject concerned (in the case of science subjects), the candidate's academic record and the performance of the candidate in the Ph.D. admission interview and statutory State Reservation Policy.

### 5.1 Admission Procedure

Admission into the Ph.D. Programme shall be made through a written test (objective type) on the pattern of UGC / CSIR tests. The written test consists of two papers, as shown in the Examination Pattern mentioned below.

#### Examination Pattern

Paper	Pattern of Paper	Number of Questions	Marks	Duration
Paper-I	The questions will be generic in nature, intending to assess the teaching/ research aptitude of the candidate	50	100	03 hours (180 minutes)
Paper-II	This is based on the subject selected by the candidate and will assess domain knowledge	100	200	
<b>Total</b>		<b>150</b>	<b>300</b>	



- (i) The test will be conducted at the identified test centers. The mode of exam will be online Computer Based Test (CBT). The qualifying marks in the written test are 50% (45% in the case of reserved categories).
- (ii) JRF / UGC-NET /CSIR-NET/ SET / M.Phil. Qualified applicants shall be exempted from the written test provided they register with the University for the Programme by paying the prescribed application fee. However, they have to appear for the interview.
- (iii) Those who qualify in the written test and the applicants qualified in JRF / UGC- /CSIR- NET / SET / M.Phil. shall be called for an interview, which carries 30 marks.
- (iv) At the time of the interview, the candidate has to submit a research proposal along with the research design on the topic of his/her choice of the concerned discipline. However, the proposed area of research must be socially relevant/locally need-based/nationally important/globally significant/create value to the society or in cutting edge areas or contribute to new/additional knowledge in emerging concerns worldwide.
- (v) The candidates who qualify in both the written test and interview shall be considered for admission into the Ph.D. the Programme of the subject concerned based on the availability of seats and adhering to the state government's rule of reservation (ROR).
- (vi) Admissions into the Ph.D. the Programme shall be made once a year based on the availability of seats and physical facilities (in the case of science subjects) under a qualified research supervisor of the subject concerned.
- (vii) University adheres to the state-level reservation policy in allotment of seats and applicable relaxations in the percentage of marks for admission into Ph.D. Programmes. Accordingly, the seat reservation matrix is worked out, as indicated in Table 3, for allotment of subject-wise/discipline-wise seats. In case of non-availability of a particular reserved category of a candidate in a particular department/subject in the first notification, the same will be notified on the University website within one month to benefit the candidates of that particular category. In case of no response in the second notification, the available vacancy of seats (reserved categories) will be adjusted interchangeably either within the same group/s or to the open category.

**Table – 3 : Seat Allotment**

<b>Intake</b>	<b>Seat Matrix for Admission</b>
1	OC(G) :1; (Open to all)
2	OC(G) :1; BC/SC/ST: 1
3	OC(G) :1; BC:1; SC/ST: 1 one (W) among all
4	OC(G):1; OC (W): 1; BC: A/B/D : 1; SC/ST: 1
5	OC(G):1; OC(W): 1; BC: A/D : 1; BC:B:1; SC/ST – 1
6	OC(G):2, OC(W): 1; BC: A/D: 1, BC B:1, SC/ST: 1, one (W) among BC
7	OC(G): 2, OC(W): 1; BC:A/D-1, BC: B:1,;SC: 1, SC/ST: 1 One (W) among BC
8	OC (G):2, OC(W): 2; BC: A/D: 1, BC: B: 1; SC: 1, ST: 1 One (W) among BC
9	OC(G):2, OC(W): 2; BC:A:1, BC: B: 1, BC:-D: 1; SC: 1, ST:1 One (W) among BC
10	OC (G):3, OC(W): 2; BC:A: 1, BC:B 1, BC:D: 1; SC:1, ST: 1 One (W) among BC

## 5.2 Duration of the Programme

- (i) The minimum period of Study for a Ph.D. shall be three (03) years from the date of admission, out of which one semester is allotted to the course work and the remaining period is for writing the Thesis. However, for the candidates admitted with M.Phil. degree, the duration of the Programme is two years only.
- (ii) The maximum period allowed is six years in both cases.
- (iii) The women candidates and Persons with Disability (PWD) (more than 40% disability) may be allowed a relaxation of two years in the maximum duration. In addition, the women candidates may be provided maternity Leave/Child Care Leave once in the entire duration of their Ph.D. up to 240 days.

