

The GLOCAL UNIVERSITY

**Delhi-Yamunotri Marg, State Highway 57, Mirzapur Pole, Distt.
Saharanpur-247121 (UP)**

Guidelines for Ph.D. thesis**Applicable to All Deaneries and Disciplines**

All Ph.D. scholars are required to submit their **Synopsis, Ph.D. thesis** and **Summary** to the Research Unit Cell in accordance with the following institutional standards.

General instructions:

1. Prepare the thesis as per the approved university format.
2. Submit one hard copy and a soft copy of the synopsis to the Research Unit Cell at the time of DRC.
3. If corrections are suggested, submit the revised synopsis within six months.
4. Limit the thesis to 250 printed pages and references to under 200.
5. Submit four spiral-bound copies of the thesis, six copies of the summary, and soft copies of all documents for evaluation.
6. Soft copy submission for evaluation is preferred.
7. Incorporate examiner's corrections post-evaluation.
8. Submit four hardbound copies of the final thesis before Viva-Voce.
9. Provide final copies to the Guide, Co-Guides, and the Research Unit Cell.

Synopsis preparation guidelines

The synopsis must be prepared in accordance with the prescribed format and should include the following key sections:

1. **Introduction:** Provide a concise overview of the research topic, its background, relevance, and the rationale behind selecting the subject.
2. **Objectives:** Clearly state the aims and specific goals the research intends to achieve.
3. **Methodology:** Describe the research design, data collection methods, tools, techniques, and analytical procedures used to conduct the study.
4. **Major Findings:** Summarize the core results or outcomes derived from the research work.
5. **Significance or Implications:** Explain the academic, practical, or societal relevance of the findings, and how they contribute to the field of study.

6. Internal headings, diagrams, and illustrations are not permitted.
7. The synopsis word count limit ranged **2,000 to 5,000 words**, inclusive of tables and figures but exclusive of appendices, which corresponds to **15 to 20 pages**.
8. References/Bibliography referred to APA Style or scientific/engineering methodology (e.g. JEEE method).
9. **Page set up:** A4-sized paper with a 1.5-inch margin on the left and 1-inch margins on the remaining sides, using Times New Roman font (size 12), 1.5 line spacing, and paragraphs spaced with a consistent indent or spacing before and after to enhance clarity, coherence, and overall readability.

Cover Page & Title Page Specifications (Refer Annexure I)

1. **Paper Size:** Use A4 paper (210mm × 297mm).
2. **Thesis Title:** Font Times New Roman, 16 Size, Style: Bold, Alignment Center, Capitalize major words.
3. **Synopsis:** Font Times New Roman, Size: 14, Bold, Alignment Center.
4. **Submitted for the award of the Degree of :** Font Times New Roman, Size: 14, Bold, Alignment Center.
5. **DOCTOR OF PHILOSOPHY:** Font: Times New Roman, 14 Size, Bold, Alignment Center, UPPERCASE.
6. **In <Subject Name> :** Font Times New Roman, Size: 14, Bold, Alignment Center.
7. **<Subject Name>** your discipline (e.g., Chemistry, History, Biology, Ayurveda, Pharmacy)
8. **GLOCAL UNIVERSITY:** Font: Times New Roman, 16 Size, Bold, Alignment Center, UPPERCASE.
9. **MIRZAPUR, SAHARANPUR, UTTAR PRADESH, 247121, INDIA:** Font: Times New Roman, 16 Size, Bold, Alignment Center, UPPERCASE.
10. **<Year>:** Font Times New Roman, Size: 14, Bold, Alignment Center.

