

**DOCTORAL PROGRAMME RULES AND REGULATIONS**

**Prospectus for students applying to SJRI for registration under Manipal Academy of Higher Education**



**ST. JOHN'S RESEARCH INSTITUTE**

**Recognized Research Centre**

**St. John's National Academy of Health Sciences**

**Koramangala**

**Bangalore-560034, Karnataka, India.**

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## Table of Contents

About the Institution.....	3
Eligibility for admission .....	3
Categories of candidates.....	4
FULL TIME CANDIDATES.....	4
PARTTIME.....	4
Thematic areas of research in Life Sciences currently offered under MAHE .....	4
Admission process .....	4
Guides for the doctoral programme.....	5
Duration of the programme.....	5
Course requirement.....	5
Coursework .....	6
Progress of research .....	6
University Fee/ Institution Fee .....	6
Leave: .....	6
Accommodation:.....	7
Library and internet facilities:.....	7
SJRI Fee structure:.....	7

## About the Institution

St. John's Research Institute (SJRI) is an integral part of the St. John's National Academy of Health Sciences (SJNAHS) administered by the Catholic Bishops Conference of India (CBCI). In the year 2000, the St John's National Academy of Health Sciences decided that its commitment to excellence in research required the setting up of an Institute that was dedicated to the pursuit of research and capacity development in St. John's. This vision encompassed improvement of health of the community and patients through research and development of a Center for Excellence in medical research in India. The SJRI was set up with a commitment to pursue excellence in research and to build capacities in health-related research. The institute was thus conceptualized in the year 1998 and moved into the present facility in the year 2004.

The mission of the Institution is to make a significant impact on lifestyle related disorders, infectious diseases and cancer in India through basic and clinical research, promotion of evidence-based health care and population health research initiatives through education and training programmes. The vision of SJRI is to improve the health of the community and patients through research leading to the development of a centre for excellence for medical research in India.

SJRI is currently recognized as Research Centre for the doctoral programme by the Manipal Academy of Higher Education (MAHE) since 2019 and from the University of Mysore since 2017. Students registered will be guided by supervisors registered as guides under each of these universities and will also follow the guidelines of the respective universities. While students will have to conform to the rules and regulations of the university under which they have registered, SJRI aims to ensure the highest quality and uniformity in academic standards for all admitted students. To fulfil this aim, students pursuing their doctoral programme at SJRI need to follow the institute's guidelines as outlined in the forthcoming sections.

**This prospectus is specifically for candidates who wish to register at the SJRI doctoral programme under MAHE.**

## Eligibility for admission

Candidates who have scored a minimum of 55% marks are eligible to apply if they have completed any of the following programmes:

- An MPhil, or a postgraduate or professional degree declared equivalent to a master's degree or any other equivalent degree of an UGC recognised University
- A postgraduate degree in medical or dental sciences or MBBS/Dental degree or equivalent of at least 5 years duration
- Foreign Nationals with Indian / Foreign post graduate degree are also eligible to apply

## Categories of candidates

### FULL TIME CANDIDATES

- Those who have qualified for JRF UGC - CSIR - NET-JRF/ ICMR -JRF / DBT-JRF/ equivalent fellowships with approved funding
- Those candidates who have been recruited for PI initiated research projects funded by private and public funding agencies

### PART-TIME

Candidates who are permanent faculty or employees of SJNAHS are eligible for the part-time doctoral programme. Permanent faculty can register after institutional formalities of obtaining approval are completed.

Part-time does not imply that the candidate is permitted to work through distance education mode.

## Thematic areas of research in currently offered at SJRI under MAHE

- Public health and epidemiology
- Biostatistics
- Infectious Diseases
- Nutrition
- Molecular Biology
- Public engagement, ethics, health and humanities

## Admission process

The selection and admission process will be in accordance with the UGC guidelines.

The call for submitting applications will be made, both on the institution website (<https://sjri.res.in/phd>) and in selected national newspapers. The admission notification will include number of posts available under specific subjects in which doctoral students will be enrolled. The candidate can apply online as per the admission notification.

