

Jawaharlal Nehru University
New Delhi

Evaluation Branch

Date: 17.01.2018

No.3(43A)/Eval.I

Circular

In continuation to the circular no. Eval.1/2017 dated 22/12/2018 and on the recommendations of the Committee constituted to frame the guidelines of experts to hold Viva-Voce through Video-conferencing (e.g. SKYPE) the competent authority has approved following rules and regulations to hold M.Phil./Ph.D. Viva-Voce through video-conferencing, w.e.f. winter semester 2018.

1. The schedule and details of the Viva-Voce to be held should be circulated to all concerned in advance.
2. The Viva-Voce shall be held in a hall/room which is equipped with necessary infrastructure to hold Viva-Voce examination through Video-conferencing. Wherever necessary, the CIS, JNU will provide the necessary technical help for conducting the viva-voce examination.
3. Members of the Research Advisory Committee of the concerned student should be present in person during the Viva-Voce. However, in exceptional circumstances, if a RAC member is unable to attend the Viva-Voce, he/she, in consultation with Supervisor and with the approval of the Dean of the concerned School/Chairperson of the concerned Special Centre, may nominate some other faculty (as per the composition of RAC). At least two RAC members, including the supervisor, should be present in person during the Viva-Voce examination.
4. After the Viva-Voce examination, the external examiner may submit his/her report/ recommendation through e-mail and include a signed scanned copy of report/recommendation as attachment to the official e-mail of the Dean of the concerned School/Chairperson of the concerned Centre/Special Centre. A printout of this report/recommendation shall be signed and certified by the Supervisor of the Viva-Voce Committee and the Dean of the concerned School/Chairperson of the concerned Centre/Special Centre
5. No local travel expenses or any other charges/payment for hardware/software assistance/hiring/purchase etc. will be reimbursed to the external examiner or any other person for availing of video-conferencing facility for holding of M.Phil./Ph.D. Viva-Voce examination.

6. If, in any case, more than one external examiner is invited to hold the Viva-Voce, the honorarium amount shall be divided equally among them, as per Clause 3.6 of Academic Ordinance number 27 of JNU.
7. **Exemption for Ph.D. Viva-Voce** – In extraordinary circumstances where viva-voce cannot be held through video-conferencing, the Dean/Chairperson of the School/Centre/Spl. Centre shall take prior approval of the Vice-Chancellor, to hold viva-voce in person. However, all the M.Phil Viva-Voce will be conducted through video-conferencing only.
8. The Viva-Voce report with relevant documents must be submitted by the School/Centre in the prescribed existing format along with the recommendation of the external examiner as mentioned at point-4 above.
9. In case any dispute arises with respect to the recommendation of the examiner and the member(s) of RAC, the Competent Authority may take appropriate measures to resolve the dispute. The decision of the Competent Authority will be final.

This issues with the approval of the Competent Authority.



(Dr. Sajjan Singh)
Assistant Registrar (Evaluation)

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