

Information Booklet
Bombay Natural History Society
University Studies department (USD)

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III) Rules and procedures for Ph.D. registration at the BNHS

- 1) **Admission:** Research and Recognition Committee meeting of Mumbai University usually held in January and July so the procedure of admitting students for Ph.D. in BNHS will be conducted twice a year.
- 2) **Research topic:** Candidates need to approach the respective BNHS Ph.D. Guide with a research topic.
- 3) **Permission from the Guide:** Candidate needs to take permission from the Guide under whom he/she would like to enroll for Ph.D. course.
- 4) **Topic approval:** Before applying for the topic approval, student needs to get the research topic approved from the respective guide and Director of BNHS. The application for topic approval along with twenty copies of research outline in prescribed format (See page 7) will be submitted by the student personally to the Mumbai University, Fort campus with approval of the Director, BNHS.
- 5) **Eligibility:**
 - a. For students other than Mumbai University, it is necessary to procure Eligibility Certificate from the Eligibility Section of the Mumbai University, Kalina campus (Check details on page 5).
 - b. Students who want to register for the Ph.D. other than their principal subject at M.Sc. degree (e.g. done M.Sc. in Physics and wish to do Ph.D. in Zoology) they need to apply for deciding equivalence and issuing an eligibility certificate for the admission to the Ph.D. Zoology in University of Mumbai (See point **IV.3** for details).
 - c. For the students of Veterinary science and medical sciences they need to apply for the change in faculty.
 - d. For the foreign students it is mandatory to get the provisional eligibility certificate from the Mumbai University.
- 6) **Registration:** If the topic is approved by the Mumbai University, the candidate will be registered for Ph.D. in BNHS. A student can register for Ph.D. course only after receiving the confirmation from Mumbai University for approval of his/her topic. A student needs to apply for Ph.D. registration with appropriate fees payments.

- 7) **Fees:** Student needs to pay appropriate fees including University and Society share at each time. Students also need to pay Ph.D. registration deposit along with other necessary payments. This amount will be refundable only after completing Ph.D. course successfully or after completing necessary formalities for cancellation of the Ph.D. registration. Student can pay either a term fee (April-October and November-March) or the annual fees (April-March).
- 8) **Failure to pay the fees:** If any student of BNHS does not communicate with the Society and does not pay the fees of an academic year, the request letter for cancellation of Ph.D. registration of a particular student will be forwarded to the Thesis Section of the Mumbai University by the BNHS, with a copy to the student. Due payment of fees of such a student will be deducted from the deposit amount.
- 9) **Original documents:** Original documents such as degree certificates, mark sheets and migration certificate need to be submitted to the Society. Other documents may be submitted as per the requirement of the Mumbai University. These originals will remain either with the Society/University till the completion of the Ph.D. course.
- 10) **Work report:** It is mandatory for all students to remain in touch periodically with the Guide as well as the USD on the current status of their study.
- 11) **Extension for the submission of Ph.D. thesis:** If any Ph.D. student of the BNHS will be unable to submit the thesis within allotted time of four years, he or she needs to apply for getting extension for the submission of the thesis providing valid reason for the delay and mentioning further time required. The application will be forwarded to the Mumbai University through BNHS with signature of guide and the Director, BNHS. After four years of Ph.D. registration accounts section of the Mumbai University will not accept the fees without the above mentioned extension letter from the particular student.
- 12) **Cancellation of Ph.D. Registration:** If a student wants to cancel Ph.D. registration, he/she needs to send a written application, with valid reason for cancellation of Ph.D. registration which should be approved by his/her Guide and the Director, BNHS.
- 13) **Responsibility of Guides and Students:** For any queries like cancellation of Ph.D. registration, the guides and the students needs to communicate with the Mumbai University through the BNHS.
- 14) **Regarding your superannuation date of Ph.D. guide:** After the superannuation date of particular Ph.D. guide of the BNHS there is need to apply to CONCOL department of Mumbai University to get an extension period for Ph.D. guide

recognition. According to the concerned authorities from CONCOL department a copy of a letter to the Ph.D. guides from the University regarding the recognition as Ph.D. guide is required to send along with a letter of institutional affiliation.

- 15) **Important note:** Students and guide need to keep a photocopy of each and every document which is submitted to the University/Society towards the Ph.D. course for record.