## 5.3 Medium

The medium of instruction and examination for the Ph.D. entrance test, Pre-Ph.D., and for writing the Thesis shall be English only. In the case of languages, the medium of instruction and other activities shall be the respective languages.

## 5.4 Fee Particulars/ Payment of Fee

- (i) The candidate has to pay an amount of Rs.15,000 (Rupees Fifteen Thousand only) per annum for three years for Ph.D. towards the tuition fee. An amount of Rs.5,000 (Rupees Five Thousand only) shall be paid towards the admission

fee for the Programme. In addition, the Science students having laboratory components have to bear the cost of consumables/fieldwork/equipment hire.

- (ii) Candidates who could not submit the Thesis within the maximum period prescribed will be allowed an extension of one more year on the payment of Rs.10,000/- (Rupees Ten Thousand only).
- (iii) Candidates have to pay Rs. 15,000 (Rupees Fifteen Thousand only) as adjudication fee at the time of submission of the Thesis.

**Note: The fee is subject to revision from time to time.**

## 5.5 Ph.D. COURSEWORK AND EXAMINATION

After provisional admission into the Ph.D. Program all the registered candidates shall take up the Ph.D. Course Work in the respective Departments for a period of one semester and **Attending this PCP is mandatory** for all the candidates admitted through entrance test with JRF/UGC-NET/CSIR-NET/SET However, a candidate with an M.Phil. Degree is exempted from the Ph.D.Course Work and the Ph.D. Course Work examination, provided that they have undergone the same Course Work in M.Phil.

**Course Work and Teaching methods:** Multi-media teaching methods are used for instruction and research guidance.

The Ph.D. Course Work shall comprise of TWO theory papers

**Paper-1:Research Methodology and Publication Ethics** (100Marks/4Credits): Common to all the candidates admitted in a department. The syllabus of this paper includes the research techniques / methods of the concerned subject.

**Paper-2: Broad field of specialization** (100 Marks/4 Credits):The syllabus of this paper includes the current concepts/trends in the concerned specialization of the subject.

Each theory paper shall have 60 contact hours of classes.

The faculty for teaching these papers is to be arranged by the Head of the concerned Department.

A minimum of 75% class attendance in each paper is compulsory to be eligible to appear for the Ph.D. Course Work examination.

The candidates who could not attend a minimum of 75% of the classes in each of the courses shall not be eligible to appear for the Ph.D. Course Work examination and they must attend the classes again along with the next batch of students.

## **5.6 Ph.D. COURSE WORK EXAMINATION AND EVALUATION OF ANSWER SCRIPTS**

Ph.D. Course Work examination shall be conducted for the admitted candidates after the one semester of Ph.D. course work.

The pattern of the Ph.D. Course Work syllabus and the pattern of the Ph.D. Course Work examination question paper shall be uniform for the faculties.

The medium of examination for the Ph.D. Course Work examination shall be English for all subjects except those in which the official medium of instruction is a language other than English.

The Dean of the Faculty in the concerned subject shall communicate the syllabi to the Controller of Examinations for the purpose of conducting the Ph.D. Course Work examination.

The Dean of the Faculty shall arrange for the evaluation of the answer scripts. The Ph.D. Course Work examination is of three-hour duration and is for 100 marks per theory paper. Each answer script is assessed by two examiners who shall be recognized Ph.D. Supervisors. The marks awarded to the answer script shall be the average of these two evaluations, and if the difference in the marks between two evaluations exceeds 20% of the maximum marks, such a script shall be assessed by a third external examiner. The marks awarded to the script shall be the average of two higher marks out of the three evaluations.

The minimum pass marks for Ph.D. Course Work shall be 50% marks in each paper.

