

Rajasthan University of Health Sciences

Sector-18, Kumha Marg, Pratap Nagar, Tonk Road,

Jaipur



Guidelines,

Application Form,

Fee & Other details

Related to Recognition of Institution as Research Centre

for Offering Ph.D. Programme under RUHS

(Year-2025)

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RAJASTHAN UNIVERSITY OF HEALTH SCIENCES, JAIPUR

AFFILIATION PROCEDURE

Ph.D. Programmes

I. Eligibility Criteria for Application:

1. Colleges that have been offering postgraduate programs for a minimum of five years and sent out at least one batch of post graduate/s under the affiliation of Rajasthan University of Health Sciences (RUHS) are eligible to apply for recognition as a Research Centre for Ph.D. programs. These affiliated colleges must satisfy the criteria of having minimum two qualified Research Supervisors, requisite infrastructure, and sufficient administrative and research support facilities as specified in RUHS Ph.D. Regulations to qualify for offering Ph.D. programs.
2. Research Institute /Industrial Organizations outside the jurisdiction of RUHS, if they are fulfilling the basic requirements of Ph.D. Research centre in terms of qualified research guides with pay scale equivalent or above that of Assistant Professor, infrastructure and research facilities, are also eligible if the University has established an academic Memorandum of Understanding (MOU) with them for research collaborations, sharing of academic resources, or exchange of students and faculty even if they are not running Post Graduate courses under RUHS.
3. Institutions established for fundamental and applied research by organizations such as the Indian Council of Medical Research (ICMR), Indian Council of Social Science Research (ICSSR), Council of Scientific and Industrial Research (CSIR), Defence Research and Development Organisation (DRDO), Indian Space Research Organisation (ISRO), the Government of India, and research and development laboratories of prominent public and private sector companies are also eligible.

II. Requirements:

Institutions or colleges aspiring to offer Doctoral (Ph.D.) programs must satisfy the following fundamental criteria:

- a. The institution, affiliated college, or scientific research centre must secure recognition from the University to be designated as a Research Centre for Ph.D. programs, in accordance with the University's Academic Ordinances/RUHS Ph.D. Regulations.
- b. Affiliated colleges are eligible to offer Ph.D. programs only if they possess minimum two qualified Research Supervisors (as per RUHS Regulations), the requisite infrastructure, and sufficient administrative and research support facilities as specified in RUHS Ph.D. Regulations.
- c. The institution or affiliated colleges must have been operational for a minimum of five years. Furthermore, affiliated colleges should offer postgraduate courses in various disciplines.

III. Required Facilities

- a. **Building Space:** It is essential to provide dedicated areas for research scholars to engage in prolonged periods of study and work.
- b. **Scientific Laboratories:** Designated laboratory facilities should be available for research scholars, with provisions of reagents/chemicals and other necessary materials.
- c. **Library:** Library resources must include the latest editions of books, advanced reference materials, and subscriptions to both Indian and international journals pertinent to the field, as well as e-journals, which should be renewed annually. Adequate space should be allocated within the department/library for research scholars to read, write, and store their study and research materials.
- d. **Advanced Computing Facility:** A designated computer laboratory/lab should be accessible to research scholars.
- e. **Funding for Workshops, Seminars/Invited Lectures:** The institution should allocate a budget for the organization of specialized workshops on research methodology and for invited lectures by experts and organise these time to time.

- f. ***Institutional Ethics Committees and Research Review Boards:*** The institution should have an Institutional Ethics Committee (IEC), an Institutional Research Review Board (IRRB), and an Institutional Animal Ethics Committee (wherever required) in place. In the absence of registered Institutional Ethics Committee, it must be specified from which registered ethics committee the necessary permissions will be sought. IRRB and IEAC are prerequisites at the institute where the PhD program is being applied for.

IV. Conditions:

1. ***Prohibition of outsourcing Ph.D. Guidance:*** The provision of Ph.D. guidance must not be outsourced and should be exclusively delivered by the institution's or college's approved faculty members only.
2. ***Undertaking Requirement:*** The head of the institution is required to sign an undertaking before a Notary public, committing to comply with the University's regulations for conducting Ph.D. programs and agreeing to implement any revised Ph.D. guidelines issued by the University from time to time.
3. ***Withdrawal of Affiliation:*** Should any recognition requirements remain unmet, the University reserves the right to withdraw recognition or take other actions as determined by the Vice-Chancellor, RUHS. In instances of recognition withdrawal, the interests of currently registered research scholars must be protected through appropriate arrangements by the University. Furthermore, the University retains the authority to impose fines for any deviations related to admissions, guidance, paper publication, viva conduct, doctoral committee meetings, and the scholar-guide relationship.