II) Procedure for enrolment of Students for Ph.D. Course and to get Eligibility Certificate from the Mumbai University

1. **Application for Eligibility:** Any student who got his/her topic approved from Mumbai University needs to submit an Eligibility Form to Eligibility Section of the Mumbai University, Kalina campus.
2. **Documents for Eligibility:**
 - a. Covering letter and statement from the BNHS
 - b. Application form for Provisional Eligibility
 - c. Amount of DD/Cash mentioned in eligibility form
 - d. A topic approval letter received from the University
 - e. Attested photocopies of mark sheets and degree certificates
 - f. Migration Certificate.
3. **Deciding equivalence and issuing an eligibility certificate:** Students who want to register for the Ph.D. other than their principal subject need following documents.
 - a. Application form to decide equivalence and issuing an eligibility certificate for the admission to the Ph.D. in Zoology/Botany with institutional seal.
 - b. Copy of a letter received from Mumbai University regarding topic approval
 - c. Statement of marks of 10+2 onward
 - d. University level (detailed) syllabus
 - e. Attested copy of M.Sc. mark sheet and degree certificate of the above student
4. **Provisional Certificate of Eligibility:**

University will provide a Provisional Certificate of Eligibility along with a receipt which will be valid only for a year and need to be submitted to Society by the student.
5. **Student Enrolment:**
 - a. Covering letter and statement from the BNHS
 - b. An application form for Enrolment

- c. A Challan of appropriate fees
- d. Photocopies of provisional certificate of eligibility.

6. Required Documents for PhD Topic Approval

1. Application Form
 2. Selection Letter from BNHS
 3. Interview Report
 4. Delay Letter (Interview Conduct before 6 Months)
 5. RAC Report
 6. Admission Letter
 7. College Recognition Letter issued by University
 8. Guide Recognition Letter
 9. PET/NET/SET/GATE/M.PHIL/Teaching Experience
 10. Bachelor Mark sheets & Convocation Certificate
 11. Master Mark Sheet & Convocation Certificate
 12. Students of Reserve Category:
 - i. Cast Certificate
 - ii. Caste Validity
 - iii. Non-Creamy layer
 13. Name is changed – Marriage Certificate or Gazette Copy
 14. Topic of Proposal 10 copies
 15. English Synopsis – 10 Copies
 16. Rs.200/- fees in Cash.
6. **Verification letter:** A request letter will be sent by the BNHS to the respective university of student for verification of the original documents providing attested copies in a sealed envelope.
7. The Society will receive a letter from the respective university of the student about verification of the documents of student within a couple of months.
8. **Confirmed Eligibility Certificate:** Following documents should be submitted to the Mumbai University, Kalina campus.
- a. Covering letter and statement from the BNHS
 - b. A verification letter from the respective university
 - c. All original mark sheets and degree certificates
 - d. Migration Certificate

- e. Provisional Eligibility Certificate.
- f. Two full sets of photocopies of all the above mentioned documents.

Eligibility section, Kalina campus, Mumbai University will keep the Migration Certificate with them and return the other originals to the Society with a Confirmed Eligibility Certificate, by post.

9. **Synopsis submission:** Thereafter student can apply for synopsis submission of his thesis. Twenty copies of the synopsis with title in the prescribed format, same as in the application for topic approval, need to be submitted.

10. Submission of Thesis:

- a. It is mandatory for all students to submit the thesis in a prescribed format to the University, Fort campus, only after two months and within six months of synopsis submission.
- b. If a student fails to submit his/her thesis within a stipulated time he/she will have to pay the fresh examination fees. It is advisable not to submit synopsis before finalizing the thesis.

11. **Examiners review and viva:** It will take more than six months to receive evaluation report by the Examiners and then the date of viva will be informed to the student.

12. **Convocation:** Letter to students for viva examination will require at the time of convocation ceremony.

13. **Important Notes** – All the covering letters, statements, applications forms and challans must have the institutional seal before submitting to the Mumbai University.

**III) Outline of the research proposal, subject for the Doctor of Philosophy
(Science) degree in Zoology/Botany**

Title of Application:

Name of Applicant:

Basic qualification of the candidate: M.Sc. Zoology/Botany from.....University.

Name and Designation of research supervisor:

Place of research work: Bombay Natural History Society, Mumbai.

Date of submission of proposal:

Signature of the candidate:

Signature of the research supervisor:

Ph.D. title:

Name of Ph.D. candidate:

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IV) List of the students awarded Ph.D. degree from BNHS