If the candidate does not pass in two consecutive Ph.D. Course Work examinations conducted in the concerned subject, his/her Ph.D. registration shall automatically get cancelled. For this purpose, the two successive examinations conducted after the admission of the candidate, and for the batch of students of which he/she belongs to, be counted.

## **5.7 PROGRESS REPORTS**

After the completion of the Course Work and the Ph.D. Course Work examination, every candidate shall submit half-yearly progress report to the Dean duly forwarded by the Research Supervisor. A Research Scholar is expected to visit the concerned department in the faculty to discuss the progress of his research and sign in the register maintained in the department. The half-yearly Progress Report should cover, among others, the aspects such as the review of literature, data collected, techniques developed, progress in research, discussion of the work done including any findings, etc. If

necessary, this progress report may be forwarded to the Departmental Research Committee by the Dean for further examination.

If a candidate fails to submit two consecutive half-yearly progress reports in time and/or if the progress of the candidate is not satisfactory for two half-year periods, the Department Research Committee shall recommend to the Dean of the faculty for the cancellation of his/her registration in consultation with the concerned Research Supervisor.

## 5.8 SEMINAR PRESENTATIONS

During the tenure of the Ph.D. Program, candidate **shall present three seminars** of which the first one is presented after the Ph.D. Course Work examination results. This seminar designated as “**Research Design Seminar**” will be a comprehensive literature review of the research topic and the plan of work. This seminar shall be conducted within three (3) months from declaration of such results in the main Campus department where the candidate is registered. The Dean of the Faculty, Head of the Department and the Research Supervisor of the Candidate shall certify the conduct of the seminar. The second one is “**Research Progress Seminar**”, where the candidate presents the progress of his research work. The Dean of the Faculty, Head of the Department and the Research Supervisor of the Candidate shall certify the conduct of the seminar. The second seminar shall be conducted within three (3) years from the date of admission/registration. The last seminar designated as “**Pre- Submission Seminar**” is presented by a candidate whose Ph.D. thesis is ready for submission. This seminar deals with the entire Ph.D. work of his/her carried out by the candidate and is presented in the Department where he/she is registered and any feedback, comments and suggestions from the participants be included in the final manuscript of the thesis. The draft copy of the Ph.D. thesis must be available during this presentation. The pre-submission seminar is held within six(6) months prior to the thesis submission. The presentation of this pre-submission seminar shall be certified by the Dean of the Faculty, Head of the Department and the Research Supervisor of the candidate and three (3) certificates (Research Design Seminar, Research Progress Seminar and Pre-Submission Seminar) must be enclosed at the time of thesis submission.

After completion of the course work the research scholar shall submit his/her research proposal to Dean concerned for approval of the DRC.

The DRC shall finalize the research **title** in consultation with research supervisor after the presentation of the Research Design Seminar.

The Dean may permit the modification in title of the Ph.D. thesis. Candidate's request must be recommended with due justification by the Research Supervisor and the Departmental Research Committee of the concerned Department.

Change of research area/topic of research may be **permitted within ONE year from the date of admission**. However, such a modification is permitted **only once**.

Candidates seeking the change of area of research, or the title of the thesis must pay the prescribed fee for each of the above.

## **6. EXTENSION OF REGISTRATION**

Candidate seeking extension of registration shall submit a written request, along with the progress report of the work done and the prescribed fee, duly recommended by the supervisor(s), the Chairperson Board of Studies, and the Head of the concerned Department in the University. The request must be submitted to the Dean at least two months before the expiry of the registration period, failing which the request for extension is liable for rejection.

Based on the recommendations of the Supervisor(s), the Chairperson BoS, and the Head of the Department, the Dean may extend, not exceeding one (1) year at a time, the Ph.D. registration of a candidate for a maximum period of two (2) years in case of a full-time, and one year (1) in case of part-time research scholar, provided that he/she has been continuously engaged in active research, the progress of the research work in the previous years has been satisfactory as certified by the supervisor(s), and that he / she has No-Dues in the library /department / college/ hostel as certified by the concerned authority.