<TITLE OF THESIS>

(Times New Roman, Font Size 16, Centre Alignment, Bold)

Synopsis

(Times New Roman, Font Size 14, Centre Alignment, Bold)

Submitted for the award of the Degree of

(Times New Roman, Font Size 14, Centre Alignment, Bold)

DOCTOR OF PHILOSOPHY

(Times New Roman, Font Size 14, Centre Alignment, UPPERCASE, Bold)

In

<Subject Name>

Times New Roman, Font Size 14, Centre Alignment, Bold)



GLOCAL UNIVERSITY

MIRZAPUR, SAHARANPUR, UTTARPRADESH, 247121,

INDIA

(Times New Roman, Font Size 16, Centre Alignment, UPPERCASE, Bold)

Research Supervisor

Research Scholar

<Name of Supervisor>

<Name of Student>

<Designation of Supervisor>

<Registration No.>

<Name of School >

<Name of School >

(Times New Roman, Font Size 14, Centre Alignment, Bold)

<Year>

(Times New Roman, Font Size 14, Centre Alignment, Bold)

Thesis preparation guidelines

1. **Total Length:** Minimum 150 pages, maximum 300 pages (excluding annexures and certificates).
2. **Paper Size:** A4 (297mm × 210mm), minimum 80 GSM white paper; Margins: 1.5 inch Left; 1 inch for Top, Bottom and Right; Font Times New Roman and Size 12; Line Spacing: 1.5, Paragraphs: Indented or spaced consistently for readability.
3. **Cover Page Format (Refer to Annexure II)**
 - **Title:** Times New Roman, Size 16, Bold, Centered
 - **Subtitle:** “Thesis Submitted for the Award of Degree of” – Size 14, Bold, Centered
 - **Degree:** “DOCTOR OF PHILOSOPHY” – Size 14, Bold, UPPERCASE, Centered
 - **Subject Name:** Size 14, Bold, Centered
 - **University Name & Address:** Size 16, Bold, UPPERCASE, Centered
 - **Year:** Size 14, Bold, Centered
4. **Preliminary Pages:**
 - Declaration by Candidate:** Annexure IV
 - Certificate by Supervisor:** Annexure V
 - Examiner Sheet:** Annexure VI
 - Acknowledgement:** 1–2 pages
 - Abstract:** 500 words
 - Table of Contents:** Include page numbers for:
 - Thesis plagiarism report:** 1 Page front page (Similarity index $\geq 10\%$)
 - Chapters:**
 - Introduction:** Chapter 1 (e.g., 1.1, 1.2...)
 - Review of Literature:** Chapter 2 (e.g., 2.1, 2.2...),
 - Materials and Methods:** Chapter 3 (e.g., 3.1, 3.2...)
 - Results:** Chapter 4 (e.g., 4.1, 4.2...)
 - Discussion:** Chapter 5 (e.g., 5.1, 5.2...)
 - Conclusion and Recommendations:** Chapter 6 (e.g., 6.1, 6.2...)
 - List of Tables:**
 - List of Figures:**
 - Table:** Font: Time new Roman, 12 Size, Alignment, Centered, Title above the table
 - Numbering:** From Chapter 3: Tables/Figures as 3.1, 3.2...; From Chapter 4: Tables/Figures as 4.1, 4.2...

5. **Table:** Font: Time new Roman, 12 Size, Alignment, Centered, Title above the table
Numbering: From Chapter 3: Tables/Figures as 3.1, 3.2...; From Chapter 4: Tables/Figures as 4.1, 4.2...
6. **Figures:** Font: Time new Roman, 12 Size, Alignment, Centered, Title below the figure, Numbering: From Chapter 3: Tables/Figures as 3.1, 3.2...; From Chapter 4: Tables/Figures as 4.1, 4.2... Maintain a consistent font throughout; alternate fonts may be used in tables, figures, and appendices if necessary.
7. **References/Bibliography:** Follow consistent citation style (APA, MLA, etc.)
8. **Appendices:** Include supplementary material
9. **Conference/Seminar Certificates:** related to thesis topic with scholar name.
10. **Published Papers:** Related to thesis topic with scholar and supervisor names.
11. Paragraphs should be indented or separated by an empty line.
12. Titles and chapter headings may use larger font sizes, but not exceeding 16 point.
13. Boldface may be used for headings, title page, emphasis, or special symbols.
14. Font size in tables, figures, and appendices must be no smaller than 9 point and fully legible.
15. Each chapter must start on a new page with a top margin of 75 mm. The chapter number (in Hindu-Arabic numerals) and title should be centred, printed in 16 pt bold font using both upper and lower case. Maintain a vertical gap of 25 mm between the chapter number, title, and the first paragraph.
16. All images, photographs, and related visual content must have a resolution exceeding 300 dpi, with 256 grayscale levels for monochrome visuals and 24-bit depth per pixel for colored images. Blurry or illegible visuals should be avoided, and the use of Origin Pro software is recommended for graph plotting instead of Excel.
17. All equations should be chapter wise like Eq. (1.1), Eq. (1.2)and so on with double spacing between equations. In general, equations should be numbered at the right margin of the manuscript with the number either in brackets or parentheses.