V. Affiliation Process:

Step I: Application in Specified Format:

Institutions intending to commence a Ph.D. program must submit an application to the University in the prescribed format by 18-08-2025 of the preceding academic year for which they seek affiliation for the Doctoral Program. A distinct application is required for each discipline, accompanied by all requisite documents and the specified fee.

Step II: Review of Applications and Approval by Affiliation Section:

Each new application to initiate a Ph.D. program in a specific discipline will be reviewed by the Dean (Respective faculty) and Experts in the relevant field / members nominated by the Vice -Chancellor. Any deficiencies identified will be communicated to the Institution for prompt rectification. Applications approved by the Scrutiny Committee will be presented to the Research Board of RUHS for final approval.

Step III: Evaluation Visit by the Expert Committee to the Institution/College:

An Expert Committee, appointed by the Vice-Chancellor for each discipline individually, will conduct an on-site evaluation of the college or institution. The committee will assess the facilities available for conducting a Ph.D. program and engage with senior faculty members eligible to supervise Ph.D. candidates. Any observations or deficiencies identified by the Expert Committee that require the institution's attention will be communicated for rectification within 10-15 days.

Upon fulfilment of all criteria, the Expert Committee will recommend the institution for recognition as a 'Research Centre' for the specific discipline to conduct the Ph.D. program. Separate Expert Committees will visit and evaluate the facilities for each discipline. The initial recognition is valid for five years, should there be a request for increased student intake due to additional faculty becoming eligible as Ph.D. supervisors, the Research section of RUHS will conduct an Inspection to maintain provisional affiliation and suggest additional intake. Renewal requests must include an updated list of faculty and infrastructure, which will serve as the basis for further renewal of recognition for an additional three years each time.

Step IV: Recognition of Faculty as Ph.D. Supervisors:

All faculty members who meet the eligibility criteria outlined in the University's Ph.D. Regulations should apply separately, using the prescribed format, to the University for recognition as Ph.D. Supervisors, following the receipt of the recognition order from the RUHS for offering Ph.D. programs.

VI. Fee structure:

Interested colleges/organizations can submit application for recognition of research centre to RUHS in specified time with prescribed application fee. Application fee for recognition of Research centre shall be rupees one lac per college. This application fee shall be for maximum five specialities (subjects) with intake of ten Ph.D. seats per speciality. The recognition of research centre shall be for a period of five years, after which it will be responsibility of research centre to submit renewal application to RUHS at least six months before the expiry of permission of recognition of research centre.

VII. Fee:

Annual fee of Ph.D. scholar shall be rupees thirty thousand per annum for government college(s)/institute(s) & rupees fifty thousand for private college(s)/institute(s) from the date of joining to till date of thesis submission, out of this thirty percent shall be reimbursed to RUHS.

राजस्थान स्वास्थ्य विज्ञान विश्वविद्यालय, जयपुर

रिसर्च सेन्टर की सम्बद्धता हेतु शुल्क एवं अन्य विवरण

क्र. सं.	शुल्क का विवरण	राशि (रूपये में)
1.	आवेदन फार्म शुल्क (प्रत्येक विशेषज्ञता (विषय) का पृथक-पृथक)	1,000.00 (अक्षरे एक हजार रूपये)
2.	आवेदन शुल्क अधिकतम पांच विशेषज्ञताओं (विषयों) के लिये (प्रत्येक विशेषज्ञता के लिये दस सीटे)	1,00,000.00 (अक्षरे एक लाख रूपये)
3.	पांच विशेषज्ञताओं (विषयों) के अधिक होने एवं दस विशेषज्ञताओं (विषयों) तक अतिरिक्त शुल्क	1,00,000.00 (अक्षरे एक लाख रूपये)
4.	प्रत्येक विशेषज्ञता में दस सीटो से अधिक अतिरिक्त सीट अभिवृद्धि का प्रति सीट पर देय अतिरिक्त शुल्क	5,000.00 (अक्षरे पांच हजार रूपये)

मुख्य तिथियां एवं अन्य विवरण

रिसर्च सेन्टर के रूप में सम्बद्धता हेतु जारी अधिसूचना की तिथि	—	24.07.2025
रिसर्च सेन्टर हेतु आवेदन प्रारम्भ करने की तिथि	—	24.07.2025
रिसर्च सेन्टर हेतु आवेदन को विश्वविद्यालय में प्रस्तुत करने की अन्तिम तिथि	—	18.08.2025