The registration of a research scholar whether full time or part-time shall **automatically stand cancelled under any circumstances after the completion of SIX (6) years from the date of admission**.

**The Ph.D. registration of the candidate shall not be extended after completion of six (6) years from the date of registration under any circumstances.** Further, such candidates shall also be ineligible for registration for any other Ph.D. Program in BRAOU.

## **7. PUBLICATION OF A RESEARCH PAPER**

A Ph.D. Research Scholar and Supervisor shall individually / jointly publish at least TWO (2) research paper related to his/her Ph.D. work in a Peer-reviewed Journals (Listed

in Scopus/Web of Science/UGC-CARE List) before the submission of thesis for adjudication and produce the evidence of the same in the form of the reprint in original. These research papers shall be enclosed in the thesis as an appendix.

## **8. SUBMISSION OF Ph.D. THESIS**

- (a) A full-time research scholar is eligible to submit his/her Ph.D. thesis after completing three (3) years of research from the date of joining the Ph.D. programme.
- (b) A research scholar, whose registration has expired/cancelled, is not eligible to submit the thesis.
- (c) After the completion of his / her Ph.D. research work, the candidate is allowed to submit his/her Thesis only after passing the Pre-Ph. D examination. The thesis for the Ph. D degree must significantly contribute to the subject knowledge and bear the evidence of originality and scholarship.
- (d) The candidate should produce a final draft copy of the Thesis as evidence of completion of work before the Pre-Submission seminar committee.
- (e) Each candidate is required to submit to the Controller of Examinations, the following along with the prescribed application form and fee:
  - (i) Six copies of hard bound computer typed Thesis along with soft copy of the plagiarism check certificate incorporating and also incorporating a certificate from the Supervisor to the effect that the thesis is an original work of the candidate and a declaration by the candidate to the effect that the thesis either in part or full does not constitute any part of any thesis/dissertation/monograph submitted by him/her or any other person to this or any other University/Institute. The candidate is also required to submit a soft copy (on CD) of the thesis.
  - (ii) Ten copies of the Abstract of the Thesis
  - (iii) Receipt showing that the prescribed fee has been paid.
  - (iv) Memorandum of marks of Ph.D. Course Work Examination or M.Phil Certificate
  - (v) A reprint of the papers published in a Peer-reviewed Journals (Listed in Scopus/Web of Science/UGC-CARE List) as an enclosure in the thesis.
  - (vi) A copy of the letter of admission / extension / change of title/ etc., to



- the Ph.D. course along with a proof of having paid the prescribed fees and satisfied all conditions stipulated at the time of admission.
- (vii) A copy of the permission letter for change of title / topic / supervisor, if applicable.
  - (viii) Certification from the Dean of the Faculty, Head of the Department and the Research Supervisor, that the candidate has presented the three seminars during the tenure of the Ph.D. work
  - (ix) No Dues Certificates from the Competent authorities.
- (f) The thesis submitted for adjudication shall conform to the following specifications:
- (i) It must be typed on both sides of A4 size paper using font type "Times New Roman", font size 12 with 1.5 line spacing. For drawings and maps, these restrictions do not apply. Binding should conform to the norms fixed by the University Library.
  - (ii) The Research Supervisor of the candidate shall submit six (6) copies of the synopsis of the thesis along with a panel of twelve (12) examiners in a cover marked "confidential" to the Dean of the Faculty.
  - (iii) Out of the panel of twelve (12) examiners, nine (9) are to be identified from outside jurisdiction of the Telangana State, and not more than one (1) from the same Institution/University. The panel of examiners is to be submitted with all particulars like complete postal address, email, and telephone /mobile numbers in the prescribed format.
  - (iv) The Dean of the faculty shall forward the panel of Twelve (12) names along with the six (6) copies of the Synopsis for further reaction to the Controller of Examinations with in a fortnight Ph.D.
  - (v) The Panel of Examiners lapses after a period of six (6) months from the date of approval, in such case, a new panel must be suggested by Research Supervisor.