As part of initial admission process a request letter from the candidate, curriculum vitae (CV) along with other testimonials (as prescribed in the admission website) are to be submitted online at the website at <https://sjri.res.in/phd>.

Candidates who have qualified under the UGC-CSIR NET (including JRF/ICMR -JRF / DBT-JRF or any other equivalent fellowships (where selection is through a nationwide examination) are eligible. They are exempt from the entrance exam but will undergo an interview for selection. MD and MPhil students, too, are exempt from undergoing an entrance exam, but will undergo an interview for selection.

Full time candidates without fellowship and part-time candidates will undergo an examination of 3-hour duration conducted at the St John's Research Institute, followed by an interview for short listed candidates.

The entrance exam will consist of questions that cover general research methods and thematic areas of biology and health sciences including logic, general aptitude, research design, laboratory research methods, biological techniques, health and nutrition. The format of the questions will be either multiple-choice questions and/or short answer question. Candidates will need to obtain 50% of the total marks to pass the exam. More details about the specific exams under the various proposed research areas/subjects are available on the SJRI website <https://sjri.res.in/phd>.

All shortlisted candidates will be interviewed on scheduled dates and a final list of admitted candidates will be published on the St John's Research Institute's website.

## Guides for the doctoral programme

Candidates will be supervised by eligible faculty recognized as a guide by MAHE.

In case research is inter or multi-disciplinary in nature, a co-guide may be chosen by the supervisor, who requires to be a recognized co-guide by the University (MAHE) in the concerned or related subject. However, the main responsibility of supervising the research is vested with the Guide and the candidate shall finalize and submit the thesis through the Guide giving due acknowledgment and credit to the Co-guide(s).

## Duration of the programme

The duration of the doctoral programme will be from the date of registration to the date of submission of thesis.

The PhD programme shall be for a minimum duration of 3 years and maximum of 6 years for full time candidates and minimum of 4 years and a maximum of 7 years for part-time candidates.

- For women candidates, in special circumstances such as maternity or childcare leave and persons with disability (more than 40% disability) a relaxation of up to 2 years is permitted in the maximum duration. Women candidates may avail maternity leave or child care leave once in the entire duration of the doctoral programme for up to 180 days.
- Any extension beyond 3 years for full-time and 4 years for part time, will need to be approved by the guide, the PhD committee at SJRI and by the respective university where the candidate has registered.
- Extension will also be subject to a satisfactory review of the students' progress including regular six-monthly reports (MAHE).
- Extensions will be governed by the regulation of the specific university.

## Course requirement

All registered candidates will need to complete the coursework requirements, qualifying examination, synopsis/proposal presentation, and other requirements fulfilling the specifications and guidelines laid down by MAHE. All registered students are required to participate in the academic activities of the department/division under which the candidate is registered. Research undertaken should be approved by the institutional ethics committee of St John's. Synopsis submission during registration as well as during submission of thesis should be prepared and completed as per the university's regulations.

Plagiarism or any other academic infractions in any form is not allowed and can lead to expulsion from the doctoral programme. Complaints of Sexual harassment, if any should be reported to the

Internal Complaints Committee of St. John's National Academy of Health Sciences.

## Coursework

Doctoral students should complete the mandatory courses and programme-specific courses prior to or within the first year of registration at MAHE.

The coursework will be a combination of theory-based lecture, seminars and presentations, journal clubs, practical and fieldwork and independent study courses and assignments. Completing the coursework is a mandatory requirement and coursework attendance and assessment is required prior to formal registration. If the candidate does not clear the coursework evaluation, the test needs to be repeated and completed successfully.

All presentations will need to be approved by the PhD committee at SJRI before presentation at the University. SJRI also reserves the right to disqualify students with repeated poor evaluations.

For registration into the doctoral programme the university's guidelines need to be followed. This requires the submission of a synopsis to be approved and the candidate's presentation to the respective committees of the specific university. The registration is complete after approval of the research.