1. विश्वविद्यालय द्वारा रिसर्च सेन्टर के रूप में सम्बद्धता हेतु जारी अधिसूचना एवं नियमावली के तहत विश्वविद्यालय के संघटक महाविद्यालयों एवं संबद्धता प्राप्त महाविद्यालयों को विश्वविद्यालय में उपरोक्तानुसार मय शुल्क के आवेदन करना अनिवार्य है।
2. आवेदन फार्म के साथ उपरोक्त शुल्क का Demand Draft (in favour of Registrar, Rajasthan University of Health Sciences, Jaipur) विश्वविद्यालय में निर्धारित तिथि (दिनांक 18.08.2025) तक प्राप्त होने पर ही आवेदक महाविद्यालय को पीएच.डी. प्रवेश परीक्षा-2025 की प्रक्रिया में सम्मिलित करने हेतु स्वीकार किया जावेगा।
3. पीएच.डी. पाठ्यक्रम हेतु प्रत्येक विशेषज्ञता (विषय) हेतु पृथक-पृथक आवेदन करना अनिवार्य है।
4. यदि किसी महाविद्यालय का आवेदन पत्र विश्वविद्यालय में डाक द्वारा नियत तिथि पश्चात् विलम्ब से प्राप्त होता है तो उस आवेदक महाविद्यालय को पीएच.डी. प्रवेश परीक्षा-2025 की प्रक्रिया में सम्मिलित करने विचार नहीं किया जायेगा। इसलिए आवेदक महाविद्यालय आवेदन फार्म मय शुल्क को विश्वविद्यालय में Speed-Post/व्यक्तिशः उपस्थित होकर निर्धारित तिथि तक विश्वविद्यालय में जमा कराना सुनिश्चित करेगा या यह सुनिश्चित करेगा की डाक विश्वविद्यालय में निर्धारित समय पर प्रस्तुत हो।

RAJASTHAN UNIVERSITY OF HEALTH SCIENCES, JAIPUR

**Application Form for Recognition of Institution as Research Centre for Offering
Ph.D. Programme under RUHS**

(Note: Separate P.G. Department/Discipline wise application form required)

Name of Department/Specialization for applied Ph.D. Course:.....

1. Name of College/Institute:

2. Complete Address of the College/Institution:.....

.....Pin Code.....

3. Telephone No.:

4. E-Mail I.D. :

5. Website:

6. Name & Address of the Parent educational:.....
Society/Trust which runs the Institute
(Registration Letter enclosed)

7. Nature of Controlling Institution:

(Govt./Autonomous/ Society / Private / Trust / Charitable etc.)

8. Year of Establishment of the College/Institute:

9. RUHS Affiliation Letter No. Date:.....

10. Type of Affiliation:

(Permanent/Annual/Long Term)

11. Name of Principal/Director:

12. Mobile No. Principal/Director:

13. E-Mail :

14. Affiliation Year:

15. Academic programmes offered:

S.No.	Level of Course	Name of Course	Year of Establishment
1.	U.G.	1.	
		2.	
		3.	
		4.	
2.	P.G.	1.	
		2.	
		3.	
		4.	
3.	Ph.D.		
4.	Others (Please Specify)	1.	
		2.	

16. Name of the P.G. department seeking :
Ph.D. programme

17. Number of the Ph.D. seats: Applied :

18. Affiliated P.G. Course(s) in subject (in which Ph.D. programme applied):

Year of Affiliation:

Number of Batches passed out :

19. Whether P.G. recognized in the subject : Yes No
 If Yes (please give details)

.....(Copy Attach)

20. Availability of Research related committees:

a. Institutional Ethics committee (IEC): Available Not Available

If available, registered: Yes No

b. Institutional Research Review Board (IRRB): Available Not Available

c. Institutional Animal Ethics Committee (IEAC): Available Not Available

21. Research activities (workshops/conferences/trainings/CME) Organized by the institute in the last 3 years:(List Enclosed)

S.No.	Conference/Seminar/Workshop/Symposia etc.	Level (State/National/International)	Title	No. of Participant	Organized on

22. Funded Research Projects (University/UGC/CSIR/DST/Any other agency in the institute/

Department: Ongoing- No:(Detailed List enclosed)

Completed - No:(Detailed list enclosed)

23. Faculty details in concerned Subject/ P.G. Department: (Detailed List with names)

a) No. of Sanctioned Teaching Post:

Professor: Associate Professor:..... Assistant Professor:..... Tutor:.....

b) No. of Regular Teaching Staff (working):

c) No. of Regular Teaching Staff with Ph.D. (Working).....

d) No. of Eligible Postgraduate Teacher:

e) No. of Teaching Staff on Adhoc/Contractual.....