## 9. Ph.D. THESIS EVALUATION / ADJUDICATION

- (a) Three independent Examiners/Referees appointed for the purpose by the Vice-Chancellor, shall evaluate/adjudicate the thesis.
- (b) The Controller of Examinations, while communicating the appointment to the Examiner/Referee, shall send a copy of the synopsis of the thesis and seek his/her willingness to adjudicate it based on the synopsis submitted. After obtaining the consent of the Examiner, a copy of the thesis will be sent with a request to submit his/her report in a prescribed format.

The format consists of three parts. Part-1: A Detailed Evaluation, Part-2: A Detailed Report mentioning the strengths and weaknesses of the thesis, and Part-3: A Final Recommendation.

- (c) A candidate needs to score a minimum of 50 per cent of the points in Part-1 to be eligible for the viva-voce examination. As a final recommendation, the examiner must state in clear/ unequivocal terms whether, in his/her opinion,
  - (i) The thesis can be accepted for award of Ph.D. degree in its present form
  - (ii) The thesis be accepted subject to revision/corrections suggested and be verified by the Research Supervisor.
  - (iii) The thesis be revised/resubmitted for re-evaluation by same adjudicator.
  - (iv) The thesis is rejected.
- (d) After all the three (3) reports are received, a decision is to be taken for the conduct of a viva- voce examination before the award of the Ph.D. Degree, as per the following guidelines:
  - (i) If the reports of all the three examiners are favorable (i.e., accepting the thesis as it is), the candidate is permitted to take the Ph.D. viva-voce Examination.
  - (ii) If anyone/two of the examiners suggest a revision, the thesis shall be revised accordingly and resubmitted for approval to the same examiner(s).
  - (iii) If two or all the three examiners reject the thesis, it will be rejected for the award of Ph.D. degree and the registration of the candidate shall stand cancelled.

- (iv) If any one of the examiners rejects the thesis, the thesis shall be sent to another examiner from the existing panel of examiners approved by the Vice-Chancellor. If this examiner also rejects the thesis, the thesis is deemed to be rejected and the registration of the candidate shall stand cancelled.
- (e) In the event of any adjudicator's report not received even after 3 months from the date of Submission, the thesis may be referred to a fourth Examiner from the same panel for adjudication.
- (f) Minor corrections suggested by the examiner(s) shall be intimated to the Research Supervisor of the candidate by the Controller of Examinations before the conduct of the Ph.D. Viva-voce Examination. These corrections must be incorporated in the thesis and errata are enclosed in the thesis and shown to the Ph.D. Viva-voce Board of Examiners.
- (g) A candidate whose Thesis is recommended for revision may be permitted to resubmit the revised Thesis within Six months. No resubmission shall be permitted after a lapse of one year.

#### **10. Ph.D. VIVA-VOCE EXAMINATION**

The Ph.D. Viva-voce examination of the candidate is conducted only after all the three examiners recommend the award of Ph.D. Degree.

#### **11. DECLARATION OF THE Ph.D. RESULT**

After successful completion of the viva voce examination and incorporating the suggestions made the candidate must now submit two (2) hard bound copies of the thesis and two (2) soft copies of the thesis. The hard bound copies shall be made available to University Library and the other in the Department Library. A soft copy of the thesis shall be sent to the UGC, New Delhi within 30 days of award of the Ph.D. degree for hosting the same in INFLIBNET, accessible to all Indian Universities/Institutions. Another softcopy is for hosting the thesis in the BRAOU website. The Controller of Examinations declares the Ph.D. result of a candidate only on receipt of two (2) hard bound copies of the thesis and two (2) soft copies of the thesis.

#### **12. AWARD OF Ph.D. DEGREE**

Dr. B.R. Ambedkar Open University shall award the Ph.D. degree to all the eligible candidates only after the successful completion of course, approval of the Thesis by the adjudicators and conduct of Viva-voce examinations by the Faculty Concerned.

### 13. CANCELLATION OF Ph.D. ADMISSION/REGISTRATION

The Dean may cancel the registration of a Ph.D. scholar, if the candidate fails to satisfy the conditions stipulated in the admission order, within the prescribed period.