	Student	Guide	Topic	year
1.	Robert B. Grubh	Dr. Salim Ali	The birds of Gir Forest: The ecology and behaviour of vultures in Gir Forest	1974
2.	Mohammed Ali Reza Khan	Dr. Salim Ali	Ecological problems relating to birds: Ecology and behaviour of the Black-and-Orange Flycatcher <i>Muscicapa nigrorufa</i> (Jerdon).	1977
3.	Priyadarshini Davidar	Dr. Salim Ali	Synecological studies on the specialised nectar-feeding birds and bird-flowers in the Nilgiris	1979
4.	Lalitha Vijayan	Dr. Salim Ali	Comparative biology of Drongos (Family Dicuridae, Class Aves) with special reference to ecological isolation	1984
5.	Mohammed Anwarul Islam	Dr. Salim Ali	Ecology of the laughing thrushes of India with special reference to the endemic species	1985
6.	Prakash Rao	Mr. J.C. Daniel	Bird communities of the tropical dry-evergreen forests of Sriharikota	1988
7.	Vibhu Prakash	Mr. J.C. Daniel	The general ecology of raptors (Families Accipitridae, Strigidae, Class Aves) in Keoladeo National Park, Bharatpur	1988
8.	U. Sridharan	Mr. J.C. Daniel	Comparative ecology of resident ducks in Keoladeo National Park, Bharatpur, Rajasthan	1989
9.	S. Balachandran	Mr. J.C. Daniel	Studies on the coastal birds of Mandapam and the neighbouring islands	1990
10.	V. Natarajan	Mr. J.C. Daniel	The ecology of the Southern Crow-Pheasant <i>Centropus sinensis parroti</i> Stresemann (Aves: Cuculidae) at Point Calimere, Tamil Nadu	1990
11.	P. Balsubramanian	Prof. P.V. Bole	Plant-animal inter-relations at Point Calimere Sanctuary	1990
12.	T. Sundaramoorthy	Mr. J.C. Daniel	Ecology of terrestrial birds in Keoladeo National Park, Bharatpur	1991
13.	Ravi Sankaran	Mr. J.C. Daniel	Some aspects of the breeding behaviour of the Lesser Florican <i>Sypheotidesindica</i> (J.F. Miller) and the Bengal florican <i>Houbaropsis bengalensis</i> (Gmelin)	1991
14.	Ranjit Manakadan	Mr. J.C. Daniel	Ecology of waterbirds of Point Calimere Sanctuary with special reference to the impact of salt works	1992
15.	Goutam Narayan	Mr. J.C. Daniel	Ecology, distribution and conservation of the Bengal florican <i>Houbaropsis bengalensis</i> (Gmelin)	1992
16.	N.K. Ramachandran	Dr. V.S. Vijayan	The comparative ecology of the Pheasant-tailed and Bronzewinged Jacanas in Keoladeo National Park,	1993

			Bharatpur, Rajasthan	
17.	Bharat Bhushan	Mr. J.C. Daniel	Ornithology of the Eastern Ghats	1994
18.	S. Alagar Rajan	Dr. Robert B. Grubh	The avifauna of the tropical dry evergreen forests of Point Calimere Wildlife Sanctuary, Tamil Nadu	1995
19.	Syed Asad Akhtar	Mr. J.C. Daniel	Wintering ecology of the harriers of Velavadar National Park, Bhavnagar district, Gujarat	1998
20.	Mohammad Zafar Khan	Dr. B.F. Chhapgar	Stock assessment and management of some commercially important ground fishes off Mumbai	2001
21.	Yogesh V Gokhale	Dr. M.R. Almeida	Studies on the role of sacred groves institution in conservation of plants	2002
22.	Ashok Verma	Dr. Vibhu Prakash	Wintering ecology of Marsh Harrier	2002
23.	B S Swami	Dr. B.F. Chhapgar	Studies on the variability among macrofoulers on testing panels exposed in Mumbai harbour	2003
24.	Dhanniya Malini N A	Dr. M.R. Almeida	Study of angiospermic flora of Thane Municipal Corporation area (excluding trees)	2005
25.	P Jeganathan	Dr. Asad Rahmani	Population status and ecology of the globally threatened Jerdon's Courser	2006
26.	Ashfaq Ahmed	Dr. Asad Rahmani	Ecology of the Nilgiri Laughingthrush (<i>Garulus cachinnans</i>)	2006
27.	Girish Jathar	Dr. Asad Rahmani	Ecology and behaviour of Forest Owlet (<i>Heteroglaux blewitti</i>)	2007
28.	Sumit Kesarkar	Dr. M.R. Almeida	Medicinal plants of Savantwadi taluka in Sindhudurg district	2007
29.	Sumit Kesarkar	Dr. M.R. Almeida	Medicinal plants of Sawantwadi talukas and Sindhudurga district	2007
30.	Koustubh Sharma	Dr. Asad Rahmani	Distribution, status, ecology and behaviour of the Four-horned Antelope (<i>Tetracerus quadricornis</i>)	2008
31.	Sujit Narwade	Dr. Asad Rahmani	Status, distribution, habitat use & conservation of the birds in Deccan region of Maharashtra, with special reference to Great Indian Bustard <i>Ardeotis nigriceps</i>	2017
32.	Sameer Bajaru	Ranjit Manakadan	Ecology of the Endemic Kondana Soft-furred Rat (<i>Millardia Kondana</i>) in the Northern Western Ghats, India.	2021-22

V) Requirements during thesis preparation

UNIVERSITY OF MUMBAI

No.Th./ 107 of 2004.