24. No. of recognized Ph.D. supervisors available in the college in the subject concerned (Give details)

S.No.	Name	Designation	Specialization	RUHS Ph.D. guide approval no. & date

25. Research activities attended by the faculty of concerned P.G. subject (Ph.D. applied) for during the last three years: (Detailed List to be enclosed)
- (i) Conference:.....
 - (ii) Seminar:.....
 - (iii) CME :.....
 - (iv) Workshop:.....
 - (v) Others:
26. Research Papers/ Book chapters/ book published by the faculty of concerned P.G. subject (Ph.D. applied) for during the last three years(Detailed list with indexation details to be enclosed)
27. Library Details:
- a) Total No. of Books pertaining to the P.G. Subject/Research:.....(List Enclosed)
 - b) Total No. of Journals (Indian and Foreign):.....(List Enclosed)
 - c) Availability of e-journals:.....(List Enclosed)
 - d) Timing of library for research scholars:
28. Computer lab with printing facility for scholars: Available Not available
29. Internet Facilities: Available Not available
30. Anti plagiarism Software: Available Not available
- if yes, Name of Software:.....
- Date of purchase:..... validity:.....
31. Infrastructure of concerned P.G. department:
- Building space:.....
 - Research Laboratories:.....
 - Seminar Rooms:.....
 - Faculty Rooms:.....
 - Boys Common Room:.....
 - Girls Common Room:.....
 - Available Equipment's:(List to be enclosed)
32. Multidisciplinary research unit in the institution: Available Not available
- Available:..... (list of members, equipments, ongoing and completed projects, if any to be enclosed)
- Not available:.....
33. Collaboration with Other Institute/Organization: Yes No
- if yes, Details:.....
-

34. Hostel Facilities: Available Not available

35. Any other information:.....

Date:- Principal/Director/Secretary of the trust
(With Stamp)

Declaration

On behalf of the Institution/ Research Centre _____
I _____ Son/Daughter of _____
Post _____ do hereby declare that the particulars furnished above are correct to the best of my knowledge and belief and that I am prepared to undergo any punishment imposed on me, if any of the particulars furnished are found to be false and misleading. The Centre/College shall provide all necessary research facilities to the researchers and scholars in compliance with the Research Regulations of the Rajasthan University of Health Sciences, Jaipur and will follow all the rules and regulations issued by the University from time to time.

Date: Principal/Director/Secretary of the trust
(With Stamp)

Check List/Annexures

(Note: All Documents attested & verified by Head of the Institute/College)

S.No.	Annexure	Total Pages	Page No.
1.	Application Form for recognition as Research Centre for Ph.D. course (Separate Ph.D. Specialization wise)		
2.	Application Form Fee alongwith Affiliation Fee D.D. (for recognition as Research Centre for Ph.D. course)		
3.	Society/Trust/Government Registration Letter		
4.	NOC from Government for Opening College		
5.	Recent Approval Letter of NMC/DCI/INC/PCI & etc... for concerned P.G. Department		
6.	RUHS Affiliation Letter for concerned P.G. Department		
7.	List of Teaching & Non Teaching Staff (Concerned P.G. Department)		
8.	Institutional Ethics Committee approved Letter		
9.	Institutional Research Review Board approved Letter		
10.	Institutional Animal Ethics Committee approved Letter		
11.	List of Research Projects completed during last three Years sponsored by University/ UGC/CSIR/ DST/Any other agency (separate list of Extramural & Intramural)		
12.	List of ongoing Research Projects during last three Years sponsored by University/ UGC/ CSIR/ DST/Any other agency (separate list of Extramural & Intramural)		
13.	List of recognized Ph.D. supervisors in the college alongwith registration letter issued by university		
14.	List of seminar, workshop, conference, CME attended by the Teachers of the college during the last three years		
15.	List of Research Papers & Book Published by the Teachers of the College during the last three years		
16.	List of State, National & International level conference, seminar, workshop, symposia etc. organized by the College/Institution		
17.	List of Books pertaining to the P.G. Department/Subject/Research		
18.	List of Journals of P.G. Department/Subject (Indian/Foreign)		
19.	List of e-resources/e-journals of P.G. Department/Subject		
20.	Any Other		
21.			
22.			