The Dean may cancel the registration of a Ph.D. Scholar on the recommendation of the Supervisor, and the Head of the Department under any one or more of the following circumstances:

- a. Where the progress of the research work has been found to be unsatisfactory in two consecutive Half-yearly reports or when two consecutive progress reports are not submitted.
- b. The University may cancel the admission of a research scholar at any time for proven misbehavior or misconduct of the candidate in the University or elsewhere.
- c. If a research scholar is found guilty of committing any irregularity, malpractice, plagiarism, etc. in research, his/her result will be withheld /cancelled by the Controller of Examinations, even after the publication of the result.
- d. If the stipulated period of Ph.D. course is completed as per Ph.D. Rules and Regulations in effect.
- e. Any violation of this regulation will automatically lead to the cancellation of his/her admission in Ph.D. Course.





# DR. B. R. AMBEDKAR OPEN UNIVERSITY

Prof. G. Ram Reddy Marg, Road No. 46, Jubilee Hills, Hyderabad - 500 033,  
Website: [www.braou.ac.in](http://www.braou.ac.in), [www.braouonline.in](http://www.braouonline.in)



Recognised by University Grants Commission, New Delhi.

## PROGRAMMES ON OFFER - 2023-24

(A) Bachelor's Degree Programmes		Course Duration	Tuition Fee Rs.
<b>B.A.</b> - Bachelor of Arts (English, Telugu & Urdu Medium)		3 years	2,700/- 1st Yr
<b>B.Com</b> - Bachelor of Commerce (Telugu & English Medium)		3 years	2,500/- IInd Yr
<b>B.Sc</b> - Bachelor of Science (English, Telugu & Urdu Medium) (Lab. Fee Rs. 1600/- for each Science & Psychology Subjects)		3 years	2,500/- IIInd Yr
(B) Master's Programmes		Course Duration	Tuition Fee Rs.
<b>M.A.</b> English, <b>M.A.</b> Hindi, <b>M.A.</b> Telugu, <b>M.A.</b> Urdu,		2 years	5,300/- 1 year 5,000/- 2 year
<b>M.A.</b> Economics, History, Political Science, Public Administration, Sociology - (Telugu Medium)		2 years	5,300/- 1 year 5,000/- 2 year
<b>M.A.</b> Journalism and Mass Communication (English Medium)		2 years	7,800/- 1 year 7,500/- 2 year
<b>M.Sc.</b> Mathematics & Applied Mathematics (English Medium)		2 years	7,800/- 1 year 7,500/- 2 year
<b>M.Sc.</b> Botany, <b>M.Sc.</b> Environmental Science (English Medium)		2 years	15,300/- 1 year 15,000/- 2 year
<b>M.Sc.</b> Physics, <b>M.Sc.</b> Zoology, <b>M.Sc.</b> Psychology (English Medium)		2 years	15,300/- 1 year 15,000/- 2 year
<b>M.Sc.</b> Chemistry (English Medium)		2 years	18,300/- 1 year 18,000/- 2 year
<b>M.Com.</b> (English Medium)		2 years	7,800/- 1 year 7,500/- 2 year
(C) Professional Programmes (Post Bachelor's Level)		Course Duration	Tuition Fee Rs.
<b>M.B.A.</b> - Master's Degree in Business Administration (English Medium)		2 years	15,300/- 1 year 15,000/- 2 year
<b>M.B.A.</b> - (Hospital and Health Care Management) with AHERE, KIMS & DET (English Medium)		2 years	1,20,000/-
Master's Degree in Library & Information Science (MLISc) (English Medium)		1 year	10,300/-
Bachelor's Degree in Library & Information Science (BLISc) (English & Telugu Medium)		1 year	5,300/-
Bachelor's of Education (B.Ed - ODLE) (Telugu Medium)		2 years	40,000/-
Bachelor's of Education (B.Ed, Special Education - ODLE) (English & Telugu Medium)		2 ½ years	40,000/-
(D) Diploma Programmes		Course Duration	Tuition Fee Rs.
Diploma in Marketing Management (English Medium)		1 year	8,000/-
Diploma in Financial Management (English Medium)		1 year	8,000/-
Diploma in Human Resource Management (English Medium)		1 year	8,000/-
Diploma in Operations Management (English Medium)		1 year	8,000/-
Diploma in Business Finance (English Medium)		1 year	5,200/-
Diploma in Writing for Mass Media in Telugu		1 year	5,200/-
Diploma in Environmental Studies (Telugu Medium)		1 year	5,200/-
Diploma in Human Rights (English Medium)		1 year	4,000/-
Diploma in Women's Studies (English Medium)		1 year	4,000/-
Diploma in Culture & Heritage Tourism (English Medium)		1 year	5,200/-
(E) Certificate Programmes		Course Duration	Tuition Fee Rs.
Certificate Programme in Food and Nutrition (Telugu Medium)		6 months	1600/-
Certificate Programme in Literacy & Community Development (Telugu Medium)		6 months	2100/-
Certificate Programme in NGO's Management (Telugu Medium)		6 months	2100/-
Certificate Programme in Early Childhood Care & Education (English Medium)		1 year	5,400/-
(F) Research Programmes (Ph.D in)		Course Duration	Tuition Fee Rs.
English, Hindi, Education, Economics, History, Political Science, Public Administration, Sociology, Commerce, Mathematics, Physics, Chemistry and Environmental Science (English Medium)		3 years	15,000/- 1 year 15,000/- 2 year 15,000/- 3 year