## Progress of research

Students will continue their learning under their subject and aim for in-depth studies in their subject through continued scheduled learning as prescribed by the guide and the institution. Students are also encouraged to use Massive Online Courses (MOOCs) for continuous learning during the whole duration of their doctoral programme apart from the seminars, presentations, manuscript writing, practical/fieldwork, journal clubs etc done within and across departments. Progress reports need to be submitted periodically on a six-monthly basis to MAHE.

Doctoral advisory committees for each student will be constituted as per the norms of the respective universities. Presentations to the doctoral committee as mandated by the University will be conducted. All PhD guidelines specified by the respective universities need to be strictly followed. Failure to submit two consecutive research progress reports shall entail cancellation of the registration.

## University Fee/ Institution Fee

All fees payable by the candidate to MAHE must be borne and remitted directly by the candidate to the University. The proof of payment must be handed over to the Office of Academics, SJRI.

Separate Institution fee charged by SJRI will be applicable. The fee may be revised annually based on the decision of the management. No TA and DA will be provided by the Institution for attending the conferences, seminars etc as part of the course. Both Health and Accident Insurance will be provided by the Institution during the course period.

## Leave:

Students are eligible for leave for 30 days per annum in addition to public holidays as per the Government regulations and as per SJRI norms. It is mandatory to obtain prior approval from the Dean as well as from the Head of the Department before applying for leave. Candidates who are permitted to attend approved conferences or on other work related to research work (such as for field visits or library work) shall be considered as leave on duty. In such cases, the candidate must

submit a letter, signed by the guide and submitted through the head of department, stating the period of absence and stating the reasons to the Dean, SJRI.

Women candidates are entitled to a maternity leave of 180 days as applicable.

### Accommodation:

Accommodation is subject to availability.

### Library and internet facilities:

Candidates can avail the library facility in the campus. To obtain the library card, candidate must submit a request letter to the library through the Dean SJRI. Candidates are also eligible for the internet facilities at the institute.

### SJRI Fee structure:

During the period of the doctoral programme, candidates need to pay a yearly fee to the St John's Research Institute. Currently the fee payable to SJRI for the academic year 2021-22 as in the table below.

**INSTITUTION FEE**

<b>Once at Admission</b>	<b>National</b>	<b>International</b>
Admission fee*	₹ 6,500.00	₹ 11,000.00
Identity Card*	₹ 300.00	₹ 300.00
Graduation Fee	₹ 600.00	₹ 600.00
PhD Course work fee	₹ 5,000.00	₹ 5,000.00
Caution Deposit	₹ 1,000.00	₹ 1,000.00
Library Deposit	₹ 2,000.00	₹ 2,000.00
<b>Sub Total</b>	<b>₹ 15,400.00</b>	<b>₹ 19,900.00</b>

<b>Annual Fee **</b>	<b>National</b>	<b>International</b>
Administrative charges	₹ 20,000.00	₹ 24,000.00
Library Fee	₹ 5,000.00	₹ 5,000.00
Health and Accident Insurance	₹ 5,000.00	NA
Laboratory Fee	₹ 7,700.00	₹ 15,000.00
Broad Band Internet Access Fee	₹ 6,000.00	₹ 6,000.00
<b>Sub Total</b>	<b>₹ 43,700.00</b>	<b>₹ 50,000.00</b>

<b>GRAND TOTAL 1st YEAR</b>	<b>₹ 59,100.00</b>	<b>₹ 69,900.00</b>
<b>Annual Fee Structure</b>		
<b>Category</b>	<b>National</b>	<b>International</b>
One-Time + Annual (Year 1)- new registration 2019-20	₹ 59,100.00	₹ 69,900.00
Year-II	₹ 43,700.00	₹ 50,000.00
Year-III	₹ 43,700.00	₹ 50,000.00

\* Non-refundable

\*\* 75% of Annual fees will be refunded if a candidate leaves within a month of joining. No refunds will be made thereafter.

Institution Fee is subject to change according to the norms of the management.