**Ph.D.
Thesis**

Title of the Thesis

**Name of
Scholar**

Year

<TITLE OF THESIS>

(Times New Roman, Font Size 16, Centre Alignment, Bold)

<Thesis>

(Times New Roman, Font Size 14, Centre Alignment, Bold)

<Submitted for the award of the Degree of>

(Times New Roman, Font Size 14, Centre Alignment, Bold)

<DOCTOR OF PHILOSOPHY>

(Times New Roman, Font Size 14, Centre Alignment, UPPERCASE, Bold)

In

<Subject Name>

(Times New Roman, Font Size 14, Centre Alignment, Bold)



<GLOCAL UNIVERSITY

MIRZAPUR, SAHARANPUR, UTTARPRADESH, 247121,

INDIA>

(Times New Roman, Font Size 16, Centre Alignment, UPPERCASE, Bold)

Research Supervisor

Research Scholar

<Name of Supervisor>

<Name of Student>

<Designation of Supervisor>

<Registration No.>

<Name of School >

<Name of School

(Times New Roman, Font Size 14, Centre Alignment, Bold)

<Year>

(Times New Roman, Font Size 14, Centre Alignment, Bold)

Summary preparation guidelines

1. The Summary word count limit ranged **2,500 to 3,000 words**, which corresponds to 8 to 10 pages.
2. **Page set up:** A4-sized paper with a 1.5-inch margin on the left and 1-inch margins on the remaining sides, using Times New Roman font (size 12), 1.5 line spacing, and paragraphs spaced with a consistent indent or spacing before and after to enhance clarity, coherence, and overall readability.
3. **Cover Page Format (Refer to Annexure II)**
 - **Title:** Times New Roman, Size 16, Bold, Centered
 - **Subtitle:** “Thesis Submitted for the Award of Degree of” – Size 14, Bold, Centered
 - **Degree:** “DOCTOR OF PHILOSOPHY” – Size 14, Bold, UPPERCASE, Centered
 - **Subject Name:** Size 14, Bold, Centered
 - **University Name & Address:** Size 16, Bold, UPPERCASE, Centered
 - **Year:** Size 14, Bold, Centered.
4. **Introduction:** Briefly define research background, research problem statement and rationale and significance of the study.
5. **Objectives:** List research objectives.
6. **Methodology:** Outline research design, tools, techniques, and data sources and mention sample size, duration, and analytical methods.
7. **Major Findings:** Summarize key results and observations and highlight patterns, trends, or breakthroughs.
8. **Discussion:** Interpret findings in context of existing literature and address limitations and strengths of the study.
9. **Conclusion:** Present concise conclusions drawn from the research and link back to objectives and research questions.
10. **Recommendations:** Suggest practical applications or policy implications, propose areas for future research and explain significance of the your research in the field of academic , social or industries.
11. **References (Optional in Summary)**
12. Include only if required by university guidelines.