**BRAOU CALL CENTRE NO : 18005990101**





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DR. B. R. AMBEDKAR OPEN UNIVERSITY





**Dr. B. R. AMBEDKAR OPEN UNIVERSITY**

*Prof. G. Ram Reddy Marg, Road No. 46, Jubilee Hill, Hyderabad – 500 033, Telangana State, India.*

**Directorate of Academics**

**Prof. Ghanta Chakrapani**  
**Director (Academic)**

Cir. No. 68 /Dr.BRAOU/Acad./ 2023-24

Date : 16-12-2023

**CIRCULAR**

The Vice-Chancellor has nominated five (5) names among the submitted list of external experts from five faculties to review and finalisation of modalities related to Ph.D. Programmes. This external expert panel will be valid for a period of two years. The list of external experts is as follows.

Sl. N	Name of the Faculty	Name of the External Expert
1	Arts	Prof. V. Krishna, Dean, School of Humanities, Hyderabad Central University, Hyderabad
2	Commerce	Prof. A. Patrick, Professor of Commerce, Osmania University Hyderabad
3	Education	Prof. T. Mrunalini, Head, Dept. of Education, Osmania University, Hyderabad
4	Social Sciences	Prof. Chenna Basavaiah, Dept. of Political Science (Retd.), Osmania University, Hyderabad
5	Science	Prof. D. Karuna Sagar, Dean, Faculty of Science, Dept. of Physics, Osmania University, Hyderabad

In this connection, it is proposed to conduct Research Programme Committee (RPC) Meeting on 19<sup>th</sup> December, 2023 at 11:00 AM in Executive Council Hall, Dr. BRAOU, Hyderabad. Hence, all the Deans of the faculties and members are requested to attend the meeting.

**Director (Academic)**

**Encl: Agenda**

To

1. P.A to the Vice-Chancellor
2. The Dean, Faculty of Arts
3. The Deans, Faculty of Commerce & Business Management
4. The Dean, Faculty of Education
5. The Dean, Faculty of Science
6. The Dean, Faculty of Social Sciences
7. The Controller of Examination
8. Director, Learner Support Service Branch
9. UGC-DEB
10. CIQA
11. Prof. S. V. Rajasekhara Reddy
12. Prof. C. Venkataiah
13. Prof. Madhusudhan Reddy
14. The Registrar, Dr. BRAOU.
15. Dr. G. Jayalakshmi, Co-ordinator