CIRCULAR :

The Directors/Head of the University Departments/the Principals of the affiliated Colleges in Arts, Science, Commerce, Engineering, Pharmaceutical Sciences, Architecture, Ayurveda, Applied Arts, Painting and the Heads of the recognized Institutions enrolling the students for Master degree by research and Ph.D. degree, are hereby informed that it has been noticed in the recent past that the theses prepared by many of the students after completion of their research work, are not in accordance with the requirement of the University, which have been specified in circulars / notifications issued by the University from time to time. On account of this, the University cannot accept these theses and the students are required to get them re-bound / re-printed / revised in accordance with the requirement of the University. This obviously causes inconvenience to the students and is a complete waste of time.

They are, therefore, requested to take special care by acquainting the students with the requirements of the University in respect of the submission of their theses. Also, please impress upon them the need to check if all the instructions have been followed before binding their theses for submission. Kindly ensure that no student submits his/her theses in any manner other than that prescribed by the University.

The copies of the theses should be bound in accordance with the following specification:-

1. **Size of the paper** : Quarto Approx. 10 inches by 8 inches, except for drawings, graphs and maps on which no restriction is placed. A margin of 1 ½ inches must be left on the left-hand side and bound in a standardized form as specified below : -

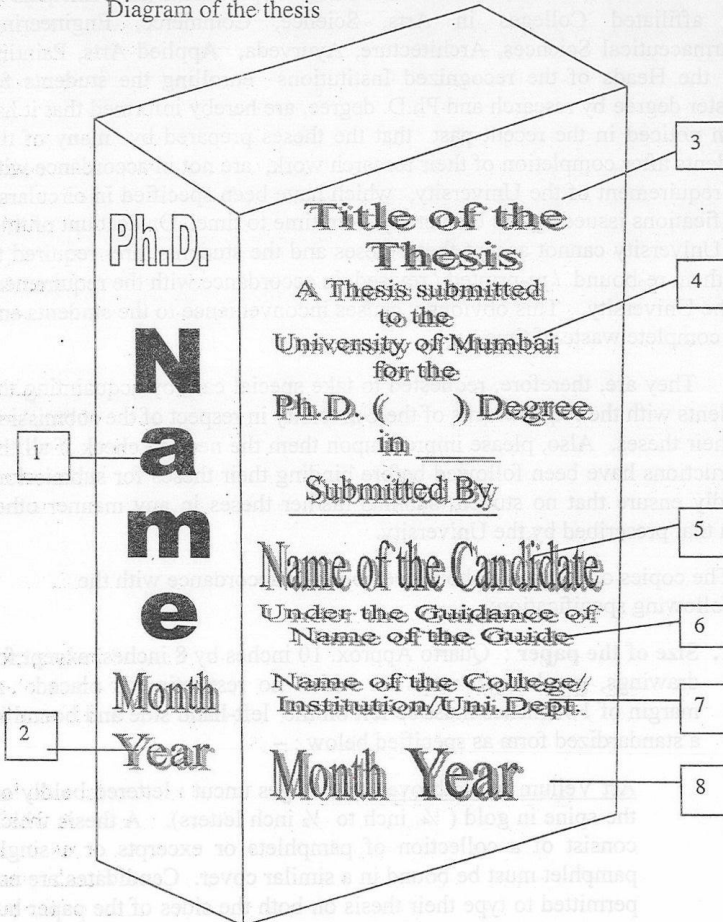
Art Vellum or cloth overcast : edges uncut : lettered boldly on the spine in gold (¼ inch to ½ inch letters). A thesis which consist of a collection of pamphlets or excerpts or a single pamphlet must be bound in a similar cover. Candidates are not permitted to type their thesis on both the sides of the paper but there is no objection to a thesis being typed with single spacing.

Overcasting : The act or process of repeatedly sewing over the pages of a book is usually done when it consists of single page or when the paper is too poor or too heavy for normal sewing to be satisfactorily done.

... 2/-

2. It must be ensured that the details of these are embossed or typed on the front page (and typed on first page) in the manner in which it is shown in the following diagram.

Diagram of the thesis



- 1) Name of the candidate
- 2) Submission Month & Year
- 3) Title of the thesis
- 4) Name of the Degree i.e. Master's/Ph.D. with Faculty
- 5) Name of Candidate
- 6) Name of the Guide/Internal referee
- 7) Name of the College/Institute/Department
- 8) Submission Month & Year

However, the student submitting their theses for a Master degree (By Research) or Masters degree (Partly by papers Partly by research) are required to mention the name of the course in all the places in the theses in place of Ph.D.