<TITLE OF THESIS>

(Times New Roman, Font Size 16, Centre Alignment, Bold)

<SUMMARY>

(Times New Roman, Font Size 14, Centre Alignment, Bold)

<Submitted for the award of the Degree of>

(Times New Roman, Font Size 14, Centre Alignment, Bold)

<DOCTOR OF PHILOSOPHY>

(Times New Roman, Font Size 14, Centre Alignment, UPPERCASE, Bold)

In

<Subject Name>

Times New Roman, Font Size 14, Centre Alignment, Bold)



<GLOCAL UNIVERSITY

MIRZAPUR, SAHARANPUR, UTTARPRADESH, 247121,

INDIA>

(Times New Roman, Font Size 16, Centre Alignment, UPPERCASE, Bold)

<Research Supervisor>

<Research Scholar>

<Name of Supervisor>

<Name of Student>

<Designation of Supervisor>

<Registration No.>

<Name of School >

<Name of School

(Times New Roman, Font Size 14, Centre Alignment, Bold)

<Year>

(Times New Roman, Font Size 14, Centre Alignment, Bold)

DECLARATION BY THE CANDIDATE

I hereby declare that this submission is my own work and that, to the best of my knowledge and belief, it contains no material previously published or written by another person nor material which to a substantial extent has been accepted for the award of any other degree or diploma of the university or other institute of higher learning, except where due acknowledgment has been made in the text.

Signature of Research Scholar

Name:

Enrollment No.:

CERTIFICATE BY THE SUPERVISOR

Certified that Name of student (Enrollment no.....) has carried out the research work presented in this thesis entitled “.....Title of Thesis.....” for the award of Doctor of Philosophy from GLOCAL University, Mirzapur , Saharanpur under my supervision. The thesis embodies results of original work, and studies as are carried out by the student himself/herself and the contents of the thesis do not form the basis for the award of any other degree to the candidate or to anybody else from this or any other University/Institution.

Date:

Signature

Name of Supervisor

Designation

Name of School

Note: In case of only one supervisor, the sole supervisor will sign on the right side and in case of Co-supervisor will sign in the left side of the page. The date, however, will be common to all.



EXAMINER'S SHEET

This is to certify that research work embodied in this entitled "Title of Thesis"
..... was carried out by Name of Scholar; Reg. No. -----
is approved for the award of the degree of Doctor of Philosophy in the Dept. of -----
----- Glocal University, Saharanpur, Uttar Pradesh, India.

Date:

Place:

Name & Signature

(Supervisor)

Name & Signature

(External Examiner)

Table of Contents

Declaration by the student	Pages (From... to...)	
Certificate by the supervisor	i.	
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Chapter3: Materials and Methods, Subheads 3.1, 3.2, 3.3.....		
Chapter4: Results, Subheads 4.1, 4.2, 4.3.....		
Chapter5: Discussion, Subheads 5.1, 5.2, 5.3.....		
Conclusion and Recommendations		
References/Bibliography		
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List of Abbreviations		
List of Tables		
Table Number	Title	Page No.
List of Figures		
Figure Number	Title	Page No.

Softcopy Preparation Guidelines for PhD Thesis:

Research scholars have to submit softcopy of Ph.D. thesis in PDF format in penderive for uploading in shodhganga along with printed version of thesis as given below in Table 1.

Table 1: Sample for suggested files name to be transfer to the Pen derive

File Name	Content Name
01_title.pdf	Title Page
02_certificate.pdf	Certificate
03_abstract.pdf	Abstract

04_declaration.pdf	Declaration
05_acknowledgement.pdf	Acknowledgement
06_contents.pdf	Content/Index page
07_list_of_tables.pdf	List of Tables
08_list_of_figures.pdf	List of Figures
09_abbreviations.pdf	Abbreviations
10_chapter1.pdf	First Chapter
11_chapter2.pdf	Second Chapter
12_chapter..... .pdf	Chapter...
13_conclusion.pdf	Conclusion
4_summary.pdf	Summary
15_bibliography.pdf	Bibliography
16_References.pdf	Reference
7_Questionnaire.pdf	Questionnaire
18_Maps.pdf	Maps
19_Publications.pdf	Publications
0_Recommendation.pdf	Recommendations (Recommendation files should contain title page and the chapter which contains Recommendations/Conclusion/ Summary/Future findings without any images)

Note: For detailed guidelines, please see User Guide and Tutorials available in <http://shodhganga.inflibnet.ac.in>).