**Dr. B. R. AMBEDKAR OPEN UNIVERSITY**

*Prof. G. Ram Reddy Marg, Road No. 46, Jubilee Hill, Hyderabad – 500 033, Telangana State, India.*

**Directorate of Academics**

***Prof. Ghanta Chakrapani***  
***Director (Academic)***

Cir. No. 72 /Dr.BRAOU/Acad./ 2023-24

Date : 16-01-2024

**CIRCULAR**

The Research Programme Committee (RPC) meeting held on 19<sup>th</sup> December, resolved to constitute Doctoral Committee as per the UGC regulations. The committee shall monitor the progress of each Research Scholar including Work in Progress Seminars, Pre-submission Seminars and Viva-voce examinations. This committee will be constituted with the following members.

- |  |               |
|--|---------------|
| (i) Dean of the faculty                                      | - Chairperson |
| (ii) Departmental Research Committee members                 | - Member      |
| (iii) One Subject Expert nominated<br>by the Vice Chancellor | - Member      |
| (iv) Faculty members of the department                       | - Member      |
| (v) Research Cell, Co-ordinator                              | - Member      |
| (iv) Head of the Department                                  | - Convener    |

The Deans of the faculties are requested to send proposals to the Vice-Chancellor for constitution of the Doctoral Committee in each department by including one subject expert related to the area of research in addition to existing Departmental Research Committee (DRC) members by 27<sup>th</sup> January, 2024.

  
**Director (Academic)**

To

1. The Dean, Faculty of Arts
2. The Dean, Faculty of Commerce
3. The Dean, Faculty of Education
4. The Dean, Faculty of Science
5. The Dean, Faculty of Social Sciences

Copy to P.A to the Vice-Chancellor

# Dr. B. R. Ambedkar Open University

## Research Programme Committee

Sl. No.	Name of the Committee Member	
1	Prof. K. Seetharama Rao, Vice-Chancellor Dr. B. R. Ambedkar Open University, Jubilee Hills, Hyderabad	Chairman
2	Prof. V. Krishna, Dean, School of Humanities, Hyderabad Central University, Hyderabad	External Member
3	Prof. A. Patrick, Professor of Commerce, Osmania University, Hyderabad	External Member
4	Prof. T. Mrunalini, Head, Dept. of Education, Osmania University, Hyderabad	External Member
5	Prof. M. Chenna Basavaiah (Retd.) Department of Political Science Osmania University, Hyderabad	External Member
6	Prof. D. Karuna Sagar, Dean, Faculty of Science, Dept. of Physics, Osmania University, Hyderabad	External Member
7	Dr. A.V.R.N Reddy, Registrar, Dr. BRAOU	Member
8	Prof. Shakeela Khanam Dean, Faculty of Arts, Dr. BRAOU	Member
9	Prof. I. Anand Pawar Dean, Faculty of Commerce & BM, Dr. BRAOU	Member
10	Prof. Chandrakala, Dean, Faculty of Education, Dr. BRAOU	Member
11	Prof. Vaddanam Srinivasa Rao Dean, Faculty of Social Sciences Dr. BRAOU	Member
12	Prof. G. Pushpa Chakrapani Dean, Faculty of Science, Dr. BRAOU	Member
13	Prof. Pallavi Kabde, Director, UGC-DEB Affairs	Member
14	Dr. P.V.Ramana, Controller of Examination, Dr. BRAOU	Member
15	Dr. K. Sridevi, Officer I/c. CIQA	Member
16	Dr. L.V.K. Reddy Director, Learner Support Services, Dr. BRAOU	Member
17	Prof. S.V Rajasekhara Reddy, Adjunct Professor	Spl. Invitee
18	Prof. C. Venkataiah, Adjunct Professor	Spl. Invitee
19	Prof. P. Madhusudhan Reddy Adjunct Professor	Spl. Invitee
20	Dr. G. Dayakar, Research Cell Co-ordinator, Dr. BRAOU	Co-ordinator
21	Prof. Ghanta Chakrapani Director (Academic), Dr. BRAOU	Convenor