क्षेत्रीय आयुर्विज्ञान संस्थान, इंफाल: मणिपुर
REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL, MANIPUR
(स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्थान)
(An Autonomous Institute under the Ministry of Health & Family Welfare, Govt. of India)

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CIRCULAR

Imphal, the 5th November, 2024

No. ACADEM/COMT/1/2024-Academic Section: The 'Rules for the Doctor of Philosophy (PhD) Program in RIMS' version 2 dated 1st October, 2024 is hereby circulated for kind information of all Heads of Departments with a request to bring it to the knowledge of faculty members of the respective departments.

(Brogen Singh Akoijam)
Dean (Academic),
Regional Institute of Medical Sciences,
Imphal

Copy to:
1. P.S. to Director, RIMS, Imphal – for kind information of Director
2. All HoDs, RIMS, Imphal
3. File concerned

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(Version 2. October 1, 2024)

Rules for the Doctor of Philosophy (PhD) Program in RIMS

1. The PhD Program in RIMS Imphal shall be conducted within the latest framework of the PhD Regulation/Ordinance of the Manipur University, whenever issued.

2. There shall be a Board of Doctor of Philosophy of RIMS Imphal (BDPRI) comprising of a fixed number of the Heads of Departments on a term-rotation, the Member Secretary, REB RIMS Imphal, and the Nodal Officer MDRU, RIMS Imphal. The Board shall be chaired by the Dean (Academic) RIMS Imphal (Annexure A).

3. Advertisement for admission into the PhD program shall be done as per the existing rules. If it is to be done collectively by the University, vacant seats of the respective departments shall be submitted to the Dean (Academic) RIMS Imphal after discussing in a meeting of the Board of Studies of the Departments (BSD) for endorsement and onward transmission to the University. Any vacant seat of any department advertised without getting endorsement from the Dean's (Academic) Office, RIMS Imphal shall be cancelled or the thesis work in the institute shall not be permitted.

4. Candidates, who wish to undergo PhD Course in RIMS Imphal under Manipur University, need to apply to the Dean or Director through their Heads of the Departments for permission to carry out the research work in the institute.

5. All communication to the University, related to the PhD Course, should be routed through the Dean, RIMS Imphal, or a copy shall be marked to the Dean, RIMS Imphal wherever applicable.

6. Admission tests for the program shall be done under the existing rules within the mandate of the Manipur University's Regulations.

7. Course Work, including the final assessment, for the candidates seeking admission into the PhD Program at RIMS Imphal shall be arranged by the MEU in collaboration with the Dean's Office and the respective departments aligning to the mandate of the Manipur University's Regulations. This measure is to save resources and bring uniformity to the course in the institute.

8. Candidates need to complete institutional formalities including fees for course work or assessment, if any, whenever notified.

9. Departments shall constitute Research Advisory Committees (RAC) for each PhD candidate in the Department as per the existing rules and regulations of the University.

10. Change of supervisor or topic and cancellation of a candidate from the program can be recommended by the RAC to the BSD. BSD shall, in turn, send the recommendation/decision to the Dean's Office.

11. If any faculty members wishes to be a co-guide of any Ph.D. Scholar enrolled in any other institute, permission/endorsement shall be obtained from the BDPRI/Dean's office.

12. Ombudsman – in controversial matters related to the PhD program, BDPRI shall decide and, if undecided, the Director RIMS shall act as the arbitrator of any controversy.

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Annexure A

Board of Doctor of Philosophy RIMS Imphal (BDPRI)

Composition: The Board shall consist of the following members from the institute.

1.	Dean (Academic)	Chairperson
2.	Nodal Officer, MDRU	Member
3.	Member Secretary, REB	Member
4.	1 Faculty from Phase I MBBS	Member
5.	1 Faculty from Phase II MBBS	Member
6.	1 Faculty from Phase III Part 1 MBBS	Member
7.	1 Faculty from Phase III Part 2 MBBS	Member
8.	1 Faculty from Dental College	Member
9.	1 Faculty from College of Nursing	Member

One of the members shall act as the Convener of the Board for each of the tenure, which shall be decided in the first meeting of the Board.

Term of the Board:

The tenure of the Board members shall be of two years except for the members at number 1, 2 and 3. Faculty members at number 4 to 9 shall be on rotation basis.

Terms of Reference:

- The Board shall recommend any amendment in the Rules to the SAC/authority for endorsement and adoption.
- The Board shall decide the admission and coursework procedures of the PhD Program within the framework of Manipur University.
- The Board shall oversee the entire PhD program in the institute.
- The Board shall decide on matters that are submitted by RAC/BSD.
- The Board shall have the right to endorse or reject the topics of the scholars in line with the institute's mandate of maintaining quality research.
- The Board shall handle any other matter related to PHD Program in the institute that are not mentioned in the Rules or cannot be solved by the RAC/BSD/Departments.